

House District _____

Senate District _____

**THE TWENTY-FIFTH LEGISLATURE
HAWAII STATE LEGISLATURE
APPLICATION FOR GRANTS & SUBSIDIES
CHAPTER 42F, HAWAII REVISED STATUTES**

Log No: 66-O

For Legislature's Use Only

Type of Grant or Subsidy Request:

GRANT REQUEST - OPERATING

GRANT REQUEST - CAPITAL

SUBSIDY REQUEST

"Grant" means an award of state funds by the legislature, by an appropriation to a specified recipient, to support the activities of the recipient and permit the community to benefit from those activities.

"Subsidy" means an award of state funds by the legislature, by an appropriation to a recipient specified in the appropriation, to reduce the costs incurred by the organization or individual in providing a service available to some or all members of the public.

"Recipient" means any organization or person receiving a grant or subsidy.

STATE DEPARTMENT OR AGENCY RELATED TO THIS REQUEST (LEAVE BLANK IF UNKNOWN):
STATE PROGRAM I.D. NO. (LEAVE BLANK IF UNKNOWN): DEPARTMENT OF TRANSPORTATION

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:
Hawaii Construction Career Days
Dbas:

Street Address:
680 Banister Street, Honolulu, Hawaii 96819

Mailing Address:
P.O. Box 235354, Honolulu, Hawaii 96823-3505

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name MELANIE MARTIN

Title President

Phone # (808) 220-6732

Fax # (808) 676-9621

e-mail melamart_2000@yahoo.com

3. TYPE OF BUSINESS ENTITY:

- NON PROFIT CORPORATION
- FOR PROFIT CORPORATION
- LIMITED LIABILITY COMPANY
- SOLE PROPRIETORSHIP/INDIVIDUAL

4. FEDERAL TAX ID #: _____

5. STATE TAX ID #: _____

6. SSN (IF AN INDIVIDUAL): _____

7. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

TO FUND THE HAWAII CONSTRUCTION CAREER DAYS EVENT FOR HIGH SCHOOL AND COMMUNITY COLLEGE STUDENTS

(Maximum 300 Characters)

8. FISCAL YEARS AND AMOUNT OF STATE FUNDS REQUESTED:

FY 2008-2009 \$ 100,000

9. STATUS OF SERVICE DESCRIBED IN THIS REQUEST:

- NEW SERVICE (PRESENTLY DOES NOT EXIST)
- EXISTING SERVICE (PRESENTLY IN OPERATION)

SPECIFY THE AMOUNT BY SOURCES OF FUNDS AVAILABLE AT THE TIME OF THIS REQUEST:

STATE \$ 8,000

FEDERAL \$ _____

COUNTY \$ _____

PRIVATE/OTHER \$ 18,000

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

[Redacted Signature]

AUTHORIZED SIGNATURE

MELANIE MARTIN, PRESIDENT

NAME & TITLE

1/16/08

DATE SIGNED

ORIGINAL

Application for Grants and Subsidies

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

I. 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. Include the following:

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

The mission of the Hawaii Construction Career Days (CCD) project is to provide the youth of Hawaii with an insight into employment opportunities and career pathways available in the multifaceted construction industry. This mission is accomplished through an annual event called Hawaii Construction Career Days.

In June 2007, Hawaii Construction Career Days, a nonprofit corporation, was established to accomplish the project's mission and to facilitate the planning process for the event. In September 2007, the organization received its tax-exempt 501(c) (3) designation. The inaugural Hawaii Construction Career Days event was held on October 25-26, 2007.

2. The goals and objectives related to the request;

The goal of the event is to educate high school and community college students about career opportunities available statewide in the multifaceted construction industry. Based on similar events held across the country, the Hawaii Construction Career Days event is divided into three major areas: 1) Heavy Equipment, 2) Trades, and 3) Educational Exhibits (see attached). Participants engage in hands-on activities in each area, including operating the heavy equipment and using power tools. Students are required to wear personal protective equipment such as hard hats, earplugs, and safety glasses, and must dress appropriately.

3. State the public purpose and need to be served;

At the national level, the National Association of Manufacturers predicts a shortage of 13-15 million skilled workers by 2020. Moreover, according to

the U.S. Bureau of Labor Statistics, the construction industry needs to attract 240,000 workers annually to replace retiring or departing workers.

In Hawaii, military construction, private development, and the on-going demand for residential housing have contributed to the recent growth in the construction industry and have increased the demand for qualified workers. According to the Hawaii Jobs Initiative, Construction Workforce Action Plan (Fall 2006), 9,400 construction workers are needed by the year 2012, with an estimated 1,200 workers annually. By having an event like Hawaii Construction Career Days, the state will increase its labor pool of qualified workers and will foster participation in the various apprenticeship programs.

- 4. Describe the target population to be served; and

The target populations that will be served include high school and college students. If resources become available, middles school students will also be invited to the event.

Although the event is targeting Hawaii's youth, the impact of increasing the construction workforce will benefit the entire state in terms of boosting Hawaii's economy.

- 5. Describe the geographic coverage.

This project is a statewide effort.

II. 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.

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

The scope of work, tasks, and responsibilities include planning an annual event on Oahu. Neighbor island schools shall be invited to the Oahu event, and, if there is significant participation by neighbor island students, the CCD planning committee will evaluate the feasibility of holding an event on the neighbor islands in the future.

The planning committee is organized into smaller sub-committees that are responsible for the following tasks:

Committee	Tasks/Responsibilities
-----------	------------------------

Finance/Fund-raising	<ul style="list-style-type: none"> • Solicit private companies, labor unions, trade associations, and other community stakeholders for sponsorships and in-kind contributions • Maintain budget by tracking revenues and expenses • Prepare reports to meet federal and state requirements.
Volunteers	<ul style="list-style-type: none"> • Obtain volunteers • Coordinate volunteer assignments • Purchase t-shirts for volunteers • Conduct volunteer orientation
Site Location/Design	<ul style="list-style-type: none"> • Select location • Design floor plan for three major areas and flow of foot traffic • Order tents, tables, chairs, etc. • Organize set up • Coordinate break down
Heavy Equipment	<ul style="list-style-type: none"> • Solicit companies for donations of equipment and tools • Assess type of equipment to be used • Develop safety plan • Coordinate skill building exercises • Organize placement of equipment in designated areas • Determine insurance needs
Schools	<ul style="list-style-type: none"> • Serve as liaison between DOE, private schools, etc. • Develop school packet, including waiver form, instructions to students and teachers • Disseminate invitations and other pertinent information to schools • Coordinate registration of students • Assign schools to groups • Collect waiver forms • Consolidate evaluation forms
Media/Communications	<ul style="list-style-type: none"> • Coordinate publishing of Construction Career Guide • Send out press releases • Coordinate advertising and marketing of event
Materials/Supplies	<ul style="list-style-type: none"> • Order materials and supplies such as hard hats, safety glasses, bags and

	<p>earplugs</p> <ul style="list-style-type: none"> • Coordinate hard hat and bag assembly
--	--

2. The applicant shall provide a

service to the community by educating Hawaii's youth about career opportunities in the construction industry and by increasing the construction workforce labor pool.

3. projected annual timeline for accomplishing the results or outcomes of the service,

The following is an estimated timeline for planning the CCD event.

Dates	Activities
January - February 2008	Organize subcommittees as identified above.
February – May 2008	Inform DOE and private schools about the CCD event by making presentations in the classrooms
March – August 2008	<ul style="list-style-type: none"> • Obtain sponsorships and in-kind contributions from construction companies, labor unions, financial institutions, and other community stakeholders. • Send invitations to schools, conduct school registration, etc.
June – July 2008	<ul style="list-style-type: none"> • Order materials and supplies • Secure heavy equipment • Work with publishing company on Construction Career Guide
August – September 2008	<ul style="list-style-type: none"> • Finalize logistics for bus transportation for Oahu schools, air/ferry transportation for neighbor islands, and parking for HCC students displaced by event • Obtain volunteers, hold volunteer orientation, disseminate informational packets, order t-shirts, etc.
August – September 2008	Assemble hard hats and backpacks for students
September 25th and 26th 2008	Dates of CCD Event

4. The applicant shall describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and

The students, teachers, counselors, and adult chaperones are surveyed to determine the effectiveness of the event in terms of educating participants about construction-related careers. Additionally, all exhibitors, heavy equipment companies, and trade groups will be provided a post-event questionnaire to determine the effectiveness of the event in terms of recruitment of prospective construction workers. Moreover, the Department of Education and/or the Honolulu Community College, Construction Academy, will track the number of students that enter into the Construction Academy, apprenticeship programs and other technical/trade schools.

The following is a sample student evaluation form:

Student Evaluation Form

School: _____ Yr. In School: _____

Gender: _____ Male _____ Female

Ethnicity: Asian _____ Hispanic _____

Other (please specify):

Pacific Islander _____ African American _____
Caucasian or White _____ American Indian _____

This event was: Poor _____ Fair _____ Average _____ Good _____
Excellent _____

What I enjoyed the most was (use back if necessary):

How I would improve this event (use back if necessary):

Has this event helped me decided on a career path? YES NO

What word would describe your experience at the following sites:

Heavy Equipment Site: _____

Trades displays (bldg. 14): _____

Information Fair ("mall area"): _____

The following is a sample questionnaire for teachers, counselors, and other adult chaperones:

Teacher/Escort Evaluation Form

School District: _____ Date: _____

Title/Function (e.g. teacher, escort, parent, etc): _____

Please circle YES or NO:

Overall, did you enjoy the event?	YES	NO
Did the event meet your expectations?	YES	NO
Was there enough time in each of the three areas?	YES	NO
Will you recommend/support your school's attendance next year?	YES	NO
Does your school have a construction program?	YES	NO
Does your school have an engineering program?	YES	NO

What were the most popular attractions at the event? (Use back if necessary)

What would you like to see if you were to come again next year? (Use back if necessary)

Comments/recommendations:

Name (Optional) _____

The following is a sample questionnaire for Exhibitors and Trades:

Exhibitors/Trades Evaluation Form

Name of Organization: _____

Function (e.g. Exhibitor, Trade, etc): _____

Date(s) Attended: _____

Please circle YES or NO:

Overall, did you enjoy the event?	YES	NO
Did the event meet your expectations?	YES	NO
Was there sufficient time for students in your respective areas?	YES	NO
Was the number of trades or exhibits adequate?	YES	NO
Was there sufficient space for your activity or display?	YES	NO
Will you recommend/support your organization's attendance next year?	YES	NO

What would you like to see if you were to come again next year? (Use back if necessary)

Comments/recommendations:

Name (Optional) _____

5. The applicant shall 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. **Satisfaction levels captured by the aforementioned evaluation forms completed by the students, teachers, counselors, exhibitors and the trades, will demonstrate the effectiveness in planning the CCD event. The measure of effectiveness for the overall project will be statistically captured by tracking the number of students that enter into the Construction Academy program, apprenticeship programs, community colleges, and other technical programs after attending the CCD event.**

III. Financial

Budget

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

2. The applicant shall provide its anticipated quarterly funding requirements for the fiscal year 2008-2009.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$25,000	\$25,000	\$25,000	\$25,000	\$100,000

IV. Experience and Capability

A. 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.

The first annual Hawaii Construction Career Days event held on October 25-26, 2007, was a tremendous success. This is due in part to the technical expertise of the Board of Directors and the planning committee.

The Hawaii Construction Career Days Board of Directors is comprised of a well-qualified group of people who represent private construction companies, labor unions, trade associations, and state government. The following are the Board of Directors:

Michael Barros	Honolulu Community College – Construction Academy
Darlean Kiyokane	National Association of Women in Construction
Juli Kobayashi	Hawaii Local Technical Assistance Program
Melanie Martin	Department of Transportation
Dale Sakamoto-Yoneda	General Contractors Association of Hawaii
Ernie Santiago	Hawaii Laborers Training Program
Robert Uyeda	Department of Labor & Industrial Relations

The planning committee is composed of a well-rounded group of contractors, engineers, architects, apprenticeship and training coordinators, labor union leaders, and government officials. Each member possesses knowledge and expertise in different areas. Collectively, the group has garnered support from the community in the form of sponsorships, in-kind contributions, and volunteers, to ensure that students have a positive and memorable experience at the CCD event. The following is a list of organizations that have members who serve on the planning committee:

Associated Builders & Contractors of Hawaii
Building Industry Association
BF Tile, Inc.
City & County of Honolulu, Department of Community Services
Cement & Concrete Products Industry
Construction Academy
Department of Economic Development & Tourism
Department of Education
Department of Transportation
Department of Labor & Industrial Relations
Federal Highway Administration
Floor Layers Apprenticeship Program
General Contractors Association of Hawaii
Glaziers Apprenticeship Program
Grace Pacific Corporation
Hawaii Carpenters' Union
Hawaii Electricians Trust Fund
Hawaii Laborers Training Program
Hawaii Local Technical Assistance Program
Hawaii Masons Union
Hawaii School of Construction
Hawaii Sheet Metal Workers Training Fund
Laborers International Union of North America Local 368
National Association of Women in Construction
OC16 Oceanic Time Warner Cable

Office of Hawaiian Affairs
Plumbers Training Program
Roofers Union Local 221
S & M Sakamoto, Inc.
Safety Systems, Inc.
Structural Engineers Association
The Pacific Resource Partnership
Transition Magazine
University of Hawaii, College of Engineering
University of Hawaii, School of Architecture
University of Hawaii, Honolulu Community College

B. 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. Also describe how the facilities meet ADA requirements, as applicable.

The Honolulu Community College is the venue for the CCD event.

V. Personnel: Project Organization and Staffing

A. 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 volunteers who serve on the Board of Directors and planning committee will provide the staffing for the CCD event.

B. 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 organizational chart that illustrates the placement of this request.

See Section II, Service Summary and Outcomes, paragraph 1 for a list of sub-committees that will be responsible for the planning of the CCD event.

VI. Other

A. 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.

Not applicable to this request.

B. Licensure or Accreditation

Specify any special qualifications, including but not limited to licensure or accreditation that applicant possesses relevant to this request.

Not applicable to this request.

BUDGET REQUEST BY SOURCE OF FUNDS
(Period: July 1, 2008 to June 30, 2009)

Applicant: _____ HAWAII COSTRUCTION CAREER DAYS

BUDGET CATEGORIES	Total State Funds Requested (a)	(b)	(c)	(d)
A. PERSONNEL COST				
1. Salaries	0			
2. Payroll Taxes & Assessments	0			
3. Fringe Benefits	0			
TOTAL PERSONNEL COST	0			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	2,500			
2. Insurance	3,100			
3. Lease/Rental of Equipment	5,600			
4. Lease/Rental of Space	0			
5. Staff Training	2,700			
6. Supplies	300			
7. Telecommunication	0			
8. Utilities	0			
9. Personal Protective Equipment	30,000			
10. Transportation	5,000			
11. Food for Students and Volunteers	16,000			
12. Construction Career Guide	8,000			
13. Portable Toilets	600			
14. Accounting Services	1,000			
15. Postage	500			
16. Banners	1,000			
17. Advertising	3,700			
18. Transportation for NI students	20,000			
19				
20				
TOTAL OTHER CURRENT EXPENSES	100,000			
C. EQUIPMENT PURCHASES	0			
D. MOTOR VEHICLE PURCHASES	0			
E. CAPITAL	0			
TOTAL (A+B+C+D+E)	100,000			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	100,000	Name (Please type or print) _____ Phone _____		
(b) Private donations	10,000	Signature of Authorized Official _____ Date _____		
(c)				
(d)				
TOTAL REVENUE	110,000	Name and Title (Please type or print) _____		

BUDGET JUSTIFICATION PERSONNEL - SALARIES AND WAGES

Applicant: HAWAII CONSTRUCTION CAREER DAYS
 Period: July 1, 2008 to June 30, 2009

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME BUDGETED TO REQUEST B	TOTAL SALARY BUDGETED IN REQUEST A x B
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				\$ 0.00
JUSTIFICATION/COMMENTS:				
Not applicable to this request.				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Applicant: _____

Period: July 1, 2008 to June 30, 2009

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:			\$ -	
JUSTIFICATION/COMMENTS: There is no equipment being rented or purchased for this request.				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:			\$ -	
JUSTIFICATION/COMMENTS: Not applicable to this request.				

**BUDGET JUSTIFICATION
CAPITAL PROJECT DETAILS**

Applicant: _____ Hawaii Construction Career Days_ Period: July 1, 2008 to June 30, 2009

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ANY OTHER SOURCE OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED		FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2005-2006	FY: 2006-2007	FY:2007-2008	FY:2008-2009	FY:2009-2010	FY:2010-2011
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS:						
Not applicable to this event.						

**DECLARATION STATEMENT
APPLICANTS FOR GRANTS AND SUBSIDIES
CHAPTER 42F, HAWAII REVISIED STATUTES**

The undersigned authorized representative of the applicant acknowledges that said applicant meets and will comply with all of the following standards for the award of grants and subsidies pursuant to section 42F-103, Hawaii Revised Statutes:

- (1) 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 or subsidy is awarded;
- (2) Comply 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;
- (3) Agree not to use state funds for entertainment or lobbying activities; and
- (4) Allow the state agency to which funds for the grant or subsidy 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 assuring the proper expenditure of the grant or subsidy.

In addition, a grant or subsidy may be made to an organization only if the organization:

- (1) Is incorporated under the laws of the State; and
- (2) Has bylaws or policies that describe the manner in which the activities or services for which a grant or subsidy is awarded shall be conducted or provided.

Further, a grant or subsidy may be awarded to a non-profit organization only if the organization:

- (1) Has been determined and designated to be a non-profit organization by the Internal Revenue Service; and
- (2) Has a governing board whose members have no material conflict of interest and serve without compensation.

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

Hawaii Construction Career Days

(Typed Name of Individual or Organization)



(Signature)

Melanie M. Martin

(Typed Name)

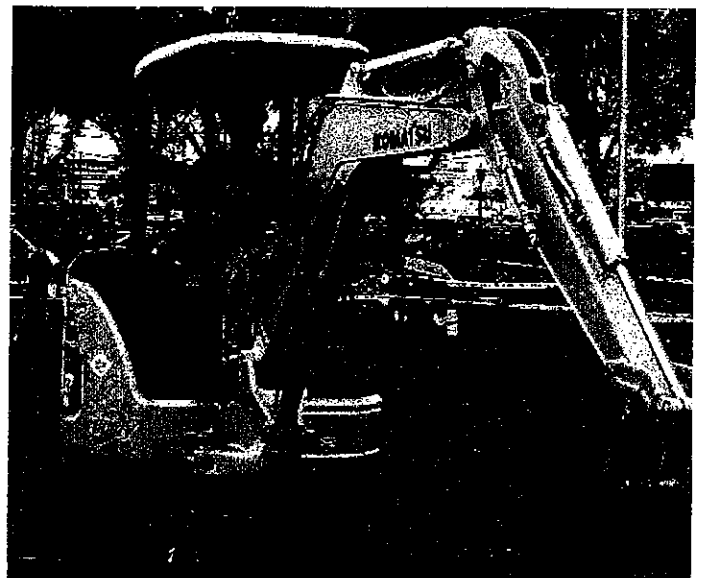
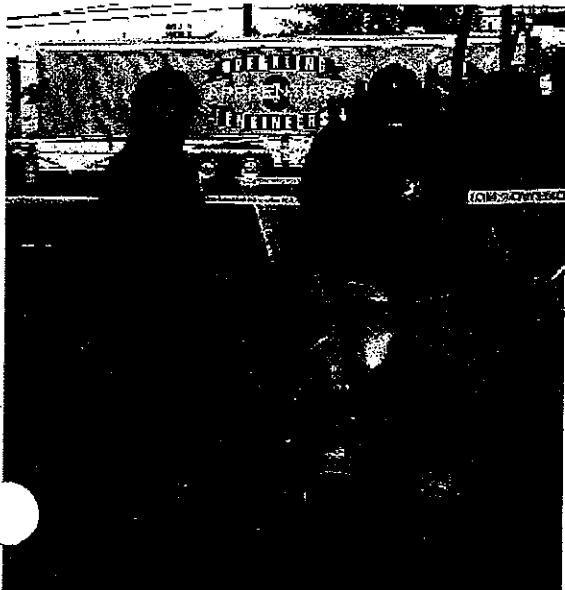
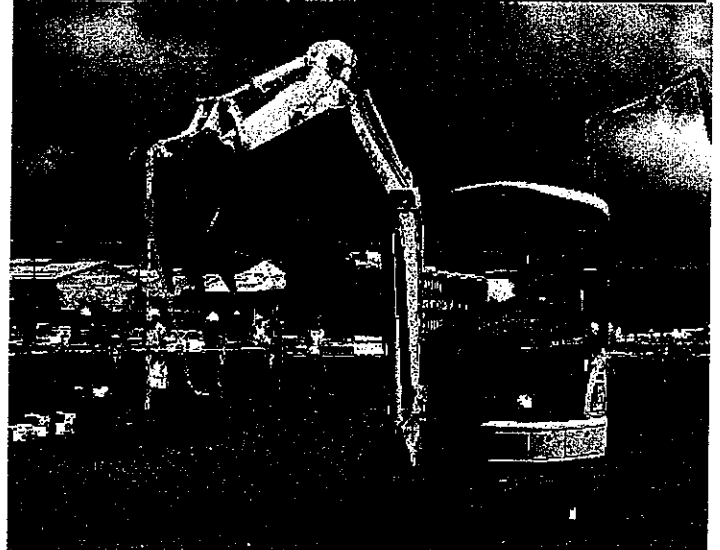
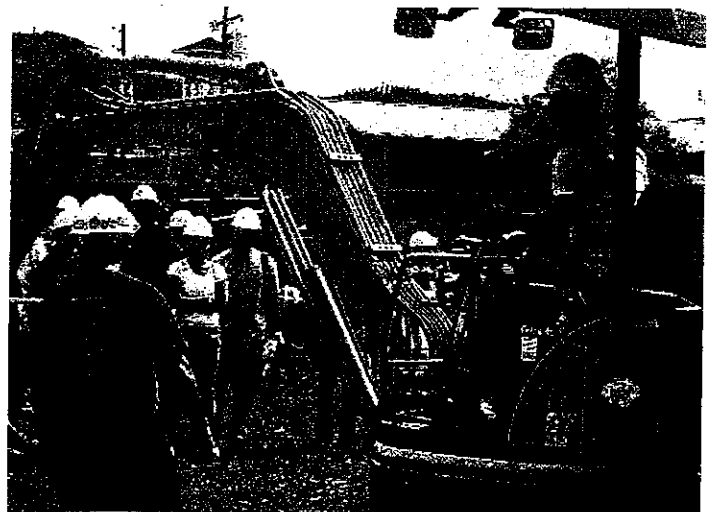
1/15/08

(Date)

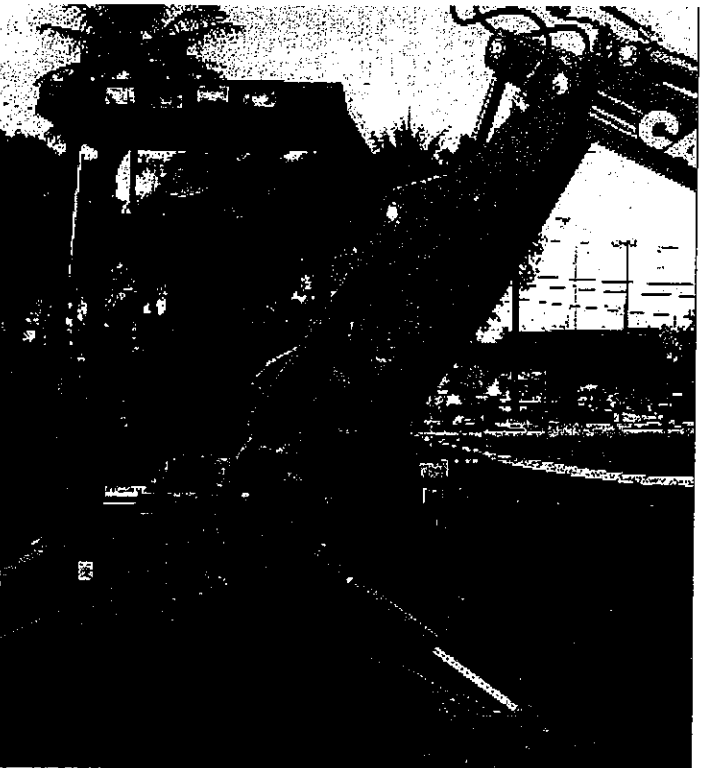
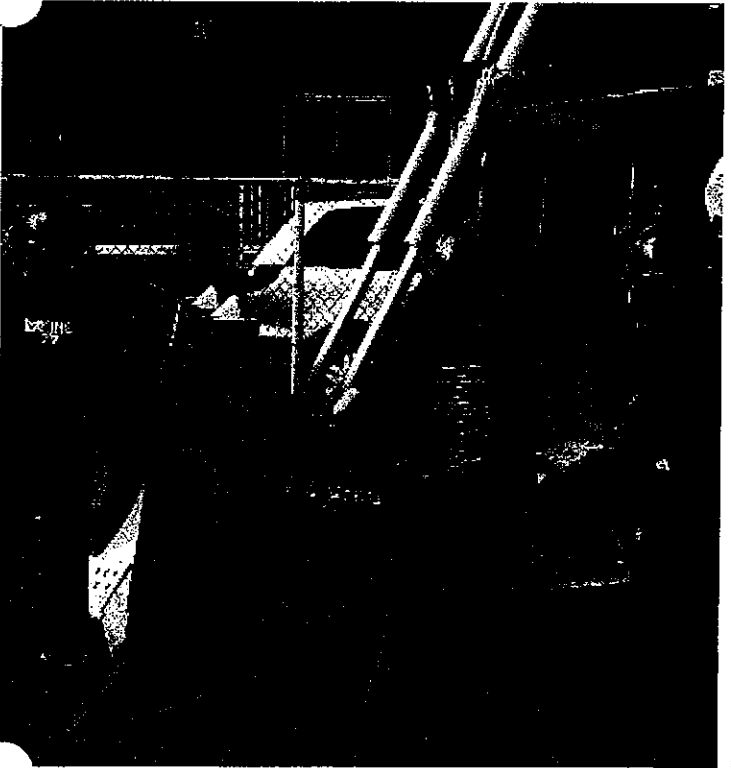
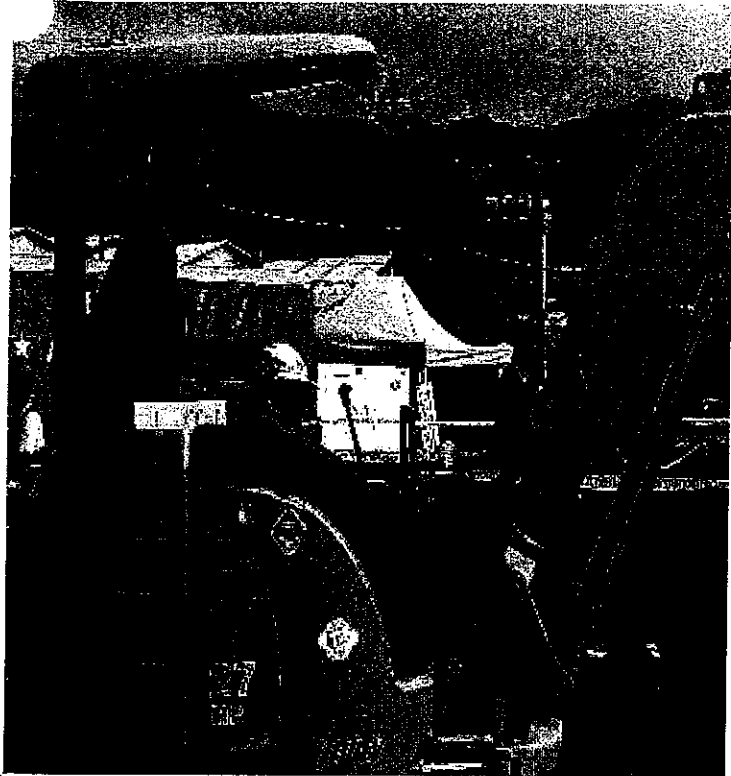
President

(Title)

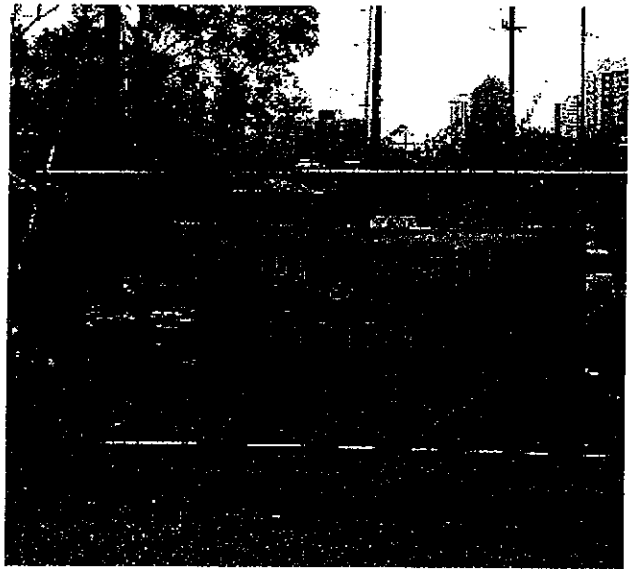
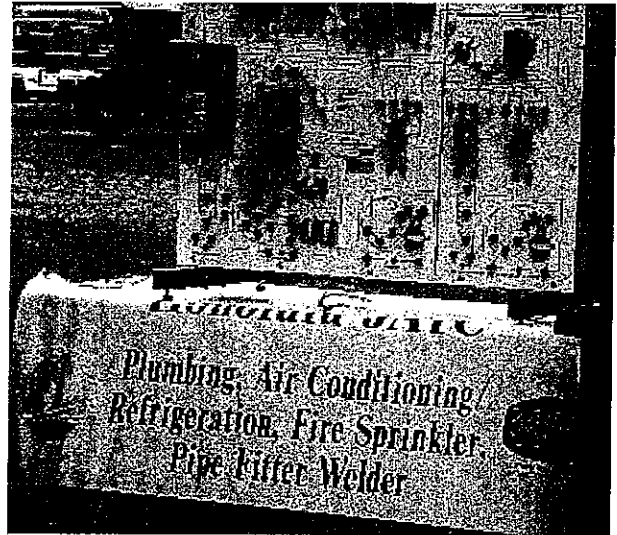
Hawaii Construction Career Days
Heavy Equipment



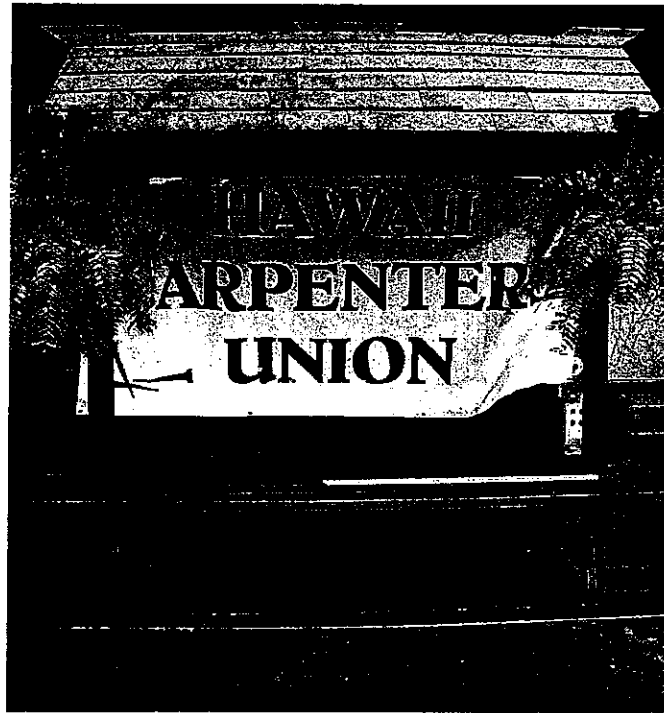
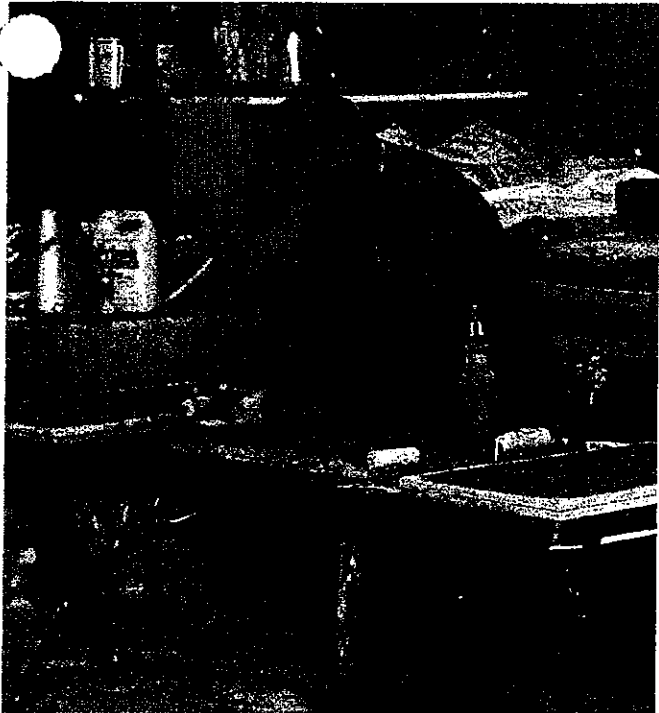
Hawaii Construction Career Days
Heavy Equipment



Hawaii Construction Career Days
Trades



Hawaii Construction Career Days
Trades



Hawaii Construction Career Days
Educational Exhibitors



Hawaii Construction Career Days
Educational Exhibitors

