

THE THIRTIETH LEGISLATURE APPLICATION FOR GRANTS

CHAPTER 42F, HAWAII REVISED STATUTES

Type of Grant Request:



Operating



Capital

Legal Name of Requesting Organization or Individual: Dba:

Hawaii Youth Services Network Amount of State Funds Requested: \$ 10,000

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

Plan and conduct the 2025 Hawaii Children and Youth Summit and support youth engagement in civic affairs. Approximately 175 Youth and young adults will convene at the State Capitol to come to consensus on what Hawaii needs in order to be a better place to live, learn, and work. They will craft recommendations for legislative action that will be shared with the Keiki Caucus and other advocacy and policy making groups. Twenty-five (25) young people will participate in leadership roles including planning committee members, moderators, breakout group facilitators, speakers, and tech crew. Young people will be trained, supported and encouraged to advocate for issues they care about in ways that range from community service projects to legislative advocacy.

Amount of Other Funds Available:

State: \$ 1,500

Federal: \$ 76,000

County: \$ 0

Private/Other: \$ 18,965

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

\$ 70,000

Unrestricted Assets:

\$ 586,010

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:

677 AIA MOANA BLVD. SUITE 904

City:

Honolulu

State:

HI

Zip:

96813

Contact Person for Matters Involving this Application

Name:

Judith F. Clark

Title:

Executive Director

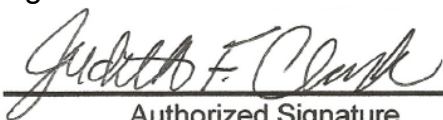
Email:

jclark@hysn.org

Phone:

808-499-9966

Signed



Authorized Signature

Signed

Judith F. Clark, Executive Director

Name and Title

1/5/2025

Date

Application for Grants

1. Certification – Hawaii Compliance Express Certificate



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: HAWAII YOUTH SERVICES NETWORK

Issue Date: 12/23/2024

Status: Compliant

Hawaii Tax#: 40414156
New Hawaii Tax#: GE-0259977216-01
FEIN/SSN#: XX-XXX4777
UI#: XXXXXX5864
DCCA FILE#: 46183

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

2. Declaration Statement

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

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

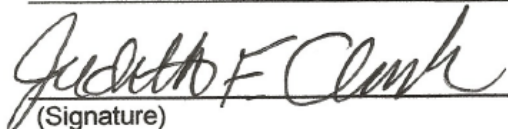
The undersigned authorized representative of the applicant certifies the following:

- 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.
- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawai'i Revised Statutes:
 - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
 - b) Has a governing board whose members have no material conflict of interest and serve without compensation.

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

Further, the undersigned authorized representative certifies that this statement is true and correct to the best of the applicant's knowledge.

Hawaii Youth Services Network


(Signature)

1/5/2025

(Date)

Judith F. Clark, Executive Director

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](#).

If funded, Hawaii Youth Services Network will use the grant for a public purpose pursuant to Section 42F-102 Hawaii Revised Statutes.

Certified by:



Judith F. Clark, Executive Director
Hawaii Youth Services Network
January 5, 2025

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

Hawaii Youth Services Network's (HYSN) mission is **Networking youth-serving organizations to provide leadership, encourage collaboration, support youth voices, and foster partnerships in Hawaii and the Pacific Islands.**

HYSN's core services include:

- Organizational capacity building.
- Building and sustaining partnerships and collaboration.
- Networking and communication; fostering connections.
- Needs assessment, data collection, planning, and public policy development.
- Providing opportunities for youth voice and engagement.

HYSN's current programs include:

Hawaii Children and Youth Summit –Brings youth together to develop recommendations on what the Hawaii Legislature needs to do to make Hawaii a better place to live, learn, and work. Gives youth a voice in setting legislative priorities and experience in civic engagement.

Youth Homelessness System Improvement Project - Focusing on building partnerships, increasing youth voice, gathering data, improving coordinated access and entry systems, and addressing equity and diversity issues.

Runaway and Homeless Youth Collaborative – Provides Street outreach, shelter, and transitional living services. 5 partners serve youth; HYSN provides coordination, grant management, training, and evaluation.

Hawaii Interagency State Youth Network of Care (HI-SYNC) – A multi-agency forum focused on improving outcomes for children, youth, and families through data review for system improvement, establishing policies to address barriers, collaboration, coordination, integration of services/ resources.

Safe Spaces for Youth Pilot Project – Expected to Increase the safety of children and youth, prevent homelessness, and reduce involvement in the juvenile justice and child welfare systems. The Safe Spaces Project brings together government, non-profit, faith-based, and business sectors to establish safe places where young people can seek help with crisis response and follow-up services to address youth and family needs.

2. The goals and objectives related to the request

This application supports the annual Hawaii Children and Youth Summit to be conducted in October of the funding period.

Goal: To engage diverse groups of youth and young adults in civic affairs by working together to identify community needs and advocate for solutions including via legislative action.

Objectives:

1. By the end of the Hawaii Children and Youth Summit:

- Children and Youth Summit participants will identify and discuss key issues and needs that can be addressed through legislative action or public policy change as documented in reports from breakout groups and results of voting on priorities as documented in a live polling system.
- Summit participants will agree upon 10 recommendations for legislative action.
- At least 150 youth/young adults (through age 24) will participate through documented by registration lists and sign-in sheets.
- Following the Summit, at least 200 youth/young adults will participate in online voting to rank recommendations in priority order.
- At least 20 youth will be integrally involved in planning and conducting the summit as planning committee members, emcees, town hall panel speakers, breakout group facilitators/recorders, tech support crew, and/or other roles as noted in planning committee minutes and Summit program.
- The planning committee for the Children and Youth Summit will include representation from at least 10 government and non-profit organizations as documented in meeting minutes and e-mail distribution lists.

2. In a survey completed by Summit participants post-summit:

- 75% will report that they were able to share their views about the issues and needs they care about.
- 75% will state that they learned from other participants about important issues that the legislature should address.
- 75% will report that they believe that their participation in the Summit made them feel more involved with Hawaii's legislative process.
- 75% will report that they believe that legislators and policy makers will use the Summit priorities to create laws, policies, and/or programs.
- 25% will state that they intend to follow up by talking to legislators or participating in advocacy about a bill or resolution in some other way.

- 75% will state that youth and adults were able to work together collaboratively during the Summit.

***I never felt like I had a voice . . .
Now I know I do, and I will use my
voice to make a difference.***

Hawaii Children and Youth Summit
Participant

3. By the end of January of the funding period:

- Summit organizers, including youth, will present the Summit recommendations to Keiki Caucus of the Hawaii Legislature and to at least 2 advocacy and planning groups.
 - Youth recommendations will be incorporated into at least 2 legislative bills or resolutions. documented by bills and/or resolutions introduced in the subsequent legislative session.
4. All Summit participants will receive ongoing training, support, and encouragement to work on their issues throughout the project period that may include and is not limited to:
- E-mail messages with updates on Keiki Caucus actions, and status of bills/resolutions related to Summit priorities.
 - Sharing media coverage of the Summit and news related to the Summit recommendations via social media.
 - Conducting training for youth/young adults on legislative advocacy.
 - Conducting training for adult youth workers on how to include youth voice in systems change.
 - An end-of-legislative-session meeting, to share legislative outcomes, encourage participation in future summits, and recruit youth to serve in leadership roles for the next Summit.
 - E-mail messages about advocacy training; volunteer opportunities, internships, and news about youth advocacy groups.

3. The public purpose and need to be served.

The Children and Youth Summit is an annual event that brings together youth for a day at the Capitol. Participants discuss key issues that they believe the Hawaii State Legislature needs to address to make Hawaii a better place to live, learn, and work.

Through 2014, the Keiki Caucus took the lead in organizing the event with Senator Suzanne Chun Oakland as the chair. For the past 10 years, the event has been housed within Hawaii Youth Services Network with the Keiki Caucus as a strong partner.

The Children and Youth Summit benefits youth, policymakers, and communities.

Benefits of engaging children and youth in civic affairs – Youth engagement is the result when young people engage in responsible, challenging actions to create positive social change.

- This means involving young people in planning and in making decisions that affect themselves and others. At Hawaii's Children and Youth Summit, youth can engage in thoughtful dialogue about important issues; discuss and come to consensus on viable solutions and legislative action; and see the results of their efforts through legislative bills and resolutions that result in new laws, policies, and programs.

- Youth engagement happens in youth/adult partnerships that are structured so that both groups contribute, teach, and learn from each other. The youth speakers/videos and the Town Hall Meeting with elected officials enable youth to discuss and explore issues about which they are passionate. Breakout groups report their issues in an atmosphere of mutual respect.

Through youth engagement, communities can do a better job of creating the services, opportunities, and supports that young people need to develop in healthy ways.

“Youth civic engagement leads to reduced risky behavior, increased success in school and leads to greater civic participation later in life. . . . Civic engagement provides young people with opportunities to gain work experience, acquire new skills, and to learn responsibility and accountability while contributing to the good of their communities.”¹

Introducing youth to civic involvement at an early age is important because Hawaii voter turnout has declined in recent years. In 2022, only 48.7% of Hawaii’s registered voters voted.² Hawaii ranked 6th lowest in voter turnout in 2022 according to Ballotpedia with only 41.06 of eligible residents voting.³ Voter participation is at the core of active citizenship and a healthy democracy

Policy Makers Need to Hear from Youth - Institutionalizing youth voice in the policymaking process both engages young people and helps policymakers make wiser investments and policy decisions responsive to youth needs. By involving youth in planning efforts, state policymakers encourage youth participation and enable youth to identify ways in which policies and programs can better serve their needs. Youth engagement offers community leaders the expertise and partnership of young people, helping adults fully understand what it is like to grow up in a rapidly changing world. From a political point of view, youth engagement is important because young people deserve the right to represent their own interests. Hawaii’s Children and Youth Summit is a meaningful way to solicit youth views on upcoming policy and planning decisions.

4. Describe the target population to be served; and

Youth and young adults through the age of 24 living anywhere in the State of Hawaii. Young people from ethnic, cultural, sexual and gender minorities; youth with lived experience of homelessness, foster care, mental illness, and juvenile justice systems; and persons with disabilities will be strongly encouraged to participate. Funding from the U.S. Department of Housing and Urban Development (HUD) is already in place to ensure that young people from neighbor islands can fully participate and the Hawaii State Developmental Disabilities Council provides ensures that the event is accessible and welcoming to persons with disabilities.

¹ Center for the Study of Social Policy. Results-based Public Policy Strategies for Promoting Youth Civic Engagement. <https://www.cssp.org/policy/papers/Promoting-Youth-Civic-Engagement.pdf>

² State of Hawaii Office of Elections. <https://elections.hawaii.gov/resources/registration-voter-turnout-statistics/>

³ Ballotpedia. Election results, 2022: Analysis of voter turnout.

https://ballotpedia.org/Election_results,_2022:_Analysis_of_voter_turnout#:~:text=Election%20results%2C%202022%3A%20Analysis%20of%20voter%20turnout. 2024 data not yet available.

2024 Summit Participants	
Age	
21-24	14%
18-20	17%
16-17	11%
15-16	19%
14 or younger	39%
Age unknown	18%

5. Describe the geographic coverage.

Entire State of Hawaii.

2024 Summit Participants	
Hawaii	18%
Kauai	6%
Maui	2%
Molokai	2%
Oahu	60%

Maui participation was low in 2024 due to ongoing impacts of the 2023 Maui Wildfire.

III. Service Summary and Outcomes

1. Describe the scope of work, tasks, and responsibilities.

Collaboration and Partnerships

Twenty (20) organizations (3 are youth-led) participated in planning and conducting the 2024 Children and Youth Summit. Many have committed to participating again. Their roles are detailed in the staffing section of this application. Participating organizations included,

- Access to Independence
- Bottles 4 College
- CHATS (Caring for Hawaii Teens with Speech Challenges)
- Coalition for a Tobacco-Free Hawaii Youth Council
- Get Ready Hawaii
- Hale Opio Kauai
- Hawaii After School Alliance
- Hawaii After-School All-Stars
- Hawaii Association of School Psychologists
- Hawaii Department of Education, Student Services

- Hawaii Department of Education, Behavioral Health Services
- Hawaii Department of Human Services, Child Welfare Services
- Hawaii Interpreter Services
- Hawaii State Developmental Disabilities Council
- Hawaii Youth Services Network
- Keiki Caucus, Hawaii State Legislature
- Kumukahi Health and Wellness
- Mothers Against Drunk Driving
- Punahou School
- ROAR

Additional youth-serving organizations and individual youth/young adults will be welcome to participate in planning.

Event Design

Participants: Up to 175 youth and young adults through age 24. In 2024, 144 youth participated in the Summit.

Dates/Times: The Summit will be held during the public school fall break week of October.

Venue: Hawaii State Capitol Building, including auditorium and conference rooms.

Diversity, Inclusion and Equity: The Summit will seek participation by youth from ethnic, cultural, sexual and gender minorities; persons with lived experience of foster care, homelessness, and juvenile justice systems; and persons with disabilities. They will be welcomed and included as participants and in leadership roles.

To ensure access for persons with disabilities, Summit planners will provide special accommodation upon request. The State Capitol Building meets Americans with Disability Act Standards. Sign language interpreters will be present during the event

Offering travel scholarships for youth from other islands to attend the live event at the Capitol Building will allow geographic parity.

Staffing/Volunteer Support: The Executive Director of Get Ready Hawaii will chair the Planning Committee. The HYSN Executive Director will serve as Fund Development and Legislative Liaison Chair. HYSN's Youth Development Coordinator will provide staffing support. Other tasks will be assigned to volunteer agency partners and their staff and volunteers.

Youth Participant Recruitment: Multiple organizations will publicize and promote the Children and Youth Summit. The event will be publicized through social media such as Instagram and Facebook. It will appear in the Children and Youth Month Calendar of Events.

At the Summit

- Town Hall Meeting: The opening session of the Summit will feature a Town Hall Meeting with a panel elected officials and youth.
- Break-out Groups Youth will participate in breakout groups on five topics: Healthy Body,

Healthy Mind; Housing and Homelessness; Protecting the Environment; Education, and Safety, Diversity, and Inclusion. Participation in the youth break out groups is strictly limited to youth. Youth will serve as the breakout group facilitators. Each group will develop two recommendations for specific legislative action.

- Reporting on Recommendations for Legislative Action: Youth will reconvene in the auditorium where each breakout group will present its recommendations/priorities.
Voting:

Voting to Rank Legislative Recommendations: Following the Summit, youth and young adults will have the opportunity to vote online to rank recommendations in priority order.

Sharing Ranked Recommendations: Summit recommendation will be shared with all State Legislators, members of Hawaii's U.S. Congressional Delegation, and planning and advocacy groups (such as the Hawaii Children's Action Network, Hawaii Trauma-Informed Care Task Force, and the Hawaii interagency State Youth Network of Care).

Encouraging Continued Youth Participation Following Summit: The HYSN Youth Development Coordinator will maintain ongoing contact with Summit participants through the end of the Legislative Session in the funding period. We will work with other youth advocacy groups to conduct and promote training for youth advocates. Youth will receive information about the incorporation of Summit priorities into bills and resolutions. They will be invited to attend and speak at the Keiki Caucus press conference. Through the legislative session, they will receive updates on hearings and the progress of bills.

We will encourage their continued involvement in their issues through legislative advocacy, increasing community and policy maker awareness, and via volunteer service. Youth who participate in this Summit will be invited to join in planning for future Summits.

Follow-up will include:

- E-mail messages with updates on Keiki Caucus actions, and status of bills/resolutions related to Summit priorities.
- Sharing media coverage of the Summit and news related to the Summit recommendations via social media.
- An end-of-legislative-session meeting (virtual and/or in-person), to share legislative outcomes, encourage participation in future summits, and recruit youth to serve in leadership roles for the next Summit.
- E-mail messages about advocacy training; volunteer opportunities, internships, and news about youth advocacy groups.

2. Provide a projected annual timeline for accomplishing the results or

outcomes of the service.

Task	Time Period/Due Date
/	Meetings at least monthly through October
Summit promotional materials completed/registration opens	By July 31
Tech support contract executed	By July 31
Recruitment of youth MC, Town Hall speakers, moderators.	By August 31
Summit program finalized	By August 31
Registration deadline	Sept. 21
Conduct training session for speakers/moderators/breakout facilitators.	By October 4
Children and Youth Summit	Public school October break week
Conduct voting to rank recommendations	Through end of October
Share ranked Summit recommendations with legislators and others.	By December 1
Send follow-up e-mails to participants about training opportunities, bills introduced, bill status.	Start November – Through end of legislative session
Facilitate youth response to questions from elected officials about intent and details of Summit recommendations for inclusion in legislation.	November – December.
Encourage youth participation in legislative advocacy via e-mail listserv. Provide information about ways to advocate on issues, bill drafts, hearing notices, bill status updates, legislative calendar, and more.	Weekly from November v through end of legislative session
Provide report to Summit participants about legislative outcomes.	May
Conduct legislative debriefing session	May – June
Provide final report on Grant-in-Aid.	July 30

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

The quality assurance and evaluation plan for the Children and Youth Summit involves summit participants, planning committee members, and members of the Keiki Caucus.

At each Planning Committee meeting, progress toward meeting objectives and targets is reviewed. Specific members are assigned responsibility for managing activities and processes and reporting on progress at each meeting.

When something is not working as expected, the group identifies methods for resolving the issue and reviews effectiveness at each subsequent meeting. Subgroups may meet in the interim to find resources, adapt procedures, or deal with unexpected issues.

After each annual Children and Youth Summit, the Planning Committee convenes a debriefing/quality improvement session. Breakout group facilitators/recorders, moderators, speakers, and youth video producers are invited to participate. During the meeting we discuss what worked well and issues/challenges encountered. We brainstorm ideas for the next Summit. Areas addressed during the meeting include, but are not limited to:

- Planning committee membership – level of youth participation and ideas for increasing it; shared leadership; reliability, etc.
- Youth leadership/engagement
- Registration/marketing.
- Technical issues/web site/social media
- Schedule, activities
- Legislative engagement and follow-through.
- Funding needs and opportunities.

The objectives for the Summit include clearly defined deliverables and methods for determining if objectives have been met. These outcomes/deliverables with their target numbers and means for measuring them are shown in the table in the Measures of Effectiveness section below.

4. Measure(s) of effectiveness

See the table on the next pages.

Outcomes/Deliverables	Target	How Measured	Actual Outcomes 2024
Youth will identify and discuss key issues and needs that can be addressed through legislative action.			
Agree upon recommendations for legislative action.	10 recommendations for bills or resolutions	Youth reports from breakout groups at end of Summit.	10 recommendations.
Number of youth participating.	Up to 175	Registration, event sign-in	144
Number of youth voting to set priorities.	200	Voting app records.	152
Youth will participate in planning and conducting the Summit	15	Meeting minutes, Summit video records.	21 youth
Diverse representation in Summit Planning	10 organizations	Meeting minutes. Zoom meeting records. Email lists.	20 organizations
Participants will report:			
They were able to share their views about the issues and needs they care about.	75% agree	Follow-up Survey of Summit participants.	50% agree
They learned from other participants about important issues that the legislature should address.	75% agree		100% agree
They believe that young people were able to work together successfully to agree upon recommendations for legislative action.	75% agree		89% agree
They believe that legislators and policy makers will use the Summit priorities to create laws, policies, and/or programs.	75% agree		40% agree
They intend to follow up by talking	25% agree		Planned Actions: Talk to a legislator or other

to legislators or participating in advocacy about a bill or resolution in some other way.			<p>elected person about an issue: 50%</p> <p>Participate in school or community meetings about an issue: 40%</p> <p>Testify on a legislative bill or resolution: 40%</p> <p>Volunteer with an organization that works on an issue: 60%</p> <p>Advocate in some other way: 90%</p>
The Keiki Caucus of the Hawaii Legislature will utilize the priorities determined at the Summit in developing bills and/or resolutions for its legislative package in the next legislative session	2 bills or resolutions introduced based on priorities.	Bill list on www.capitol.hawaii.org	In 2023, 2 Summit recommendations were incorporated into bills & resolutions. A related bill passed, and funds were included in the State budget to address another recommendation.
Youth will be trained, supported, and encouraged to continue to support and advocate for their issues.	<p>Bi-monthly emails.</p> <p>At least 10 Instagram posts.</p> <p>4 legislative status updates.</p> <p>1 end-of-legislative-session briefing.</p>	<p>Email and Instagram log.</p> <p>Legislative status reports and records of transmission.</p> <p>Announcements, registration lists, attendance lists for briefing.</p>	<p>Bi-monthly emails.</p> <p>7 legislative status updates.</p> <p>12 Facebook posts.</p> <p>1 end-of-legislative-session briefing.</p>
The data collected above is reviewed as part of the continuous quality improvement process.			

IV. Financial

1. Budget

Budget using required forms on next pages

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2025 to June 30, 2026

Applicant: Hawaii Youth Services Network

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, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9 Hawaii Children & Youth Summit meals				
10 Morning refreshments - participants/volunteers	2,300			
11 Lunch for participants & volunteers	3,450			
12 Technical support (web site, video, audio)	4,250			
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	10,000			
C. EQUIPMENT PURCHASES	0			
D. MOTOR VEHICLE PURCHASES	0			
E. CAPITAL	0			
TOTAL (A+B+C+D+E)	10,000			
SOURCES OF FUNDING		Budget Prepared By: Judith F. Clark 1808-49909966 <i>Judith F. Clark</i> Name (Please type or print) Digitally signed by Judith F. Clark 12/20/2024 Signature of Authorized Official Date: 2024.12.20 Date 11:33:53 -10'00' Judith F. Clark, Executive Director Name and Title (Please type or print)		
(a) Total State Funds Requested				
(b) Total Federal Funds Requested				
(c) Total County Funds Requested				
(d) Total Private/Other Funds Requested				
TOTAL BUDGET				

	A	B	C	D	E	F
1	BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES					
2	Period: July 1, 2025 to June 30, 2026					
3						
4	Applicant: <u>Hawaii Youth Services Network</u>					
5						
6	POSITION TITLE		FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST	TOTAL STATE FUNDS REQUESTED (A x B)
7						
8						
9						
10	None requested - Staffing provided through a Dept. of Housing					\$ -
11	and Urban Development grant.					\$ -
12						\$ -
13						\$ -
14						\$ -
15						\$ -
16						\$ -
17						\$ -
18						\$ -
19						\$ -
20						\$ -
21						\$ -
22						\$ -
23						\$ -
24	TOTAL:					
25	JUSTIFICATION/COMMENTS:					

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2025 to June 30, 2026

Applicant: Hawaii Youth Services Network

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
None requested			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

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

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2025 to June 30, 2026

Applicant: Hawaii Youth Services Network

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:2023-2024	FY:2024-2025	FY:2025-2026	FY:2025-2026	FY:2026-2027	FY:2027-2028
PLANS No funds requested						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
<div> <div>JUSTIFICATION/COMMENTS:</div> <div>No funds requested</div> </div>						

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
0	5,000 000	5,000	0	10,000

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

Source	Expected Amount	Status
Youth Homelessness System Improvement Project (federal grant)	\$56,400	Grant awarded
Basic Center Program (federal grant)	\$20,000	Grant awarded
Donations from stores (Costco Wholesale, Target, Walmart)	\$300	Will solicit donations of gift cards.
Hawaii State Council on Developmental Disabilities	\$1,500	Sign language services; committed funds
Give Big Hawaii	\$1,250	Donations received.
In-Kind contributions of staff and volunteer time from sponsoring organizations. Estimated 520hours at \$33.49/hour (standard value of volunteer time)	\$17,415	Based on past staff and volunteer participation.
TOTAL	\$98,865	

Grant-in-aid request is only 9.2% of the total project 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.

Not applicable/no tax credits.

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.

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Hawaii Youth Services Network

Contracts Total: 3,898,426

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	Hawaii Interagency State Youth Network of Care facilitation	3/1/24 - 2/28/25	HI Dept. of Health, Child & Adolescent Mental Health	State	137,489
2	Basic Center Program	9/30/23 - 9/29/27	Family & Youth Services Bureau	Federal	750,000
3	Street Outreach Program	9/30/22 - 9/29/25	Family & Youth Services Bureau	Federal	450,000
4	Transitional Living Program	9/30/24 - 9/29/29	Family & Youth Services Bureau	Federal	999,995
5	Youth Homelessness System Improvement	10/1/24 - 3/31/27	U.S. Dept. of Housing & Urban Development	Federal	1,036,608
6	AmeriCorps Evaluation	9/23 - 8/24	Public School System, Northern Mariana Islands	State	40,000
7	Safe Spaces for Youth Pilot Project	1/1/23 - 6/30/25	Office of Youth Services State	State	479,384

8	SHARE Project	7/1/23 - 6/30/24	Minnesota Organization on Adolescent Sexual Health	Non-profit	4,950
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6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2024.

Hawaii Youth Services Network

Balance Sheet

As of December 31, 2024

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1010 Checking	114,941.45
1011 Checking - Restricted	0.00
1012 Checking-SBA PPP Loan funds	51,720.22
Total 1010 Checking	166,661.67
1100 FHB CD	29,209.93
1200 FHB Maximizer	110,991.27
1300 Petty Cash	0.00
9944 Reimbursements	-43.92
Cash Short	0.00
Total Bank Accounts	\$306,818.95
Accounts Receivable	
11100 Allowance for Doubtful Accounts	0.00
11400 Grants Receivable	0.00
1201 Accounts Receivable	22,102.02
1202 FYSB Grant Receivable	0.00
1220 ESH Receivable	0.00
Other receivables	1,077.30
Total Accounts Receivable	\$23,179.32
Other Current Assets	
12800 Employee Advances	0.00
13000 Prepaid Expenses	3,795.21
13050 Prepaid Insurance	0.00
1400 Morgan Stanley Dean Witter	0.00
1401 Cash Morgan Stanley Bank N.A.#	0.00
1410 MSDW - Alliance Cost	0.00
1411 Dean Witter Liquid Asset	0.00
1415 ETF's & CEF's - Equities	0.00
1416 Mutual Funds - Equities	0.00
1417 ETF's & CEF's - Fixed Income & Preferred Securities	0.00
1418 Mutual Funds - Fixed Income & Preferred Securities	0.00
1420 MSDW - Unrealized Gain/(Loss)	0.00
1421 Morgan Stanley 6 mo CD 06/25/20-12/28/20	0.00
1422 Morgan Stanley 12 mo CD 06/23/20-06/23/21	0.00
1423 Morgan Stanley - Mutual Funds	0.00

Hawaii Youth Services Network

Balance Sheet

As of December 31, 2024

	TOTAL
Total 1400 Morgan Stanley Dean Witter	0.00
1430 UMA MSDW Investments	80,949.15
UMA cash	1,035.07
Total 1430 UMA MSDW Investments	81,984.22
1450 Basic Securities Morgan Stanley Dean Witter	106,678.24
Cash	0.14
Total 1450 Basic Securities Morgan Stanley Dean Witter	106,678.38
1499 Undeposited Funds	0.00
Uncategorized Asset	0.00
Total Other Current Assets	\$192,457.81
Total Current Assets	\$522,456.08
Fixed Assets	
15000 Office Furniture & Equipment	52,023.34
15005 Office Improvements	0.00
17100 Accum Depr - Furn and Equip	-41,038.82
Intangible Assets	
15006 Software	1,700.99
16000 Anti-Bullying Video	40,291.31
16010 Bullying PSA	10,000.00
17500 Accumulated Amortization	-24,426.60
CDC Program Ste 914	2,041.82
Total Intangible Assets	29,607.52
Total Fixed Assets	\$40,592.04
Other Assets	
18360 Security Deposits	2,961.89
Total Other Assets	\$2,961.89
TOTAL ASSETS	\$566,010.01
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable	28,563.62
Total Accounts Payable	\$28,563.62
Credit Cards	
2200 FHB Credit Card	10,489.37
2201 MC 6834	0.00

Hawaii Youth Services Network

Balance Sheet

As of December 31, 2024

	TOTAL
Total Credit Cards	\$10,489.37
Other Current Liabilities	
2100 Deferred Revenue	0.00
2300 Accrued Liabilities	36,184.53
2310 Payroll Taxes Payable	5,702.95
2326 403(b) Payable-EE Contribution	21,340.22
2330 Accrued Vacation	27,644.57
2400 Funds Held For CYM	0.00
2455 Youth Matters Project July 2009	0.00
2460 Youth Empowerment Stories SB	0.00
2500 Loan Payable	0.00
Suspense	0.00
Total Other Current Liabilities	\$90,872.27
Total Current Liabilities	\$129,925.26
Long-Term Liabilities	
2465 Refundable Deposits Payable	2,500.00
Total Long-Term Liabilities	\$2,500.00
Total Liabilities	\$132,425.26
Equity	
3000 Unrestricted Net Assets	474,891.88
3001 Temporarily Restricted Net Assets	64,602.34
3002 Prior Period Adjustment	0.00
3900 Retained Earnings	-13,312.68
Net Income	-92,596.79
Total Equity	\$433,584.75
TOTAL LIABILITIES AND EQUITY	\$566,010.01

v. Experience and Capability

1. Necessary Skills and Experience

Relevant experience and qualifications include:

- Twenty-four (24) years of experience in planning and conducting the annual Hawaii Children and Youth Summit.
- Ten (10) years of experience in serving as the lead organization.

- The Event Chair has 3 years of experience as Event Co-Chair and 2 as solo Chair. The Legislative Liaison and Fund Development Chair has 24 years of experience with the Summit; 9 as Chair or Co-Chair of the Summit.
- Forty-three (43) years of experience in managing multi-agency, state-wide, collaborative projects.
- Forty-three(43) years of experience in managing federal, state, county, and foundation funds.
- HYSN has been named Hawaii's Outstanding Advocate for Children and Youth by the Hawaii State Legislature (2010 award to HYSN; 2005 and 2024 awards to its Executive Director).
- HYSN has received 3 AIM for Excellence for Outstanding Nonprofit Management by the Harry and Jeanette Weinberg Foundation.

Verifiable Experience with Related Projects or Contract (last 3 years):

- **Hawaii Children and Youth Summit** Legislative Grants-in-Aid (2022, 2023) Other Funding sources: Na Lei Aloha Foundation, League of Women Voters of Hawaii Education Fund, Hawaii State Council on Developmental Disabilities, , Federal Administration for Children and Families, Hawaii Community Foundation. New funding source for 2025: U.S. Dept. of Housing and Urban Development.
- **Hawaii Interagency State Youth Network of Care (HI-SYNC)** – Since 2016, HYSN has served as the facilitator/coordinator for HI-SYNC, a multi-agency forum focused on improving outcomes for children, youth and families through continuous review and analysis of data to identify areas for system improvement, the recommendation of policies to address system barriers, collaboration, coordination, integration of services and resources.
- **Runaway and Homeless Youth Collaborative** – Established in 1981, the Runaway and Homeless Youth Collaborative provides street outreach, shelter, and transitional living services to runaway and homeless youth ages 12 – 21. Five partners provide services statewide, while HYSN provides , incoordination, grant management, training, and evaluation.
- **Safe Spaces for Youth Pilot Project** – Contract with Office of Youth Services to conduct planning and coordination for the Safe Spaces for Youth Pilot Project, which is modeled after the National Safe Place Network.

2. Facilities

The project will make use of the Capitol auditorium, conference rooms, and basement hallway to conduct the Hawaii Children and Youth Summit. HYSN will work with the co-convenors of the Keiki Caucus to secure use of the facilities. We will request the use of audio-visual

equipment (e.g., sound system and projector) as well as chairs and tables. HYSN is familiar with the requirements and restrictions on the use of Capitol facilities and will abide by them.

Because Planning Committee members live on multiple islands, most planning meetings will be conducted via Zoom. Various Planning Committee member organizations will host in-person meetings.

VI. Personnel: Project Organization and Staffing

1. Proposed Staffing, Staff Qualifications, Supervision and Training

All the staffing for the Hawaii Children and Youth Summit will be funded through other sources including a Youth Homelessness System Improvement Project grant from the U.S. Dept. of Housing and Urban Development and a Basic Center Program grant from the federal Administration for Children and Families. Other staffing support will be provided as an in-kind contribution by members of the Planning Committee, payment to a tech consultant, and stipends to the youth involved in planning and leadership roles.

Jefferson Gourley, Executive Director of Get Ready Hawaii will serve as Event Chair. Mr. Gourley has participated in Summit leadership for the past 7 years, including serving as Co-Chair for 3 years and taking over as sole Chair in 2023. His resume is included at the end of this section.

Malia Packer, HYSN Youth Development Coordinator will assist the Chair with Summit planning and execution. She will manage much of the coordination for the event, provide staffing support to the event and committee chairs, and conduct follow-up with the youth who attend. Malia joined the staff of HYSN in November 2024. Her resume is included at the end of this section.

Judith Clark, HYSN Executive Director, will serve as Legislative Liaison and Fund Development Chair. She, along with **Regina Jacobs**, Administrative Manager and **Kierra Thompson**, Administrative Specialist, will ensure accurate accounting and allowable use of Grant-in-aid funds. Their time will be funded by other sources. Other

Other HYSN staff that will contribute small amounts of time to the Hawaii Children and Youth Summit include Nicole Cowan, Youth Homelessness System Improvement Project Director, and Margaret Cadiz, HISYNC Coordinator.

In-kind Staffing Support: A significant portion of the staffing will be provided as an in-kind contribution by partner organizations/co-sponsors. Partners are expected to provide an estimated 520 hours of staff/volunteer time valued at \$/33.49/hour (standard value of volunteer time 2024). Responsibilities include serving on the planning committee and subcommittees; youth recruitment for participants and youth leadership, training for youth leaders; event set-up and clean-up at the Capitol; staffing the registration table; Goodie Bag stuffing; soliciting contributions for the event; serving as hall monitors during the event; purchasing and serving breakfast and lunch at the event; and arranging for use of Capitol facilities (Keiki Caucus).

Jefferson D. Gourley

RESUME

73-4198 Holu Street
Kailua-Kona, HI 96740

808-895-2803

jeff@getreadyhawaii.org

OBJECTIVE

To continually serve in a capacity which improves the quality of life for children and youth within the Hawaii community through my professional capacity as well as through community involvement.

EDUCATION —

Kealahou High School
Kailua-Kona, Hawaii
Cum Laude Diploma

KEY SKILLS —

- Project Management
- Marketing and Social Media
- Budget Planning & Management
- Multimedia Communication
- Youth Engagement
- Fund Solicitation and Development
- Youth Development Specialist
- Video Production & Graphic Design

EXPERIENCE

July, 2017 to the Present

Executive Director • Friends of the Children of West Hawai'i /
Get Ready Hawai'i

- Ensure programmatic excellence, rigorous program evaluation, and consistent financial management.
- Actively engage organizational staff, volunteers, and community partners.
- Provide support to the Board of Directors.
- Maintain and expand fund development and revenue building activities.
- Maintain open public communication through marketing and social media.
- Oversee organizational rebranding and service expansion.
- Provide programmatic and personnel oversight.
- Manage both the daily operations as well as the special projects of the organization.

August 2007 to November 2017

Clerk, Clerk-Typist, Part Time Teacher, Various other Titles •
State of Hawaii DOE: Kealahou Intermediate School

- Planning and implementing programs for students such as after school theatre and yearbook production.
- Tracking and monitoring records.
- Planning and coordinating school events and projects.
- Oversee and instruct in the use of school audio-visual equipment.
- Provide assistance to school I.T. support staff.
- Design, produce, and distribute student ID cards.
- Oversee use and maintenance of 15 passenger van.

MALIA PACKER

2119 Waiola St. #105 Honolulu HI 96826 | (707) 845-7708 | malia23@hawaii.edu

OBJECTIVE

Application for HISYNC Coordinator

EDUCATION

High School Diploma
June 2013
Arcata High School- Arcata, California

Bachelor of Arts in Public Health
December 2017
University of Hawai'i at Manoa- Honolulu, Hawai'i

WORK EXPERIENCE

Outreach Supervisor • Hale Kipa • March 2023-Present

Position Involved: Providing outreach and case management support to at risk, runaway and homeless youth as described below, with additional staff supervision duties. Such duties including managing and supporting two outreach worker staff members with scheduling, client interactions and daily tasks; as well as providing input and advocating for Hale Kipa values as the lead representative in Honolulu's Mobile Crisis Outreach team (a multi-organizational partnership between RYSE, the Hawai'i Health and Harm Reduction Center and Hale Kipa to provide holistic outreach to homeless and street identified youth). MCO lead involvement also includes outreach scheduling, night outreach participation, and being on call two weeks of the month for the emergency hotline.

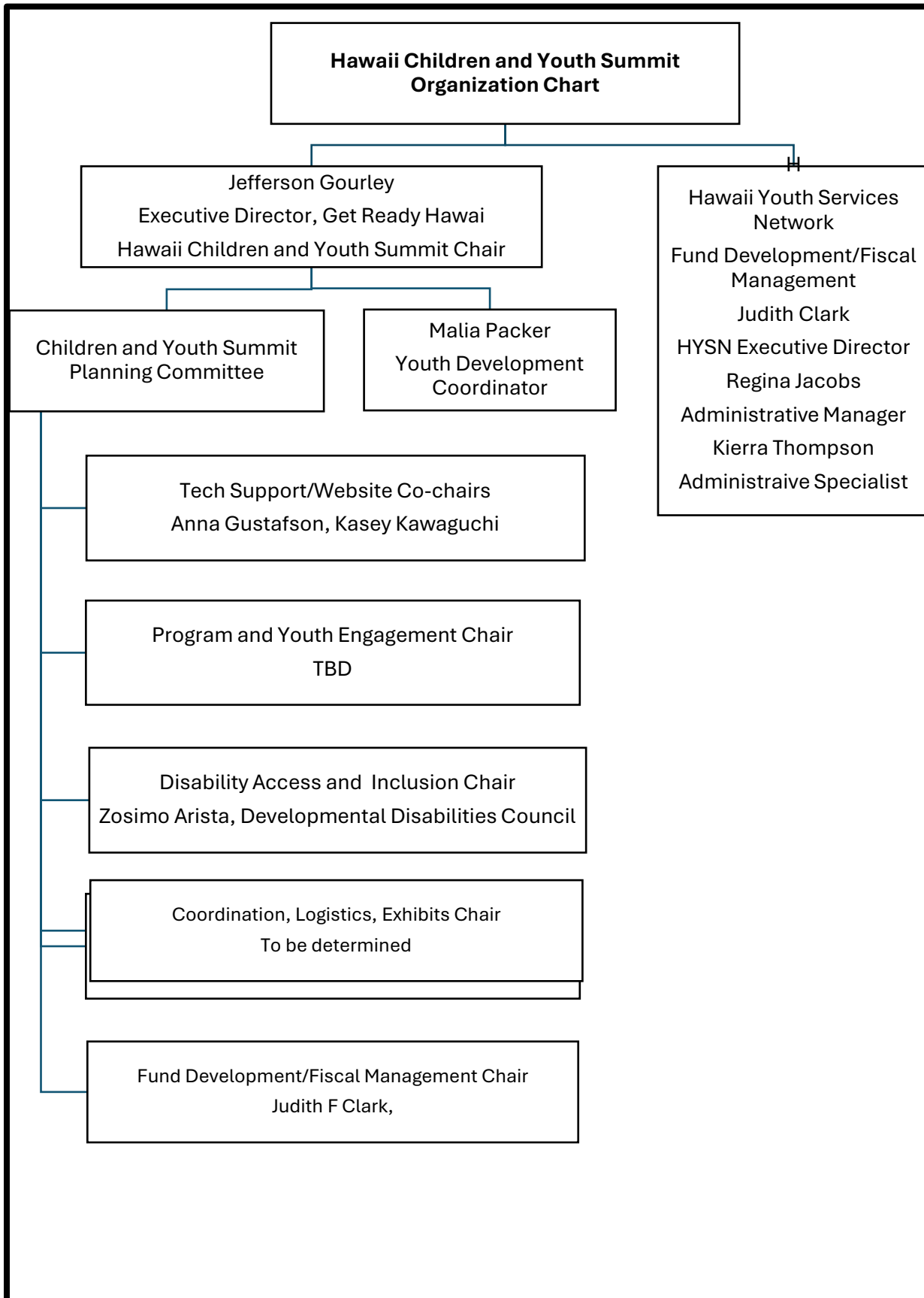
Housing First Case Manager • Hale Kipa • July 2021-February 2023

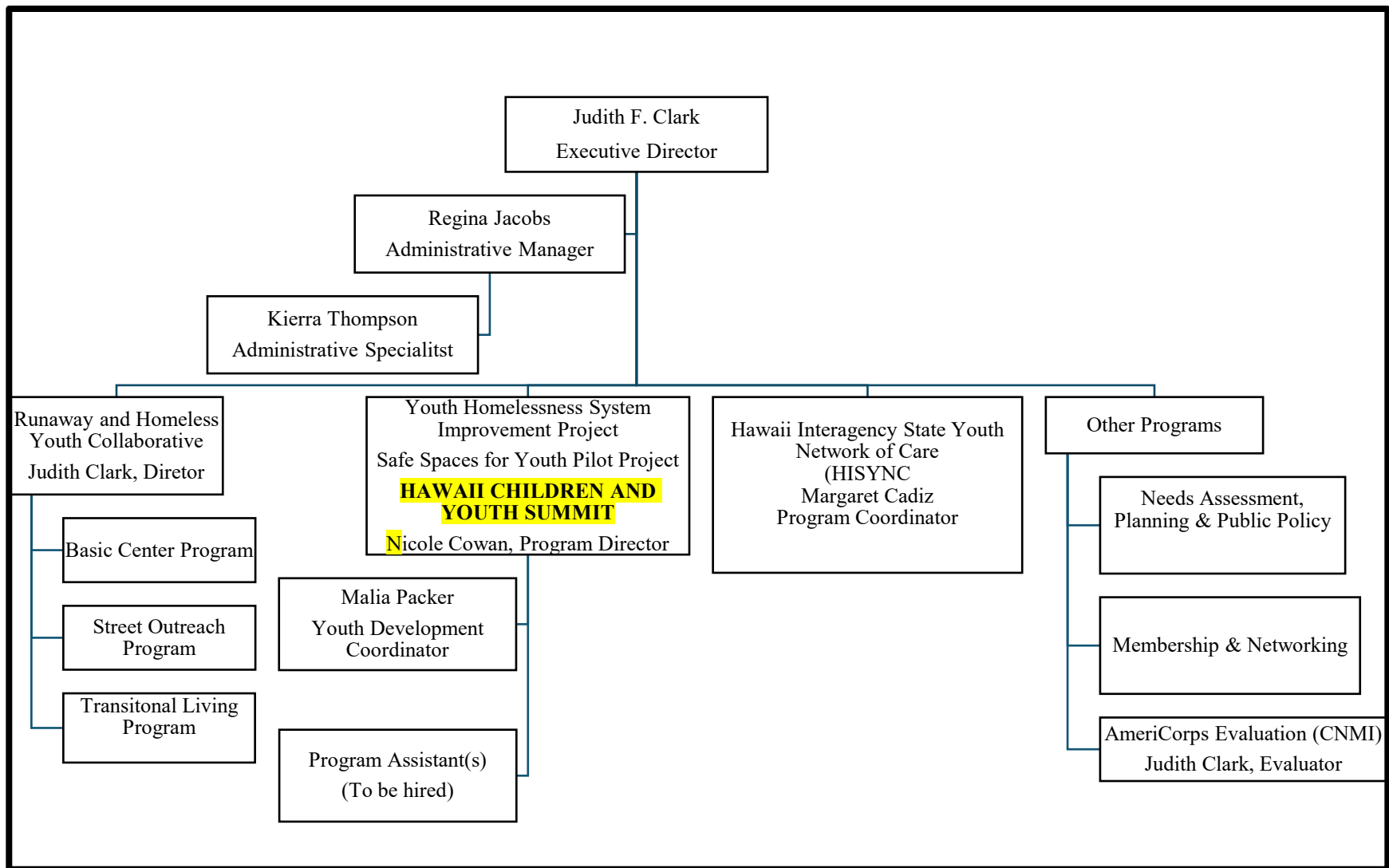
Position Involved: Providing case management support to youth (ages 18 and up) and their families who had recently been housed after chronic homelessness. Case management duties involved supporting the youths' various needs; such as finding employment, collecting identification documents, getting connected to government benefits, transportation to appointments, furnishing the home and emotional support. As a case manager, the ultimate goal was to ensure stability at the end of the clients' two-year housing program.

Outreach Worker/Case Manager • Hale Kipa • August 2019-June 2021

Position Involved: Providing outreach and case management support to at risk, runaway and homeless youth. Duties included outreach at various times during the week; and case management support with a large focus on connection to housing resources spanning from emergency and transitional to permanent.

2. 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.

Executive Director: \$100,000 - \$120,000

Youth Homelessness System Improvement Director: \$60,000 - \$70,000

HISYNC Coordinator/Administrative Manager: \$50,000 - \$55,000

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.

None

2.Licensure or Accreditation

The applicant shall specify any special qualifications, including but not limited to licensure or accreditation that the applicant possesses relevant to this request.

Not applicable.

3. Private Educational Institutions

The applicant shall specify whether the grant will be used to support or benefit a sectarian or non-sectarian private educational institution. Please see [Article X, Section 1, of the State Constitution](#) for the relevance of this question.

The grant WILL NOT be used to support or benefit a sectarian or non-sectarian private educational institution.

4. Future Sustainability Plan

Since HYSN took on the management of the Hawaii Children and Youth Summit, we have been successful in finding multiple sources of grants and in-kind contributions to support the effort.

New funding awarded by the U.S. Department of Housing and Urban Development (HUD) will cover the bulk of the expenses for the Summit in 2025 and 2026 (with possibility of a second funding award in 2027). HUD funds will pay for travel for Neighbor Island participants and their chaperones, gift card incentives for youth in leadership roles, personnel costs, and some administrative expenses. It will cover approximately 75% of technical support services costs.

Past sources have included foundation grants (e.g., Na Lei Aloha Foundation, Hawaii Community Foundation) and corporate sponsorships (Pizza Hut, Meadow Gold, Costco Wholesale, Target, and Walmart). For the past two years, we have received donations through Give Big Hawaii. We will continue to seek new sources and sustain relationships with past sources of funding.

HYSN has been able to use its federal Basic Center Program grant for some staffing and administrative expenses and expects to be able to continue to do so. The Basic Center Program grant has supported HYSN's

statewide network of youth-serving organizations with ~~the consecutive 3-year grants since~~ 1981. The current grant will expire on September 29, 2027 .

The core agencies that participate on the Planning Committee each year are committed to their continued engagement. The following are statements from several of the long-term Planning Committee members affirming their commitment and the value of the Summit.

“The Children and Youth Summit has provided a vehicle to give youth the opportunity to share ideas and critical issues important to them with state legislators. . . . We continue to strongly support the Annual Children and Youth Summit. . . . The Summit allows youth with DD {developmental disabilities} to bring their voice to policy makers and their peers. . . . It also has provided a venue for children and youth with disabilities to participate alongside their peers, to advocate for themselves and each other, and to work together for the betterment of future generations.”

--Hawaii State Council on Developmental Disabilities

“The Children and Youth Summit gives youth an opportunity to share their ideas about the important issues and needs that the legislature needs to address. . . . It gives our legislators important information that they need to inform their decisions about laws, policies, and programs for children, youth, and families. My organization participates in planning and conducting the Summit by being a planning committee member, recruiting speakers, and coordinating volunteers for the event.”

--Hui for Excellence in Education

Young people get to have their voices heard by the Hawaii State Legislature with the potential to truly make an impact on the lives of not only themselves but their families and communities. . . . Our staff have witnessed firsthand the compassion and passion that emerge as the youth participants confidently engage in the process and share their priorities with the collective group. It is vital that our young people have such opportunities to engage, be informed and be part of the decision making that can directly impact their lives.”

--Planned Parenthood Great Northwest, Hawai`i, Alaska, Indiana & Kentucky

The Summit provides many documented benefits to Hawaii’s community, its policy makers, and the youth themselves that we have successfully used to secure funding in the past and will continue to utilize in the future. These include youth leadership development, the practical and visionary youth perspective on community needs and issues, as well as the potential for more engaged members and higher voting turnout as these young people move into adulthood.