

## 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, 2026

DATE



On behalf of Common Grace, we respectfully provide an update regarding the IRS Tax Compliance Report required as part of the Certificate of Vendor Compliance (COVC) process.

The COVC requires submission of an IRS Tax Compliance Report verifying an organization's federal tax-exempt status. This report is issued by the Internal Revenue Service through its online system and requires authorized access to the organization's IRS account to obtain the finalized document. While our organization has completed all required federal filings and remains in full compliance with IRS tax-exempt requirements, we have experienced delays in obtaining the finalized Tax Compliance Report due to processing backlogs and reduced IRS staffing following the recent federal government shutdown. At this time, the document remains pending within the IRS system.

We respectfully request consideration to proceed with the application while this documentation is pending. Upon receipt, we will promptly submit the finalized IRS Tax Compliance Report. We understand and acknowledge that an official Certificate of Vendor Compliance must be on file prior to the approval or release of Grant-in-Aid funding.

For reference, we have provided information to confirm our continued compliance with the IRS. Thank you for your consideration. Please do not hesitate to contact us should you require additional information or clarification.

Mahalo,

A handwritten signature in black ink that reads "Aries Jackson".

Aries Jackson  
Executive Director



## COMMON GRACE

Empowering Hope. Restoring Futures.  
P.O. Box 31116, Honolulu, HI 96820  
Email: [aries@commongrace.org](mailto:aries@commongrace.org)  
Website: [www.commongrace.org](http://www.commongrace.org)

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## IRS Compliance Statement

Employer Identification Number (EIN): 30-010074

**Organization Name:** Common Grace

**Federal Tax Status:** 501(c)(3) Public Charity

**Deductibility Status:** Contributions are tax-deductible under Internal Revenue Code §170

### IRS Tax-Exempt Status Verification

Common Grace is a federally recognized tax-exempt nonprofit organization under Section 501(c)(3) of the Internal Revenue Code, as determined by the Internal Revenue Service (IRS). The organization is classified as a public charity, not a private foundation. Our tax-exempt status is publicly verifiable through the IRS Tax-exempt Organization Search (TEOS) by searching our EIN (30-010074) at <https://apps.irs.gov/app/eos/>.

### Determination Letter & IRS Affirmation Letter

The IRS does not maintain publicly accessible copies of original determination letters for many organizations, particularly those established in earlier years. In accordance with IRS policy, Common Grace verifies its tax-exempt status through TEOS and an official IRS Affirmation Letter, which confirms the organization's current tax-exempt standing and serves as an official replacement for the original determination letter.

### Annual Filing & Governance Compliance

- Files all required IRS Form 990 series returns in compliance with federal regulations
- Operates exclusively for charitable and educational purposes consistent with IRC §501(c)(3)
- Maintains appropriate governance, financial oversight, and internal controls
- Does not engage in prohibited political activities or private inurement

### Use of Funds & Financial Accountability

All funds received by Common Grace are used solely in furtherance of its tax-exempt mission and programs. Financial records are maintained in accordance with IRS requirements, generally accepted accounting principles (GAAP), and applicable grantor guidelines.

### Current Good Standing

- Common Grace is not listed by the IRS as revoked or suspended
- The organization remains in good standing as a federally recognized charitable entity
- Contributions made to Common Grace are tax-deductible to the extent allowed by law

## IRS Verification Resources

- IRS Tax-exempt Organization Search (TEOS): <https://apps.irs.gov/app/eos/>
- IRS Affirmation Letter Guidance: <https://www.irs.gov/charities-non-profits/affirmation-letter>

## Certification

I certify that the information provided above is accurate and true to the best of my knowledge.

*Aries Jackson*

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Aries Jackson  
Executive Director  
Common Grace  
EIN: 30-010074

**Date:** June 1, 2007

**Department of the Treasury**  
**P. O. Box 2508**  
**Cincinnati, OH 45201**

COMMON GRACE  
% JOHN JARMAN  
PO BOX 31116  
HONOLULU HI 96820-1116

**Person to Contact:**  
Kathy Masters ID# 17-57024  
Customer Service Representative  
**Toll Free Telephone Number:**  
877-829-5500  
**Federal Identification Number:**  
30-0110074

Dear Sir or Madam:

This is in response to your request of June 1, 2007, regarding your organization's tax-exempt status.

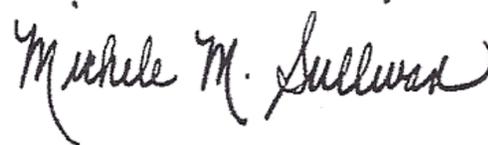
In January 2003 we issued a determination letter that recognized your organization as exempt from federal income tax. Our records indicate that your organization is currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records indicate that your organization is also classified as a public charity under section 509(a)(2) of the Internal Revenue Code.

Our records indicate that contributions to your organization are deductible under section 170 of the Code, and that you are qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Internal Revenue Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,



Michele M. Sullivan, Oper. Mgr.  
Accounts Management Operations 1

**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.

Common Grace  
(Typed Name of Individual or Organization)

Aries Jackson January 14, 2026  
(Signature) (Date)

Aries Jackson Executive Director  
(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, 2025.

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, Common Grace will provide 1-to-1 mentoring for at-risk students in grades 3–12 across Oahu public schools, focusing on Pacific Islander youth. In partnership with teachers and counselors, mentors will offer weekly encouragement/support in academic, social, and emotional support to youth facing instability, bullying, or behavioral and academic challenges.

## **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 over 25 years, Common Grace has been committed to transforming the lives of Hawaii’s most vulnerable youth through 1-to-1 mentorship, connecting over 4,000 keiki with trained peer mentors since its founding in 1999 in response to the Columbine High

School tragedy. As peer mentoring becomes essential for tackling academic struggles, social-emotional challenges and reducing delinquent behavior among at-risk youth on Oahu, Common Grace's continuum of mentoring programs foster youth development, reducing delinquency and enhancing resilience through proactive mentorship and educational support. This mentoring model strengthens protective factors by providing consistent, trauma-informed peer support, developing emotional regulation through active listening and creative expression, and building trust and positive peer engagement in a safe, structured environment.

Our partnership with the Hawaii Department of Education, local businesses, and faith-based communities enables Common Grace to provide compassionate and consistent support to children facing challenges like homelessness, unstable living conditions, and marginalization, impacting over 300 elementary, middle and high school students across Oahu in the 2024 – 2025 school year alone.

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. Our Mentoring framework 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, empowering at-risk youth to build meaningful relationships, develop critical social-emotional skills, and navigate life's challenges with resilience.

2. The goals and objectives related to the request;

**Goal:** To provide consistent, relationship-based mentoring through Malama Mentoring, Mohala Mentoring, and the Pasifika Program that enhances the academic and social outcomes of at-risk children on Oahu who are struggling socially or academically, face systemic inequities, exhibit behavior issues, or have experienced bullying. By addressing root causes and providing positive role models, the program will help mitigate juvenile delinquency, strengthen protective factors, and promote long-term resilience among children and youth.

### **Objectives Over 12 Months**

1. Partner with elementary, middle and high schools throughout Oahu, with a focus on low-to moderate-income communities to serve 100 elementary students, 20 middle school students and 30 Pacific Islander high school students.
2. Complete 6 hours of mentor training over 4 weeks, focusing on impactful tutoring, C.A.K.E. values and culminating in a school visit and mentor team bonding exercise.
3. Match 150 at-risk children and youth with 1-to-1 mentors.
4. Recruit and train 150 high school and college-age mentors for 1-to-1 mentoring.
5. Complete 34 School Mentoring Sessions at partnering schools.

6. Host 2 family and mentor/mentee engagement events during the grant period to strengthen the mentor-parent-school relationships.
3. The public purpose and need to be served;

Communities across Oahu are facing mounting challenges as afterschool programs lose critical support, exposing vulnerable children to increased risk during the hours when they need safe spaces, consistent guidance, and relational support.

The challenges facing youth throughout the City and County of Honolulu are intensifying, making the need for 1-to-1 mentoring more critical than ever. At a time when families are seeking consistent support for their children, afterschool programs are experiencing heightened strain due to federal shifts. The recently passed *One Big Beautiful Bill* (OB BB) has made deep reductions to Medicaid and SNAP, while also reshaping discretionary funding streams that will shift costs to the states and divert limited dollars away from crucial afterschool enrichment and mentoring initiatives. Concurrent cuts to Medicaid threaten school-based mental and behavioral health at a time when children, particularly those from marginalized populations, need support to navigate instability.

Oahu has long wrestled with a mounting youth mental health crisis, one which was thrust into the spotlight in the aftermath of a prolonged pandemic. In 2023, a little over 1 in 3 Hawaii high school students reported feeling sad or hopeless nearly every day for two weeks or more to the point of dropping usual activities. Meanwhile, just 1 in 5 students say they usually or always receive the kind of help they need for strong emotions such as sadness, hopelessness, anger, or anxiety. When emotional, social, or psychological needs go unaddressed, children often struggle to regulate their emotions, build healthy relationships, and stay engaged in school, key factors that heighten the risk for disengagement and juvenile delinquency. Many of these children are from underserved and unstable households with limited financial resources, whether due to poverty, homelessness, unemployment, substance abuse, violence, language barriers, cultural differences, discrimination or the incarceration or death of a family member. Many have also been the victims of bullying or ostracization from peers.

Adverse Childhood Experiences (ACEs) further magnify risk. Over 16 % of Hawaii's children report two or more ACEs, including poverty, family disruption, mental illness, substance misuse, or incarceration of a parent. Nearly 15 % live below the poverty line, and 13,851 cope with parental incarceration. In many struggling households, children spend significant time unsupervised, raising vulnerability to involvement in risky behaviors. With youth suicide in Hawaii among the highest in the nation and the second leading cause of death for ages 15-24, the stabilizing presence of a mentor may be lifesaving. By closing emotional support gaps early, mentorship offers a powerful tool to prevent crises, nurture resilience, and promote long-term well-being.

Recent data highlights troubling increases in juvenile delinquency, including a rise in crimes involving weapons on Oahu, underscoring how cuts from the *One Big Beautiful*

*Bill* will exacerbate an already urgent situation. In 2024, West Oahu reported at least four shootings involving youth, while middle school students routinely witness weapons, including knives at school. In 2025, Oahu saw multiple high-profile robberies involving teens at both Windward Mall and Pearlridge Center, where youth were arrested for assaults and thefts, incidents that highlight the alarming rise in juvenile delinquency across the island. Reductions in funding translate into a shortage of counselors and staffed afterschool programs, as well as weakened supervision and trauma-informed care. When these supports fade, children are left to face uncertainty and hardship without consistent mentorship or reliable safe environments.

This is where Common Grace Mentoring Programs become indispensable, filling holes left by scaled-back formal support. By pairing at-risk students with dedicated high school and college-age mentors, these children navigate learning loss, strengthen social-emotional skills and mitigate the risk of delinquency, dropout and mental health crisis.

4. Describe the target population to be served; and

Many of the children in desperate need of mentoring are struggling with food insecurity, language barriers, cultural discrimination, and a lack of access to essential resources. 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. For some children, 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 mentoring also focuses on 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.

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 Malama Mentoring, Mohala Mentoring, and the Pasifika Program, Common Grace will provide consistent, relationship-based mentoring that enhances the academic and social outcomes of at-risk children on Oahu who are struggling socially or academically, face systemic inequities, exhibit behavior issues, or have experienced bullying. By addressing root causes and providing positive role models, the program helps mitigate juvenile delinquency, strengthen protective factors, and promote long-term resilience among children and youth.

1. Common Grace will target elementary, middle and high schools within Complex Areas on Oahu to identify at-risk children and youth experiencing peer ostracization, instability and/or academic, emotional or behavioral issues.
  2. Children in 3<sup>rd</sup> – 5<sup>th</sup> grade will be paired with high school mentors as part of **Malama Mentoring (Elementary School/ES)**, while youth in 6<sup>th</sup> – 8<sup>th</sup> grade will receive mentoring by juniors, seniors, college-age students and adults as part of **Mohala Mentoring (Middle School/MS)**.
  3. High School students in 9<sup>th</sup> – 12<sup>th</sup> grade will receive 1-to-1 mentoring, with an emphasis on academic and social-emotional support to Pacific Islander students struggling in school as part of the **Pasifika Program (High School/HS)**. Common Grace will foster a sense of belonging and providing culturally responsive mentorship to keep them engaged and on track to graduate.
  4. Under supervision of a Common Grace Partnership Coordinator and teacher, counselor or other educator, mentoring sessions will take place once a week during the school year.
  5. Mentors will be referred by teachers and counselors in Oahu public schools and colleges, then selected based on character, school attendance and two recommendations. All mentors undergo training encompassing 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.
  6. Families and mentors will meet during the school year, with Common Grace hosting events 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 34 weeks of 1-to-1 peer mentorship/tutoring sessions occurring 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 comprehensive data on the number of youth served, grade levels, partnering schools, and participating mentors throughout the 12-month period. Mentees and mentors will be evaluated using pre- and post-assessments administered at least twice a year, aligned with the start and end of mentoring cycles. These tools will measure social and emotional core competencies identified by CASEL and embedded within the program's evidence-based training manual and mentoring sessions.

Mentor Team Leaders and Co-Captains will collect and analyze data to monitor implementation fidelity and ensure progress toward intended outcomes. Counselors will provide written feedback documenting improvements in student behavior, academic performance, and attendance. Data monitoring will utilize a range of validated tools, including the Evidence-Based Practice Beliefs Scale, the Evidence-Based Practice Attitude Scale, and the Research Practice Ability tool. Academic performance will be tracked before, during, and after participation, while behavioral changes will be assessed through observations from teachers, parents, and mentors. Assessments will also capture relationship quality, social-emotional skill development, depressive symptoms, overall mental and emotional health, meaning and purpose, experiences of loneliness or bullying, and healthy and prosocial behaviors.

At the conclusion of the program year, executive staff will compile all data into an annual report to assess effectiveness and refine program delivery. Mentor Team Leaders and Co-Captains will additionally hold monthly debrief sessions with mentors to share successes, answer questions, and address any concerns under the guidance 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 elementary, middle and high 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 2027.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$26,376	\$26,376	\$26,375	\$26,375	\$105,502

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2027.

Common Grace has secured \$97,930 to date from an OJJDP federal grant and has requested \$93,509 from City GIA FY2027 toward this project. Common Grace will also seek \$50,724 in private/other funds to expand mentoring services to vulnerable, at-risk students throughout Oahu as federal funding for afterschool programs continues to face shortfalls. A \$105,502 State GIA FY2027 award will complete funding for this project.

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 2027 for program funding.

<b><u>Funding Source</u></b>	<b><u>Amount</u></b>
OJJDP (3-year award)	\$950,000
City GIA FY2024	\$199,225
State GIA FY2026	\$50,000

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2025.

The balance of Common Grace's unrestricted current assets as of November 30, 2025 is \$639,945.92.

## **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 our continuum of mentoring programs continue 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 essential 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.

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.

Common Grace's continuum of mentoring programs embody 26 years of unwavering commitment to serve at-risk children and youth 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 4 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	Range: \$69,000 - \$80,000
Program Manager	Range: \$58,000 - \$68,000
Executive Assistant	Range: \$48,000 - \$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.

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 2027 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2027, but
- (b) Not received by the applicant thereafter.

Common Grace maintains a diversified funding portfolio, with approximately 85% of revenue generated through individual supporters, many of whom have been faithful, long-term contributors, and the remainder from grants and fundraising initiatives.

Beyond individual giving, Common Grace strategically pursues partnerships with philanthropic donors, corporate sponsors, and faith-based organizations that share our mission to serve at-risk children through mentoring. Our Annual Gala also provides a consistent source of unrestricted funding, supporting program growth and long-term sustainability beyond the life of any single grant. In 2026 – 2027, Common Grace will expand its partnership with the Hawaii Department of Education to reach new schools, with a focus on low-income communities, bringing peer mentoring to a greater number of at-risk children across Oahu.

A cornerstone of our sustainability strategy is the ongoing development of a strong volunteer base. Each year, high school and college-aged mentors are recruited and equipped with essential tools to achieve personal success while modeling leadership for younger students. Training emphasizes 21st-century skills such as time management, organization, communication, and teamwork. As a result, one in every two mentors returns for a second year, ensuring both program continuity and lasting impact.

This comprehensive approach ensures the mentoring program is positioned to thrive well beyond the grant period. By equipping mentors with critical life and leadership skills while providing consistent support to at-risk youth, Common Grace fosters resilience, a sense of confidence and awareness, academic confidence, and positive life trajectories that ripple throughout families and communities. This dual investment creates a cycle of empowerment that strengthens Hawaii's future workforce and civic life, ensuring the benefits of mentoring extend beyond into the long-term health and vitality of the community.

With federal cuts to the Department of Education threatening afterschool programs that serve at-risk youth, this State Grant-in-Aid request will help Common Grace expand capacity and provide more at-risk youth on Oahu with 1-to-1 mentorship and academic encouragement.



## BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2026 to June 30, 2027

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	\$71,500.00	30.00%	\$ 21,450.00
Executive Assistant	1	\$43,507.00	30.00%	\$ 13,052.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL:</b>				<b>34,502.00</b>
<b>JUSTIFICATION/COMMENTS: State GIA funds would support a portion of the salaries/wages of key personnel essential to deliver Common Grace's continuum of mentoring programs and accomplish the Goal and Objectives of this request.</b>				

## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2026 to June 30, 2027

Applicant: Common Grace

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Laptops	2.00	\$1,500.00	\$ 3,000.00	\$ 3,000.00
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>	2		\$ 3,000.00	\$ 3,000.00

**JUSTIFICATION/COMMENTS:** To support purchase of 2 laptops to replace aging technology

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
12 Passenger Van	1.00	\$35,000.00	\$ 35,000.00	\$ 35,000.00
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>	1		\$ 35,000.00	\$ 35,000.00

**JUSTIFICATION/COMMENTS:** To facilitate purchase of a passenger van to accommodate transportation of mentors and mentees

# BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2026 to June 30, 2027

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:2024-2025	FY:2025-2026	FY:2026-2027	FY:2026-2027	FY:2027-2028	FY:2028-2029
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
<b>TOTAL:</b>						
<b>JUSTIFICATION/COMMENTS:</b>						

**GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID**

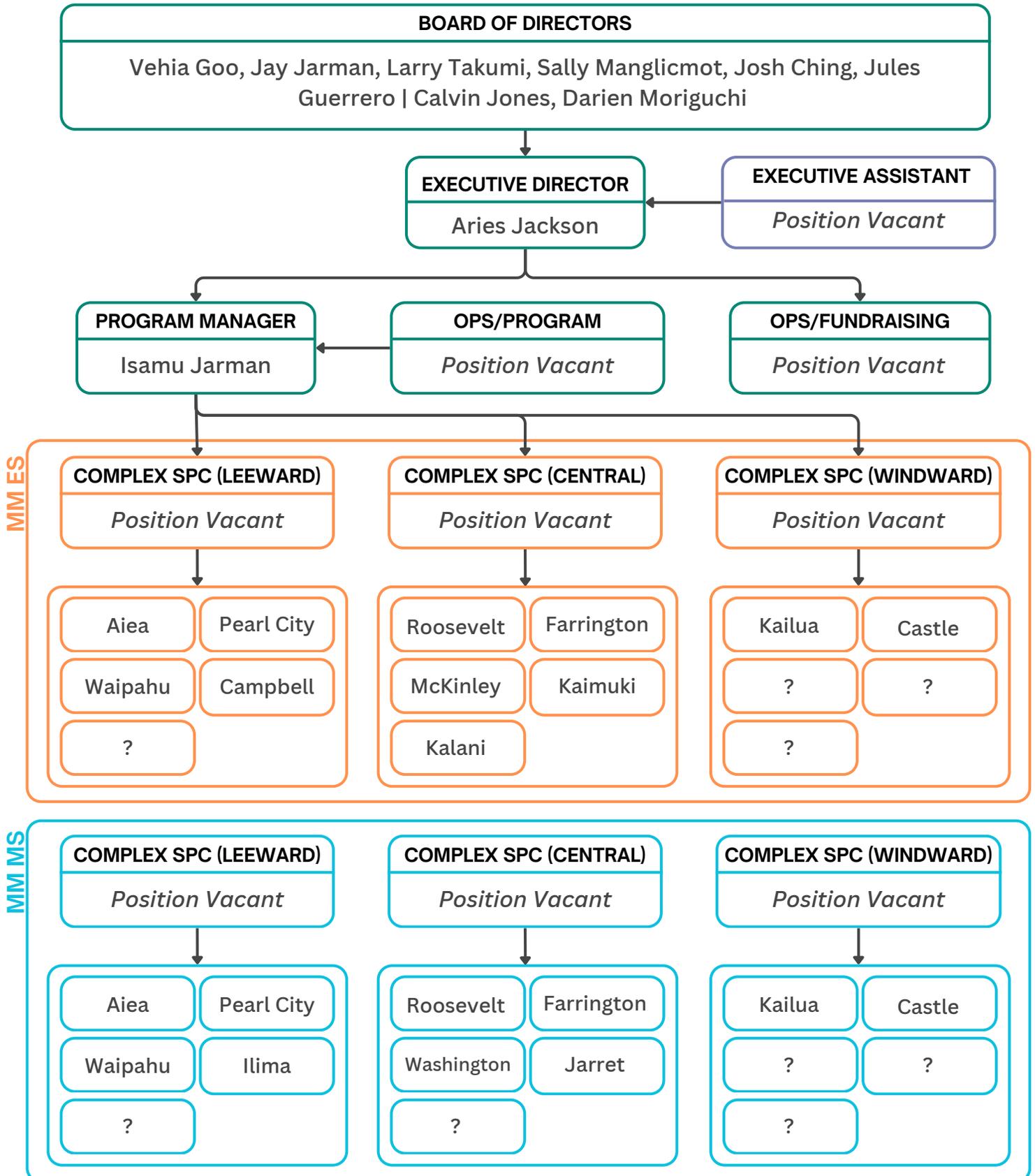
Applicant: Common Grace

Contracts Total: \$1,199,225

	<b>CONTRACT DESCRIPTION</b>	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)</b>	<b>CONTRACT VALUE</b>
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 FY2026	7/1/25 - 6/30/26	Office of Community Services	State	\$50,000
4					
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7					
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# ORGANIZATIONAL CHART

## SY: 2025~2026



CAN ONLY BE 4 MAX PER SUPER SPC AS WEDNESDAYS TEND TO BE DIFFICULT