

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



Mary Jess Rustick (Jan 19, 2026 19:50:06 PST)

AUTHORIZED SIGNATURE

Mary Rustick, Executive Director

PRINT NAME AND TITLE

January 19, 2026

DATE

I. **Certification**

1. Hawai'i Compliance Express Certificate

Compliant; hard copy pending

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

The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant is awarded;
 - b) Complies with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
 - c) Agrees not to use state funds for entertainment or lobbying activities; and
 - d) Allows the state agency to which funds for the grant were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and ensuring the proper expenditure of the grant.
- 2) If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is incorporated under the laws of the State; and
 - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant is awarded shall be conducted or provided; 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.

The Bridge: Kaua'i to College

(Typed Name of Individual or Organization)

 January 18, 2026

(Signature) (Date)

Mary Rustick Executive Director

(Typed Name) (Title)

3. Public Purpose Statement

The requested grant will be used for a public purpose pursuant to Section 42F-102, Hawai'i Revised Statutes.

The purpose of the grant is to support college access, financial readiness, and educational success for high school students through community-based mentorship, college readiness workshops, and targeted financial assistance. These services address documented barriers to postsecondary education faced by students in geographically isolated and rural communities, including limited access to college advising, financial aid complexity, and first-generation college challenges.

By increasing postsecondary enrollment, persistence, and completion, the project advances broader public goals related to workforce development, economic stability, and educational equity in Hawai'i. Students who successfully transition to and complete postsecondary education are more likely to participate in the local workforce, contribute to the State's economy, and engage in civic life.

The services supported by this grant are provided directly to students and families and are open to eligible participants without regard to private or sectarian affiliation. The benefits of the project extend beyond individual participants by strengthening community capacity, reducing long-term social and economic disparities, and supporting Hawai'i's long-term public interest.

II. Background and Summary

The Bridge: Kaua'i to College (The Bridge) is a Kaua'i-based 501(c)(3) nonprofit organization established in 2017 to increase college access, enrollment, and persistence for local high school students. The organization was created in response to persistent barriers faced by students in rural and neighbor island communities, including geographic isolation, limited access to college advising, financial constraints, and the complexity of postsecondary and financial aid systems. The Bridge provides structured, community-based support that guides students and families through the college planning, application, and enrollment process through long-term mentorship, college readiness workshops, and financial aid guidance.

This request serves a clear public purpose pursuant to Section 42F-102, Hawai'i Revised Statutes, by advancing educational equity, workforce readiness, and long-term economic opportunity for high school students across the State of Hawai'i. While barriers to postsecondary access exist statewide, they are particularly pronounced on Kaua'i and other neighbor islands, where students face limited access to college advising resources, geographic isolation from postsecondary institutions, and complex financial aid requirements. These

challenges disproportionately affect first-generation college-bound students and those from low- to moderate-income households.

Without targeted, early intervention, capable students may delay enrollment, underutilize available financial aid, or forgo postsecondary education altogether—outcomes that have broader public implications for workforce participation and economic mobility. By increasing postsecondary enrollment, persistence, and completion, this project supports the State’s long-term economic stability, workforce development, and civic engagement goals.

The primary target population includes high school students on the island of Kaua’i, with particular emphasis on first-generation college-bound students and students from low-to moderate-income households. Services are delivered countywide through a combination of in-person workshops, school- and community-based programming, and individualized mentoring, ensuring access for students across rural and underserved communities.

While services are delivered locally, the program addresses challenges common across Hawai’i’s neighbor islands and rural communities. The Bridge’s approach—including early, multi-year engagement; volunteer-based mentoring; and coordinated financial aid support—demonstrates scalable, evidence-informed practices that may be adapted to support similar college access efforts statewide as resources and partnerships allow.

III. Service Summary, Outcomes, and Evaluation

The Bridge: Kaua’i to College will provide comprehensive, multi-year college access and readiness services to Kaua’i high school students during fiscal year 2027. Services support students throughout the full college preparation and application continuum, beginning as early as freshman year of high school and continuing through college application, enrollment, and transition to postsecondary education.

A core component of the program is personalized, one-on-one mentoring delivered by trained volunteer mentors. Mentoring relationships support students in academic and career exploration, goal setting, course planning, college selection, application completion, and enrollment decision-making. Program staff oversee mentor recruitment, training, matching, and supervision to ensure quality and consistency.

College readiness workshops complement individualized mentoring and provide structured, group-based learning opportunities for students and families. The Academic Success Workshop (ASW) serves as an annual flagship event that brings together students, families, mentors, and advisors for focused instruction on academic preparedness, college application planning, financial

aid and FAFSA completion, and transition-to-college skills. Additional workshops are offered throughout the year in alignment with application and financial aid timelines.

To reduce financial barriers, the program administers Angel Funds to support essential college-related expenses, including application fees, required technology, academic materials, and participation in enrichment opportunities such as internships and study-abroad experiences when appropriate. All assistance is provided based on demonstrated need and directly supports students' educational progression.

Projected Timeline

Services are delivered year-round and aligned with the academic calendar:

- Quarter 1 (Aug–Oct): Program planning, mentor recruitment and matching, early engagement
- Quarter 2 (Nov–Jan): College readiness workshops, application preparation, FAFSA support
- Quarter 3 (Feb–Apr): Application completion, Academic Success Workshop, enrollment decision support
- Quarter 4 (May–Jul): Enrollment confirmation, transition preparation, evaluation and reporting

Measures of effectiveness may include:

Measure of Effectiveness	Data Source	Reporting Frequency
Number of students served during the fiscal year (by grade level, when applicable)	Program enrollment records; participant intake forms	Quarterly
Percentage of participating students completing postsecondary applications	Mentor logs; application tracking records	Annually
Percentage of participating students completing FAFSA or other financial aid applications	FAFSA completion records; financial aid tracking logs	Annually
Participation rates in college readiness workshops and mentoring activities (including ASW)	Workshop attendance records; mentor activity logs	Quarterly
Postsecondary enrollment rates of graduating seniors	Enrollment confirmation records; student self-report	Annually
Utilization of Angel Funds and other targeted supports	Angel Funds disbursement records; program support logs	Annually

Participation in enrichment opportunities (internships, study-abroad, academic enrichment)	Program participation records; student reports	Annually
Student and family satisfaction with services	Student and family surveys; post-workshop evaluations	Annually

Quality Assurance and Evaluation

Program staff will monitor service delivery and outcomes through mentor activity logs, workshop attendance records, participant surveys, and application tracking systems. Quantitative and qualitative data will be reviewed periodically to assess progress toward outcomes and inform continuous program improvement. Evaluation findings will support accountability for public funds and guide future planning and reporting.

IV. Financial

1. Budget - see attached budget forms
2. Anticipated Quarterly Funding Requests (FY 2027)

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$7,000	10,500	10,500	7,000	35,000

3. Other Sources of Funding (FY 2026-2027)

In addition to the requested State grant, The Bridge: Kaua'i to College actively seeks and leverages funding from private foundations, corporate sponsors, individual donors, and community fundraising efforts to support program delivery during fiscal year 2026-27. The organization's Board of Directors demonstrates strong governance and shared responsibility through 100% Board participation in annual giving, reflecting leadership commitment to the mission.

The Bridge also engages in grassroots fundraising activities that encourage broad community participation and generate flexible support for program operations and student assistance. These efforts are complemented by the organization's bi-annual fundraising gala, with the next event scheduled for April 2027, which serves as a major community-based fundraising and awareness-building event. Proceeds from the gala help offset program costs and support continued delivery of services beyond grant funding.

Together, these funding sources strengthen organizational sustainability,

reduce reliance on any single funding stream, and demonstrate broad community investment in the success of college access and readiness services for Kaua'i youth.

4. State and Federal Tax Credits

The Bridge: Kaua'i to College has not been granted any state or federal tax credits within the prior three years.

5. Government Contracts, Grants, and Grants-in-Aid

For fiscal year 2026–27, The Bridge has submitted a request for \$10,000 to the County of Kaua'i Cultural Events Program, which is currently pending. This request is reflected

as a pending funding source in the budget attachments and, if awarded, will support the culturally grounded components of the annual Academic Success Workshop (ASW).

All government funding—received or pending—is used exclusively for public purposes, is accounted for separately in the organization's financial records, and is administered in compliance with applicable reporting and accountability requirements. No government funds are duplicated across funding sources.

Statement of Financial Position

The Bridge: Kaua'i to College

As of December 31, 2025

DISTRIBUTION ACCOUNT

Assets

Current Assets

Bank Accounts

BUSINESS SHARE SAVINGS x19S00 - 00	\$23,090.25
In-Kind Donation Clearing	0.00

Total for BUSINESS SHARE SAVINGS x19S00 - 00 **\$23,090.25**

Cash on hand	1.00
SMALL BUSINESS SHARE DRAFT X19S01 - 01	13,883.91
SUBSHARES x19S10 - SUBSHARE 10	6.76

Total for Bank Accounts **\$36,981.92**

Total for Current Assets **\$36,981.92**

Total for Assets **\$36,981.92**

Liabilities and Equity

Liabilities

Total for Liabilities

Equity

Opening balance equity	48,923.80
Retained Earnings	-699.14
Net Income	-11,242.74

Total for Equity **\$36,981.92**

Total for Liabilities and Equity **\$36,981.92**

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2026 to June 30, 2027

App

The Bridge: Kaua'i to College

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 (Contractor)	24,240	0	1,500	2,500
2. Payroll Taxes & Assessments	0	0	0	0
3. Fringe Benefits	0	0	0	0
TOTAL PERSONNEL COST	24,240	0	1,500	2,500
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	350	0	700	700
2. Insurance	150	0	250	
3. Lease/Rental of Equipment	0	0	0	0
4. Lease/Rental of Space	200	0	500	500
5. Staff Training	500	0	0	1,000
6. Program Materials and Supplies	1,500	0	2,200	2,200
7. Telecommunication	0	0	0	0
8. Utilities	0	0	0	0
9. Guest Speaker Honoraria	1,500	0	2,500	2,500
10. Program Evaluation & Data Collection	500	0	500	500
11. Food	760	0	1,200	1,200
12. Adverstising & Marketing	700	0	650	
13. Scholar Technology Support	600			1,000
14. Scholar College Prep/Tutoring	700			500
15. Scholar College App Fees	800			500
16. Summer Study/ Internships	2,500			2,000
17.				
18.				
19.				
20.				
TOTAL OTHER CURRENT EXPENSES	10,760		8,500	12,600
C. EQUIPMENT PURCHASES	0	0	0	
D. MOTOR VEHICLE PURCHASES	0	0	0	
E. CAPITAL	0	0	0	
TOTAL (A+B+C+D+E)	35,000		10,000	15,100
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	35,000	Becky Evans 425-218-1032		
(b) Total Federal Funds Requested	0	Name (Please type or print) Phone		
(c) Total County Funds Requested	10,000	<i>Rebecca M Evans</i>		
(d) Total Private/Other Funds Requested	15,000	Date		
TOTAL BUDGET	60,000	Rebecca M Evans (Jan 19, 2026 09:47:04 HST) Becky Evans, Treasurer		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2026 to June 30, 2027

Applicant: The Bridge: Kaua'i to College

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, 2026 to June 30, 2027

Applicant: The Bridge: Kaua'i to College

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:2024-2025	FY:2025-2026	FY:2026-2027	FY:2026-2027	FY:2027-2028	FY:2028-2029
PLANS	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Not Applicable
LAND ACQUISITION	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Not Applicable
DESIGN	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Not Applicable
CONSTRUCTION	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Not Applicable
EQUIPMENT	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Not Applicable
TOTAL:	0					
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Ap

The Bridge: Kaua'i to College

Contracts Total:

10,000

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	County of Kaua'i Cultural Events Pgrm - Academic Succ	Pending	County of Kaua'i	Kaua'i County	10000 (Pending)
2	-				
3					
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V. Experience and Capability

1. Necessary Skills and Experience

The Bridge: Kaua'i to College possesses the experience, skills, and organizational capacity necessary to successfully deliver the services proposed in this application. Since its establishment in 2017, the organization has provided consistent, community-based college access programming for high school students and their families on Kaua'i. During this period, The Bridge has supported approximately 65 high school students who have completed the program and matriculated to postsecondary institutions. Program alumni have enrolled at a diverse range of colleges and universities, including institutions such as Stanford University, Harvard University, Columbia University, and the University of Hawai'i at Mānoa, among others, and have secured strong financial aid and scholarship packages through early planning, informed college selection, and comprehensive financial aid and FAFSA guidance.

Over the past seven years, including the most recent three years, The Bridge has delivered multi-year college access services that include volunteer mentor recruitment, training, and supervision; college readiness and FAFSA workshops; individualized application and enrollment support; and administration of Angel Funds to reduce financial barriers to postsecondary education. Services begin as early as freshman year of high school and continue through college enrollment, aligning directly with the scope of work proposed.

The organization has extensive experience coordinating the Academic Success Workshop (ASW), an annual, full-day educational event that brings together students, families, volunteer mentors, college faculty and staff, and financial aid professionals. ASW has been implemented annually through a proven model emphasizing advance planning, partner coordination, and evaluation.

The Bridge maintains systems for tracking participation, outcomes, and program effectiveness and has demonstrated the ability to meet reporting and compliance requirements for public and private funding sources.

Additional information on program outcomes, student stories, and organizational impact is available at www.kauaitocollege.org, including videos highlighting past participants and program activities.

2. Facilities

The Bridge does not own or operate dedicated facilities and utilizes a community-based service delivery model. Program services are delivered through partnerships with

schools, community organizations, and local venues across Kaua'i. ASW and other workshops are hosted at accessible community venues that provide adequate space and infrastructure to support program activities.

All facilities used are selected to ensure accessibility and compliance with applicable ADA requirements. This flexible, partnership-based approach allows the organization to deliver services efficiently without the need for capital investment.

VI. Personnel: Project Organization and Staffing

1. Proposed Staffing, Staff Qualifications, Supervision and Training

The Bridge: Kaua'i to College utilizes a lean and efficient staffing model that combines contracted professional staff with trained volunteer mentors. Program operations are led by a part-time Executive Director (contractor), who provides overall leadership, coordination, administrative direction, compliance oversight, and supervision of contracted staff and volunteer mentors.

A part-time Executive Assistant (contractor) supports program administration, including scheduling, communications, documentation, data tracking, and logistical coordination for mentoring activities, workshops, and events. Both positions bring relevant experience in education, nonprofit program management, and community engagement.

The majority of program activities are delivered by a core group of volunteer mentors, supported by two part-time contracted staff. Volunteers include professionals from a wide range of fields, including current and former college faculty and staff, education professionals, and community leaders. The Bridge also maintains active relationships with several postsecondary institutions to support programming such as the Academic Success Workshop and enrichment opportunities, including summer internship programs (e.g., University of California, Santa Cruz).

Direct services to students are delivered primarily through trained volunteer mentors who provide individualized, one-on-one guidance throughout the college planning, application, and enrollment process. Volunteer Peer Leads support coordination and consistency across mentoring activities.

Supervision, Training, and Oversight

Volunteer mentors receive orientation and ongoing training covering program expectations, college access pathways, ethical boundaries, confidentiality, cultural competency, and student support protocols. Contracted staff provide regular supervision and monitor service delivery through mentor logs and program tracking systems.

Volunteer mentors meet with assigned scholars on a monthly basis to provide consistent guidance and support. Mentors also convene quarterly as a cohort, facilitated

by program leadership, to share best practices, align on upcoming milestones, and plan for future program needs.

Administrative oversight and fiscal accountability are provided through established organizational policies and active Board governance. The Board of Directors provides strategic direction and financial oversight, ensuring responsible stewardship of public funds.

Compensation

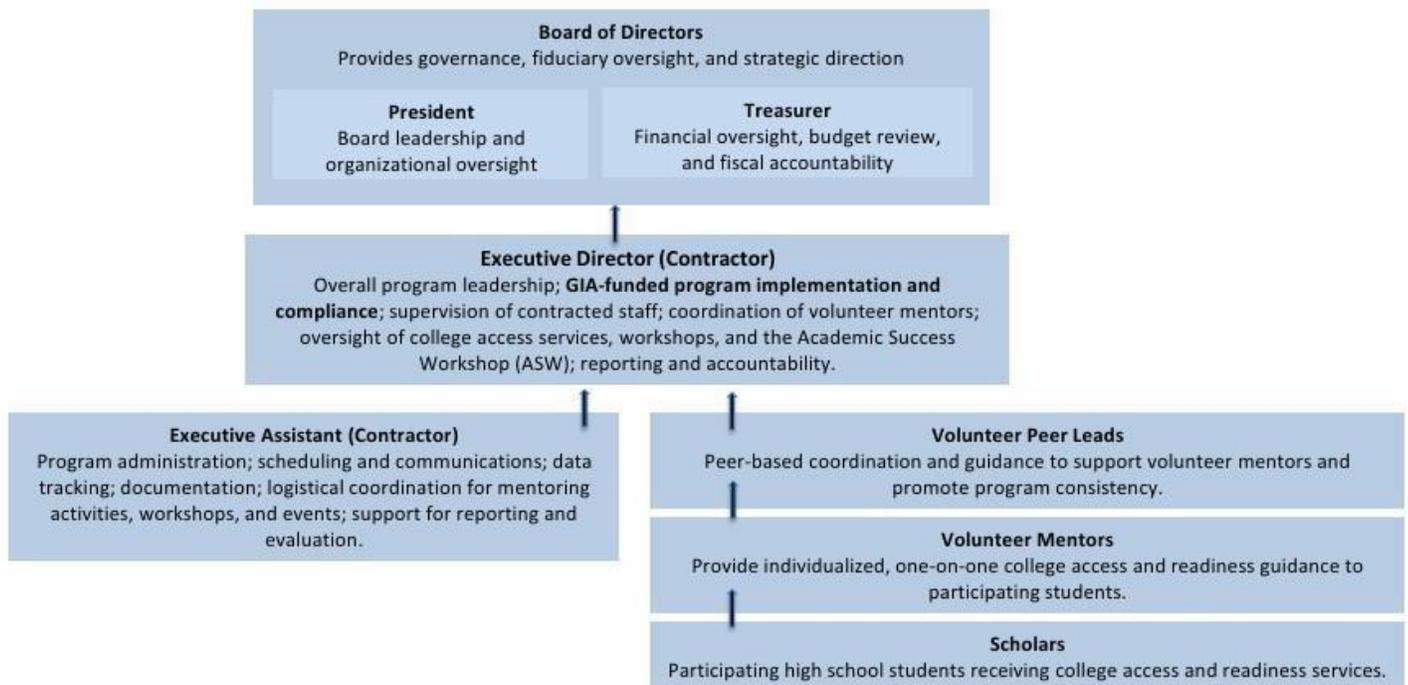
The Bridge utilizes independent contractors rather than employees. Compensation is determined by scope of work, responsibilities, and available funding and is reviewed by the Board of Directors. The annual compensation ranges for the highest-paid positions are as follows:

- Executive Director (Contractor): \$36,480
- Administrative Assistant (Contractor): \$12,000

2. Organization Chart



The Bridge: Kaua'i to College Board Organizational Chart



Advisory Committees (Non-Governing)

Parent Advisory Council
Provides advisory input from a family perspective to support program accessibility, effectiveness, and family engagement in college planning and readiness activities.

Angel Fund Committee
Provides advisory oversight of Angel Fund guidelines and funding recommendations to ensure equitable, appropriate, and accountable use of student assistance funds.

Academic Success Workshop (ASW) Committee
Provides advisory support for planning and implementation of the annual Academic Success Workshop, including review of content, presenters, and logistics to ensure high-quality, culturally grounded college readiness programming.

Fundraising Committee
Advises on fundraising strategies and community engagement efforts to support program sustainability and supplement public funding.

VII. Other

Compliance, Other Requirements, and Sustainability

1. Litigation

The Bridge: Kaua'i to College has no pending litigation or outstanding judgments.

2. Licensure or Accreditation

The organization is a 501(c)(3) nonprofit in good standing and does not require specialized licensure or accreditation to deliver the services proposed in this application.

3. Private Educational Institutions

Grant funds will not be used to support or benefit any sectarian or non-sectarian private educational institution.

4. Future Sustainability Plan

The Bridge is committed to sustaining the college access and readiness services supported by this request beyond fiscal year 2027 through diversified funding, strong governance, and a cost-efficient service delivery model.

If State funding is received for fiscal year 2027, funds will support core operating costs that ensure consistent program delivery while the organization continues to leverage private foundation grants, corporate sponsorships, individual donations, and community fundraising. The organization maintains 100% Board participation in annual giving, demonstrating leadership commitment to sustainability.

If State funding is not received beyond fiscal year 2027, The Bridge will continue core services by adjusting program scale as needed and relying on diversified non-State funding sources. The organization's lean staffing model and reliance on trained volunteer mentors provide flexibility to align expenses with available resources while maintaining essential services. This approach reflects the organization's demonstrated ability to operate successfully through varied funding environments since 2017.