

House District(s)   1  

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THE TWENTY-NINTH LEGISLATURE  
APPLICATION FOR GRANTS  
CHAPTER 42F, HAWAII REVISED STATUTES

Log No: \_\_\_\_\_

For Legislature's Use Only

Type of Grant Request:

GRANT REQUEST - OPERATING

GRANT REQUEST - CAPITAL

"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.

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

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:  
Hamakua Youth Foundation, Inc

Dbas: Hamakua Youth Center

Street Address: 45-3396 Mamane St, Honokaa, HI 96727

Mailing Address: PO Box 381, Honokaa, HI 96727

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name T. MAHEALANI MAIKU'I

Title Executive Director

Phone # 808-775-0976

Fax # none

E-mail hamakuayouthcenter@gmail.com

3. TYPE OF BUSINESS ENTITY:

- NON PROFIT CORPORATION INCORPORATED IN HAWAII
- FOR PROFIT CORPORATION INCORPORATED IN HAWAII
- LIMITED LIABILITY COMPANY
- SOLE PROPRIETORSHIP/INDIVIDUAL
- OTHER

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

HAMAKUA YOUTH AND TEEN CENTER

4. FEDERAL TAX ID #:                     

5. STATE TAX ID #:                     

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2019: \$140,000

8. 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 \$ \_\_\_\_\_

FEDERAL \$ \_\_\_\_\_

COUNTY \$ \_\_\_\_\_

PRIVATE/OTHER \$ \_\_\_\_\_

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

[Signature]

JACK ZIMMERMAN, PRESIDENT

1/9/18

AUTHORIZED SIGNATURE

NAME & TITLE

DATE SIGNED

JAN 16 2018 11:00AM

## Application for Grants

### I. Background and Summary

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

The Hamakua Youth Center (HYC) was started as a grassroots project in 1996 by a group of community members who saw the need for youth to have a safe place to be during non-school hours. For 13 years, the YWCA supported and sponsored the HYC. The Hamakua Youth Foundation, Inc. (HYF), a community all-volunteer grassroots 501(c)3 organization, took over management of the Center on July 1, 2009 consisted of a core staff together with a growing group of community volunteers. Since its conception, HYF has been dedicated to creating a nurturing youth service program for ages 6-18 during non-school hours. We engage youth in environmental sustainability and stewardship, providing Hawaiian culture and arts education, developing youth leadership skills, offer academic tutoring, mentoring, and connecting youth and their families with social service agencies.

The Center offers programs daily after-school, during intersessions, occasional weekends and summer breaks to school age youth in Honokaa. HYC continually strives to encourage life skills guided by traditional Hawaiian values – **Kuleana, Aloha, Laulima & Mahalo**. Currently we are planning to expand our media/music/video recording/production as well as traditional Hawaiian as well as contemporary arts and crafts and holiday themed craft activities. HYC is the only facility in the Hamakua District that focuses primarily on programs for elementary through high school youth. After-school alternatives for youth are limited and our youth are at risk for unhealthy behaviors based on the family demographics in our community.

2.  The goals and objectives related to the request;

Located at 45-3396 Mamane St, Honokaa, HI 96727, the current youth center facility is a rented 1,500 square foot; street-front building that has one large main activity room, a kitchen area and an office space with no outdoor space. The current owners have sought to sell the building and the current building requires significant repairs. There is not enough room to fulfill the need for expanding after-school programs, for the separation of youth and teens, or to have multiple programs at the same time.

Located next door to our current location, the property at 45-3400 Mamane St, Honokaa, HI 96727 offers two separate areas. We can dedicate one area for youth (6- 13 year olds) and one area for teens (14-17 year olds). It also has a separate building in between the two areas that houses a kitchen that both groups can use. It triples the space for the youth and has a large yard that the youth can use for outdoor play. Youth center will have room for a study area, game room and an arts/crafts room. Teen center will have a meeting room, teen lounge, music studio and media center. The separate kitchen can serve both centers and

serve as a dining room and a cooking classroom. A large outdoor deck can serve as student hang out and eating area. Outside yard can serve as outdoor play area and offers enough room to establish small garden as part of the agricultural program. The yard also serves as a safety buffer for the youth to play in away from the heavily traveled main road. The new facility is ideally located right across the street from the Honoka'a Schools.

3.  The public purpose and need to be served;

Hamakua Youth Center started as a grassroots project in 1996 by a group of community members who saw the need for youth to have a safe place to be during non-school hours. Since that time, the town's facilities have not expanded significantly and only a few after school activities for youth are available.

HYC provides a safe supervised community student center during non-school hours and summer enrichment program provided for youth (6 to 13 years old) and teens (14-18 years old). Offering free or low-cost programs that include free snacks and food for youth. Multiple programs including cultural (both Hawaiian and diversity training), life skills training (including academic, personal, social and leadership), and experiential learning (including agriculture, mentoring and internship programs). HYF's impact on students include personal development (self-concept, confidence & healthy choices), academic skills, family interaction, social interaction & community awareness. We offer homework help, cultural practice/ceremony awareness, gardening, music, arts/crafts, cooking, introduction to Hawaiian language/chants and hula, as well as, field trips and group activities.

Over 66% of students in the Honokaa school district are on free or reduced school lunch program. Approximately 22% of the area families have single heads of household and there is a continuing high level of unemployment and underemployment since local work opportunities are minimal. Youth are often on their own in the mornings, after school, during intersessions, and even in the evening as well.

4.  Describe the target population to be served; and

The Hamakua Youth Foundation serves the high need population of Hamakua District on Hawai'i Island. Hamakua's population of 7,800 continues to experience a high poverty and unemployment rate which is 1.5 times the State average. The majority of working parents whose children are served by the center spend an average of 12 to 14 hours a day out of the home, which creates an extensive amount of unsupervised time. As a result, HYC is seeing a substantial number of underserved children. We serve over 600 youth monthly – an average of 25-30 youth each day.

Opening the Teen Center has significant implications regarding the populations we will be serving. Most important, approximately two-thirds of the high school students that attend Honoka'a School are from Waimea and thus use the regular school bus on

a daily basis. Consequently, if the teen center is to serve more than the students who live in Honoka'a and its immediate surroundings, we will need to provide transportation between Honokaa and the community of Waimea. HYF will purchase a 15-person van, to use for field trips and as a regular shuttle between the Center, our keiki garden at Hamakua Harvest site, and other local sites. The van should provide adequate transportation for taking the Waimea teens home after an afternoon at the new teen center. Providing this service will allow teens from the Honoka'a and Waimea areas to intermingle in a common non-school setting, thus drawing the two youth communities closer together.

5.  Describe the geographic coverage.

The HYF serves the population of Hamakua District on Hawai'i Island. Hamakua's population of 6,513. HYC sees a substantial number of underserved children. We serve over 300 unduplicated youth during the fiscal year and average 30 - 35 youth participants each day.

HYC serves the Honokaa School Complex, which includes Honokaa High & Intermediate and Honokaa Elementary Schools, Pa'auilo Elementary & Intermediate School and Waimea Elementary School. The Complex include students from Waimea, Waipi'o, Kukuihaele, Ahualoa, Honoka'a, Pa'auhau, Kalopa, and Pa'auilo. Honoka'a School Complex serves a population of 17,179 in 4,235 households with 1,783 students in public schools. Our primary clients are the 1,040 students attending Honokaa Schools. Because of the distances involved, we do not include Waimea Elementary School as part of our client base, until they attend Honokaa High School. However, since they live in Waimea, we do include the Waimea area as part of our community served. Honokaa High & Intermediate School has 679 students and Honokaa Elementary has 361 students. Pa'auilo School has 213 students attending K through 9th grade.

As we expand into our new facility, we expect to serve youth that are approximately 70% under 14 years old, 25% from 14 to 18, and 5% are post high school. Over 60% of students in the Honokaa school district are on free or reduced school lunch program.

## **II. Service Summary and Outcomes**

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

HYC currently operates in a street front store with approximately 900 square feet. Although conveniently located, the facility is too small to serve any more students than our current 25-30 students per day. A property that used to be a hospital and residence is located right next door is up for sale and HYC put in an offer contingent upon receiving an USDA loan. We are in the process of completing all of the documentation that is required for that transaction.

The property will triple the space we have to run programs. It also has a separate building that we can then establish as a teen center. The problem we have at our current center is that it is very hard to accommodate both elementary and high school students in a two-room facility. We have opted to focus on the younger group at the expense of not being able to serve the teenaged students. With the move to a larger facility, we can offer both programs but require financial assistance to make all of the renovations and repairs required. The building, built in 1938, required new electrical and plumbing systems. In addition, we have to meet all new building codes, so even though the building has good structural foundation, there is a significant cost to meet ADA compliance. We will attempt to establish a certified kitchen, however cost may be a limiting factor for this and we may need to wait for a second phase of development to accomplish this goal.

While the USDA is supportive and provides a low interest rate over a 35-year period to cover the purchase and renovation cost, the additional cost to HYC to cover the mortgage cost will stretch our budget beyond what we can afford without additional funding sources. We plan on doing additional fundraising over the next six months as well as writing for capital investment grants to lower the operational costs related to occupying a larger facility.

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

Building acquisition timeline include:

Real estate acquisition of the new center completed (Apr 2018).

Plans & Permits (Apr – May 2018)

Renovations of the buildings (Jun & Jul 2018)

Open new center for operations (continue finishing & furnishing) (Sep 2018)

Teen Center timeline include:

Open teen center (with pool table/lounge, computer room & music center). (Oct)

Grand opening along with the center's Christmas Party to welcome all community members to visit our new facilities. (Dec 2018)

Full operation of Hamakua Youth & Teen Center (Jan-Jun 2019)

Hamakua Internship Program (HIP) for teens (Jul 2018 – Jun 2019)

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

HYC use educators and leaders steeped in Hawaiian culture and others who can convey the rich values-based knowledge that exists in our community to schedule a variety of values-based activities, including presentations, and group discussions. These kupuna (elders) will assist activities, and intergenerational activities. Staff and kupuna will gather periodically during the service delivery period as well as at the conclusion to discuss program successes and possible weaknesses. This process will lead to corrective action if necessary to ensure quality assurance, continued youth participation and program success. The HYF board and staff will complete the business plan that will include further guidance on the operation and staffing requirements. Board directors and staff management will ensure programs are monitored and evaluated ongoing programs to improve results.

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.

This grant will be used for the renovation of a new youth and teen center. An easily identified objective will be the purchase, renovation and implementation of the new permanent home of the Hamakua Youth & Teen Center. Our program will expand from serving only 25-30 youth a day to being able to care for 60 youth and 15-20 teens a day. Planning for the center is ongoing and should be completed by Mar 2018. The center renovations should be completed by Jun of 2018. Guidance by USDA and County code will ensure that the building meets all required occupancy requirements before the center will be opened.

Increased enrollment of activities, classes and youth drop-ins will be clearly identified. Number of classes will be determined by youth interest but total number of youth participating at the youth center and partner involvement will be reported. This is a long-term process to increase the program scope to what we will develop, so the completion of the business plan will be an easily identified accomplishment. The actual implementation of the plan will only be started by the end of this grant, but identifying resources to be tapped for future development will be an important part of the business plan. Identifying partners to help implement the plan will also be critical in expanding the program and minimizing the timeline that we will require.

**III. Financial****Budget**

1.  The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.
- Budget request by source of funds ([Link](#))
  - Personnel salaries and wages ([Link](#))
  - Equipment and motor vehicles ([Link](#))
  - Capital project details ([Link](#))
  - Government contracts, grants, and grants in aid ([Link](#))

See attached budget forms.

2.  The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2019.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$20,000	\$20,000	\$20,000	\$20,000	\$80,000

3.  The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2019.

In addition to this request, HYF is seeking funding support in fiscal year 2018 from the following sources:

- County of Hawaii Non-profit grants - \$40,000
- Atherton Family Foundation - \$17,000
- Friends of Hawaii Charities - \$8,500
- Hawaii Island United Way - \$9,000
- Walmart - \$25,000
- John Ross Foundation - \$5,000
- Cooke Foundation - \$10,000
- Hawaii People's Fund - \$7,500
- Women's Fund - \$5,000
- County of Hawaii Flex grant - \$20,000
- Hawaii Hotel Industry - \$5,000
- Office of Youth Services - \$10,000
- Office of Justice Juvenile Program - \$25,000
- E. Olson Family Trust - \$7,500
- Stephen B. Hard - \$2,500

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.

HYF does not have any, nor anticipate applying for any, state or federal tax credits.

5.  The applicant shall provide a listing of 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 2019 for program funding.

We have not received any federal funding and the GIA is the only state funding grant we applied for in 2017. We have received allocation from Hawaii County non-profit funding of \$15,000 for 2015, \$9,500 in 2016 and \$18,638 in 2017. In 2017-2018, we are requesting an increase to \$40,000 to accommodate our expanding enrollment.

Over the last 8 years that we have been operating as an independent non-profit organization, we have raised over \$1,260,000. Almost \$449,000 has come from community donations. Less than \$259,000 has been from public funding of which approximately \$129,000 was from the County of Hawaii and the remaining \$130,000 came from the State of Hawaii via Office of Youth Services. The breakdown of funding sources is below:

- Grants - \$531,000 - 42%
- Donations - \$472,000 - 38%
- County - \$129,000 - 10%
- State - \$130,000 - 10%

6.  The applicant shall provide the balance of its unrestricted current assets as of December 31, 2017.

The balance of unrestricted current assets as of December 31, 2017 is \$4,615. This gives us a cash reserve of less than 1 month. The amount is broken out below:

- Cash in Bank is \$4,350
- Other Assets are \$265



#### **IV. Experience and Capability**

1.  **Necessary Skills and Experience**

The YWCA founded the Hamakua Youth Center in 1996 as a prevention program for youth. Over the past 19 years, the program has offered youth in the Hamakua District consistent prevention services in a multitude of ways. HYC is a no-fee drop-in center that offers the following: daily snacks and meals, homework lab, recreation opportunities, caring adult mentors, youth leaders, Hawaiian culture values-based learning, arts, multimedia, gender specific education, outdoor education, team building, environmental education, community service opportunities and access to social services that serve the family as a whole. HYC is a protective factor in youth's lives by providing a safe youth-focused environment, youth leadership, cultural education, life skills, and arts education as well as rotating special projects throughout the year.

Specifically, over the last three years, HYF has successfully run the programs listed below:

- 2016 - 2017 – *Connecting to the 'Aina*, an agriculture program
- 2016 – 2017 – *Multi-cultural Awareness Program*
- 2015 – 2017 - *Hamakua Harvest*, initiation of the Farmers Market
- 2014 - 2015 – *Summer enrichment* program
- 2012 – 2015 – *E Ola Pono, Righteous Living*, basic life skills program
- 2011 – 2015 – *Project Venture*, an underage drinking prevention program

2.  **Facilities**

The HYF's Hamakua Youth Center, located at 45-3396 Mamane Street in Honoka'a, is directly across the street from Honoka'a Elementary/Intermediate and High Schools, making it readily accessible to students. The 900 square foot rented facility includes a homework and computer lab with four internet-connected workstations with several printers, a social area, a kitchen and a music recording studio. The center is attended daily by 25-50 or more youth aged 5-18 years who flock to the center to enjoy the company of peers and access resources in a safe bully-free zone.

We are currently in the process of procuring a new facility to expand our program to include a separate teen center and increase the capacity of the youth center. Since this is a significant venture, we would like to develop the business plan to identify all of the risks and benefits to obtaining this property. This plan would include additional labor cost for maintaining and developing the building as well as capital cost to repair the current building to meet safety codes and limit liability.

This grant will assist us in moving to a new facility that will more than double our current capacity and expand our user base to include underserved teens. Since this is a significant venture, plan includes additional labor cost for maintaining and developing the property as well as capital cost to repair the facilities to meet safety codes and limit liability.

## **V. Personnel: Project Organization and Staffing**

### **1. Proposed Staffing, Staff Qualifications, Supervision and Training**

All staff has or will have at least two years of experience working with youth in a variety of settings, including outdoor garden and forestry work, youth councils, art and crafts, Hawaiian cultural activities and crafts, and indoors at our drop-in center.

Executive director leads the center's program implementation team in organizing activities, including scheduling of activity times, guest speakers, and staff schedules. Purchases and distributes necessary program materials and supplies. Leads or participates in special program activities that provide direct services to youth participants. Submits program activity updates and collaborates with the fiscal director, to monitor program expenses, participant attendance, and the results of programs and activities. Both directors provide assistance to HYF and other evaluators in completing evaluation and required participant survey forms. The executive director position requires a minimum of three years organizing and leading youth programs. Experience with volunteer coordination and in a long-term community project including diverse age groups, community agencies and supporting community connections is required.

Fiscal director is responsible for the financial management of HYF. The position involves managing the board-approved budget, as well as grant writing and general administration and management. Oversees the project, ensuring that activities and programs are consistent with HYF's mission and performance targets. Provides monthly staff, program and financial reports to the HYF board of directors to ensure program expenditures stay within budget limitations.

Activity specialists (two part-time) leads and conducts a variety of program activities such as Hawaiian cultural values based educational outdoor camping, gardening, music, hula, food preparation, and physical fitness activities and programs. Provides mentorship to participants in identifying special needs, providing one-on-one support and defining activities and roles for the participant which facilitate learning, building positive self-concept, and mutual respect. Completes required assessment reports on assigned participants. Monitors and supports volunteer leaders as assigned. Activities will include after school educational assistance, special interest classes requested by the participants, as well as cultural and agriculture programs.

Program Coordinator will oversee the development and implementation of the business plan. The business plan addresses future funding, revenue sources and operational expenses and capital development required for sustainability, as well as a partner development process established for future expansion. In addition, an evaluation process needs to be included within the plan to measure success and weaknesses of the new program. The coordinator will be responsible for the overseeing the plans for future program planning and requirements. Job description, qualifications and experience requirement for the program coordinator will be fully developed within the business plan.

2.  **Organization Chart**

HYF uses an organizational model based on the spirit of `ohana that is so central to the Hawaiian tradition. We incorporate the sense of a family working closely together to create a life-affirming environment for youth with clearly established pathways of communications among staff, board, youth, volunteers and the community of Hamakua. We envision the organization as both a business and family and see no inherent inconsistencies in youth, parents, volunteers, staff, board, and community working together in a professional and personal way. The board fulfills the basic requirements of a non-profit board of directors.

See the attached organization chart showing the proposed organization of the Hamakua Youth Center including the agriculture and program coordinators to (to be added) for the agriculture program. Currently the center only employs the executive director, one activity specialist and contracts the fiscal officer.

3.  **Compensation**

The annual budget includes salaries for an executive director, program coordinator & two part-time activity specialist that totals \$100,000. We also have a fiscal director that works as an independent contractor and is budgeted under contract labor.

- Program Coordinator - \$42,000
- Executive Director - \$34,000
- 2 part time Activity Specialist - \$24,000
- Fiscal Director (contractor)- \$15,000

## **VI. Other**

1.  **Litigation**

HYF does not have any pending litigation or outstanding judgements.

2.  **Licensure or Accreditation**

HYF does not have any special licensure or accreditation relevant to this request.

3.  **Private Educational Institutions**

HYF will not use the grant to support a private education institution.

4.  **Future Sustainability Plan**

While we have been making plans to move the youth center to a more permanent location, the business plan we want to develop will spell out how the center can become fiscally sustainable and itemize what further development and cash flow we will require to expand to fulfill our vision. A significant portion of the business plan will include identifying potential partners and resources. In preparation for a fiscal audit, we have improved our fiscal records procedures to provide transparency and full accountability to all of our sponsors. We further would like to expand our resources to include federal funding for future operational expenses.

Once our business plan is completed, we will have an itemized list of materials and capital improvements we will need to make the agricultural program sustainable. We anticipate requesting capital improvement funds next year, but should not require further operational funds from the state.

5.  **Certificate of Good Standing (If the Applicant is an Organization)**

See the attached Certificate of Good Standing. Hamakua Youth Foundation's Certificate of Good Standing is dated December 19, 2017.

6.  **Declaration Statement**

HYF complies with Section 42F-103, Hawaii Revised Statutes

7.  **Public Purpose**

Pursuant to Section 42F-102, Hawaii Revised Statutes, the public purpose for the grant is for renovation of a facility to operate as a community youth and teen center.

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2018 to June 30, 2019

Applicant: Hamakua Youth Foundation, Inc.

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
<b>A. PERSONNEL COST</b>				
1. Salaries			14,000	62,000
2. Payroll Taxes & Assessments				3,000
3. Fringe Benefits				4,600
<b>TOTAL PERSONNEL COST</b>			<b>14,000</b>	<b>69,600</b>
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island				
2. Insurance	3,000			
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				10,300
5. Staff Training				
6. Supplies	6,000		4,000	
7. Telecommunication				
8. Utilities	2,000			
9. Professional Fees	5,000		2,000	
10. Operations			20,000	
11. Contract labor	34,000			4,200
12. Transportation/travel				
13. Food/beverage				7,500
14. Building renovation	90,000	50,000		
15. USDA loan - property acquisition		590,000		
16				
17				
18				
19				
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>140,000</b>	<b>640,000</b>	<b>26,000</b>	<b>22,000</b>
<b>C. EQUIPMENT PURCHASES</b>				
<b>D. MOTOR VEHICLE PURCHASES</b>				
<b>E. CAPITAL</b>				
<b>TOTAL (A+B+C+D+E)</b>	<b>140,000</b>	<b>640,000</b>	<b>40,000</b>	<b>91,600</b>
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	140,000	Doug Connors <span style="float: right;">808-775-0976</span>		
(b) Total Federal Funds Requested	640,000	Name (Please type or print) <span style="float: right;">Phone</span>		
(c) Total County Funds Requested	40,000	[REDACTED]		
(d) Total Private/Other Funds Requested	91,600	Date <u>1/8/18</u>		
<b>TOTAL BUDGET</b>	<b>911,600</b>	Jack Zimmerman, President Name and Title (Please type or print)		



## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2018 to June 30, 2019

Applicant: Hamakua Youth Foundation, Inc.

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

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

## BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2018 to June 30, 2019

Applicant: Hamakua Youth Foundation, Inc.

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2016-2017	FY: 2017-2018	FY:2018-2019	FY:2018-2019	FY:2019-2020	FY:2020-2021
PLANS	10,000			20,000		
LAND ACQUISITION				590,000		
DESIGN			15,000	20,000		
CONSTRUCTION			125,000	60,000	50,000	
EQUIPMENT						
<b>TOTAL:</b>	<b>\$ 10,000</b>		<b>\$ 140,000</b>	<b>\$ 690,000</b>	<b>\$ 50,000</b>	
<p><b>JUSTIFICATION/COMMENTS:</b> \$10,000 used for business plan from a \$40,000 GIA grant last year.                      Of the \$140,000 requested from the state, \$90,000 is for building renovations which include new plumbing, electrical &amp; structural work required to bring up to building code. An additional \$15,000 is for professional fees for design and \$30,000 for labor cost &amp; supplies and \$5,000 for insurance &amp; utilities. \$100,000 from capital funds already raised.                      \$590,000 is USDA loan for property acquisition.</p>						



**GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID**

Applicant: Hamakua Youth Foundation, Inc.

Contracts Total: \$ 98,000

	<b>CONTRACT DESCRIPTION</b>	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY</b> (U.S. / State / Haw / Hon / Kau / Mau)	<b>CONTRACT VALUE</b>
1	County of Hawaii - Non Profit grant	7/1/17 - 6/30/18	County R & D	Hawaii	18,000
2	State of Hawaii - Grant-in-aid	7/1/17 - 6/30/18	Office of Youth Service	State	80,000
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**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, Hawaii 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, Hawaii Revised Statutes:
  - a) Is incorporated under the laws of the State; and
  - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant is awarded shall be conducted or provided.
- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
  - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
  - b) Has a governing board whose members have no material conflict of interest and serve without compensation.

Pursuant to Section 42F-103, Hawaii 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.

Hamakua Youth Foundation, Inc.

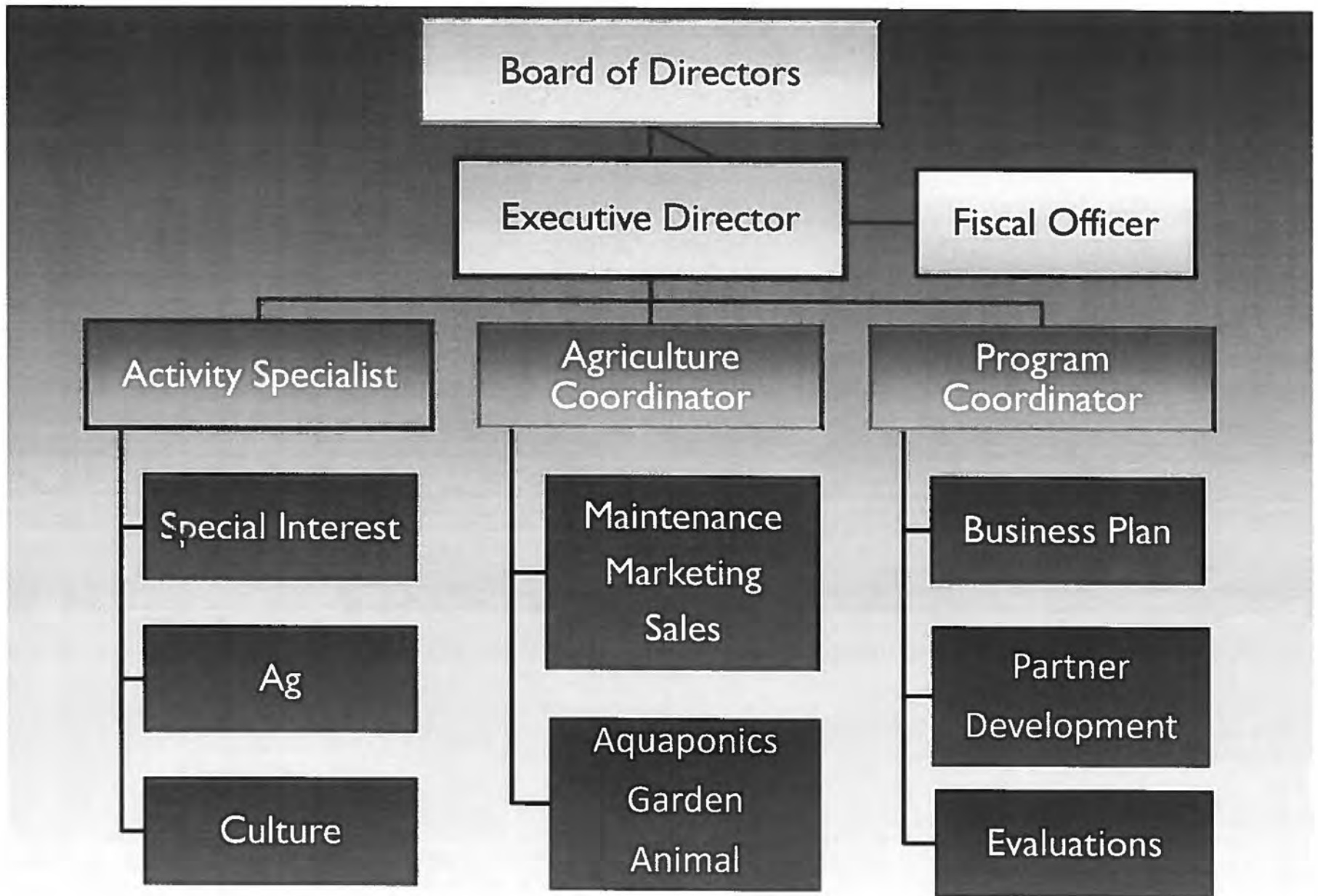
\_\_\_\_\_  
(Typed Name of Individual or Organization)

\_\_\_\_\_  
(Signature)

1/12/18  
\_\_\_\_\_  
(Date)

Jack Zimmerman  
\_\_\_\_\_  
(Typed Name)

President  
\_\_\_\_\_  
(Title)



Hamakua Youth Center Functional Chart



## Department of Commerce and Consumer Affairs

### CERTIFICATE OF GOOD STANDING

I, the undersigned Director of Commerce and Consumer Affairs of the State of Hawaii, do hereby certify that

HAMAKUA YOUTH FOUNDATION

was incorporated under the laws of Hawaii on 05/11/2009 ; that it is an existing nonprofit corporation; and that, as far as the records of this Department reveal, has complied with all of the provisions of the Hawaii Nonprofit Corporations Act, regulating domestic nonprofit corporations.



IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Department of Commerce and Consumer Affairs, at Honolulu, Hawaii.

Dated: December 19, 2017

Director of Commerce and Consumer Affairs