

House District _____

Senate District _____

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

Log No: 104-0

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): _____

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:
Hawaiian Islands Ministries
Dba:

Street Address: 2752 Woodlawn Dr. #5-214
Honolulu, HI 96822

Mailing Address: P.O. Box 777
Honolulu, HI 96808

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name MARY VINSON/GILL BERGER

Title Executive Director/Advisor, Board of Directors

Phone #: 808-988-9777

Fax #: 808-988-5777

e-mail mvinson@himonline.org or gilllori@aol.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:

WORKFORCE DEVELOPMENT FOR HAWAII'S NON-PROFITS PROVIDES A SIGNIFICANT ON-GOING WORKFORCE DEVELOPMENT PROGRAM FOR NON-PROFITS STATEWIDE; SUCCESSFULLY EXECUTED PROFESSIONAL TRAINING SEMINARS, TECHNICAL ASSISTANCE AND SUB-AWARDS TO HAWAII NON-PROFITS; DOCUMENTED HISTORY PROVIDES SOLID EVIDENCE OF IMPROVED EFFICIENCY, SIGNIFICANT GROWTH IN ORGANIZATIONAL CAPACITY AND REVENUE.

8. FISCAL YEARS AND AMOUNT OF STATE FUNDS REQUESTED:

FY 2008-2009 \$ 359,877.00

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 \$ N/A

FEDERAL \$ N/A

COUNTY \$ N/A

PRIVATE/OTHER \$ N/A

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

[Signature]
AUTHORIZED SIGNATURE

MARY VINSON, EXECUTIVE DIRECTOR
NAME & TITLE

1/29/08
DATE SIGNED

DATE SIGNED

Application for Grants and Subsidies

I. Background and Summary

- A. **Applicant's Background:** Hawaiian Islands Ministries (HIM) is one of a handful of regionally-focused, trans-denominational, cross-cultural equipping Christian ministries in the U.S. HIM provides practical, high caliber, affordable, values-based training not otherwise available in Hawaii. Prior to HIM's founding in 1983, comparable training could only be found on the U.S. Mainland at such a prohibitive cost that few Hawaii church leaders received adequate training to effectively meet the needs of those they served.

In bringing training resources to the islands, HIM has changed that. Busy leaders can now afford top-level training without leaving the islands. HIM equips them in their vocations and locations, exposing them to exceptional teaching and networking, and training them for the greater good – whether church, community, business, school, family, or government. HIM's vision is to build healthy churches, healthy leaders, and healthy communities.

Now in its 25th year, HIM hosts the largest annual interdenominational conference in Hawaii and one of the largest in the Pacific Basin. HIM's Honolulu 2007 Conference attracted more than 5,000 registered participants, including 1,100 youth, from more than 300 churches and organizations. In addition to the Honolulu Conference, HIM's primary programs include Straight Talk Business Breakfasts focused on leadership issues for all types of businesses, and Capacity Building training provided at no cost to 800 leaders from more than 100 faith- and community-based non-profit organizations throughout Hawaii. On average, more than 7,500 church, business, and community leaders statewide participate annually in HIM programs.

HIM is widely respected and considered "neutral territory" in its ability to convene people across cultures, demographics, and generations. In 2001, HIM was asked by the City & County of Honolulu to coordinate a Statewide memorial service following the September 11 tragedy. The event was televised live statewide and HIM was the only organization allowed to address the people of our State.

B. Project Purpose and Objectives:

The purpose of this project is to provide workforce development training for Hawaii's non-profits to equip them to better meet the needs of Hawaii's low-income individuals and families, particularly those who are homeless, hungry, are transitioning from welfare to work, in need of intensive rehabilitation or are children at risk.

Following are the project objectives, which are presented in three tiers to accommodate flexibility in funding (with Tier 1 providing basic services and Tiers 2 and 3 building upon Tier 1 to provide enhanced services).

Tier 1: Facilitate workforce development for non-profit organizations to enable them to better serve Hawaii's low-income individuals and families. This will be achieved by offering free training workshops led by experts in their respective fields. Over the period of one year, a minimum of four and up to six free workshops will be conducted for Hawaii's non-profits in three or more of the following areas: 1) leadership development, 2) organizational development, 3) program development, 4) revenue development strategies, and 5) community engagement.

Tier 2: In addition to the Tier 1 objective, the Tier 2 objective provides technical training and coaching to a small group of (up to 20) non-profits that serve low-income individuals, children and families in their communities. Tier 2 activities will facilitate collaborative networks between the selected non-profits and other organizations in their communities. Non-profits selected for Tier 2 activities will be required to send two individuals to a series of technical assistance training sessions that will occur on a quarterly basis. Sessions will focus on workforce development training that will build administrative and management capabilities intended to strengthen the non-profits' social service delivery. Tier 2 participants will also develop a capacity building project designed to improve the effectiveness of their social service program.

Tier 3 Objective: In addition to Tiers 1 and 2, the Tier 3 program objective provides Tier 2 participants with grants of up to \$8,000 to support implementation of their capacity building project.

Total funding requested to implement this Workforce Development Project for Hawaii's Non-Profits (Tiers 1, 2 and 3) is \$359,877. The amount of \$105,100 will fund the project's Tier 1 objective; \$94,777 will fund the project's Tier 2 objective; and \$160,000 will fund the project's Tier 3 objective.

C. Public Purpose and Need

The public purpose of this program is to provide workforce development training for Hawaii's non-profits for the purpose of improving services provided to those in need in the State of Hawaii. This will be achieved by educating non-profit leaders to improve their management skills and leverage their organizations' resources and diversify their funding. This program will focus on small non-profit organizations providing social services addressing one of the following three priority areas:

- Homelessness
- Families of incarcerated
- Individuals transitioning from welfare to work

The need is validated by the more than 2,600 non-profit leaders who, since 2002, have participated in the Hawaii Moving Forward (HMF) project that was co-managed by HIM and the University of Hawaii Center on the Family. The results of this Compassion Capital Fund Grant demonstration program are significant and demonstrate the value of continuing to make these resources available for Hawaii's non-profits.

Table 1. Summary Training Workshop Evaluations – 2002 and 2005 Programs

Critical Areas	Dates of Training	No. Trainees	Evidence of Effectiveness ^a
Leadership Development	April 7, 2005 Sept. 23, 2005 Jan. 11, 2006 July 17, 2006 July 18, 2006 March 29, 2007	586	Presentation quality: 4.6 Increased knowledge: 4.1 Use information, skills: 4.7
Organizational Development	March 6, 2003 (3 workshops) May 14, 2003 August 18, 2003 February 4, 2004 February 17, 2005 February 22, 2005 March 3, 2005 Dec. 3, 2005	516	Presentation quality: 4.2 Increased knowledge: 3.9 Use information, skills: 4.5
Program Development	March 6, 2003	15	Presentation quality: 4.3 Increased knowledge: 4.0 Use information, skills: 3.9
Revenue-Development Strategies	March 6, 2003 (2 workshops) May 7, 2003 July 13, 2004 July 22, 2004 Feb. 17, 2005 Feb. 22, 2005 March 3, 2005 Sept. 12, 2006 Sept. 14, 2006 Jan. 5, 2007 Jan. 6, 2007	662	Presentation quality: 4.3 Increased knowledge: 4.0 Use information, skills: 4.4
Community Engagement	May 5, 2004 May 6, 2004 May 7, 2004	215	Presentation quality: 4.6 Increased knowledge: 4.2 Use information, skills: 4.7

^aMean ratings on a 5-point Likert Scale, with 5 representing the positive end of the scale, to three questions: *How would you rate the quality of the presentation? How much more knowledgeable are you of the topic presented? How likely are you to use the information shared and/or skills taught at the session?*

Table 2. Changes in Organizational Capacity – 2002 Fellows Organizations^a

ORGANIZATIONAL DOCUMENTS	START OF PROGRAM	END OF PROGRAM	18-MONTH FOLLOW-UP
	Developed (Percent)	Developed (Percent)	Developed (Percent)
Strategic Plan	6	67	94
Organizational Chart	39	78	94
Human Resources Manual	6	41	72
Financial Management Systems	6	50	94
Job Descriptions: Staff	39	78	89
Job Descriptions: Volunteers	17	67	61

^aData from 18 organizations for which data were available at all three points in time.

By program-end, higher percentages of the organizations had developed strategic plans, organizational charts, human resources manuals, financial management systems and job descriptions for staff.

Table 3. Changes in Mean Revenues – 2002 Fellows Organizations^a

SOURCE OF REVENUES	START OF PROGRAM	END OF PROGRAM	18-MONTH FOLLOW-UP	OVERALL DIFFERENCE (Start to Follow-Up)
Grants	\$74,860	\$163,726	\$127,524	+\$52,664
Contributions	\$48,899	\$143,077	\$178,519	+\$129,620
Fundraising Events	\$8,558	\$117,161 ^b	\$28,329	+\$19,771
Total Average Revenues	\$132,317	\$423,964	\$334,372	+\$202,055

^aData based on 16 organizations for which data were available at all three points in time.

^bEnd of Program mean fundraising revenues are skewed due to one organization's one-time fundraiser totaling \$1,241,005. Without this outlier, the mean fundraising revenues are \$14,993, making the total average revenues \$321,796.

Note that growth in total average revenues among the 2002 Fellows organizations was significant from program start to follow-up.

Comments received from participating Fellows:

- *Our organization was building one house a year when we started the program and now we build 12 houses a year.*
- *From an organization that had a few hundred to a few thousand clients—I would contribute that to Compassion Capital. I don't think we'd be who we are without it.*
- *The grant that we're getting in July was the first proposal I've ever written. If I could share that with the others at Compassion Capital, I think it would bring tears to their*

eyes. I have really grown.

- *I had perfect attendance because I so enjoyed the training. Many things I never even knew about, now I feel like I could give a class on. They trained us so well—expert speakers, small groups, networking. You really felt that they wanted you to be strong as a leader. It was really good. I feel that I learned a lot.*

D. Target Population to Be Served

This Workforce Development Program for Hawaii's Non-Profits targets all non-profits statewide. Workforce development training provided under Tier 1 of this project is available to all non-profits statewide. Technical training, coaching, and grants provided through Tiers 2 and 3 of this project will be awarded to a selected group of small non-profit organizations.

E. Geographic Coverage

All non-profits statewide are eligible to participate in this Workforce Development Program for Hawaii's Non-Profits. Tier 1 training sessions are open to all non-profits and will be held predominantly on Oahu with at least one training session conducted on a Neighbor Island. Tier 2 and 3 participants will be selected from a statewide pool of non-profit applicants and training sessions will be held on Oahu with travel stipends provided to Neighbor Island participants.

II. Service Summary and Outcomes

A. Scope of Work, Tasks and Responsibilities:

This project utilizes a three-tiered approach to workforce development and capacity building of non-profit organizations from throughout the State. First, workforce development workshops, which target a wide group of non-profit organizations statewide, will be offered each quarter during the year. Sessions will cover a range of topics including but not limited to:

- Grant seeking and writing
- Public relations and outreach enhancement
- Operating procedures and organizational culture
- Strategic planning
- Best practices

Second, a workforce development and capacity building program will target a smaller group of non-profit organizations for a more intensive 12-month training program. Organizations selected for this (Tier 2) portion of the program will provide social services addressing one of the following three priority areas: homelessness, families of incarcerated, individuals transitioning from welfare to work. Each will be required to send two individuals to a series of technical assistance training sessions. These sessions will occur on quarterly basis. They will focus on developing a variety of administrative

and management capabilities to strengthen the participants' management skills as well as their organizations' social service delivery.

Third, organizations selected for Tier 2 of the program will be eligible to receive a target grant of up to \$8,000. Activities to be funded include but are not limited to:

- Staff Development
- Project Planning
- Improvements to Information Collection and Tracking
- Outreach to Target Population
- Better Use of Technology

The types of activities that we expect to fund are those that very clearly help the organization increase its capacity to provide a particular social service or help it to make the service more effective in achieving a particular outcome.

Project administrators will select up to 20 organizations to participate in Tier 2 of the program. Eligible organizations must have a 501(c)(3) or an identified fiscal sponsor. Organizations must have been in operation for a minimum of two years. Since Tier 2 is directed toward small organizations, preference will be given to organizations with annual budgets of less than \$125,000. Past research conducted by the University of Hawaii Center on the Family indicates that nearly one-third of all Hawaii non-profits have annual budgets of less than \$125,000. In addition, preference for selection will be for those organizations that can demonstrate the following:

- Program experience and solid understanding of one of the three priority areas listed above
- Willingness to collaborate or partner with other non-profit or social service organizations
- A clear plan for how to build the organization's capacity to expand or enhance its social services
- Organizational size and capacity that will clearly be impacted by a target grant
- Ability and willingness of key individuals to participate in all aspects of the program
- Financial management and oversight appropriate for complying with the requirements

All organizations selected to participate in Tier 2 of the program will be eligible to submit a proposal for funding after receiving technical assistance to develop a capacity building project concept. Funding proposals will be evaluated based on their viability and merit, and only those organizations demonstrating these qualities will be funded. Funded organizations will represent a diverse cross section of non-profits in Hawaii.

Organizations receiving funding will be required to submit two progress reports during the year. Progress reports will describe activities conducted during the reporting period, problems encountered and steps taken toward resolutions, and activities planned for the next reporting period.

Tier 2 participants will participate in a technical assistance training program that will create a network of fellows. This fellowship is expected to support participants in finding solutions to improve the performance of individual organizations in general and especially when problems are identified. The technical assistance training program will further provide opportunities to engage with project partners and consultants in addressing individual needs. Individual coaching and technical assistance will be provided as needed to improve performance.

The expected outcome of this project is **improved knowledge and skills on behalf of the non-profit workforce** which, in turn, will result in positive outcomes for the organization such as:

- Growth in organizational capacity
- Growth in total average revenues
- Increased numbers of volunteers
- Increased numbers of clients served

B. Projected Annual Timeline

<u>Activity</u>	<u>Target Date</u>
▪ Solicitation of potential Tier 2 applicants	July 1, 2008 or upon notification of proposal approval
▪ Program application deadline	Aug. 15, 2008
▪ Review and selection of Tier 2 participants	Aug. 20 – Sept. 30, 2008
▪ Notification of selection	Oct. 15, 2008
▪ Orientation Meeting for Tier 2 participants/Administer pre-test	Nov. 1, 2008
▪ Tier 2 Workforce development/technical assistance training	Nov. 20, 2008
▪ Tier 2 Workforce development/technical assistance training	Feb. 20, 2009
▪ Workforce development training workshop (Tier 1)	1Q 2009
▪ Capacity building funding proposal deadline (Tier 2/3)	Mar. 15, 2009
▪ Review and selection of target grant awardees (Tier 2/3)	Mar. 16 – 23, 2009
▪ Notification of target grant awardees (Tier 2/3)	Mar. 27, 2009
▪ Tier 2 Workforce development/technical assistance training	May 15, 2009
▪ Workforce development training workshop (Tier 1)	2Q 2009
▪ First project report due (Tier 2/3)	July 1, 2009
▪ Workforce development training workshop (Tier 1)	3Q 2009
▪ Tier 2 Workforce development/technical assistance training	Sept. 15, 2009
▪ Workforce development training workshop (Tier 1)	4Q 2009
▪ Second project report due (Tier 2/3)	Dec. 1, 2009
▪ Administer post-test (Tier 2)	Dec. 15, 2009

C. Quality Assurance and Evaluation Plans

Tier 1 assessments for all workforce development training workshops will be achieved through workshop/speaker evaluations completed by workshop participants.

To evaluate the impact of Tiers 2 and 3 of the program, pre- and post-tests assessing leadership and management qualities will be administered. In addition, a comparison of organizational effectiveness and operating results of Tier 2 participants will be made pre- and post-program.

D. Measures of Effectiveness

Success and effectiveness are defined using several criteria such as continued growth in registration for Tier 1 workforce development workshops; participant satisfaction with the training; improved skills and knowledge for Tier 2 participants based on pre- and post-test results; improved organizational effectiveness based on pre- and post-participation data comparison; successful completion of Tier 3 project demonstrating increased organizational capacity; and satisfactory completion of Tier 2/Tier 3 interim and final project reports.

III. Financial

A. BUDGET NARRATIVE AND JUSTIFICATION

1. Tier 1 - Workforce Development for Non-Profit Organizations

Personnel	\$25,650
Training Coordinator @50% FTE	\$25,650
Fringe	\$6,970
Project Coordinator @16%	\$6,970
Travel	\$3,550
Travel to Neighbor Islands (5 trips to include airfare, hotel, rental car and per diem) for speakers and coordinator	\$3,550
Materials and Supplies	\$8,525
Office supplies, training materials, handouts	\$8,525
Other	\$55,400
Communications, marketing, mailing	\$12,500
Facility Rental and AV	\$11,300

Speakers (Honorarium, air travel, meals, hotel, ground transportation)	\$31,600
DIRECT COSTS	\$100,095
INDIRECT COSTS (@ 5% of direct costs)	\$5,005
SUBTOTAL TIER 1	\$105,100

Tier 1 Budget Narrative:

Personnel: Personnel costs will cover 25% of the training coordinator's salary.

Fringe: The fringe benefit rate is calculated at 16% of the *training coordinator's* salary. It includes medical and dental insurance, retirement, FICA, workers' compensation, disability insurance and unemployment insurance.

Travel: Costs cover travel expenses for Neighbor Island training sessions for speakers and the training coordinator.

Materials and Supplies: Costs include office supplies and printing of course materials and handouts.

Other: Costs cover design, production and mailing of marketing communications material for quarterly capacity-building workshops. Costs will also cover facility and audio visual equipment rental fees and speaker expenses for quarterly workforce development workshops.

Indirect Costs: The predetermined indirect cost for this training project is 5% of direct costs.

2. Tier 2 – Technical Training and Coaching for Selected Non-Profits (in addition to Tier 1)

Personnel	\$29,000
Project Coordinator @50% FTE	\$29,000
Fringe	\$9,344
Project Coordinator @16%	\$9,344
Travel	\$8,000

Travel stipends for neighbor island participants to attend Tier 2 Program training workshops on Oahu (estimated at \$200 for two participants from up to 10 neighbor island organizations to attend 4 training workshops)	\$8,000
Materials and Supplies	\$2,000
Printing of recruitment materials, training materials, evaluation surveys and reports	\$1,000
Postage and mailing supplies	\$1,000
Other	\$41,920
Organization assessment consultation for 20 organizations	\$20,000
Coaches/consultants for capacity building training and technical assistance (4 consultants x \$5,000 estimated average consultant fee)	\$20,000
Tier 2 training workshops: 4 sessions x 40 participants x \$12	\$1,920
DIRECT COSTS	\$90,264
INDIRECT COSTS (@ 5% of direct costs)	\$4,513
TOTAL	\$94,777

Tier 2 Budget Narrative:

Personnel: Personnel costs will cover 50% of the *project coordinator's* salary.

Fringe: The fringe benefit rate is calculated at 16% of the *project coordinator's* salary. It includes medical and dental insurance, retirement, FICA, workers' compensation, disability insurance and unemployment insurance.

Travel: Travel stipends will be awarded to organizations participating in the Tier 2 program to allow for two representatives from each organization to attend training workshops.

Materials and Supplies: Costs include the development and printing of recruitment materials, training materials, evaluation surveys and reports. Costs also include postage and mailing supplies associated with program recruitment efforts.

Other: Costs will cover capacity-building grants for up to 20 organizations participating in the Tier 2 program. Costs will also cover consultant services for workforce development and capacity building workshops and specialized technical

assistance and consultation, including organizational assessments. Included in this category are the costs of hospitality, meals and refreshments, calculated at \$12 per person, for 40 individuals attending Tier 2 workshops.

Indirect Costs: The predetermined indirect cost for this training project is 5% of direct costs.

3. Tier 3 – Target Grants for Up to 20 Non-Profit Organizations (in addition to Tiers 1 and 2)

Grants	\$160,000
Capacity-building grants to 20 organizations (average award estimated at \$8,000)	\$160,000
TOTAL	\$160,000

Tier 3 Budget Narrative:

Grants: Target grants averaging \$8,000 each will be awarded to up to 20 organizations to cover capacity building implementation costs.

4. Total Budget for Tiers 1, 2 and 3

TOTAL TIERS 1, 2 & 3	\$359,877
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\$359,877 is the total financial requirement to implement Tiers 1, 2 and 3 of this program.

B. Financial requirement by Quarter

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$89,970	\$89,969	\$89,969	\$89,969	\$359,877

Tier 1: Quarterly Workforce Development Workshops at no charge to Hawaii non-profits per summary: **\$105,100**

Tier 2: Technical training/coaching for up to 20 non-profits selected to participate in program: **\$94,777**

Tier 3: Grants of \$8,000 to up to 20 non-profits selected to participate in program: **\$160,000**

Combined total financial requirement for Tiers 1, 2 & 3: **\$359,877.**

IV. Experience and Capability

A. Necessary Skills and Experience

HIM has partnered with the University of Hawaii Center on the Family since 2002 to provide capacity-building services to faith-based and community-based organizations through training, technical assistance and sub-award grants. We have received three Compassion Capital Fund grants from the U.S. Department of Health and Human Services Administration for Children and Families for the past five years. Our expertise in this area is unsurpassed in the state of Hawaii. Program evaluations indicate that our projects are very effective and successfully executed. In total, we provided 38 capacity building workshops to 2,641 participants.

B. Facilities

Workshops, seminars and conferences hosted by HIM are held in rented facilities. Sites for past training sessions and workshops have included: First Presbyterian Church at Ko'olau, the Hawaii Convention Center, Ala Moana Hotel, University of Hawaii (Big Island), Cameron Center (Maui), New Hope Waimea (Big Island), Mo'ikeha Building (Kauai). HIM will continue to hold its training workshops in comfortable, conveniently located, cost effective settings such as these.

V Personnel: Project Organization and Staffing

A. Proposed Staffing, Staff Qualifications, Supervision and Training

The Workforce Development Training Program for Hawaii's Non-Profits will be managed by Mary Vinson, Executive Director for Hawaiian Islands Ministries. Mary has worked with HIM since August 2001. She has an extensive background in corporate business and administration gained from her more than 20 years in the telecommunications industry. She previously served as Director of Operations and Customer Care at Sprint PCS Hawaii until Sprint PCS closed its Hawaii call center in 2001. Prior to that, Mary was Vice President and General Manager for PrimeCo Hawaii (which was purchased by Sprint in January 1999). Before moving to Hawaii in 1997, Mary held numerous positions with Bell Atlantic Virginia including Director of Regulatory Services. Mary has a BS in Public Administration from Virginia Tech University and holds an MA in Human Resources from George Washington University.

Mary has successfully managed HIM's Compassion Capital project for the past 5-years.

B. Organization Chart

See attached.

VI. Other

A. Litigation

Not Applicable.

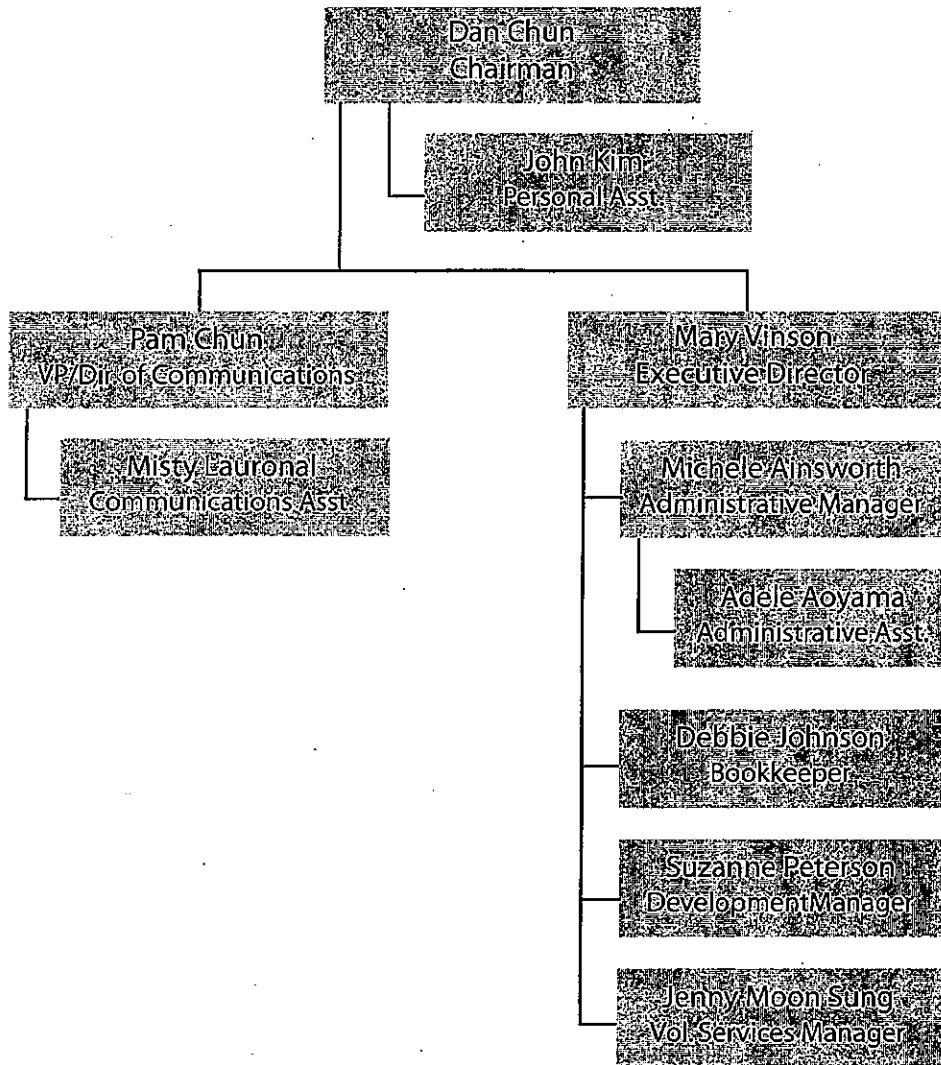
B. Licensure or Accreditation

HIM is a member of the Evangelical Council for Financial Accountability.



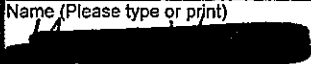
*A higher standard.
A higher purpose.*

Hawaiian Islands Ministries' Organizational Chart 2008



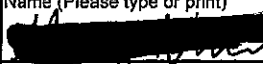
BUDGET REQUEST BY SOURCE OF FUNDS
(Period: July 1, 2008 to June 30, 2009)

Applicant: Hawaiian Islands Ministries

BUDGET CATEGORIES -- Tier 1	Total State Funds Requested (a)	(b)	(c)	(d)
A. PERSONNEL COST				
1. Salaries	25,650			
2. Payroll Taxes & Assessments				
3. Fringe Benefits	6,970			
TOTAL PERSONNEL COST	32,620			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	3,550			
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space	11,300			
5. Staff Training				
6. Supplies	8,525			
7. Telecommunication				
8. Utilities				
9. Marketing Communications, Postage	12,500			
10. Speakers				
Honorarium, Air Travel, Meals				
Hotel, Ground Transportation	31,600			
11. Indirect 5%	5,005			
15				
16				
17				
18				
19				
20				
21				
TOTAL OTHER CURRENT EXPENSES	72,480			
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	105,100			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	105,000	Mary Vinson	808-371-9500	
(b)		Name (Please type or print)	Phone	
(c)			1/29/08	
(d)		Signature of Authorized Official	Date	
TOTAL REVENUE	105,000	Mary Vinson, Executive Director		
		Name and Title (Please type or print)		

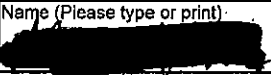
BUDGET REQUEST BY SOURCE OF FUNDS
(Period: July 1, 2008 to June 30, 2009)

Applicant: Hawaiian Islands Ministries

BUDGET CATEGORIES -- Tier 2	Total State Funds Requested (a)	(b)	(c)	(d)
A. PERSONNEL COST				
1. Salaries	29,000			
2. Payroll Taxes & Assessments				
3. Fringe Benefits	9,344			
TOTAL PERSONNEL COST	38,344			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	8,000			
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies	2,000			
7. Telecommunication				
8. Utilities				
9 Organizational assessment consultant	20,000			
10 Coaches/consultants - 4 for training and TA	20,000			
11 Fellows training workshops (hospitality, refreshments)	1,920			
12 Indirect (5% of direct costs)	4,513			
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	56,433			
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	94,777			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	94,777	Mary Vinson	808-371-9500	
(b)		Name (Please type or print)	Phone	
(c)			1/29/08	
(d)		Signature of Authorized Official	Date	
TOTAL REVENUE	94,777	Mary Vinson, Executive Director		
		Name and Title (Please type or print)		

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

Applicant: Hawaiian Islands Ministries

BUDGET CATEGORIES -- Tier 3	Total State Funds Requested (a)	(b)	(c)	(d)
A. PERSONNEL COST				
1. Salaries				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
TOTAL PERSONNEL COST				
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9 Capacity-building grants (up to 20 organizations x \$8,000 avg. award)	160,000			
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
TOTAL OTHER CURRENT EXPENSES	160,000			
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	160,000			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	160,000	Mary Vinson	808-371-9500	
(b)		Name (Please type or print)	Phone	
(c)			1/29/08	
(d)		Signature of Authorized Official	Date	
TOTAL REVENUE	160,000	Mary Vinson, Executive Director		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Applicant: Hawaiian Islands Ministries

Period: July 1, 2008 to June 30, 2009

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

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

**BUDGET JUSTIFICATION
CAPITAL PROJECT DETAILS**

Applicant: Hawaiian Islands Ministries

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:	N/A	N/A	N/A	N/A		
JUSTIFICATION/COMMENTS:						

**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, Hawai'i 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:

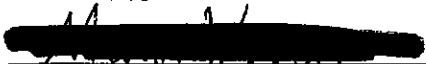
- (1) Is incorporated under the laws of the State; and
- (2) Has bylaws or policies that describe the manner in which the activities or services for which a grant or subsidy is awarded shall be conducted or provided.

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.

Hawaiian Islands Ministries
(Typed Name of Individual or Organization)



(Signature)

Mary Vinson
(Typed Name)

1/29/08
(Date)

Executive Director
(Title)

UNIVERSITY OF HAWAII AT MĀNOA

Center on the Family
College of Tropical Agriculture and Human Resources

January 22, 2008

Grants in Aid Review Committee
Hawaii State Legislature
415 South Beretania Street
Honolulu, HI 96813


Dear Review Committee:

The Center on the Family at the University of Hawaii is pleased to support the grant-in-aid proposed by the Hawaiian Islands Ministries (HIM). We have collaborated with HIM since 2002 on *Compassion Capital-Hawaii Moving Forward*, an initiative designed to build the organizational capacity of faith and community non-profit groups. Our effort has been identified as one of the best in the nation and was one of only two projects among hundreds of applications to receive grants from the U.S. Department of Health and Human Services in three consecutive rounds of review. Unfortunately, the funds for our project are coming to an end, and it is uncertain whether the federal Compassion Capital program will continue.

What is clear, however, is that there is a great need among health and human service agencies to strengthen their internal structures to more effectively and efficiently manage their financial and human resources. This will enable them to enhance the quantity and quality of their services and to diversify their funding sources. HIM has been very successful in assisting these organizations, and its training workshops have been highly rated by participants.

The Center on the Family will be happy to support HIM's grant-in-aid project in whatever way we can. HIM's staff are knowledgeable, respected in the community, and extremely competent. It will be a pleasure to contribute our efforts to a project that will strengthen the capacity of Hawaii's faith and community organizations to better serve the state's most vulnerable people.

Sincerely,


Sylvia Yuen, Ph.D.
Director



P.O. Box 880595 • PUKALANI, HAWAII 96788 • PH/Fx: 808-573-4972
E-MAIL: KEIKIKOKUA@HAWAII.RR.COM • WEBSITE: KEIKIKOKUA.COM

**GATEWAY TO
ASSISTANCE
SUPPORT AND
REFERRAL**

- ♥ FOSTER CARE
- ♥ ADOPTION
- ♥ KINSHIP
- ♥ GUARDIANSHIP

Alda St. James, M.Ed
Executive Director

Grants in Aid Review Committee
Hawaii State Legislature
415 South Beretania Street
Honolulu, HI 96813

Dear Review Committee:

Keiki Kokua is pleased to support the grant-in-aid proposed by the Hawaiian Islands Ministries (HIM).

We are a start up organization on Maui whose mission is to support foster/adoptive families in Maui County. Before receiving our nonprofit status, Keiki Kokua was selected to participate in the Compassion Capital-Hawaii Moving Forward program in 2006.

The process taught us many things. Since we were a start up, the workshops and the technical assistance we received were vitally important to our organization. Because of them, we were able to create a strategic plan and a firm foundation. The grants allowed us to build capacity and establish operations. Without this initial funding, I do not believe much progress would have been possible. The entire process helped us grow and develop meaningful services and programs, and showed us how to navigate the world of grant making and reporting.

Keiki Kokua wholeheartedly supports funding for the Compassion Capital partnership between Hawaiian Islands Ministries and the Center on the Family. Both partners did an excellent job in fulfilling the leadership role that was entrusted to them. We request that you continue to fund this organizational capacity building program in our state.

Sincerely,

Alda St. James, Executive Director
Keiki Kokua Inc., Maui



902 University Avenue, Honolulu, Hawaii 96826 • Tel: (808) 945-3736 • FAX: (808) 945-0007 • projdana@pixl.com

January 24, 2008

Grants in Aid Review Committee
Hawaii State Legislature
415 South Beretania Street
Honolulu, HI 96813

Dear Members of the Review Committee:

Project Dana is strongly supporting the grant-in-aid submitted by the Hawaiian Island Ministries (HIM).

Project Dana is an interfaith volunteer caregivers program that provides support services to the homebound frail elderly and disabled persons. Through volunteers from congregations, putting faith in action, the universal principle of Dana or selfless giving of time and energy, providing compassion and care is the project's mission. The Project is comprised of a coalition of 32 temples/churches who are actively engaged in community outreach and meeting the needs of Hawaii's frail elderly with many of them isolated, shut-in, and lonely. As the founding Administrator for Project Dana, the Project has served the community for 19 years.

The selection of Project Dana to participate and learn from the Fellows Program of Compassion Capital is valued greatly. Compassion Capital has helped Project Dana to improve, strengthen, grow, and maintain stability i.e. capacity building was thoroughly covered. The staff gained much from the excellent workshops offered with topics such as program evaluation, outcomes, management, and grant writing. The evaluation of Project Dana's Advisory Board took place resulting in the Board's more active role, developed a 5 year Strategic Plan and intensive leadership training took hold. The Home Safety Program expanded as well as the service of a growing need of transportation for the frail elderly was strengthened.

The leadership of the Fellows Program of Compassion Capital is superb. The Center on the Family, Dr. Sylvia Yuen and staff are excellent and so very well qualified. Compassion Capital has immensely helped many other organizations to examine its purpose, outcomes and operations. Funding for Compassion Capital partnership between Hawaii Island Ministries and the Center on the Family to continue the proposed organizational capacity program in the State of Hawaii is strongly supported by Project Dana.

Should there be any questions, please feel free to call me at 945-3736.

Sincerely,


Rose Nakamura, Administrator

YOUTHVISION

Developing Young Leaders for Tomorrow.

P.O. Box 2552 • 'Ewa Beach, Hawaii 96706 • 808-457-9616 • youthvision@hawaii.rr.com

January 23, 2008

Grants in Aid Review Committee
Hawaii State Legislature
415 South Beretania Street
Honolulu, HI 96813

Dear Review Committee:

YouthVision is pleased to support the grant-in-aid proposed by the Hawaiian Islands Ministries (HIM).

YouthVision is Hawai'i's premiere faith-based charitable nonprofit youth organization, and "Developing Young Leaders for Tomorrow, *Today*" is its purpose. Founded in 2005, YouthVision is dedicated to providing a safe haven for teenagers, ages 13-19 and provides services that help foster their full potential as purpose-driven individuals in their families, effective leaders in their schools, and exceptional citizens in their community.

Our Mission is to serve youth by providing a safe and positive environment, with quality programs which teach life skills that will develop young leaders, who will in turn, serve and give back to their communities.

Our Vision is to operate multiple YouthVision program sites at schools and church facilities in the community; develop outreach programs throughout 'Ewa, Kapolei, Walpahu, Kunia, Makakilo and the Waianae Coast; and build a multi-purpose *YouthVision Center*.

Our Commitment is to provide high quality programs during "out-of-school times" that are innovative, fun and experiential that encourage self-esteem and group achievement. We strive to reinforce positive leadership, solidify relationships with friends and mentors, and develop self-sufficiency and productive lifestyles for each student through: After School Programs, Intersession Programs and Weekend Programs and projects.

Two years ago, my wife Julie and I made the commitment to make the difference in the lives of youth in Hawai'i by registering YouthVision as a nonprofit with the state. We started out with humble beginnings, as youth leaders in our community church and compassionate citizens in our community with deep concerns for the fate of our young people. As founders of a start-up organization we were in for a long, long journey and a steep learning curve because we lacked the training and knowledge of building our organization.

In 2006 YouthVision was blessed and accepted in the Compassion Capital-Hawaii Moving Forward project. The Fellows Program is ***the only and most valuable*** resource and training to our organization's infancy. It is truly an honor to grow and work with the program's outstanding and expert staff along with the other participating fellows members and organizations.

Grants in Aid Review Committee
Hawaii State Legislature
January 23, 2008
Page 2 of 2

The Compassion Capital Fellows Program provided us with invaluable resources such as an organizational assessment, technical assistance with professional consultants and coaches, the exposure to grant writing, and the opportunity for funding in a capacity building project. The program also provided us very practical training in fund development, financial management, strategic planning, data & program evaluation, leadership and human resource management.

As inexperienced and fledgling participants we were trained and learned about the many facets that a nonprofit organization needs to consider, assess, plan, establish and strengthen to sustain itself. Along with the fantastic program coordination were the opportunities to learn from other organizations and collaboration with other fellow members.

The Compassion Capital grant provided us training in board development, strategic and organizational planning, technological infrastructure and start-up development and marketing plans. And that's a lot said, as we recall scrambling to establish a board of directors. I also recall communicating on my old laptop while using a dial up Internet connection and one phone line waiting to open emails and juggling time to use the phone. Today we have a cutting edge computer and roadrunner cable connection, beep beep! I recall starting the Fellows Program with the need to establish our 501(c)(3) and the stress of filing the Form 1023, today YouthVision is determined tax-exempt by the IRS!!! These are a few memories of my journey and how the Fellows Program has impacted me personally and faithfully, I press on.

Overall, the greatest value we will embrace from the Compassion Capital Fellows Program is the fact that it is an integral part of YouthVision's foundation. The Fellows Program is our introduction of great things to come for Hawaii's keiki, our future leaders!

In closing, YouthVision supports and encourages the grant-in-aid funding for the Compassion Capital partnership between Hawaiian Islands Ministries and the Center on the Family to continue the organizational capacity building program in the State of Hawaii. We truly believe in their compassionate staff, invaluable experience and unparalleled expertise. And we are very fortunate to have these outstanding organizations because they are the best in the country, making the big difference in our great state.

Respectfully yours,



Randy Shiroma
President

KA HALE HO'ĀLA HOU NO NĀ WĀHINE
THE HOME OF REAWAKENING FOR WOMEN

empowering women to successfully transition from prison to the community

Grants in Aid Review Committee
Hawaii State Legislature
415 South Beretania Street
Honolulu, HI 96813

January 23, 2008

Dear Review Committee,

I am writing to express my support for the grant-in-aid proposed by Hawaiian Island Ministries (HIM) to continue the Compassion Capital project in partnership with the Center on the Family.

As the director of Ka Hale Ho'āla Hou No Nā Wāhine, a residential program for women transitioning from prison to the community, I have worked closely with Compassion Capital for the past two years. Our collaboration has been highly successful, producing results that benefit not only our program staff and residents, but their families and communities as well.

We received assistance with capacity building projects in the areas of staff development, fund development, public relations, and the development/implementation of a database to track and evaluate outcomes. Without the funding and technical assistance provided by Compassion Capital, we would not have been able to undertake or accomplish these crucial building blocks for our program.

I ask that you support Hawaiian Islands Ministries and the Center on the Family in their efforts to continue this essential project. If you need any additional information, please do not hesitate to contact me at lorraine@reawakeningforwomen.org or (808) 748-4309.

Very Truly Yours,


Lorraine Robinson
Executive Director