

## 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.

#### **2. Declaration Statement**

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

#### **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](#). This grant will be used for a public purpose pursuant to Section 42F-102, Hawai'i Revised Statutes, by providing youth leadership development, mental health awareness education, and community engagement services to youth ages 11–13 in Hawai'i.

### **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; Founded in 2007, Pearls of Paradise Foundation is a Hawai'i -based 501(c)(3) nonprofit organization dedicated to advancing educational access, leadership development, and community well-being across Hawai'i and the Pacific region.

2. The goals and objectives related to the request; Goals

- Empower youth to become confident leaders, Increase mental health awareness and reduce stigma, Strengthen resilience and positive decision-making skills

#### **• Objectives**

- Deliver leadership programming to youth ages 11–13, Provide mental health awareness education during the program year, Increase leadership confidence and emotional awareness, Engage youth in community service activities

3. The public purpose and need to be served; Early adolescence is a critical developmental stage. Youth ages 11–13 face increasing academic, social, and emotional pressures. The Pacific Youth Leadership Institute addresses this need by providing structured leadership development and mental health awareness education that strengthens confidence, resilience, and community engagement. The program serves a clear public purpose by supporting positive youth development and long-term community well-being.
4. Describe the target population to be served; The Pacific Youth Leadership Institute serves youth ages 11–13 residing in Hawai'i, a critical developmental period during which young people begin forming leadership identity, social awareness, and emotional regulation skills. The program is designed to engage middle school–aged youth from diverse backgrounds, including those who may have limited access to structured leadership development, mentorship, or mental health awareness programming. Participants are recruited through partnerships with public and charter schools, family networks, and community-based organizations. Outreach prioritizes youth who demonstrate interest in personal growth, leadership development, and community engagement, as well as youth who may benefit from additional support in building confidence, resilience, and positive coping skills. The program is open to youth regardless of socioeconomic status, academic standing, or prior leadership experience. By engaging youth early, the Pacific Youth Leadership Institute supports positive developmental outcomes that contribute to long-term educational engagement, emotional well-being, and community involvement.
5. Describe the geographic coverage. Statewide, with primary programming on O'ahu and outreach to neighbor islands as capacity allows.

### **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; The Pacific Youth Leadership Institute is a youth-centered, interactive leadership development program delivered through structured workshops and mentoring sessions. Activities include leadership skill-building, youth-led discussions, mental health awareness education addressing depression, anxiety, and trauma, stigma reduction strategies, and community service engagement.
2. Provide a projected annual timeline for accomplishing the results or outcomes of the service; **Q1:** Planning, recruitment, curriculum development  
**Q2:** Leadership workshops and mental health awareness sessions

**Q3:** Youth-led activities and community engagement

**Q4:** Evaluation, reporting, and sustainability planning

3. Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; Program quality will be monitored through attendance tracking, facilitator observations, and participant feedback. Evaluation will include pre- and post-program surveys measuring leadership confidence, mental health awareness, and participant engagement. Results will be reviewed to improve program delivery and effectiveness.
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.

Program effectiveness for the Pacific Youth Leadership Institute will be measured using objective, developmentally appropriate, and standardized methods consistent with youth development, prevention, and educational program reporting practices commonly utilized by the Hawai'i Department of Education and the Hawai'i Department of Health. Evaluation measures will assess participant outcomes related to leadership development, mental health awareness, stigma reduction, and program engagement. Aggregate data will be collected, analyzed, and reported to the expending agency in accordance with grant requirements.

Leadership development outcomes will be measured through pre- and post-program participant surveys assessing self-confidence, communication skills, decision-making ability, and comfort assuming leadership roles. These measures align with DOE social-emotional learning (SEL) indicators and youth leadership development benchmarks. Changes between pre- and post-assessments will demonstrate measurable growth in leadership capacity over the program period.

Mental health awareness outcomes will be assessed through structured knowledge assessments administered before and after program instruction related to depression, anxiety, trauma, and help-seeking behaviors. These measures align with DOH prevention and early intervention frameworks by assessing increased understanding of emotional well-being, identification of stress indicators, and awareness of trusted support resources. Aggregate assessment results will demonstrate increased mental health literacy among participants.

Stigma reduction outcomes will be measured through facilitated reflections and brief attitude surveys designed to assess changes in participants' perceptions of mental health and emotional wellness. Facilitators will document standardized reflection responses and observable indicators of increased openness, empathy, and willingness to discuss mental health topics. These measures align with DOH stigma-reduction and youth resilience objectives and will be summarized in narrative and quantitative form.

Program engagement and completion will be measured through attendance records and participation tracking. Completion will be defined as participation in a minimum percentage of scheduled program sessions. Attendance and completion rates will be reported to demonstrate program reach, retention, and participant engagement, consistent with DOE and DOH program monitoring practices.

If the level of appropriation differs from the amount requested, the Foundation will revise the scope of work and associated measures of effectiveness as necessary and submit updated measures to the expending agency to ensure continued alignment with available funding and program capacity.

#### **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](#))
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
\$18,750	\$18,750	\$18,750	\$18,750	\$75,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2027. At this time, no additional funding sources have been secured for fiscal year 2027. The Foundation continues to explore diversified funding opportunities to support long-term sustainability.
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. The Foundation has not received, applied for, or anticipates applying for any state or federal tax credits related to this request.

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. Not applicable. The Foundation has not received state, federal, or county government contracts or grants within the prior three years for this program.
6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2025. As of December 31, 2025, the Foundation's unrestricted current asset balance is \$\_21,060.87.

## **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. The Pearls of Paradise Foundation demonstrates the skills, abilities, knowledge, and experience necessary to successfully implement the Pacific Youth Leadership Institute. Since its inception in 2007, the Foundation has provided sustained leadership in the delivery and oversight of youth development, educational enrichment, and community-based initiatives that advance leadership, academic engagement, and personal growth.

The Foundation is governed by a Board of Directors whose members collectively bring more than twenty years of professional experience in education, youth development, public administration, nonprofit governance, and community service. Several Board members hold advanced graduate degrees, including doctoral and master's degrees, and have served in senior leadership roles within public school systems, higher education, healthcare, and nonprofit organizations. This depth of expertise informs program design, implementation, evaluation, and continuous improvement.

Over the past eighteen years, the Foundation has supported and overseen youth-focused initiatives, leadership development activities, educational programming, and community engagement efforts aligned with the objectives of this application. These efforts include mentoring and leadership programs, scholarship administration, youth enrichment activities, and partnerships with schools and community organizations to support positive youth development.

The Board's combined expertise in governance, fiscal oversight, program evaluation, and regulatory compliance ensures that the Pacific Youth Leadership Institute will be implemented with accountability, integrity, and measurable outcomes. The Foundation's leadership has the capacity to responsibly manage public funds, meet all reporting requirements, and sustain high-quality programming consistent with the goals of this request.

## **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. Program activities will be conducted in community-based facilities, schools, or partner locations appropriate for youth programming. Facilities are secured as needed to support program delivery. Neighborhood community buildings such as the Pearl City Community center has been utilized in the past.

## **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 Pacific Youth Leadership Institute will be staffed by a program coordinator, trained facilitators, and screened volunteer mentors in a staffing pattern appropriate to ensure program viability, participant safety, and service quality. The program coordinator will be responsible for overall program management, scheduling, coordination of personnel, and compliance with all applicable state and federal requirements. All individuals who work directly with youth—including staff, facilitators, and volunteers—will be required to meet eligibility standards for working with children. This includes completion of background checks and any additional screening or clearance requirements required by state law, partnering facilities, or community partners. These measures are implemented to safeguard participants, protect public trust, and ensure a safe and supportive program environment.

Facilitators and mentors will possess relevant experience in youth development, education, mental health awareness, or leadership training. Prior to program delivery, personnel will receive training on program expectations, child safety protocols, mandatory reporting obligations, and appropriate boundaries when working with youth. Ongoing supervision and support will be provided to ensure adherence to program standards and best practices.

The Pearls of Paradise Foundation provides administrative direction, supervision, and oversight for all program personnel. This includes monitoring performance, ensuring compliance with child safety and ethical standards, and maintaining appropriate ratios of adults to youth participants. Through these structures, the Foundation ensures that services are delivered responsibly, safely, and in alignment with the objectives of this request.

### **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.

In accordance with the Pearls of Paradise Foundation bylaws, the organization is governed and managed by duly elected officers who provide leadership, fiduciary oversight, and administrative direction for all Foundation programs, including the Pacific Youth Leadership Institute.

### **President**

Pursuant to the bylaws, the President serves as the chief executive officer of the Foundation and has general supervision over the affairs of the organization. In relation to the Pacific Youth Leadership Institute, the President provides executive oversight, ensures alignment with the Foundation's mission and public purpose, approves program expenditures consistent with board-approved budgets, and serves as the authorized signatory and primary point of accountability to the expending agency. The President ensures that the program is implemented in compliance with all applicable laws, grant conditions, and Foundation policies.

### **Vice President**

In accordance with the bylaws, the Vice President supports the President in the administration of the Foundation and assumes the duties of the President in their absence. With respect to the Pacific Youth Leadership Institute, the Vice President assists with program oversight, coordination, and continuity, supports strategic planning and implementation, and may provide direct supervision of program operations as delegated. The Vice President plays a key role in monitoring program progress, ensuring adherence to child safety standards, and supporting reporting and evaluation efforts.

### **Secretary**

As required by the bylaws, the Secretary is responsible for maintaining accurate records of the Foundation's proceedings and official documents. In relation to the Pacific Youth Leadership Institute, the Secretary ensures that board actions related to the program—including approvals, contracts, and reporting requirements—are properly documented in meeting minutes and maintained as part of the Foundation's official records. The Secretary supports transparency, compliance, and audit readiness for all grant-related activities.

### **Treasurer**

Pursuant to the bylaws, the Treasurer oversees the financial affairs of the Foundation and ensures proper fiscal management. In connection with the Pacific Youth Leadership Institute, the Treasurer monitors receipt and disbursement of grant funds, reviews financial reports, ensures that expenditures align with the approved budget, and supports compliance with state fiscal and reporting requirements. The Treasurer works with the Board and administrative staff to maintain appropriate internal controls and safeguard public funds.

## **Relationship to Program Viability**

Together, these officers provide coordinated leadership, governance, and fiscal oversight to ensure that the Pacific Youth Leadership Institute is administered responsibly, safely, and in full compliance with the Foundation's bylaws and the requirements of the Grant-in-Aid program.

### **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 Foundation's officers and directors serve without compensation. Compensation ranges for staff positions are consistent with nonprofit standards and available upon request.

## **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. The Pearls of Paradise Foundation is not a party to any pending litigation and has no outstanding judgments.

### **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.

If awarded, the Foundation will use this grant to establish the Pacific Youth Leadership Institute as a sustainable program. Future support will be sought through diversified

Applicant Pearls of Paradise Foundation, Inc.

funding sources, partnerships, and philanthropic support to continue the program beyond fiscal year 2027.