

**THE THIRTIETH LEGISLATURE
APPLICATION FOR GRANTS
CHAPTER 42F, HAWAII REVISED STATUTES**

Type of Grant Request:

Operating Capital

Legal Name of Requesting Organization or Individual: Db:

Hawaii Youth Services Network

Amount of State Funds Requested: \$ 30,000

Brief Description of Request (Please attach word document to back of page if extra space is needed):

Plan and conduct the 2024 Hawaii Children and Youth Summit and support youth engagement in civic affairs. Youth and young adults will convene at the State Capitol to come to consensus on what Hawaii needs in order to be a better place to live, learn, and work. They will craft recommendations for legislative action that will be shared with the Keiki Caucus and other advocacy and policy making groups. Young people will be trained, supported and encouraged to advocate for issues they care about in ways that range from community service projects to legislative advocacy.

Amount of Other Funds Available:

State: \$ 0

Federal: \$ 10,000

County: \$ 0

Private/Other: \$ 15,000 (not confirmed)

Total amount of State Grants Received in the Past 5

Fiscal Years: \$ 70,000

Unrestricted Assets: \$ 494,920

New Service (Presently Does Not Exist): Existing Service (Presently in Operation):

Type of Business Entity:

501(C)(3) Non Profit Corporation
 Other Non Profit
 Other

Mailing Address:

677 Ala Moana Blvd #904

City: Honolulu State: HI Zip: 96813

Contact Person for Matters Involving this Application

Name:
Judith F. Clark

Title:
Executive Director

Email:
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Phone:
808-499-9966

Federal Tax ID#:
[REDACTED]

State Tax ID#:
[REDACTED]



Authorized Signature

Executive Director

Name and Title

12/29/2023

Date Signed

Application for Grants

If any item is not applicable to the request, the applicant should enter "not applicable".

I. Certification – Please attach immediately after cover page

1. Hawaii Compliance Express Certificate (If the Applicant is an Organization)

Certificate of vendor compliance on the next page.



STATE OF HAWAII
STATE PROCUREMENT OFFICE

CERTIFICATE OF VENDOR COMPLIANCE

This document presents the compliance status of the vendor identified below on the issue date with respect to certificates required from the Hawaii Department of Taxation (DOTAX), the Internal Revenue Service, the Hawaii Department of Labor and Industrial Relations (DLIR), and the Hawaii Department of Commerce and Consumer Affairs (DCCA).

Vendor Name: HAWAII YOUTH SERVICES NETWORK

Issue Date: 12/29/2023

Status: **Compliant**

Hawaii Tax#: [REDACTED]
 New Hawaii Tax#: [REDACTED]
 FEIN/SSN#: XX-XXX4777
 UI#: XXXXXX5864
 DCCA FILE#: 46183

Status of Compliance for this Vendor on issue date:

Form	Department(s)	Status
A-6	Hawaii Department of Taxation	Compliant
8821	Internal Revenue Service	Compliant
COGS	Hawaii Department of Commerce & Consumer Affairs	Exempt
LIR27	Hawaii Department of Labor & Industrial Relations	Compliant

Status Legend:

Status	Description
Exempt	The entity is exempt from this requirement
Compliant	The entity is compliant with this requirement or the entity is in agreement with agency and actively working towards compliance
Pending	A status determination has not yet been made
Submitted	The entity has applied for the certificate but it is awaiting approval
Not Compliant	The entity is not in compliance with the requirement and should contact the issuing agency for more information

2. Declaration Statement

DECLARATION STATEMENT OF APPLICANTS FOR GRANTS PURSUANT TO CHAPTER 42F, HAWAII REVISIED STATUTES

The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawai'i Revised Statutes:
 - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant is awarded;
 - b) Complies with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
 - c) Agrees not to use state funds for entertainment or lobbying activities; and
 - d) Allows the state agency to which funds for the grant were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and ensuring the proper expenditure of the grant.
- 2) If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F-103, Hawai'i Revised Statutes:
 - a) Is incorporated under the laws of the State; and
 - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant is awarded shall be conducted or provided.
- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawai'i Revised Statutes:
 - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
 - b) Has a governing board whose members have no material conflict of interest and serve without compensation.

Pursuant to Section 42F-103, Hawai'i Revised Statutes, for grants used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant was awarded and disposes of the land in fee simple or by lease, the organization shall negotiate with the expending agency for a lump sum or installment repayment to the State of the amount of the grant used for the acquisition of the land.

Further, the undersigned authorized representative certifies that this statement is true and correct to the best of the applicant's knowledge.

Hawaii Youth Services Network _____
(Typed Name of Individual or Organization)



12/29/2023

(Signature)

(Date)

Judith F. Clark, Executive Director _____

3. Public Purpose

The applicant shall specify whether the grant will be used for a public purpose pursuant to [Section 42F-102, Hawaii Revised Statutes](#).

If funded, Hawaii Youth Services Network will use the grant for a public purpose pursuant to Section 42F-102 Hawaii Revised Statutes.

Certified by:



Judith F. Clark, Executive Director
Hawaii Youth Services Network
December 29, 2023

II. Background and Summary

1. A brief description of the applicant's background;

Since 1980, Hawaii Youth Services Network (HYSN) has promoted the well-being of youth and strengthening of families and communities by providing leadership, encouraging collaboration, and creating partnerships in Hawaii and other Pacific Islands. HYSN conducts organizational capacity building through training and technical assistance. It creates and sustains partnerships and collaborations that address youth issues such as homelessness and teen pregnancy/STI prevention. HYSN adapts evidence-based

programs to increase cultural relevance for Pacific Island communities and creates culturally relevant videos with extensive youth involvement. HYSN; conducts needs assessment, planning, evaluation, and advocacy to ensure that youth can grow up safe, healthy, and ready to succeed..

HYSN's current programs include:

Hawaii Children and Youth Summit –Brings youth together to develop recommendations on what the Hawaii Legislature needs to do to make Hawaii a better place to live, learn, and work. Gives youth a voice in setting legislative priorities and experience in civic engagement.

Runaway and Homeless Youth Collaborative – Provides street outreach, shelter, and transitional living services. 5 partners serve youth; HYSN provides coordination, grant management, training and evaluation.

Teen Pregnancy Prevention– Builds capacity to select, implement and evaluate evidence-based approaches to teen pregnancy prevention in Hawaii and the Northern Mariana Islands.

Hawaii Interagency State Youth Network of Care (HI-SYNC) – A multi-agency forum focused on improving outcomes for children, youth and families through data review for system improvement; establishing policies to address barriers, collaboration, coordination, integration of services/ resources.

Safe Spaces for Youth Pilot Project – Expected to Increase the safety of children and youth, prevent homelessness, and reduce involvement in the juvenile justice and child welfare systems. The Safe Spaces Project brings together government, non-profit, faith-based, and business sectors to establish safe places where young people can seek help with crisis response and follow-up services to address youth and family needs.

2. The goals and objectives related to the request;

This application supports the annual Hawaii Children and Youth Summit to be conducted in October of the funding period.

Goal: To engage diverse groups of youth and young adults in identifying community needs and advocating solutions for legislative action.

Objectives:

1. By the end of the Hawaii Children and Youth Summit:

<p>I never felt like I had a voice . . .Now I know I do and I will use my voice to make a difference. --HYCS Youth Participant</p>
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- Children and Youth Summit participants will identify and discuss key issues and needs that can be addressed through legislative action or public policy change as documented in reports from breakout groups and results of voting on priorities as documented in a live polling system.
 - Summit participants will agree upon 10 -12 recommendations for legislative action.
 - At least 150 youth/young adults (up to age 24) will participate as documented by registration lists and sign-in sheets.
 - Following the Summit, at least 200 youth/young adults will participate in online voting to rank recommendations in priority order.
 - At least 15 youth will be integrally involved in planning and conducting the summit as planning committee members, emcees, opening panel speakers, breakout group facilitators/recorders, tech support crew, and/or other roles as noted in planning committee minutes and Summit program.
 - The planning committee for the Children and Youth Summit will include representation from at least 10 government and non-profit organizations as documented in meeting minutes and e-mail distribution lists.
2. In a survey completed by Summit participants post-summit:
- 75% will report that they were able to share their views about the issues and needs they care about.
 - 75% will state that they learned from other participants about important issues that the legislature should address.
 - 75% will report that they believe that their participation in the Summit made them feel more involved with Hawaii's legislative process.
 - 75% will report that they believe that legislators and policy makers will use the Summit priorities to create laws, policies, and/or programs.
 - 25% will state that they intend to follow-up by talking to legislators or participating in advocacy about a bill or resolution in some other way.
 - 75% will state that youth and adults were able to work together collaboratively during the Summit.
3. By end of January of the funding period, the Keiki Caucus of the Hawaii Legislature will utilize the priorities determined at the Summit in developing bills and/or resolutions for its legislative package in the next legislative session as documented by bills and/or resolutions introduced in the subsequent legislative session. At least 2 bills or resolutions that address Summit recommendations will be introduced during the state legislative session.

4. All Summit participants will receive ongoing training, support, and encouragement to work on their issues throughout the project period including, but not limited to:
 - E-mail messages with updates on Keiki Caucus actions, and status of bills/resolutions related to Summit priorities.
 - Sharing media coverage of the Summit and news related to the Summit recommendations via social media.
 - An end-of-legislative-session meeting (virtual and/or in-person), to share legislative outcomes, encourage participation in future summits, and recruit youth to serve in leadership roles for the next Summit.
 - E-mail messages about advocacy training; volunteer opportunities, internships, and news about youth advocacy groups.

3. The public purpose and need to be served;

The Children and Youth Summit is an annual event that brings together youth for a day at the Capitol. Participants discuss key issues that they believe the Hawaii State Legislature needs to address to make Hawaii a better place to live, learn, and work.

Through 2014, the Keiki Caucus took the lead in organizing the event with Senator Suzanne Chun Oakland as the chair. For the past 9 years, the event has been housed within Hawaii Youth Services Network with the Keiki Caucus as a strong partner.

I have always been passionate about the environment . . . but I never thought I could make a difference now. . . . Thank you for providing that chance to speak out and give me someone to listen. . . . This has been one of the few times that I felt like people listened to me.
--HCYS Youth Participant

The Children and Youth Summit benefits youth, policymakers, and communities.

Benefits of engaging children and youth in civic affairs – Youth engagement is the result when young people are involved in responsible, challenging actions to create positive social change.

- This means involving youth in planning and in making decisions that affect themselves and others. At Hawaii’s Children and Youth Summit, youth have the opportunity to engage in thoughtful dialogue about important issues; discuss and come to consensus on viable solutions and legislative action; and see the results of their efforts through legislative bills and resolutions that result in new laws, policies, and programs.
- Youth engagement happens in youth/adult partnerships that are structured so that both groups contribute, teach, and learn from each other. The youth speakers/videos and the Town Hall Meeting with elected officials enable youth to

discuss and explore issues about which they are passionate. Breakout groups report their issues in an atmosphere of mutual respect.

Through youth engagement, communities can do a better job of creating the [services, opportunities, and supports](#) that young people need to develop in healthy ways.

“Youth civic engagement leads to reduced risky behavior, increased success in school and leads to greater civic participation later in life. . . . Civic engagement provides young people with opportunities to gain work experience, acquire new skills, and to learn responsibility and accountability—all while contributing to the good of their communities.”¹

Introducing youth to civic involvement at an early age is important because Hawaii voter turnout has declined in recent years. In 2022, only 48.7% of Hawaii’s registered voters actually voted.² Hawaii ranked 6th lowest in voter turnout in 2022 according to Ballotpedia with only 41.06 of eligible residents voting.³ Voter participation is at the core of active citizenship and a healthy democracy

“We need your help in order to ensure that issues that matter to you are addressed.”
--Representative John Mizuno

Policy Makers Need to Hear from Youth -

Institutionalizing youth voice in the policymaking process both engages young people and helps policymakers make wiser investments and policy decisions responsive to youth needs. By involving youth in planning efforts, state policymakers encourage youth participation and enable youth to identify ways in which policies and programs can better serve their needs. Youth engagement offers community leaders the expertise and partnership of young people, helping adults fully understand what it is like to grow up in a rapidly changing world. From a political point of view, youth engagement is important because young people deserve the right to represent their own interests. Hawaii’s Children and Youth Summit is a meaningful way to solicit youth views on upcoming policy and planning decisions.

4. Describe the target population to be served; and

Youth and young adults through age 24 living anywhere in the State of Hawaii. Participation by young people from ethnic, cultural, sexual and gender minorities; youth

¹ Center for the Study of Social Policy. [Results-based Public Policy Strategies for Promoting Youth Civic Engagement.](https://www.cssp.org/policy/papers/Promoting-Youth-Civic-Engagement.pdf) <https://www.cssp.org/policy/papers/Promoting-Youth-Civic-Engagement.pdf>

² State of Hawaii Office of Elections. <https://elections.hawaii.gov/resources/registration-voter-turnout-statistics/>

³ Ballotpedia. [Election results, 2022: Analysis of voter turnout.](https://ballotpedia.org/Election_results,_2022:_Analysis_of_voter_turnout)

https://ballotpedia.org/Election_results,_2022:_Analysis_of_voter_turnout#:~:text=Election%20results%2C%202022%3A%20Analysis%20of%20voter%20turnout

with lived experience of homelessness, foster care, mental illness, and juvenile justice systems; and persons with disabilities will be strongly encouraged to participate.

5. Describe the geographic coverage.

Entire State of Hawaii. In 2023, 25% of youth participants were from Neighbor Islands.

III. Service Summary and Outcomes

1. Describe the scope of work, tasks and responsibilities;

Collaboration and Partnerships

Twenty (20) organizations participated in planning and conducting the 2023 Children and Youth Summit. Many have committed to participating again. Their roles are detailed in the staffing section of this application. Participating organizations included,

Organizations already committed to 2024 participation are underlined

- Coalition for a Drug-Free Hawaii
- Coalition for a Tobacco-Free Hawaii Youth Council
- Get Ready Hawaii
- Hale Opio Kauai
- Hawaii After School Alliance
- Hawaii After-School All-Stars
- Hawaii Association of School Psychologists
- Hawaii Department of Education, Community Children’s Council
- Hawaii Department of Education, Student Services
- Hawaii Interpreter Services
- Hawaii State Developmental Disabilities Council
- Hawaii Youth Services Network
- Keiki Caucus, Hawaii State Legislature
- Kupu
- Lili’uokalani Trust
- Mental Health America of Hawaii
- Punahou School
- ROAR
- Sex Abuse Treatment Center
- Sustainable Coastlines

Additional youth-serving organizations and individual youth/young adults will be welcome to participate in planning.

Event Design

Target Audience: Up to 175 youth and young adults at the Summit. No limit on the number who may participate in Lights, Camera, Take Action. In 2023, 160 youth participated in the Summit. Sixteen sites hosted Lights, Camera, Take Action Parties and about additional 30 individuals participated. The Summit will welcome participation by youth from ethnic, cultural, sexual and gender minorities; persons with lived experience; and persons with disabilities.

Dates/Times: The Summit will be held during the public school fall break week of October and Lights, Camera, Take Action will be conducted within 10 days prior to the Summit.

Venues: The Hawaii Children and Youth Summit will include 2 events: The Summit itself will be held at the Hawaii State Capitol Building. The Lights, Camera, Take Action prequel will be a hybrid event.

Diversity, Inclusion and Equity: Summit planners will actively work to ensure that youth and youth adults with disabilities, diverse ethnic and cultural minorities, and young people who have survived trauma (such as homelessness or domestic violence) are welcomed and included as participants and in leadership roles.

To ensure access for persons with disabilities, Summit planners will provide special accommodation upon request. The State Capitol Building meets Americans with Disability Act Standards. All video materials used at the Summit will include captions for persons with hearing disabilities. Sign language interpreters will be provided during the event by Hawaii Interpreter Services. The Hawaii State Council on Developmental Disabilities will arrange and pay for captioning and interpreter services as an in-kind contribution.

Providing opportunities for virtual participation through Lights, Camera, Take Action, as well as offering travel scholarships for neighbor island youth to attend the live event at the Capitol Building will allow geographic parity.

Planning Process: The Executive Director of Get Ready Hawaii will chair the Planning Committee. The HYSN Executive Director will serve as Fund Development and Legislative Liaison Chair. HYSN's Youth Development Coordinator will provide staffing support. Other tasks will be assigned to volunteer agency partners and their staff and volunteers. We will recruit youth/young adults to serve on the committee in addition to government and non-profit youth-serving organizations (4 youth served on the 2023 Planning Committee). Meetings will be held via Zoom or in-person. . The Planning Committee will meet at least monthly starting in March of the funding period with subcommittees (including, but not limited to Coordination, Youth Participation, Legislative Liaison, Exhibits, Disability Access, and Fund Development) meeting as needed.

Youth Participant Recruitment: All members of the planning team will promote participation in the event to the young people that they serve. Notices will be sent to Student Activities Coordinators at public schools. HYSN maintains an e-mail list with more than 2,150 youth workers and educators statewide who will be asked to promote the event with youth. The event will be publicized through social media such as Instagram and Facebook. It will appear in the Children and Youth Month Calendar of Events.

Registration: Participants will register electronically via Eventbrite. The HYSN registration system is designed to ensure that persons who exceed the age limit of 24 do not register.

Speakers/Videos: To select the topics to be featured, Planning Committee members seek input from the youth they serve and from youth participating in the planning committee.. And we look at topics and issues are widely discussed in broadcast and social media.

Planning Committee members then begin targeted recruitment of speakers/video makers on the “hot topics,” using a wide array of methods to identify and recruit youth. We actively seek youth with lived experience of disability, trauma, homelessness, juvenile justice system involvement, and more.

The videos and their producers will be featured in the Lights, Camera, Take Action Event. Youth will be invited to gather at schools and community centers to participate as a group while interacting with video makers via Zoom. The showing of each video will be followed by question and answer periods with the video makers and issue experts. The event will feature polls and quizzes . Door prizes will be awarded as incentives for participation and each participating group will receive a gift card for refreshments..

Town Hall Meeting: The opening session of the Summit will feature a Town Hall Meeting with elected officials and youth. Youth will serve as moderators. Summit participants will be invited to submit questions in advance; live questions will be allowed.

Breakout Groups: Following the Town Hall Meeting, participants will go into breakout groups on six topics: Protecting the Environment; Healthy Mind, Healthy Body; Education; Equality, Diversity, and Equity; Safety and Crisis Management; and Homelessness and Housing. Participation in the youth break out groups is strictly limited to youth.

Youth will serve as the breakout group facilitators. The Planning Committee will provide orientation and training to the facilitators. Facilitators will have means for emergency communication if an adult is needed to manage any inappropriate participant behavior. This has not occurred in the past, but it is important to be prepared.

The breakout groups will explore and discuss any issues that participants choose. Each group is expected to agree on recommendations for specific legislative action.

Youth will reconvene in the auditorium where each breakout group will present its recommendations/priorities. Participants will learn about the process for voting to rank the recommendations, hear about options for continued participation in the legislative process, and be encouraged to continue to advocate for their issues.

Voting: Following the Summit, youth and young adults will have the opportunity to vote online to rank recommendations in priority order. A college student created the voting app. Anyone can follow the progress of the voting and see the rankings live on the Hawaii Children and Youth Summit website.

Sharing Ranked Recommendations: The Summit Chair and Legislative Liaison will be responsible for sharing the ranked Summit recommendations with all State Legislators and members of Hawaii's U.S. Congressional Delegation in early November. The recommendations will also inform the Hawaii Children's Action Network's policy agenda and will be shared with the Hawaii Interagency State Youth Network of Care and other groups.

Encouraging Continued Youth Participation Following Summit: The HYSN Youth Development Specialist will maintain ongoing contact with Summit participants through the end of the Legislative Session in the funding period. We will work with other youth advocacy groups to conduct and promote training for youth advocates. Youth will receive information about the incorporation of Summit priorities into bills and resolutions. They will be invited to attend and speak at the Keiki Caucus press conference. Through the legislative session, they will receive updates on hearings and the progress of bills.

We will encourage their continued involvement in their issues through legislative advocacy, increasing community and policy maker awareness, and via volunteer service. Youth who participate in this Summit will be invited to join in planning for future Summits.

Follow-up will include:

- E-mail messages with updates on Keiki Caucus actions, and status of bills/resolutions related to Summit priorities.
- Sharing media coverage of the Summit and news related to the Summit recommendations via social media.
- An end-of-legislative-session meeting (virtual and/or in-person), to share legislative outcomes, encourage participation in future summits, and recruit youth to serve in leadership roles for the next Summit.
- E-mail messages about advocacy training; volunteer opportunities, internships, and news about youth advocacy groups.

2. **Provide a projected annual timeline for accomplishing the results or outcomes of the service;**

Task	Time Period/Due Date
Planning Committee formed/ meetings	Meetings at least monthly through October
Identify "hot topics" to feature in speakers/videos. Conduct survey of youth.	Complete by June 30
Summit promotional materials completed	By July 31
Summit online registration system ready	By July 31
Tech support contract executed	By July 31
Begin marketing/promotion of Summit. Registration begins	By August 15
Recruitment of youth MC, Town Hall speakers, moderators.	By August 31
Confirm elected officials who will participate in Town Hall	By August 31
Summit program finalized	By August 31
Videos completed, captioned, loaded on website.	By Sept. 15
Registration deadline	Sept. 21
Provide video links and instructions to participants	October 1
Conduct training session for speakers/moderators/breakout facilitators.	By October 4
Conduct technical run through.	By October 4
Children and Youth Summit	Public school October break week
Conduct voting to rank recommendations	Through end of October
Compile evaluation survey results and share with Planning Committee.	By October 31
Share ranked Summit recommendations with legislators and others.	By November 15
Send follow-up e-mails to participants about training opportunities, bills introduced, bill status.	Start November – Through end of legislative session
Facilitate youth response to questions from elected officials about intent and details of Summit recommendations for inclusion in legislation.	November – December.
Conduct Summit debriefing/quality improvement meeting with Planning Committee members.	By December 15
Participate in planning for Keiki Caucus press conference; recruit youth speakers.	January

Encourage youth participation in legislative advocacy via e-mail listserv. Provide information about ways to advocate for issues, bill drafts, hearing notices, bill status updates, legislative calendar, and more.	Weekly from November v through end of legislative session
Provide report to Summit participants about legislative outcomes.	May
Conduct legislative debriefing session	May – June
Provide final report on Grant-in-Aid.	July 30

3. Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and

The quality assurance and evaluation plan for the Children and Youth Summit involves summit participants, planning committee members, and members of the Keiki Caucus.

At each Planning Committee meeting, progress toward meeting objectives and targets is reviewed. Specific members are assigned responsibility for managing activities and processes and reporting on progress at each meeting.

When something is not working as expected, the group identifies methods for resolving the issue and reviews effectiveness at each subsequent meeting. Subgroups may meet in the interim to find resources, adapt procedures, or deal with unexpected issues.

Planning meetings will be conducted monthly from March through July and every two weeks from August through the end of Summit.

After each annual Children and Youth Summit, the Planning Committee convenes a debriefing/quality improvement session. Breakout group facilitators/recorders, moderators, speakers, and youth video producers are invited to participate. During the meeting we discuss what worked well and issues/challenges encountered. We brainstorm ideas for the next Summit. Areas addressed during the meeting include, but are not limited to:

- Planning committee membership – level of youth participation and ideas for increasing it; shared leadership; reliability, etc.
- Youth speakers/videos – issues addressed, support provided to youth, diversity.
- Moderators, facilitators and recorders – Recruitment, training, support during event.
- Registration/marketing.
- Technical issues

- Youth participation in online voting -ways to increase participation.
- Web site design, updates.
- Schedule, activities – Video watch party, town hall meeting, breakout groups.
- Legislative involvement and follow-through.
- Encouraging/supporting youth involvement in advocacy.
- Funding needs and opportunities.

For the past 5 years, the quality assurance/improvement process has included a survey of youth participants.

The objectives for the Summit include clearly defined deliverables and methods for determining if objectives have been met. These outcomes/deliverables with their target numbers and means for measuring them are shown in the table in the Measures of Effectiveness section below.

5. List the measure(s) of effectiveness that will be reported to the State agency

See table on following pages.

Outcomes/Deliverables	Target	How Measured	Actual Outcomes 2023
Youth will identify and discuss key issues and needs that can be addressed through legislative action.			
Agree upon recommendations for legislative action.	10 -12 recommendations for bills or resolutions	Youth reports from breakout groups at end of Summit.	12 recommendations.
Number of youth participating.	Up to 175	Registration sign-in, Remo virtual records. Email lists.	160
Number of youth voting to set priorities.	200	Voting app records.	205
Youth will participate in planning and conducting the Summit	15	Meeting minutes, Summit video records.	21 youth
Diverse representation in Summit Planning	10 organizations	Meeting minutes. Zoom meeting records. Email lists.	20 organizations
Participants will report:			
They were able to share their views about the issues and needs they care about.	75% agree	Follow-up Survey of Summit participants.	75% agree
They learned from other participants about important issues that the legislature should address.	75% agree		87.5% agree
They believe that young people were able to work together successfully to agree upon recommendations for legislative action.	75% agree		75% agree

<p>They believe that legislators and policy makers will use the Summit priorities to create laws, policies, and/or programs.</p>	<p>75% agree</p>		<p>75% agree</p>
<p>They intend to follow-up by talking to legislators or participating in advocacy about a bill or resolution in some other way.</p>	<p>25% agree</p>		<p>Planned actions – 2023 Participants</p> <p>Talk to a legislator or other elected person about an issue: 26.7%</p> <p>Participate in school or community meetings about an issue: 60%</p> <p>Testify on a legislative bill or resolution: 26.7%</p> <p>Volunteer with an organization that works on an issue: 66.7%</p> <p>Advocate in some other way: 40%</p>
<p>The Keiki Caucus of the Hawaii Legislature will utilize the priorities determined at the Summit in developing bills and/or resolutions for its legislative package in the next legislative session</p>	<p>2 bills or resolutions introduced based on priorities.</p>	<p>Bill list on www.capitol.hawaii.org</p>	<p>In 2023, 2 Summit recommendations were incorporated into bills & resolutions. A related bill passed and funds were</p>

			included in the State budget to address another recommendation.
Youth will be trained, supported, and encouraged to continue to support and advocate for their issues.	Bi-monthly emails. At least 10 Instagram posts. 4 legislative status updates. 1 end-of-legislative-session briefing.	Email and Instagram log. Legislative status reports and records of transmission. Announcements, registration lists, attendance lists for briefing.	Bi-monthly emails. 7 legislative status updates. 12 Facebook posts. 1 end-of-legislative-session briefing.
The data collected above is reviewed as part of the continuous quality improvement process.			

IV. Financial

Budget

- 1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.**

Budget forms are on the following pages.

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2024 to June 30, 2025

Applicant: Hawaii Youth Services Network

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
None			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
None			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2024 to June 30, 2025

Applicant: Hawaii Youth Services Network

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2022-2023	FY: 2023-2024	FY:2024-2025	FY:2024-2025	FY:2025-2026	FY:2026-2027
PLANS	N/A					
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID					
Applicant: <u>Hawaii Youth Services Network</u>			Contracts Total: 1,826,823		
	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	Hawaii Interagency State Youth Network of Care facilitation	3/1/23 - 2/28/24	HI Dept. of Health, Child & Adolescent Mental Health	State	137,489
2	Basic Center Program	9/30/21 - 9/29/24	Family & Youth Services Bureau	Federal	600,000
3	Streert Outreach Program	9/30/21 - 9/29/24	Family & Youth Services Bureau	Federal	450,000
4	Personal Responsibility Education Program	10/1/23 - 9/30/24	Public School System, Northern Mariana Islands	State	50,000
5	Sexual Risk Avoidance Education Program	10/1/23 - 9/30/24	Public School System, Northern Mariana Islands	State	35,000
6	AmeriCorps Evaluation	9/23 - 8/24	Public School System, Northern Mariana Islands	State	40,000
7	Safe Spaces for Youth Pilot Project	1/1/23 - 12/31/24	Office of Youth Services State	State	479,384
8	Legislative Grant-in-Aid	7/1/23 - 6/30/24	Office of Youth Services State		30,000
9	SHARE Project	7/1/23 - 6/30/24	Minnesota Organization on Adolescent Sexual Health	Non-profit	4,950

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2025.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
5,000	15,000	5,000	5,000	30,000

3. **The applicant shall provide a listing of all other sources of funding that they are seeking for the fiscal year 2025.**

Source	Expected Amount	Status
Basic Center Program (federal grant)	\$20,000	Grant awarded
League of Women Voters of Honolulu Education Fund	\$4,500	Has awarded grants for Summit for the past 3 years.
Donations from stores (Costco Wholesale, Target, Walmart)	\$500	Gift cards from multiple stores expected
Hawaii State Council on Developmental Disabilities	\$1,500	Sign language interpreter services; committed funds
Give Big Hawaii	\$735	Donations received to date.
In-Kind contributions of staff and volunteer time from sponsoring organizations. Estimated 520hours at \$31.80/hour (standard value of volunteer time)	\$16,536	Based on past staff and volunteer participation.

- 4. The applicant shall provide a listing of all state and federal tax credits it has been granted within the prior three years. Additionally, the applicant shall provide a listing of all state and federal tax credits they have applied for or anticipate applying for pertaining to any capital project, if applicable.**

None

- 5. The applicant shall provide a listing of all federal, state, and county government contracts, grants, and grants in aid it has been granted within the prior three years and will be receiving for fiscal year 2025 for program funding.**

See table on next page.

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID					
Applicant: <u>Hawaii Youth Services Network</u>			Contracts Total:	1,826,823	
	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	Hawaii Interagency State Youth Network of Care facilitation	3/1/23 - 2/28/24	HI Dept. of Health, Child & Adolescent Mental Health	State	137,489
2	Basic Center Program	9/30/21 - 9/29/24	Family & Youth Services Bureau	Federal	600,000
3	Streert Outreach Program	9/30/21 - 9/29/24	Family & Youth Services Bureau	Federal	450,000
4	Personal Responsibility Education Program	10/1/23 - 9/30/24	Public School System, Northern Mariana Islands	State	50,000
5	Sexual Risk Avoidance Education Program	10/1/23 - 9/30/24	Public School System, Northern Mariana Islands	State	35,000
6	AmeriCorps Evaluation	9/23 - 8/24	Public School System, Northern Mariana Islands	State	40,000
7	Safe Spaces for Youth Pilot Project	1/1/23 - 12/31/24	Office of Youth Services State	State	479,384
8	Legislative Grant-in-Aid	7/1/23 - 6/30/24	Office of Youth Services State		30,000
9	SHARE Project	7/1/23 - 6/30/24	Minnesota Organization on Adolescent Sexual Health	Non-profit	4,950

5. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2023.

\$328,863.80

V. Experience and Capability

1. Necessary Skills and Experience

Hawaii Youth Services Network has the skills, abilities, knowledge and experience to plan and conduct the Hawaii Children and Youth Summit as proposed in this application.

Relevant experience and qualifications include:

- Twenty-three (23) years of experience in planning and conducting the annual Hawaii Children and Youth Summit.
- Nine (9) years of experience in serving as the lead organization.
- The Event Chair has 3 years of experience as Event Co-Chair and 1 as sole Chair.. The Legislative Liaison and Fund Development Chair has 23 years of experience with the Summit; 9 as Chair or Co-Chair of the Summit.
- Forty-two (42) years of experience in managing multi-agency, state-wide, collaborative projects.
- Forty-two(42) years of experience in managing federal, state, county and foundation funds.
- HYSN has been named Hawaii's Outstanding Advocate for Children and Youth by the Hawaii State Legislature (2010 award to HYSN; 2005 award to its Executive Director)..
- HYSN has received 3 AIM for Excellence for Outstanding Nonprofit Management by the Harry and Jeanette Weinberg Foundation.

Verifiable Experience with Related Projects or Contract (last 3 years):

- **Hawaii Children and Youth Summit** Legislative Grants-in-Aid (2022, 2023)
Other Funding sources: Na Lei Aloha Foundation, League of Women Voters of

Hawaii Education Fund, Hawaii State Council on Developmental Disabilities, , Federal Administration for Children and Families, Hawaii Community Foundation.

- **Hawaii Interagency State Youth Network of Care (HI-SYNC)** – HYSN is the facilitator for HI-SYNC, a multi-agency forum focused on improving outcomes for children, youth and families through continuous review and analysis of data to identify areas for system improvement, the recommendation of policies to address system barriers, collaboration, coordination, integration of services and resources.
- **Runaway and Homeless Youth Collaborative** – Established in 1981, the Runaway and Homeless Youth Collaborative provides street outreach, shelter, and transitional living services to runaway and homeless youth ages 12 – 21. Five partners provide services statewide, while HYSN provides , incoordination, grant management, training, and evaluation.
- **Teen Pregnancy Prevention** - Since 2005, HYSN has worked to build the capacity of organizations to select, implement and evaluate evidence-based approaches to teen pregnancy prevention. HYSN has produced 5 culturally relevant videos that are widely used in Hawaii and the Pacific Islands.
- **Community Resource Coordinator, Child Abuse Prevention** – Contract with the Department of Health Maternal and Child Health Branch, HYSN worked with 9 organizations to purchase and distribute educational technology, hygiene supplies, and PPE to children and families at risk of child abuse and neglect. The project prioritized Pacific Islanders.
- **Safe Spaces for Youth Pilot Project** – Contract with Office of Youth Services to conduct planning and coordination for the Safe Spaces for Youth Pilot Project, which is modeled after the National Safe Place Network.

2. Facilities

The project will make use of the Capitol auditorium, conference rooms, and basement hallway to conduct the Hawaii Children and Youth Summit. HYSN will work with the co-convenors of the Keiki Caucus to secure use of the facilities. We will request the use of audio-visual equipment (e.g., sound system and projector) as well as chairs and tables. HYSN is familiar with the requirements and restrictions on the use of Capitol facilities and will abide by them.

The Lights, Camera, Take Action event will utilize afterschool program sites and community organization meeting rooms to bring groups of youth together. Each group will join the youth speakers and moderators and view the videos on Zoom. Polls, quizzes, and games will encourage wide participation.

Because Planning Committee members live on multiple islands, most planning meetings will be conducted via Zoom. In-person meetings will be hosted by various Planning Committee member organizations.

VI. Personnel: Project Organization and Staffing

1. Proposed Staffing, Staff Qualifications, Supervision and Training

Most of the staffing for the Hawaii Children and Youth Summit will be provided as an in-kind contribution by members of the Planning Committee, with the exception of the Youth Development Coordinator employed by Hawaii Youth Services Network, payment to a tech consultant, and stipends to the youth involved in planning and leadership roles.

Jefferson Gourley, Executive Director of Get Ready Hawaii will serve as Event Chair. Mr. Gourley has participated in Summit leadership for the past 6 years including serving as Co-Chair for 3 years and taking over as sole Chair in 2023.. His resume is included at the end of this section.

Kierra Thompson, HYSN Youth Development Coordinator will assist the Chairs with Summit planning and execution. She will manage much of the coordination for the event, provide staffing support to the event and committee chairs, and conduct follow-up with the youth who attend. She has worked on the Children and Youth Summit for 5 years. She has also served as an appointed member of the Hawaii State Youth Commission, including terms as Vice Chair and Secretary. Her resume is included at the end of this section.

Judith Clark, HYSN Executive Director, will serve as Legislative Liaison and Fund Development Chair. She, along with Regina Jacobs, Administrator, will ensure accurate accounting and allowable use of Grant-in-aid funds. Their time will be funded from other sources.

In-kind Staffing Support: Much of the staffing will be provided as an in-kind contribution by partner organizations/co-sponsors. Partners are expected to provide an estimated 520 hours of staff/volunteer time valued at \$31.80/hour (standard value of volunteer time 2023). Responsibilities include serving on the planning committee and subcommittees; youth recruitment for participants and youth leadership, training for youth leaders; event set-up and clean-up at the Capitol; staffing the registration table; Goodie Bag stuffing; soliciting contributions for the event; serving as hall monitors during the event; purchasing and serving breakfast and lunch at the event; and arranging for use of Capitol facilities (Keiki Caucus).

Jefferson D. Gourley

RESUME

73-4198 Holu Street
Kailua-Kona, HI 96740

808-895-2803

jeff@getreadyhawaii.org

OBJECTIVE

To continually serve in a capacity which improves the quality of life for children and youth within the Hawaii community through my professional capacity as well as through community involvement.

EDUCATION —

Kealakehe High School
Kailua-Kona, Hawaii
Cum Laude Diploma

KEY SKILLS —

- Project Management
- Marketing and Social Media
- Budget Planning & Management
- Multimedia Communication
- Youth Engagement
- Fund Solicitation and Development
- Youth Development Specialist
- Video Production & Graphic Design

EXPERIENCE

July, 2017 to the Present

Executive Director • Friends of the Children of West Hawai'i /
Get Ready Hawai'i

- Ensure programmatic excellence, rigorous program evaluation, and consistent financial management.
- Actively engage organizational staff, volunteers, and community partners.
- Provide support to the Board of Directors.
- Maintain and expand fund development and revenue building activities.
- Maintain open public communication through marketing and social media.
- Oversee organizational rebranding and service expansion.
- Provide programmatic and personnel oversight.
- Manage both the daily operations as well as the special projects of the organization.

August 2007 to November 2017

Clerk, Clerk-Typist, Part Time Teacher, Various other Titles •
State of Hawaii DOE: Kealakehe Intermediate School

- Planning and implementing programs for students such as after school theatre and yearbook production.
- Tracking and monitoring records.
- Planning and coordinating school events and projects.
- Oversee and instruct in the use of school audio-visual equipment.
- Provide assistance to school I.T. support staff.
- Design, produce, and distribute student ID cards.
- Oversee use and maintenance of 15 passenger van.

Certifications —

- Trainer of Trainers – Wyman Teen Outreach Program
- Trainer of Trainers – Making Proud Choices
- Trainer of Trainers – Making A Difference
- Trainer of Trainers – FEMA Emergency Response
- Trainer of Trainers – Taking Asset Building Personally

Acknowledgments —

- 2001: Po'okela Award for Outstanding Service to Aloha Performing Arts Company.
- 2002: Senior Advisor's Certificate of Appreciation for service to Aloha Teen Theatre.
- 2003: Aloha Teen Theatre Outstanding Service Award.
- 2004: Aloha Teen Theatre Outstanding Service Award.
- 2006: Award in recognition of longevity of service to the Aloha Teen Theatre.
- 2017: Certificate of Appreciation from PFLAG National in recognition of the work in establishing PFLAG chapter.
- 2019: Certificate of Appreciation from the Liliuokalani Trust.
- 2021: Certificate of Appreciation from Keauhou Shopping Center in thanks for our partnership with the back to school drive.

- Assist with clerical and administrative tasks as assigned.

March, 2011 to June 2014

Youth Development Coordinator • Family Support Hawai'i

- Development and administration of a Youth Advisory Council
- Design and implementation of educational and recreational activities as appropriate to program contracts. Organize and facilitate family strengthening activities.
- Identify and engage at-risk youth who would benefit from program services.
- Coordinate program activities with staff and partner community organizations.
- Maintain accurate records of participant data.
- Perform administrative tasks as required by contract.
- Research and compose grant applications as well as prepare reports related to program grants.
- Supervise the implementation of grant programs and coordinate program staff.

July, 2008 to June, 2015

Owner and Chief Executive Officer • Amplified LLC

- Composition of original business plan and amendments as necessary to business.
- Daily operations of the business, including office management, audio-visual services, photography, and event planning.
- Negotiate and compose contracts.
- Oversee budgeting, invoicing, and communication.
- Train staff in operations, equipment, and service skills.
- Maintain accounts and payroll.

November, 2005 to June, 2007

Youth Development Specialist • Family Support Hawai'i

- Development and administration of a Youth Advisory Council
- Design and implementation of educational and recreational activities as appropriate to program contracts.
- Organize and facilitate family strengthening activities.
- Identify and engage at-risk youth who would benefit from program services.
- Coordinate program activities with staff and partner community organizations.
- Maintain accurate records of participant data.
- Perform administrative tasks as required by contract.

August, 2004 to June, 2006

Animal Care Technician II and Office Mngr. • Paws University

- Greeting and assisting customers in person and by phone.
- Correspondence regarding pets, performance and other subjects as assigned by management.
- Regular reports on client animals.
- Correspondence with local veterinarians regarding animals.
- Track appropriate pet medical information and administer appropriate medications to pets. Prepare reports on inventory and merchandise sales.
- Oversee personnel and supervise animals in socialization yards.
- Oversee regular feeding, cleaning, and care for all animals boarding at the facility.

October, 2003 to August, 2004

Youth Development Assistant • Family Support Hawai'i

- Development and administration of a Youth Advisory Council
- Design and implementation of educational and recreational activities as appropriate to program contracts.
- Organize and facilitate family strengthening activities.
- Identify and engage at-risk youth who would benefit from program services.
- Coordinate program activities with staff and partner community organizations.
- Maintain accurate records of participant data.
- Perform administrative tasks as required by contract.

- Since 2017, established a network of community partners including youth serving professionals, businesses, and individuals in West Hawai'i working to provide for children who have been abused, neglected, or have otherwise become involved with the State of Hawaii Child Welfare System.
- Working with current president of the Board of Directors, rebuilt the Friends of the Children of West Hawaii/Get Ready Hawaii Board of Directors after losing nearly all board members and staff due to previous management.
- 2017; established Friends of the Children of West Hawaii as a member of the Hawaii Youth Services Network.
- Since 2017, strengthened relationships with funding providers allowing the organization to double annual budget.
- Worked as part of the team which converted the State of Hawaii annual Children and Youth Summit into a virtual event due to the COVID 19 pandemic.

LEADERSHIP

- October 2019 to September 2023 • Secretary: Hawaii Youth Services Network Board of Directors.
- October 2018 to Present • Director At Large: Hawaii Youth Services Network Board of Directors.
- October, 2019 • Planning Committee: State of Hawaii Children and Youth Summit
- January 2023 to Present • Chairman: State of Hawaii Children and Youth Summit
- October 2020 to Present • Co Chair and Co Tech Chair: State of Hawaii Children and Youth Summit
- July 2016 to September, 2021 • President: PFLAG Kona/Big Island Chapter
- June 2017 • Chair: Ha'aheo a me Kuikahi Kona LGBT Pride event chairperson.
- July 2012 to June 2013 • Volunteer Acting Executive Director: Ka'analiike
- June 2006 to February 2009 • Chairman: Kealakehe Intermediate School Community Council
- June 2005 to June 2006 • Secretary: Kealakehe Intermediate School Community Council
- August 2005 to August 2007 • Secretary: Aloha Performing Arts Company Board of Directors
- February 2002 to July 2006 • President: West Hawaii Youth Theatre Board of Directors
- July 2000 to July 2003 • Chairman: Aloha Teen Theatre

KIERRA R. THOMPSON
(253)683-9038 ~ *Kierra@hysn.org*

SKILLS

- Administrative Support/Technical Support
- Recordkeeping and Bookkeeping/Accounting Support
- MS Office
- Organization, Attention to Detail, and Efficiency
- Data Entry
- Travel Coordinator
- Detailed Meeting Minutes
- Meeting Planning/Event Coordination, and logistics
- Excellent Communication Skills

EXPERIENCE

Youth Development Coordinator/Administrative Assistant (Formerly Program Specialist/Administrative Assistant), Hawai'i Youth Services Network, May 2019 – Current

- Monitored daily and weekly schedules and monthly calendar obligations for Hawai'i Youth Services Network's events and meeting obligations.
- Planned and executed meetings, lunches, and special events for groups of 20 to 150 people plus staff members.
- Supported and monitored sub-committees (e.g., Logistics, Coordination, Fiscal Management, Tech, Accessibility, Exhibits, Speakers, etc.)
- Plan and conduct the pre-Hawaii Childrens and Youth Summit (HCYS) event called Lights, Camera, Take Action. (Plan meetings, arrange speakers/video producers, edit/write script, etc.)
- Maintain communication with HCYS participants. (Update them on legislation relating to the priorities that came out of HCYS, send them training/advocacy opportunities and resources, etc.)
- Arranged travel, hotel, and transportation needs for staff and member agencies.
- Processed financial documents, increased accuracy and reduced discrepancies by verifying data while processing incoming and outgoing checks, PO's, and invoices.
- Organized conference room space and materials for meetings, took notes, and distributed meeting minutes to support executive needs. Coordinated large-scale events, including venue acquisition, catering service, and guest list development. (Very familiar with Eventbrite and Zoom.)

- Assisted with administrative tasks, including filing, answering inquiries via email, answering phones, and organizing the office.

Vice Chair, Hawai'i State Youth Commission, June 2020-2022

- Plan Agendas with Officers and Administrator
- Work on bi-weekly email update with officers
- Meet Regularly with HiYC Administrator & Chairperson
- Runs HiYC Meeting in place of Chairperson (when applicable).
- Starts off meetings and does roll call
- Does logistics for events (i.e., Camp Palehua Retreat, etc.)
- Checks in with each member of the Commission to keep everyone involved.
- Creates/edits documents (i.e., By-Laws, Annual Report, Agendas, Minutes, Biweekly email).

Hostess/Server Assistant/Server Captain, Vintage Cave Café/Angelo Pietros, February 2017- February 2021

- Recognized VIP customers immediately and provided special treatment, including preferred tables.
- Supported management by helping resolve customer service and food-related issues to maintain guest satisfaction.
- Helped to plan and execute parties for more than 50 guests, including coordinated menus and preparing tables.
- Calculated charges, issued table checks, and collected payments from customers.
- Answered phones politely and promptly, accurately recording and confirming reservations.
- Maximized team performance by training new employees on proper food handling, guest expectations, and restaurant protocols.
- Managed closing duties, including restocking items and reconciling cash drawers.

EDUCATION

.....
Associate of Arts, Liberal Arts. *Honolulu Community College*. Graduated in May 2021.
.....

JUDITH F. CLARK, M.P.H.

WORK EXPERIENCE

Executive Director **2000—present**
Hawaii Youth Services Network (HYSN)

Administers statewide coalition of youth-serving organizations and a Pacific Islands training and technical assistance center. Designs, implements and evaluates programs to build organizational capacity of youth agencies. Facilitates collaborative fund and program development efforts. Facilitates the Hawaii Interagency State Youth Network of Care. Develops culturally responsive videos/other education materials. Conducts public policy development and advocacy. Conducts an annual youth summit to ensure youth voice in public policy. Designs and conducts professional development training.

Other Work and Related Experience:

Grant Reviewer, Administration for Children and Families, U.S. Dept. of Health & Human Services, 2001 – present.

Peer Monitor, Administration for Children and Families, U.S. Dept. of Health and Human Services, 2001-present. A

Adjunct Faculty, Thompson School of Social Work and Public Health, University of Hawaii, 2009 – 2019.

EDUCATION

- Master of Public Health degree (MPH), Public Health Education; University of Hawaii
- Bachelor of Education degree (Ed.B), Elementary Education; University of Hawaii
- Maternal and Child Health Community Leadership Institute, American Public Health Association, 2004-2005; Advanced Institute 2005-2006.
- Weinberg Fellows Program, 2005.

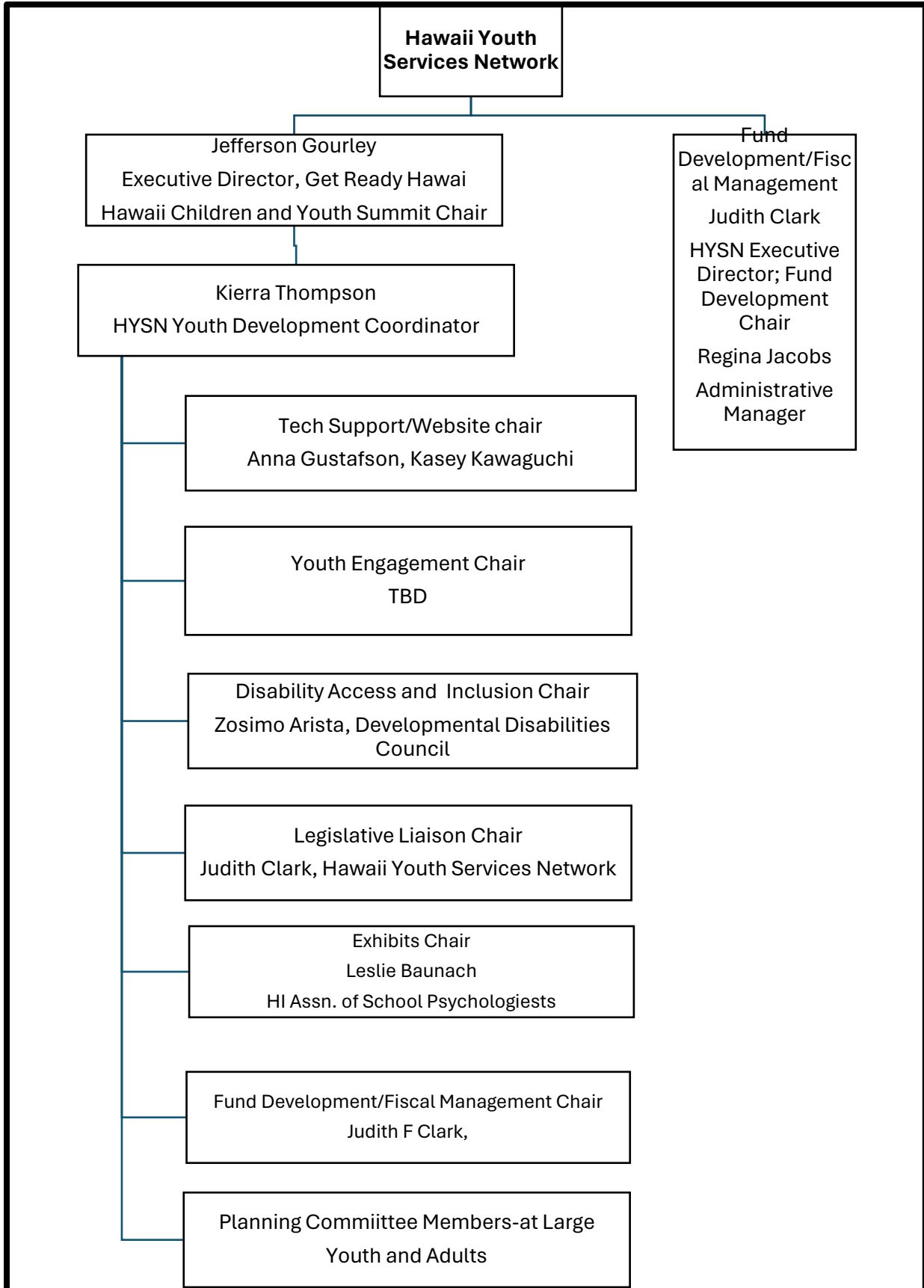
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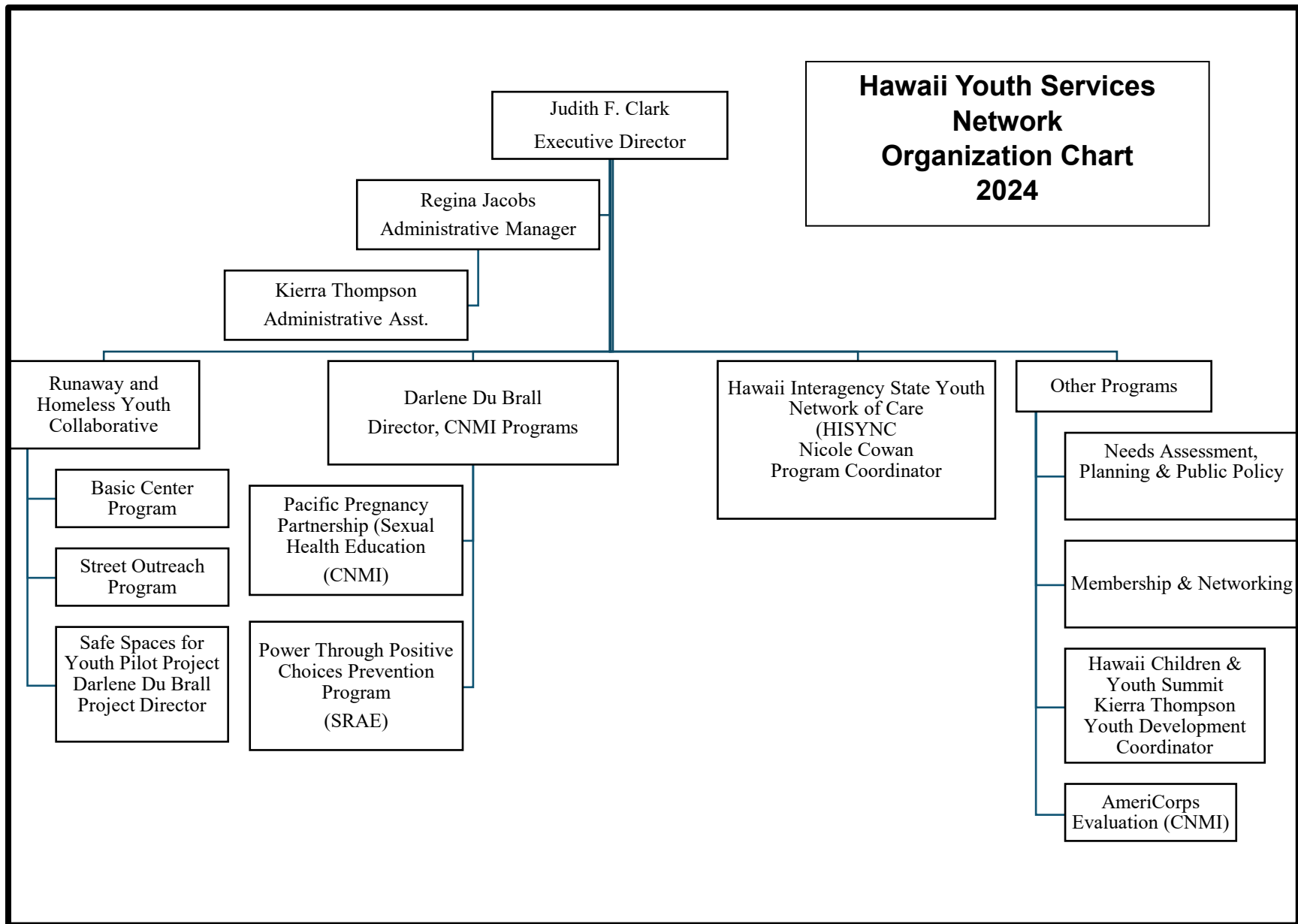
- AIM for Excellence Award for Outstanding Achievement in Nonprofit Management, Harry and Jeanette Weinberg Foundation, 2009, 2013, 2017.
- Culture of Respect Award, National Safe Place Network, 2020.
- Excellence in Community Communications and Outreach Award, U.S. Substance Abuse and Mental Health Services Administration (SAMHSA), 2017.
- Horizon Award for Excellence in Health Education, US Centers for Disease Control, 2008.

- Community Collaborator Award, Hawaii Alliance of Nonprofit Organizations, 2018.
- Facilitating Community Activism Award, Interfaith Council of Hawaii, 2013.
- Hawaii's Outstanding Advocate for Children and Youth Award, presented by Hawaii State Legislature, 2005, 2010.
- Delta Omega Society Member, Inducted 2012 (National Public Health Honor Society)

2. Organization Charts

On next 2 pages.





3. Compensation

The applicant shall provide an annual salary range paid by the applicant to the three highest paid officers, directors, or employees of the organization by position title, not employee name.

Executive Director: \$85,000 - \$110,000

Director, CNMI Programs: \$60,000 - \$75,000

HISYNC Coordinator/Administrative Manager: \$50,000 - \$65,000

VII. Other

1. Litigation

The applicant shall disclose any pending litigation to which they are a party, including the disclosure of any outstanding judgement. If applicable, please explain.

None

2. Licensure or Accreditation

The applicant shall specify any special qualifications, including but not limited to licensure or accreditation that the applicant possesses relevant to this request.

Not applicable.

3. Private Educational Institutions

The applicant shall specify whether the grant will be used to support or benefit a sectarian or non-sectarian private educational institution. Please see [Article X, Section 1, of the State Constitution](#) for the relevance of this question.

The grant WILL NOT be used to support or benefit a sectarian or non-sectarian private educational institution.

4. Future Sustainability Plan

Since HYSN took on the management of the Hawaii Children and Youth Summit, we have been successful in finding multiple sources of grants and in-kind contributions to support

the effort. These have included foundation grants (e.g., Na Lei Aloha Foundation, Hawaii Community Foundation CHANGE grant). Corporate sponsorship from Meadow Gold Dairies (milk and juice), Pizza Hut (discounts), Costco Wholesale (gift cards), Target (product donation) and Walmart (gift cards). We will continue to seek new sources and sustain relationships with past sources of funding.

HYSN has been able to use its federal Basic Center Program grant for some staffing and administrative expenses and expects to be able to continue to do so. The Basic Center Program grant has supported HYSN's statewide network of youth-serving organizations with consecutive 3-year grants since 1981. The current grant will expire on September 29, 2024.

Other current funders from whom we expect continued support include:

- Hawaii State Council on Developmental Disabilities
- League of Women Voters of Honolulu Education Fund

This year, HYSN participated in the Give Big Hawaii fundraising initiative and has received \$735 so far from 14 donors (event continues to end of January). A Hawaii Island organization is considering donating proceeds from its monthly bingo game to the Children and Youth Summit (expecting \$1,200 - \$1,500). We are actively seeking additional sources of funding.

The core agencies that participated on the Planning Committee each year are committed to their continued engagement. The following are statements from several of the long-term Planning Committee members affirming their commitment and the value of the Summit.

"The Children and Youth Summit has provided a vehicle to give youth the opportunity to share ideas and critical issues important to them with state legislators. . . . We continue to strongly support the Annual Children and Youth Summit. . . . The Summit allows youth with DD {developmental disabilities} to bring their voice to policy makers and their peers. . . . It also has provided a venue for children and youth with disabilities to participate alongside their peers, to advocate for themselves and each other, and to work together for the betterment of future generations."

--Hawaii State Council on Developmental Disabilities

"The Children and Youth Summit gives youth an opportunity to share their ideas about the important issues and needs that the legislature needs to address. . . . It gives our legislators important information that they need to inform their decisions about laws, policies, and programs for children, youth, and families. My organization participates in planning and conducting the Summit by being a planning committee member, recruiting speakers, and coordinating volunteers for the event."

--Hui for Excellence in Education

Young people get to have their voices heard by the Hawaii State Legislature with the potential to truly make an impact on the lives of not only themselves but their families and communities. . . . Our staff have witnessed firsthand the compassion and passion that emerge as the youth participants confidently engage in the process and share their priorities with the collective group. It is vital that our young people have such opportunities to engage, be informed and be part of the decision making that can directly impact their lives.”

--Planned Parenthood Great Northwest, Hawai`i, Alaska, Indiana & Kentucky

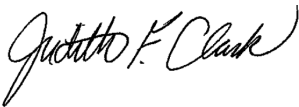
The Summit provides many documented benefits to Hawaii’s community, its policy makers, and the youth themselves that we have successfully used to secure funding in the past and will continue to utilize in the future. These include youth leadership development, the practical and visionary youth perspective on community needs and issues, as well as the potential for more engaged members and higher voting turnout as these young people move into adulthood.

If HYSN does not receive a 2024 Legislative Grant-in-Aid award, we will submit applications to local foundations such as Atherton Foundation, Baldwin Foundation and others. It is likely that, without legislative support, we will need to scale back travel scholarships for neighbor island participants, which would reduce the opportunities for participation by our neighbor island young people.

Application Submittal Checklist

The following items are required for submittal of the grant application. Please verify and check off that the items have been included in the application packet.

- 1) Hawaii Compliance Express Certificate (If the Applicant is an Organization)
- 2) Declaration Statement
- 3) Verify that grant shall be used for a public purpose
- 4) Background and Summary
- 5) Service Summary and Outcomes
- 6) Budget
 - a) Budget request by source of funds ([Link](#))
 - b) Personnel salaries and wages ([Link](#))
 - c) Equipment and motor vehicles ([Link](#))
 - d) Capital project details ([Link](#))
 - e) Government contracts, grants, and grants in aid ([Link](#))
- 7) Experience and Capability
- 8) Personnel: Project Organization and Staffing



JUDITH F. CLARK
EXECUTIVE DIRECTOR

JANUARY 7, 2023

AUTHORIZED SIGNATURE

PRINT NAME AND TITLE

DATE