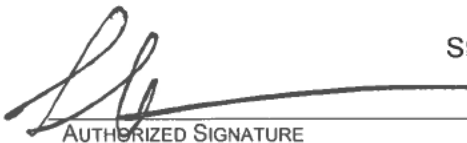


Application Submittal Checklist

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



A handwritten signature in black ink, appearing to read 'Sherry Menor-McNamara', is written over a horizontal line.

SHERRY MENOR-McNAMARA, PRESIDENT & CEO

JANUARY 21, 2022

AUTHORIZED SIGNATURE

PRINT NAME AND TITLE

DATE



**STATE OF HAWAII
STATE PROCUREMENT OFFICE**

CERTIFICATE OF VENDOR COMPLIANCE

This document presents the compliance status of the vendor identified below on the issue date with respect to certificates required from the Hawaii Department of Taxation (DOTAX), the Internal Revenue Service, the Hawaii Department of Labor and Industrial Relations (DLIR), and the Hawaii Department of Commerce and Consumer Affairs

Vendor Name: CHAMBER OF COMMERCE OF HAWAII

DBA/Trade Name: CHAMBER OF COMMERCE HAWAII

Issue Date: 01/19/2022

Status: Compliant

Hawaii Tax#: W20268800-01

New Hawaii Tax#:

FEIN/SSN#: XX-XXX5510

UI#: No record

DCCA FILE#: 6

Status of Compliance for this Vendor on issue date:

Form	Department(s)	Status
A-6	Hawaii Department of Taxation	Compliant
8821	Internal Revenue Service	Compliant
COGS	Hawaii Department of Commerce & Consumer Affairs	Exempt
LIR27	Hawaii Department of Labor & Industrial Relations	Compliant

Status Legend:

Status	Description
Exempt	The entity is exempt from this requirement
Compliant	The entity is compliant with this requirement or the entity is in agreement with agency and actively working towards compliance
Pending	A status determination has not yet been made
Submitted	The entity has applied for the certificate but it is awaiting approval
Not Compliant	The entity is not in compliance with the requirement and should contact the issuing agency for more information

**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS PURSUANT TO
CHAPTER 42F, HAWAI'I REVISED 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, Hawai'i 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, Hawai'i 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, Hawai'i 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.

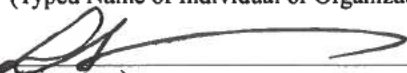
Pursuant to Section 42F-103, Hawai'i Revised Statutes, for grants used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant was awarded and disposes of the land in fee simple or by lease, the organization shall negotiate with 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.

Chamber of Commerce Hawaii

(Typed Name of Individual or Organization)

January 21, 2022


(Signature)

(Date)
President & CEO

Sherry Menor-McNamara

(Typed Name)

(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, 2021.

Please see attached Certificate of Good Standing dated 1/19/22.

2. Declaration Statement

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

Please see attached Declaration Statement.

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](#).

Funding awarded to Chamber of Commerce Hawaii through State Grant-In-Aid would be used for public purpose as described in Section II Background and Summary on efforts that will directly benefit students in Hawaii Department of Education schools, dislocated workers, and incumbent workers in their college and career preparation, training and reskilling/upskilling.

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 mission of the Chamber of Commerce Hawaii is to serve as the advocate for business in Hawaii. The Chamber works on behalf of its 2000+ member businesses

to advance the state's economic climate and help the business community to thrive locally, nationally, and globally. Founded in 1850, the Chamber continues to be "The Voice of Business" in Hawaii and represents approximately 220,000 local residents employed by member businesses, more than 90% of which are small businesses.

Recognizing that a strong talent pipeline and skilled workforce are key drivers for a healthy economy, the Chamber of Commerce Hawaii established the Education and Workforce Development department in 2018. **The department of three full time employees works to ensure that Hawaii businesses have a highly-skilled, local talent pipeline that drives a thriving economy with students on clear pathways to high skill, high wage, in-demand careers. By bridging business with education, the Chamber supports high school matriculation (currently 83%), post-secondary attainment (currently 50%), and successful navigation of career pathways including reskilling and upskilling.**

The Chamber of Commerce Hawaii Education and Workforce Development Department works towards preparing our local Hawaii workforce through three initiatives:

- **Sector Partnerships (SP):** The Chamber convenes industry, education, and other community stakeholders to address shared economic and workforce development needs and solutions in Healthcare, Engineering and Technology.
- **Workforce Development:** The Chamber supports workforce development by providing training and reskilling to our local workforce through professional development and resources. The Chamber originated the website Hawaii is Hiring (www.HawaiiIsHiring.com) to provide a one-stop online center for employment and training resources for new job seekers and incumbent workers seeking to upskill or change careers.
- **Work-Based Learning (WBL):** The Chamber works to provide high-quality WBL to our four partner Hawaii high schools: James Campbell High School, Kapolei High School, Pearl City High School, and Waipahu High School. WBL bridges the gap between school and in-demand high skill careers through experiences such as internships, mentorships, certifications, guest speakers, field trips, etc.

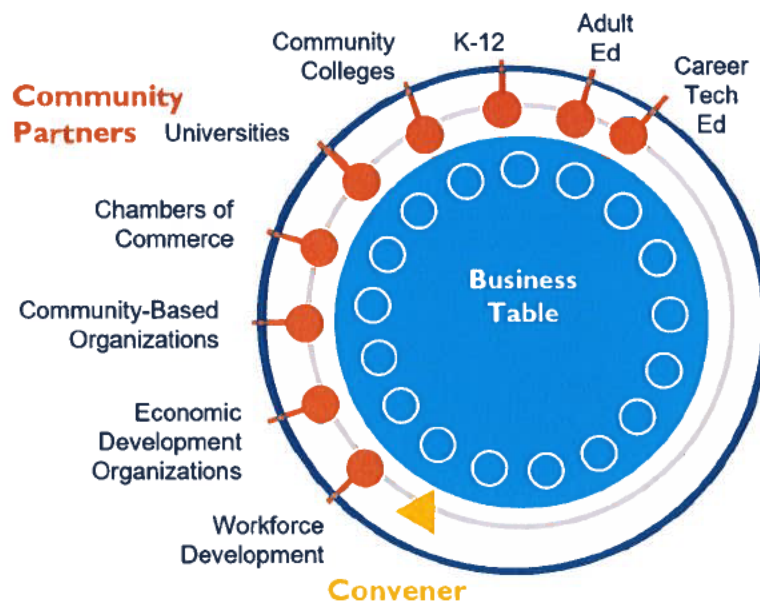
2. The goals and objectives related to the request;

The Chamber of Commerce Hawaii will focus on two key areas:

1) Facilitating employers, government partners, educators, and community leaders for industry-specific Sector Partnership convenings;

2) Coordinating work-based learning activities between employers and teachers in support of student college and career readiness.

The objective of convening Sector Partnerships is to align industry leaders around a set of shared priorities, resulting in collective action that addresses workforce opportunities. Industry leaders are supported by partners in secondary and post-secondary education, government, workforce development and economic development. All work together to build a *Kindergarten to Career Pathway* for students that provides a sequence of high-quality, vertically aligned awareness, exposure, preparation and training experiences. This provides real-world experiences that help students build their technical acumen and professional skills. The Chamber serves as administrative facilitator and convener, allowing industry leaders and support partners to remain engaged but not overwhelmed. Sector Partnership structure is:



Stated objectives for Sector Partnerships are:

- **Objective 1:** Engage industry leaders in the sectors of Healthcare, Technology and Engineering in collective action to address workforce development opportunities. Action plans will be developed to address shared priorities, with facilitation and convening support provided by the Chamber of Commerce.
- **Objective 2:** Engage support partners from education, government, community partners and philanthropy to lend critical resources to industry leaders. By aligning employers and educators, Career & Technical Education (CTE) curriculum and training programs will be tailored to address the needs of employers.
- **Objective 3:** Bridge employers and educators, enabling high-quality work-based learning to happen efficiently so more opportunities are available to students.

- **Objective 4:** Enable students to explore career interests, gain technical and employability skills, and transition successfully through the pipeline to attain their career goals by providing a coordinated, regional “grades 6 - 16” approach to vertically integrated work-based learning.

The Chamber’s work-based learning efforts follow the Work-Based Learning Continuum adopted by Hawaii P-20 Partnerships for Education. The continuum ensures that younger students (Middle School, Freshmen) gain career awareness first through activities such as workplace visits, classroom speakers, college and career fairs, and career counseling guidance. As they progress through high school, students will gain career exposure and preparation through WBL activities including job site tours, mock interviews, internships, and project-based learning activities. As Juniors and Seniors, students will have the opportunity for Early College credits, industry-recognized certifications and internships that provide earn-and-learn opportunities.

Work-Based Learning is a catalyst for equity and opportunity. In a world where race and class determine educational opportunity, the Chamber of Commerce Hawaii believes in the power WBL can bring to our underserved communities. WBL such as internships, mentorships, job site visits, mock interviews, and problem-based learning projects combined with rigorous Career and Technical Education (CTE) academic content teaches the academic, interpersonal, and technical skills that the traditional classroom model cannot bring to students (Ross et al., 2020). In addition, the social capital provided by WBL helps to traverse a traditional system that disadvantages people of color and those of low socioeconomic status backgrounds.

3. The public purpose and need to be served

The post-secondary enrollment rate of Hawaii public high school students saw a decline from 55% to 50% from 2019 to 2020 (*College and Career Readiness Indicators Report, Hawaii P-20 Partnerships for Education*). **By bringing sector leaders together to provide work-based learning and training opportunities for Hawaii Department of Education (HIDOE) students, we increase the likelihood that students will continue their education and training in a post-secondary environment.** With 80% of jobs today requiring a post-secondary certification or degree, we open the door for Hawaii residents to earn a living wage and sustain their families while remaining in Hawaii.

The *Talent Roadmap to Recovery* (<https://www.hec.org/talent-roadmap>), published in July 2020, highlights three recession-resilient industries for Hawaii: healthcare, technology and skilled trades. **By focusing Sector Partnerships and therefore work-based learning on two of these three sectors, we aim to prepare students for Hawaii’s high-skill, high-wage, in-demand occupations.**

A focus on connecting young learners to healthcare careers represents a significant opportunity. More than 2,200 healthcare jobs remained open in Hawaii

in 2018, with a more than 10% vacancy rate across 76 patient-facing non-physician professions (<https://www.hah.org/health-workforce-initiative>). The pandemic has only exacerbated this crisis due to burn out and retirement. According to the state Department of Commerce and Consumer Affairs, nearly 5,000 nurses left the field between 2019 and mid-year 2021, shrinking the total active workforce from 33,410 in 2019 to 28,548 now. HIDOE Health Academies offer an educational curriculum that provides classroom learning for students. The critical hands-on training can only be provided by local healthcare providers. The Healthcare Sector Partnership will organize the employer community to scale current hands-on training offerings so more students can receive this critical training.

Technology jobs in Hawaii are forecasted to grow by 7% between 2020 – 2030 and pay wages that are 157% of the ALICE individual living wage, according to the IT Workforce Needs Analysis (<https://www.cochawaii.org/technology-sector-partnership/>). Supply for critical occupations falls short of the demand, leaving local employers forced to recruit workers from the U.S. mainland.

There is an imperative to prepare local students for these in-demand, high wage technology jobs. **By convening employers who have a vested interest in building Hawaii’s IT talent pipeline, we can provide more work-based learning opportunities and training programs that will help local jobseekers successfully compete for these tech jobs.**

In-Demand IT Occupations	Growth Rate	Positions in 2018	Current Open Positions	Current Applications for Open Positions	% Demand Met
Software Developers & Quality Testers	15%	1460	100	46	46%
Computer User Support Specialist	12%	930	91	62	68%
Computer System Analysts	10%	910	61	18	30%
Network & Computer System Administrators	8%	920	74	42	57%
Information Security Analysts	33%	180	33	31	94%
Computer & Information Research Scientists	25%	80	14	10	71%

Source: Hawaii IT Workforce Needs Analysis

Lastly, equity and access to college and career preparation is an imperative for the Chamber’s efforts. Native Hawaiian and Pacific Islander students represent the lowest college-going rate (24%) in the country ([NCES, 2020](#)). Participating schools in this project represent a higher-than-average percent NH as compared to the Hawaii Department of Education enrollment. Through the Chamber’s partner schools, special focus will be made to engage underserved students.

4. Describe the target population to be served;

The Chamber of Commerce Hawaii's target population to be served includes:

1. **State of Hawaii Department of Education students**, with a focus on its 50,625 high school students. Existing partnerships include Waipahu, Pearl City, Kapolei, Campbell, and Castle High Schools.

The program will serve all ethnicities and racial demographics at our schools, with additional focus placed on equity and access to programs for Native Hawaiian and Pacific Islander students. Ethnic demographics at all four schools for Native Hawaiian students is as follows: Campbell (21%), Kapolei (34%), Pearl City (24%), Waipahu (22%).

Many of our students in this community identify as low-income. Following is the breakdown of low-income students at our partner school sites: Campbell (30%), Kapolei (32%), Pearl City (30%), Waipahu (50%).

(Data collected from the National Center for Education Statistics, 2019-2020).

2. **Post-secondary students** attending University of Hawaii, including UH Community Colleges
3. **Dislocated workers** impacted by the pandemic seeking reskilling or upskilling to transition into new, recession-resilient careers
5. Describe the geographic coverage.

Sector Partnerships are statewide collaboratives, with an emphasis on Oahu where a majority of industry partners are located.

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;

The Chamber of Commerce Hawaii serves as facilitator and convener for Sector Partnerships, providing the administrative support needed to keep a network of employers and community leaders organized and progressing forward. It also serves as Work-Based Learning Intermediary, bridging employers with educators to facilitate career readiness activities.

The following is a scope of work with key tasks highlighted:

- **Phase 1: Planning Phase (July 2022 - August 2022)**
 - **Milestone 1:** Convene industry leaders to identify shared priorities, develop action plans, and establish success metrics
 - **Milestone 2:** School Complex teams formed (educators, industry professionals); work-based learning priorities established; workgroups formed
 - **Milestone 3:** Employers register on ClimbHI Bridge

- **Phase 2: Implementation Phase (August 2022 - May 2023)**
 - **Milestone 1:** Industry professional engagement occurs
 - Bi-monthly meetings held with school complex teams and individual workgroups
 - **Milestone 2:** Work-based learning activities occur
 - Career Exploration: guest speakers, job site visits, career fairs
 - Career Awareness: job shadow, career advising, informational interviews
 - Career Preparation: internships, problem-based learning projects
 - Career Training: Early College, industry recognized credential-related coursework
 - **Milestone 3:** Data collection
 - Data collected for all work-based learning activities

- **Phase 3: Evaluation and Preparation Phase (May 2023 - June 2023)**
 - **Milestone 1:** Data dashboards updated
 - **Milestone 2:** Employer, educator and student debrief sessions occur
 - **Milestone 3:** Planning for SY 23/24 begins

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

Sector Partnerships are year-round efforts, with the majority of work-based learning occurring during the school year. Therefore, the annual timeline is:

July 2022 – August 2022	Planning phase for SY 2022/2023
August 2022 – May 2023	Implementation phase (career awareness, exploration, preparation, and training activities occur)
May 2023 - June 2023	Evaluation and preparation phase for SY 2023/2024

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

Sector Partnership employers determine industry-specific metrics that comprise a data dashboard. Metrics are updated annually using data gathered after each

activity. The following is the Engineering Sector Partnership data dashboard as an example:

Engineering Sector Partnership Dashboard

* Baseline data as of 12/1/21



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.

The Chamber of Commerce Hawaii will provide quarterly reports to the State, which will include the total number of companies engaged in Sector Partnership convenings, number of work-based learning activities held, and number of students impacted. Copies of program dashboards will also be provided.

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)

See attached budget forms.

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2023.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$65,000	\$65,000	\$65,000	\$65,000	\$260,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2023.

The Chamber of Commerce Hawaii has secured FY23 funding in the amount of \$55,000 from the Harold KL Castle Foundation to support its work-based learning activities (year two of a 2-year grant). The Chamber is also listed as the backbone organization for the Technology Sector Partnership in the University of Hawaii's grant application for the federal EDA Good Jobs Challenge. If awarded, funding is anticipated to be \$200,000. To expand its FY23 operations and workforce development programs, the Chamber will also seek a renewal of funding from State of Hawaii DLIR, Kamehameha Schools, and Hawaii P-20 Partnerships for Education (all of which awarded grant funds to the Chamber in FY22).

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 2023 for program funding.

See attachment.

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2021.

\$1.95 million as of 12/31/21.

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 Chamber of Commerce Hawaii has served as Sector Partnership convener since 2018 for the Healthcare and Engineering sectors with funding support from the Strada Foundation (2018 – 2020) and State of Hawaii DLIR (2021 – June 2022). As convener, the Chamber facilitated 70+ healthcare leaders and education partners as they focused on 1) supporting Healthcare Association of Hawaii's Health Workforce Initiative and the ten workforce development workstreams that resulted from the initiative; 2) systems integration, resulting in a decrease of emergency department utilization among pilot project cohort at The Queen's Medical Center. For its efforts, the Healthcare Sector Partnership was recognized as Hospice Hawaii's 2019 Healthcare Organization of the Year.

In February 2021, the Chamber launched the Engineering Sector Partnership and engaged 68 Hawaii-based engineering firms in the "Engineering K-Career Pathway Project" with Castle, Campbell and Waipahu school complexes aimed at providing high-quality WBL experiences for post-secondary success and career readiness. Priorities for the partnership are engineering career awareness, recruiting women in STEM, and helping students become math-ready for a career in engineering.

The Chamber has also served as Work-Based Learning Intermediary since 2018, expanding its support of our four partner schools over the past four years. This intermediary work has been grant funded by Harold K.L. Castle Foundation and Kamehameha Schools.

In close collaboration with Hawaii P-20 Partners for Education, Harold K.L. Castle Foundation, Kamehameha Schools and other community partners, the Chamber has connected hundreds of local employers with HODOE teachers and students for high-quality work-based learning.

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.

The Chamber team works out of its offices at 733 Bishop Street. It utilizes virtual meetings (Zoom) for a majority of its meetings. Work-based learning activities are either conducted virtually or on site at employers' places of business or at DOE schools.

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.

The Chambers' Education & Workforce Development team consists of three FTE. Team members' qualifications and experience follows:

- **Keala Peters**

- **Executive Director, Sector Partnerships**

- **Executive Vice President, Education & Workforce Development**

- Keala Peters leads the Chamber's education and workforce development strategic initiatives that help bridge business with education to support a strong talent pipeline for Hawaii. Serves as lead convener and strategist for Engineering and Healthcare Sector Partnerships, convening industry executives and solving for Hawaii's complex workforce development and economic development issues. Leading effort to stand up new statewide Technology Sector Partnership. Also manages Work-Based Learning Intermediary staff who facilitate connections between industry professionals and students/teachers.

- Keala is a dedicated community leader and kama`aina with 30 years experience leading global and Hawaii-based organizations in both the private and non-profit sectors, including Nike, Microsoft, Hawaii Pacific Health and The Queen's Health Systems.

- **Lord Ryan Lizardo**

- **Program Manager, Work-Based Learning**

- Lord Ryan Lizardo leads the Work-Based Learning (WBL) strategy and partnership with our four partner schools: Campbell High School, Kapolei High School, Pearl City High School, and Waipahu High School. His role includes connecting and facilitating new industry partnerships for our schools for a robust WBL landscape for their student population. These WBL opportunities include virtual field trips, guest speakers/teachers, internships, certifications, etc. His work also spans developing new systems for WBL initiatives that can be implemented and refined for industry WBL alignment.

- Until 2020, Lizardo was a teacher in the HIDOE and a Career Academy Lead at partner school Campbell High School.

- **Katie Kaahanui**

- **Program Manager, Hawaii is Hiring**

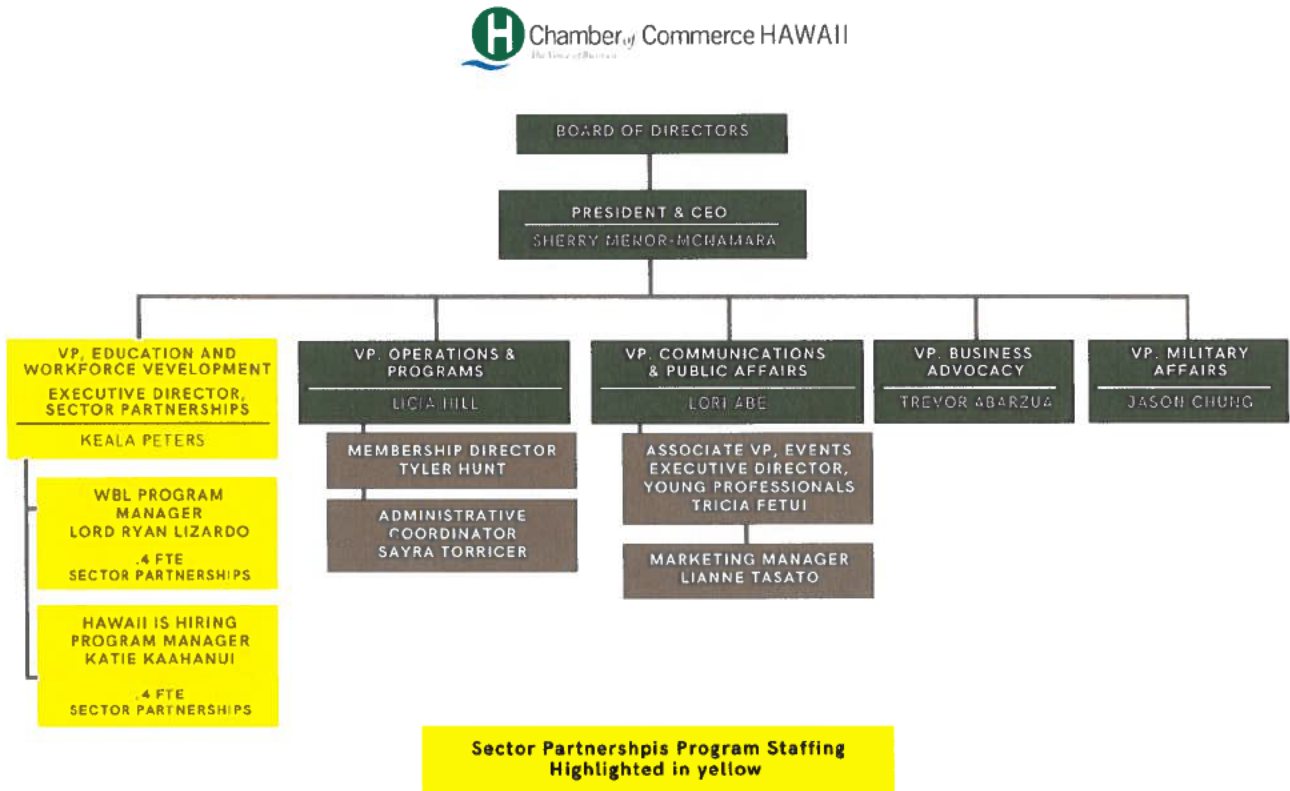
- Katie Kaahanui leads the Hawaii is Hiring initiative, including web design, outreach

and communications, career fairs, and strategic partnerships. She also supports logistical planning and coordination of various work-based learning projects and is responsible for facilitating employer and educator engagement through the Chamber's Sector Partnership initiative.

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.

Chamber of Commerce Hawaii Organizational Chart



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.

The salary range paid by Chamber of Commerce Hawaii to the three highest paid officers, directors or employees is \$100,000 - \$210,000. This range reflects salaries for 1. President & CEO; 2. Executive Vice President; 3. Vice President.

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.

Work-based Learning Program Manager is a licensed teacher in the State of Hawaii.

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.

No, funding from this grant will not be used to support or benefit any teachers, students or schools from sectarian schools or non-sectarian private educational institutions. It will be used exclusively to support activities that benefit students enrolled at State of Hawaii Department of Education schools, University of Hawaii System, and dislocated workers.

4. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2022-23 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2022-23, but
- (b) Not received by the applicant thereafter.

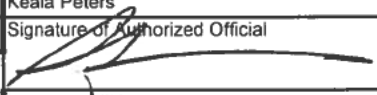
Chamber of Commerce will continue to seek grant support from State of Hawaii DLIR, Hawaii P-20, and private philanthropy partners. Additionally, Chamber of Commerce is a member-based, dues paying non-profit organization that relies on member dues for its operations.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2022 to June 30, 2023

App

Chamber of Commerce 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	122,500	163,000		44,000
2. Payroll Taxes & Assessments	14,000	17,000		4,000
3. Fringe Benefits	23,500	0		7,000
TOTAL PERSONNEL COST	160,000	180,000		55,000
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	10,000	5,000		
7. Telecommunication				
8. Utilities				
9. Teacher Training	7,500			
10. Student WBL	15,000	15,000		
11. Sector Partnership Convenings	6,000			
12. Classroom Supplies	10,000			
13. Consultant	51,500			
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	100,000	20,000		
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	260,000	200,000		55,000
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	260,000	Name (Please type or print)		Phone
(b) Total Federal Funds Requested	200,000	Keala Peters		808-224-9474
(c) Total County Funds Requested		Signature of Authorized Official		Date
(d) Total Private/Other Funds Requested	55,000			1/21/23
TOTAL BUDGET	515,000	Name and Title (Please type or print)		
		Sherry Menor-McNamara, President & CEO		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2022 to June 30, 2023

Applicant: _____ Chamber of Commerce Hawaii _____

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
EVP, Education & Workforce Development	1 FTE	\$150,000.00	40.00%	\$ 60,000.00
Program Manager, Work-Based Learning	1 FTE	\$72,000.00	50.00%	\$ 36,000.00
Program Manager, Hawaii is Hiring	1 FTE	\$53,000.00	50.00%	\$ 26,500.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				122,500.00
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2022 to June 30, 2023

Applicant: _____

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

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

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2022 to June 30, 2023

Applicant: _____

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: 2020-2021	FY: 2021-2022	FY:2022-2023	FY:2022-2023	FY:2023-2024	FY:2024-2025
PLANS	N/A					
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

App: Chamber of Commerce Hawaii Contracts Total: 472,935

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	Oahu Back to Work	2021	University of Hawaii CC	State	118,340
2	Oahu Back to Work	2021	University of Hawaii CC	State	47,190
3	WorkHawaii Virtual Tours	2020	Oahu Workforce Development Board	State	22,000
4	Hawaii is Hiring	2020	DLIR WDD	State	101,405
5	Military Affairs Council	2019	State GIA	State	50,000
6	Sector Partnerships	2019	UH	State	134,000
7					
8					
21					
22					
23					
24					
25					
26					
27					
28					
29					
30					