

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

Type of Grant Request:

Operating Capital

Legal Name of Requesting Organization or Individual: Db:

BOYS & GIRLS CLUB OF HAWAII

Amount of State Funds Requested: \$ 800,000

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

Boys & Girls Club of Hawaii - 2019 Pu'uhonua Initiative. Creating safe and peaceful spaces where the youth of Oahu and Kauai will find the resources they need to have a Great Future.

The 2019 Pu'uhonua Initiative addresses safety and facility improvements and repairs in our clubhouses; spaces located on or near Title I schools, serving youth aged 7 - 17 years for as little as \$10 per year membership fees.

Amount of Other Funds Available:

State: \$ _____

Federal: \$ _____

County: \$ _____

Private/Other: \$ 700,000

Total amount of State Grants Received in the Past 5 Fiscal Years:

\$ 2,305,855

Unrestricted Assets:

\$ 1,002,189

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

Type of Business Entity:

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

Mailing Address:

345 QUEEN STREET, SUITE 900

City: State: Zip:

HONOLULU HI 96813

Contact Person for Matters Involving this Application

Name:
PADDY KAUHANE

Title:
INTERIM PRESIDENT & CEO

Email:
pkauhane@bgch.com

Phone:
(808) 949-4203

Federal Tax ID#:

State Tax ID#

Paddy Kauhane
Authorized Signature

Paddy Kauhane, Interim Pres & CEO
Name and Title

01/14/2019
Date Signed

received
1/16/19 10:40am [Signature]

Application Submittal Checklist

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

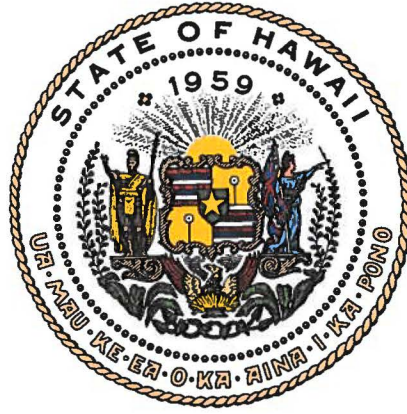
- 1) Certificate of Good Standing (If the Applicant is an Organization)
- 2) Declaration Statement
- 3) Verify that grant shall be used for a public purpose
- 4) Background and Summary
- 5) Service Summary and Outcomes
- 6) Budget
 - a) Budget request by source of funds
 - b) Personnel salaries and wages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


AUTHORIZED SIGNATURE

PADDY KAUHANE, INTERIM PRESIDENT & CEO

PRINT NAME AND TITLE

01/14/2019
DATE



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

BOYS AND GIRLS CLUB OF HAWAII

was incorporated under the laws of Hawaii on 06/21/1960 ; 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: January 14, 2019

Director of Commerce and Consumer Affairs

**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.

BOYS & GIRLS CLUB OF HAWAII

(Typed Name of Individual or Organization)

Paddy Kauhane

(Signature)

01/14/2019

(Date)

Paddy Kauhane
(Typed Name)

Interim President & CEO
(Title)

Application for Grants

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

I. Certification – Please attach immediately after cover page

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

If the applicant is an organization, the applicant shall submit one (1) copy of a certificate of good standing from the Director of Commerce and Consumer Affairs that is dated no earlier than December 1, 2018.

Please see attached.

2. Declaration Statement

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

Please see attached.

3. Public Purpose

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

Boys & Girls Club of Hawaii attests that, if awarded, the grant will be used for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes.

The (1) name of the requesting organization is Boys & Girls Club of Hawaii, (2) the public purpose for the grant, (3) the services to be supported by the grant, (4) the target group; and (5) the cost of the grant and the budget are all detailed in this application.

II. Background and Summary

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

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

The Boys & Girls Club of Hawaii (BGCH), a non-profit 501 (c) (3) youth guidance organization, opened its doors in 1976 and has evolved from a single room, after-school sports and recreational program to an inter-disciplinary community-based

organization located on or near Title I schools in McCully-Moilili, Waianae, Nanakuli, Ewa Beach and Windward areas on Oahu, and Kapaa, Lihue and Waimea on Kauai.

Over the years, BGCH has increased its capacity to serve in excess of 14,000 youth between the ages of 7-17 years old, while keeping fees low; \$25 per year for elementary and middle school members and \$10 per year for high school members.

With over 40 years of experience working with Hawaii's youth, BGCH is uniquely positioned to deliver meaningful youth development services and activities. The mission of BGCH is to inspire all young people, especially those who need us most, to reach their full potential as productive, caring, responsible citizens. To accomplish this, BGCH has adopted Boys & Girls Club of America's "Formula for Impact", a research-based theory of change that describes how individual Clubs and the Movement as a whole can increase our impact – exponentially – on the young people of America.

The Formula for Impact begins with the young people, physically, in our Clubs. It calls for us to consistently provide the most powerful Club Experience possible by implementing the Five Key Elements for Positive Youth Development: (1) Safe, Positive Environment, (2) Fun, (3) Supportive Relationships, (4) Opportunities and Expectations, and (5) Recognition. These along with high-yield learning activities and targeted programs help our members to achieve priority outcomes in the areas of Academic Success, Good Character & Citizenship and Healthy Lifestyles. BGCH creates a physically, emotionally, and intellectually safe place for youth to grow, provides mentoring by supportive staff and caring volunteers who nurture character development and life-enhancing skills, and provide hope and opportunity for all youth.

2. The goals and objectives related to the request;

The number one priority of the Boys & Girls Club of Hawaii is to ensure the safety of our youth members, which is also the first key element necessary for positive youth development. It is a proven fact that Social Emotional Wellness is linked with a youth's ability to learn. Prioritizing a safe climate within our clubhouses will add to our member's feelings of safety which in turn boosts our youths' learning and coping abilities. In contrast, a community which is deemed unsafe or uncared for makes it physically and mentally more difficult for youth to learn and more likely for them to act out or drop out. When we consider the demographic of the youth BGCH serves, many coming from disadvantaged and broken homes, or who are in the foster system, the Club represents a safe haven and provides youth with stability, safety and support. It is because of this safety priority that we have created the **2019 Pu'uhonua Initiative**. Pu'uhonua translates to a place of refuge, where peace and safety is found. BGCH's priority is to create space for our youth to feel safe so that they can reach their full potential.

Facility improvements and repairs throughout the organization are needed which are contributing to safety issues. Roof repairs and replacements are needed to stop water damage causing mold, damage to the interior of the buildings and equipment, and

damage to wiring which provides electricity to the security cameras and lighting the Clubhouses, as well as potential fire hazards. Improvements are needed for walkways and grounds to correct uneven fields, sidewalks, athletic courts and building entrances that are posing tripping and injury hazards. Gym pole covers are missing and are currently covered with cones when not in use, thus creating a safety hazard. Chairs in gyms are cracked, often pinching the skin of the children if they put their fingers in the wrong spot, or scratch the backs of their legs when sitting. Intercom and scanning systems are needed to assist staff to effectively monitor the front desk areas without leaving the post and efficiently locate youth within the Club and as they depart. Lighting outside of our buildings needs to be improved to ensure safety of members and families upon exiting in the evening. Restrooms are not well lit and need repairs to commodes, sinks and partitions. Fire safety systems needs upgrading. Windows are inoperable or sealed and are preventing proper ventilation. Rooftops and gutters need to be replaced.

Some of the major projects identified in the 2019 Pu'uohonua Initiative are:

The Lihue clubhouse, built in 2004 and renovated in 2013 to add more space, is a 6 room, one level building with one restroom. The one stall restroom facility serves a membership of over 400 youth and an average daily attendance of over 110 youth. A separate building is desperately needed for the teen youth to allow them space of their own and ability to run age appropriate programming, as well as provide additional restroom space. BGCH owns a separate building on the Lihue clubhouse site that has long been designated to be a future teen center, but previously funds were not available to pay for the facility upgrades necessary to make the building habitable and safe. Through intentional development efforts, BGCH has raised over \$200,000 through corporate and private giving to help pay for the costs of renovating this space for the Lihue teens. Funds from the State CIP GIA will ensure this building is completed and opened to serve the youth of Lihue in 2019.

The Kapa'a clubhouse on Kaua'i was built in 1993 as a "temporary" structure on the grounds of Kapa'a High School to provide out-of-school services to displaced youth after Hurricane Iniki. The clubhouse has no flush restroom facilities and has operated using two portable facilities for nearly 25 years. It is in dire need of safety improvements including upgraded wiring, a new roof, and drainage infrastructure to stop flooding during periods of high rainfall. New restrooms and upgrades are desperately needed and 2019/2020 are the opportune times to complete this construction because Kapa'a High School will be moving forward with facility upgrades and will be digging up the parking lot that fronts the clubhouse, providing access to sewer and other services.

The Spalding clubhouse on O'ahu was built in 1974, and is BGCH's flagship clubhouse. It is our busiest site in the organization, serving over 1200 members and an average daily attendance of nearly 200 youth. The clubhouse located on the Washington Middle School campus serves the Honolulu community, specifically the Mo'ili'ili / McCully area, communities whose demographics have changed drastically over the

years. 74% of the clubhouse members come from low or very low income families according to HUD standards. The Spalding clubhouse needs a new roof, upgraded wiring, gas pipes and connections are leaking and need to be replaced, and restrooms, lighting, security systems and entrances need repairs and upgrades.

The Waianae clubhouse on O'ahu was built in 1988 and serves our most underprivileged youth. 90% of the Waianae club's member families come from low or very low incomes as per HUD standards. The community is plagued with homelessness, poverty and crime and looks to the Waianae clubhouse as a place of safety and refuge for the youth. Serving as many as 900 members and an average daily attendance of over 80 youth, the clubhouse bridges the opportunity gap and provides resources to youth in Waianae they would not have otherwise. Waianae clubhouse also needs a new roof, upgraded wiring, and repairs and improvements to restrooms, lighting, security systems, gymnasium and entrances. The gymnasium is the highest utilized area of the clubhouse and is also the main reason for high membership participation as athletics and sports are very important to the youth of Waianae. BGCH has confirmed a partnership with a private foundation and corporation to replace the sport court in the gymnasium, taking care of a large part of the renovations needed in the gymnasium.

BGCH's request for CIP support will help us to repair some of these safety hazards in our clubhouses, creating a safer and positive environment for our members. Funding through the State GIA will allow us to direct operational revenues to build capacity in our clubhouses, to ensure we can keep our fees at \$25 and \$10 per year, even though the cost of serving one youth per year is over \$1,500, and to provide leverage in our fundraising campaigns that began in 2018 and continue through 2019 and beyond to address the remaining safety related issues in our facilities.

3. The public purpose and need to be served;

Youth need guidance and supervision, especially during the hours after school between 3 PM and 6 PM when they are most likely to engage in risky behavior. Yet, a May 2016 Afterschool Alliance study shows that 1 in 5 kids are left on their own during these hours. Afterschool programs are locally driven solutions that help youth, families and employers get ahead. The programs keep kids safe, link them with mentors who discourage negative behaviors such as aggression and drug and alcohol use, inspire them to learn, and help parents keep their jobs. In fact, 8 in 10 parents say afterschool programs help them keep their jobs.

Afterschool programs, such as BGCH, create mutually caring, trustful, and respectful relationships between youth and adults which leads to positive youth development. A June 2017 Afterschool Alliance study shows that youth in afterschool programs attend school more often, do better in school, gain skills for success, and are more likely to graduate.

The Afterschool Alliance report also shows that regular participation in afterschool programs help narrow the achievement gap between high- and low-income youth. Through the partnerships BGCH has with other CBO's, DOE, private and charter schools, and local corporations, we are able to offer programming to youth who would not have access otherwise. Programming like team sports, drug and violence prevention, counseling resources, arts, music and culture, STEM activities, financial and environmental literacy, leadership training, community service, career readiness, internships and apprenticeships and college readiness.

BGCH also includes family engagement as part of our strategies. Through Ohana Nights and other family based activities, parents and guardians become an active part in their child's learning, strengthening what the schools and afterschool programs are already doing.

4. Describe the target population to be served; and

With an average cumulative daily attendance of over 1000 youth, outreach of over 14,000, and nearly 5,000 registered members between the ages of 7 – 17 years, including over 2,000 teens, BGCH is uniquely positioned to make a significant difference in communities throughout Oahu and Kauai. As one of the leading youth service organizations in the state, BGCH has been providing services to youth from disadvantaged circumstances for decades. Our Clubhouses are situated on or next to school campuses where large percentages of students are enrolled in free or reduced lunch programs.

Serving our members safely is BGCH's priority. By increasing our capacity to serve through safer and well maintained facilities, we can increase our outreach and memberships with increased space and additional unrestricted revenues directed to operations instead of capital improvements.

According to Afterschool Alliance (afterschoolalliance.org), a study conducted by Policy Studies Associates Inc. links outcomes to high-quality afterschool programs. The study of approximately 3,000 low-income, ethnically diverse elementary and middle school students found that those who regularly attended high-quality afterschool programs for more than two years gained up to 20 percentiles in standardized math test scores compared with peers who were routinely unsupervised during after school hours. Students with lower program attendance gained 12 percentiles compared with their non-participating peers.

Afterschool Alliance also states that "for every child in an afterschool program, two are waiting to get in. And in rural communities, three children are waiting for every child enrolled". BGCH has wait lists at nearly all of our clubhouses.

Please see attached chart showing need in the target populations of our existing clubhouse communities. BGCH's goal is to increase our ability to serve in the communities we currently have a presence, and to branch out in other areas of O'ahu

and Kaua'i with the intent of supporting the large percentage of underserved youth on these islands.

5. Describe the geographic coverage.

BGCH Clubhouses are situated on or next to school campuses on the islands of Oahu and Kauai. Our clubhouse sites are located in the neighborhoods of:

- McCully-Moilili, Honolulu, beside Washington Middle School and in the vicinity of Kaimuki and McKinley High Schools and Lunalilo Elementary School.
- Nanakuli beside Nanaikapono Elementary and in the vicinity of Nanakuli Elementary and Ma'ili Elementary Schools, and Ka Waihona O Ka Na'auao Public Charter School, as well as our teen center located beside Nanakuli Intermediate & High School
- Waianae beside Waianae Elementary and in the vicinity of Makaha, Leihoku and Maili Elementary Schools, Waianae Intermediate, Waianae High School, Kamaile Academy and Adventist Malama Elementary & Maili Bible private schools.
- Kailua beside Kailua Intermediate School, with nine nearby feeder elementary schools, and two high schools: Kailua and Kalaheo.
- Ewa Beach beside Campbell High School and Ilima Intermediate School and in the vicinity of Pohakea, Ewa Beach, Ewa, Makakilo, Maukalani, Kaimiloa, Keoneula, and Holomua Elementary schools, Ewa Makai and Kapolei Middle schools, Kapolei High School, Lanakila Baptist, Friendship Bible, Our Lady of Perpetual Help Private School, Island Pacific Academy and Hawaii Tech Academy.
- West Kauai at the Waimea Tech Center in the vicinity of Waimea High School, Waimea Canyon Middle School, Eleele and Kekaha Schools and St. Theresa School in Kekaha.
- Lihue in the vicinity of Elsie H. Wilcox Elementary, Chiefess Kamakahele Middle School and Kauai High School, as well as Island School and Kawaikini Public Charter School.
- Kapa'a beside Kapa'a High, Middle and Elementary schools and St. Catherine's School.

Additionally, BGCH consistently visits multiple gathering places in all the communities we serve to provide outreach services to teens, youth and their families.

III. Service Summary and Outcomes

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

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

BGCH requests \$800,000 to make necessary safety repairs and upgrades to our facilities located on Kauai (Waimea, Lihue and Kapaa) and Oahu (Honolulu, Nanakuli, Ewa Beach and Waianae), as per the goals and objectives listed in section 2 of this application. BGCH will outsource project management, planning, design and construction to companies with expertise in these fields. Please see "Schedule A" attached for detailed list of work needed.

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

Jan – June 2019: project management, engineering, planning and begin construction of Lihue Teen Center Phase I. Private sector funding will be used for this phase of work.

July – September 2019: contract project management, engineering, architectural firms, building inspection; design and planning.

October 2019 – March 2020: construction

April – June 2020: completion

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

BGCH Board led Safety Committee, Interim CEO, Paddy Kauhane, and CAO, Nadia Assaf, will have oversight of the project. Claudia Fernandez, Director of Programs, Safety & QC, Tina Albao, Kauai Director of Operations & Development, and Fan Panyarat, I.T. Manager, will work closely with the project manager and site level management to provide day-to-day oversight of the project. Quality control and evaluation will be monitored and assessed through professional drawings/plans, hiring companies and tradespeople expert and licensed in the required fields, through regular inspections, permits and licensing.

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.

Benchmarks to determine effectiveness of the project will be:

- A. Ability to stay within project timelines and meet deadlines for pre, during and post construction.
- B. Compliant fiscal management including staying with budget and providing timely progress and financial reports to the State.
- C. Compliance with county, state and federal laws.

- D. Complete upgrades and renovations as determined by final contract if awarded.
- E. Increase member's feelings of security as determined by the BGCA National Youth Outcomes Initiative survey given to our members to measure their feelings of safety, fun, engagement and other key outcomes.
- F. Increase BGCH's ability to serve through safer facilities and more robust programs. This will be determined by increase in membership and outreach levels and increase in average daily attendance.
- G. Increase in assessed property and/or building values.
- H. Decrease in crime related incidents caused by theft and property damage due to more robust security systems and upgrades to grounds and landscaping to improve visibility.
- I. Decrease in safety or injury incidents due to upgraded and safer buildings and grounds.

IV. Financial

Budget

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.
 - a. Budget request by source of funds ([Link](#))
 - b. Personnel salaries and wages ([Link](#))
 - c. Equipment and motor vehicles ([Link](#))
 - d. Capital project details ([Link](#))
 - e. Government contracts, grants, and grants in aid ([Link](#))
2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2020.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$150,00	\$250,000	\$250,000	\$150,000	\$800,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2020.

Additional funds have been secured through private sector sources:

\$6,000 Kauai Visitors – secured 2018 – Lihue clubhouse improvements

\$10,000 Microsoft – secured 2018 – network and PC software licenses

\$20,000 Central Pacific Bank – secured 2018 – Lihue Teen Center

\$150,000 Pure Storage – secured 2019 – Lihue Teen Center

\$25,000 HECO Foundation – secured 2018 – Nanakuli Teen Center

\$10,000 Pacific Youth Foundation – secured 2018 – Spalding clubhouse improvements

\$95,000 (est) Nancy Lieberman Charities – secured 2019 – Waianae Dream Court

\$28,500 private sector and misc corporate donations – secured 2018/2019

\$16,000 Diamond Head Home Inspection – secured 2019 – building inspections

\$339,500 other private sector funding through grants and fundraising – pending 2019
\$700,000 total other funding

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.

N/A

5. The applicant shall provide a listing of all federal, state, and county government contracts, grants, and grants in aid it has been granted within the prior three years and will be receiving for fiscal year 2020 for program funding.

Please see attached.

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2018.

\$1,002,189 (includes cash, government contract receivables, other receivables, deposits and prepaid expenses).

V. Experience and Capability

1. Necessary Skills and Experience

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

BGCH executive management and clubhouse directors and staff are well versed in planning and managing multiple capital projects at all sites.

- 1) In 2015 BGCH officially opened its Windward clubhouse after 8 years of planning, capital fundraising and finally construction. Construction broke ground in 2014 and the project completed on time and on budget in May 2015. The completed 7200 sq foot facility includes a social recreation room, three classrooms, offices, a conference room, reception area, foyer, teaching kitchen, storage, and additionally an outside program area and garden.

- 2) At the time of constructing the clubhouse, a second project was completed concurrently to renovate Kailua Intermediate's boys' locker room, exercise room and laundry room to create a boys' and girls' locker room, laundry room and exercise room. This second stage was in partnership with Department of Education and a requirement for BGCH as part of the deal in building our new clubhouse on the school site. This second project was also completed on time and on budget. Total value of project: \$7.4mil (\$4.8mil capital costs plus \$2.6mil building maintenance endowment).
- 3) In the past three years BGCH has managed and completed energy efficiency air conditioning upgrades at four clubhouses, all of which required modifications to the buildings to accommodate the new systems. Projects were completed on time and on budget. Combined value of projects: \$250,000.
- 4) In 2014 an extension was built on the Lihue clubhouse to increase program space; the final result was a 1600 sq ft learning center. Project was completed on time and on budget. Value \$150,000.

2. Facilities

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

BGCH operates eight brick & mortar clubhouses and one separate teen center on the islands of O'ahu and Kaua'i. All clubhouses are multi-space facilities which include learning centers (classrooms), kitchens or concession areas, recreation areas, multi-function spaces, meeting rooms, storage rooms, restrooms, and common areas. Three clubhouses have full gymnasiums, two clubhouses have multi-media rooms, and one clubhouse has an outdoor amphitheater and native Hawaiian garden. Many buildings were built in the 1990's, or earlier, and require much needed facility and IT network upgrades and safety improvements.

1. Charles C. Spalding Clubhouse (est. 1975)
1704 Waiola Street, Honolulu
2. Hale Pono Clubhouse (est 1989; new building 2002)
91-884 Fort Weaver Road, Suite A, Ewa Beach
3. NFL YET Hawaii Clubhouse (est 1997; new building 2009)
989-159 Mano Avenue, Nanakuli
4. Nanakuli Teen Center (est 2008)
89-969 Lahikiola Place, Wai'anae
5. Wai'anae Clubhouse (est 1988)

- 85-165 Plantation Road, Wai'anae
6. Windward Clubhouse (est 2006; new building 2015)
145 S. Kainalu Drive, Kailua
 7. Kapa'a Clubhouse (est 1993)
4695 Malihuna Road, Kapa'a
 8. Lihue Clubhouse (est 2004; addition 2013)
4193 Hardy Street, Lihue
 9. West Kaua'i Clubhouse (est 2014)
9565 Kaumualii Highway, Suite 105, Waimea

VI. Personnel: Project Organization and Staffing

1. Proposed Staffing, Staff Qualifications, Supervision and Training

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

BGCH will hire a project manager to oversee and help manage the project. The project manager will work closely with BGCH Board led Safety Committee and BGCH management staff. BGCH will also receive building inspection services from Diamond Head Home Inspection Services, providing pre and post inspections of our facilities.

- 1) John Katahira, Principal of The Limtiaco Consulting Group, is a licensed civil engineer registered in the State of Hawaii and is a BGCH Corporate Board Director and serves on the Executive Committee and as the Chair of the BGCH Safety Committee. John brings 23 years of civil, sanitary, and environmental engineering experience to BGCH. In addition to Mr. Katahira, the BGCH Safety Committee includes Board Directors from an array of industries including HECO, Atlas Insurance, and AECOM Hawaii, all of whom will be lending their expertise to the project.
- 2) Paddy Kauhane, has over 30 years in non-profit sectors in Hawaii and Vancouver, Canada. She is experienced managing multi-million dollar budgets and most recently as Sr. Vice President and CFO of Bishop Museum, managed two State of Hawaii CIP grants: \$1mil Deferred Maintenance and \$2mil Energy Efficiency Upgrades grants. During her time in Canada, she was part of the senior management team responsible for capital development, planning and constructing a multi-media Arts Center and 486 seat main stage theater in partnership with the regional district government.
- 3) Nadia Assaf, BGCH Senior Vice President and Chief Advancement Officer, has over twenty years of project and people management in senior banking positions. Her recent role before joining Boys and Girls Club as Director of Human Resources, was

at American Savings Bank where she was there for seven years as a Vice President in Human Resources and Head of Recruitment and Strategic Projects. Some of those projects include overhauling the recruitment and hiring practices to include standard operating procedures and data and technology efficiencies. She partnered with data scientists to build a data analyst internship program to help solve complex problems throughout the bank and in different departments. Nadia's expertise is in identifying gaps and opportunities in organizations and finding ways to improve processes and systems while bringing the best out of her staff and those that she works with. Nadia holds a Bachelor's Degree in Nutrition and Food Service Management from Northern Illinois University and graduated with an MBA from Hawaii Pacific University. She is currently enrolled in USC's Doctoral Program in Education with an emphasis on Leadership and Organizational Change.

- 4) Claudia Fernandez, BGCH Director of Programs, Safety and Quality Control, has been with the organization for 12 years, implementing and executing multiple youth programs for ages 6-18 years. Claudia oversees and manages employees, operations, budgets, contracts and is a National BGCA trainer. Claudia is experienced in board development and community capacity building. She had a major part in managing the clubhouse renovation and upgrade projects over the past 11 years and specifically the construction of the new Nanakuli YET clubhouse in 2009.
- 5) Tina Albao, Kauai Director of Operations and Development has been with BGCH for 16 years, working through the organization levels on Kauai from program to business management and finally in her current capacity since March 2017. Tina has been instrumental in managing capital improvement projects at all three Kauai locations and coordinating community service events to benefit Kauai. Previously Tina held management positions with local Kauai government and major hotels.
- 6) Natprapa (Fan) Panyarat, BGCH I.T. Manager, has over 10 years of experience in the Information Technology field, including development, programming, networking and project managements. Fan's recent major projects include upgrading BGCH current technology system to include server virtualization, strengthening network security protocols, implementing asset tag inventory systems and an online I.T. and Safety Helpdesk systems. Fan's previous I.T. experience includes Bishop Museum and Life Foundation in Honolulu, where he implemented overhauls of I.T. network systems and security protocols.

2. Organization Chart

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

Please see organization chart attached.

3. Compensation

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

President & CEO; \$173,304
Executive Vice President & CFO; \$124,944
Senior Vice President & CAO; \$111,590

VII. Other

1. Litigation

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

N/A

2. Licensure or Accreditation

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

N/A

3. Private Educational Institutions

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

N/A

4. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2019-20 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2019-20, but
- (b) Not received by the applicant thereafter.

The grant request to support the 2019 Pu'uhonua Initiative is for facility safety repairs and upgrades. If awarded, BGCH will be in a position to use other revenue sources earmarked for operations to build capacity within the organization and grow programs to serve more youth. Increased capacity and more diverse programming will lead to growth in operations and program grants, partnerships with other community based organizations and increase in donor support as our stakeholders see their investments grow in services to our youth.

BGCH will continue fundraising through private donations, foundations and corporations, locally and nationally, with a priority focus on building endowments and contingency funds through major giving programs and legacy giving. Beginning January 2019, BGCH has invested in contractors to provide Grant Writing services as well as Development Strategies, Marketing and Fundraising services. Both contractors are experienced and well known in the state of Hawaii and bring to BGCH a high track record of successes in these areas to buoy our future sustainability. Endowments and contingency funds will be used to fund future facility repairs, improvements and upgrades.

BGCH has also determined there is a strong interest in the communities we serve to rent out the clubhouses to other community groups and organizations during times we are not in operation. Safer buildings will increase our ability to earn facility rental revenue and will help build a more financially sustainable future for our organization.

BGCH continues to maintain a strong relationship with the national organization, Boys & Girls Club of America, where we are able to access resources, funding and support from national partners like New York Life, Ross Stores, Toyota and Disney, and military partners through the Military Youth Outreach Initiative and corporations like Raytheon.

SCHEDULE A

Scope of Work

The Scope of Work will include upgrades and improvements throughout the clubhouses on Kauai (Waimea, Lihue and Kapaa) and Oahu (Honolulu, Nanakuli, Ewa Beach and Waianae) clubhouse buildings, grounds and I.T. network systems as follows:

SCHEDULE A

Scope of Work

The Scope of Work will include upgrades and improvements throughout the eight clubhouse buildings, grounds and I.T. network systems as follows:

1. Repair and replace rooftops and gutters.
2. Upgrades to wiring and electrical systems where needed.
3. Improved lighting in exterior and interior spaces to provide better visibility.
4. Walkway and exterior step repairs.
5. Landscape and grounds upgrades and repairs, including drainage issues, tree removal and trimming, improving visibility by removing shrubs and trees near buildings.
6. Restructuring and removing interior walls to improve visibility and increase supervision inside club houses.
7. Replace old and sealed windows with proper ventilated and secured windows.
8. Upgrade and/or create security systems to include interior and exterior cameras and intercoms.
9. Level and stabilize grounds and athletic courts.
10. Replace broken interior doors.
11. Upgrade and improve exterior and interior walls, floors and panels to remove rot, mold and pests.
12. Upgrade fire systems, smoke alarms, and fire extinguishers.
13. Upgrade and/or replace plumbing, commodes, sinks and partitions in restrooms that are in disrepair and not working.
14. Upgrade and/or replace water heaters which are not regulating water temperatures correctly.
15. Upgrade and/or replace air conditioning units.
16. Complete upgrade to network systems to provide stability and security that started in 2018.
17. Install perimeter fencing to increase security.
18. Replace gymnasium seating.
19. Building renovation for Lihue Teen Center.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2019 to June 30, 2020

Applicant: Boys & Girls Club of Hawaii

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
A. PERSONNEL COST				
1. Salaries				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
TOTAL PERSONNEL COST	0			0
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				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	0			0
C. EQUIPMENT PURCHASES	0			0
D. MOTOR VEHICLE PURCHASES	0			0
E. CAPITAL	800,000			700,000
TOTAL (A+B+C+D+E)	800,000			700,000
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	800,000	Paddy Kauhane 808-429-9203		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested		<i>Paddy Kauhane</i>		
(d) Total Private/Other Funds Requested	700,000	Signature of Authorized Official Date		
TOTAL BUDGET	1,500,000	Paddy Kauhane, Interim President & CEO		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2019 to June 30, 2020

Applicant: Boys & Girls Club of Hawaii

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				NIL

JUSTIFICATION/COMMENTS:

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				NIL

JUSTIFICATION/COMMENTS:

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2019 to June 30, 2020

Applicant: Boys & Girls Club of Hawaii

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2017-2018	FY: 2018-2019	FY:2019-2020	FY:2019-2020	FY:2020-2021	FY:2021-2022
PLANS		5000	5000			
LAND ACQUISITION						
DESIGN				5000		
CONSTRUCTION		66000	595000	569000		
EQUIPMENT			200000	55000		
TOTAL:		71000	800,000	629,000		
JUSTIFICATION/COMMENTS:						

BUDGET JUSTIFICATION – CAPITAL PROJECT DETAILS

Period: July 1, 2019 to June 30, 2020

Applicant: Boys & Girls Club of Hawaii

The narrative is included on a separate sheet because the excel template provided does not allow room for this text.

JUSTIFICATION / COMMENTS:

The budget is based on the scope of work provided in "Schedule A". The requested funding will pay for plans and construction costs which include a contracted project manager and all related demolition and rebuilding or replacing construction costs. Equipment includes lighting, a/c units, security systems, network systems, fire systems, and gymnasium seating. We expect equipment costs will be included as part of construction RFP's with outside companies completing all construction and installation.

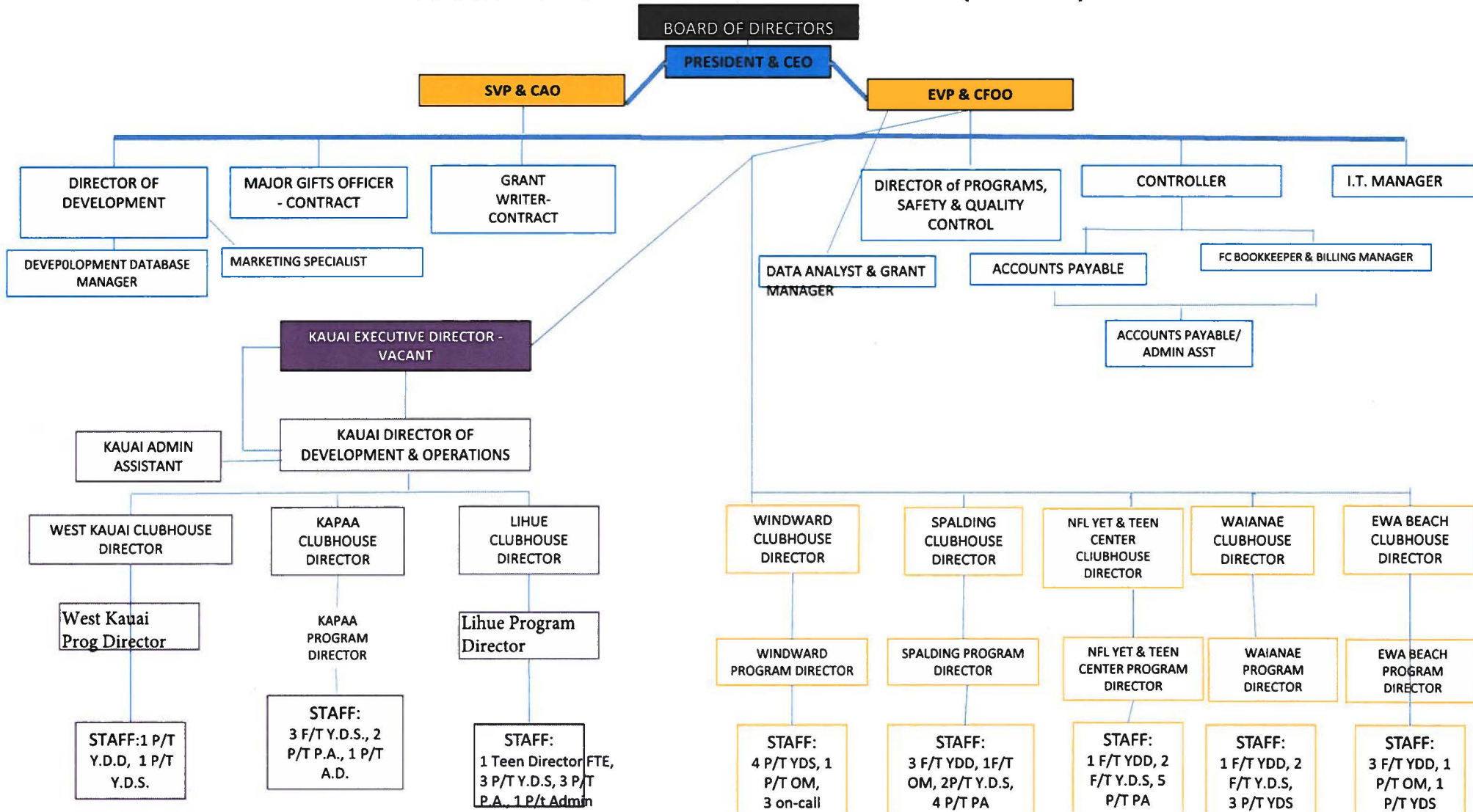
GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Boys & Girls Club of Hawaii

Contracts Total: 9,222,151

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	BGCA - OJP grants (7)	1/1/18 - 12/31/18	Passthrough OJP	U.S.	185,000
2	DOE Native Hawaiian Education	9/15/15-9/14/18	DOE	U.S.	2,547,110
3	DHS OYS - Waimea	7/1/17 - 6/30/18	Dept Health	State	40,000
4	DHS OYS - Nanakuli	7/1/17 - 6/30/18	Dept Health	State	100,000
5	DHS TANF	1/1/18-12/31/18	DHHS	U.S.	250,000
6	ADAD - Waianae	7/1/16-6/30/18	Dept Health	State	250,000
7	ADAD - Kauai	7/1/16-6/30/18	Dept Health	State	230,400
8	DOE NHEEI	10/1/17-09/30/20	DOE	U.S.	2,583,931
9	SOH GIA - Pass thru Boys & Girls Club Maui	4/1/18-12/31/18	Passthrough SOH	State	65,455
10	BGCA - OJP grants (7)	1/1/17 - 12/31/17	Passthrough OJP	U.S.	215,000
11	DHS TANF	1/1/17 - 12/31/17	DHHS	U.S.	300,000
12	C&CH GIA - Waianae & Nanakuli	10/1/17 - 09/30/18	GIA Children's Services	County	150,000
13	C&CH GIA - Ewa Beach & Nanakuli	10/1/16 - 09/30/17	GIA Children's Services	County	125,000
14	NOAA B-Wetlands	10/1/2016 - 09/30/17	Coastal Management	U.S.	60,255
15	DHS TANF	1/1/19-12/31/19	DHHS	U.S.	250,000
16	DHS OYS Waimea	7/1/14 - 6/30/15	Dept Health	State	40,000
17	DHS OYS Waimea	7/1/15 - 6/30/16	Dept Health	State	40,000
18	DHS OYS Waimea	7/1/16 - 6/30/17	Dept Health	State	40,000
19	SOH CIP GIA - Kailua Construction	6/29/12 - 6/30/15	OYS	State	1,500,000
20	Applied for: C&CH GIA - Honolulu	2019/2020	GIA Children's Services	County	150,000
21	Applied for: Office of Hawaiian Affairs Kulia	2019/2020	Passthrough	State	100,000
22					
23					
24					
25					
26					
27					
28					
29					
30					

BOYS & GIRLS CLUB OF HAWAII ORGANIZATIONAL CHART (EFF. 1.1.19)



Boys & Girls Club of Hawaii
1/14/2019
State GIA - Grant Application Data

Membership by Clubhouse and Total

Site	2018 Youth Membership	2018 Teen Membership	2018 Unknown-Age Membership	2018 Total Membership	2018 Average Daily Attendance	2018 Free/Reduced School Lunch Program Eligibility	2018 Free/Reduced School Lunch Program Eligibility (%)
Hale Pono	311	312	0	623	88	236	37.9%
Kapaa	191	54	0	245	66	28	11.4%
Lihue	257	82	0	339	105	110	32.4%
Nanakuli TC	1	88	0	89	8	68	76.4%
Nanakuli YET	366	39	0	405	77	218	53.8%
Spalding	640	377	1	1018	158	348	34.2%
Waianae	373	335	1	709	85	342	48.2%
West Kauai	103	28	0	131	32	13	9.9%
Windward	464	505	2	971	144	291	30.0%
Total:	2706	1820	4	4530	763	1654	36.5%

2018 Outreach by Clubhouse and total

Site	Youth Outreach	Adult Outreach	Total Outreach
Hale Pono	3126	912	4038
Kapaa	633	0	633
Lihue	2271	165	2436
Nanakuli TC	909	93	1002
Nanakuli YET	4532	747	5279
Spalding	775	658	1433
Waianae	8601	0	8601
West Kauai	95	42	137
Windward	648	15	663
Total:	21590	2632	24222

DOE Statistics by Geographic Location ('15-'16 School Status and Improvement Report)

Site	School (schools hidden)	Fall Enrollment	% of Students enrolled for entire school year	School Dropouts (#)	School Dropouts (%)	% of Students w/ Free or Reduced Lunch	Average Daily Attendance (%)	# of Students Suspended	Diploma Graduates (%)	Graduated on Time (%)
Hale Pono	Total	5785		79				315		
	Average		92.1%		11.0%	47.3%	94.4%		95.4%	86.7%
Kapaa	Total	2582		16				166		
	Average		92.9%		6.4%	53.2%	92.4%		96.9%	90.8%
Lihue	Total	2891		21				178		
	Average		95.9%		6.8%	43.7%	94.5%		95.5%	89.2%
Nanakuli TC	Total	1056		34				111		
	Average		92.4%		19.3%	76.0%	88.2%		90.0%	75.0%
Nanakuli YET	Total	2299						95		
	Average		87.0%			84.2%	91.3%			
Spalding	Total	2344		140				120		
	Average		90.9%		22.7%	58.3%	92.8%		88.6%	71.2%
Waianae	Total	1803		115				239		
	Average		90.6%		25.4%	68.5%	85.9%		93.0%	72.2%
West Kauai	Total	1336		10				195		
	Average		95.7%		6.4%	55.6%	94.1%		89.5%	85.2%
Windward	Total	1467		31				89		
	Average		92.7%		16.0%	41.7%	93.5%		91.0%	77.2%
Total:		21563		446				1508		
Average:			92.2%		14.3%	58.7%	91.9%		92.5%	80.9%

Boys & Girls Club of Hawaii
1/14/2019
State GIA - Grant Application Data

Average Household Income by Geographic Location (as indicated by '15-'16 School Status and Improvement Report)

Site	Average Household Income Surrounding each Club - Calculated by averaging the Surrounding Schools
Hale Pono	\$ 70,223.00
Kapaa	\$ 57,660.00
Lihue	\$ 67,033.00
Nanakuli TC	\$ 68,716.00
Nanakuli YET	\$ 64,371.00
Spalding	\$ 53,998.00
Waianae	\$ 55,683.00
West Kauai	\$ 62,894.00
Windward	\$ 85,807.00
Average:	\$ 64,520.25

Youth Population (as indicated by 2010 Census)

Location	Total Population	Youth Population (Ages 5-19)	Youth Served	% of Youth Served
Oahu	953,207	174,309	3,815	2.2%
Kauai	67,091	12,380	715	5.8%
Total:	1,020,298	186,689	4,530	2.4%