

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



AUTHORIZED SIGNATURE

Anthony K. Shriver, Founder, Chairman, and CEO

PRINT NAME AND TITLE

12/11/2024

DATE

**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:

Best Buddies Hawaii, LLC

Amount of State Funds Requested: \$ 85000

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

Best Buddies Hawaii, LLC requests \$85,000 to provide friendship and leadership development to 300 students with and without intellectual and developmental disabilities (IDD) at 30 schools on Maui and Oahu. The project supported by this funding will deliver 72 inclusive group activities that allow students with disabilities to form friendships with their typical peers, and provide local and national leadership training to a minimum of 30 students, preparing them to successfully execute volunteer-led programs at their schools.

Amount of Other Funds Available:

State: \$ 0
Federal: \$ 0
County: \$ 85,000
Private/Other: \$ 0

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

\$ 123,308

Unrestricted Assets:

\$ 142,028

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 2171

City:

Ewa Beach

State:

HI

Zip:

96706

Contact Person for Matters Involving this Application

Name:

Elizabeth Mahoe

Title:

Director, Mission Advancement

Email:

elizabethmahoe@bestbuddies.org

Phone:

(808)650-1305

Authorized Signature

Anthony K. Shriver, Founder, Chairman, and CEO

Name and Title

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: BEST BUDDIES HAWAII LLC

Issue Date: 12/11/2024

Status: **Compliant**

Hawaii Tax#: 96506026
New Hawaii Tax#:
FEIN/SSN#: XX-XXX9591
UI#: No record
DCCA FILE#: 98910

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	Compliant
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 REVISD 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; and
- 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.
- 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, 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.

Best Buddies Hawaii, LLC

(Typed Name of Individual or Organization)

(Signature)

Anthony K. Shriver

(Typed Name)

(Date)

12/11/2024
Founder, Chairman, CEO

(Title)

Public Purpose

§42F-102 Applications for grants. Requests for grants shall be submitted to the appropriate standing committees of the legislature at the start of each regular session of the legislature. Each request shall state:

- (1) The name of the requesting organization or individual

Best Buddies Hawaii, LLC

- (2) The public purpose for the grant

The public purpose of the grant is to deliver inclusion services in Hawaii schools and communities to remove the physical and social barriers that prevent individuals with intellectual and developmental disabilities (IDD) from creating meaningful relationships with their typical peers. As a result, students with IDD gain and practice functional social skills in a safe and supported environment. These social skills help prepare them for successful post-secondary outcomes. Additionally, participants without disabilities learn that those with IDD have many strengths and abilities – knowledge which helps them understand and support inclusion in schools, communities, and workplaces.

- (3) The services to be supported by the grant

The grant will support inclusion programs for students with and without IDD at 30 public schools in Hawaii by providing opportunities for friendship and leadership development to a minimum of 300 participants with and without IDD, delivering 72 inclusive group activities, and training a minimum of 30 student leaders.

- (4) The target group

The target group served by this request includes students with and without IDD attending 30 public elementary schools, middle schools, high schools, and colleges.

- (5) The cost of the grant and the budget. [L 1997, c 190, pt of §3; am L 2014, c 96, §6]

The cost of the FY26 GIA request is \$85,000. The budget for the grant is as follows:

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2025 to June 30, 2026

Applicant: Best Buddies Hawaii, LLC

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	62,050		60,668	17,807
2. Payroll Taxes & Assessments				5,396
3. Fringe Benefits	9,307		12,134	16,029
TOTAL PERSONNEL COST	71,357		72,802	39,232
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				3,300
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training			423	610
6. Supplies			375	100
7. Telecommunication				
8. Utilities				2,515
9. Indirect Costs	13,643		10,200	59,412
10. Travel			1,200	3,600
11. Other				29,614
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				
TOTAL OTHER CURRENT EXPENSES	13,643		12,198	99,151
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	85,000		85,000	138,383
SOURCES OF FUNDING		Budget Prepared By: Jessica Wylie 704-615-9073 Name (Please type or print) Phone Signature of Authorized Official 12/19/2024 Date Anthony K. Shriver, Founder, Chairman, CEO Name and Title (Please type or print)		
(a) Total State Funds Requested	85,000			
(b) Total Federal Funds Requested				
(c) Total County Funds Requested	85,000			
(d) Total Private/Other Funds Requested	138,383			
TOTAL BUDGET	308,383			

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. Hawai'i Compliance Express Certificate (If the Applicant is an Organization)

If the applicant is an organization, the applicant shall submit one (1) copy of a Hawai'i Compliance Express Certificate from the Comptroller of the Department of Accounting and General Services that is dated no earlier than December 1, 2024.

2. Declaration Statement

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

3. Public Purpose

The applicant shall specify whether the grant will be used for a public purpose pursuant to [Section 42F-102, Hawai'i Revised Statutes](#).

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;

Founded in 1989, Best Buddies has 36 years of experience delivering school-based inclusion programs that reduce the social isolation of individuals with intellectual and developmental disabilities (IDD) by providing them opportunities for friendship with typical peers and leadership development. Best Buddies first launched Hawai'i programs and hired local staff in 2008 on Maui. Since then, we have grown to support inclusion chapters at 40 public elementary, middle, high school, and college chapters and engage 388 individuals with and without IDD in inclusive opportunities across the state.

2. The goals and objectives related to the request;

The goal of the project is to reduce social isolation among Hawai'i students with IDD by increasing opportunities for meaningful social interactions with their typical peers. The project will address the physical and social barriers that prevent students with and without IDD from forming friendships by developing inclusive school communities at 30 public schools in Hawai'i. The objectives of the project are to engage 300 members with and

without IDD, deliver 72 inclusive group activities, and provide leadership training to a minimum of 30 students at the local or national level. We anticipate a positive impact on 3,000 children and adults in Hawai'i.

3. The public purpose and need to be served;

In Hawai'i, only 16.68% of students with intellectual disabilities spend most of their day in inclusive settings. (U.S. Department of Education, 2022-2023) Lower than in 31 states and territories, and 4.99% lower than the national average, this figure indicates that 83.32% of Hawai'i students with intellectual disabilities spend a significant part of their day in a separate setting.

Friendships and social relationships with peers are important for all people, with and without disabilities. (Friedman & Rizzolo, 2018) For young people and children, friendship is positively related to emotional and behavioral development. (Petrina et al., 2014) Conversely, targets of victimization and bullying in their youth experience a long-term negative impact on their well-being into adulthood. (Blanchflower and Bryson, 2024) Studies show that students with disabilities are disproportionately represented within the bullying dynamic, and this disproportionate representation is pervasive over time. (Rose & Gage, 2017) In addition to facing increased rates of victimization, youth with IDD participate in fewer social, recreational, community, family enrichment, and formal activities per month compared to their typical peers. (Rose & Gage, 2017; Corbett et al., 2014)

Because the overwhelming majority of students with intellectual disabilities in Hawai'i spend most of the school day in separate setting, they need a formal option to bridge the barriers between them and their typical peers. Social barriers and physical barriers, such as the walls of a classroom, isolate individuals with IDD from their typical peers in schools, creating a need for services that promote positive school environments, decrease the impact of restrictive settings, and alleviate the damaging social isolation and loneliness that people with IDD frequently experience.

The public purpose of this request is to deliver inclusion services in Hawai'i schools to remove the physical and social barriers that prevent individuals with IDD from creating meaningful relationships with their typical peers. As a result, students with IDD gain social skills that prepare them to become college and career-ready and successfully navigate their communities independently. Additionally, students without disabilities learn that people with IDD have many strengths and abilities – knowledge which makes them understand the benefits of inclusion in schools, communities, and workplaces. By addressing the need for individuals with and without IDD to benefit from interacting with each other, Best Buddies prepares program participants to continue to promote inclusion in Hawai'i schools, communities, and workplaces.

4. Describe the target population to be served; and

The target population served by this request includes elementary, middle, high school, and college students with and without IDD attending 30 public elementary schools, middle schools, high schools, and colleges in Hawai'i.

5. Describe the geographic coverage.

Best Buddies currently delivers inclusion services at 40 schools on the islands of Lana'i, Maui, Moloka'i, and Oahu. The project funded by this request will serve schools in the existing service areas of Ewa Beach, Honolulu, Hoolehua, Kahului, Kailua, Kaneohe, Kapolei, Kihei, Lahaina, Lanai City, Makawao, Mililani, Pearl City, Waianae, and Wailuku.

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;

Best Buddies engages students with and without IDD in Hawai'i elementary schools, middle schools, high schools, and colleges in inclusive programming and activities. To achieve the outcomes of this grant request, Best Buddies will sustain and grow our chapters at 30 public schools in Hawai'i.

Best Buddies school-based chapters operate as student-led clubs that engage students in activities on-campus and in the community. Best Buddies staff trains student leaders with and without IDD to deliver inclusion programs at their school, with robust support from Best Buddies staff throughout the academic year.

This project will involve partnerships with 30 participating elementary, middle, high schools, and colleges who will provide administrative support through the official recognition of Best Buddies as a school club; offer the use of school facilities for chapter meetings and activities; and assist with providing accessible transportation for participants to attend events, as needed.

Each partner school selects a teacher to assist with chapter organization as well as the use of school facilities for chapter activities. Best Buddies staff work closely with teachers to identify and recruit a minimum of one student with IDD and one typical peer to serve as officers in their chapter. Each chapter requires a student leader to serve as a chapter president. Best Buddies staff supports and encourages chapter leadership to make sure student officer roles include members with IDD.

Chapter presidents attend the annual Best Buddies International Leadership Conference each summer to learn from presenters and peers about volunteer management and recruitment strategies, program expectations, effective communication skills, and how to address challenging situations. This conference prepares chapter presidents to return to their schools, share new knowledge and strategies with other student leaders, and successfully recruit students with and without IDD as chapter members. After a chapter completes the member recruitment and application process, Best Buddies pairs students with IDD in one-to-one friendships with their typical peers, arranged with the help of student leaders and volunteer faculty advisors. Factors such as common interests, schedules,

preferences, and transportation needs are considered to ensure that the new friendships have the greatest chance for success. Once one-to-one friendships have been formally launched at a kick-off event called a “match party,” Best Buddies staff support participants in their commitment to being in a friendship for the full academic year. Participants in one-to-one friendships contact each other at least weekly by phone, e-mail, or social media, and meet in-person twice per month. They maintain regular communication, participate in leisure activities together, and attend inclusive group activities and chapter events.

Best Buddies’ director of mission advancement will provide training, resources, and ongoing support for the program manager to ensure that goals and deadlines are met to achieve maximum program impact. Both staff members also facilitate virtual activities available to members across Hawai’i on a regular basis, conduct outreach to schools and volunteers, plans program activities and regional trainings, and recruit volunteers. The director, state operations supervises the director, mission advancement and oversees the project in its entirety to ensure activities are on pace to achieve targets.

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

The following is our timeline, including staff responsibilities and milestones:

July – September 2025 – Best Buddies staff members, student leaders and chapter advisors attend the annual Best Buddies International Leadership Conference at Indiana University in Bloomington, IN. Hawai’i student leaders participate in leadership training, networking opportunities, and workshops delivered by Best Buddies staff and experts in the disability services field. Student leaders return home and finalize planning chapter activities for the 2025-2026 school year.

October – December 2025 – Best Buddies staff conduct trainings for advisors and student officers. Staff assist student leaders and advisors in the programmatic planning of their school year and prepare them to conduct IDD awareness training for all volunteers. Staff identify and onboard school-based chapters served by providing training, content, and support as they begin conducting activities. By the end of November 2025, chapters will have recruited 300 members and trained a minimum of 15 student leaders. Chapters deliver an average of seven inclusive activities per month.

January - March 2026 – Program staff plan and promote local training, Back to Best Buddies training day, for chapter leaders. Staff work with advisors and chapter leaders to create a plan for the spring semester and continue supporting chapters through remote check-ins and in-person site visits. March is Best Buddies Month. Staff work to engage all programs and volunteers in Best Buddies month celebrations and the annual Spread the Word campaign. Member recruitment continues throughout the year. Chapters deliver an average of seven inclusive activities per month.

April – June 2026 – Program staff interviews, identifies, and selects new chapter leadership for the following school year and hosts Back to Best Buddies training day, delivering leadership training to 15 additional student volunteers by the end of April and reaching project goal of 30 student leaders trained. Best Buddies distributes annual survey

to program volunteers. Program staff prepare and register Hawai'i student leaders to attend the Best Buddies International Leadership Conference in July 2026.

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

Best Buddies will monitor, evaluate, and continually improve project outcomes using BB360, our secure, cloud-based volunteer management database; mid- and end-year updates provided by student leaders; and the Best Buddies Annual Survey.

Operated through the online platform Salesforce, BB360 houses quantitative data on chapter activities, memberships, and friendships created, which helps staff identify areas where additional program support may be needed. Free and accessible to all Best Buddies volunteers, the database also collects qualitative data including mid- and end-year updates from chapter leaders.

The Best Buddies Annual Survey was developed by Michael Hardman, Ph.D., Distinguished Professor and Special Advisor, Office for Global Engagement, University of Utah. Every participating student, teacher, and parent of a participant are invited to respond to this survey conducted in April. Survey links are distributed via e-mail, and our staff give verbal and e-mail reminders to all recipients to respond. Best Buddies staff review the raw data as well as the analysis and discuss how to remediate any problems reported or a drop in satisfaction levels or participation. Questions asked include whether Best Buddies has made the school more inclusive, whether participants would recommend Best Buddies to others, and whether respondents report a decrease in bullying of people with IDD at their school since joining Best Buddies. We solicit comments and input through 15 open-ended questions. Improvements made would depend on the information submitted, but could include things like more outreach to parents through meetings and e-mails; more training for teachers or student leaders; more information shared with all chapter members, etc.

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.

This request will allow Best Buddies to serve 300 students with and without disabilities at 30 school-based chapters on Maui and Oahu; deliver 60 inclusive group activities; and train 30 student leaders to run volunteer-led inclusion programs at their schools. Best Buddies is prepared to report on the number of participants and schools served, inclusive group activities delivered, and student leaders trained through the project, as well as report on outcomes from our Annual Survey.

IV. Financial

Budget

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.
 - a. Budget request by source of funds ([Link](#))
 - b. Personnel salaries and wages ([Link](#))
 - c. Equipment and motor vehicles ([Link](#))
 - d. Capital project details ([Link](#))
 - e. Government contracts, grants, and grants in aid ([Link](#))
2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2026.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$21,250	\$21,250	\$21,250	\$21,250	\$85,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2026.

Best Buddies has sought or will seek funding for fiscal year 2026 from the James and Abigail Campbell Family Foundation; Hawai'i Community Foundation's Atherton Family Foundation, Baldwin Memorial Trust, and Ewa Beach Community Fund; NFL Foundation; R.M. Towill Foundation; Safeway; individual donations; and revenue generated by Best Buddies signature special events.

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.

Best Buddies was granted the Employee Retention Tax Credit offered as part of COVID relief in 2022.

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 2026 for program funding.

In fiscal years 2023 and 2025, Best Buddies was awarded a grant in aid through the Hawai'i State Legislature. In fiscal years 2023, 2024, and 2025, Best Buddies received grants through the County of Maui. Best Buddies anticipates an award of \$85,000 from the County of Maui for fiscal year 2026.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2025 to June 30, 2026

Applicant: Best Buddies Hawaii, LLC

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	62,050		60,668	17,807
2. Payroll Taxes & Assessments				5,396
3. Fringe Benefits	9,307		12,134	16,029
TOTAL PERSONNEL COST	71,357		72,802	39,232
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				3,300
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training			423	610
6. Supplies			375	100
7. Telecommunication				
8. Utilities				2,515
9. Indirect Costs	13,643		10,200	59,412
10. Travel			1,200	3,600
11. Other				29,614
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	13,643		12,198	99,151
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	85,000		85,000	138,383
SOURCES OF FUNDING		Budget Prepared By: Jessica Wylie 704-615-9073 Name (Please type or print) Phone Signature of Authorized Official 12/19/2024 Date Anthony K. Shriver, Founder, Chairman, CEO Name and Title (Please type or print)		
(a) Total State Funds Requested	85,000			
(b) Total Federal Funds Requested				
(c) Total County Funds Requested	85,000			
(d) Total Private/Other Funds Requested	138,383			
TOTAL BUDGET	308,383			

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2025 to June 30, 2026

Applicant: Best Buddies Hawaii, LLC

POSITION TITLE		FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Director, Mission Advancement		1	\$70,000.00	46.00%	\$ 32,200.00
Program Manager		0.5	\$19,000.00	75.00%	\$ 14,250.00
Director, State Operations		1	\$70,907.00	22.00%	\$ 15,599.54
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
TOTAL:					62,049.54
JUSTIFICATION/COMMENTS:					

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: _Best Buddies Hawaii, LLC_

Contracts Total: 463,308

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	Maui Inclusion Project FY2026	7/1/2025-6/30/2026	DEPARTMENT OF HOUSING AND HUMAN CONCERNS	Maui County	85,000
2	Maui Inclusion Project FY2025	7/1/2024-6/30/2025	DEPARTMENT OF HOUSING AND HUMAN CONCERNS	Maui County	85,000
3	Maui Inclusion Project FY2024	7/1/2023-6/30/2024	DEPARTMENT OF HOUSING AND HUMAN CONCERNS	Maui County	85,000
4	Maui Inclusion Project FY2023	7/1/2022-6/30/2023	DEPARTMENT OF HOUSING AND HUMAN CONCERNS	Maui County	85,000
5	GIA - Hawaii State Legislature FY2023	4/1/2023-3/31/2025	Office of Community Services	State	63,308
6	GIA - Hawaii State Legislature FY2025	TBD	Office of Youth Services	State	60,000
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					
26					
27					
28					
29					
30		10			

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2024.

\$142,028

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.

Best Buddies has 40 public elementary, middle, high school, and college chapters engaging 388 individuals with and without IDD across the state. Our unique program model has been proven effective in creating positive school climates that actively include students with IDD in the social fabric of their schools. Youth with IDD that participate in Best Buddies have the chance to build positive peer relationships, leading to improved school attendance, fewer disciplinary incidents, and improved academic performance. (Florida Legislature OPPAGA Report on Mentoring, 2011) Best Buddies has been identified as a Peer-Mediated Instruction & Intervention evidence-based practice that supports inclusion. (Steinbrenner et al, 2020)

In the past three years, Best Buddies has delivered school-based inclusion programs through similar contracts with the County of Maui and the State of Hawai'i Office of Community Services.

The results from our Annual Survey demonstrate that we are well-qualified to deliver these services, as 89.5 percent of Best Buddies participants would recommend Best Buddies and 85.3 percent of Best Buddies participants reported being satisfied or very satisfied with Best Buddies programs. Additionally, 90 percent of Hawai'i participants stated that Best Buddies made their school and community more inclusive. This figure is higher than the national average.

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.

Best Buddies does not currently lease or own any facilities. Our school-based programs conduct activities on-campus or in the surrounding community. Each partner school provides administrative support and approves the use of school facilities for chapter activities. When they are not in the field, Best Buddies staff work remotely from Oahu. Best Buddies does not plan to secure facilities at this time as our staff will continue to work from

home for the foreseeable future.

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.

Best Buddies Hawai'i, LLC possesses the capacity to successfully achieve the proposed outcomes by providing administrative and operations support such as human resources and payroll, insurance, accounting, finance, legal needs, graphic design, professional development, volunteer training, and program materials to ensure our local Hawai'i staff can provide high-quality service to our program participants and ensure contract requirements are met. Our staff possess a depth of knowledge about the communities we serve, and consistently work to broaden their reach to deliver and generate support for Best Buddies programs.

Director of Mission Advancement Elizabeth Mahoe has been a dedicated Best Buddies staff member since 2012. With years of experience directly delivering Best Buddies programs, she is now responsible for strengthening Best Buddies' volunteer network throughout Hawai'i, developing events, securing grant opportunities, managing staff, advisory boards and associated volunteer committees, and providing effective leadership and community engagement. Elizabeth previously supported at-risk youth and inpatient and outpatient children in a hospital setting. As a mother of two children with disabilities, Elizabeth is committed to ensuring opportunities for individuals with IDD.

Program Manager Celine Arnobit provides direct program support, collaborating with chapter leaders to manage a dedicated volunteer base, ensuring an inclusive and engaging experience for all participants. Celine works with program participants to provide resources, support, and information to effectively deliver programs. She organizes and hosts trainings and engagement opportunities to ensure strong member recruitment and chapter participation in statewide initiatives. Celine is a former Instructional Coach and Teacher at DreamHouse 'Ewa Beach Public Charter School, an Americans with Disabilities Act Notetaker, and a Registered Behavior Technician.

Director Megan Moye oversees state operations for Hawai'i, providing strategic management and support to ensure the successful delivery of inclusive programs. With a focus on building and nurturing strong partnerships, Megan uses her expertise in strategic growth to work closely with program and volunteer teams to enhance organizational impact and community engagement.

It is ideal for two staff members to support our local programs, however should a program manager staff vacancy occur, Elizabeth Mahoe will assume direct service responsibilities while Best Buddies recruits and selects candidates for the open position. Should a director,

mission advancement vacancy occur, Megan Moye would perform the duties of the role.

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.

Elizabeth Mahoe reports to Megan Moye, Director of State Operations. Celine Isabelle Arnobit reports to Elizabeth. In this structure, Celine is responsible for the day-to-day operations and delivery of programs, ensuring a high-quality experience for participants. Elizabeth provides strategic oversight, guiding program initiatives and volunteer engagement. Megan supports the entire team by offering overall management and leadership to ensure goals are achieved and the mission is advanced effectively.



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.

Director, State Operations - \$70,907
 Director of Mission Advancement - \$70,000
 Program Manager - \$19,000

VII. Other

1. Litigation

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

Best Buddies is not a party to any pending litigation.

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.

Best Buddies does not require nor possess any licensure or accreditation relevant to this request.

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.

Grant funds from this request will not be used to support or benefit a private educational institution.

4. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2026 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2026, but
- (b) Not received by the applicant thereafter.

Best Buddies is committed to the continuation of our inclusion programs. Because our programs are ongoing, we fully expect to sustain activities beyond the applicable grant period by providing continual training and support to chapter leaders and volunteers while maintaining positive relationships with school administrators and faculty where we have established chapters. Once a chapter is established, our staff considers that chapter to be a permanent addition to our programs, and their work is focused on sustaining and growing that chapter into its next programmatic year.

Best Buddies has a proven history of sustaining programs by diversifying funding sources and consistently expanding the network of donors, successfully securing grants and private donations from foundations and individuals who believe in our mission. Any remaining funding needed to sustain the project will come from foundation grants, individual and

corporate donations, community contributions, and revenue from special events.