

**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:

Friends of Waialua Robotics, Inc.

Friends of Waialua Robotics or FWR

Amount of State Funds Requested: \$ \$200,000

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

FWR will support the Waialua Robotics STEM Learning Center's academic and enrichment outreach STEM opportunities. Due to the COVID-19 Pandemic, these opportunities will mitigate the detrimental effects of lost learning opportunities the past several years, especially those students who were socially and economically disadvantaged. Our after-school STEM programs bring academic support and enrichment outreach activities to children who will not otherwise have access to these opportunities.

Amount of Other Funds Available:

State: \$ 0

Federal: \$ 0

County: \$ 200,000 (applied)

Private/Other: \$ 25,000 (will apply)

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

\$ 75,000.00 Fiscal Year 2024

Unrestricted Assets:

\$ _____

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:

94-200 Meki Place

City:

State:

Zip:

Waipahu

HI

96797

Contact Person for Matters Involving this Application

Name:
Glenn S.B. Lee

Title:
President

Email:
glennsblee@yahoo.com

Phone:
808-781-2228

Federal Tax ID#:

██████████

State Tax ID#

██████████



Authorized Signature

Glenn S.B. Lee, President

Name and Title

January 11, 2024

Date Signed



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 (DCCA).

Vendor Name: Friends of Waialua Robotics Inc

DBA/Trade Name: Friends of Waialua Robotics

Issue Date: 01/11/2024

Status: **Compliant**

Hawaii Tax#:

New Hawaii Tax#:

FEIN/SSN#: XX-XXX4400

UI#: No record

DCCA FILE#:

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, 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, 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; and
- 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.
- 4) The use of grant-in-aid funding complies with all provisions of the Constitution of the State of Hawaii (for example, pursuant to Article X, section 1, of the Constitution, the State cannot provide "... public funds ... for the support or benefit of any sectarian or nonsectarian private educational institution...").

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.

Friends of Waialua Robotics, Inc.
(Typed Name of Individual or Organization)


(Signature)

January 11, 2024
(Date)

Glenn S.B. Lee, FWR President
(Typed Name) (Title)

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) Hawaii Compliance Express Certificate (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



GLENN S.B. LEE, PRESIDENT

JANUARY 11, 2024

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. Hawaii Compliance Express Certificate (If the Applicant is an Organization)

If the applicant is an organization, the applicant shall submit one (1) copy of a Hawaii Compliance Express Certificate from the Comptroller of the Department of Accounting and General Services that is dated no earlier than December 1, 2023. **See attached.**

2. Declaration Statement

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

3. Public Purpose

The applicant shall specify whether the grant will be used for a public purpose pursuant to [Section 42F-102, Hawaii Revised Statutes](#). **See completed application purpose.**

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;

Friends of Waiialua Robotics, Inc. (FWR) main purpose is to raise funds to support the Waiialua Robotics Program and its vision and mission. The program's goal is to encourage and to expose students to activities that relate directly to careers in STEM-related fields such as engineering, entrepreneurship, computer science, graphics, CAD, video, and web-page design in a community with limited or no access to these programs of study.

2. The goals and objectives related to the request;

FWR enhances learning and STEM opportunities through after-school programs at Waiialua High & Intermediate School. Free after-school programs bring STEM academic support, enrichment, and social activities to children who would not otherwise have access to these resources.

FWR will achieve this goal through the following objectives in the FY 2024-25:

- 1) We seek to serve 60 participating students and up to 5000 students both locally and around the World via our Outreach offerings.
- 2) Participants will have access to Outreach service-learning projects.
- 3) Participants will have access to daily homework help and academic STEM classes.
- 4) Participants will have access to STEM field trips and competitions both locally, Statewide, Nationally, and Internationally.
- 5) Participants will engage with the local community in social and STEM learning activities.

Success of the project in summary is defined by the following:

- 1) Provide funding support to help the Waialua Robotics Program increase the number of students who can participate in STEM learning activities and opportunities.
- 2) Provide funding support to help increase student achievement in STEM.
- 3) Provide funding support to help increase student pursuit of post-secondary STEM opportunities, higher education, and STEM careers.

3. The public purpose and need to be served;

Waialua is a former sugar mill town. The area experiences a high proportion of families living below the poverty level with 11.7% of the population. Out of the total population, 15.0% of those under the age of 18 and 9.0% of those 65 and older are living below the poverty level. The percentage of households in the school area with public assistance income is 9.2%. The percentage for the state is 7.6%. The percent of students eligible for free/reduced lunch is 47.8%. According to the most recent 2021 school status and improvement report (SSIR), 11.7% of residents in the school area have less than a high school education compared to 10.2% in the state of Hawaii. Only 27.4% of residents in the school area are college graduates with a bachelor's degree compared to 29.4% in the state. In addition, the low academic achievement of our students fosters a lack of public confidence in the ability of our school to meet student needs. For example, from the most recent student profile data that contains parent survey results, the Fall 2023 School Quality Survey Report (SQS), indicates that only 69.2% of the parents at Waialua High & Intermediate School (WHIS) expressed satisfaction with the school vs. 78.7% statewide, and the data indicates that many of the graduates need remediation at the post-secondary level which is well below the State average. There is a lack of family capital for a large population of the parents and guardians. Many of our parents and guardians do not have the funds, resources, and skills to support afterschool programs that support their children's academic growth. Cost, transportation, and program capacity restrict the number of families who can participate in current academic afterschool programs which is limited beyond the school day.

4. Describe the target population to be served; and

In all public high schools in the State of Hawaii, appropriated State-level funding is provided for some academic and enrichment activities afterschool. Examples include

OIA Sports, the Hawaii Academy of Science, Band, etc. However, regular funding to provide similar type STEM activities at the middle and high school levels afterschool are either extremely limited or non-existent.

To continue the Dept. of Education’s vision of utilizing a school-community network approach to engage community-wide support and responsibility for a middle and high school students’ education, health and well-being, it says that we must provide them with opportunities beyond the school day.

Providing students with both academic and/or enrichment activities help reinforce to improve outcomes in attendance, behavior, and course work/grades. In addition, it helps to reduce the high school dropout crisis by stopping the disconnection in the middle school years. Ultimately, the goal is to provide health, fitness, educational and social enrichment opportunities to better prepare them for high school, college, the workforce, and beyond.

5. Describe the geographic coverage.

School:

Central District Schools:

Waiialua High & Intermediate School – location of STEM Center

Haleiwa Elementary School

Waiialua Elementary School

Sunset Elementary School

Hawaii Technology Academy

Leilehua High School

Mililani High School

Outreach Events, Workshops, and Service Projects:

Oahu, Hawaii, Maui, Molokai, various U.S. mainland States, Canada, Japan, Korea, Indonesia, South America

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 scope of work is to provide learning and leadership opportunities through out-of-school programs for 60 participating students and up to 5000 students both locally and around the World via our Outreach offerings. Free after-school programs will be available to all students in our participating schools. After-school programs will operate for three hours every day, following the regular school calendar. Summer programs will operate for four hours daily over four weeks during June and July 2024. Weekends will offer up to 12 hours/day of STEM learning activities and opportunities.

Summary of STEM Robotics Afterschool Programs to be Offered:

2024-25 School Year After School: M-Friday, 3-6pm, Saturday (varies up to 12 hours/day)

- STEM-VEX Robotics 7th and 8th grade Robotics elective (25 students will participate)
- STEM- VEX Robotics 7th and 8th grade Competition teams (15 students)
- STEM-Robotics Engineering and Entrepreneurship Design, Graphics Technology and Digital Media, Multi-Media-Video
- Production (20 students)
- College & Career Center Outreach Events and Activities (all 60 students will participate)

Total Planned Participating-60 students total enrolled.

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

Our Program aligns with the HIDEOE calendar.

Annual Timeline FY25

July	Staff/Volunteer Training & Preparations for Fall 2024 Recruitment for 2024-25 SY Program registration and student orientation
August – November	Fall 2024 STEM Program Outreach Activities (service projects, competitions, demonstrations, tours, workshops, training) Quarterly family events Community service projects
December	Staff/Volunteer Training & Preparations for Spring 2025 Winter break
January - April	Spring 2025 STEM Program Outreach Activities (service projects, competitions, demonstrations, tours, workshops, training) Quarterly family events Community service projects
May	Program and academic evaluation 2024-25 SY
June	Summer programs Program Planning for SY 2024-25

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 Waialua Robotics Program monitors success by evaluating participants based on key indicators of success. We utilize a web-based system called Cayen Systems 21, which

pulls data directly from the schools. This relationship enables our program to directly access student data related to attendance, behavior, grades and standardized test scores. Thus, we can assess the progress of our students and compare them against the general school population. Program quality is assessed using surveys given to participating students, parents, the Community, program director, and the host school's administration and leadership team. Additional oversight is done by Advisory Boards, who meet twice annually to monitor programs and address concerns. The Advisory Board includes program staff, school faculty, parents, students, and community leaders. Program staff members maintain a shared drive with documentation of program performance, such as sign-in sheets, survey results, photos, success stories, and training materials.

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, the measure(s) of effectiveness will need to be updated and transmitted to the expending agency.

FWR will report on the following indicators of effectiveness:

- Number of program participants
 - o Target is 60, Outreach target audience is 5,000.
- Number of STEM project
 - o Target is 12 total.
- Number of competitions and field trips.
 - o Target is 20 total.
- Number of outreach events, workshops, and community service-learning projects
 - o Target is 1 per month, 12 total projects

Specific action plan to meet stated goals with measurable outcomes:

1. Annual student reflection papers demonstrating learning and personal experience.
2. Enabling activities: Use of hand and power tools, demonstrating safety first, adequate knowledge of science concepts related to the project, proficiency in programming in Java, creating a web page design tasks, Autodesk animation design tasks, Computer-aided drafting (CAD) with the use of Autodesk Inventor software tutorials, and developing multimedia video presentations.
3. Student participation during the extended construction period in designing and building the robot, documenting their experience via the new Impact Award (formerly Chairman's), updating and maintaining a Robotics team website, creating a robot design and animated video utilizing Autodesk software, and having an in-person or virtual Open House tour where donors, community members, and supporters can see what the students have been able to learn and accomplish in the program.
4. Participation and performance in the FIRST and VEX Robotics in-person and/or virtual competitions by team.
5. Media documents (newspaper articles), school newsletters, and parent bulletins will be kept.

6. The ability of the team in determining, analyzing, and meeting its financial objectives to support the WHS Robotics program this school year.
7. The ability of the team to look for other sources of funding and support to help sustain the program due to the lack of funds at the school level.
8. Participation in team building activities, community events, and school functions to exemplify and demonstrate what the students have learned and accomplished in the program.
9. Providing opportunities for participation in service projects, fundraisers, community outreach, and project-based solutions for clients.

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
\$60,000	\$60,000	\$30,000	\$50,000	\$200,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2025.

City and County of Honolulu Grant-In-Aid FY25	\$200,000 applied
First Hawaiian Bank Foundation	\$10,000 plan to apply
Hawaiian Electric Company	\$5,000 plan to apply
Corteva Agriscience	\$5,000 plan to apply
Waialua Federal Credit Union	\$5,000 plan to apply

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 three years and will be receiving for fiscal year 2025 for program funding.

City and County of Honolulu Grant-In-Aid FY2024 \$198,739
State of Hawaii Grant-In-Aid FY2024 \$75,000

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2023.

The balance of unrestricted current assets as of December 31, 2023 is \$195,797.84.

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.

Friends of Waialua Robotics has the organizational skills, abilities, knowledge, and experience to support the Waialua Robotics Project. Our strengths include: 1) staff who work full-time, part-time, or volunteer at the school; 2) access to student behavioral, attendance and academic data, which helps us identify and address problems collaboratively with parents and teachers; and 3) relationships with dozens of community partners who bring experiential learning opportunities in a range of disciplines; 4) a strong relationship with Waialua High & Intermediate School, which has benefitted programs and students.

During the most recent completed project period, 2022-23 School Year from June 1, 2022 to May 31, 2023 the Waialua Robotics Program met regularly in-person, provided learning opportunities for students, and participated in various VEX and FIRST Robotics Competitions locally, Statewide, and Nationally throughout the school year.

Below is a List of Key Highlights, Awards, and Honors received:

Students:

- 2022 FIRST Robotics Tidal Tumble Competition-Tournament Champions
- 2022 FIRST Robotics Chezy Champs Most Improved Team Award and Tournament Quarter Finalist
- 2022 VEX Crusader Tournament #1-Team 3590A-Design Award
- 2022 VEX Jr. Searider Tournament-Team 359C-Design Award
- 2022 VEX Jr. Searider Tournament-Team 359B-Excellence Award

- 2022 VEX Big Island Tournament-Team 359B Innovate Award and Finalist
- 2022 VEX Big Island Tournament-Team 359C Think Award and Finalist
- 2022 VEX North Shore Tournament-Finalist-Team 359C Skills Champion
- 2022 VEX North Shore Tournament-Finalist-Team 359B Skills Finalist
- 2022 VEX North Shore Tournament-Volunteer of the Year-Rhea Mae Arellano
- 2022 VEX West Oahu Tournament-Team 359B Excellence Award and Tournament Champion
- 2022 VEX Crusader Tournament #2-Team 3590A-Tournament Champion
- 2022 VEX Crusader Tournament #2-Team 359C-Tournament Champion
- 2022 VEX Crusader Tournament #2-Team 359B-Design Award
- 2022 VEX Crusader Tournament #2-Team 3590A-Innovate Award
- 2022 VEX Crusader Tournament #2-Team 3590B-Build Award
- 2022 VEX Hawaii Middle School Championship-Team 3590A Tournament Finalist and Design Award
- 2023 VEV Hawaii Middle School Championship-Team 3590B Tournament Champion and Think Award and Robot Skills Champion Award
- 2023 VEX Hawaii High School Championship-Team 359B-Excellence Award and Tournament Finalist
- 2023 VEX Hawaii High School Championship-Team 359C-Amaze Award
- 2023 FIRST Robotics Canadian Pacific Competition-Gracious Professionalism Award
- 2023 FIRST Robotics Canadian Pacific Competition-Tournament Champion
- 2023 FIRST Robotics Canadian Pacific Competition-Dean’s List Award-Bowen Cassel
- 2023 FIRST Robotics Ventura County Competition-Tournament Finalist
- 2023 FIRST Robotics Ventura County Competition-Excellence in Engineering Award
- 2023 FIRST Robotics Hawaii Competition-Tournament Champion
- 2023 FIRST Robotics Hawaii Competition-Woodie Flowers Finalist Award – Jefferson Bruno
- 2023 FIRST Robotics Hawaii Competition-Impact Award
- 2023 FIRST Robotics Las Vegas Competition-Tournament Champion
- 2023 FIRST Robotics Las Vegas Competition-Quality Award
- 2022 FIRST Robotics Championship-Tournament Semi Finalist
- 2023 VEX Robotics Championship-Tournament Quarter Finalist

Waialua High School Robotics (WHIS) Graduating Senior Class of '22 – 3 Students.

- All 3 Students Graduating with Honors 3.0 GPA and up. 2 Students – WHIS Valedictorian

Teachers:

- Glenn Lee – 2021 Presidential Award for Excellence in Mathematics and Science State of Hawaii Finalist (still pending National Award).

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.

Friends of Waialua Robotics will provide support of the Waialua Robotics Program, which operates under 12,500 square ft. of dedicated workspace in Buildings U and I, and a portion of the school cafeteria. The program has operated for 24+ years and has steadily grown to its current dedicated workspaces today. The school is committed to continue providing the facilities necessary to ensure implementation and success of program goals.

Accessibility to the program facilities can be done 24 hours a day, 7 days a week, including breaks, weekends, and the summer periods.

For more detailed information and pictures of the Waialua Robotics Program facilities, please visit:

<https://waialuarobotics.com/facilities/>

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 Waialua Robotics Program personnel (volunteers, mentors, staff) are responsible for daily operations of the STEM learning activities at each school. They work on-site and are directly involved with students, teachers and administrators every day.

Each area of our program personnel has a group leader who has 15 or more years' experience working in a leadership or supervisory capacity in an after-school or community youth outreach setting.

Program support leaders teach classes, run activities, assist with homework, chaperone competitions/events and collaborate with partner instructors. We maintain a maximum of 8:1 leader to student ratio to ensure adequate supervision and individual attention. Program support leaders must have a year or more of experience or related experience in youth development. The Project Director oversees program staff to provide training, employ policies and procedures, identify and implement best practices, monitor progress toward goals, and support community outreach. This position is assigned to directly oversee all areas of our program. The Project Director has strong analytical, interpersonal and communication skills with the ability to manage multiple projects simultaneously.

The President of Friends of Waialua Robotics is the lead staff person and public face of the organization. He is responsible for organizational strategy, sustainability, operations, and management in accordance with the FWR by-laws and mission of the Waialua Robotics Program. He reports to the Board of Directors. This individual has a proven track record of leadership, fiscal management, and program management.

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.

Friends of Waialua Robotics, Inc.

Board of Directors and Officers:

Updated and Effective 8-25-2023

Officers:

President – Mr. Glenn S.B. Lee, Waialua High & Intermediate School Teacher

Vice President – Mr. Sean Lunasco, Waialua High & Intermediate School Technology

Coordinator Assistant

Secretary – Ms. Rhea Mae B. Arellano, full time student University of Hawaii Manoa

Treasurer – Ms. Linda T. Souza, Waialua High & Intermediate School Educational Assistant

Board of Directors:

President – Mr. Glenn S.B. Lee

Community – Mr. Randy Wood, retired Electrical Engineer

Community - Mr. Melvin Matsunaga, retired Machinist

Alumni – Mr. Cody Miyataki, After-School All-Star Hawaii Program Manager

Mr. Malcolm Menor, Nuclear Engineer, Pearl Harbor Naval Shipyard and Intermediate Maintenance Facility (PHNSY & IMF)

Mr. Jefferson Bruno, Hawaiian Airlines Engineer

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 three highest paid positions of Friends of Waialua Robotics, Inc. are:

President \$10,000 effective January 1, 2023

Vice-President \$10,000 effective January 1, 2023

Treasurer \$1,000 effective January 1, 2023

Secretary \$1,000 effective January 1, 2023

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 2024-25 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2024-25, but
- (b) Not received by the applicant thereafter.

Sustaining these programs is always a challenge because there is insufficient federal and state funding to meet the demand for after-school STEM programs in middle/intermediate and high school. The Waialua Robotics program is largely supported through private/foundational grants, fundraisers, and government grants. These include the 21st Century Community Learning Center grant and UPLINK. This public funding does not cover the full costs of programming, so Friends of Waialua Robotics tries to provide additional support in program costs.

Additionally, funding is needed to meet the negative effects of Covid-19 guidelines. The biggest issues are staffing and space, both of which have been strained by the pandemic. Covid protocols had dictated students must work in smaller, more socially distanced groups. Thus, program costs are higher than prior to Covid-19, while the needs of students are much greater. In addition, many more of our participating students have suffered family financial hardships which make it challenging to impossible to participate in competitions and events.

In addition to government grants, foundation grants come from sources including the McInerney Foundation and the Hawaii Community Foundation. ASAS Hawaii has an annual fundraiser, held virtually this year, raising private donations to support this important work.

If state funding is not received or only a fraction of our FY2025 request, Friends of Waialua Robotics will continue to fund its program through a diverse revenue plan including public and private grants, corporate support, and individual donations. However, the extent of those services, the number of participating students, and the number of volunteer opportunities for kupunas will be affected.

Over the course of the last several years, the number of students in the Robotics Program has varied depending on a range of factors, both internal and external which affects both student interest and accessibility for student participation. COVID played a huge factor in testing our ability to offer program activities to students in-person, but we were able to use our creativity to offer remote/distance learning in addition to providing traditional learning opportunities by cohort. The Waialua Robotics program has proven to be sustainable since its inception in August 1999. They have built, grown, and continued to operate as a year-round program for the past 24+ school years. Their focus on program improvement and flexibility has allowed them to sustain a program that requires lots of funding, mentorship, and facilities to succeed.

The program is still highly dependent on school support, sponsorships from many sources of funding from local foundations, State and Federal level grants, many volunteers, and community partnerships which are vital to the sustainability of the program offerings.

However, the support has been well-established, very strong, providing much needed support for students in the form of supplies, equipment, and subsidizing registration, travel, uniform and training costs so that students can participate in STEM Robotics competitions, Outreach Events, and Entrepreneurial Partnership project opportunities.

This funding request is an opportunity for our program to expand and reach more participating students due to the high demand of families that want to have their child participate. We have an adequate number of staff volunteers/mentors and dedicated facilities to ensure that our program offerings continue.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2024 to June 30, 2025

Applicant: Friends of Waiialua Robotics, Inc.

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
A. PERSONNEL COST				
1. Salaries				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
TOTAL PERSONNEL COST				
B. OTHER CURRENT EXPENSES				
1. Airfare	20,000		32,761	25,000
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies	62,000		18,000	
7. Telecommunication				
8. Utilities				
9. Transportation	17,000			
10. Indirect			9,000	
11. STEM Registrations/Competitions	31,000			
12. Professional and Contractual Services	40,000		52,239	
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				
TOTAL OTHER CURRENT EXPENSES	170,000		112,000	25,000
C. EQUIPMENT PURCHASES	30,000		88,000	
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	200,000	0	200,000	25,000
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	190,000	Glenn S.B. Lee (808) 781-2228		
(b) Total Federal Funds Requested	0	Name (Please type or print) Phone		
(c) Total County Funds Requested	200,000	<i>Glenn S.B. Lee</i> January 11, 2024		
(d) Total Private/Other Funds Requested	25,000	Signature of Authorized Official Date		
TOTAL BUDGET	415,000	Glenn S.B. Lee, President Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2024 to June 30, 2025

Applicant: Friends of Waialua Robotics, Inc.

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Not Applicable				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
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				\$ -
				\$ -
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				\$ -
				\$ -
				\$ -
TOTAL:				
JUSTIFICATION/COMMENTS: NOT APPLICABLE				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2024 to June 30, 2025

Applicant: Friends of Waialua Robotics, Inc.

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Forklift Vehicle Equipment: Minimum Features and Requirements: - Mast 3 Stage 189" Overall Lift Height/84" collapsed height -Base Capacity 3500 lb. Solid Pneumatic Tires -Propane Fuel System - Side Shifting Carriage -Front combination working lights -Amber strobe lamp -Back up alarm -42" forks Quantity = 1	1.00	\$50,000.00	\$ 50,000.00	50,000.00
Hand Tools - screwdrivers, wrenches, etc.	4	\$5,000.00	\$ 20,000.00	20,000.00
Tool Boxes and Shelving for Tools	2	\$9,000.00	\$ 18,000.00	18,000.00
			\$ -	
			\$ -	
TOTAL:	7		\$ 88,000.00	88,000.00

JUSTIFICATION/COMMENTS:

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
Not Applicable			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2024 to June 30, 2025

JUSTIFICATION/COMMENTS:

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2024 to June 30, 2025

Applicant: Friends of Waialua Robotics, Inc.

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: 2022-2023	FY: 2023-2024	FY:2024-2025	FY:2024-2025	FY:2025-2026	FY:2026-2027
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS:		NOT APPLICABLE				

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Friends of Waialua Robotics, Inc.

Contracts Total: **273,739**

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	Hawaii State Legislature GIA 2024 (previous year)	July 1, 2023-June 30, 2024	State of Hawaii	State of Hawaii	75,000
2	City & County GIA 2024 (previous year)	July 1, 2023-June 30, 2024	City & County of Honolulu	City & County of Honolulu	198,739
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