

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) *VERBAL CONFIRMATION; PENDING SYSTEM UPDATE*
- 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

Campbell Amick
AUTHORIZED SIGNATURE

CAMPBELL AMICK, DEVELOPMENT DIRECTOR
PRINT NAME AND TITLE

01/23/2026
DATE

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

This grant will be used for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes.

Grant funds will support the Changing Lives Among Youth (CLAY) program, which provides free after-school academic support, mentorship, character development, and enrichment services to at-risk youth in Wahiawā and surrounding communities. The program promotes educational attainment, reduces risk of juvenile delinquency, and strengthens long-term workforce and community outcomes for underserved families.

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. Brief description of the applicant’s background

Surfing The Nations (STN) is a nonprofit humanitarian organization established in 1998 to serve underserved communities on O’ahu through youth development, food security initiatives, and community outreach. Headquartered in Wahiawā, STN operates programs designed to equip young people with educational support, life skills, and positive mentorship while addressing systemic barriers related to poverty and family instability.

STN’s flagship youth initiative, the Changing Lives Among Youth (CLAY) program, is a

free after-school and enrichment program serving local middle- and high-school students. CLAY provides academic support, character development, creative arts training, mentorship, and safe recreational opportunities for youth who face economic and social risk factors.

Over the past two decades, STN has built strong relationships with local schools, families, community organizations, and volunteers to ensure consistent, culturally sensitive, and effective youth services. Its Community Outreach and Training Center provides dedicated space for educational activities, arts instruction, tutoring, and group programming.

2. Goals and objectives related to the request

Program: Changing Lives Among Youth (CLAY)

Overall Goal:

To equip at-risk youth in Wahiawā with the academic support, mentorship, and life skills necessary to succeed in school, avoid high-risk behaviors, and become contributing members of their community.

Objectives:

1. Provide structured after-school programming focused on homework assistance, literacy, and academic reinforcement.
 2. Deliver weekly character development and leadership training sessions.
 3. Offer creative arts, music, dance, and physical activity programming to promote healthy emotional expression and confidence.
 4. Maintain consistent mentorship relationships between youth participants and trained adult leaders.
 5. Increase school engagement, attendance, and graduation readiness among enrolled participants.
-

3. Public purpose and need to be served

Wahiawā is home to a high percentage of families experiencing economic hardship, housing instability, and limited access to educational resources. Many local youth face barriers including food insecurity, language challenges, lack of academic support at home, and exposure to negative community influences.

The CLAY program addresses these challenges by providing a safe, structured environment during critical after-school hours when juvenile crime and risky behaviors are statistically more likely to occur. By combining academic support with mentorship and creative development, CLAY reduces the likelihood of school disengagement while strengthening long-term educational and social outcomes.

The program serves a public purpose by:

- Supporting educational attainment
 - Reducing juvenile delinquency risk
 - Promoting workforce readiness
 - Strengthening family stability
 - Contributing to long-term community resilience
-

4. Target population to be served

The CLAY program serves at-risk youth ages approximately 10–18 who reside in Wahiawā and nearby communities. Priority is given to students from:

- Low-income households
- Immigrant families
- Single-parent households
- Families experiencing housing or food insecurity
- Youth referred by schools or community partners

Participants are enrolled at no cost to families.

5. Geographic coverage

Services are provided primarily to youth residing in Wahiawā and surrounding central O’ahu neighborhoods. Programming is delivered at STN’s Community Outreach and Training Center, located in downtown Wahiawā and accessible to nearby schools and residential areas.

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

Scope of Work

The Changing Lives Among Youth (CLAY) program will provide structured, year-round after-school services for at-risk youth in Wahiawā, including:

1. Academic support and homework assistance
2. Literacy and educational enrichment activities
3. Character development and leadership training
4. Creative arts instruction (dance, music, visual arts)
5. Physical activity and recreational programming
6. Mentorship and life-skills coaching
7. Family communication and referral support when needed

Programming will operate during the school year with expanded sessions during school breaks.

Roles and Responsibilities

Position	Responsibilities
Program Director	Program oversight; curriculum development; staff coordination; reporting
Youth Program Coordinators	Daily program delivery; participant supervision; activity facilitation
Volunteer Mentors	Academic support; mentorship; activity assistance
Executive Director	Strategic oversight; compliance; fiscal management
Administrative Staff	Attendance tracking; reporting; documentation

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

Projected FY2027 Timeline

Quarter 1	Quarter 2	Quarter 3	Quarter 4
Student enrollment and assessments; program planning; baseline academic data collection.	Full implementation of academic support and enrichment activities; first progress evaluations.	Continued service delivery; family engagement activities; mid-year outcome review.	End-of-year evaluations; participant surveys; academic progress documentation; program refinement planning.

3. Describe quality assurance and evaluation plans

Program quality will be maintained through:

- Weekly staff coordination meetings
- Monthly program performance reviews
- Attendance tracking and engagement monitoring
- Participant academic progress reviews
- Parent/guardian feedback collection
- Incident reporting and safety reviews

The Executive Director and Program Director will jointly oversee program fidelity and compliance with grant objectives. Adjustments will be made throughout the year based on outcome data, attendance trends, and student performance indicators.

An annual evaluation report will summarize program effectiveness and guide future

curriculum improvements.

4. Measures of effectiveness

The following measures will be reported to the State expending agency:

- Number of youth enrolled and regularly attending
- Average attendance rate per participant
- Number of academic support sessions delivered
- Percentage of students demonstrating improved school attendance
- Percentage of students demonstrating improved academic performance or homework completion
- Number of character development sessions conducted
- Participant retention rate across the program year
- Parent/guardian satisfaction survey results

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
\$3,000	\$3,000	\$3,000	\$3,000	\$12,000

3. Surfing The Nations anticipates supporting the CLAY program through the following additional funding sources:
 - Individual donations – \$8,000
 - Private foundations – \$15,000
 - Corporate donations/sponsorships – \$5,000
 - Church and community partners – \$4,000
 - In-kind donations (supplies, food, volunteer labor) – estimated \$6,000

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.

Not Applicable

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

\$0

V. Experience and Capability

1. Necessary Skills and Experience

Surfing The Nations (STN) has provided youth development and community outreach services in Wahiawā and surrounding communities since 1998. The organization has operated structured youth programs for more than two decades, with the Changing Lives Among Youth (CLAY) program serving as its primary education-focused initiative.

CLAY delivers academic support, mentoring, creative arts instruction, and character development to students from low-income and immigrant households who face barriers to educational success. The program is staffed by trained coordinators and supported by long-term volunteers with experience in education, youth mentorship, counseling,

and community service.

STN leadership brings extensive operational and program management experience. Executive Director Cindy Bauer has over 40 years of experience in organizational management and has overseen youth programming, facility operations, and community partnerships for STN for many years. Program staff are trained in child safety, classroom management, and culturally responsive engagement.

Within the past three years, STN has:

- Operated year-round after-school programming for Wahiawā youth
- Provided tutoring and homework assistance services
- Delivered structured character development curriculum
- Maintained partnerships with local schools and families
- Tracked attendance, participation, and student progress

This history demonstrates STN's capacity to responsibly administer public funds and deliver measurable youth development outcomes.

2. Facilities

CLAY programming is conducted at Surfing The Nations' Community Outreach and Training Center in downtown Wahiawā. The facility includes:

- Classroom and tutoring spaces
- Creative arts studios (dance, music, visual arts)
- Multipurpose meeting rooms
- Restroom and safety facilities
- Administrative offices

The facility is fully operational, centrally located, and accessible to nearby schools and residential areas. No additional facilities are required to implement the proposed program.

VI. Personnel: Project Organization and Staffing

1. Proposed Staffing, Staff Qualifications, Supervision and Training

The CLAY program operates under the supervision of STN's Executive Director and a designated Program Director.

Executive Director – Program Oversight

Provides fiscal oversight, compliance monitoring, and strategic direction. Reviews budgets, approves expenditures, and reports to the Board of Directors.

Program Director

Manages day-to-day operations of CLAY, including curriculum planning, staff scheduling, student enrollment, parent communication, and outcome reporting.

Youth Program Coordinators / Facilitators

Deliver daily programming, supervise students, provide tutoring support, and coordinate enrichment activities.

Volunteer Mentors

Assist with academic support, mentoring, and recreational activities.

Staff receive training in:

- Child safety and supervision protocols
- Program curriculum implementation
- Emergency procedures
- Cultural sensitivity and youth engagement
- Reporting and documentation requirements

This staffing model provides sufficient capacity to deliver services efficiently while maintaining strong supervision and accountability.

2. Organization Chart

Board of Directors

- Executive Director
- Program Director (CLAY)
- Youth Program Coordinators
- Volunteer Mentors

The CLAY program functions as a core service program within Surfing The Nations'

organizational structure.

3. Compensation

Surfing The Nations does not pay salaries to its officers or board members.

The highest compensated personnel are contracted or part-time financial support staff:

- Bookkeeper – approximately \$20/hour
- Controller – approximately \$40/hour
- Financial Advisor / CPA – approximately \$200–240/hour

Program staff compensation is reflected in the submitted operating budget.

VII. Other

1. Litigation

Surfing The Nations is not a party to any pending litigation and has no outstanding judgments.

2. Licensure or Accreditation

Surfing The Nations is a registered nonprofit organization in good standing and complies with all applicable state and federal reporting requirements.

CLAY staff and volunteers comply with internal child safety policies and training standards. No special professional licensure is required to operate the program.

3. Private Educational Institutions

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

Although the CLAY program includes educational support activities, it is operated independently by Surfing The Nations as a community-based youth program and not on behalf of any private school.

4. Future Sustainability Plan

If operating funds are received for fiscal year 2027 but not in subsequent years, Surfing The Nations will sustain the CLAY program through diversified funding sources, including:

- Individual donor support
- Private foundation grants
- Community fundraising initiatives
- Church partnerships
- Corporate sponsorships
- In-kind donations
- Volunteer staffing support

The CLAY program is designed to operate with a lean cost structure, allowing services to scale based on available funding while preserving core academic support and mentorship activities. Youth services remain a strategic priority within STN's long-term mission and annual budgeting process.

**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; and*

- 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.*

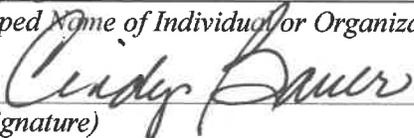
- 4) *The use of grant-in-aid funding complies with all provisions of the Constitution of the State of Hawaii (for example, pursuant to Article X, section 1, of the Constitution, the State cannot provide "... public funds ... for the support or benefit of any sectarian or nonsectarian private educational institution...").*

Pursuant to Section 42F-103, 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.

Surfing The Nations

(Typed Name of Individual or Organization)


(Signature)

01/23/2026

(Date)

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2026 to June 30, 2027

Applicant: SURFING THE NATIONS

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
A. PERSONNEL COST				
1. Salaries				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
TOTAL PERSONNEL COST				
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9.				
10.				
11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				
TOTAL OTHER CURRENT EXPENSES				
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)				
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	\$ 17,000	CAMPBELL AMICK (808) 927-6373		
(b) Total Federal Funds Requested	—	Name (Please type or print) Phone		
(c) Total County Funds Requested	—			
(d) Total Private/Other Funds Requested	\$ 17,500	Signature of Authorized Official Date		
TOTAL BUDGET	\$ 29,500	Cindy Bauer 1/23/26		
		Name and Title (Please type or print) CINDY BAUER, EXECUTIVE DIRECTOR		

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2026 to June 30, 2027

Applicant: Surfing The Nations

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Tools & Sports Equipment	1.00	\$3,700.00	\$ 3,700.00	
Media Production Kit	1.00	\$2,500.00	\$ 2,500.00	
Student Educational Supply Kits	30	\$93.00	\$ 2,790.00	
		\$ -	-	
		\$ -	-	
TOTAL:	32		\$ 8,990.00	
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
Vehicle Use/Transport Support	1.00	\$3,000.00	\$ 3,000.00	
		\$ -	-	
		\$ -	-	
		\$ -	-	
		\$ -	-	
TOTAL:	1		\$ 3,000.00	
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2026 to June 30, 2027

Applicant: SURFING THE NATIONS

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2024-2025	FY: 2025-2026			FY: 2026-2027	FY: 2027-2028
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT		-				
TOTAL:						
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: SURFING THE NATIONS

Contracts Total: -

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
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					Application for Grants

