

## 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 next page**



**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:** 01/15/2026

**Status:** **Compliant**

Hawaii Tax#: [REDACTED]  
 New Hawaii Tax#: [REDACTED]  
 FEIN/SSN#: [REDACTED]  
 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](#). **\*\*See next page**

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

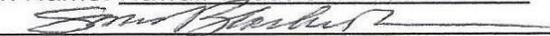
The undersigned authorized representative of the applicant certifies the following:

- 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.

Organization Name: Hawaii Youth Services Network

Signature: 

Date: January 8, 2026

Name and Title: Sonia Blackiston, 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 Hawai'i Revised Statutes.

## **II. Background and Summary**

This section shall clearly and concisely summarize and highlight the contents of the request in such a way as to provide the State Legislature with a broad understanding of the request. Please include the following:

1. A brief description of the applicant's background; Hawai'i Youth Services Network's (HYSN) mission statement is: "Networking youth-serving organizations to provide leadership, encourage collaboration, support youth voices, and foster partnerships in Hawai'i and the Pacific Islands".

HYSN's core services include organizational capacity building; partnership development; networking and communication; needs assessment and public policy development; and creating opportunities for youth voice and engagement.

Current programs include the Hawai'i Children and Youth Summit; Youth Homelessness System Improvement Project; Runaway and Homeless Youth Collaborative; Hawai'i Interagency State Youth Network of Care (HI-SYNC); and the Safe Spaces for Youth Pilot Project.

2. The goals and objectives related to the request;

To engage diverse groups of youth and young adults in civic affairs by working collaboratively to identify community needs and advocate for solutions, including legislative and public policy action. To provide opportunity for youth voices to lead and guide legislative change in Hawai'i.

### **Objectives:**

- Convene at least **130 and up to 175 youth and young adults** annually through the Hawai'i Children and Youth Summit.
- Engage **15-20 youth** in meaningful leadership roles, including planning committee members, facilitators, speakers, moderators, and technical support.

- Facilitate youth-led discussions to identify priority issues that can be addressed through legislative action or public policy change, as documented through breakout group summaries and facilitated consensus-building activities.
- Develop **10 youth-informed policy and legislative recommendations** reflecting shared priorities identified during the Summit.
- Present youth-developed recommendations to the **Hawai'i State Legislature and advocacy partners** following the Summit to inform policymaking and ongoing civic engagement efforts.

### **Process and Documentation:**

*Process:* Planning Committee monthly meetings take place beginning eight months before the event, to create Summit programming, as well as organize volunteers, facilities, social media outreach, and finances. During Summit, youth participants will engage in facilitated discussions followed by a month-long voting period to identify, refine and rank key legislative issues and recommendations. After voting results are published, HYSN and youth leaders work together to share legislative recommendations throughout the state with major stakeholders. *Documentation:* All Planning Committee meetings are recorded and documented, all Summit programming and materials are documented, breakout group reports from the day of the Summit are documented, and post-Summit summaries shared with policymakers and partners are documented through providing testimony and education.

### 3. The public purpose and need to be served;

The Hawai'i Children and Youth Summit provides youth and young adults with a meaningful opportunity to engage in civic dialogue, build consensus on public policy priorities, and communicate those priorities directly to policymakers. By creating structured opportunities for youth voices, the Summit strengthens public policy outcomes and fosters long-term civic engagement among participants.

The Children and Youth Summit is an annual convening held at the Hawai'i State Capitol that brings together on average 130-175 youth from across the state for a day of facilitated discussion and civic engagement. Participants identify and explore issues they believe the Hawai'i State Legislature should address to make Hawai'i a better place to live, learn, and work. Through youth-led discussions and collaborative activities, participants develop shared priorities and policy recommendations grounded in lived experience.

Historically, the Summit was organized by the Keiki Caucus, chaired by Senator Suzanne Chun Oakland. Since 2014, Hawai'i Youth Services Network (HYSN) has served as the lead organizer, working in close partnership with the Keiki Caucus and other stakeholders to sustain and strengthen the Summit as a statewide platform for youth civic participation.

The Children and Youth Summit serves a clear public purpose by benefiting youth, policymakers, and communities. Youth gain skills, confidence, and experience in civic engagement; policymakers receive direct, informed input from young people; and communities benefit from policies that more accurately reflect the needs and perspectives of Hawai‘i’s youth.

4. Describe the target population to be served;  
 Youth and young adults through age 24 residing statewide, including youth from ethnic, cultural, sexual, and gender minorities; youth with lived experience of homelessness, foster care, mental health challenges, and juvenile justice involvement; and youth with disabilities.

5. Describe the geographic coverage.  
 The Summit takes place on Oahu, but its reach is statewide, including O‘ahu and neighbor islands.

HCYS 2025 Geographic Regions	# of Attendees	Percentage of Total (144)
Oahu	119	83%
Hawai‘i Island	5	3%
Maui*	0	0%
Kauai	17	12%
Mainland State	3	2%

\*Planning to make special outreach efforts to encourage youth participation from Hawai‘i Island and Maui for 2026.

### **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;

Hawaii Youth Services Network (HYSN) will serve as the lead coordinator and fiscal sponsor for the Hawai‘i Children and Youth Summit. HYSN’s responsibilities include convening and supporting the planning committee; recruiting youth participants and youth leaders; coordinating logistics at the Hawai‘i State Capitol; facilitating youth-led discussions; compiling and disseminating youth-developed policy and legislative recommendations; and supporting post-Summit civic engagement and advocacy activities.

## **Collaboration and Partnerships**

The Children and Youth Summit is a collaborative, multi-agency effort. In 2025, twenty (20) organizations participated in planning and implementing the Summit. Many have expressed interest in continued involvement. Partner organizations contribute staff time, outreach support, subject-matter expertise, and recruitment of youth participants. Roles and responsibilities are coordinated through the planning committee and documented through meeting agendas, minutes, and Summit materials.

Additional youth-serving organizations and individual youth and young adults will be welcomed and encouraged to participate in planning and implementation activities.

## **Event Design**

### **Participants:**

At least **130 and up to 175 youth and young adults**, through age 24.

### **Timing:**

The Summit will be held during a public-school break period to maximize youth participation.

### **Venue:**

The Hawai'i State Capitol, including the auditorium and conference rooms.

## **Access and Accommodations**

The Summit will be open to youth from across the state. Reasonable accommodations will be provided upon request to support participation. The Hawai'i State Capitol meets Americans with Disabilities Act (ADA) standards, and sign language interpretation and other accessibility supports will be arranged as needed.

Subject to available resources, travel assistance for youth from neighbor islands may be offered to support statewide participation.

## **Staffing and Volunteer Support**

HYSN staff will provide overall coordination and administrative support for the Summit. Planning committee leadership, facilitation roles, and event support will be shared among partner organizations, youth leaders, and volunteers. This collaborative structure supports effective planning while centering youth participation throughout the process.

## **Youth Recruitment and Outreach**

Youth recruitment will be conducted through partner organizations, schools, and youth-serving agencies statewide. Outreach will include youth friendly social media platforms, partner email lists, and inclusion in the Children and Youth Month calendar of events.

## **Summit Activities**

### **Opening Session / Town Hall:**

The Summit will open with a Town Hall-style session featuring youth and invited policymakers, providing an opportunity for dialogue and shared learning.

### **Youth-Led Breakout Groups:**

Youth participants will engage in facilitated breakout groups focused on key issue areas, such as health and well-being, housing and homelessness, education, environmental protection, and public safety. Breakout groups will be youth-only spaces, with youth serving in facilitation and documentation roles. Each group will develop proposed policy or legislative recommendations based on discussion and consensus.

### **Reporting and Synthesis:**

Participants will reconvene to share breakout group priorities and recommendations. Recommendations will be synthesized into a set of youth-informed policy priorities for dissemination.

## **Post-Summit Follow-Up and Continued Engagement**

Following the Summit, HYSN will support continued youth engagement through the legislative session. Youth participants will receive updates on relevant bills and resolutions, opportunities for civic learning and advocacy training, and invitations to participate in public events and policy discussions coordinated by partner organizations.

Follow-up activities may include:

- Sharing updates on legislative actions related to Summit priorities
- Disseminating media coverage and informational materials
- Hosting an end-of-session convening (virtual or in-person) to reflect on outcomes and encourage continued involvement from Summit participants and volunteers
- Ongoing recruitment of youth to participate in leadership roles for future Summits

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

<b>Task</b>	<b>Time Period/Completion Date</b>
Summit promotional media created, social media promotion begins	March 2026
Monthly Planning Committee meetings begin	March 2026-October 2026
Legislative outcomes meeting with former Summit participants and volunteers regarding 2025 Summit legislative recommendations	May 2026
Reserve capital as event venue, invite legislators as guest speakers	June 2026
Tech support from Get Ready Hawai'i and 'Olelo Media contracts finalized	July 2026
Youth leader/speaker team finalized	August 2026
Youth leader/speaker training offered	September 2026
Summit program finalized, legislator guest speakers finalized	September 2026
Registration opens	September 2026
Food and transportation contracts finalized	September 2026
2026 HCYS	October 2026 (Fall Break)
Voting opens to rank Summit legislative recommendations	October 2026
Share ranked recommendations with Legislature and community partners, provide testimony for relevant bills	November 2026- 2027 Legislative Session
Follow up with participants on bill progress related to Summit legislative recommendations via email/social media	2027 Legislative Session (bi-weekly)
Legislative outcomes meeting with former Summit participants and volunteers regarding 2026 Summit legislative recommendations	May 2027
Final GIA report submitted	July 2027

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

Hawaii Youth Services Network (HYSN) will implement an ongoing quality assurance and evaluation process to monitor progress, assess outcomes, and improve program effectiveness throughout the planning, implementation, and follow-up phases of the Hawai'i Children and Youth Summit.

Progress toward meeting program objectives will be reviewed at each planning committee meeting. Specific committee members will be assigned responsibility for managing activities, tracking timelines, and reporting on progress. Meeting agendas, minutes, and action items will document progress and identify any challenges requiring adjustment.

When activities are not proceeding as planned, the planning committee will identify corrective actions and monitor their effectiveness at subsequent meetings. Subgroups may convene between meetings to address specific issues, adapt procedures, identify additional resources, or respond to unforeseen challenges.

Following each annual Children and Youth Summit, the planning committee will conduct a structured debriefing and quality improvement session. Participants may include planning committee members, youth leaders, facilitators, moderators, speakers, and technical support contributors. This session will focus on reviewing implementation, identifying strengths and challenges, and developing recommendations for future improvement.

Evaluation methods will include:

- Review of participation data, including registration and attendance records
- Documentation of Summit activities and materials
- Breakout group summaries and compiled policy or legislative recommendations
- Participant feedback collected through facilitated discussions or written input
- Review of follow-up activities and dissemination of recommendations to policymakers and partners

Areas reviewed during the quality improvement process may include, but are not limited to:

- Planning committee structure and effectiveness
- Youth leadership roles and engagement processes
- Outreach, registration, and communications
- Technical and logistical operations

- Agenda design and facilitation
- Legislative engagement and follow-through
- Resource needs and funding considerations

The Summit’s objectives include clearly defined deliverables and methods for assessing whether objectives have been met. These deliverables, associated targets, and measurement methods are described in the Measures of Effectiveness section of this application. Findings from the evaluation process will inform planning and implementation of future Summits and support continuous program improvement.

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.

The following measures of effectiveness will be reported to the State agency through which grant funds are appropriated. These measures provide objective, verifiable indicators of program implementation and outcomes. If the level of appropriation differs from the amount requested, the measures of effectiveness will be updated and transmitted to the expending agency as required.

### **Measures of Effectiveness Table**

<b>Outcome / Deliverable</b>	<b>Target</b>	<b>How Measured</b>
Youth participants identify and discuss key issues that can be addressed through legislative or public policy action.	Priority issues identified during the Summit	Breakout group summaries and compiled Summit materials
Youth-informed policy or legislative recommendations developed.	10 recommendations	Breakout group reports and final recommendation summary
Number of youth and young adults participating in the Summit.	130-175 participants	Registration records and event sign-in sheets
Number of youth serving in leadership roles in planning and implementation.	15-20 youth leaders	Planning committee records, meeting minutes, and Summit program
Youth-developed recommendations disseminated to policymakers and advocacy partners.	Recommendations shared following the Summit	Records of transmission, email distribution lists, and briefing materials
Youth receive information related to legislative activity connected to Summit priorities.	Communications provided during the legislative session	Email distribution records and communication logs
Youth invited to participate in post-Summit civic or policy engagement activities.	Invitations issued during the legislative session	Event notices, announcements, and participation records

Youth participants and Planning Committee volunteers' satisfaction with the event (efficacy, applicability, accessibility, overall enjoyment)

Responses from 75% of volunteers and 50% of participants  
 QR code survey

### Continuous Review

Data collected through the measures above will be reviewed by HYSN staff and the planning committee as part of the ongoing quality assurance and continuous improvement process. Results will be used to assess progress toward objectives, document outcomes, and inform planning and implementation of future Children and Youth Summits.

## **IV. Financial**

### **Budget**

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request. **\*\*See pages 24-28**
  - a. Budget request by source of funds ([Link](#))
  - b. Personnel salaries and wages ([Link](#))
  - c. Equipment and motor vehicles ([Link](#))
  - d. Capital project details ([Link](#))
  - e. Government contracts, grants, and grants in aid ([Link](#))
  
2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2027.

	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Tech	\$4000	\$4000	\$1000	\$3000
Food		\$6000		
<b>Total</b>	\$4000	\$10,000	\$1000	\$3000

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

Funding from the Youth Homelessness System Improvement HUD grant will support 61% of Summit costs. Hawai'i DDC has committed to providing funding to make sure Summit is accessible for people with disabilities. And we expect contributions from Give Big Hawai'i, as well as support from local merchants.

Source	How Determined	Amount	Percent
GIA	Amount of budget request	\$18,000	20%

YHSI	Awarded funds for Summit airfare/transportation, personnel, gift cards for youth leader compensation	\$56,400	62%
Donations (local stores, Give Big Hawaii)	Estimate based on 2025	\$2,300	2%
Hawaii State Council on Developmental Disabilities	Estimate based on 2025	\$1,500	2%
In-Kind contributions of staff and volunteer time from sponsoring organizations. Estimated 400 hours (200 pre-Summit & 200 hours at the event) at \$34.79/hour (standard value of volunteer time)	Estimated 400 hours.200 pre- Summit steering committee and subcommittee work. 275 hours at the event (25 volunteers x 7 hours) at \$34.79/hour (standard value of volunteer time)	\$13,046	14%
<b>TOTAL</b>		<b>\$91,246</b>	<b>100%</b>

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.

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.

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

Applicant: Hawaii Youth Services Network

Contracts Total: 4,043,476

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	Basic Center Program	9/30/23-9/29/27	Family & Youth Services	Federal	750,000
2	Street Outreach Grant in Aid	01/01/2026-12/31/26	Hawai'i State Legislature	State	600,000
3	Transitional Living Program	9/20/24-9/29/29	FYSB	Federal	999,995
4	Youth Homelessness Systems Improvement	10/1/24-3/31/27	U.S. Dept. of Housing and Urban Development	Federal	1,036,608
5	AmeriCorps Evaluation	10/1/20-9/30/26	Public School System, Maui	State	40,000
6	Safe Spaces for Youth Pilot Project	1/1/23-12/1/25 (will be extended)	Office of Youth Services	State	479,384
7	Hawai'i Interagency State Network of Youth Care	3/1/20-2/28/26	HI DOH Child & Adolescent Services	State	137,489

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

3000 Unrestricted Net Assets	493,540.49
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## **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.

Hawai'i Youth Services Network (HYSN) has successfully managed and implemented multiple statewide projects and contracts relevant to the services proposed in this application. Recent, verifiable experience includes:

- **Hawai'i Children and Youth Summit** – Legislative Grants-in-Aid (FY 2022, FY 2023).  
Additional funding sources have included the Nā Lei Aloha Foundation; League of Women Voters of Hawai'i Education Fund; Hawai'i State Council on Developmental Disabilities; Federal Administration for Children and Families; and Hawai'i Community Foundation. In FY 2025, HYSN secured funding from the U.S. Department of Housing and Urban Development to support related youth-serving initiatives.
- **Hawai'i Interagency State Youth Network of Care (HI-SYNC)** – Since 2016, HYSN has served as the facilitator and coordinator of HI-SYNC, a statewide, multi-agency forum focused on improving outcomes for children, youth, and families. Activities include convening partners, coordinating data review and analysis, identifying system gaps, recommending policy and practice improvements, and supporting interagency collaboration and coordination.
- **Runaway and Homeless Youth Collaborative** – Established in 1981, this collaborative provides street outreach, emergency shelter, and transitional living services for runaway and homeless youth ages 12–21. HYSN provides coordination, grant management, training, and evaluation support for five partner agencies delivering services statewide.
- **Safe Spaces for Youth Pilot Project** – Contract with the Office of Youth Services to conduct planning and coordination for the Safe Spaces for Youth Pilot Project, modeled after the National Safe Place Network. HYSN's responsibilities include stakeholder coordination, implementation planning, and support for statewide pilot activities.

### **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.

The Hawai'i Children and Youth Summit will be conducted at the Hawai'i State Capitol, utilizing the auditorium, conference rooms, and designated common areas as needed. Hawai'i Youth Services Network (HYSN) will coordinate with the co-conveners of the Keiki Caucus to secure use of the facilities.

The project will request access to standard Capitol resources, including audio-visual equipment such as sound systems and projection equipment, as well as chairs and tables required for Summit activities. HYSN is familiar with the requirements, policies, and restrictions governing the use of Capitol facilities and will comply with all applicable guidelines.

Planning committee meetings will be conducted primarily through virtual platforms to accommodate participants located on multiple islands. When appropriate, in-person planning meetings may be hosted by partner organizations using their own facilities.

## **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.

All staffing for the Hawai'i Children and Youth Summit will be funded through other sources, including a Youth Homelessness System Improvement Project grant from the U.S. Department of Housing and Urban Development and a Basic Center Program grant from the federal Administration for Children and Families. Additional staffing support will be provided as in-kind contributions from members of the Planning Committee, payment to a technical consultant, and stipends for youth involved in planning and leadership roles.

Jefferson Gourley, Executive Director of Get Ready Hawai'i, will serve as Event Chair for the Hawai'i Children and Youth Summit. Mr. Gourley brings more than eight years of leadership experience with the Summit, including three years as Co-Chair and serving as sole Chair since 2023. In this role, he provides overall leadership for Summit planning and execution, guides a diverse, multi-agency planning committee, and ensures that timelines, deliverables, and outcomes are met. Mr. Gourley has extensive experience in youth leadership development, civic engagement, and cross-sector collaboration, and has been instrumental in shaping the Summit to center youth voice, strengthen youth-adult partnerships, and translate youth-identified priorities into actionable policy recommendations shared with legislators and advocacy partners.

Malia Packer, Youth Development Coordinator at Hawaii Youth Services Network (HYSN), will assist the Event Chair with Summit planning and execution. Ms. Packer manages much of the coordination for the event, provides staffing and logistical support to the planning committee and committee chairs, and conducts follow-up engagement with youth participants to encourage continued civic involvement. Since joining HYSN in November 2024, she has played a key role in supporting youth leadership, strengthening coordination among partner organizations, and advancing inclusive youth engagement efforts—particularly for young people with lived experience of homelessness, system involvement, or marginalization.

Sonia Blackiston, Executive Director of Hawaii Youth Services Network, will serve as Legislative Liaison and Fund Development Chair. She, along with Kierra Thompson, Administrative Specialist, will ensure accurate accounting, compliance, and allowable use of Grant-in-Aid funds. Their time will be supported through other funding sources.

Additional HYSN staff contributing limited time to the Hawai'i Children and Youth Summit include Nicole Cowan, Youth Homelessness System Improvement Project Director, and Margaret Cadiz, HI-SYNC Coordinator.

## **Staffing Pattern and Qualifications**

Hawaii Youth Services Network (HYSN) provides overall project coordination, administrative oversight, and fiscal management for the Summit. Key staffing functions include planning and coordination, youth engagement support, logistics management, legislative coordination, communications, and post-Summit follow-up.

HYSN staff assigned to the project bring experience in statewide coordination, youth engagement, legislative processes, grant management, and compliance with federal and state funding requirements. Staff responsibilities include convening and supporting the planning committee, coordinating Summit logistics, supporting youth leadership roles, managing communications and documentation, and facilitating follow-up activities during the legislative session.

## **Supervision and Administrative Oversight**

HYSN provides administrative direction and supervision for all Summit activities. The Executive Director, **Sonia Blackiston**, provides executive oversight, including organizational leadership, fiscal accountability, and compliance with grant requirements. Fiscal oversight, accounting, and internal controls are maintained in accordance with HYSN policies and applicable state and federal funding requirements.

Staff time devoted to Summit planning and implementation is funded through other sources and is not charged to this grant. Regular coordination meetings support communication, task assignment, and progress monitoring.

## **Contracted and Technical Support**

Specialized technical support, such as audiovisual or communications assistance, may be provided through contracted services as needed to support Summit operations.

## **In-Kind Staffing Support**

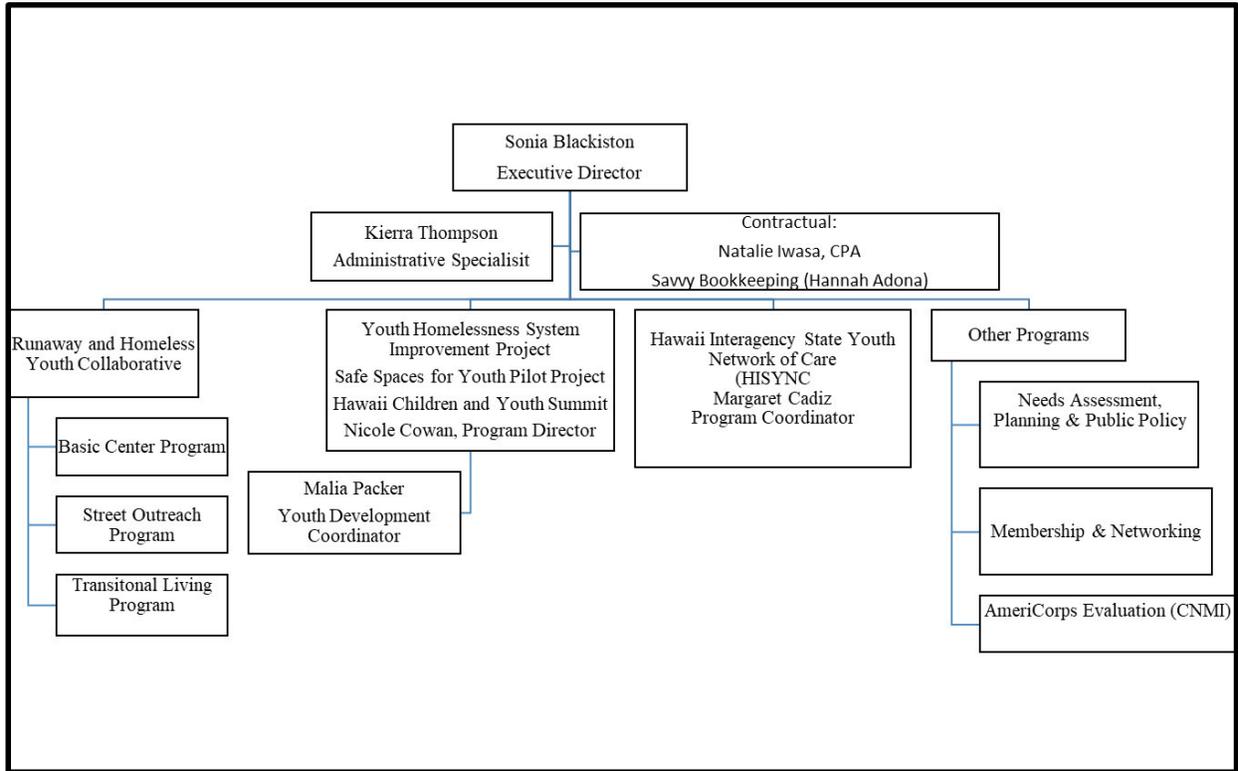
A significant portion of staffing support is provided through in-kind contributions from partner organizations and co-sponsors. Partner agencies contribute staff and volunteer time to support planning and implementation activities, including participation on planning committees and subcommittees; youth recruitment and outreach; preparation and support for youth leadership roles; event set-up and logistics; registration and onsite support; coordination of meals and materials; and post-event follow-up activities.

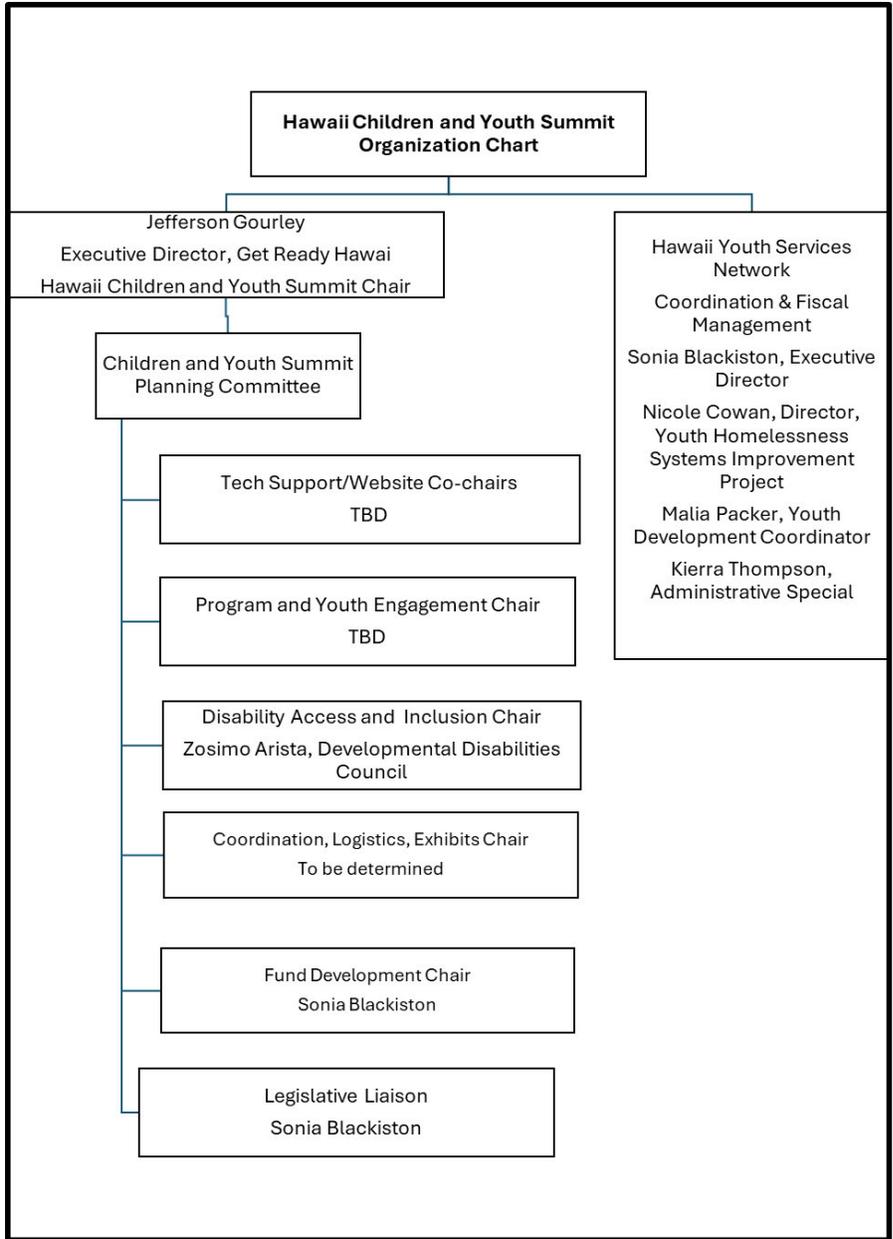
Partner organizations are expected to contribute an estimated **approximately 375 hours** of staff and volunteer time, valued at **\$34.79 per hour**, consistent with the **2025 standard value of volunteer time**. These in-kind contributions enhance program capacity and support effective collaboration across participating organizations.

## **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 pages 20-21**

## Hawaii Youth Services Network Organization Chart 2026





**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 - \$125,000

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

Youth Development Coordinator: \$50,000 - \$60,000

**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.

Not applicable.

## 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

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.

Since Hawaii Youth Services Network (HYSN) assumed management of the Hawai'i Children and Youth Summit, the organization has successfully secured a combination of grant funding and in-kind contributions to support the program. This diversified funding approach reduces reliance on any single source and strengthens long-term sustainability.

Funding awarded by the U.S. Department of Housing and Urban Development (HUD) will support a significant portion of Summit expenses in 2026. HUD funds will support allowable costs related to youth participation, travel for neighbor island participants and chaperones, incentives for youth leadership roles, personnel costs, administrative expenses, and a substantial portion of technical support services.

In addition to HUD funding, HYSN has historically secured foundation grants and corporate sponsorships to support the Summit. Past funding sources have included private foundations, corporate donors, and community-based fundraising initiatives such as Give Big Hawai'i. HYSN will continue to pursue new funding opportunities while maintaining relationships with prior funders and sponsors.

HYSN also leverages its federal Basic Center Program grant to support staffing and administrative functions related to statewide coordination and youth-serving partnerships. The Basic Center Program has provided consecutive multi-year funding to HYSN since 1981, with the current grant extending through September 29, 2027. This ongoing federal support contributes to organizational stability and administrative capacity.

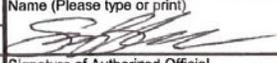
Sustainability is further strengthened through the continued commitment of partner agencies that participate in the Summit planning committee. Core partners have demonstrated consistent engagement by contributing staff time, expertise, outreach support, and logistical assistance year after year. Partner organizations have affirmed the value of the Summit as a forum for youth civic engagement and policymaker dialogue and have indicated their intention to remain involved in future Summits.

The Children and Youth Summit produces documented benefits that support continued investment, including youth leadership development, informed civic participation, and the delivery of youth-informed perspectives to policymakers. These outcomes have been used successfully to secure funding in the past and will continue to support sustainability efforts in future years.

**BUDGET REQUEST BY SOURCE OF FUNDS**

Period: July 1, 2026 to June 30, 2027

Applicant: Hawaii Youth Services Network

<b>BUDGET CATEGORIES</b>	<b>Total State Funds Requested (a)</b>	<b>Total Federal Funds Requested (b)</b>	<b>Total County Funds Requested (c)</b>	<b>Total Private/Other Funds Requested (d)</b>
<b>A. PERSONNEL COST</b>				
1. Salaries				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
<b>TOTAL PERSONNEL COST</b>				
<b>B. OTHER CURRENT EXPENSES</b>				
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. HCYS Food for attendees	6,000			
10. HCYS Tech costs	12,000			
11.				
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<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>18,000</b>			
<b>C. EQUIPMENT PURCHASES</b>				
<b>D. MOTOR VEHICLE PURCHASES</b>				
<b>E. CAPITAL</b>				
<b>TOTAL (A+B+C+D+E)</b>	<b>18,000</b>			
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	18,000	Malia Packer	707-845-7708	
(b) Total Federal Funds Requested		Name (Please type or print)	Phone	
(c) Total County Funds Requested			1-16-2026	
(d) Total Private/Other Funds Requested		Signature of Authorized Official	Date	
<b>TOTAL BUDGET</b>	<b>18,000</b>	Sonia Blackiston, Executive Director		
		Name and Title (Please type or print)		

## BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2026 to June 30, 2027

Applicant: Hawaii Youth Services Network

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
None requested, staffing funded through Federal HUD grant				\$-
				\$-
				\$-
				\$-
				\$-
				\$-
				\$-
				\$-
				\$-
				\$-
				\$-
<b>TOTAL:</b>				N/A

**JUSTIFICATION/COMMENTS:**

Applicant: Hawaii Youth Services Network

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

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
None requested			\$-	
			\$-	
			\$-	
			\$-	
			\$-	
<b>TOTAL:</b>				N/A
<b>JUSTIFICATION/COMMENTS:</b>				

Applicant: Hawaii Youth Services Network

<b>FUNDING AMOUNT REQUESTED</b>						
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>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>
No funds requested JUSTIFICATION/COMMENTS: requested						

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

Applicant: Hawaii Youth Services Network

Contracts Total: 4,043,476

	<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	Basic Center Program	9/30/23-9/29/27	Family & Youth Services	Federal	750,000
2	Street Outreach Grant in Aid	01/01/2026-12/31/2	Hawaii State Legislature	State	600,000
3	Transitional Living Program	9/20/24-9/29/29	FYSB	Federal	999,995
4	Youth Homelessness Systems Improvement	10/1/24-3/31/27	U.S. Dept. of Housing and Urban Development	Federal	1,036,608
5	AmeriCorps Evaluation	10/1/20-9/30/26	Public School System, I	State	40,000
6	Safe Spaces for Youth Pilot Project	1/1/23-12/1/25 (will)	Office of Youth Services	State	479,384
7	Hawaii Interagency State Network of Youth Care	3/1/20-2/28/26	HI DOH Child & Adolescent	State	137,489
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