

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

Type of Grant Request:

Operating Capital

Legal Name of Requesting Organization or Individual: Dba.

Common Grace

Amount of State Funds Requested: \$ 54,965.00

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

Common Grace will help high-need keiki on Oahu by connecting them with caring, trained young adults and teenage mentors who provide weekly one-on-one mentorship. Common Grace targets elementary and middle school children aged 8-13 years old and pairs them with mentors aged 15-22 years old.

Amount of Other Funds Available:

State: \$ 54,965.00

Federal: \$ _____

County: \$ 199,225.00

Private/Other: \$ 153,336.00

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

\$ 0.00

Unrestricted Assets:

\$ \$273,135.26

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:

P.O. Box 31116

City: Honolulu State: HI Zip: 96820

Contact Person for Matters Involving this Application

Name:
Aries Jackson


Email:
aries@commongrace.org

Title:
Executive Director

Phone:
(808) 783-1097

Federal Tax ID#:

State Tax ID#



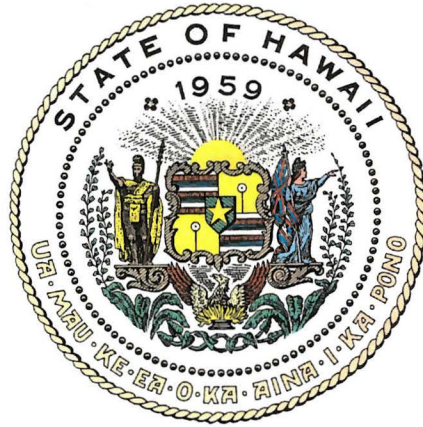
Authorized Signature

Aries Jackson, Executive Director

Name and Title

1/13/2023

Date Signed



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

COMMON GRACE

was incorporated under the laws of Hawaii on 02/07/2002 ; 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 04, 2023

Director of Commerce and Consumer Affairs

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

Aries Jackson

ARIES JACKSON, EXECUTIVE DIRECTOR

1/13/2023

AUTHORIZED SIGNATURE

PRINT NAME AND TITLE

DATE

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, 2022.

Attached

2. Declaration Statement

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

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](#).

This grant will be used by Common Grace for the public purpose of providing youth mentoring programs to support its mission to help high-need keiki in Hawaii's public schools by connecting them with trained volunteers.

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;

Since 1999, Common Grace has served over 3,600 students in carrying out a mission to help high-need keiki in Hawaii's public schools by connecting them with trained volunteers - caring teens and young adults - who provide one-on-one mentorship with "C.A.K.E" Compassion, Attention, Kindness, and Encouragement.

Common Grace's mission is to help in-need children in Hawaii's public schools by connecting them with caring young adults and teenagers who serve keiki through one-on-one

mentorship. Common Grace aims to heal the impact of instability in the lives of highly-vulnerable children.

In over two decades of service, Common Grace has been recognized for its ability to truly impact the lives of Hawaii's keiki. In 2007, Common Grace received the Partnership in Education Award from the HDOE, and in 2009, founder Jay Jarman was named Hawaii's Outstanding Advocate for Children & Youth by the Hawaii State Legislature.

2. The goals and objectives related to the request;

Caring relationships are the single most important factor to strengthen a child's resilience and to increase their ability to adapt positively to challenges. This is the reason why, since 2003, Common Grace's chosen GOAL is to facilitate quality, caring non parental relationships for public school children who may lack even a single caring relationship.

Common Grace's OBJECTIVE at the conclusion of the 2023-2024 school year is to have served 120 mentees, 120 mentors, and 20 kupuna for a total of 270 unduplicated individuals.

3. The public purpose and need to be served;

Hawaii's children are facing an unprecedented range of mental and emotional health problems. Left unaddressed, these problems will have negative impacts at the individual, family, and community level.

According to the 2019 Hawaii High School Risk Behavior Survey, 34.7% of youth felt sad or hopeless almost every day for 2 or more weeks in a row so that they stopped doing usual activities. This topic is punctuated by the 1999 Columbine High School Massacre, which prompted the creation of Common Grace. In less than 20 minutes, two teens killed 12 students and a teacher and wounded 21 others. There have been 229 school shootings since the Columbine massacre. Recent research has shown that many attackers disclosed to peers that they experienced loneliness prior to the attack (American Counseling Association).

Although mental health incidents have been increasing, the availability of trained professionals has decreased. "The National Association of School Psychologists currently recommends a ratio of one school psychologist for every 500 students. Last year, Hawaii employed 61 school psychologists — about one for every 2,800 students." (Civil Beat, 2022). Desire DeSoto, a counselor at Waianae High School, told Hawaii Public Radio that over a 27-year career, the last two years "have been the most challenging for the children and the community. There is a lot of depression and anxiety. There was this going on before the pandemic, but the pandemic just kind of exacerbated that." DeSoto continued by saying before the pandemic her caseload was 30 students. As of October 3, 2022, it was 460. "Personally, this is the closest I've come to just saying, it's time for early retirement," said DeSoto. "Because the need is so great, and I don't feel like I can fill it. I'm just putting out fires everywhere, and not really feeling proactive."

A Civil Beat article from November 2022 stated, "After-school programs are one of the main ways the education system has set out to regain academic and social-emotional learning lost during the height of the pandemic...Kids in after-school programs do better on tests, are absent

from school less, and get more socialization than many of their peers.” The reality is that demand for after-school programming far exceeds the supply. The article went on to cite Afterschool Alliance in its projection “that in 2020 more than 74,000 children (in Hawaii) would have enrolled in a program if one were accessible.”

Children need caring relationships now more than ever to help fill professional counseling shortfalls and a limited supply of after-school programming.

Keiki aren't the only members of the population affected by loneliness. On the island of Oahu 19% of older adults live alone, according to data compiled by the University of Hawaii Center on Aging (UHCA). As part of the Age-Friendly Honolulu initiative, UHCA found 24% of the county population was age 60 and older in 2019, and was expected to increase to 29% of the total population by 2040. “Studies in the Europe and the U.S. link chronic loneliness to poor physical health and an increased risk of dementia, coronary heart disease, and stroke. Researchers have likened loneliness to high blood pressure or smoking 15 cigarettes a day as a risk factor for premature death”, according to a January 2023 article published in Rotary magazine.

4. Describe the target population to be served; and

Common Grace will help high-need keiki by connecting them with caring, trained young adults and teenage mentors who provide weekly one-on-one mentorship. Common Grace targets elementary and middle school children aged 8-13 years old and pairs them with mentors aged 15-22 years old. Common Grace serves the needs of kupuna through an intergenerational fellowship program activities for kupuna, young adults, and keiki.

5. Describe the geographic coverage.

Over the organization's 23-year history, Common Grace staff and volunteers have worked extensively with the Hawaii Department of Education (HIDOE) in building strong relationships with schools around the island of Oahu, sustaining close ties with current HIDOE administrators.

To date, Common Grace has built lasting partnerships with school counselors, teachers, mentors, and mentees from 7 elementary schools, 3 middle schools, 12 high schools, and 3 churches located around Oahu. Common Grace also collaborates with Palolo Chinese Home and with the nonprofit KEY Project in Windward Oahu to provide intergenerational fellowship activities like reading, games, and other activities to be shared between mentors/mentees and kupuna.

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;

Common Grace will offer two mentorship programs: Malama Mentors for elementary school mentees and Mohala Mentors for middle school mentees. Both programs will train and pair older teens and young adult mentors and match them with students who are referred to Common Grace by teachers and counselors at partner schools. Mentorship sessions are once-a-week for one hour, taking place at least 21 times during the school year. Malama Mentors sessions consist of 10 minutes of listening, 20 minutes of reading, and 30 minutes of playing. Mohala Mentors sessions are more flexible and align with mentees' interests.

In December, Common Grace offers a free Holiday event for mentors and mentees and family members to bond outside of school.

A free March event presents another opportunity for all mentors and mentees to bond outside of school.

One closing event per district (Honolulu, Leeward, and Windward) takes place in May to celebrate the year.

Common Grace also offers Kupuna Fellowship programming. Mentors and mentees will meet regularly with kupuna in Honolulu at Palolo Chinese Home and monthly in Windward Oahu for intergenerational fellowship. Activities include singing, arts and crafts, reading, gardening, talking story, etc.

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

August 2023: Mentor candidates are referred by teachers and counselors and complete applications. They are interviewed and then selected using specific criteria, including school attendance record, two recommendations from school staff, and a history of displaying empathy and compassion for vulnerable students and communities.

October to November 2023: Elementary and middle school students who are potential mentees are identified by educators and referred to the program. Information packets and applications are sent to mentee parents.

October to November 2023: Mentors participate in six weeks of training. Mentor and mentee parents are invited to attend a program orientation. The first 4 sessions focus on the Common Grace C.A.K.E. values of Compassion, Attention, Kindness, and Encouragement. The final 2 sessions include a school visit and mentor team bonding exercises.

November to December 2023: After six weeks of training, mentors are matched with a child based on input from Common Grace and school staff and guidance from the Office of Juvenile Justice and Delinquency Prevention National Mentoring Resource Center. The minimum age gap between mentee and mentor is 5 years. Mentors spend an hour a week giving their one-to-one undivided attention to their mentee, under the supervision of a responsible adult. The hour is split into three sections: 10 minutes of listening, 20 minutes of reading and homework boosting (if

requested), and 30 minutes of playing. Six mentoring sessions will take place in the first school semester, mostly focused on building the bond between mentor-mentee. Co-Captains debrief with mentors at least twice in the first month of active mentoring.

December 2023, March 2024: During an end-of-semester debriefing, Common Grace staff meet with each mentor to provide support, resources, and troubleshooting. Mentor-Mentee bonding activities, e.g. visits to parks, the zoo, movies, etc., also occur.

January – May 2024: 15 mentoring sessions will take place in the second semester. While breakdown of activities during the hour-long session is similar, there is more emphasis on reading and homework help.

May 2024: End-of-year celebration for mentors, mentors and their families. Year-end debrief with schools. Program results such as attendance records, mentorship sessions, and completion of activities are compiled into an annual report which is used to evaluate progress toward annual objectives and adjust future program delivery.

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

The Collaborative for Academic, Social, and Emotional Learning (CASEL) is an organization based in Chicago, IL which over 20 years has refined and employed the social and emotional learning (SEL) process as an integral part of education and human development. According to CASEL, “SEL is the process through which all young people and adults acquire and apply the knowledge, skills, and attitudes to develop healthy identities, manage emotions and achieve personal and collective goals, feel and show empathy for others, establish and maintain supportive relationships, and make responsible and caring decisions.”

Common Grace's programs improve all five competencies in the CASEL Framework of social and emotional learning: Self-Awareness, Self-Management, Social Awareness, Relationship Skills, and Responsible Decision-making. Common Grace continuously evaluates student progress in these competencies and uses the information to improve its programming.

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.

Pre- and post- assessment surveys to evaluate progress toward the five CASEL competencies were developed by Common Grace and are administered to mentors and mentees at the start and end of each year. The surveys assess socio-emotional growth, strength of the mentor-mentee relationship, and leadership skills. Examples of survey results are listed below.

Of Common Grace MENTEES surveyed:

- 94% feel their mentor listens to them when they are talking
- 85% talk to their mentors about their day
- 93% trust their mentors
- 96% say their mentor is their friend
- 95% feel their mentors care for them
- Most mentees read out loud with their mentors

Of Common Grace MENTORS surveyed:

- 83% learned the importance of being dependable
- 76% became better at listening carefully and responding with empathy
- Almost 70% learned how to work with someone with whom they don't have a natural connection
- More than half of mentors gained a unique insight into generational differences
- Almost 70% learned new perspectives from someone with a different background than themselves

Program effectiveness will be determined by noting mentor and mentee progress between the pre- and post- assessment surveys.

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)

Attached: Budget Request by Source of Funds, Personnel Salaries and wages, Government contracts, grants, and grants in aid.

Budget forms for Equipment and motor vehicles and capital project details are not applicable to this request.

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2024.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$13,741	\$13,741	\$13,741	\$13,741	\$54,964

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2024.

Common Grace is seeking funds for fiscal year 2024 as follows:

Private, Individual Donors \$63,000 Secured
Church Foundations \$20,000 Secured
Cooke Foundation, Ltd. \$5,000 Pending
McInerny Foundation \$20,000 Pending
City & County of Honolulu Grant In Aid \$199,225 Pending

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.

None.

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.

Attached.

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2022.

\$273,135.26

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.

Common Grace's proprietary mentor training methods and materials have been thoroughly field-tested. The Malama Mentors program has served elementary school student mentees since 2015. In 2020, Common Grace launched Mohala Mentors for middle school students. Common Grace serves more HODOE schools with peer mentoring than any other nonprofit.

During the 2021-22 school year, 72% of the 13 elementary and 3 middle schools served by Common Grace were Title 1 schools. These results attest to the success of Common Grace's recipe for goodness, or C.A.K.E. (Compassion, Attention, Kindness, Encouragement.) Of the mentees served by Common Grace, 84% said their relationship with

their mentor is very important to them. And 82% of mentors from 9 high schools reported that they observed improvements in their mentees since their first meeting. The mentor selection process was very successful: more than 90% of 123 high school student mentors attended 90% of their scheduled mentorship sessions. According to an educator partner, “Our students truly look forward to the day of the week when our mentors come to campus. We have noted that the attendance of the students in the program have improved.”

Related contracts

Grantor: City & County of Honolulu Grant in Aid

Grant amount: \$119,861.00

Grant purpose: Support high school/elementary school mentoring

Contract #: YouthGrace CTS-DCS 2000021

Grant Period: October 2019-September 2020

Administrating Division: Dept. of Community Services

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.

Partner schools contribute classroom space to support mentoring sessions at no charge to Common Grace. Common Grace rents low-cost co-working space at BoxJelly and Palolo Chinese Home, and has free office space at Ruth Keelikolani Middle School in Honolulu. Under a partnership with the KEY project, some intergenerational activities for kupuna and mentor-mentees will take place at the Harry & Jeanette Weinberg Pavilion, the KEY Project Multi-purpose Center at 47-200 Waihee Road, Kahaluu. The KEY project site also includes a lo'i kalo and a garden.

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.

Common Grace has a professional staff of 5, bolstered by more than 120 trained volunteer high school and young adult mentors. Staff have the knowledge and experience in working with HIDOE in creating lasting and effective partnerships with schools and have the support of the HIDOE Superintendent. Executive Director Aries Jackson first came to Common Grace as a volunteer mentor, bringing her passion for the mission and a decade of management experience in international business. She leads a team that includes Emily Ta, Program Coordinator; Cashianelle Alfred, Program Assistant; Sofia Matias, Outreach Coordinator; and Sandy McKee, Administrative Assistant.

Executive Director Aries Jackson has a Master’s Degree in Marriage and Family Therapy, in which she focused on children’s counseling. **Program Coordinator Emily Ta** has a B.A. in English and a Masters of Education, in which she focused on implementing social and emotional learning at a Title I middle school. **Outreach Coordinator Sofia Matias** served as a high school mentor and intern for 3 years prior to joining the staff. **Program Assistant Cashianelle Alfred's** experience includes two years served as a high school mentor at Kaimuki High School, and one year as a Common Grace Co-Captain and intern. While working for Common Grace she is also attending college, majoring in Social Work. **Administrative Assistant Sandy McKee** previously worked as a legal assistant for five years at a Honolulu law firm and since 2018 has also been a self-employed writer and content creator. She has been a Common Grace Mentor and volunteer coordinator.

Area Director – Four Area Directors for West/Central Oahu, Middle Schools/Honolulu, Honolulu, and Windward, each manage three school partnerships in the same geographical area. Area Directors train mentors using the Common Grace curriculum, collaborate with schools to recruit and screen prospective mentors and mentees, oversee and train Co-Captains and Responsible Adults, and troubleshoot mentor-mentee match issues.

Responsible Adults & Co-Captains - Each school has at least one Responsible Adult and two Co-Captains. Responsible Adults are teachers, counselors, or other educators who chaperone mentorship sessions. High-performing high school and college-aged mentor-leaders are selected as Co-Captains. In addition to direct mentoring duties, they distribute and collect impact assessments from other mentors and submit them to their Area Director. Co-Captains also record program data such as attendance records, mentorship sessions, and completion of self-management skill-building activities.

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.

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.

<i>Executive Director:</i>	<i>\$58,240</i>
<i>Program Coordinator:</i>	<i>\$52,416</i>
<i>Program Assistant:</i>	<i>\$17,100</i>

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.

None.

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 2023-24 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2023-24, but
- (b) Not received by the applicant thereafter.

Sound fiscal stewardship has been a hallmark of Common Grace operations for two decades. The organization will continue sustain the grant activity beyond fiscal year 2023-2024 by relying on its current donor base as well as cultivating new funding. For the fiscal year ending December 31, 2023, the operating budget is projected at \$401,643. The \$54,964 State Grant in Aid requested is 13.6% of the operating budget. Common Grace is mostly funded (85%) through individual donors and has successfully increased donations each year. The remainder of revenue comes largely from foundations and events. An October 2022 event celebrating Common Grace's 20th anniversary raised \$95,000.

Common Grace programs are offered free of charge to keiki because most families cannot afford to pay the true cost of program services. Therefore, Common Grace largely relies upon trained volunteers for program delivery and so has a financially sustainable model that is extremely cost effective. If the 120 volunteer mentors were actually paid for the 30 hours each spends delivering mentoring services each school year, the cost would total \$115,560. (Based on the 2021 Independent Sector value of \$32.10 per volunteer hour in Hawaii.)

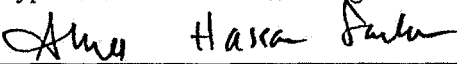
**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS PURSUANT TO
CHAPTER 42F, HAWAII REVISIED STATUTES**

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.

<u>Common Grace</u> (Typed Name of Individual or Organization)	
	1/06/2023
(Signature)	(Date)
<u>Arius Jackson</u> (Typed Name)	<u>Executive Director</u> (Title)

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2023 to June 30, 2024

Applicant: Common Grace

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested
A. PERSONNEL COST				
1. Salaries, Wages, Fringe Benefits	44,715		91,155	95,286
2. Professional and Contractual Services			76,000	35,000
TOTAL PERSONNEL COST	44,715	0	167,155	130,286
B. OTHER CURRENT EXPENSES				
1. Office Supplies, Postage			2,800	2,800
2. Auto Allowance			3,000	
4. Lease/Rental of Space			6,300	6,300
5. Staff Training			2,000	
6. Program Supplies	1,500		6,000	4,950
7. Telecommunication	1,750		720	
8. Computer Hardware			2,500	2,000
9. Four Events for Mentors & Mentees	7,000		8,750	7,000
TOTAL OTHER CURRENT EXPENSES	10,250		32,070	23,050
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	54,965		199,225	153,336
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	54,965	Aries Jackson 808-783-1097		
(b) Total Federal Funds Requested	0	Name (Please type or print) Phone		
(c) Total County Funds Requested	199,225	<i>Aries Jackson</i> 1/13/2023		
(d) Total Private/Other Funds Requested	153,336	Signature of Authorized Official Date		
TOTAL BUDGET	407,526	Aries Jackson, Executive Director		
		Name and Title (Please type or print)		

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: _____ Common Grace _____

Contracts Total: 1

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	City and County of Honolulu Grant in Aid	10/2019-9/2020	Department of Community Services	Honolulu	\$119,860.00
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