

**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:

Kauai Planning and Action Alliance

N/A

Amount of State Funds Requested: \$ 114,036

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

Kauai Planning and Action Alliance will bring together a broad base of community partners and volunteers to support youth throughout the island, with a particular focus on improving early literacy skills among children at Kekaha Elementary School and building critical resilience skills among youth to improve their mental and social emotional health.

Amount of Other Funds Available:

State: \$ _____

Federal: \$ _____

County: \$ _____

Private/Other: \$ 376,161

Total amount of State Grants Received in the Past 5

Fiscal Years:

\$ 210,882

Unrestricted Assets:

\$ 222,101

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:

2959 Umi St., Suite 201

City:

Lihue

State:

HI

Zip:

96766

Contact Person for Matters Involving this Application

Name:
Alice Luck

Title:
President and CEO

Email:
alice@kauainetwork.org

Phone:
(808)632-2005

Federal Tax ID#:

██████████

State Tax ID#

██████████

Alice Luck

Authorized Signature

Alice Luck

President and CEO

Name and Title

1/15/20

Date Signed

received
01/16/2020

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 ([Link](#))
 - b) Personnel salaries and wages ([Link](#))
 - c) Equipment and motor vehicles ([Link](#))
 - d) Capital project details ([Link](#))
 - e) Government contracts, grants, and grants in aid ([Link](#))
- 7) Experience and Capability
- 8) Personnel: Project Organization and Staffing


AUTHORIZED SIGNATURE

Alice Luck, President and CEO
PRINT NAME AND TITLE

1-15-20
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

KAUA'I PLANNING & ACTION ALLIANCE, INC.

was incorporated under the laws of Hawaii on 08/11/2004 ; 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 01, 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.

KAUA'I PLANNING & ACTION ALLIANCE
(Typed Name of Individual or Organization)


(Signature)

JAN. 15, 2018
(Date)

ALICE LUCK, PRESIDENT & CEO
(Typed Name)

(Title)

**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS PURSUANT TO
CHAPTER 42F, Section 102, HAWAI'I REVISED STATUTES**

The undersigned authorized representative of Kaua'i Planning & Action Alliance (the applicant) certifies that this grant will be used to serve a public purpose pursuant to §42F-102 Applications for grants.

In addition, the applicant will submit as required:

- (1) The name of the requesting organization or individual;
- (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. [L 1997, c 190, pt of §3; am L 2014, c 96, §6]

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

KAUA'I PLANNING & ACTION ALLIANCE

(Typed Name of Individual or Organization)



(Signature)

JAN. 15, 2020

(Date)

ALICE LUCK, PRESIDENT & CEO

(Typed Name)

(Title)

Application for Grants

I. Certification

1. Certificate of Good Standing

Please see attached.

2. Declaration Statement

Please see attached.

3. Public Purpose

Please see attached.

II. Background and Summary

1. Provide a brief description of the applicant's background.

Kaua'i Planning and Action Alliance (KPAA) was established in 2004 with an unwavering mission to bring together the community, business, and government to equitably solve entrenched issues. Currently, KPAA's primary focus is education and youth development, with our flagship initiative Keiki to Career Kauai (K2C). K2C is a collaboration of 42 community partners from across the island representing a diverse group of stakeholders. K2C's vision is for every child to be healthy, competent, confident and caring. K2C's partners work together to improve our young people's education opportunities, strengthen families, and provide support for our youth from birth to career. Our core belief is that by aligning and leveraging island resources, we will accomplish so much more than any organization can do alone.

KPAA serves the entire island of Kauai, a multi-ethnic population of 71,780. Through our Keiki to Career initiative, we serve 10,564 public and charter school students in kindergarten through 12th grade. We also address the need for younger students to be prepared for kindergarten. KPAA is especially concerned about the economically disadvantaged and the populations least able to advocate for themselves, and we find innovative solutions that will benefit all.

2. Goals and Objectives Related to the Request.

KPAA is seeking funds to improve help Kaua'i youth in two critical areas.

GOAL 1: REDUCE KAUA'I HIGH SCHOOL AND MIDDLE SCHOOL YOUTH SUICIDE AND ATTEMPTED SUICIDES BY 50% OVER 5 YEARS (2020 - 2025).

This will be accomplished through the Kaua'i Resilience Project, a collective effort of 28 Kaua'i organizations, through the targeted activities described in following sections.

GOAL 2: INCREASE READING PROFICIENCY AT KEKAHA ELEMENTARY FROM 48% TO 60% BETWEEN 2017 AND 2022. This will be accomplished through the Kekaha Elementary Early Literacy Project, a community collaboration, as described in following sections.

3. Public Purpose and Need to Be Served.

GOAL 1 - Building Youth Resilience: The loss of every young life is a tragedy. Loss by suicide is considered the most painful to bear, leaving lasting scars on families and communities. Saving young lives benefits everyone involved, especially youth who have given up hope. Our island is grappling with “what can we do about this crisis?” The Kaua'i Resilience Project is working together to answer that question, and help the community rally around the solutions. We all agree that the time is now.

On Kauai, nine percent of our high school students attempted suicide in 2017, according to the 2018 Kauai Youth Report. About a third of them needed medical treatment as a result of their attempt. Boys and girls are equally likely to attempt suicide.

The exact reasons for the high incidence of youth suicide and attempts is still not clear in the data. What we do know is that 28% of high school students feel sad and worthless for extended periods of time, and that use of digital devices has skyrocketed, which brings an increase in negative social media experiences and cyber-bullying. For example, before digital devices, a young person could avoid bullies, but with social media today that is no longer possible.

Although significant groundwork has been done on Kauai to prevent suicide through traditional suicide prevention techniques, there is a growing consensus that Kauai needs to take a more proactive approach to build up youth resilience and to provide hope – and to help youth learn the skills to navigate and overcome life's challenges.

Youth suicide is impacting every demographic group in every neighborhood. We convened 8 youth focus groups in middle and high schools across the island to discuss suicide, and the results of these discussions were factored into a comprehensive Community Action Plan that every one of our 28 partners are helping to implement.

Suicide is not exclusive to any one group, although Native Hawaiians, the LBTG community and at-risk students in general have higher rates. In addition, 49% of high school and middle school students on Kauai are considered Title 1 students, coming from low-income homes, where basic necessities such as shelter, healthcare and even food are often challenging to obtain. Title I students face additional stresses due to poor sleep, untreated medical conditions, hunger and the heightened insecurity posed by the lack of basic resources, especially housing.

GOAL 2: Increasing reading proficiency at Kekaha Elementary on Kaua'i's West Side. Reading at grade level by 3rd grade is a critical marker of a child's future success in school. Before 4th grade, keiki are learning how to read. By 4th grade, they use reading to learn all subjects. Students who cannot comprehend what they are reading by 3rd grade are four times less likely to graduate high school, jeopardizing their future earning potential and well-being.

Fifty-eight percent of students at Kekaha are low income and eligible for free or reduced price lunch. Students low-income families have a 2,000-word vocabulary deficit when they enter kindergarten and learn new words at a slower pace. A low literacy rate not only impacts each child and their families, it also impacts Kaua'i's future workforce, economic development, and our ability to build strong and resilient communities. Kaua'i's keiki also need to have a solid literacy foundation to be able to meet the State's goal of 55% of adults having a college degree by 2025. Keiki to Career is currently in Year 3 of the five-year early literacy project, which focuses efforts on the high-need Kekaha Elementary on Kaua'i's West Side.

4. Target Population to be Served.

Keiki to Career Kaua'i (K2C) programs serve every young person on our island, from birth to age 24, by improving educational opportunities, increasing student support, building resilience, strengthening the family, and engaging parents and the community. There are more than 10,500 public and charter students on Kaua'i, and approximately half of these come from families who are low-income. The Kaua'i Resilience Project serves Kaua'i's 4,814 middle and high school youth aged 12 – 18. The Kekaha Elementary Early Literacy Project serves their 352 students, from pre-school to Grade 5.

The race/ethnicity of Kaua'i students is as follows:

• Native Hawaiian/Pacific Islanders	28%
• Asian	23%
• White	17%
• Hispanic	14%
• 2 or more races	17%
• Other	<u>1%</u>
	100%

The 2018 Kaua'i Youth Report revealed that the health and well-being of Kaua'i's young people are at risk. For example:

- One out of four high school students on Kaua'i report the experience of bullying, including verbal, physical, and cyber-bullying
- Over a quarter of high school students on Kaua'i report feelings of sadness or hopelessness for more than two weeks in the past twelve months
- One-third of Kaua'i's middle and high school students clock more than five hours a day of screen time, not including time spent on academics

- Over 40% of middle and high school students on Kaua'i do not feel a positive connection to their school, which is a hallmark of building resilience.

5. Describe the Geographic Coverage.

The Kaua'i Resilience Project serves the entire island of Kaua'i. Kekaha Elementary Early Literacy Project serves the students and families at Kekaha Elementary on Kaua'i's West Side.

III. Service Summary and Outcomes

1. Describe the Scope of Work, Tasks and Responsibilities.

Goal 1: Reduce Youth Suicide and Suicide Attempts

The Kaua'i Resilience Project (KRP) is a newly-formed community initiative to build our young people's ability to overcome adversity so they can lead enriched, fulfilled and purposeful lives. Our goal is to reduce suicide attempts by 50% in 5 years (2019 – 2024). Guided by 28 Kaua'i leaders in our Dept. of Education, Dept. of Health, the County Council, Kamehameha Schools, the Hawai'i Community Foundation, mental health practitioners, business and youth organizations, the KRP is working together to leverage the resources of these organizations to reduce youth suicide by building resilience. In addition, we are reaching out to other community organizations to help us stem this tragic trajectory that brings so much pain to families and friends.

In 2019, the Kaua'i Resilience Project convened multiple youth groups in high schools, middle schools and after school settings. We reviewed the latest research and best practices for reducing suicide in other rural areas. We interviewed experts in the field. We spoke to school principals and counselors; and we met with Kaua'i leaders.

From this comprehensive research, the Kaua'i Resilience Project established a **Community Action Plan** to increase youth resilience across Kaua'i. Keiki to Career is the coordinating non-profit of this island-wide effort. We are taking the Community Action Plan to local neighborhoods on Kaua'i and working with local organizations to help build more protective factors around their youth, to create more activities outside of school and safe places for them to gather in their communities. In addition, the Kaua'i Resilience Project spearheads the *Kauai's Kids Are Your Kids* campaign, which targets adults island-wide with information on how to help youth in their neighborhood build their resiliency through specific ideas and activities.

In the upcoming year, the following tasks will be completed.

1.1 Convene Kaua`i Resilience Project partners (28 organizations) to work together to leverage our resources, share data, and address challenges at least bi-monthly (at least 6 times per year).

1.2 Kaua`i’s Kids Are Your Kids Campaign:
Comprehensive island-wide education campaign through newspaper articles, magazines, radio, and personal appearances to teach adults and youth how to build youth resilience

1.3. Local Community Meetings:
Convene and facilitate 3 local Kaua`i communities (one on the North Shore, one Central, and one on the West Side) to help them build protective factors around their youth and implement the sections of the community action plan relevant to their community; (specific communities are being selected in spring, 2020)

1.4 Measure Outcomes:
Research and compile data on youth suicide, suicide attempts, and health and wellness indicators listed in the evaluation section below.

The Goal 1 tasks, responsibilities and timelines are outlined in Table 2.

TABLE 1. GOAL 1 Tasks, Responsibilities and Timeline.

GRANT GOALS	GRANT TASKS	RESPONSIBILITY	TIMELINE
GOAL 1: REDUCE KAUAI HIGH SCHOOL AND MIDDLE SCHOOL SUICIDE AND ATTEMPTED SUICIDES.	1.1 Convene Kaua`i Resilience Project partners (28 organizations) to work together to leverage our resources, share data, and address challenges at least bi-monthly (at least 6 times per year).	Keiki to Career staff and Leadership Council; 28 community partners include DOE, DOH, local youth organizations, mental health professionals and businesses	12 months, ongoing
	1.2 Kaua`i’s Kids Are Your Kids Campaign: Comprehensive island-wide education campaign through newspaper articles, magazines, radio, and personal appearances to teach adults and youth how to build youth resilience		12 months, ongoing

	<p>1.3. Local Community Action Meetings: Support 3 local Kaua'i communities (one on North Shore, one Central, and one on the West Side) so they can build more protective factors around their youth and implement the sections of the community action plan relevant to their community; (specific communities are being selected in spring, 2020)</p> <p>1.4 Measure Outcomes: Research and compile data on youth suicide, suicide attempts, and health and wellness indicators.</p>	<p>Keiki to Career staff</p>	<p>12 months on-going</p> <p>Fall, 2020: publish the 2020 Kaua'i Youth Report</p>
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Goal 2. Increase Literacy Proficiency at Kekaha Elementary

This is the third year of this five-year initiative. Progress to date has been significant. Over three years, in partnership with the school, the students' reading proficiency rate increased from 48% to 55%, which is a 14% increase. In the upcoming year, the following tasks will be completed.

TASKS:

- 2.1 Continue progress on the Kekaha Elementary Early Literacy Project, started in 2017 as a pilot program to increase early reading proficiency over a five-year period. In the next two years, we will continue our progress until we reach the minimum goal of 60%.
- 2.2 Implement multiple project activities to support keiki reading at home, in school, and in the community. Program activities include: Reach Out and Read, Reading Buddies, free community literacy events, and free book distributions. In partnership with the school principal and librarian, explore opportunities for

additional activities to support student reading comprehension and the critical role of parent engagement.

- 2.3 Continue current community partnerships with individuals, local community groups, businesses, government agencies, retired educators, and local libraries to participate as Keiki to Career partners in program activities, working collaboratively to improve reading outcomes for young people. Build new partnerships to grow program capacity.
- 2.4 Measure reading proficiency outcomes in the 2020 Kaua'i Youth Report, and monitor student scores at Kekaha Elementary annually through the DOE Strive HI assessment given in May every academic year and reported in September.

The Goal 2 tasks, responsibilities and timelines are outlined in Table 2.

TABLE 2. GOAL 2 Tasks, Responsibilities and Timeline.

GRANT GOALS	GRANT TASKS	RESPONSIBILITY	TIMELINE
GOAL 2: IMPROVE READING PROFICIENCY RATES AT KEKAHA ELEMENTARY, FROM 48% TO 60% IN 5 YEARS	2.1 Continue the Kekaha Early Literacy Project, a pilot program to increase reading proficiency from 48% to 60% by 2022.	KPAA staff, K2C Leadership Council, Kekaha Elementary teachers, support staff, and administrators, K2C Kekaha Early Literacy Community Partners,	1.1 project continues all year (12 months)
	2.2 Provide multiple activities to support reading at home, in school and in the community. Activities currently include: Reach Out and Read, Reading Buddies, parent engagement, free community literacy events and free book distributions.		1.2 continues all year (12 months)
	2.3 Continue to engage local community groups who participate as project partners. Recruit new individuals, groups, and business partners.		1.3 continues all year (12 months)
	2.4 Measure reading proficiency outcomes in the 2020 Kaua'i Youth Report, and monitor student scores at Kekaha Elementary annually	Keiki to Career staff and DOE Strive HI	Publish 2020 Youth Report in fall of 2020;

	through the DOE Strive HI assessment given in May every academic year and reported in September		Strive HI results in Sept 2021
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2. Provide a projected annual timeline for accomplishing the results or outcomes of the service.

Please see Table 1 and Table 2 above.

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

Keiki to Career Kaua'i has a strong commitment to monitoring program outcomes, self-reflection, and continuous improvement in all K2C activities. We regularly compile and report on a spectrum of youth indicators in our bi-annual publication, the *Kaua'i Youth Report*, which objectively measures our progress toward our targeted youth outcomes. The data in the report allows us to see what is working well, and make any needed adjustments to our strategies. The K2C Leadership Council reviews the indicators and decides where to best focus our attention to make the maximum impact.

K2C will continue to monitor statistics relating to youth social and emotional health across the island, such as youth suicide attempts, physical health, screen time, bullying, risk for drug and alcohol use, and school and adult connectedness. The Leadership Council and Resilience Project Committee members will use these statistics to measure our progress on both the Kaua'i Resilience Project and the Kekaha Early Literacy Project to guide our collective action and target our efforts in the communities and populations most in need.

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

Goal 1: Reduce Youth Suicide and Suicide Attempts

The Kaua'i Resilience Project is measuring our effectiveness through the following process and outcome measures:

Process measures:

- Convene the Kaua'i Resilience Project Partners at least 6 times a year to share data and leverage resources
- Support 3 local communities to develop local action that help build more protective factors around their youth.
- Implement a multi-media campaign called Kaua'i's Kids Are Your Kids to inform adults and youth on how to build more protective factors and build youth resilience.

Outcome Measures:

- Reduce youth suicide attempts (currently 9% of HS youth) by 50% by 2025
- Reduce number of youth feeling sad and worthless (currently 28% of high school youth) by 50% by 2025
- Increase the number of students who report having one caring adult in their lives (currently 84%) to 90% by 2025

These are measured annually through the Youth Risk Behavior and Surveillance (YRBS) of the Center for Disease Control. In addition, we will monitor whether our efforts are having an impact on bullying (currently 26% in high school) and excessive screen time (currently 34% in high school), which are known to contribute to anxiety.

Finally, by building youth resilience, we are working towards improving all the "Healthy and Thriving" indicators Keiki to Career tracks in its Kaua'i Youth Report. These measures will be assessed on our 2020 Kaua'i Youth Report (KYR).

GOAL 2: Increase Reading Proficiency at Kekaha Elementary from 48% to 60% by 2022.

The Kekaha Elementary Early Literacy Project is measuring our effectiveness through the following process and outcome measures:

Process measures:

- Host at least 8 Reading Buddies during the school year
- Provide activities at 4 family engagement events such as STREAM night, Waimea Ceremony, and Family Literacy Night
- Engage parents in learning how to read to their children at events such as Family Literacy Night, programs in the library, or Mother Read Father Read.
- Support the Reach Out and Read Program at Kaua'i Veteran's Memorial Hospital and provide free books for keiki

Outcome Measure:

- Increase the % of third grade students that are reading proficient to 60% by 2022.

This will be objectively reported in the 2020 Kaua'i Youth Report. It is measured annually by the Hawaii Department of Education with its Strive HI assessments, given in May and released in September. As mentioned above, third grade is the critical marker. However, we begin working with students in pre-school to get them ready for third grade. And we continue working with them in 4th and 5th grade to help those that were still not proficient be ready for their middle school transition.

IV. FINANCIAL

Budget

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

Please see attached Budget Forms.

- 2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2021.**

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$28,509	\$28,509	\$28,509	\$28,509	\$114,036

- 3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2021.**

Keiki to Career Kaua'i is a non-profit organization with a diversified funding model. We raise funds through individuals, foundations, businesses and government. Our funding model combines both private and public funding to support operations and special projects, including the following funds to be sought for FY 2021. Our budgeted expenses during this period are projected to be \$380,136:

State of Hawai'i, Grant-In-Aid (applying for this grant)	\$109,036
Hawai'i Community Foundation	\$50,000
Kamehameha Schools	\$50,000
Chan & Zuckerberg Kaua'i Fund	\$25,000
AT&T	\$20,000
HMSA	\$20,000
Déjà vu Surf Hawaii	\$10,000

Bill Healey Foundation	\$15,000
Atherton Foundation	\$15,000
G.N. Wilcox Foundation	\$15,000
Individual Contributions	\$30,000
Special Events	<u>\$25,000</u>
TOTAL	\$384,036

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.**

Not applicable

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 3 years and will be receiving for fiscal year 2021 for program funding.**

State Grant in Aid, FY 2019 \$100,000

State Grant in Aid FY 2021 (applying now): \$109,036

No federal or county grants have been received.

Please see Government Contracts and Grants Form (Attachment G) for complete listing.

6. **The applicant shall provide the balance of its unrestricted current assets as of December 31, 2019.**

\$222,101

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.

The Keiki to Career Leadership Council is comprised of community leaders that have a wealth of subject matter expertise, career-specific skills in youth development, as well community influence. The members of the Leadership Council are:

- Tad Miura, CEO, DejaVu Surf Hawai'i, co-chair
- Mark Hubbard, Kaua'i Planning and Action Alliance, co-chair
- Bill Arakaki, Kaua'i Complex Area Superintendent
- Helen Cox, Chancellor, Kaua'i Community College
- Mason Chock, Kaua'i County Councilmember
- Mark Perriello, President, Kaua'i Chamber of Commerce
- Janet Berreman, Kaua'i Health Officer, Department of Health
- Bridget Arume, Kaua'i Families First
- Monica Belz, President, Kaua'i Government Employees Credit Union
- Laverne Bishop, former Executive Director, Hale O'pio
- Nancy Budd, Law Office of Nancy Budd
- Robbie Melton, Director, County Office of Economic Development
- Char Ravelo, Executive Director, Leadership Kaua'i
- Buffy Trujillo, Kaua'i District Manager, Kamehameha Schools
- JoAnn Yakimura; former Mayor and Kaua'i County Council Member

Kaua'i Planning & Action Alliance (KPAA) has a 17-year history of facilitating successful collaborative projects that benefit the community. In the past three years, KPAA has:

- Directed the Keiki to Career Kaua'i initiative, Leadership Council, Birth to Grade Three Focus Area and High School to Post-Secondary Focus Area.
- Launched the Kaua'i Resilience Project, a collaborative effort of over 30 representatives from community organizations. The group meets on a monthly basis to coordinate their work, share resources and information, and work together to support community-based action to reduce youth suicide and suicide attempts.
- Convened partners, researched and published the 2018 Kaua'i Youth Report, a compilation of 26 youth indicators to measure how our youth are doing.
- Convened partners, researched and published the 2018 Early Childhood Care and Education report, in partnership with community organizations working on Early Childhood Education.
- Launched the Share Family Meals campaign to strengthen families and support young people at home.

- Coordinated Keiki to Career Early Literacy Project to increase early reading scores across Kaua'i. Coordinated volunteer readers to read to children at Kekaha Elementary and promoted greater parent engagement in reading to or with their children.

KPAA is grateful for the receipt of a \$100,000 GIA grant in support of Keiki to Career in 2018 for the 2018-19 fiscal year. The GIA grant enabled K2C to build more community partnerships and engage more community members in K2C activities and initiatives. This 2021 grant will provide critical support to build on upon the successes we have had. K2C has built a solid reputation in the community and established key partnerships for both the Kaua'i Resilience Project and the Kekaha Earl Literacy Project. KPAA believes these relationships and community support are critical for collaborations to succeed and be sustained over time, leading to lasting change and meaningful improvements in the lives of youth.

2. Facilities.

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

KPAA maintains an office to conduct its business, located at 2959 Umi Street, Suite 201 in Lihu'e, across from the historic County Building in the heart of Lihu'e. The 890 sq. ft. office meets the needs of guests, visitors and meeting attendees with a conference table that can comfortably accommodate 14 people. The space is ADA accessible and located at ground level with a handicapped parking stall adjacent to the office. The KPAA office is within short walking distance of a major bus line. Space needed for larger community meetings and events is provided by K2C partners such as Kamehameha Schools and Kaua'i Community College.

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.

Alice Luck serves as the Keiki to Career Coordinator and President and CEO of KPAA. She brings over 10 years of experience working with nonprofits and school districts in the fields of youth development, mental health, education, early childhood, and family support. Alice brings strengths in the areas of fund development and program management. Alice has a Bachelor's Degree in Communications and a Master's Degree in Public Affairs. Alice supervises the work of Nannie Apalla, Program Manager.

Nannie Apalla, Program Manager. Nannie joined the Keiki to Career staff in 2018. Nannie comes to us with a great communications and programs background. Nannie coordinates our Kekaha Early Literacy Project and also serves as KPAA's communication liaison. She has a degree in Communications-Marketing from Chaminade University and spent a few years abroad to expand her skills by immersing herself in the challenge of living and studying in a different country. Nannie was raised on Kaua'i and is a graduate of Kaua'i High School. Nannie is a great asset to KPAA and K2C and is passionate about using her skills and knowledge to help our young people get a great start in life.

The KPAA Board and K2C Leadership Council provide a wealth of skills, knowledge, and experience to their oversight of programs and administration and provide invaluable support to both Alice and Nannie.

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 organizational chart for Kaua'i Planning & Action Alliance (Attachment H)

3. **Compensation.** The applicant shall provide the annual salaries paid by the applicant to the three highest paid officers, directors, or employees of the organization by position.

President & CEO (1.0 FTE)	\$95,000
Program Coordinator (1.0 FTE)	\$63,000

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.

Not applicable.

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.

Not applicable.

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.

Not Applicable

4. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2020-2021 the activity funded by the grant if the grant of this application is:

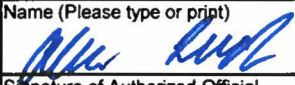
- (1) Received by the applicant for fiscal year 2020-2021, but
- (2) Not received by the applicant thereafter.

K2C actively pursues diversified funding sources for long-term sustainability and has secured support from several foundations, corporations, and individuals. The K2C staff is continually applying for foundation grants and corporate support and is in conversations with philanthropic individuals who have an interest in youth resilience, mental health, early literacy, education, and youth development issues. The goal is to continue to create a broad base of community support for this important initiative so it is sustainable after this grant is complete.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2020 to June 30, 2021

Applicant: Kaua'i Planning & Action Alliance

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
A. PERSONNEL COST				
1. Salaries	63,200			158,000
2. Payroll Taxes & Assessments	12,134			30,336
3. Fringe Benefits	5,472			13,680
TOTAL PERSONNEL COST	80,806			202,016
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				1,500
2. Insurance				3,600
3. Lease/Rental of Equipment				1,800
4. Lease/Rental of Space	8,000			19,200
5. Staff Training				
6. Supplies				1,775
7. Telecommunication	1,500			3,720
8. Utilities				0
9. Internet and website and IT				3,750
10. Professional Services	5,000			23,500
11. Equipment Purchase				1,000
12. Advertising and Promotion				
13. Meeting Expense				14,500
14. Printing				3,000
15. Program Expense	8,000			87,900
16. Mileage	1,000			2,400
17. Travel - other				
18. Training and Professional Development				1,500
19				
20. Administrative Fee 10%	9,730			
21				
TOTAL OTHER CURRENT EXPENSES	33,230			169,145
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	114,036			371,161
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	114,036	Alice Luck 808-632-2005		
(b) Total Federal Funds Requested	0	Name (Please type or print) Phone		
(c) Total County Funds Requested	0			
(d) Total Private/Other Funds Requested	371,161	Signature of Authorized Official Date		
TOTAL BUDGET	380,136	Alice Luck, President & CEO		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2020 to June 30, 2021

Applicant: Kaua'i Planning & Action Alliance

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
President & CEO	1	\$95,000.00	40.00%	\$ 38,000.00
Program Manager	1	\$63,000.00	40.00%	\$ 25,200.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				63,200.00
JUSTIFICATION/COMMENTS: The Program Manager has primary responsibility for the K2C Early Literacy project. Both staff members work on the K2C Resilience Project.				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2020 to June 30, 2021

Applicant: Kaua'i Planning & Action Alliance

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
NOT APPLICABLE			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
NOT APPLICABLE			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2020 to June 30, 2021

Applicant: Kaua'i Planning and Action Alliance

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: 2018-2019	FY: 2019-2020	FY:2020-2021	FY:2020-2021	FY:2021-2022	FY:2022-2023
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:	(Not applicable)					
JUSTIFICATION/COMMENT KPAA will not apply funds for a capital project.						

GOVERNMENT CONTRACTS, GRANTS AND/OR GRANTS IN AID

Applicant: KAUA`I PLANNING & ACTION ALLIANCE

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
3.	Keiki to Career Kaua`i	July 2015-June 2016	State Legislature	State of Hawai`i	\$110,882 <i>(approved)</i>
4.	Keiki to Career Kaua`i-	July 2018-June 2019	State Legislature	State of Hawai`i	\$100,000 <i>(approved)</i>
5.	Keiki to Career Kaua`i – Kaua`i resilience Project and Kekaha Early Literacy Project	July 2020 – June 2021	State Legislature	State of Hawaii	\$109,036 <i>(requesting in this application)</i>
6.					
7.					
8.					
9.					
10.					
				TOTAL	\$210,882 approved \$319,918 requested



KAUA'I PLANNING & ACTION ALLIANCE

Organizational Chart

