

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


AUTHORIZED SIGNATURE

Alice Luck CEO
PRINT NAME AND TITLE

7/15/24
DATE



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: KAUA`I PLANNING & ACTION ALLIANCE, INC.

DBA/Trade Name: KAUA`I PLANNING & ACTION ALLIANCE, INC.

Issue Date: 01/15/2024

Status: **Compliant**

Hawaii Tax#: [REDACTED]

New Hawaii Tax#:

FEIN/SSN#: XX-XXX9949

UI#: No record

DCCA FILE#: 209142

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

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

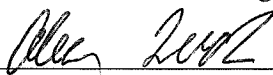
The undersigned authorized representative of the applicant certifies the following:

- 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; and
- 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.
- 4) The use of grant-in-aid funding complies with all provisions of the Constitution of the State of Hawaii (for example, pursuant to Article X, section 1, of the Constitution, the State cannot provide "... public funds ... for the support or benefit of any sectarian or nonsectarian private educational institution...").

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.

Kauai Planning and Action Alliance
(Typed Name of Individual or Organization)

 1/15/24
(Signature) (Date)

Alice Luck CEO
(Typed Name) (Title)



KAUAI PLANNING & ACTION ALLIANCE

January 15, 2024

RE: Grant in Aid Public Purpose

As an Authorized Representative of Kauai Planning and Action Alliance, I attest that the State of Hawaii 2024-2025 Grant In Aid funding will be used for a public purpose and for the benefit of the public in accordance with section 42F-102 of the Hawaii Revised Statutes. The accompanying application provides details required by Section 42F, including the name of the applicant, services to be supported, how these services will fulfill a public purpose, target population to be supported, and the cost of proposed services.

Mahalo,

Alice Luck
President & CEO

Bringing people together to create a better future for Kaua'i

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)

If the applicant is an organization, the applicant shall submit one (1) copy of a Hawaii Compliance Express Certificate from the Comptroller of the Department of Accounting and General Services that is dated no earlier than December 1, 2023.

2. Declaration Statement

The applicant shall submit a declaration statement affirming its compliance with [Section 42F-103, Hawaii Revised Statutes](#).

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](#).

II. Background and Summary

This section shall clearly and concisely summarize and highlight the contents of the request in such a way as to provide the State Legislature with a broad understanding of the request. Please include the following:

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

Founded in 2004, the mission of KPAA is to bring together diverse organizations for collaborative planning and action to achieve targeted community goals. We carry out our mission by fostering creative solutions and aligning efforts among those who shape the destiny of our island: providing a safe and open forum for dialogue; setting priorities based on current data and indicators; collecting and publishing indicators data on trends, progress, and outcomes related to our priorities; and targeting specific actions and being committed continuous improvement to reach them. Our core belief is that by aligning and leveraging island resources, we will accomplish so much more than any organization can do alone.

Since 2012, we have been focusing our efforts on the critical need to prepare our young people for success, to be sure they are “ready to learn and ready for life.” KPAA’s primary focus is education and youth development, with our flagship initiative Keiki to Career Kauai. Building Kaua`i’s foundational resources – our young people – will

ensure that they have the opportunity to achieve a robust quality of life for themselves and their ohana. In addition, Kaua`i will be positioned with a strong, diverse workforce who will care for our aina and help our island economy thrive. Keiki to Career focuses on all aspects of child and youth health and development, including social-emotional health and wellness. KPAA serves as the backbone organization for the initiative and many public entities and nonprofit partners work together to improve our young people's education opportunities, strengthen families, and provide support for our youth from birth to career.

In 2019, in response to alarming youth suicide and mental health indicators, Keiki to Career launched the Kaua`i Resilience Project (KRP), a collaborative effort of over 30 representatives from public agencies, nonprofits, businesses, funders, and community members. The initiative is designed as an "upstream" approach to suicide prevention that tackles the root causes of mental distress and other negative outcomes by promoting the "protective factors" youth need, such as many positive adult relationships, to navigate and overcome life's challenges so they can lead healthy and enriched lives. The goals of the KRP Community Action Plan are to 1) increase protective factors among youth through public education and engagement, 2) build youth life skills, such as financial literacy and healthy relationships, 3) increase safe spaces in the community for youth, and 4) increase access to afterschool and other youth programs on island.

2. The goals and objectives related to the request;

The Kauai Resilience Project has four goals: 1) Inform our community about how to build youth resilience through research-based strategies, 2) Increase the availability of safe spaces in our community for youth to spend time, 3) Increase the availability of afterschool programs for youth, particularly those that face financial or transportation barriers, and 4) Strengthen the social-emotional skills (SEL) through school-based as well as out of school programs.

Objectives for this proposal include:

- 1) Work to increase the access and quality of out of school time programs for youth on Kauai
- 2) Strengthen Social-Emotional Learning (SEL) for our high school students through a partnership with Kauai High School.
- 3) Produce and disseminate the 2024 Kauai Youth Report for advocacy and informational purposes.
- 4) Present information on youth mental health, SEL, and technology use to relevant groups of parents at local schools, through PTSAs, and to local faith and community service groups.

2. The public purpose and need to be served;

Youth mental health was an issue nationally and in Hawaii before the pandemic. The pandemic escalated the issue to a level most experts characterize as a crisis. In 2021, the Youth Risk Behavior Survey (YRBS) of public high school students on Kauai found that 35% of high school students experienced depression in the previous year (up from 28% in 2017), 20% reported self-harming (up from 16% in 2017), and 17% reported

thoughts of suicide. Only 20% of high school students who reported having mental distress reported receiving help. For Kauai's public middle school students, 31% experienced depression in 2021 (up from 26% in 2017), 22% of those who experience mental distress report receiving help, and 21% report thoughts of suicide (up from 21% in 2017). Girls and some racial and ethnic groups, such as Native Hawaiian and Filipino youth, have much higher rates of these indicators than other groups. Youth despair and mental health were an issue of national concern before the pandemic, and since then the U.S. Surgeon General has issued a national advisory. There were 46 suicides among Hawaii residents aged 10 to 19 years from 2017 to 2021, making suicide the leading cause of death for this age group in the state. For every child who dies from suicide in Hawaii, there are an estimated 6 (56 per year) who are hospitalized, and another 20 (184 per year) who are treated in emergency departments for nonfatal self-inflicted injuries each year. While deaths by suicide did not increase much on Kauai in the past three years, we have seen an increase in cases referred to the local Crisis Mobile Outreach program and have heard the severity of cases seen in the community and at hospitals has been worse than pre-pandemic.

The proposed projects will support youth mental health and are aligned with the Kauai Resilience Project Community Action Plan goals. The projects will promote the importance of caring adults in the lives of youth and share information with youth workers, parents, and educators about youth resilience and the role of SEL in promoting resilience, health, and wellness. The YRBS data for middle school students on Kauai shows that 38% report that they do not have an adult outside of school that they can talk to about things that are important to them. Twenty-five percent of middle school students say they do not have an adult or teacher they can talk to about things that are important to them, either at home or at school.

The Kauai Youth Report can serve as an important source of community engagement and accountability for ourselves and our leadership on Kauai. The report can be a call to action to support our youth and help them navigate an increasingly complex and difficult world.

3. Describe the target population to be served; and
Keiki to Career Kaua'i initiatives aim to reach every young person on our island, from birth to age 24, including the approximately 10,000 public DOE and charter students on Kaua'i. The Kaua'i Resilience Project target population is the over 4,000 middle and high school youth aged 12-18. The target population for the proposed projects includes participants in County youth programs, Waimea Canyon Middle and Kapaa Middle schools, 9th grade students at Kauai High School, and parents of school-age children across Kauai.

3. Describe the geographic coverage.
KPAA serves the entire island of Kauai. The proposed projects will serve all communities and schools on the island, with emphasis on Kauai High School, Kapaa Middle School, and Waimea Canyon Middle School.

III. Service Summary and Outcomes

The Service Summary shall include a detailed discussion of the applicant's approach to the request. The applicant shall clearly and concisely specify the results, outcomes, and measures of effectiveness from this request. The applicant shall:

1. Describe the scope of work, tasks and responsibilities;
Objective 1) Increase Access and Quality of Afterschool/Out of School Opportunities for youth. Tasks will include: a) Working with the County of Kauai Parks and Recreation to support the Summer Fun and intercession programs by providing training for Summer Fun staff, volunteer support during the program, and free books for participating youth to promote literacy skills; b) Support new afterschool programs at two of our three middle schools on Kauai, Kapaa Middle and Waimea Canyon Middle, by working with school program coordinators to identify and fill needs for funding and volunteers; and c) Advocate with government as well as residents for increased County funding for youth programs on Kauai.

Objective 2) Provide instruction for 9th graders at Kauai High School on three of the five main SEL competencies as identified by CASEL, the Collaborative for Academic, Social, and Emotional Learning: Self-Management, Social Awareness, and Responsible Decision-Making. These topics were selected in discussion with the freshman Vice Principal and the advisory and health teachers based on needs and areas for improvement identified in the current class and trends in student behavior and development since Covid.

Self-management is defined as: The abilities to manage one's emotions, thoughts, and behaviors effectively in different situations and to achieve goals and aspirations. This includes the capacities to delay gratification, manage stress, and feel motivation and agency to accomplish personal and collective goals. It includes:

- Managing one's emotions
- Identifying and using stress management strategies
- Exhibiting self-discipline and self-motivation
- Setting personal and collective goals
- Using planning and organizational skills
- Showing the courage to take initiative
- Demonstrating personal and collective agency

Social Awareness is defined by CASEL as: The abilities to understand the perspectives of and empathize with others, including those from diverse backgrounds, cultures, and contexts. This includes the capacities to feel compassion for others, understand broader historical and social norms for behavior in different settings, and recognize family, school, and community resources and supports.

- Taking others' perspectives
- Recognizing strengths in others
- Demonstrating empathy and compassion
- Showing concern for the feelings of others
- Understanding and expressing gratitude
- Identifying diverse social norms, including unjust ones

- Recognizing situational demands and opportunities
- Understanding the influences of organizations and systems on behavior

Responsible decision-making: The abilities to make caring and constructive choices about personal behavior and social interactions across diverse situations. This includes the capacities to consider ethical standards and safety concerns, and to evaluate the benefits and consequences of various actions for personal, social, and collective well-being.

- Demonstrating curiosity and open-mindedness
- Learning how to make a reasoned judgment after analyzing information, data, and facts
- Identifying solutions for personal and social problems
- Anticipating and evaluating the consequences of one's actions
- Recognizing how critical thinking skills are useful both inside and outside of school
- Reflecting on one's role to promote personal, family, and community well-being
- Evaluating personal, interpersonal, community, and institutional impacts

Content and facilitation for these sessions will be provided Kelly Sapp, an SEL Learning Coach and Facilitator whose work with EduSolve involves assisting school districts across the country with SEL implementation. KPAA has worked with Kelly in the past to offer workshops on SEL to parents at a local Family Resource Center. Sessions will be provided to 9th grade students two full days every other week for a total of 18 sessions during the fall semester. All students in the freshman class will receive the material. Kelly will also provide professional development on the content to the freshman advisory and health teachers to build in continuity for the future. The curriculum will be created for Kauai High School and customized to integrate the state's unique HA Framework. Nā Hopena A'o ("HĀ") is a framework of outcomes that reflects the Department of Education's core values and beliefs in action throughout the public educational system of Hawaii. The framework includes the competencies that strengthen a sense of belonging, responsibility, excellence, aloha, total-well-being and Hawaii ("BREATH") in ourselves, students and others. With a foundation in Hawaiian values, language, culture and history, HĀ reflects the uniqueness of Hawaii and is meaningful in all places of learning. HĀ supports a holistic learning process with universal appeal and application to guide learners and leaders in the entire school community.

3) The Kauai Youth Report is completed every two years and provides a broad look at how youth and their families on Kauai are faring in education, health behaviors and outcomes, early childhood, SEL, and in terms of social determinants of health (housing, poverty). This report helps us to understand the most urgent needs of youth on the island and where Keiki to Career should put limited resources. The Keiki to Career Leadership Council convenes a small group of members to assist in the creation of the report. This group will meet monthly. KPAA will hire a data consultant to gather and analyze new data to be included.

4) KPAA will organize presentations for local groups of parents through local PTAs, SSCs, community service groups, neighborhood groups, and business associations.

These presentations will provide information for parents and caregivers about youth mental health, SEL, and technology use. The goal of the presentation is to provide information for parents on current research-based concepts that can help them promote mental wellness and social-emotional competence in their kids, as well as current thinking about problematic technology use and how it can impact mental health.

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

The following timeline assumes contracting with the state would be completed in the summer of 2024 for a project start date of fall, 2024.

August, 2024: Complete MOU with Kelly Sapp, SEL facilitator; finalize schedule for SEL presentations during fall semester, to begin the first week of August.

September, 2024: Begin convening monthly meetings with County of Kauai Parks and Recreation to discuss summer and intercession program needs. Include partners from Liliuokalani Trust and Kamehameha Schools. Select and convene a Keiki to Career Data Committee to begin work on the Kauai Youth Report. Select and contract a data consultant. Convene monthly meetings of the Data Committee. Begin scheduling parent presentations on SEL and youth mental health, approximately one per month for the remainder of the year.

October, 2024: Presentations, continue meeting with Parks and Recreation, Data Committee. Check in with Kauai High School to monitor project.

November, 2024: Presentations, continue meeting with Parks and Recreation, Data Committee. Check in with Kauai High School to monitor project.

December, 2024: SEL presentations at Kauai High School complete. Conduct student Survey to measure skill development. Complete data collection and analysis for the youth report.

January, 2025: Presentations, continue meeting with Parks and Recreation, Data Committee

February, 2025: Begin organizing launch event. Identify a venue and invite list.

March, 2025: Complete writing of the youth report.

April, 2025: Complete layout of the youth report.

May, 2025: Kauai Youth Report public event (tentative)

June, 2025: County of Kauai Summer Fun program begins.

July, 2025: Summer Fun program ends.

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

- 1) Work to increase the access and quality of out of school time programs for youth on Kauai. Actions taken to accomplish this objective will be documented and included in reporting to the state. This may include documenting support provided to the county or the two middle schools in the form of volunteers, program supplies provided, connection to resources for training or technical assistance provided to program staff or program leads, or funding opportunities shared. Our KRP Committee, comprised of

various local nonprofit organizations, partners in these efforts and oftentimes Committee members provide suggestions to ensure program success.

2) Strengthen Social-Emotional Learning (SEL) for our high school students through a partnership with Kauai High School. KPAA will check in with the teachers and the facilitator regularly throughout the fall semester to monitor program quality, understand and resolve challenges.

3) Produce and disseminate the 2024 Kauai Youth Report for advocacy and informational purposes. KPAA will monitor the progress on this report's creation and public launch event against the timeline and benchmarks, with the goal of completing the report and launch event within the funding year. KPAA will hire a data consultant and the scope for this contract will include specific benchmarks. The Keiki to Career Data Committee discusses the strengths of the last report and what approach might be taken to improve over the last effort or adjust the report in light of trends in the community.

4) Present information on youth mental health, SEL, and technology use to relevant groups of parents at local schools, through PTSAs, and to local faith and community service groups. KPAA will gather feedback from audiences and point of contact leaders (school staff, group chairs, faith leaders) after the presentation and may make adjustments to the content based on feedback.

4. List the measure(s) of effectiveness that will be reported to the State agency through which grant funds are appropriated (the expending agency). The measure(s) will provide a standard and objective way for the State to assess the program's achievement or accomplishment. Please note that if the level of appropriation differs from the amount included in this application that the measure(s) of effectiveness will need to be updated and transmitted to the expending agency.

1) Work to increase the access and quality of out of school time programs for youth on Kauai: Objective measures of success may include the number of trainings provided to County staff, number of books or other supplies provided by KPAA, number of volunteers or paid staff found through KPAA to support programs, and qualitative feedback from county and school partners on the value of KPAA's support. Last summer, KPAA supported three of the County's summer fun program sites. This year, we will aim to continue that support to at least three of the sites. KPAA can also report on the number of children reached through this project.

2) Strengthen Social-Emotional Learning (SEL) for our high school students through a partnership with Kauai High School: Number of students impacted can be reported. Survey data from students after the conclusion of the program will be used to assess program effectiveness in meeting learning goals to strengthen SEL skills. Additionally, students complete an online survey using the Panorama platform twice per year. This survey is aligned with the CASEL competencies and shows how each student and grade level are doing in their social and emotional development.

3) Produce and disseminate the 2024 Kauai Youth Report for advocacy and informational purposes: The final report will be documentation of our efforts on this project. Documentation of meetings of the Data Committee can also be made available.

4) Present information on youth mental health, SEL, and technology use to relevant groups of parents at local schools, through PTSAs, and to local faith and community service groups: KPAA can track the number of presentations made in our community and the type of audience (school, faith, and community or business group).

IV. Financial

Budget

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

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
51966	51966	31966	31966	167864

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

Anticipated Requests in 2025:

- State of Hawaii Department of Health – Family Health Services
- State of Hawaii Department of Human Services Family Resource Centers (Tentative)
- State of Hawaii Department of Education – Full Service Community School Coordinator (Tentative)
- Hawaii Community Foundation
- First Hawaiian Bank
- Kosasa Foundation
- Kamehameha Schools
- Bill Healy Foundation
- Hawaii Children’s Trust Fund

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.

KPAA has not been granted any tax credits.

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.
 - State of Hawaii Department of Health – \$49821 for Maternal and Child Health Outreach
 - State of Hawaii Department of Health - \$24,910 for COFA Maternal and Child Health Outreach
 - County of Kauai – \$1600 for youth event
 - County of Kauai - \$12,897 fiscal sponsorship for local mural project through OED
 - Funding for our two contracts with the Department of Health has not been secured yet for 2025.
6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2023.
\$84,530

V. Experience and Capability

1. Necessary Skills and Experience

The applicant shall demonstrate that it has the necessary skills, abilities, knowledge of, and experience relating to the request. State your experience and appropriateness for providing the service proposed in this application. The applicant shall also provide a listing of verifiable experience of related projects or contracts for the most recent three years that are pertinent to the request.

Kaua`i Planning & Action Alliance (KPAA) has a 20-year history of facilitating successful collaborative projects that benefit the community, including initiatives and projects focused on education, social-emotional skills, and the whole child. We serve as the backbone agency for the island-wide youth focused collective impact initiative, the Kauai Resilience Project, which is supported by Hawaii Community Foundation, Kamehameha Schools, and numerous other private foundations. Every other year, KPAA convenes subject area experts, compiles data on children and youth, and publishes the Kaua`i Youth Report, a compilation of 26 youth indicators to measure how our youth are doing. KPAA has also published a separate report in 2018 on early childhood care and education on Kauai, in partnership with community organizations, educators, and area experts. KPAA launched the Share Family Meals campaign to strengthen families and support young people at home by educating the public on how eating together as a family improves child outcomes. KPAA also coordinates the Keiki to Career Early Literacy Project to increase reading proficiency among children at Kekaha Elementary. The project promotes reading in school, at home, and in the community, and engages families, educators, community members, businesses, and a local health clinic to increase reading among children in the pre-K to 5th grades at Kekaha and educate their parents/caregivers about the importance of reading to and

with children regularly. Since the launch of the Kauai Resilience Project in 2019, the number of initiative partnerships has grown, our partners have been trained in protective factors and collective impact, and we have collaborated for grants and community events to maximize our impact and raise awareness.

Prior Grant Management Experience: KPAA has had numerous private foundation grants since our founding, as well as grants from the County and the State. County grants have included CEDS grants awarded in consecutive years from 2003-2015. State grants were awarded from the Grant in Aid (GIA) fund in 2007, 2009, 2015, and 2018, and CEBD funding was received in 2003. KPAA was awarded GIA funding in 2022 for various community projects but was unable to move forward with contracting with the state due to conflicts with the reimbursement schedule for GIA contracts that year. KPAA received over \$250,000 in CARES Act funding from the County of Kauai in 2020, which was used to promote mental health stigma reduction, youth mental health, and resilience projects. We currently hold two public contracts with the Department of Health.

2. Facilities

The applicant shall provide a description of its facilities and demonstrate its adequacy in relation to the request. If facilities are not presently available, describe plans to secure facilities.

KPAA maintains an office at 2959 Umi Street, Suite 201 in Lihu`e, across from the historic County Building in the heart of Lihu`e. This office includes conference room space for meetings. Our four staff work out of this space. The office has all the equipment needed to execute the proposed scope of work. KPAA holds the lease on the community resource kiosk at Kukui Grove Mall. The scope of work proposed here will largely happen in the community, and will not require additional office space aside from small meetings.

VI. Personnel: Project Organization and Staffing

1. Proposed Staffing, Staff Qualifications, Supervision and Training

The applicant shall describe the proposed staffing pattern and proposed service capacity appropriate for the viability of the request. The applicant shall provide the qualifications and experience of personnel for the request and shall describe its ability to supervise, train and provide administrative direction relative to the request.

The CEO of KPAA will provide contract management, reporting, and monitor completion of the scope of work. Individuals and groups working on each of the four Goals will be as follows:

Goal 1 – Increase Access to Afterschool/Summer/Intercession Programs: The CEO and Program Manager of KPAA will convene the Kauai Resilience Project partners to support this project.

Goal 2 – SEL at Kauai High School: Kelly Sapp will work with the 9th grade advisory teachers and the Vice Principal at the school for this project. Kelly Sapp is a nationally recognized Social Emotional Learning Coach and Staff Developer with 20 years experience in the field. Prior to consulting, she served the School District of Palm Beach County working in conjunction with the Wallace Foundation and CASEL. Her current work focuses on Social Emotional Learning roll-out and implementation across large, urban school districts. Kelly began her profession as a founding member of High Tech Middle Media Arts with the High Tech High community of schools. Kelly has presented both nationally and internationally and was a featured speaker at the CASEL SEL Exchange. EduSolve LLC is already a vendor with the Hawaii DOE.

Goal 3 – Kauai Youth Report: KPAA staff will collaborate with members of the Keiki to Career Leadership Council, a group of local leaders on Kauai united in improving educational and other youth outcomes on Kauai. The group will select a qualified data consultant to assist.

Goal 4- Presentations: The CEO of KPAA, who also coordinates the Kauai Resilience Project, will execute this project. She brings over 15 years of experience working with nonprofits and school districts in the fields of youth development, mental health, education, early childhood, and family support. She brings strengths in the areas of fund development, program development, and administration. She has a Bachelor's Degree in Communications and a Master's Degree in Public Affairs.

The Keiki to Career Program Manager assists with the Kauai Resilience Project communications and event planning. She has a degree in Communications with a focus on Marketing from Chaminade University and spent years abroad studying and working in communications in Germany. She was raised on Kaua'i and is a graduate of Kaua'i High School.

2. Organization Chart

The applicant shall illustrate the position of each staff and line of responsibility/supervision. If the request is part of a large, multi-purpose organization, include an organization chart that illustrates the placement of this request.

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.

\$102,000
\$78,334
\$69,994

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.

KPAA is not subject to pending litigation at this time.

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.

The proposed activities do not require any specific licensure or accreditation.

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.

Funding will not be used to support a private educational institution.

4. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2024-25 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2024-25, but
- (b) Not received by the applicant thereafter.

The projects included here are designed to be one-year time-limited projects that do not require ongoing funding and will accomplish discrete goals in the one-year period. The potential longer-term impact of each project is explained below:

Goal 1 – Increase Afterschool Access: We hope to be able to provide training for Summer Fun staff on working with youth, fostering inclusion, and the Kauai Resilience Project concepts. This could impact the program in future years if program staff return.

Goal 2- SEL at Kauai High School: The SEL consultant will create a customized SEL curriculum for Kauai High School in collaboration with school staff. This curriculum can be used in future years at the school.

Goal 3- Kauai Youth Report: This report, Keiki to Career's sixth since 2012, provides an update for the entire community on how Kauai's kids are doing, from birth to age 24. The report provides a rich source of data across a broad spectrum of indicators, and this data can be used by other agencies and elected officials to provide a common language and data source to inform public policy, advocacy, and awareness. The report helps Keiki to Career track progress and identify areas of need and action.

Goal 4- Presentations on youth mental health: The presentations will give parents the information, tools, and resources to support the mental health and social-emotional development of their children, now and into the future. A focus on technology in the presentation will help parents understand the good and bad of technology use for kids and how to address problematic use.

BUDGET REQUEST BY SOURCE OF FUNDS

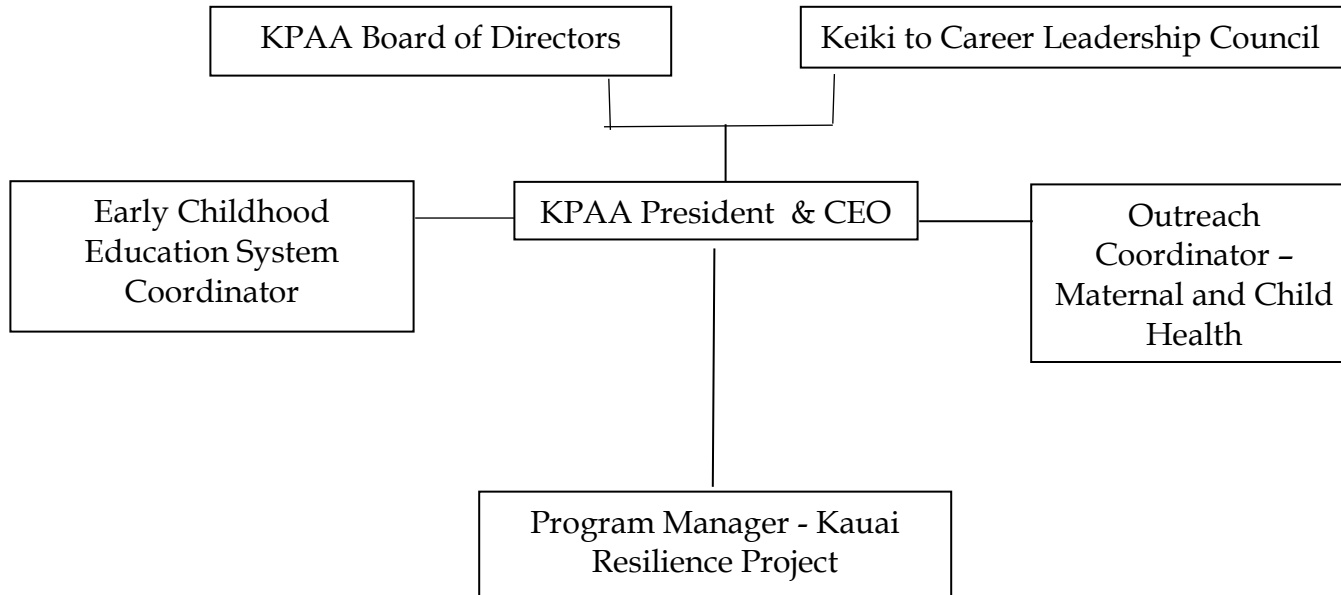
Period: July 1, 2024 to June 30, 2025

Kauai Planning and Action Alliance

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
A. PERSONNEL COST				
1. Salaries	81,680			98,000
2. Payroll Taxes & Assessments	8,984			10,780
3. Fringe Benefits	5,000			5,400
TOTAL PERSONNEL COST	95,664			114,180
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space	5,000			28,000
5. Staff Training				
6. Supplies - Books for Summer Fun Program				2,000
7. Telecommunication				
8. Utilities				
9. HR Services				20,400
10. Professional Services - Kauai Youth Report Data Consultant (\$7000) and SEL consultant for Kauai High School (\$40,000)	47,000			
11. Events - Kauai Youth Report	5,000			2,500
12. Printing - Kauai Youth Report				400
13. Administrative Overhead	15,200			16,700
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	72,200			70,000
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	167,864			184,180
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	167,864	Alice Luck (818) 624-4414		
(b) Total Federal Funds Requested	0	Name (Please type or print) Phone		
(c) Total County Funds Requested	0	<i>Alice Luck</i>		
(d) Total Private/Other Funds Requested	184,180	Signature of Authorized Official Date		
TOTAL BUDGET	352,044	Alice Luck, CEO Name and Title (Please type or print)		

Kaua'i Planning & Action Alliance

Organization Structure



BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2024 to June 30, 2025

Applicant: Kauai Planning and Action Alliance____

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
N/A			\$ -	0
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				

JUSTIFICATION/COMMENTS:

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
N/A			\$ -	0
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				

JUSTIFICATION/COMMENTS:

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2024 to June 30, 2025

Applicant: Kauai Planning and Action Alliance __

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						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS:						
N/A						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Kauai Planning and Action Alliance _____

Contracts Total: 74,731

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	Maternal and Child Health	6/1/23-5/31/24	KDHO, FHS	State	49,821
2	COFA Maternal and Child Health	6/1/23-5/31/24	KDHO, FHS	State	24,910
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