

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:

Amount of State Funds Requested: \$_____

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

Amount of Other Funds Available:

State: \$_____

Federal: \$_____

County: \$_____

Private/Other: \$_____

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

\$_____

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:

City:

State:

Zip:

Contact Person for Matters Involving this Application

Name:

Title:

Email:

Phone:

Alex Jackson

Authorized Signature

Name and Title

Date Signed

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

ARIES JACKSON, EXECUTIVE DIRECTOR

PRINT NAME AND TITLE

JANUARY 14, 2025

DATE



STATE OF HAWAII
STATE PROCUREMENT OFFICE

CERTIFICATE OF VENDOR COMPLIANCE

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

Vendor Name: COMMON GRACE

Issue Date: 01/09/2025

Status: Compliant

Hawaii Tax#:

New Hawaii Tax#:

FEIN/SSN#: XX-XXX0074

UI#: XXXXXX2501

DCCA FILE#: 124961

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 REVISED STATUTES**


The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, 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.

(Typed Name of Individual or Organization)



(Signature)

(Date)

(Typed Name)

(Title)

Application for Grants

If any item is not applicable to the request, the applicant should enter “not applicable”.

I. Certification – Please attach immediately after cover page

1. 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, 2024.

See attached Certificate of Vendor Compliance.

2. Declaration Statement

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

See attached Declaration Statement.

3. Public Purpose

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

Common Grace will use a grant from State Grant-in-Aid funds for the public purpose outlined in **Section II: Background and Summary, Question 3** below. Over 12 months, funds would be used to support key personnel and other related costs essential to providing weekly mentorship and tutoring to at-risk and socially disengaged youth in 6th – 8th grade as part of the Mohala Mentoring Program.

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;

For 25 years, Common Grace has been dedicated to transforming the lives of highly vulnerable children through mentorship.

Since our inception in 1999, we have facilitated partnerships between public schools, businesses, and faith-based communities, connecting over 4,000 high-needs children

with trained peer mentors. Common Grace was initially established in response to the Columbine High School Massacre over 20 years ago, which claimed the lives of 12 students and a teacher, as well as wounded 21 others in less than 20 minutes. Sadly, there have been 413 school shootings since the Columbine massacre, with recent research showing many attackers disclosed to peers they experienced loneliness prior to the attack. Our mission focuses on providing compassionate, attentive, and encouraging support to keiki facing challenges such as unstable living situations, homelessness, marginalization and discrimination.

Common Grace is supported by the Hawaii Department of Education (HIDOE) and received the Partnership in Education Award in 2007 for our commitment to community engagement and student success. Referrals for at-risk children come from teachers and counselors who recognize the value of Common Grace's personalized mentorship, with partnering schools recommending high school and college-aged students to serve as 1-to-1 peer mentors for one hour each week during the school year. In the 2023-2024 school year alone, Common Grace matched 140 high school and college mentors with 198 elementary and middle school mentees, reaching a total of 342 students across Oahu. Due to an urgent need for mentors, we expanded our outreach to seven new schools this past year, including the largest public elementary school on Oahu, August Ahrens Elementary.

2. The goals and objectives related to the request;

The **Goal** of the Mohala Peer Mentoring Program is to support an unduplicated 30 mentors and 30 at-risk students in grades 6 through 8 by providing early intervention mentoring aimed at building protective factors to help youth navigate social, emotional, and academic challenges while reducing the risk of delinquency and violent behavior.

Objectives over 12 months include:

1. Common Grace mentors will complete 6 hours of training over 6 weeks, focusing on impactful tutoring, C.A.K.E. values and culminating in a school visit and mentor team bonding exercise.
2. Common Grace will expand mentoring services by solidifying partnerships with a minimum of 3 public and charter middle schools in low-income communities throughout Oahu.
3. Common Grace mentors will deliver weekly mentoring to at-risk youth over 21 weeks during the school year.

3. The public purpose and need to be served;

Without mentorship, at-risk youth facing instability and mental health crises are left to navigate struggles alone, increasing the likelihood of dropping out of school or engaging in delinquent behavior that can have a ripple effect on local communities.

Oahu's mental health crisis has been percolating for years, but the pandemic catapulted the issue to the forefront nationwide, leading the Surgeon General to declare an urgent public health concern for children. Over 1 in 3 middle and high school students in Hawaii experienced feelings of sadness or hopelessness nearly every day for two weeks during the pandemic, leading them to cease regular activities or seriously contemplate suicide. More than half of Hawaii's public school students who reported feeling sad, empty, hopeless, angry, or anxious received little to no support to help them manage these intense emotions. Hawaii has only a fraction of school psychologists to support these struggling children at a ratio of 1 to 2,800 students, nearly 6 times below the recommendation from the National Association of School Psychologists. The lack of resources leaves many youth unable to address mental health challenges, making mentorship a vital tool for bridging the gap.

When children's emotional, social, and psychological needs go unmet, they often wrestle with emotional regulation, impaired social interactions, and face an increased risk of dropping out of school or engaging in misconduct. Communities across Oahu are witnessing an alarming rise in juvenile delinquency and crime, including bullying, sexual assault and more serious offenses involving weapons. Studies indicate that supportive relationships are crucial for reducing violence in schools. Mentorship helps students feel less isolated by providing emotional support and assisting them in coping with stress, thereby lowering the likelihood of violent behavior. The U.S. Secret Service emphasized in a 2019 report that students who commit acts of violence often experience social stressors that could have been mitigated through mentoring and emotional support. Unfortunately, the pandemic has led to a noticeable rise in misconduct and delinquent behavior among teens in Hawaii's public school classrooms, as disruptions to routine and social-emotional development have taken a toll. Mentors are positioned to identify early warning signs in students, such as behavioral changes, social withdrawal, or expressions of violence, allowing for early intervention.

Adverse Childhood Experiences (ACEs) exacerbate the risk for vulnerable youth. Over 46,000 children in Hawaii faced two or more recurring socioeconomic hardships in 2017-2018, such as poverty, parental divorce, family violence, racial discrimination, or living with someone who was mentally ill, suicidal, or battling substance abuse. About 15% of the state's children live in poverty and an additional 13,851 grapple with the challenge of an incarcerated parent. Sadly, over 2 in 5 households in Hawaii are struggling to make ends meet, which often means youth are unsupervised for significant portions of the day, increasing their risk of school disengagement or being lured into criminal activity.

Research demonstrates a positive relationship with a caring adult is one of the strongest predictors of success for youth. Mentorship programs, like those provided by Common Grace, offer students from low-to-moderate income communities the support and emotional connection they lack in their daily lives. Social support networks, such as those created through mentoring, have been linked to better mental health outcomes, reduced risky behaviors and academic success among at-risk youth. Youth with mentors report fewer symptoms of depression and anxiety and are less likely to develop

behavioral problems. This is especially important in Hawaii, where youth have among the highest rates of attempted suicide in the nation. The emotional support and stability provided by a mentor can help prevent mental health crisis while promoting wellbeing.

The Hawaii Department of Education is proposing cuts to afterschool learning centers at middle and high schools over the next few years as federal COVID relief funds expire. This will result in less positive afterschool alternatives for at-risk youth, increasing the risk that these vulnerable children will engage in reckless or delinquent behavior. Common Grace is well poised to address this critical gap throughout Oahu schools by providing mentorship to students facing significant emotional, social and academic challenges. Through the Mohala Mentoring Program, at-risk youth will build meaningful relationships, develop social-emotional skills and mitigate risks associated with adversity. As these students grow, the benefits extend to the wider community, contributing to long-term stability and economic development. The Common Grace Mohala Mentoring Program plays a critical role in addressing Oahu's need for youth guidance and support, empowering at-risk children from low-to-moderate communities with internal mechanisms and protective factors to overcome adversity with resilience, succeed in school, and make healthy life choices.

4. Describe the target population to be served; and

Common Grace supports vulnerable youth from low-to-moderate income households who are experiencing life instability, including homelessness, relocations due to military service, inadequate education, incarcerated family members, single-parent homes, and substance abuse within their families. These challenges are compounded by food insecurity, language barriers, cultural discrimination, and a lack of access to essential resources. For some youth, bullying and peer ostracization further amplify their emotional and mental health issues. As a result, they suffer from significant emotional and behavioral problems, academic struggles, or social isolation.

Common Grace also targets Native Hawaiian and Pacific Islander students, who have historically experienced disparities within the criminal justice system, as well as higher arrest rates, incarceration and involvement with juvenile justice compared to other ethnic groups. High School and college-aged mentor candidates are referred by teachers and counselors in Oahu public schools and colleges, then selected based on character, school attendance, two recommendations and a history of displaying empathy and compassion for vulnerable children from low-income communities or marginalized populations.

Common Grace addresses risk factors by pairing youth with a peer mentor, creating a stable relationship with a caring individual who provides guidance and encouragement. The Mohala Mentoring Program utilizes an evidence-based, peer-driven mentoring model, guided by the Office of Juvenile Justice and Delinquency Prevention's (OJJDP) National Mentoring Resource Center. By addressing both the emotional and developmental needs of youth, Common Grace helps break cycles of poverty and disconnection through strength-based 1-to-1 mentoring. The Mohala Mentoring

Program empowers at-risk youth to build meaningful relationships, develop critical social-emotional skills, and navigate life's challenges with resilience.

5. Describe the geographic coverage.

Common Grace partners with HIDOE Complex Areas and schools within the City and County of Honolulu, including Title I schools in impoverished communities throughout Oahu.

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;

Through the Mohala Mentoring Program, Common Grace will address the impact of chronic stressful life events on at-risk youth on Oahu, enhancing the social outcomes of children who struggle academically, are bullied, ostracized by peers, or lack a stable role model in their lives.

1. Common Grace will work with teachers, counselors and administrators from middle schools on Oahu to identify at-risk children in 6th – 8th grade who would benefit from a strength-based and evidence-based 1-to-1 peer mentoring program. Targeted communities may include low income areas throughout Windward Oahu and the urban core of Honolulu.
2. High school juniors and seniors, as well as college-age students will be trained to mentor middle school students in 6th – 8th grade as part of Mohala Mentors. Training will encompass Common Grace's values of Compassion, Attention, Kindness and Encouragement (C.A.K.E.), as well as CASEL's (Collaborative for Academic, Social and Emotional Learning) core competencies of self-awareness, self-management, social awareness, relationship skills, and responsible decision-making. Mentors will also be trained to tutor students to support youth academically.
3. Under supervision of a Common Grace Partnership Coordinator and teacher, counselor or other educator, mentoring sessions will consist of tutoring, along with 10 minutes of active listening, 20 minutes of art, indoor strategic games and homework boosting and 30 minutes of encouragement through indoor and/or outdoor activities.
4. Families and mentors will meet during the school year, with training and resources available to help parent(s)/guardian(s) extend outcomes beyond the

program. Common Grace will also host one group event in the Spring to provide opportunities for mentors and mentees to bond outside the school environment.

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

If awarded funding, Common Grace will secure partnerships and mentors/tutors during the first few months, with weekly 1-to-1 peer mentorship/tutoring occurring over 21 weeks during the school year.

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

Common Grace staff will maintain demographics on the number of youth served, grade levels, partnering schools and number of mentors participating in the Mohala Mentoring Program over 12 months. Common Grace will also measure mentees and mentors using pre- and post-assessments conducted at least twice a year at the beginning and end of mentoring sessions. These assessments will include social and emotional core competencies as identified by CASEL's evidence-based programs used in the training manual and mentoring sessions. Common Grace Mentor Team Leaders/Co-Captains will collect and analyze data to monitor program implementation and ensure progress toward outcomes. The counselor will also provide written feedback of the students' improvements in behavior, academics and attendance. This data monitoring involves a range of data collection tools, such as the Evidence-Based Practice Beliefs Scale (EBPB), the Evidence-Based Practice Attitude Scale (EBPA), or the Research Practice Ability (RPA) tool. Academic performance will be tracked before, during and after the program, with behavior changes assessed through observations by teachers, parents and mentors. Assessments will also encompass the specific relationship quality, social-emotional skills, depressive symptoms, mental and emotional health, meaning and purpose, loneliness, bullying, and healthy and prosocial behaviors.

At the end of the year, the executive staff will compile data into an annual report, which will be used to analyze effectiveness and improve program delivery. Mentor Team Leaders/Co-Captains will also debrief monthly with mentors to share success stories, answer questions or address issues, under the supervision of the adult Partnership Coordinator.

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.

Common Grace will provide quarterly summary updates to the State regarding the number of training hours completed, number of partnerships developed with public and charter middle schools, number of students participating in weekly mentoring/tutoring and the number of weeks during which weekly mentoring/tutoring has taken place at respective partnering schools.

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 2026.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$14,780	\$14,780	\$14,779	\$14,779	\$59,118

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

Common Grace has secured \$322,493 to date from an OJJDP federal grant and has requested \$124,568 from City GIA FY2026 toward this project. Common Grace will also seek \$222,323 in private/other funds to expand mentoring services to middle school students throughout Oahu as part of this project. A \$59,118 State GIA FY2026 award will complete funding for the estimated \$728,502 total budget.

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.

This does not apply.

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.

Funding Source	Amount
OJJDP	\$322,493
City GIA FY2024	\$199,225
State GIA FY2023	\$45,000

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

The balance of Common Grace's unrestricted current assets as of December 31, 2024 is \$514,994.71.

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.

As peer mentoring becomes essential for tackling academic struggles, social-emotional challenges and reducing delinquent behavior among at-risk youth on Oahu, Common Grace possesses the capacity and resources to deliver its mentoring program as part of this request.

Led by a dedicated team of experienced staff well-versed in program management and community engagement, Common Grace ensures that the Malama and Mohala Mentoring Program continues to drive transformation among vulnerable children and youth who lack positive role models, empowering them to overcome systemic inequities. Our evidence-based and field-tested training equips peer mentors to address the needs of youth holistically through compassion, communication, active listening, kindness/empathy, positive reinforcement and resiliency. Public schools and community colleges serve as an ongoing referral source for volunteer mentors, creating a sustainable model that will ensure mentoring not only thrives, but can be scaled up to other schools throughout Oahu after the grant period ends. For example, Common Grace expanded mentoring to 7 new schools on Oahu this past school year in response to the need for positive role models instrumental at breaking the cycle of academic failure and emotional instability.

Common Grace will leverage its organizational knowledge and established relationships with the Hawaii Department of Education, community organizations, and mental health professionals to successfully accomplish the Goals and Objectives of this operating request. These partnerships not only enrich our mentoring framework but also provide vital resources and referrals for mentees. Through extensive experience, dedicated leadership and heartfelt partnerships in place, Common Grace is positioned to

successfully uplift Oahu's most vulnerable youth. With a commitment to nurturing the next generation, Common Grace ensures that every child has the opportunity to thrive through meaningful mentorship grounded in the spirit of aloha.

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.

Common Grace offices are located on the campus of Palolo Chinese Home. In collaboration with Hawaii Department of Education public and charter schools across Oahu, weekly mentoring and tutoring occur at a designated ADA compliant meeting place within each partnering school, generally a classroom or cafeteria. This enables Common Grace to serve students within their school campuses, reducing overhead and eliminating the need to rent additional space across Complex Areas.

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 Malama and Mohala Mentoring Program embodies 25 years of Common Grace's unwavering commitment to serve at-risk children and youth along a continuum of care throughout the City and County of Honolulu, with an impact that extends far beyond academic results.

Executive Director Aries Jackson oversees the mentoring program with a focus on building strong relationships with partnering schools and community stakeholders. Jackson's experience managing an international business in Hawaii has equipped her with essential skills in cultural competence and adaptability. With nine years of dedicated service, she has played a pivotal role in expanding outreach to serve a greater number of at-risk and marginalized children. Jackson's training in trauma-informed care and behavioral management enhances Common Grace's ability to provide meaningful support to vulnerable populations.

Motivated by a deep desire to offer the love and encouragement they lacked in their own childhoods, more than half of our high school and college-aged mentors return for a subsequent year, ensuring a continuous source of support for the mentoring program. One mentor beautifully shared how this calling comes from a longing to be the beacon of hope for children who feel unsupported and unseen. Founded in the wake of the tragic Columbine shooting in 1999, Common Grace has devoted over two and a half

decades to cultivate trust, security, and cultural connection among Oahu's at-risk and disenfranchised children and youth. The mentoring program is built on the belief that every child deserves to feel loved, seen, and valued through caring mentorship, embodying the deep values of our islands.

Mentors undergo a thorough vetting process and 6 hours of training over 6 weeks, using proprietary material that is evidence-based and field-tested to fit a variety of schools throughout school districts on Oahu. Mentors work in teams, fostering a sense of ohana and ensuring continuity in mentorship even in unforeseen circumstances. This collaborative approach allows Common Grace to maintain high-quality interactions while safeguarding the well-being of our keiki. Theoretically informed by a Positive Youth Development framework, the Common Grace mentoring curriculum emphasizes each child's unique strengths to build on existing capabilities that foster growth, resilience and self-confidence.

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.

See attached Organization Chart.

3. Compensation

The applicant shall provide an annual salary range paid by the applicant to the three highest paid officers, directors, or employees of the organization by position title, not employee name.

The three highest paid employees of Common Grace include:

Executive Director	\$65,000
Program Manager	\$60,000
Operations Manager	\$52,000

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.

This does not apply.

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.

This does not apply.

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.

This does not apply.

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.

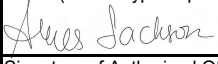
Common Grace maintains a diversified portfolio of financial support, with approximately 85% derived from individual supporters – many of whom are long-standing contributors – and the remainder from grants and fundraising efforts. In addition to individual donors, Common Grace focuses fundraising efforts on building partnerships with philanthropic donors, corporate sponsors and faith-based organizations aligned with our mission and vision to serve at-risk children through mentoring. Our successful Annual Gala also provides ongoing unrestricted funding year after year to invest into program expansion and sustainability beyond the grant period.

In 2025-2026, Common Grace will continue its collaboration with the Hawaii Department of Education to develop partners with new schools in low-income communities in an effort to bring peer mentoring to a greater number of at-risk children and youth on Oahu. Common Grace will also explore development of long-term partnerships with local businesses, foundations, federal funds and community stakeholders who share a vested interest in youth development. In 2024, Common Grace secured a 3-year grant from the OJJDP to expand mentoring through capacity building efforts, such as securing additional program staff. Our history of successful grant management and community involvement provides a solid foundation for funding beyond the grant period to support our mentoring program as we expand to communities on Oahu beset with economic hardship and crime. This request for State Grant-in-Aid will enable Common Grace to build capacity by expanding its middle school reach on Oahu to serve the needs of at-risk youth through 1-to-1 mentorship and tutoring.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2025 to June 30, 2026

Applicant: Common Grace

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Committed (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
A. PERSONNEL COST				
1. Salaries	\$39,700	\$255,001	\$49,018	\$165,344
2. Payroll Taxes & Assessments	\$4,703	\$0	\$3,750	\$2,015
3. Fringe Benefits	\$9,715	\$0	\$0	\$4,164
TOTAL PERSONNEL COST	\$54,118	\$255,001	\$52,768	\$171,523
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	\$0	\$0	\$0	\$0
2. Insurance	\$5,000	\$0	\$0	\$800
3. Lease/Rental of Equipment	\$0	\$0	\$0	\$8,000
4. Lease/Rental of Space	\$0	\$0	\$0	\$0
5. Staff Training	\$0	\$0	\$0	\$5,000
6. Supplies	\$0	\$3,200	\$7,000	\$10,000
7. Telecommunication	\$0	\$12,292	\$0	\$0
8. Utilities	\$0	\$0	\$0	\$0
9. Professional & Contractual Services	\$0	\$52,000	\$64,000	\$20,000
10. Mileage & Parking	\$0	\$0	\$800	\$0
11 Program Marketing	\$0			\$7,000
TOTAL OTHER CURRENT EXPENSES	\$5,000	\$67,492	\$71,800	\$50,800
C. EQUIPMENT PURCHASES	\$0	\$0	\$0	\$0
D. MOTOR VEHICLE PURCHASES	\$0	\$0	\$0	\$0
E. CAPITAL	\$0	\$0	\$0	\$0
TOTAL (A+B+C+D+E)	\$59,118	\$322,493	\$124,568	\$222,323
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	\$59,118	Aries Jackson 808-783-1097		
(b) Total Federal Funds Committed	\$322,493	Name (Please type or print) Phone		
(c) Total County Funds Requested	\$124,568	 January 14, 2025		
(d) Total Private/Other Funds Requested	\$222,323	Signature of Authorized Official Date		
TOTAL BUDGET	\$728,502	Aries Jackson, Executive Director Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2025 to June 30, 2026

Applicant: Common Grace

POSITION TITLE		FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Executive Director		1	\$65,000.00	10.00%	\$ 6,500.00
Program Coordinator		1	\$40,000.00	70.00%	\$ 28,000.00
Operations Manager		1	\$52,000.00	10.00%	\$ 5,200.00
					\$ -
					\$ -
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TOTAL:					39,700.00
JUSTIFICATION/COMMENTS: State GIA will support the salaries, wages and all related costs of key personnel essential to providing mentoring/tutoring to at-risk youth.					

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2025 to June 30, 2026

Applicant: Common Grace

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Not Applicable			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				

JUSTIFICATION/COMMENTS:

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

JUSTIFICATION/COMMENTS:

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2025 to June 30, 2026

Applicant: Common Grace

FUNDING AMOUNT REQUESTED - NOT APPLICABLE						
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:2023-2024	FY:2024-2025	FY:2025-2026	FY:2025-2026	FY:2026-2027	FY:2027-2028
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Common Grace

Contracts Total: \$1,194,225

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	OJJDP (3-year grant)	10/1/24 - 9/30/27	Department of Juvenile Justice	U.S.	\$950,000
2	City Grant-in-Aid FY2024	10/1/23 - 9/30/24	Department of Community Services	Honolulu	\$199,225
3	State Grant-in-Aid FY2023	7/1/22 - 6/30/23	Office of Community Services	State	\$45,000
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FY 2025 ORGANIZATION CHART

