Proposal 90

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Kānehūnāmoku Voyaging Academy
B. Is Grantee a Fiscal Sponsor?	☐ Yes X No
C. Grant Activity Name:	Kū Mau Studying STEM through the Lens of the Wa'a.

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

KVA has provided educational community services for over 23 years. Starting as a program within Halau Ku Mana Public Charter School, KVA became an independent non-profit in 2014 to expand its programming to the greater public. KVA provides engaging lessons which increase student and teacher knowledge, interest, and enthusiasm for learning Hawaiian voyaging culture, reading, math, and science.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

Low-income students in underserved Waimanalo, Waiahole, and Papakolea communities desire access to high quality Science, Technology, Engineering, & Mathematics (STEM) education grounded in Hawaiian culture and voyaging. Increased access to culturally relevant STEM opportunities lead to students being prepared for 21st Century STEM careers and enable them to fill these critical roles in Hawaii.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

This project will provide approximately 250 students with hands-on learning in the classroom and on the canoe that perpetuate Hawaiian voyaging knowledge and practices with local relatable STEM themes. Students will come from diverse backgrounds from three different school communities, Waiahole Elementary School (K-6), Malama Honua Charter School (K-8), and Halau Ku Mana Charter School (9).

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1 $	X District 2 $ 50,000	X District 3 $ 50,000
☐ District 4 $	☐ District 5 $	X District 6 $ 50,000

☐ District 7 $	☐ District 8 $	☐ District 9 $
Total Amount Requested (must be $25,000 to $150,000)	$ 150,000.00	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	X B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer — Date: 11/21/24

Printed Name and Title: Bonnie Kahapea-Tanner, Executive Director

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

EDWARD W. ENOS JR.
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Bonnie Kahapea-Tanner (name), Executive Director (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

EDWARD W. ENOS JR.
(Print name)

STATE OF HAWAII
CITY AND COUNTY OF HONOLULU

On this 20th day of November, 2024, before me appeared Edward W. Enos Jr., personally known to me, who, being by me duly sworn, did say that he/she is the President of Kanehunamoku Voyaging Academy and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said he acknowledged said instrument to be the free act and deed of said corporation.

Notary Public, State of Hawaii

My Commission expires: 6/18/2026

B. PAIO NOTARY PUBLIC Comm. No. 06-361 STATE OF HAWAII

B. PAIO NOTARY PUBLIC Comm. No. 06-361 STATE OF HAWAII

Doc. Date: 20 NOV 2024 # Pages 1
Name: B. Paio 1st Circuit
Doc. Description: Certificate of The Board of Directors No Obligations In Arrears & Authorization To Assign Authority

Signature 20 NOV 2024 Date

NOTARY CERTIFICATION

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

The security of Hawaii and our children's futures depend on Science, Technology, Engineering, and Mathematics (STEM) education. In Hawaii's workforce, 20% of jobs require scientific and/or engineering expertise. Between 2016 and 2026, STEM occupations in Hawai'i are projected to grow 3.7 percent to 31,965 jobs, with approximately 16,000 STEM-related jobs becoming available in the next 10 years. Many of Hawaii's low-to-moderate income high school graduates are inadequately prepared for STEM careers, threatening the economic health and well-being of our State. Effective STEM education is a vital part of the solution. This is why low-income students in the underserved Waimanalo, Waiahole, and Papakolea communities desire more access to high quality STEM education.

According to the U.S. Department of Education, "It's more important than ever for our youth to be equipped with the knowledge and skills to solve tough problems, gather and evaluate evidence, and make sense of information. These are the skills students learn by studying STEM. Yet today, few American students pursue expertise in STEM fields". Research indicates STEM education contributes to increased student interest in STEM fields, especially after participating in hands-on, relevant activities. Hawaii has a need for STEM education that can be accessed by low-to moderate-income students as part of their regular school day. Programs which provide STEM activities will allow students the opportunity to be better prepared to enroll in post-high college and technical training programs.

National data shows that students who attend high poverty schools have less access to STEM resources and experiences then their more wealthy counterparts. In Hawaii, 66% of schools are designated as Title I, meaning 40% or more of students come from low-income families. The 2023-2024 StriveHI DOE reports show Hawaii students are behind in all core subjects. Only 40% of students are proficient in math and 41% are proficient in science, correlating with what the national data is suggesting. Hawaii's public schools rank 40 out of 51 nationally.

Two of the three schools to receive services in this proposal are designated Title 1 schools. In the 2023-2024 Strive HI report, Waiahole School reported 17% of students proficient in math, and 33% proficient in science, lower than the state proficiency. Similar statistics are shared with Malama Honua School, with 44% proficient in math, but for NH students (39% proficiency) and disadvantaged students (29% proficiency) their scores are below average. Halau Ku Mana has only 11% proficiency in math and 18% proficiency in Science. Not only do these statistics show that students in this project need immediate attention and support in STEM areas, but also show that disadvantaged students and NH students perform even more poorly than the school average. Because all 3 schools have a large percentage of disadvantaged and NH students, there is a need for increased access to culturally relevant STEM education. Culturally relevant education is also a part of the HIDOE's strategic plan to increase opportunities for aina-based education partnering with community organizations to

create real world applications of STEM. Overall this project would increase access to and experiences in STEM education for the most vulnerable of student populations.

In addition, the curriculum needs to be engaging and culturally responsive. In the foundational book, *Culturally Responsive Teaching: Theory, Research, and Practice*, researcher Geneva Gay defined culturally responsive teaching as "using cultural knowledge, prior experiences, frames of reference, and performance styles of ethnically diverse students to make learning more appropriate and effective." This approach teaches to the strength of the students, thus empowering them to take ownership of their learning. The Ka Huakaʻi 2021 Kamehameha Schools Data Book states there is a strong connection between Hawaiian Culture Based Education (HCBE) and positive learner outcomes. Outcomes include, "motivation, positive sense of identity and self, positive attitudes about school and others, cultural connections, and political involvement and community participation—characteristics linked to academic achievement and important to child development". Providing HCBE in STEM at these schools could impact not only outcomes in STEM, but the students' overall academic and socio-emotional well-being.

This proposed project *Kū Mau - Studying STEM through the Lens of the Waa*, responds to the need to bring more culturally responsive teaching and learning to the schools. This project will provide opportunities for students to engage with STEM learning through the theme of voyaging and the waa (canoe) and see role models from their own communities teaching. In addition, the project will engage guest speakers and kupuna to share expertise, deepening the impact on students.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

STEM is an integral part of Hawaiian Culture Based Education. The Pacific people who first populated Hawaii were at the forefront of science and technology, designing and navigating canoes to find new land and opportunities. This project addresses the need for culturally relevant STEM education and the desire for schools to increase STEM access and experiences.

In this proposed project, *Ku Mau - Studying STEM through the Lens of the Waʻa*, Kanehunamoku Voyaging Academy (KVA) will provide engaging and culturally responsive learning opportunities that introduce STEM concepts through the foundation of the Waa (canoe). Lessons are conducted in the Classroom, on Waʻa Visits, at Ohana (Family) Days, where students bring their families for multigenerational learning, and 3-5 day Voyages in select grades. Assessments and Evaluations will be utilized to track student progress. Through existing partnerships with three identified schools, Waiahole Elementary School (K-6th), Malama Honua Public Charter School (K-8th), and Halau Ku Mana Public Charter School (9th), curriculum is planned and developed with classroom teachers to maximize the impact on students. Lessons and assessments are designed with increasing complexity based on grade and number of touch times in a year.

The activities will provide the youth with more opportunities in STEM. These school communities have high levels of socio-economic disparities, making it more difficult for students to reach their full potential. Personalized attention helps low-income students succeed, and therefore the project customizes curriculum based on the needs of each school.

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This project promotes cultural and environmental stewardship, as well as awareness of lifelong learning, college readiness, and livable wages related to STEM-based careers.

Our program is also aligned with the Hawaii Department of Education (HIDOE) standards and seeks to bolster STEM education which directly supports the Priority 1 goals of the HIDOE 2030 Strategic Plan. HIDOE STEM goals include: 1) Purposefully integrate STEM to provide students with engaging, real-world and rigorous experiences; 2) Provide students with a foundation in the content, practices, and organizing principles; 3) Increase the number of public school graduates, especially those from traditionally underrepresented groups, who pursue college degrees and/or careers in STEM fields; and finally; 4) Cultivate community partnerships to provide access to diverse, high-quality STEM teaching and learning opportunities.

KVA's curriculum provides culturally relevant, social-emotional learning immersed in historical and technological concepts which are inherent in Hawaii's voyaging traditions. The project introduces students to a wide range of college and career opportunities. The activities enrich classroom learning, critical-thinking, develop team building skills, teach Hawaiian culture, and STEM.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

This initiative aligns with the Grants-In-Aid Fund's purposes and priorities: "Provide services to economically and/or socially disadvantaged populations in the areas of the arts, culture, economic development or the environment." The GIA funds requested will support the sustainable improvement of the well-being and quality-of-life for the low-income communities of Waiahole, Waimanalo, and Papakolea through the implementation of the *Ku Mau - Studying STEM through the Lens of the Wa'a* project in the three identified schools; Waiahole Elementary School, Malama Honua Public Charter School, and Halau Ku Mana Public Charter School.

Approximately 250 students across three schools will be impacted by this program. The five program outcomes are:

Outcome 1: Students will participate in hands-on learning experiences which help to perpetuate Hawaiian voyaging knowledge and practices as demonstrated through attendance and service log data for classroom, wa'a, and voyage visits.

Outcome 2: Students will demonstrate an understanding of Hawaiian voyaging knowledge and practices as demonstrated through KVA developed rubrics-based assessments and teacher surveys.

Outcome 3: Students will build a personal connection to Hawaiian voyaging knowledge and and practices as well as learn about team building and responsibility as demonstrated through end of school year focus group interviews

Outcome 4: Students will be exposed to culturally relevant STEM concepts in classroom and canoe activities as demonstrated through work-sample evaluations and teacher surveys.

Outcome 5: Students will demonstrate their learning of voyaging knowledge and practices through two Ohana Days and Voyage Days experiences as demonstrated through 'ohana day surveys and voyage planning documents respectively.

National research studies have documented the benefits of school STEM program participation for economically disadvantaged students. KVA has experienced comparable results. Some documented benefits include:

- Increased student engagement as shown by improved attendance.
- Deeper commitment to lifelong learning through participation in community events.
- Awareness of college and career opportunities in maritime and ocean-based industries.
- Improved communication and teamwork demonstrated at canoe and classroom visits.
- Improved attitude and behavior as reported by parents and teachers via surveys.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

The proposed grant activity focuses on 3 schools. Partnerships with these schools are well established. Memorandums of Understanding are renewed annually. KVA staff works collaboratively with each schools' administration and teaching staff throughout the year.

Waiahole Elementary is a rural school located in Waiahole Valley. One of Oahu's oldest elementary schools established in 1883, Waiahole is a Title 1 school with 59.79% of students qualifying for free/reduced lunch. Services include:

Kindergarten (K), 10 students, 25 class visits, 1 canoe visits
Grade 1, 12 students, 25 class visits, 1 canoe visits
Grade 2, 15 students, 25 class visits, 1 canoe visits
Grade 3, 12 students, 25 class visits, 1 canoe visits
Grade 4, 10 students, 25 class visits, 1 canoe visits
Grade 5, 12 students, 25 class visits, 1 canoe visits
Grade 6, 6 students, 25 class visits, 1 canoe visits
Family Event: 1 Ohana canoe days

Malama Honua Public Charter School (MHPCS) was established in 2014 when the voyaging canoe, Hokulea, began her journey around the world. Located in Waimanalo, MHPCS is a Title 1 school with 45.78 % of students qualifying for free/reduced lunch. Services include:

K, 18 students, 3 class visits, 2 canoe visits
Grades 1&2, 38 students, 4 class visits, 4 canoe visits
Grades 3&4, 38 students, 4 class visits, 4 canoe visits

Grade 5, 18 Students, 6 class visits, 4 canoe visits
Grade 6, 18 students, 12 class visits, 10 canoe visits, 4-day voyage
Grade 7, 18 students, 2 class visits, 2 canoe visits,
Grade 8, 18 students, 2 class visits, 2 canoe visits, 3-day voyage

Halau Ku Mana Charter School (HKM) is located in urban Honolulu in Makiki Valley. It is one of the first Hawaiian-focused charter schools established in 1999 and opened in 2001. HKM enrollment is 98% minorities and 32% are economically disadvantaged. Services include:

Grade 9, 20 students, 15 canoe visits, 5-day voyage

Performance Measures are as follows:

• **Attendance and Service Logs** are completed after classroom and wa'a visits. Attendance shows quantitative data. Service logs provide lesson summaries and qualitative data through anecdotal notes, observations, and ways to improve learning outcomes.

• **KVA developed Rubric Assessments** are given in grades 4-9 to long-term students, who receive 10+ services in a single year (waa/classroom). Rubrics are created and refined yearly by KVA and are leveled based on age and number of service experiences.

• **Work Samples Evaluations** are for short-term students in Grades 4-9 and all students in K-2. These include lesson summaries and reflection on samples, providing an authentic performance assessment based on teacher observations.

• **End of Year (EOY) focus group interviews** measure students' understanding, personal connections, feelings, and reactions to their learning.

• **Surveys** provide feedback from classroom teachers at the end of year on how KVA helped their students during the year and from families at the end of ohana waa days.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

The proposed FY26 GIA grant award will cover approximately 60% of project costs, with the remainder supplemented by Federal grants.

PERSONNEL: All personnel (1.8 FTE) committed 12 months to the project. Program Director (PM) 0.15 FTE ($10,180) is the principal investigator for the project. Teacher/Interns (TI) 0.36 FTE ($17,971) help to plan and conduct lessons directly with the students. Crew x2 (CR) 0.72 FTE ($31,450) help to sail the canoe when students are on board, follow safety protocols and support instruction. Captain (CA) 0.36 FTE ($17,971) is responsible for all activities aboard the canoe including safety and instructions. Executive Director (ED) 0.01 FTE ($800) oversight, Office Manager (OM) 0.15 FTE ($8,111) Fiscal tracking and reporting. Program Director 0.05 FTE ($3,640) reporting. Total GIA personnel - Direct $78,311 + Admin $12,550 = $90,861.

FRINGE BENEFITS: Payroll tax (includes SUI & TDI) – 13% of Personnel cost $13,444. Health Insurance - $755 per employee/month. Total FTE 1.80. Total Health Insurance $16,308. Retirement plan - 5% match per participating employee. Total Retirement $4,544. Total GIA Fringe Benefits Direct $28.501 + Admin $4163 = $32,664.

CONTRACT SERVICES: Accounting Services - third party oversight to bookkeeping, prepare reports for board and leadership team, aid in preparation for audits and tax filings, Escort Boat for MHPCS and HKM voyages, Payroll Service Fees (third party vendor). Total GIA Contract Services $5.555.

EQUIPMENT: None

OTHER COSTS: Office rent for Kaalaea location $5,184. Office Utilities (Electricity, Water) Utilities total $1,231. Office Maintenance/Repair/Security: Yard maintenance, repairs and supplies. Office maintenance and repair $648. Office supplies none. Equipment rental none. Program supplies: (gas, food, gear, teaching supplies, reference books, postage) Program supplies $8758. Mileage and parking - $566. Postage (included in program supplies). Travel - none proposed. Conference/training: Professional Development for staff - none. Telecommunications (Internet, cell phone) Telecommunications $1,499. Waa insurance - $3,600 Total GIA Other $20,920

TOTAL COSTS: Total Project is $250,000. Total GIA share $150,000. Total Non-GIA share $100.000.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

The timeline for activities in this program has been proven to achieve the outcomes listed based on prior experience and feedback. Ongoing planning/logistics meetings with teachers and school administrators are held to set schedules and clarify the roles of each partner. Meetings also provide constant feedback to address any challenges which may arise during the course of the year, solidify relationships, and provide information on student retention of subject matter. Staff meet weekly to plan lessons, prepare curriculum and document successes and challenges from previous lessons. Each activity in the timeline is designed specifically for each school and grade. The following is a general description for the activities.

Classroom Visits: KVA staff go to school classrooms and teach hands-on activities based on Hawaiian voyaging culture and STEM. Classroom visits help to prepare students for canoe visits.

Canoe Visits: Students come via school transportation to Kualoa Regional Park where they are met by KVA staff and canoe, Kanehunamoku. Learning rotations include sail training on the canoe, land activities such as knot tying, weather observations, and Hawaiian cultural protocol.

Ohana Day: Two Ohana Days are planned for Waiahole Elementary School. This allows students to become the teachers as they host their families for a day at the canoe.

Voyage: Provides the opportunity for students to engage deeper in learning and demonstrate their learning. Students spend extended hours on the canoe and are able to connect STEM skills through the practice of sailing, weather observation, and non-instrument navigation.

October and November
-Classroom Visits
-Canoe Visits
-Ongoing Planning

December
-Classroom Visits
-Canoe Visits
-Ongoing Planning
-Quarter 2 work samples compiled

January
-Classroom Visits
-Canoe Visits
-Ongoing Planning

February
-Classroom Visits
-Canoe Visits
-Ongoing Planning

March
-Classroom Visits
-Canoe Visits
-Ongoing Planning
-Halau Ku Mana 9th grade voyage
-Quarter 3 work samples compiled
-Ohana Day with Waiahole will be completed by March

April
-Classroom Visits
-Canoe Visits
-Ongoing Planning

May
-Classroom Visits
-Canoe Visits
-Ongoing Planning
-Malama Honua 6th Grade Voyage
-End of year (EOY) Focus group interviews completed
-Teacher Surveys completed

June
-KVA rubrics based assessment scores will be compiled
-Remaining Quarter 4 work samples compiled

July
-Summary report of EOY focus group interviews will be completed
-Summary report of Teacher surveys will be completed
-Data Evaluation
-Preparation and planning for next school year

August
-Planning meetings with School Administrators and Teachers
-Classroom visits
-Canoe visits

-Ongoing Planning
-Malama Honua 8th Grade Voyage

September
-Classroom visits
-Canoe visits
-Ongoing Planning

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

Kanehunamoku Voyaging Academy's (KVA) mission is to perpetuate the knowledge of traditional Hawaiian navigation and provide opportunities for Native Hawaiian students to advance in contemporary ocean-based careers through academic, college, and career support. We believe youth grounded in culture have a greater sense of hope for their futures and realize that their love and passion for the ocean can lead to a successful maritime and ocean-based industry career.

KVA has been providing educational services to schools for 23 years, starting with Halau Ku Mana Public Charter school in 2001, and branching off to support additional services to the community as an independent non-profit organization in 2014. We provide hands-on lessons grounded in voyaging traditions to support learning in all major content areas.

Our success is shown by our longevity, positive school feedback, appreciation from parents, and the happy faces of students engaged in canoe activities. Our E Holo Mau Program is our school- based programming that has expanded beyond K-12 schools, to the University of Hawaii and community groups and organizations. There is currently more demand for our services than our capacity allows.

KVA hosts instructional services at two sites in addition to the schools' classrooms. KVA's permanent location is in Ka'alaea on Kaneohe Bay, which provides a large covered outdoor area and an outdoor grassy instructional area for up to 30 participants. It has direct access to the bay where our canoe is moored. Our second main site is Kualoa Regional Park. KVA has established a long-term working relationship with the park managers.

Hoa Mau is an adult internship opportunity where we train adults in entry level skills to be canoe crew and teaching skills to become community-based teachers. This program targets capacity building for both our organization and community-based programs in Hawaii. The ultimate goal is to increase the number of qualified cultural practitioners that are able to support our schools and communities by providing high impact teaching and learning opportunities.

KVA has also secured and successfully completed several contracts with the DOE. These include teacher professional developments and a 5 day canoe festival event for Windward District Schools to help promote Polynesian Voyaging Society's current Moananuiakea voyage. KVA is an approved vendor with the DOE and maintains strong relationships with DOE school, complex area, and statewide administration.

Voyaging culture is integral to all students of Hawaii. Herb Kane, historian and Hawaiian authority on voyaging, stated that the canoe is the central object of our culture. He further said that a culture cannot exist without its objects. KVA embraces and understands this deep responsibility and is ready to meet the needs of schools by providing this valuable learning opportunity of blending culture and STEM learning.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Kanehunamoku Voyaging Academy is founded on the knowledge and values of grand master navigator Mau Piailug, Na Kalai Waa-Makalii Voyaging Canoe (NKW), and Ike Kupuna (traditional knowledge). Mau Piailug is responsible for the revival of non-instrument navigation and traditional wayfinding in Hawaii and the Pacific starting in the 1970's. KVA's Executive Director Bonnie Kahapea-Tanner was trained by Mau Piailug and sailed with him aboard the Makalii Voyaging canoe from Hawaii to Micronesia in 1999. Mau was present during the early years of KVA and provided valuable guidance essential to the success of KVA today. Na Kalai Waa - Makali Voyaging Canoe is located on Hawaii Island. NKW is known in the voyaging community as the "educational canoe". Makalii has been running its own successful education programs with schools on Hawaii Island since 1995 and has provided a solid model for KVA to design its programs.

Over the years, KVA has been fortunate to have many experts, elders, and professional mariners provide valuable guidance to keep us on course and on mission. KVA's staff are dedicated and passionate individuals each with their own expertise in Hawaiian voyaging culture and practices, many who have been formally trained by master level practitioners. Equally important is the level of formal university education. Our staff hold multiple Bachelors and Master's Degrees in Education, Hawaiian Studies, and Business Administration. Mieko M. Treaster, the project director, has been teaching for over twenty years and has trained and mentored aspiring teachers. She has designed and implemented teacher training cohorts and is a leader in evaluation and curriculum design. Also, as one of very few educational programs conducting activities on the water, our staff hold United States Coast Guard licenses and are certified lifeguards.

KVA has successfully managed several federal, state, and foundation grants. We have a robust accounting system and follow established rules and regulations for separation of duties and fiscal responsibility.

Central to our success is our waa, Kanehunamoku, a 29 ft long double hulled sailing canoe which is a living classroom. There are no other canoes in Hawaii providing the level of hands-on training and focus on STEM linked to college and career readiness and opportunities in maritime and ocean-based industries.

Over the years, KVA has developed long standing partnerships with schools, students, families, and the community. We stay connected with past students and alumni through annual gatherings and through social media. Our alumni and families are our biggest supporters and advocates.

KVA is a member of the Hawaii Association of Nonprofits Organizations (HANO), the Koolau Aina Aloha Network (KAA), and the Ohana Waa - Family of Canoes Network.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

KVA's programs are unique and in high demand. KVA is the only organization prepared to work with students of all ages in the classroom and canoe. During Hokulea's World Wide Voyage (2014 - 2017) we served 2500+ students. Hokulea recently began its Moananuiakea voyage around the Pacific, and KVA is again ready to serve the growing demand for voyaging curriculum and hands-on experiences. Last year, through our partnership with Waiahole School, KVA was contracted by the DOE to host a 5 day wa'a festival for multiple schools to promote the Moananuiakea voyage.

While the demand for KVA services has increased, we remain committed to our partner schools. KVA has been working with its partner schools towards including these services in their annual budgets. Both Charter Schools (HKM and MHPCS) have increased their ability to provide funding for wa'a services, particularly for voyages. Schools and parents fundraise to cover the expenses of voyage not covered by GIA. However, even as the schools' ability to cover expenses for services has grown, they are still not able to cover 100% of services which is why the GIA is important in sustaining our programming at the schools. This type of commitment will allow the partnership to grow and deepen the impact on student learning.

In 2021, KVA started an adult internship program to develop canoe skills and community teaching. This program allows KVA to provide more personalized attention to students and has also led to further community partnerships with schools. For example, an intern has been contracted by MHPCS to develop a canoe-based math curriculum. By building a new workforce, KVA will be able to expand culturally relevant STEM programming to more schools and community partners.

Lastly, KVA is working on long term fundraising through donor development, direct fundraising, and grant writing. As the need for STEM curriculum and instruction continues to grow, KVA is in a good position to provide these services to schools.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

KVA's three greatest assets are the dedicated qualified staff, the canoe, Kanehunamoku, and established business practices. The staff, as stated in other sections of this application, are highly qualified for their respective positions. Trained in both formal university education and just as important, trained by master navigators and cultural practitioners, the staff at KVA are highly skilled in both western knowledge and traditional practices.

Kanehunamoku was built and launched in 2002, serving the community for over 22 years. Designed as a double hull coastal sailing canoe, the design is a smaller version of the larger voyaging canoes, like Hokulea. This design was intentional so that students would be able to transition from training aboard Kanehunamoku to the larger, open ocean voyaging canoes with ease. Kanehunamoku is owned and maintained by KVA. Another important aspect is the

home waters of Kaneohe Bay where all training activities take place. Kaneohe Bay is the only body of water on Oahu protected by a barrier reef with onshore trade winds. This provides one of safest places in Hawaii to provide this type of on the water activities.

KVA is continuing to work on long term fundraising through donor development, direct fundraising, and grant writing to federal, state, philanthropic foundations and the maritime industry.

KVA has a robust accounting system with a dedicated staff who support the organization's fiscal management. KVA follows the GAAP (Generally Accepted Accounting Principles) and uses QuickBooks Online. Each transaction is coded with a funding source and program code that identifies how the transaction should be classified. Reports for funding source or program codes are processed from the software and reviewed on a periodic basis. KVA has a written accounting policies and procedures' manual which is updated as needed. The ED reviews each transaction for accuracy and KVA's Board of Directors review financial statements annually.

E. No CITY funds or assistance. The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds. A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: CT-DCS-2500036
   Grant Period: FY25 Grant Amount: $150,000
   Grant Purpose: Ku Mau-Studying STEM Through the Lens of the Wa'a
   Grant Activity Status: X Underway ☐ Completed ☐ Canceled
   Administrating Division: Dept. of Community Services

2. Grant Activity Name & Contract #: CT-DCS240036
   Grant Period: FY24 Grant Amount: $199,998
   Grant Purpose: Ku Mau-Studying STEM Through the Lens of the Wa'a

   Grant Activity Status: ☐ Underway X Completed ☐ Canceled
   Administrating Division: Dept. of Community Services

3. Grant Activity Name & Contract #: CT-DCS2300030
4. Grant Period: FY23 Grant Amount: $199,995
   Grant Purpose: Ku Mau-Studying STEM Through the Lens of the Wa'a
   Grant Activity Status: ☐ Underway X Completed ☐ Canceled
   Administrating Division: Dept. of Community Services

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☒ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☒ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☒ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

The proposed *Ku Mau - Studying STEM through the Lens of the Wa'a* project incorporates intergenerational learning through our Ohana Days and through classroom instruction and voyage where kupuna voyagers and professional mariners share their stories of sailing and life at sea with the students. KVA engages kupuna to share their experiences with students through guest speakers, in person and/or via Zoom or short videos. Kupuna love sharing their stories with the youth and the youth benefit from learning how to interact and care for elders. Zoom has been beneficial even post Covid to engage kupuna who cannot drive or are home-bound. During Ohana Days, students and the schools are encouraged to bring extended families. Students take on the role of teacher and share what they have learned with their families and the school community. Bringing families together outside and on the

canoe is very rewarding. In the past we have had three generations on the canoe together on Ohana Days.

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, spaces are included in character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Kanu Hawai'i
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	"Empowering Individual and Team Volunteerism for Disaster Resilience"

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Kanu Hawai'i, established in 2007, catalyzes collective action through personal commitments rooted in kuleana, aloha, pono, and mālama 'āina. Our mission is to provide tools and opportunities that empower people to connect and take action, fostering compassionate, resilient communities across Hawai'i.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

The proposed Grant Activity enhances Kanu Hawai'i's volunteer management platform by developing an Individual Volunteer Dashboard, enabling residents and visitors to engage in disaster preparedness and response. This fills a public need by addressing O'ahu's vulnerability to natural disasters, increasing resilience in low- to moderate-income areas, and empowering volunteers through training and accessible tools.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

The Grant Activity will deploy a Volunteer Dashboard to serve 2,500 individuals, train 75 organizations across nine council districts, and host 150 volunteer events engaging 5,000 participants. Success is measured by increased disaster readiness in low- to moderate-income areas, volunteer skill certifications for 1,500 individuals, and improved organizational capacity for disaster response.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $ 15,000	☒ District 2 $ 7,500	☒ District 3 $ 7,500
☒ District 4 $ 30,000	☒ District 5 $ 60,000	☒ District 6 $ 7,500
☒ District 7 $ 7,500	☒ District 8 $ 7,500	☒ District 9 $ 7,500
Total Amount Requested (must be $25,000 to $150,000)	$ 150,000.00	

H. Type of Grant Activity (pick <u>ONE</u> category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☒ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.



Signature of Grantee (Fiscal Sponsor) Officer

11/20/2024
Date

Printed Name and Title:
Sean Keone Kealoha, Executive Director

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Breanna Rose
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Sean Keone Kealoha (name), Executive Director (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Breanna Rose
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 27 day of November, 2024, before me appeared Breanna Rose, personally known to me, who, being by me duly sworn, did say that he/she is the Board President of KANU HAWAI'I and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said she acknowledged said instrument to be the free act and deed of said corporation.

GERINA K ALEKA-HANOHANO NOTARY 12-189 PUBLIC STATE OF HAWAII

Notary Public, State of Hawaii

My Commission expires: 08/03/28

Doc. Date: 11-27-24 # Pages 1
Name: Gerina K. Aleka-Hanohano First Circuit
Doc. Description: Certificate of the Board of Directors

Signature 11-28-24 Date

NOTARY CERTIFICATION

GERINA K ALEKA-HANOHANO NOTARY 12-189 PUBLIC STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Volunteer engagement is essential to addressing O'ahu's vulnerabilities to natural disasters and building resilience, particularly for low- to moderate-income areas. Hawai'i's geographic isolation in the Pacific, coupled with increasing climate impacts, heightens risks of hurricanes, tsunamis, wildfires, and other disasters. These events disproportionately affect vulnerable populations, including kupuna and individuals with mobility challenges.

Geographic and Socioeconomic Challenges:
Hawai'i's dependency on imports makes the island's supply chain highly vulnerable during disasters. Approximately 48% of City & County of Honolulu residents live in low- to moderate-income households, with many concentrated in areas like Wai'anae and Kalihi that are more prone to flooding, housing instability, and limited resources. Including kupuna in preparedness efforts ensures their unique needs and perspectives are addressed, contributing to community-wide resilience.

Volunteerism as a Critical Resource:
According to the Corporation for National and Community Service, 62.6 million Americans volunteered in 2018, making significant contributions to disaster response and recovery. Volunteerism improves outcomes by engaging individuals to distribute resources, manage shelters, and support recovery tasks. Kanu Hawai'i's "Respond With Aloha" volunteer platform mobilized over 5,000 volunteers during the COVID-19 pandemic, showcasing the power of in-person and virtual opportunities for kupuna and others unable to attend physically. However, spontaneous volunteering requires streamlined platforms and training to ensure efficiency, particularly for vulnerable communities.

Climate Change and Disaster Risks:
Hawai'i faces climate-driven shifts, including reduced rainfall, rising sea levels, and increased temperatures. Reduced wet-season rainfall has exacerbated wildfire threats, while hurricanes and tsunamis severely impact coastal and low-lying communities, where low-income residents often reside. Mobilizing trained volunteers, including kupuna with valuable lived experience, is critical for preparedness measures such as firebreaks and evacuation routes.

Barriers to Effective Disaster Response:
Feedback from the City & County of Honolulu Department of Emergency Management highlights challenges in coordinating untrained volunteers during emergencies. A robust system is needed to connect volunteers to tailored opportunities and align their contributions

with emergency priorities. Incorporating kupuna into training programs enhances their ability to contribute meaningfully while addressing their specific needs during disasters.

Cultural and Community Needs:
Volunteerism also supports cultural preservation and economic recovery, helping communities heal socially and emotionally. Engaging diverse individuals fosters connectedness and empowerment. Platforms like Kanu Hawai'i's create networks enabling organizations and individuals—including kupuna—to collaboratively prepare for and respond to disasters.

Community Priority:
The C&C's Ola O'ahu Resilience Strategy emphasizes building connected communities to bounce forward from shocks. Our program aligns with this by targeting underrepresented communities, enhancing volunteer engagement, and strengthening disaster response systems. Ensuring accessibility for all, including kupuna, aligns with the county's Age-Friendly Honolulu priorities.

Proven Need for Investment:
Since 2018, Kanu Hawai'i's platform has supported over 350 organizations and 19,000 members, enabling volunteers to engage in meaningful opportunities. Partner feedback highlights a critical gap in tools for individual volunteers, particularly during disasters. Developing a dashboard tailored for individuals, including kupuna, will streamline engagement, enhance preparedness, and strengthen recovery efforts for low- to moderate-income areas.

This proposal empowers residents and visitors with accessible tools, training, and opportunities to contribute to disaster resilience efforts. In doing so, we aim to strengthen the social fabric and create a safer, more resilient O'ahu.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. ***(3,000 character count limit)***

The proposed Grant Activity centers on enhancing Kanu Hawai'i's volunteer management platform by developing an Individual Volunteer Dashboard and expanding its functionality to support disaster preparedness and response. This initiative builds upon the platform's success in serving over 350 participating organizations, addressing a critical gap in resources tailored for individuals and small volunteer teams. By integrating this new functionality, we will empower residents and visitors to engage meaningfully with volunteer opportunities, particularly in disaster response and resiliency efforts.

Volunteerism is vital to the health and resilience of O'ahu's communities, yet individuals often lack accessible tools to connect with opportunities that match their interests and skills. Through feedback collected during our current grant cycle, organizations have identified the need for enhanced coordination during disaster events, especially to mobilize trained

individual volunteers. By addressing these gaps, the proposed enhancements align directly with C&C priorities, including the Ola O‘ahu Resilience Strategy and the Department of Emergency Management’s goals for disaster readiness.

To maximize efficiency, we will conduct a smaller pre-pilot in early 2026 to refine dashboard functionality and ensure readiness for the official launch during Volunteer Month Hawai‘i in April. Volunteer Month provides a unique opportunity to leverage existing partnerships and public engagement, ensuring the dashboard's immediate impact. The focus during this period will be on onboarding individual volunteers, streamlining training and tracking, and promoting disaster preparedness tools.

The dashboard will streamline the volunteer experience by providing features like skill matching, training certifications, and real-time disaster updates, ensuring volunteers are mobilized effectively during emergencies. This approach reduces the burden on hosting organizations and aligns with the goals of increasing community capacity and resilience. Furthermore, the dashboard will integrate metrics tracking and reporting, providing valuable data for organizations and government partners to evaluate the impact of volunteer efforts.

This activity will strengthen O‘ahu’s preparedness and response systems while enhancing the overall volunteer experience, ensuring long-term benefits for local communities and alignment with C&C goals.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. ***(3,000 character count limit)***

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

Kanu Hawai‘i will deliver measurable outcomes that align with the purposes of the Grants in Aid Fund by enhancing community resilience, increasing volunteer participation, and supporting disaster response efforts across O‘ahu.

Key Measurable Outcomes for FY 2025/2026:

1. Develop and deploy an Individual Volunteer Dashboard to serve at least 2,500 registered volunteers on O‘ahu, including residents and visitors, with disaster readiness features.
2. Train 75 organizations across all nine council districts to integrate the dashboard’s functionality, focusing on disaster preparedness and response tools.
3. Host 150 volunteer events through the platform, directly engaging 5,000 participants across all nine districts, benefiting low- to moderate-income areas through increased capacity to respond to disasters.

4. Provide access to training and engagement opportunities to 1,500 volunteers, focusing on skill development, disaster response, and certifications, thereby building a trained workforce for emergencies.

Alignment with Fund Priorities:
This activity supports community and economic development by improving the capacity of nonprofits and local organizations to serve vulnerable populations during disasters. The dashboard promotes equitable access to opportunities by enabling individuals, including low- to moderate-income residents and kupuna, to engage meaningfully in disaster readiness and response efforts. The tools and resources provided through the dashboard align with C&C's Ola O'ahu Resilience Strategy and Age-Friendly Honolulu goals, focusing on preparedness, capacity-building, and inclusivity.

Direct Benefits:
The platform enhancements will benefit over 1 million residents of O'ahu, offering streamlined access to volunteer opportunities while increasing preparedness for disasters. By piloting during Volunteer Month Hawai'i and leveraging this annual campaign's significant public engagement, the project will ensure broad awareness and adoption. Participating organizations will benefit from improved tools for tracking volunteer hours and reporting outcomes, enabling them to serve their communities better and secure additional funding. These efforts address the sustainable improvement of well-being and quality of life, particularly in low- to moderate-income areas, by fostering resilience, inclusivity, and collaboration.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. ***(3,000 character count limit)***

Months 1-3: Planning and Pre-Pilot Preparation

- Hire Project Manager, Outreach Coordinator, and Marketing and Communications Specialist.
- Conduct stakeholder meetings with 75 participating organizations to identify priorities, dashboard features, and outreach strategies.
- Develop the Individual Volunteer Dashboard, focusing on disaster response functionality and pre-pilot readiness.
- Create marketing materials, including digital campaigns, social media content, and print collateral, to promote the dashboard.
- Prepare for the pre-pilot phase by selecting 10 organizations and 250 volunteers for initial testing.

Months 4-6: Pre-Pilot and Refinement

- Launch the pre-pilot version of the dashboard with selected participants.
- Provide technical assistance and collect feedback to refine dashboard functionality and user experience.

- Deliver disaster response training sessions to participating organizations and volunteers.
- Execute targeted marketing campaigns to raise awareness among volunteers and stakeholders.

Months 7-9: Volunteer Month Hawai‘i Launch and Expansion

- Officially launch the dashboard during Volunteer Month Hawai‘i in April, engaging over 2,000 new volunteers.
- Roll out dashboard access to all 75 participating organizations.
- Host quarterly group training sessions to ensure adoption of dashboard features.
- Continue integrating metrics tracking and reporting tools for participating organizations.
- Implement large-scale marketing campaigns, leveraging the momentum of Volunteer Month to maximize outreach and engagement.

Months 10-12: Evaluation, Reporting, and Sustainability

- Conduct surveys and interviews with users to assess platform effectiveness and areas for improvement.
- Publish a comprehensive report summarizing outcomes, best practices, and recommendations for sustaining and scaling the dashboard.
- Host a final stakeholder meeting to celebrate milestones, share results, and discuss long-term platform adoption.
- Execute a closing marketing campaign to showcase project achievements and encourage continued community participation.

Partnership Roles:

- **Community Nonprofits:** Utilize and promote the dashboard within their networks, enhancing outreach to existing audiences.
- **C&C Department of Emergency Management (DEM):** Provide disaster response expertise, training support, and collaborative promotion.
- **Office of Climate Change, Sustainability, and Resiliency (OCCSR):** Align the dashboard with climate resilience goals and equity-focused messaging.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

The $150,000 budget for this initiative supports staffing, technology development, training, outreach, and operational expenses necessary to achieve the proposed outcomes.

Administrative Staffing (25% of Total Budget):

- **Executive Director**: Oversees the initiative, ensuring alignment with goals and objectives. (36% FTE; $34,560 salary + $2,644 fringe = $37,204)

Professional Services:

- **Project Manager**: Leads implementation, manages the timeline, and coordinates with stakeholders. ($4,000/month x 11 months = $44,000)
- **Technology Specialist**: Develops and maintains the dashboard, including upgrades and user support. ($3,575/month x 6 months = $20,250)
- **Outreach Coordinator**: Engages organizations and volunteers, delivers training sessions, and provides stakeholder support. ($2,300/month x 6 months = $13,800)
- **Marketing and Communications Specialist**: Manages outreach campaigns, creates digital and print content, and oversees public engagement efforts. ($857.50/month x 10 months = $8,575)
- **Bookkeeper**: Manages financial tracking and reporting. ($1,200)

Program Supplies and Technology ($17,000):

- **Program Activities Supplies**: Materials and resources necessary for program implementation, including tablets, meeting materials, digital storage, and software.
- **Dashboard Development**: Software licenses, hosting fees, and platform upgrades to support the Individual Volunteer Dashboard.
- **Training Materials**: Development of guides, webinars, and instructional content to support volunteer and organizational engagement.

Office and Operations:

- **Telecommunications**: Internet and phone services to support operations. ($468.75/month x 12 months = $5,625)
- **Office Space**: Shared workspaces for meetings and collaboration. ($2,346)

Total Budget: $150,000

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. ***(3,000 character count limit)***

Months 1-3: Planning and Pre-Pilot Preparation

- Hire Project Manager, Outreach Coordinator, and Marketing and Communications Specialist.
- Conduct stakeholder meetings with 75 participating organizations to gather input on dashboard features and outreach strategies.
- Begin development of the Individual Volunteer Dashboard, focusing on disaster response functionality.
- Create marketing materials, including social media templates, email campaigns, and print collateral, to promote the dashboard and opportunities.

- Prepare for the pre-pilot phase by selecting 10 organizations and 250 volunteers for initial testing.

Months 4-6: Pre-Pilot and Refinement

- Launch the pre-pilot version of the dashboard with selected participants.
- Provide technical support to participants and collect feedback to refine functionality.
- Host initial disaster response training sessions for participating organizations and volunteers.
- Execute targeted marketing campaigns to increase dashboard awareness and engagement.

Months 7-9: Volunteer Month Hawai‘i Launch and Expansion

- Officially launch the dashboard during Volunteer Month Hawai‘i in April, engaging over 2,000 new volunteers.
- Roll out dashboard access to all 75 participating organizations.
- Deliver quarterly training sessions to enhance adoption of dashboard features.
- Begin tracking and reporting volunteer metrics for participating organizations.
- Implement large-scale marketing campaigns to maximize outreach and participation.

Months 10-12: Evaluation, Reporting, and Sustainability

- Conduct surveys and interviews with users to assess platform effectiveness and areas for improvement.
- Publish a comprehensive report summarizing outcomes, best practices, and recommendations for sustaining and scaling the dashboard.
- Host a final stakeholder meeting to share results, celebrate milestones, and promote long-term platform adoption.
- Execute a closing marketing campaign to highlight project achievements and encourage continued community participation.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. ***(3,000 character count limit)***

Kanu Hawai‘i has consistently demonstrated success in implementing programs that connect and empower communities through volunteer engagement, disaster response, and capacity-building initiatives. This foundation ensures our ability to deliver the proposed project effectively.

Volunteer Week Hawai‘i and Volunteer Month Hawai‘i:
Since its inception, Volunteer Week Hawai‘i (VWH) has grown into the state's largest volunteer event, culminating in Volunteer Month Hawai‘i (VMH) in 2023. The program

engaged over 10,000 volunteers statewide, including 5,000+ participants in the City & County of Honolulu (C&C). These efforts included 198 partner organizations hosting 231 events, generating 38,450 volunteer hours valued at over $1 million. Marketing and communications, including digital campaigns and collaborative outreach, were critical to achieving this reach.

COVID-19 Emergency Volunteer Platform:
During the pandemic, Kanu launched the "Respond With Aloha" platform, connecting 108 organizations to over 5,000 volunteers. Rapid-response marketing ensured effective mobilization to support food distribution, wellness checks, and PPE dissemination. This success highlights Kanu's ability to combine outreach, technology, and partnerships for community impact.

State of Volunteerism in Hawai'i Reports:
Since 2019, these annual reports have provided actionable data to improve engagement strategies. They integrate insights to target underserved populations, address key needs, and refine marketing approaches. The reports also affirm Kanu's leadership in volunteerism and commitment to informed decision-making.

Pledge to Our Keiki Initiative:
This statewide campaign engages Hawai'i's youth in environmental stewardship and cultural preservation. By leveraging school and community partnerships, Kanu has reached 85% of school-aged youth, demonstrating its ability to foster collaboration across demographics.

Hawai'i Tourism Authority Partnership:
In collaboration with the Hawai'i Visitors and Convention Bureau (HVCB), Kanu launched a private-labeled version of its platform on GoHawaii.com. This expanded volunteer opportunities for residents and visitors, showcasing Kanu's ability to scale technology solutions and integrate outreach for diverse audiences.

Platform Development Experience:
Through prior grants, Kanu engaged 75 organizations across O'ahu to inform upgrades to its volunteer management platform. This feedback-driven process focused on enhancing disaster response capabilities and collaboration among organizations, laying the groundwork for the proposed Individual Volunteer Dashboard.

These successes reflect Kanu's ability to design, implement, and promote programs that align with community needs, county goals, and funder priorities. By leveraging targeted marketing, technology, and collaboration, Kanu ensures widespread participation and meaningful impact.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources,

facilities and other resources, stakeholders and relationships, and other relevant resources. ***(3,000 character count limit)***

Kanu Hawai'i's 16 years of experience in volunteer engagement, disaster response, and community outreach ensures its capacity to deliver the proposed outcomes. Our organizational knowledge, skilled team, infrastructure, and partnerships position us to implement this initiative effectively.

Organizational Knowledge:
Kanu Hawai'i's success in initiatives like the COVID-19 Emergency Volunteer Platform and Volunteer Month Hawai'i demonstrates our ability to engage thousands of volunteers and organizations statewide. These programs highlight our expertise in integrating disaster preparedness, outreach, and engagement strategies tailored to O'ahu's needs.

Staffing:
Our team includes an Executive Director with extensive disaster response and volunteer coordination experience. The Project Manager oversees implementation, while the Outreach Coordinator fosters partnerships and delivers training sessions. The Marketing and Communications Specialist manages campaigns and public engagement, and the Technology Specialist ensures the dashboard is user-friendly and accessible. Our scalable staffing model allows us to adapt as needed.

Infrastructure:
The Individual Volunteer Dashboard builds on Kanu's existing platform, which supports over 350 organizations and 200 volunteer opportunities annually. Enhanced features like metrics tracking, disaster readiness tools, and accessibility options will amplify its impact, ensuring equitable engagement for volunteers of all ages and abilities.

Financial Model:
Kanu Hawai'i's funding streams include government grants (45%), corporate sponsorships/earned income (25%), foundation grants (25%), and individual donations (5%). Partnerships with organizations like Hilton Hotels, United Airlines, and Outrigger Resorts provide financial stability for dashboard enhancements and outreach efforts.

Partnerships:
Strong relationships with nonprofits, businesses, schools, and government agencies enable broad community support. Partners like OCCSR and the C&C Department of Emergency Management (DEM) provide expertise and help align project goals with broader county initiatives, expanding engagement to underserved populations.

Capacity Building:
Programs like Volunteer Month Hawai'i and the State of Volunteerism in Hawai'i reports highlight Kanu's ability to scale initiatives and maximize impact. These experiences ensure our readiness to deliver the proposed outcomes effectively and sustainably.

By leveraging expertise, proven infrastructure, and strong partnerships, Kanu Hawai'i ensures successful implementation and long-term impact of the Individual Volunteer Dashboard.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. ***(2,000 character count limit)***

The Individual Volunteer Dashboard will serve as a cornerstone for O'ahu's community resilience, fostering long-term engagement through strategic partnerships, innovative outreach, and sustainable funding models.

The dashboard will integrate seamlessly with Kanu Hawai'i's existing platform, which supports over 350 organizations and facilitates 200+ opportunities annually. Leveraging the expertise of the Outreach Coordinator and the Marketing and Communications Specialist, we will enhance participation among residents, visitors, and underserved populations. These efforts will be bolstered by partnerships with corporate sponsors, particularly in disaster-resilient industries like insurance, utilities, and transportation. These sponsors will underwrite maintenance and enhancements, aligning their corporate social responsibility goals with community impact.

Kanu Hawai'i's proven earned-income model further ensures sustainability. Current collaborations with Hilton Hotels, United Airlines, and Outrigger Resorts exemplify our ability to monetize services while maintaining free access for nonprofits. Revenue from these partnerships will support ongoing outreach, marketing, and platform improvements, ensuring the dashboard remains visible and relevant.

Community feedback mechanisms, including surveys and focus groups, will shape post-grant platform updates and outreach strategies. Regular reports and training workshops will maintain engagement, while targeted marketing campaigns managed by the Marketing and Communications Specialist will drive continued adoption and growth.

By embedding the dashboard within existing infrastructure and leveraging robust partnerships, Kanu Hawai'i will sustain and expand this transformative tool, fostering a culture of volunteerism that strengthens O'ahu's capacity to respond to future challenges effectively.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

Kanu Hawai'i has the expertise, resources, and infrastructure to implement and sustain the Individual Volunteer Dashboard and related engagement initiatives.

Organizational Knowledge and Experience: With 16 years of leadership in volunteer coordination and disaster response, Kanu Hawai‘i has a proven track record. Key achievements include Volunteer Month Hawai‘i, engaging 10,000+ volunteers annually, and the State of Volunteerism in Hawai‘i report, informing policy and practice statewide for five years.

Staffing: Kanu’s team includes an Executive Director with extensive experience in disaster response and volunteer coordination, supported by a Project Manager, Technology Specialist, Outreach Coordinator, and Marketing and Communications Specialist. The Outreach Coordinator builds partnerships and delivers training, while the Marketing and Communications Specialist drives campaigns and public engagement to maximize participation.

Infrastructure: Kanu’s volunteer platform, used by 350 organizations, provides a strong foundation for integrating the dashboard. This infrastructure reduces costs, accelerates deployment, and ensures a seamless user experience.

Financial Model: Kanu Hawai‘i’s diverse funding streams include government grants (45%), corporate sponsorships/earned income (25%), foundation grants (25%), and individual donations (5%). These resources sustain dashboard development, outreach, and marketing initiatives.

Community Partnerships: Collaborations with nonprofits, businesses, schools, and agencies ensure broad dashboard adoption. Partners like OCCSR and C&C DEM provide expertise, while the Outreach Coordinator and Marketing and Communications Specialist engage underserved populations and visitors.

By leveraging its expertise, infrastructure, and partnerships, Kanu Hawai‘i ensures the successful implementation and long-term impact of the Individual Volunteer Dashboard.

E. No CITY funds or assistance. The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds. A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received no award from the CITY within the last 3 years.	10%
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	5%
The applicant has received between 6-9 awards from the CITY within the last 3 years.	3%
The applicant has received 10 or more awards from the CITY within the last 3 years.	0%

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: Grant In Aid / CT-DCS-2500037
   Grant Period: 11/01/2024-10/31/2025 Grant Amount: $150,000
   Grant Purpose: Community Resiliency Volunteer Engagement Program
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: Department of Community Services

2. Grant Activity Name & Contract #: Grant In Aid / CT-DCS-2200038
   Grant Period: 10/01/2021-09/30/2022 Grant Amount: $200,000
   Grant Purpose: Volunteer Week Hawaii 2022
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: Department of Community Services

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go to the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☒ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

Kanu Hawai'i's Individual Volunteer Dashboard supports Age-Friendly Honolulu by offering kūpuna meaningful opportunities that enhance social engagement, community inclusion, and intergenerational connection. These roles empower kūpuna to contribute actively to disaster preparedness and resilience, benefiting their well-being while strengthening community bonds.

Social Engagement and Activity:
The dashboard will connect kūpuna to roles aligned with their skills, such as leading preparedness workshops, mentoring youth, or supporting events. Virtual opportunities, like online mentorship and administrative tasks, ensure kūpuna with mobility challenges remain engaged and connected.

Meaningful Roles for Kūpuna:
Kūpuna will contribute as mentors, intergenerational leaders, and disaster readiness guides, fostering collaboration across generations. Their involvement highlights their value in the community while preserving and sharing cultural knowledge.

Removing Barriers to Inclusion:
The dashboard will prioritize accessibility with features like simple navigation, larger text, and potentially multilingual options. Partnering organizations will ensure inclusive opportunities, including wheelchair-accessible venues and remote participation options, enabling full engagement regardless of physical limitations.

Meeting Reporting Requirements:
Kanu Hawai‘i’s robust tracking tools will record participant data, including age and location, to meet Age-Friendly Honolulu’s reporting requirements. This system ensures transparency and allows us to measure the impact on kūpuna and the broader community.

By fostering leadership roles, promoting intergenerational collaboration, and ensuring accessibility, this proposal aligns with Age-Friendly Honolulu’s vision and strengthens O‘ahu’s social resilience.

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Kapi'olani Health Foundation
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Brain Station – Educational Resources for Hospitalized Children

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Kapi'olani Medical Center for Women & Children is the only full-service hospital in the Pacific region offering specialized care for women, children and infants. Kapi'olani Health Foundation was established in 2007 as the philanthropic arm of Kapi'olani Medical Center for Women & Children. Our mission is to create a healthier Hawai'i.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

The hospital can be a scary and stressful place for young children, especially those with a life-threatening illness. Brain Station meets three essential needs for young patients who are bravely battling disease or recovering from injury. These are: 1) a sense of normalcy, 2) a sense of community, and 3) academic support so children don't fall behind in school due to extended hospital stays.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

The Grant Activity is to provide Brain Station educational resources to 800 pediatric patients. This will enhance students' academic capacity while ill and facilitate a smooth return to school. Activities include 800 unduplicated patients supported with education services; 50 patients assisted by the Educational Liaison, and 1,000 patient/family encounters with Integrated Services.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $21,858	☒ District 2 $10,424	☒ District 3 $11,454
☒ District 4 $7,870	☒ District 5 $19,221	☒ District 6 $4,141
☒ District 7 $28,122	☒ District 8 $24,578	☒ District 9 $22,332

Total Amount Requested (must be $25,000 to $150,000)	$150,000

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☒ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer

11/20/2024
Date

Printed Name and Title:
Dawn M. Dunbar, Senior V.P.
Foundations, Hawaii Pacific Health

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

Karen Tiller
(Signature)

Karen Tiller
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board of Kapiolani Health Foundation ("Grantee") hereby certifies that Dawn M. Dunbar (name), Senior V.P., Foundations of Hawaii Pacific Health (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

Karen Tiller
(Signature)

Karen Tiller
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 12th day of November, 2024, before me appeared Karen H. Tiller, personally known to me, who, being by me duly sworn, did say that he/she is the Board Chair of Kapiolani Health Foundation and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said Karen acknowledged said instrument to be the free act and deed of said corporation.

SARAH E. LUKELA NOTARY PUBLIC Comm. No. 2000-229 STATE OF HAWAII

Sarah E Lukela
Notary Public, State of Hawaii

My Commission expires: May 28, 2028

Doc. Date: Undated # Pages 1
Name: Sarah E. Lukela 1st Circuit
Doc. Description: Certificate of the Board of Directors - No Obligations in Arrears & Auth. to Assign Author.
Sarah E Lukela NOV. 12 2024
Signature Date

NOTARY CERTIFICATION

SARAH E. LUKELA NOTARY PUBLIC Comm. No. 2000-229 STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

The hospital can be a scary and stressful place for young children, especially those with a life-threatening illness. During extended hospital stays, children often lose track of time and a sense of the outside world. Brain Station responds to these difficulties by creating a sense of normalcy and community. This program helps patients cope positively with their illness and hospitalization by supporting children academically and socially.

For families battling chronic disease or facing life-challenging injuries, Brain Station offers hope and a glimpse of the path forward. The benefits of educational support during hospitalization include:

- Promotion of health literacy and treatment adherence, which reduce unnecessary emergency visits and preventable hospital readmissions.

- Strengthened relationships between patients and providers, which alleviate familial stress, and improve illness self-management.

- With social and educational support, pediatric patients demonstrate fewer behavior disturbances during and after medical encounters. They are more able to handle the physical and psychological demands of their treatment, which is associated with accelerated healing.

- Children who are prepared for their healthcare experience are more likely to exhibit an overall reduction in emotional distress and demonstrate increased confidence in their ability to cope with stressful situations.

By providing academic resources, we support the child's education at a time when the parents are often overwhelmed with workplace demands and siblings at home, in addition to caring for a hospitalized child. For families battling major illnesses, the isolation of Hawai'i imposes financial hardship and difficulties as parents navigate complex treatment options. Many families struggle with language and cultural barriers, which create additional challenges as they communicate with various physician specialists. These issues are compounded by financial burdens. Families must take time off from work, while paying extensive travel and medical expenses not covered by insurance. The complexity of navigating pediatric illness, exacerbated by financial and cultural worries, can result in an overwhelming experience for patients and their family members. Brain Station counteracts these stressors to help patients and families cope and thrive.

Brain Station provides educational support to enhance students' academic capacity while ill, provides cognitive rehabilitation, and facilitates a smooth return to school. Program staff provide academic support and communicate with public and private schools, all with the goal of the child returning to his or her normal life. Tutoring provides valuable cognitive stimulation and rehabilitation, which empower the patient to successfully transition back to school. Staff members assist families by communicating with the school regarding their hospital stay and medical or physical needs upon discharge.

Brain Station uses play, education and holistic services to help children respond positively to medical care. Staff members help patients prepare for procedures, such as touring surgery rooms and explaining tools and equipment. For children of all ages, support includes fun activities to relieve stress and help restore a sense of normalcy. This may include visits from the hospital therapy dog, visiting the school room, or socializing with other children. Because the whole family is involved with a child's hospitalization and recovery, Brain Station activities involve siblings and parents as part of comprehensive care. These activities build a child's confidence and ability to cope with their illness and treatment plan.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

The proposed Grant Activity is to provide academic support services to 800 unduplicated pediatric patients at Kapi'olani Medical Center. The project will support holistic recovery and build children's confidence and ability to cope with their illness.

If funded, this grant will support four measurable Brain Station activities: 1) 800 unduplicated pediatric patients supported with educational services; 2) 50 patients/families assisted by the Educational Liaison; and 3) 1,000 patient/family encounters with Integrated Services.

We chose this Grant Activity because these resources help patients achieve a positive outcome, maintain quality of life, and resume their lives after hospitalization. Brain Station meets three essential needs for young patients who are bravely battling disease or recovering from injury. These are: 1) a sense of normalcy, 2) a sense of community, and 3) academic support so children don't fall behind in school due to extended hospital stays.

Brain Station is part of a comprehensive and holistic approach that provides the best possible care to hospitalized children. Brain Station is open to any school-age inpatient at Kapi'olani Medical Center, from kindergarten through grade twelve. There are also cases in which Brain Station is available to college students during their stay at the hospital. Generally, services are provided to children who miss two or more weeks of school due to their medical condition.

This project is essential to our community because Kapi'olani is the only pediatric specialty hospital in Hawai'i and the Pacific. Without this hospital, families would have to travel to the mainland as their children bravely battle diseases and manage chronic illnesses. Without Brain Station, pediatric patients and their families would face additional stress, which would negatively impact their ability to heal and thrive.

For these reasons, physicians often include educational services in treatment plans for children who are in the hospital for months or years. Regular tutoring, for example, provides valuable cognitive stimulation and rehabilitation, which empowers the patient and supports an easier transition back to school. The program is also not just for patients; the class time is a valuable break for parents. The dedicated school time allows for respite time for parents and family members who are spending long hours over weeks and months at the facility.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

This Grant in Aid will support Brain Station Educational Services for 800 unduplicated pediatric patients at Kapi'olani Medical Center for Women & Children. Our goal is to meet the medical, social and emotional needs of hospitalized children to support an optimal experience and positive outcomes.

The achievement of this goal will be evaluated based on four measurable outcomes.

1. 800 unduplicated pediatric patients supported by Brain Station Educational Services.

Brain Station involves multidisciplinary collaboration with different departments within the medical center to support patients' needs. There are four unique "stations" that provide age-appropriate lessons, reading resources, hands-on artistic or scientific activities, and social support. If they are physically and medically able to visit these spaces, patients benefit from the change of scenery and break from the stress of their illness. Participants enjoy spending time with other children, learning with teachers and volunteers, and pursuing their extracurricular interests.

In addition to the practical benefits of academic support, Brain Station makes learning fun. For example, the Reading Expedition program, offers a treasure map of rewards and incentives for children who accomplish their reading goals. Participants receive "brain bucks," which can be used to shop at the school store for toys, books and gift cards.

2. 50 patient/families assisted by the Educational Liaison.

Program staff members communicate directly with private and public schools to monitor student engagement. They may pick up assignments or textbooks from school or visit a patient's school to educate teachers and classmates about their condition.

3. 1,000 patient or family encounters with Integrated Services.

Integrated Services are holistic services provided by the Integrated Services Coordinator and volunteers to promote relaxation and healing for patients. The Integrated Services offered to patients include mind-body healing modalities such as Healing Touch, Reiki, Aromatherapy, and Infant and Oncology Massage.

In addition to these quantitative outcomes, Brain Station is evaluated based on participants' ability to stay engaged with their educational journeys even when hospitalized. This is achieved when patients access regular schoolwork online, maintain communication with teachers and counselors, and read regularly. Program staff assess the quality of Brain Station based on the percentage increase in patients served, comparing year-to-year results, and the percentage of patients who resume Brain Station activities if they return to the hospital. Additionally, hospital staff members, teachers, parents and caregivers provide feedback via written survey and informal conversations. This feedback helps gauge program success and identify areas for improvement.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Brain Station engages with the multidisciplinary teams supporting each patient's care and treatment plan. Annually, this program will support 800 unduplicated pediatric patients with a wide variety of support services and treatment. Brain Station provides a variety of educational supports and learning services in collaboration with physicians, parents, schools, volunteers, and community partners. Staff members may liaison with teachers to help students continue their studies and connect with friends at school. They plan fun holiday events, such as a party to make Christmas decorations or hunting for Easter eggs in the Playroom.

Patients and family members have access to a variety of resources, including:

- Vgo – A robotic telepresence that allows patients to participate in educational programs from their hospital rooms. This transportable device is essential for children who are in medical isolation and are thus unable to engage in group activities.

- Monkey in my Chair – A national program that maintains continuity and inclusivity for children with a long-term illness. The student's presence is intact with a stuffed monkey sitting in their chair in the classroom. Additionally, the Educational Liaison visits the classroom to educate teachers and peers about the patient's condition.

Patients have access to four "stations," offering educational resources for various ages and interests: Brain Station (elementary and middle school), Brain Station Jr (pre-school age, focused on learner readiness), STEAM Station (focused on Science, Technology, Engineering, Art and Math), Teen Station (high school). Staff members maintain regular hours in these spaces and make themselves available for patients and their family members. At times, patients cannot visit shared spaces due to physical or medical limitations, so staff members may visit their rooms.

To achieve the target 50 patient or family member encounters with the Educational Liaison, resources are provided as part of a comprehensive plan for each individual patient and in response to needs expressed by patients and family members. These encounters may involve coordination of services, including home and hospital instruction, to aid patients and family members as they transition from the hospital, to home, and back to school.

To achieve the target 1,000 patient or family member encounters with Integrated Services, staff members plan, schedule and coordinate services with a team of volunteer practitioners. Volunteers apply for these positions, with background checks conducted, and are trained to provide services specifically to acute care pediatric patients. Staff members coordinate Integrated Services with physicians, volunteers, patients and family members to ensure a positive experience that aligns with each patient's clinical treatment plan.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

The proposed Grant in Aid is $150,000 for the 12-month grant period. This funding will support 800 unduplicated pediatric patients for about $188 per child served. Funding is allocated to three Brain Station direct service staff positions: Educational Outreach Liaison, Hospital-Based Teacher, and Integrated Services Coordinator.

The Educational Outreach Liaison is allocated at .50 FTE of the annual salary of $73,456, which is $36,733. This position collaborates with the medical team, community partners, and school professionals to support the academic and social needs of hospitalized children. The Liaison communicates with the Department of Health and Department of Education to facilitate smooth transitions between school, hospital and home. This may include formal school meetings to develop Individualized Education Plans for children hospitalized for 14 days or more or those with special needs.

The Hospital-Based Teacher is allocated at .70 FTE of the annual salary of $56,451, which is $39,516. The Teacher develops, coordinates, and implements curriculum for school-based and hospital or homebound educational programs. Duties include school visits to educate teachers and classmates about the patient's medical condition and to support transitions back to school.

The Integrated Services Coordinator is allocated at .6174 FTE of the annual salary of $102,190, which is $63,091. This position is responsible for coordinating, monitoring, and maintaining all aspects of Integrated Services, which include massage, aromatherapy, and Healing Touch. Working with the volunteer office, this position supports volunteer intake, orientation, training, scheduling, and maintenance of program statistics. (Integrated Services are primarily provided by volunteers.)

See attached job descriptions and resumes for all City-funded positions.

The Payroll Taxes are allocated at 7.65% of the Salaries and Wages total of $139,340. This is $10,660 for the project. Additional taxes, assessments and fringe benefits will be met with the match contribution.

This request to the City and County of Honolulu represents 22% of the project budget of $687,592. Match funding in the amount of $537,592 will be secured through donations through employee giving, private philanthropy, the annual Radiothon, and Children' Miracle Network. If full funding is not secured, Kapi'olani will implement additional fundraising to ensure this project is completed as described in this proposal.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

For the proposed 12-month grant period starting on or around October 1, 2025, the basic calendar of events will be as follows:

Months 1 - 3 (October, November, December)

- Halloween activities for children
- Thanksgiving activities for children
- Christmas activities for children
- 150 pediatric patients served
- 3 patients/families assisted by Educational Liaison
- 180 patient/family encounters for Integrated Services

Month 4 – 6 (January, February, March)

- Valentine's Day activities for children
- Spring Break activities for children
- 170 pediatric patients served
- 9 patients/families assisted by Educational Liaison
- 225 patient/family encounters for Integrated Services

Month 7 – 9 (April, May, June)

- Easter activities for children
- 220 pediatric patients served
- 13 patients/families assisted by Educational Liaison
- 235 patient/family encounters for Integrated Services

Month 10 – 12 (July, August, September)

- Independence Day activities for children
- 260 pediatric patients served
- 25 patients/families assisted by Educational Liaison
- 360 patient/family encounters for Integrated Services

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

Kapi'olani is a nationally recognized, not-for-profit hospital and is widely known as the leader in the care of women, infants and children in Hawai'i. This is the only specialty hospital in Hawai'i focused on maternity, newborn and pediatric medicine. Every year, more than 5,000 babies are born here, and more than 14,000 women and children are admitted. No one is ever turned away due to financial constraints, and more than half of patients are uninsured or underinsured.

Brain Station started as a summer school program in 2015, initiated by Dr. Carrie Shiraki-Sakaino who had been a teacher, counselor and student services coordinator for more than 25 years with the Hawai'i State Department of Education. Today, Brain Station is a permanent program dedicated to supporting young patients, both mentally and physically. The Brain Station facilities and resources serve more than 1,000 hospitalized children annually, helping them maintain a sense of normalcy despite their injuries or illness.

As a teaching hospital, Kapi'olani is at the forefront of vital medical education and community health outreach programs. It is a major teaching hospital for the John A. Burns School of Medicine at the University of Hawai'i, and has assisted in training many pediatric, obstetric and gynecologic doctors, nurses and allied health professionals. The hospital also participates in critical research and the development of new treatments in prenatal, neonatal, children's, and women's medicine. With more than 1,700 employees and 630 physicians, Kapi'olani is fully accredited by The Joint Commission, an independent nonprofit organization that certifies health care organizations and programs in the United States.

The hospital is renowned for specialty care in the areas of Pediatric Oncology and Cardiology. Many patients supported by Brain Station Educational Services suffer from various forms of cancer or heart problems. Kapi'olani cares for approximately 60 newly diagnosed cancer patients and 150 cancer patients in active treatment annually. It is the only dedicated bone marrow collection and transplant site for children in Hawai'i. On average, 95% of pediatric cancer patients have access to clinical trials.

Further demonstrating our commitment to pediatric oncology, Kapi'olani is developing The Martha B. Smith Cancer & Infusion Center for Women & Children. This will be a specialized center for pediatric and women's oncology treatment and life-saving non-oncology infusion treatments. The $31.5 million project will bring revolutionary cancer research and treatment to Hawai'i and the Pacific rim.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Kapi'olani Medical Center for Women & Children has the organizational knowledge, staffing, fiscal resources, facilities, and relationships to ensure successful fulfillment of this project.

Organizational Knowledge and Staffing
Brain Station staff members are trained and certified in their respective disciplines, including child development, education, and behavioral health. Staff members and volunteers are trained to meet the unique needs of hospitalized children and to understand the stressors that can accompany a hospital stay, for the patient and family.

The staff leadership will support effective delivery of Brain Station services. Leading this team is Donna Tsutsumi-Ota, Manager of Rehabilitation Services. Donna has worked at Kapi'olani since her first position as a Social Worker in 1989. She has a Masters of Social Work from the University of Hawai'i and a Masters in Public Health Certificate. Carrie Sumida, Director of Case Management, Social Work, has worked in children's support services at Kapi'olani since 2019. She has a Doctor of Physical Therapy from Columbia University and more than twenty years' experience in the field.

Facilities
Brain Station includes four physical spaces where young patients learn, laugh, and maintain a sense of routine during extended hospital stays. There are four "stations," offering educational resources for various ages and interests: Brain Station (elementary and middle school), Brain Station Jr (pre-school age, focused on learner readiness), STEAM Station (focused on Science, Technology, Engineering, Art and Math), Teen Station (high school). Each facility has age-appropriate books, computers, arts and crafts, and other educational resources.

Fiscal Resources
Since the services of Brain Station are not billable to insurance, Kapi'olani Health Foundation raises funding to offset the program expenses. Kapi'olani is part of Hawai'i Pacific Health, which is the largest health care provider in the state. This is a not-for-profit health care system, which means all of our earnings are reinvested into improving medical equipment and facilities. We also invest in research, education and training as well as charity care for underserved people within our island communities.

Relationships
Volunteers are an essential component of Brain Station. Kapi'olani networks with local civic organizations, senior volunteer groups, and holistic healthcare practitioners to provide various support services for children and families.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

Brain Station Educational Services are generally not reimbursable by insurance. Thus, the expenses of this project must be raised through private and public philanthropy. We pursue sustainability through a mix of grants, donations, and fundraising events. These include employee giving campaigns, the annual Radiothon for Kids, and membership in the Children's Miracle Network, which enables direct donations through retail partners such as Costco, Panda Express, IHOP, and Ace Hardware.

Beyond fundraising, Kapi'olani will commit organizational funds at whatever level is needed to ensure longevity of Brain Station. The beneficial social, emotional and academic resources of this program are integral to patients' health and wellbeing.

Kapi'olani Medical Center for Women & Children is a not-for-profit hospital. The organization relies on this community to fulfill its mission of creating a healthier Hawai'i. The philanthropy team raises funding through government grants, special events, individual donors, corporate support, and legacy giving, all of which supports exceptional medical care for infants, children, and women in Hawai'i.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

Kapi'olani Health Foundation has one full-time employee and three shared employees. The full-time position, Senior Development Officer, is responsible for major giving, special events, planned giving, grantmaking, and individual contributions, all of which benefit this community. Recent accomplishments include raising $12 million for the first Pediatric Heart Center in Hawai'i. One hundred percent of restricted contributions are directed to their intended program or need.

The Foundation also benefits from direction and guidance of Dawn Dunbar, Senior Vice President, Foundations of Hawai'i Pacific Health, and President of Kapi'olani Health Foundation. The Foundations Office oversees philanthropic efforts for four foundations in the HPH network: Pali Momi Foundation, Kapi'olani Health Foundation, Straub Foundation, and Wilcox Foundation.

Kapi'olani was founded as a maternity home by Queen Kapi'olani in 1890 to ensure that women and children had access to quality medical care. At that time, Hawai'i was threatened by an unusually high infant mortality rate, compounded by the geographic isolation of the islands, which made it difficult for families to access care. The organization maintains the Queen's motto "Kūlia i ka Nu'u" or "strive for the highest," as a guiding principle today.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: CT-DCS-2500038
   Grant Period: 10/1/24 – 9/30/25 Grant Amount: $150,000
   Grant Purpose: Child Life Services
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: DCS

2. Grant Activity Name & Contract #: CT-DCS-2400037
   Grant Period: 10/1/23 – 9/30/24 Grant Amount: $200,000
   Grant Purpose: Child Life Services
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: DCS

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☒ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

Kapi'olani provides inter-generational programming, engages seniors as volunteers, and removes barriers seniors may face in accessing services. Kupuna in our community volunteer for Brain Station by cleaning toys, organizing supplies, and sorting book donations that come into the hospital for the classroom. If awarded, program staff will document and report the number of kupuna volunteers for Brain Station as part of monthly reporting for this contract.

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Kapolei Community Development Corporation
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Pūnāwai Ola (A Spring of Life-giving Water)

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Established in 2009, KCDC supports Kapolei, Hawai'i's "Second City," by promoting economic, social, and cultural opportunities for Native Hawaiians and residents. Its mission is to foster sustainable development, preserve Native Hawaiian culture, and enhance community well-being through education, economic empowerment, and cultural initiatives, ensuring a thriving and resilient community.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

The year-long project at the Homestead Sunday Night Market will feature weekly Native Hawaiian musical performances, cultural tradition workshops, and kupuna social activities. A CHW Kupuna Coordinator will oversee activities and track attendance, promoting cultural preservation, intergenerational connections, and community engagement to meet the public need for cultural enrichment and social support.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

Outcomes include: 52 Kupuna (36-40 with lead time performances/workshops); 12 social activities; and hiring CHW Kupuna Coordinator. Success is measured by: serving 5,000+ attendees annually; tracking participation; and conducting surveys to assess cultural impact/community engagement. Project will strengthen intergenerational ties and preserve Native Hawaiian traditions through kupuna involvement.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $16,667	☒ District 2 $16,667	☒ District 3 $16,667
☒ District 4 $16,667	☒ District 5 $16,664	☒ District 6 $16,667
☒ District 7 $16,667	☒ District 8 $16,667	☒ District 9 $16,667

Total Amount Requested (must be $25,000 to $150,000)	$150,000

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☒ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer
Printed Name and Title: Chantal Keliihoomalu, Executive Director

11/19/2024
Date

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Michelle Kristen Mahealani Kauhane-Taka
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Michelle Kristen Mahealani Kauhane-Taka (name), Board President (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Michelle Kristen Mahealani Kauhane-Taka
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this _____ day of NOV 19 2024, 202__, before me appeared Michelle Kristen Mahealani Kauhane-Taka, personally known to me, who, being by me duly sworn, did say that he/she is the Board President of Kapolei Community Development Corporation and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said they acknowledged said instrument to be the free act and deed of said corporation.

Heather E. Kim
Notary Public, State of Hawaii

My Commission expires: Heather E. Kim My Commission Expires: 02/04/2026

HEATHER E. KIM NOTARY PUBLIC No. 18-6 STATE OF HAWAII

Doc. Date: undated # Pages 3
Name: Heather E. Kim 1st Circuit
Doc. Description: Certificate of the Board of Directors No Obligations in Arrears
Heather E. Kim NOV 19 2024
Signature Date

NOTARY CERTIFICATION

Heather E. Kim
My Commission Expires: 02/04/2026

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Native Hawaiian kupuna are the guardians of cultural knowledge, traditions, and values. However, they face significant challenges including economic hardship, health disparities, and social isolation, all of which have been worsened by the COVID-19 pandemic, which disrupted intergenerational connections and cultural transmission.

Validating the Community Need:

Economic Hardship: Data from the State of Hawai'i Executive Office on Aging (EOA) reveals that 25% of Hawai'i's kupuna live below 200% of the federal poverty level. This disproportionately impacts Native Hawaiian elders, who face higher poverty rates compared to non-Hawaiians. Limited financial resources often restrict kupuna from participating in social and cultural activities that promote well-being.

Health Disparities: Kupuna experience higher rates of chronic health conditions, such as diabetes and cardiovascular disease, as highlighted by Hawai'i Health Matters. These health issues reduce their ability to actively engage in the community and increase their dependency on support networks, many of which are underfunded or inaccessible.

Social Isolation: Census data shows that 33% of Hawai'i's seniors live alone, a factor strongly linked to social isolation. According to the National Institute on Aging, social isolation in seniors increases the risk of depression, cognitive decline, and poor overall health. For kupuna, this isolation is compounded by the diminishing presence of traditional family structures and fewer opportunities for community engagement.

Cultural Disconnection: Native Hawaiian kupuna are central to passing down traditional knowledge, language, and values. However, urbanization, Westernized lifestyles, and fewer structured intergenerational activities have limited opportunities for kupuna to fulfill this role. A Kamehameha Schools survey found that 78% of Native Hawaiians are concerned about cultural identity loss and identify kupuna as the most trusted sources of traditional knowledge. KCDC surveys further validate this, with over 70% of kupuna respondents expressing a lack of opportunities to share their cultural expertise.

Community Priority and Support: The importance of cultural preservation is echoed in Hawai'i's State Plan and the Hawai'i Tourism Authority's Cultural Pillar, both of which emphasize the need to safeguard and share traditional knowledge. In KCDC's 2023 community survey, 85% of respondents stated that kupuna involvement in cultural programming is essential for preserving Hawaiian traditions. Over 1,500 residents expressed interest in kupuna-led cultural activities, with 67% indicating regular attendance if such programs were offered.

Impact of the Problem: The challenges faced by kupuna have broader implications for the entire community:

1. Kupuna Health and Well-being: Social isolation and economic hardship lead to increased risks of depression, cognitive decline, and poor health outcomes.
2. Loss of Cultural Knowledge: The diminished role of kupuna in community life affects the intergenerational transmission of traditions, leading to cultural erosion.
3. Economic Barriers: Limited income prevents many kupuna from participating in events or activities that could enrich their lives and the community.

Substantive Data Supporting the Solution:

1. Economic Challenges: EOA data indicates 40% of kupuna rely on fixed incomes, limiting their ability to engage in cultural and social opportunities.
2. Cultural Preservation Needs: The Kamehameha Schools survey underscores that kupuna are essential for safeguarding Hawaiian cultural identity, which 78% of respondents feel is at risk.
3. Community Demand: In a 2023 KCDC survey, over 1,500 respondents advocated for more kupuna-led programs, confirming strong community support for such initiatives.

Addressing the Need Through the Proposed Project: The project's kupuna-focused programming at the Hawaiian Sunday Night Market (HSNM) directly addresses these challenges by:

- Fostering Cultural Preservation: Kupuna-led workshops and performances provide a platform for passing down traditional knowledge.
- Enhancing Community Engagement: Weekly activities create opportunities for social connection, reducing isolation for kupuna and fostering intergenerational relationships.
- Supporting Economic and Social Inclusion: By offering these programs at no cost to kupuna, the project removes financial barriers to participation.

This initiative is uniquely positioned to address the vulnerabilities of kupuna while strengthening the community's cultural foundation. By creating spaces for kupuna to actively engage and share their wisdom, the project not only preserves Native Hawaiian traditions but also improves the well-being of both kupuna and the broader community.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

The grant activity will establish year-long kupuna-focused programming at the HSNM to address the challenges of cultural preservation, social isolation, and economic hardship among Native Hawaiian kupuna.

Weekly activities will include kupuna-led traditional Hawaiian music performances, cultural workshops on practices such as lei-making, hula, and ʻōlelo Hawaiʻi (Hawaiian language), and social gatherings designed to foster intergenerational connections. A Community Health Worker (CHW) Kupuna Coordinator will oversee program activities, track attendance, and ensure the needs of kupuna participants are met.

KCDC selected this grant activity based on community surveys, which identified kupuna-led cultural programming as a high priority for residents. Over 85% of respondents expressed a desire for increased kupuna involvement in preserving Hawaiian traditions, with 67% indicating they would attend such programs regularly. The project aligns with KCDC's mission to foster cultural preservation and community well-being while addressing the documented challenges faced by kupuna, including economic vulnerability, health disparities, and lack of engagement opportunities.

By providing a dedicated platform for kupuna to share their knowledge and talents, the grant activity addresses critical community needs in the following ways:

1. Cultural Preservation: Workshops and performances led by kupuna ensure the intergenerational transmission of traditional knowledge, language, and values. This is essential for maintaining Native Hawaiian identity, as modern urbanization and Westernized lifestyles increasingly marginalize traditional practices.

2. Reducing Social Isolation: Weekly gatherings offer kupuna a consistent opportunity to engage with their community, strengthening social bonds and improving mental and emotional well-being.

3. Economic Empowerment: The project removes financial barriers for kupuna by providing free access to programs and compensating participating kupuna for their contributions, acknowledging their role as cultural carriers.

KCDC's approach is holistic, addressing both individual and community-level challenges. The project not only uplifts kupuna but also enriches the broader community by fostering a deeper appreciation for Native Hawaiian traditions. It also supports the Hawaiʻi State Plan and Hawaiʻi Tourism Authority's Cultural Pillar, which prioritize cultural preservation and authentic Hawaiian experiences. This grant activity will create a vibrant, inclusive space where kupuna, residents, and visitors can connect, ensuring a lasting impact on the well-being of Hawaiʻi's communities.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

The Grant Activity will directly benefit over 5,000 individuals, with a primary focus on kupuna. It aligns with the GIA Fund priorities by enhancing kupuna quality of life through cultural preservation, community engagement, and intergenerational connections.

Measurable Outcomes:

1. Kupuna Performances and Workshops:
    - Outcome: Host 52 kupuna-led performances and workshops throughout the year.
    - Measurement: Attendance records, with a target of 100 participants per session, tracked through sign-ins and participation logs.

2. Monthly Social Gatherings:
    - Outcome: Organize 12 monthly social gatherings tailored to kupuna.
    - Measurement: Attendance tracking, with a target of 50 kupuna per gathering, and participant feedback surveys to assess engagement and satisfaction.

3. CHW Kupuna Coordinator:
    - Outcome: Hire and retain a dedicated CHW Kupuna Coordinator to oversee program activities and ensure effective implementation.
    - Measurement: Documentation of activities managed, detailed attendance records, and survey results indicating satisfaction, cultural impact, and accessibility.

4. Total Participation:
    - Outcome: Serve 5,000+ individuals annually, including kupuna, youth, and families.
    - Measurement: Comprehensive data collection on attendance across all activities and participant surveys to evaluate progress toward project goals.

Alignment with GIA Fund Purposes and Priorities: The program directly addresses the needs of kupuna, one of Hawai‘i’s most vulnerable populations, by improving their social, cultural, and emotional well-being. Kupuna serve as cultural leaders and mentors in this project, reinforcing the GIA Fund’s goal of fostering stronger, more resilient communities through culturally grounded initiatives.

The CHW Kupuna Coordinator ensures that program activities are accessible, well-managed, and inclusive, fulfilling the Fund's priority for effective service delivery. Regular evaluations and participant feedback ensure accountability and continuous improvement in addressing community needs.

Direct Benefits to the Kupuna Target Population:

1. Cultural Preservation: Kupuna share and preserve traditional practices through workshops and performances, strengthening their role as keepers of cultural knowledge.
2. Social Connectivity: Monthly gatherings provide kupuna with opportunities to build relationships, reduce social isolation, and improve mental and emotional well-being.
3. Community Recognition: The program elevates kupuna as cultural leaders, fostering pride and purpose in their contributions to the community.
4. Respite from Caregiving: Many kupuna are caregivers to grandchildren or elderly spouses. This program provides them with a supportive space for personal enrichment and relaxation.
5. Resource Access: The CHW Kupuna Coordinator connects kupuna to additional services and resources, further enhancing their quality of life and addressing unmet needs.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Action Plan: This action plan ensures progress through clearly defined milestones and performance measures, fostering cultural preservation, reducing social isolation, and enhancing kupuna well-being through meaningful and accessible programming.

Objective 1: Kupuna Performances and Workshops:

- Program Development (Month 1): Identify and schedule 52 kupuna-led performances and workshops. Finalize a rotating calendar focusing on traditional arts, storytelling, and cultural practices.
    - Milestone: Hire CHW Kupuna Coordinator by Month 1 to develop and finalize the calendar.
- Implementation and Tracking (Months 2–12): Host weekly sessions at the Homestead Sunday Night Market. Track attendance using sign-in sheets and collect participant surveys to measure satisfaction and cultural impact.
    - Performance Measure: Minimum 90% positive feedback from participants per session.
- Mid-Term Evaluation (Month 6): Analyze participation data and adjust programming based on feedback.
    - Milestone: Adjustments documented and implemented by Month 6.

Objective 2: Kupuna Social Gatherings:

- Planning (Month 1): Schedule 12 monthly gatherings with kupuna-centered activities, including potlucks, Hawaiian-focused games, crafts, and storytelling circles.
    - Milestone: Finalize themes and dates for all gatherings by Month 1.
- Execution and Tracking (Months 2–12): Host gatherings on the first Sunday of each month. Track attendance and collect participant feedback.
    - Performance Measure: Minimum of 25 kupuna attendees per gathering with 90% satisfaction ratings.
- Mid-Term Evaluation (Month 6): Assess participation trends and adjust activities for improved accessibility and engagement.
    - Milestone: Document and implement adjustments by Month 6.

Objective 3: Hire and Retain CHW Kupuna Coordinator:

- Recruitment and Onboarding (Months 1–2): Develop a job description, conduct interviews, and hire a qualified coordinator to manage the program.
    - Milestone: Coordinator hired and onboarded by Month 2.
- Program Management (Months 3–12): Oversee all programming, track participation, and connect kupuna with additional resources.
    - Performance Measure: Coordinator manages 100% of events and submits monthly reports documenting activities, attendance, and feedback.
- Evaluation (Month 12): Conduct a performance review of the CHW Kupuna Coordinator to assess program management effectiveness and recommend improvements.
    - Milestone: Evaluation completed by the end of Month 12.

Objective 4: Community Reach:

- Outreach Campaign (Ongoing): Use social media, community boards, a mailing list to nearly 1,100 homestead homes, and Native Hawaiian networks to promote activities.
    - Performance Measure: Engage 5,000+ attendees by the end of the Grant Term.

- Data Monitoring (Ongoing): Collect and review attendance logs and survey feedback to track participation and adjust outreach strategies as needed.
    - Milestone: Monthly participation reports demonstrating progress toward the 5,000+ attendee goal.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

KCDC requests $150,000 for the Pūnāwai Ola (A Spring of Life-giving Water) Program, which engages Kupuna (Hawaiian elders) to showcase their cultural talents at our Sunday Night Market. Kupuna are vital as keepers of Hawaiian knowledge, traditions, and stories (mo‘olelo). Through their guidance, younger generations and communities learn and perpetuate practices

like hula, oli (chant), and the Hawaiian language (ʻŌlelo Hawaiʻi), safeguarding these traditions for the future.

Budget Breakdown:

1. **Salaries: $82,450:**
    - **Community Health Worker (CHW): $52,000 (1.0 FTE):** The CHW serves as a critical link between Kupuna, healthcare providers, and the community. Responsibilities include organizing community health workshops, wellness events, and culturally relevant activities, as well as tracking participation, health outcomes, and program impact. This role enhances health literacy, reduces disparities, and ensures better outcomes for Kupuna through consistent education and support.
    - **Executive Director: $30,450 (.35 FTE):** Funding ensures strategic leadership, alignment with community needs, and long-term sustainability. The director oversees the program's vision, ensuring it scales effectively to serve more Kupuna and achieve lasting benefits.
2. **Fringe Benefits and Medical Insurance: $13,325.** This includes taxes and medical coverage for both employees, supporting their well-being and retention.
3. **Marketing and IT Contractor: $17,400:** This role enhances program visibility and stakeholder engagement. Improved outreach ensures community members are aware of available resources, fostering support, increased participation, and better communication.
4. **Grant Manager: $24,000:** The Grant Manager ensures compliance, effective fund utilization, and accurate reporting. They also help secure future funding, ensuring the program's sustainability and growth.
5. **Program Activity Supplies: $12,825:** Supplies are critical for delivering meaningful, hands-on services. These resources enhance the CHW's and team's ability to engage Kupuna effectively, improving their health, engagement, and overall quality of life.

Impact: Funding for Pūnāwai Ola ensures sustainability, effectiveness, and alignment with community needs. Each expense contributes to empowering Kupuna, preserving their cultural wisdom, and strengthening intergenerational connections. The program supports Kupuna in thriving within their communities while enriching younger generations through shared traditions and practices. This initiative fosters a culturally vibrant and healthy community, ensuring the preservation of Hawaiian knowledge for future generations.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Timeline: This timeline provides a structured approach with realistic milestones to achieve the desired outcomes within the Grant Term.

Month 1: Planning and Preparation:

- Finalize the program calendar with 52 kupuna-led performances and workshops.

- Schedule 12 monthly kupuna social gatherings with defined themes and activities.
- Post the job description and begin recruitment for the CHW Kupuna Coordinator position.
- Establish partnerships with community organizations and kupuna networks.

Milestones:
- Program calendar completed.
- Job posting live.

Month 2: Recruitment and Initial Setup:

- Interview and hire the CHW Kupuna Coordinator.
- Onboard the Coordinator, providing orientation on program goals, activities, and logistics.
- Launch an outreach campaign through social media, community networks, and local organizations.
- Finalize logistical preparations for hosting events at the Homestead Sunday Night Market.

Milestones:
- CHW Kupuna Coordinator hired and onboarded.
- Outreach campaign launched.

Months 3–6: Program Launch and Initial Implementation:

- Begin hosting weekly kupuna-led performances and workshops.
- Conduct monthly kupuna social gatherings, starting with an opening event to engage participants.
- Collect attendance data and distribute participant surveys after each event.
- Conduct regular check-ins with the CHW Kupuna Coordinator to ensure progress and resolve challenges.

Milestones:
- 26 performances/workshops and 6 social gatherings completed.
- Mid-term participation data collected.

Month 6: Mid-Term Review and Adjustments:

- Analyze attendance and survey data to assess program effectiveness.
- Adjust programming, outreach efforts, and logistical processes based on feedback.
- Share progress updates with community partners and stakeholders.

Milestones:
- Mid-term report completed.
- Adjustments implemented for the second half of the program.

Months 7–12: Continued Implementation and Expansion:

- Continue hosting weekly kupuna-led performances and workshops.
- Conduct monthly kupuna gatherings, integrating participant feedback to enhance activities.
- Increase outreach efforts to attract new participants and maintain engagement.
- Conduct ongoing performance evaluations of the CHW Kupuna Coordinator.

Milestones:

- Final 26 performances/workshops and 6 social gatherings completed.

Month 12: Final Review and Reporting:

- Conduct a comprehensive evaluation of program impact using attendance records and survey data.
- Prepare and submit final reports detailing outcomes, lessons learned, and recommendations for sustainability.
- Host a closing event to celebrate program achievements and recognize kupuna contributions.

Milestones:

- Final evaluation report submitted.
- Closing event hosted.

This timeline ensures all activities are effectively planned, executed, and evaluated, fostering cultural preservation, community engagement, and kupuna well-being.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

KCDC has a proven track record of successfully implementing programs that align with the objectives of the proposed kupuna-focused GIA project. Since its establishment in 2008, KCDC has been dedicated to enhancing the lifestyle and well-being of Kapolei's homestead communities through culturally relevant and community-driven initiatives.

Kupuna Programs and Partnerships:

1. Alu Like Partnership: KCDC partners with Alu Like to offer a weekly kupuna program, serving 35–40 elders. While attendance remains lower post-COVID, KCDC maintains strong connections with kupuna who express a desire for more structured activities.

2. ‘IKE Kupuna Hula Program: Coordinated by CHW Ursula Tuzon and led by Kumu Hula Tatiana Tseu Fox, this program promotes physical activity and cultural connection through hula. It is part of a UH JABSOM study exploring how hula can delay Alzheimer’s and dementia onset, reinforcing the program’s health benefits.

3. PILI ‘Āina Garden Box Study: This initiative engages kupuna in gardening, encouraging healthier eating and physical activity. Conducted in partnership with UH JABSOM, the program studies how gardening and education can increase fresh produce consumption and reduce cardiovascular risk factors.

Community Health Initiatives:

1. Health Education Sessions: KCDC regularly hosts health-focused presentations, such as a session by the National Kidney Foundation of Hawai‘i on gout and kidney disease, empowering kupuna to manage their health proactively.

2. 2020 Homestead Health Survey: As part of a CBPR model, KCDC completed this foundational survey to identify community health needs and guide future programming for kupuna.

Facility and Resource Provision:

1. Kapolei Heritage Center (KHC): Operated by KCDC, this center features a certified kitchen and classrooms that serve as venues for kupuna programs, fostering engagement and accessibility.

Collaborations and Community Engagement:

1. Leis of Aloha: For over a decade, KCDC has participated in creating leis for the Hawai‘i Veterans Cemetery. This meaningful cultural activity involves kupuna in a shared sense of purpose and tradition.

2. Prince Kūhiō Parade: KCDC has supported kupuna participation in this annual event for many years, providing trolleys and live Hawaiian music. Kupuna take pride in decorating the trolleys with florals, celebrating culture and community.

Demonstrated Impact: Through these programs, KCDC has consistently engaged kupuna in initiatives that foster health, cultural preservation, and community involvement. By leveraging its extensive partnerships, facilities, and expertise, KCDC has built a strong foundation to achieve the outcomes of the proposed GIA project. Its ongoing kupuna-focused efforts, combined with its adaptability and established community trust, affirm KCDC’s capacity to deliver impactful results.

2. Describe the applicant’s capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Organizational Knowledge: KCDC's mission is rooted in enhancing the quality of life and well-being of Kapolei's homestead communities. Since 2008, KCDC has gained extensive experience in designing and implementing culturally relevant programs for kupuna. Key initiatives, such as partnerships with Alu Like and health education sessions, demonstrate KCDC's ability to combine cultural preservation with health and wellness goals. Programs like the 'IKE Kupuna Hula and PILI 'Āina Garden Box Study showcase innovative approaches to addressing kupuna needs while promoting health, connection, and cultural identity.

Staffing: KCDC's team includes professionals with the expertise to lead, manage, and deliver high-impact programs:

- CHW Leadership: Kupuna program leaders, such as Ursula Tuzon, bring cultural insight and program management experience, having successfully coordinated initiatives like hula classes and gardening workshops.
- Administrative Support: Experienced administrators handle program logistics, grant management, and stakeholder coordination, ensuring operational efficiency and compliance.

Fiscal Resources: KCDC has a proven track record of fiscal responsibility, consistently managing public and private grants to support its programming. Its ability to secure and manage funding reflects its financial stability and capability to sustain the proposed project.

Facilities and Resources: The KHC , operated by KCDC, is a critical resource for program delivery. The center includes:

- Certified Community Kitchen: Ideal for culinary activities and healthy cooking demonstrations.
- Classrooms and Meeting Spaces: Equipped for workshops, training sessions, and community gatherings.
- 3.25 Acres of Land: A community hub for outdoor events, including the Homestead Sunday Night Market.

These facilities provide accessible, centralized locations for kupuna and stakeholders, enhancing program reach and impact.

Stakeholders and Relationships: KCDC has built robust partnerships with key organizations and community members, including:

- Alu Like: Long-standing collaboration on kupuna programming.
- National Kidney Foundation of Hawai'i: Health education workshops on relevant topics for kupuna.
- Fearless CPR: Partnered to provide CPR awareness training.

- Kula No Nā Poʻe Hawaiʻi: Delivered workshops on homestead successorship and advanced care planning.
- Leis of Aloha Initiative: Engaged kupuna in cultural practices for over a decade.
- Responsive Kupuna Engagement: Ongoing support for kupuna groups, such as those hosting Kanikapila sessions at the center.

These relationships provide access to resources, expertise, and support networks critical to achieving the proposed outcomes.

Other Relevant Resources: As a trusted community organization, KCDC has deep ties to the kupuna and their families, enabling effective outreach and engagement. The organization's cultural knowledge ensures programs are both sensitive and impactful, fostering meaningful participation.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

Sustainability and Expansion Plan:

1. Diversified Funding Sources:

    - Grant Applications: Pursue federal, state, and private funders grant opportunities – e.g. cultural and health-focused funding programs from HTA and Alu Like.
    - Corporate Sponsorships and Donations: Build partnerships with local businesses and philanthropic organizations to secure ongoing financial support for kupuna activities.
    - Community Contributions: Implement donation-based programming, where feasible, allowing community members to contribute directly to sustaining events and activities.

2. Strengthened Partnerships:

    - Stakeholder Collaboration: Strengthen relationships with existing partners, such as Alu Like, UH JABSOM, and National Kidney Foundation, to secure resources and expand program offerings.
    - Volunteer Engagement: Recruit and train community volunteers to support kupuna programs, reducing operational costs while fostering local ownership and involvement.

3. Revenue-Generating Opportunities:

    - HSNM: Expand the market to include fee-based vendor spaces and culturally themed activities that can generate revenue to support ongoing kupuna programs.
    - Workshops and Events: Offer premium workshops and events open to visitors and broader audiences, with proceeds reinvested into kupuna-focused initiatives.

4. Institutional Support and Advocacy:

   - Integration into KHC Operations: Incorporate kupuna programs into the regular operations of the Kapolei Heritage Center, ensuring ongoing support through existing infrastructure and resources.
   - Advocacy for Public Support: Engage with local government and community leaders to advocate for continued funding and policy support for kupuna programming.

5. Monitoring and Evaluation:

   - Demonstrating Impact: Attendance records, surveys, and success stories will demonstrate value of programs, strengthening funding appeals and community buy-in.
   - Strategic Adjustments: Continuously evaluate and refine activities to align with kupuna needs and community priorities.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

KCDC is well-equipped to sustain and expand its programs beyond the grant period due to its skilled staffing, proven funding strategies, and strong community support.

Skilled Staffing and Leadership: KCDC's team includes experienced professionals capable of managing and delivering impactful programs:

- Program Leaders: Cultural practitioners and community health workers are skilled in running kupuna-focused activities, ensuring program continuity.
- Administrative Staff: The organization's grant management and reporting expertise ensures effective oversight of funding and partnerships.

Funding and Revenue Streams: KCDC has a strong track record of fiscal responsibility and resource acquisition:

- Future Grants: The organization's success in managing previous grants helps secure additional funding from federal, state, and private sources.
- Revenue Generation: Rentals of the KHC facilities and paid cultural workshops create a sustainable income stream.
- Community Support: Trusted by the local community, KCDC can leverage sponsorships and individual donations to support its programs.

Facilities and Infrastructure: The KHC provides essential resources, including a certified community kitchen and meeting spaces, allowing KCDC to host workshops, events, and activities with minimal additional investment.

Partnerships and Stakeholder Engagement: KCDC's longstanding relationships with organizations -- like Alu Like and health institutions -- offer access to additional expertise, funding, and resources. These partnerships enhance program delivery and provide opportunities for collaboration.

Commitment to Evaluation: KCDC uses regular program evaluations to adapt and improve offerings, ensuring alignment with community needs and attracting ongoing support.

With its experienced team, diversified funding strategies, robust facilities, and strong partnerships, KCDC is well positioned to sustain and expand its programs, delivering long-term community benefits.

E. No CITY funds or assistance. The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds. A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: N/A
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☒ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

KCDC's proposal supports the Age-Friendly Honolulu Project by addressing kupuna needs and enhancing their quality of life through inclusive, accessible, and sustainable programs.

1. Kupuna-Focused Services: Programs such as hula, gardening, and health workshops promote physical activity, social connection, and cultural engagement for kupuna.
2. Accessibility: The Kapolei Heritage Center (KHC) provides safe, accessible facilities tailored to the needs of older adults.
3. Cultural Relevance: By integrating Hawaiian traditions, the initiative preserves culture and empowers kupuna to remain active contributors to their community.
4. Community Engagement: Programs foster intergenerational connections, strengthens family and community bonds, aligning with AFHP goals.

Capacity to Meet Additional Reporting Requirements: KCDC has the systems and experience necessary to meet AFHP's additional reporting requirements:

1. Data Collection and Monitoring: Established systems track attendance, program outcomes, and demographic data, ensuring comprehensive and accurate reporting.
2. Comprehensive Reporting: The administrative team is adept at preparing detailed reports on program impact, financial accountability, and sustainability plans, adhering to funding agency guidelines.
3. Collaboration with Stakeholders: Partnerships with organizations like Alu Like and UH JABSOM enable coordinated data sharing and evaluation to enhance reporting efficiency.
4. Adaptability: KCDC's commitment to ongoing program evaluations ensures activities and reporting processes can be adjusted to meet AFHP criteria while optimizing outcomes.

By aligning with AFHP priorities and leveraging its robust systems and partnerships, KCDC will deliver impactful programs and meet all reporting requirements, advancing the shared goal of creating a more inclusive, Age-Friendly community.

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Keiki O Ka Aina Preschool, Inc., dba Keiki O Ka Aina Family Learning Centers
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	**Project (READ) Research, Education And Development**

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Keiki O Ka `Āina Family Learning Centers (KOKA), is a Native Hawaiian (NH) non-profit established in 1996 focused on educational programs and services for keiki and parents. Our mission is to educate children, strengthen families, enrich communities and perpetuate culture. We provide social-emotional support to help strengthen families through the practice of aloha and research-based programs.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

Greater focus must be placed on school readiness and early education opportunities for Hawaii's children. Project READ represents a culturally appropriate, seamless system of established public school and community collaborations to help Hawaiian children develop reading skills, cognitive strategies, and the social emotional development necessary for school success.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

The program will serve 285 children and parents aged prenatal to 5 years offering three, free research-based early childhood programs and will include screenings for developmental and social-emotional delays and referrals. Parenting classes and field trips will also be provided and all services will be offered within the context of culture-based education.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

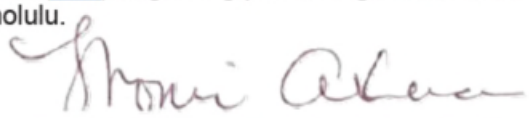
☒ District 1 $40,000.00	☒ District 2 $30,000.00	☒ District 3 $30,000.00
☐ District 4 $	☒ District 5 $10,000.00	☒ District 6 $20,000.00

☒ District 7 $20,000.00	☐ District 8 $	☐ District 9 $
Total Amount Requested (must be $25,000 to $150,000)	$150,000.00	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☒ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.



11/21/2024

Signature of Grantee (Fiscal Sponsor) Officer
Printed Name and Title:

Date

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

Hermelinda K. Mora
(Signature)

Hermelinda K. Mora
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Theresa Leimomi Akana (name), Chief Executive Officer (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Hermelinda K. Mora
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 21 day of November, 2024, before me appeared Hermelinda Mora, personally known to me, who, being by me duly sworn, did say that he/she is the Secretary of Board of Directors of Keiki O Ka Aina preschool, Inc. and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said she acknowledged said instrument to be the free act and deed of said corporation.

EZEKIEL K. BERNARDO-FLORES NOTARY PUBLIC No. 21-127 STATE OF HAWAII

Notary Public, State of Hawaii

My Commission expires: 10/31/2025

Doc. Date: undated # Pages one
Name: Ezekiel Bernardo-Flores 1st Circuit
Doc. Description: FY26 Grants in Aid
Cert. of the Board of Directors Authorization

Signature 11/21/2024 Date

NOTARY CERTIFICATION

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

NH children will be the protectors of NH culture, keepers of our mo'oleo, speakers of `olelo Hawai`i, and the future leaders of Hawai`i Nei. What better reason is there to support their intellectual, emotional, and social abilities from the time they are born? The reality we face is that NH children have the highest poverty rate of any subgroup in Hawai`i at 32%, compared to 7.7% in the state as a whole. NH families experience poverty at a rate of 12.6%, with the poverty rate for female households with children under 18 at a staggering 31.7%. [1]

According to the Hawaii DOE, NH children are lagging in performance behind all other groups in annual state standardized testing. In SY 17-18, only 38% of NH students tested proficient in reading, compared to 54% of all students. In mathematics, NH students were only 26.3% proficient, compared to 41.9% of all students. [2] The percentage of NH students who fail to achieve a high school degree or equivalency (or higher) is 11.5%. Only 21.5% of NH students obtain a bachelor's degree; as compared to 33% of the nation as a whole.[3]

Additionally, NH children are over-represented in special education. Young NH children are more likely to live in single-parent families than any other major ethnic group in the state. The proportion of young NH children in single-family households was 40.4%, or 12.7% points higher than the statewide average of 27.7%. Furthermore, 9% of the total age 0-3 population was identified in need of special assistance, the highest identified in the nation. [4] Hawai`i State School Readiness Assessment shows areas of increasing concern for our communities. Specifically, kindergarten teachers in predominantly NH schools reported **more than half** of the children entering their classrooms were **not** prepared for school success. Many of those who entered kindergarten were not ready to learn and would fall further behind their peers. Ultimately, the achievement gap for NH students will only widen. [5]

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[1] http://ohadatabook.com/DB2013.html (Viewed January 15, 2020).
[2] Hawaii DOE. Smarter Balanced Assessment. Retrieved from http://hawaiipublicschools.org/TeachingAndLearning/Testing/ States Assessment/Pages/home.aspx (2018a).
[3] U.S. Census Bureau. 2011-2015 American Community Survey 5-Year Estimates (Januaray 15, 2020).
[4] https://www.ffyf.org/wp-content/uploads/2021/08/FFYF_Hawaii_2021.pdf.
[5] Nelson, CA (2000) *From Neurons to Neighborhoods: The Science of Early Childhoood Development.* Jack P. Shonkoff and Deborah A. Phillips (eds.), Washington, D.C. Nationa Academy Press.

Our future depends on our quick action to educate, support, and prepare children who are infants through pre-K. With KOKA's vast experience, highly qualified and committed staff, along with our research-based, age-appropriate curricula, we are ready to teach and prepare keiki utilizing Hawaiian culture and values. We believe that each child can flourish and succeed when allowed to engage in cultural-based learning.

According to the Anne E. Casey Kids Count Data Center, NH children ages birth to five years old are missing out on high-quality education during this vital stage of development. Only 55% of NH children three to five years old were enrolled in preschool programs from 2013-2015. [6] The impact to the community is huge and critical. As we have expressed above, NH children who do not have access to affordable pre-K education and services, are not prepared for school success. We have researched and have read over, and over again that many who enter kindergarten are not ready to learn and that they will fall even farther behind their peers who were able to attend preschool. The achievement gap will only widen as they get older.

Affordability is a major consideration for families, but the availability of space is also a notable factor. According to the Hawaii Early Learning Needs Assessment (2017), there was an overall shortage of childcare seats in our state. [7] It was also found that teachers mentioned that even at full capacity, licensed childcare centers and registered family childcare homes could serve only one-quarter of our young keiki. They mentioned that there was an especially critical shortage for infants and toddlers.
Earlier this year, Lieutenant Governor Sylvia Luke launched Ready Keiki, which is a pre-K program coordinated with private partners and the Hawai`i DOE to service children who are 3-4 years of age. This is an excellent opportunity for many keiki ages 3-4 to access pre-K classes, and yet there is still a need for children who are ages 0-3, to be able to access high-quality infant and toddler programs that will engage them and aid in their ability to learn. KOKA has been providing these programs for 27 years, and stands ready and prepared to provide programs and services alongside other pre-K programs like Ready Keiki to address the need for keiki ages 0-5, as we have been doing for almost three decades.

Research shows that keiki who take part in high-quality early childhood education programs are more likely to keep learning after high school. By encouraging a love of learning, curiosity, and a growth attitude, these programs help keiki stay interested in school for the rest of their lives. People who start school early are more likely to finish with a higher degree, which gives them more job choices and makes them more successful overall.[8] It is clear from the data and information that

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[6] https://datacenter.kidscount.org/data/line/8045-children-age-3-to-5-enrolled-in-nursery-school-preschool-or-kindergarten?loc=1&loct=1#2/13/false/1491/asc/4218/15459 (Viewed January 30, 2020).
[7] DeBaryshe, B.D., Bird, O, Ster I., & Zysman, D. (2017). Hawaii early learning needs assessment. Honolulu: University of Hawai`i Center on the Family.
[8] The Impact of Early Childhood Education on Academic Performance in Later School by Delia Elbaum (June 15, 2023).

keiki who do not access any type of pre-K program could lead to situations where it becomes dismal and urgent.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

KOKA will provide service in Honolulu, Kalihi, Ewa, Kaneohe, Kapolei, Waimanalo, and Maili. In all programs, kupuna participate as essential caregivers to keiki in their ohana. Services include:
Ages 0-5: Parent Participation Preschool provides opportunities for parents /guardians to focus on core kindergarten readiness skills in an environment that provides learning in all developmental domains. STEAM, Hawaiian language, and literacy activities are integrated with social-emotional learning and parent support.
Ages 2-5: Home Instruction for Parents of Preschool Youngsters is a research-based program working with parent(s) as their child's first teacher. Curriculum and books are provided to strengthen children's cognitive skills, literacy, and social/emotional development.
Ages 0-5: Parents as Teachers is a research-based program for families with infants and toddlers focused on early literacy and brain development which leads to school readiness and academic achievement.

Children need to be surrounded by trained teachers, informed parents and caring community members. This need has been identified, but not adequately addressed. The high socio-economic risk for our service areas has many parents working several jobs and unable to afford childcare. Friends and family enlisted for childcare, have little training, and are often watching multiple children. Due to low socio-economic status, many of these children do not have reading resources and educational support at home, and in addition, they may have parents and grandparents who need literacy help and do not understand the vital importance of quality early childhood experiences and enrichment. Because of limited knowledge of the importance of brain development during the first three years, or limited childcare choices due to economics, Hawaiian children do not receive the benefits of research-based information regarding cognitive and social-emotional development. Project READ trains parents and caregivers as their child's first and best teacher, provides high-quality staff development for KOKA's staff and classroom teachers, and makes the community aware of their responsibility to help support the education of our children.
Many parents may lack the skills to support successful social-emotional development in children leading to an increased risk of early school failure. As partners in children's learning, teachers and families need to attend to the child's physical, emotional, social, and cognitive developmental needs. This requires a focus on assessments, observations, teacher and parent training and a dedication to serving the "Whole Parent, Whole Child, and Whole Family". Project READ trains parents, caregivers, and teachers to approach the education of the child holistically, addressing body, mind, and spirit, and providing the practical tools to correct challenging behaviors that obstruct learning.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

285 children and their parents will receive early childhood educational services in a culture-based setting that will improve children's school readiness. Our goal is to increase the number of keiki from economically disadvantaged communities who participate in early education programs and improve school readiness and literacy. Our measurable desired outcomes are as follows:

1) School readiness and literacy will be improved for children and they will meet or exceed proficiency standards in early reading.

2) Parents and kupuna caregivers will be taught the importance of early childhood development and social-emotional learning and caregiver confidence in their skills as their child's first teacher will strengthen.

3) Parents and kupuna caregivers will improve their basic knowledge of the Hawaiian language to be mentors to their keiki.

A Lack of Well-Trained Teachers Supporting Early Literacy at Home, at School and in the Community denies keiki access to quality early childhood experiences and educational programs, leaving them at risk for school failure. Children need to be surrounded by trained teachers, informed parents, and caring community members. Everyone needs to accept responsibility for the academic success of our youngest, most vulnerable citizens. This need has been identified, but not adequately addressed. The high socio-economic risk for our service areas has many parents working several jobs and unable to afford childcare. More than 50% of our families with young children live below the poverty level. Friends and family enlisted for childcare, have little training, and are often watching multiple children. Many have minimal parenting skills and the downward cycle of poverty and poor parenting practices continues.

Due to low socio-economic status, many of these children do not have reading resources and educational support at home, and in addition, they may have parents and grandparents who need literacy help and do not understand the vital importance of quality early childhood experiences and enrichment. Because of limited knowledge of the importance of brain development during the first three years, or limited childcare choices due to economics, keiki do not receive the benefits of research-based information regarding cognitive and social-emotional development.

Project READ trains parents, caregivers, and teachers to approach the education of the child holistically, addressing body, mind, and spirit, and providing the practical tools to

correct challenging behaviors that obstruct learning. As partners in children's learning, teachers and families need to attend to the child's physical, emotional, social, and cognitive developmental needs. This requires a focus on assessments, observations, teacher and parent training, serving the "Whole Parent, Whole Child, and Whole Family."

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Project READ represents a culturally appropriate, seamless system of established public school and community collaborations to help Hawaiian children develop reading skills, cognitive strategies, and the social-emotional development necessary for school success. This project will strengthen parents, and caregivers, through direct instruction with internationally acclaimed, research-based programs such as Home Instruction for Parents of Preschool Youngsters (HIPPY), Parents As Teachers (PAT) and our Parent Participation Preschools (PPP).
The milestones to achieve each of our outcomes are as follows:

1) School readiness and literacy will be improved for children and they will meet or exceed proficiency standards in early reading.
2) Parents and kupuna caregivers will be taught the importance of early childhood development and social-emotional learning and caregiver confidence in their skills as their child's first teacher will strengthen.
3) Parents and kupuna caregivers will improve their basic knowledge of the Hawaiian language to be mentors to their keiki.

Actions	Criteria for Evaluating Result Measures
Involve all stakeholders and record community meetings to establish project objectives.	Multiple open recruitment meetings with public in each community to initiate Project and collect information.
Recruit, hire, and train project staff in culture-based education, family engagement, child development, and evaluation. Provide in-service Prof Development (PD) opportunities annually.	At least 10 In-Service PD per year. At least 24 hours per year with 90% attendance from Project. 85% of teachers in PD will identify and plan to implement specific strategies for improved instruction and family engagement through surveys and submitted plans. Analysis from Attendance/ demographics from enrollment.
Coordinate PPP, HIPPY and PAT in 6 communities with service for children and caregivers including special needs.	2 communities. 75% enrolled within 2 months of Project start each year. 75% of 3 year old children will meet (HELDS)Standards -36 mo and the Hawaii School Readiness Assessment. Analysis from Attendance/ demographics from enrollment.
All Pre and Post testing and assessments are completed	ASQ, ASQ-SE, PPVT, EVT, Parent Surveys,
Organize monthly events for children and their parents to	Coordinate monthly parenting classes, and field trips. Attendance/ enrollment.

meet and learn at field trips and parent meetings.	

KOKA has strong, comprehensive policies that address reporting, communication and management to ensure the delivery of high-quality services. Weekly meetings between the Project Director, the Early Childhood Education Director and the staff ensure effective communication and timely progress. Weekly Project meetings are held so the different branches of the agency are able to keep each other abreast of current Projects, ensure progress, facilitate writing of weekly, monthly and annual reports, and utilize the variety of expertise in the organization across all programs.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

The budget of this application includes a detailed description of the direct service staff and expenses needed for the grant period. This budget is necessary and reasonable based on the extensive services and large number of people that this project will serve. The budget is adequate and based on the experience of KOKA's 28 years of operating and refining its budgetary needs. The budget includes costs for personnel and fringe benefits, supplies and materials, administrative and other expenses. The Project's objectives, design and plans are clearly defined, comprehensive, innovative and based on past experiences, established research, and the latest findings on what works best for supporting school readiness and well-being amongst the most at-risk populations. Each position funded by the grant is relevant to the Projects' successful implementation.

The number of direct service staff is exactly what we have found we need to provide services to the number of keiki and parents in each early childhood program being offered.

1) The staff for the PAT and PPP programs are 40 hours due to the larger number of people the teacher needs to prepare for and meet with. The HIPPY Parent Educator is charged at 30 hours because less prep is required and more parents can serve in a single meeting. Our Assessment Coordinator, STEM educator, and Hawaiian culture teacher are all charged at 10 hours per week as they will be provided support services to all three programs but in a shorter service period per class.
2) Fringe is charged at our standard rate.
3) Our administrative fees are only for a half-time Project Director and 4 hours a week for fiscal oversight. The staff who are hired for direct services are all competent and able to complete their tasks without full-time oversight and they are experienced and have been with us for many years.
4) Supplies will be provided from our existing program surplus of supplies from grants that were not fully expended. If there are additional supplies that are needed, we will purchase them at that time.
5) No equipment needs to be purchased as KOKA has enough of any needed early childhood equipment and technology from several grants that sunset next September.
6) We will not need to charge for office space as we already have capacity at our main office.

7) We are asking for about $57.00 per month for office supplies which will include snacks and water for the classroom.
8) Utilities and internet are already available at the facility are not needed.
9) Mileage and postage, travel, mileage, and contractual expenses are not needed from this funding.

We have kept below the administrative and indirect cost limits. The costs are reasonable in relation to the number of persons to be served and to the benefits for the children and families that will be served.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

1. 50 HIPPY keiki and 50 parents serviced monthly - 4 lessons per month
2. 15 x 2 groups PAT children served in two 5-month cohorts over 10 months - 4 times per month (total 70 keiki and 70 parents)
3. Parent Participation Preschool - 20 children and 20 parents served 2 times a week or eight times a month.
    a) In month one of funding, we will begin with recruitment for all three programs in various communities, orientation for parents and kupuna caregivers and pre-assessments for keiki and families.
    b) Intake and enrollment will continue until all communities have reached their recruitment goal.
    c) All teachers and PE's will begin participating in weekly and bi-weekly services with families which will include record-keeping and weekly reporting to their supervisors.
    d) All supplies and curriculum will be purchased and distributed weekly and inventory will be kept for future ordering.
    e) Families will be screened for interest in helping with workshops including kupuna caregivers and practitioners.
4. Screenings on all 65 children ASQ and ASQ SE will be completed for pre-screenings.
5. Parenting Screenings and Surveys will be completed
    a) Data will be kept in our Online Data Management System including demographic information, screening results, parent surveys, and weekly attendance information.
6. Monthly cultural education field trips provided.
7. Parenting Classes every month
8. Pre and post-testing PPVT and PPVT SE.

Actions	**Criteria for Evaluating Results Measure**	**Responsibility**	**Time line**
Key for personnel – PD – Project Director, ECE – Early Childhood Director, AS – Assessment Specialist, SA – Systems Analyst, PE – Parent Educators (teachers) PPP, PAT and HIPPY			
Recruit, hire, and train project staff in culture-based education, family engagement, child development, and evaluation.	24 hours per year with 90% attendance from Project. 85% of teachers will implement strategies for improved instruction and family engagement.	PD, AS., ECE, PE's	Months 1-2

Coordinate PPP, HIPPY, and PAT in 6 communities with services for children and caregivers including special needs.	Communities enrolled within 2 months of the Project start. 75% of 3-year-old children meet (HELDS) Standards -36 month and the HSRA. Analysis from Attendance/ demographics from enrollment.	ECE, PE's, PD	Months 1- 2
All Pre and Post assessments are completed	ASQ, ASQ-SE, PPVT, EVT, Parent Surveys,	ECE, PD, AS, PE's	Months 1, 2, 10,11
Organize monthly field trips & parent meetings.	Coordinate monthly parenting classes and field trips. Attendance/ enrollment.	ECE, PD, PE's	Months 2-10
Share and disseminate the Project's successful practices with the community and parents.	Provide reports to the school partners to provide data for future programming needs.	**PD., AS** ECE Director	Months 11-12

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

Based on attendance collection and data analysis, KOKA has historically served more than 50% of NH keiki within identified districts. Based on SY22-23, the following sites served this percentage of NH keiki per identified districts - Honolulu 75% NH keiki served, Waimānalo 93% NH keiki served, Kāneʻohe 86% NH keiki served, ʻEwa 83% NH keiki served, Hauʻula 79% NH keiki served and Kapolei 86% NH keiki served. KOKA utilizes the University of Idaho Survey of Parenting Practices to measure an increase in parenting skills. Our SY22-23 data quantifies that of the 228 parents surveyed, 84% of parents indicated an increase in parent skills by the end of the school year. To measure Hawaii school readiness for keiki who participate in and complete our programs, KOKA utilizes the Hawaii State School Readiness Assessment standardized tool to measure performance outcomes. The 4 skill levels that each domain is to be rated are: Not Yet, Beginning, Sometimes, or Almost Always. All four questions must be rated as "Almost Always" to be counted as meeting the GPRA standard. Utilization of this assessment tool is a critical component of the School Readiness Task Forceʻs strategy to improve school readiness and student achievement. In SY22-23, 100% of keiki that were assessed indicated "Almost Always" for each four skill levels. Based upon a Family Engagement Culture-Based education framework, KOKA was able to support the cultural and educational needs of Hawaiian families through our ECE programs. KOKA provided the necessary educational, parenting, family strengthening, and cultural workshops and programming to continue to support keiki to be ready for kindergarten and promote family engagement, all through a cultural approach. In SY22-23, of the 228 parents surveyed, 76% of parents indicated in increase in their Hawaiian Cultural Practices by the end of the school year. We have determinedly worked toward continuously infusing both ʻŌlelo Hawaiʻi and cultural values into all our programs. This effort towards the use of the Hawaiian language supports local families in better relating to the topics and lessons being learned. For example, this infusion of language and culture is as straightforward as presenting songs found in the curriculum in both English and in Hawaiian. We believe that if keiki hear language in

their environment, especially with positive makua modeling, that keiki too will be comfortable in speaking ʻŌlelo Hawaiʻi. Of the 223 makua surveyed, 127 parents increased their Hawaiian language by 57%! Parents or caregivers complete the Hawaiian Language Use survey at the end of the school year. They can answer whether they and their children use more Hawaiian words. Responses were recorded on a Likert scale from "Strongly Agree" to "Disagree". 210 out of 228 respondents used more Hawaiian Language with their children by the end of the school year, totaling an 89% increase in language use.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

For over 28 years we have successfully served the needs of NH throughout Hawaiʻi. The current CEO, Momi Akana, recipient of the 2015 Accounting and Finance Women's Association Business Woman of the Year Award and the 2021 non-profit Business Leadership of Hawaii award, has been the leader since its inception. KOKA provides childhood and family strengthening in a native cultural setting. KOKA services include programs under the Federal NH Education Program, a dual language preschool, programs supporting families affected by incarceration, and a comprehensive array of Hawaiian cultural programs at our Kalei Cultural Training Center. We have a distinguished record of establishing trust within the NH community. The Project will achieve the project objectives within a budget spending no more than 5% of funds for administrative costs as evidenced by the organization's past successes and this current budget. The agency completes an A-133 audit annually. In the past 28 years, we have managed over 50 million dollars and closed out all expired grants in good standing. *KOKA* utilizes several mechanisms to ensure the project is on track to meeting its community commitment. It has strong, comprehensive policies that address reporting, communication, and management. Weekly meetings between the CEO, PD, and key partners ensure effective communication and timely progress. Weekly Manager's Meetings are held so the different programs can keep each other abreast of current challenges, ensure progress, facilitate the writing of reports, and utilize the variety of expertise in the organization across all programs. The Project Goal is to increase the number of children who enter school ready to learn and to amplify family engagement in children's education for success. ***Reporting -*** The Project will submit a performance report that will demonstrate progress in meeting objectives, financial reports, and performance measurement data. At the end of the Project period, we will submit a Final Performance Report. The percentage of children participating in early education programs who consistently demonstrate school readiness in literacy, as measured by the HSRA will indicate an increase. The Work Plan will be monitored weekly, discussed at Operational Meetings, and then reported on at the biweekly Managers meeting. Unforeseen barriers will be immediately addressed and remedied. The evaluation focuses on collecting data on program performance using multiple methods to assess our progress toward reaching the project's intermediate and long-

term outcomes. Using a mixed-method approach will allow us to collect comprehensive data about the program, allow for data triangulation, and provide a thorough understanding of the program's success. The communities that we work with will be involved in all steps of these processes from recruitment to evaluation and then finally celebrate our success with a year-end celebration and final reporting.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

It is essential to diversify the sources of funding for these programs. This can be achieved by reaching out to local businesses, community organizations, and individual donors. These stakeholders can be approached through fundraising events, grant applications, and donation drives. Collaborating with other non-profit organizations and government agencies can also provide opportunities for additional funding.
Secondly, early childhood education programs can focus on developing partnerships with local schools and universities. These partnerships can provide access to resources and expertise, such as teacher training, curriculum development, and research support. This collaboration can also lead to joint fundraising efforts and the sharing of facilities, reducing costs for both parties.
Thirdly, implementing cost-saving measures can help sustain early childhood education programs. This can include streamlining administrative processes, reducing unnecessary expenses, and utilizing technology to increase efficiency. Additionally, involving parents and community members in volunteer activities can reduce the need for paid staff and further decrease costs.
Moreover, it is crucial to continuously assess the program's effectiveness and impact to attract potential funders. This can be achieved through regular evaluations and data collection to demonstrate the program's positive outcomes. Sharing success stories and testimonials from parents, educators, and students can also help showcase the program's value and attract support.
Lastly, building a strong community of supporters and advocates is essential for the sustainability of early childhood education programs. This can be achieved through effective communication and engagement with parents, alumni, and other stakeholders. Utilizing social media and other communication channels can also help spread awareness and garner support for the program.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

KOKA believes that building a strong community of supporters and advocates is crucial for the sustainability of Early Childhood programs as it provides essential resources, political influence, public perception and awareness, partnerships, collaboration, and long-term commitment necessary for their success. A strong community of supporters and advocates can help mobilize resources, both financial and non-financial, to support Early Childhood programs. They can engage in fundraising efforts, secure grants and sponsorships, and encourage donations from individuals, businesses, and

organizations. These resources are crucial for sustaining and expanding the programs, providing quality learning materials, improving infrastructure, and hiring qualified staff. An engaged community can have significant political influence. Advocates can raise awareness about the importance of Early Childhood programs and their impact on children's development, education, and future success. They can advocate for policies and legislation that support early childhood education and secure government funding for these programs. By building relationships with policymakers and participating in advocacy campaigns, the community can influence decisions that affect the sustainability of Early Childhood programs.

Early Childhood programs require long-term commitment to achieve their intended outcomes. A strong community of supporters and advocates provides ongoing support and commitment to the programs. They can engage in volunteer activities, serve on advisory boards, and provide feedback and suggestions for improvement. This sustained involvement and commitment contribute to the stability and continuity of the programs, ensuring that they can adapt to changing needs and challenges while remaining sustainable. KOKA's programs have stood the test of time for the past 28 years and we will continue to advocate for our community in the future.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: Project (READ) Research, Education, and Development & CT-DCS-2500039
   Grant Period: 10/01/2024-09/30/2025 Grant Amount: $150,000.00
   Grant Purpose: Services
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: Department of Community Services – City & County of Honolulu

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☒ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

In early childhood, intergenerational educational programs, kupuna play an important role as caregivers, mentors, and volunteers. These programs aim to bring together different generations to learn from each other and foster positive early learning experiences. Kupuna, with their years of experience and wisdom, serve as valuable mentors for young/first-time parents providing guidance and support as they navigate through the first years of their child's early learning experiences. They also serve as community leaders, sharing their knowledge and skills with the younger generation and bringing a calm presence sharing stories of how they managed challenging circumstances as young parents. Additionally, kupuna often can volunteer their time and expertise to these programs, creating a sense of intergenerational connection and building a stronger, more cohesive classroom. In the past, kupuna have volunteered with set-up and breakdown of the classroom daily as they may not need to leave and pick up other keiki as some parents must. They are also able to run our library borrowing programs and help with field trip coordination as many have

administrative skills. They have also been able to bring their cultural and professional expertise to programs volunteering to teach cooking, crafts, hula, ukulele playing, and other wonderful and enriching activities for families to benefit from with no cost to the program. We start our orientation with a survey that asks participants about the talents they may have and want to share with the class. We are then able to schedule workshops throughout the year to showcase the talents of our various kupuna and family volunteers. Records will be kept to report on these workshops and activities. Sites where programs operate have ADA-compliant bathrooms and parking as well as wheelchair access into the classrooms.

Proposal 95

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Kinohi Mana Nui Support Services (KMNSS)
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Hale Noa Kāne

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Founded in 2012, Kinohi Mana Nui Support Services (KMNSS) is a 501(c)3 organization committed to clean and sober support. Our mission is to empower individuals in lifelong recovery, regain self-reliance, and foster meaningful connections with families and communities. We provide hope and a fresh start, guided by a dedicated team with decades of experience making a positive impact in their lives.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

KMNSS's Hale Noa Kāne program fulfills a vital community role by assisting men released from Oahu's prisons. We offer critical transitional services, housing, vocational training, educational and job opportunities, and Hawaiian cultural activities. These activities promote healthy engagement and connection to cultural roots, encouraging successful societal reentry and bolstering public safety.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

Provide transitional housing and reentry support for 15 men, with a focus on education and cultural reconnection in reducing recidivism. Outcomes: reduced recidivism, successful transitions to sober living, increased HISET and educational pursuits, stable employment post-release. 50% start HISET/vocational training, 60% secure employment, and 80% strengthen cultural identity.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1	☐ District 2	☐ District 3
$150,000	$	$

☐ District 4 $	☐ District 5 $	☐ District 6 $
☐ District 7 $	☐ District 8 $	☐ District 9 $
Total Amount Requested (must be $25,000 to $150,000)	$150,000	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☒ H. Public Service – Other (describe): Re-Entry Support & Transitional Housing Program	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Devarlyn Kang — 11/22/24

Signature of Grantee (Fiscal Sponsor) Officer — Date

Printed Name and Title:
Devarlyn Kang, Executive Director

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board of ("Grantee") hereby certifies that the Grantee or any principal of the GRANTEE or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

K. Curtis
(Signature)

Kristine Tuitama
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board of ("Grantee") hereby certifies that Deverlyn Kang, Executive Director, has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

K. Curtis
(Signature)

Kristine Tuitama
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 5th day of September, 2024, before me appeared Kristine Tuitama, personally known to me, who, being by me duly sworn, did say that he/she is the VP / Secretary of Kinohi Mana Nui and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said _____ acknowledged said instrument to be the free act and deed of said corporation.

Notary Public, State of Hawaii

My Commission expires: 01.01.2028

AMELIA R. CORRALES NOTARY PUBLIC No. 12-3 STATE OF HAWAII

Doc. Date: 9.5.2024 # Pages 1
Name: Amelia Corrales Circuit 1st
Doc. Description: Cert of Board of Directors No Obligations in Arrears/Authorization to assign Authority 9.5.2024
Signature Date
NOTARY CERTIFICATION

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Hawaii is facing significant challenges with its alarmingly high recidivism rates, which for parolees and individuals who "max out" of their sentences exceed 50%. According to the "Creating Better Outcomes, Safer Communities" Final Report of the House Concurrent Resolution 85 Task Force on Prison Reform to the Hawai'i Legislature 2019 Regular Session report, these rates are disproportionately high for males (50.6%) in comparison to females (38.0%). Particularly concerning is the rate for Native Hawaiians and part-Native Hawaiians, which stands at 58.6%. This stark reality highlights a systemic imbalance within the criminal justice framework, where Native Hawaiians find themselves overrepresented across all stages, from pretrial detention (33%) to parole revocation (41%).

A significant portion (72%) of individuals in Hawaii's correctional facilities are incarcerated for minor offenses like misdemeanors or Class C felonies. This statistic challenges commonly held misconceptions that prison populations mainly consist of serious offenders, highlighting the misallocation of resources that should be redirected to address underlying issues such as poverty and lack of education. The financial burden of incarceration is substantial, with daily costs at Oahu Community Correctional Center (OCCC) estimated at $93,936 for pretrial detainees and $52,744 for probation violators. This fiscal strain underscores the need for a shift from punitive measures to more economically viable rehabilitation and reintegration programs.

The recidivism crisis is compounded by systemic barriers rooted in historical and societal marginalization, particularly affecting Native Hawaiians. These challenges are driven by factors such as childhood trauma, unemployment, educational deficiencies, and early interactions with the juvenile justice system. Data from a three-year study by the Office of Hawaiian Affairs (OHA) reveals that even though Native Hawaiians make up only 24% of the population, they represent a disproportionate share of those incarcerated and violating parole. To address these disparities, culturally tailored interventions, like Moku-specific wellness centers, are essential, as they incorporate indigenous values and practices to provide context-specific support

Educational shortcomings present another significant barrier to successful reintegration. National statistics show that incarcerated individuals tend to have lower educational attainment compared to the general population, with only 16.5% holding a high school diploma versus 26% of the public. In Hawaii, inmates typically read at a 4th to 6th-grade level, severely limiting their job prospects post-release. A 2014 Rand Corporation study found that correctional education programs are crucial in reducing reincarceration rates, yielding significant cost savings—an estimated five dollars for every dollar invested in these initiatives

Another critical challenge in reentry is employment, as formerly incarcerated individuals often encounter significant obstacles to joining the workforce, thereby heightening their risk of returning to prison. To combat this, efforts must focus on creating job training opportunities

and building partnerships with employers who are willing to provide second chances. Nearly half of Hawaii's homeless population has previously been incarcerated, evidencing a strong link between reentry and homelessness. Integrating housing and public benefit access into reentry strategies is crucial to reducing homelessness among this demographic, thereby ensuring more successful societal integration.

Hawaii's dedication to developing comprehensive reentry services, as advocated in the task force's report, is pivotal in confronting these challenges. A greater emphasis on tailored initiatives not only lowers recidivism rates but also fosters socioeconomic inclusion, contributing to community benefits through improved public safety, family stability, and cost savings. By confronting and dismantling the barriers imposed on marginalized communities, Hawaii can foster safer, healthier, and more unified communities

Hawaii's intricate socio-cultural backdrop further intensifies the necessity for effective reentry programs. Beyond the distinct challenges experienced by Native Hawaiians within the justice system, the broader cultural milieu of Hawaii, deeply rooted in its history, significantly influences both the incarcerated population and those transitioning back into society. The cultural vitality impacts all residents, whether they are Native or not, indicating the need for reintegration strategies that embrace the state's cultural values, traditions, and community bonds. The emphasis on family (`ohana), community, and mutual respect (aloha) in Hawaiian culture introduces both opportunities and challenges, a compelling basis for fostering community support systems critical for reducing recidivism and supporting reintegration statewide.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

Hale Noa Kāne provides comprehensive reentry support for men exiting prisons, and treatment centers, guiding them towards a stable and positive reentry into society. Our program collaborates extensively with local authorities and service providers to ensure these individuals receive the necessary resources for a successful transition. A key feature that elevates our support is the incorporation of Native Hawaiian cultural elements, which bolster traditional reentry strategies and emphasize deep healing and personal growth for participants.

The initial phase of our program emphasizes personalized assessments conducted on-site with inmates to determine their specific needs. This approach allows us to tailor our support effectively, ensuring that potential challenges are addressed proactively. By doing so, we lay a solid foundation for successful reintegration, thereby reducing the likelihood of recidivism and supporting a smoother transition into everyday life.

Transitional housing forms a core part of our initiative, acknowledging its critical role in minimizing recidivism. We provide transitional housing to adult males leaving incarceration facilities, offering stability as they navigate this period of transition. When our facility reaches full capacity, we ensure continued support by referring individuals to other suitable housing options, thus maintaining their momentum towards reintegration.

Education and employment are other crucial pillars of our program. We motivate participants to pursue equivalency diplomas and engage in educational programs offered by institutions like Leeward Community College's Waianae Moku campus. Our employment support extends to job training and creating employer connections, fostering essential skills development and ensuring financial independence.

Central to our program is the infusion of a rich Hawaiian cultural curriculum, which includes practices like mālama 'āina (care for the land), oli (chant), and mo'olelo (storytelling). A unique and impactful element is the inclusion of ukulele lessons, which serve as both a cultural touchpoint and therapeutic outlet. The lessons promote cultural connection and identity, offer therapeutic benefits such as stress reduction, and instill transferable skills like discipline and perseverance. Additionally, music fosters a communal spirit, reinforcing supportive networks and a sense of 'ohana (family) among participants. Through this holistic and culturally connected approach, Hale Noa Kāne empowers individuals to pursue independent and fulfilling lives, addressing both personal and broader community challenges.

The chosen activities address crucial factors that impact recidivism: the need for personalized support, stable housing, education, employment, and cultural reconnection. Each element of the program is designed to support individuals at risk of reoffending by breaking the cycle of imprisonment and empowering participants to lead fulfilling, sustainable lives.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

Outcomes of the Hale Noa Kāne program are designed to enhance the lives of 15 men transitioning from incarceration and treatment facilities by promoting stability, personal growth, and cultural identity. These objectives align with the priorities of the Grants in Aid Fund and support the well-being of our target population.

<u>Measurable Outcomes</u>

- Transitional Housing

  We plan to maintain an occupancy rate of 85% at our facility and to ensure that 70% of individuals are successfully referred to suitable housing alternatives when our facility is at full capacity. We will track this through housing placement records and referral follow-ups.

- Increased Educational Attainment

  We aim to achieve a 50% of participants enrolling their HISET or in vocational training programs. This will be tracked through enrollment and completion rates of ATE, GED, vocational training programs, and workshops.

- Employment Placement

Our goal is for 60% of program participants to secure stable employment within six months of entering the program, with a retention rate of 65% at one year. Employment reduces financial instability and aids reintegration into society.

- Cultural Identity and Engagement
  We intend for all participants to actively engage in the cultural curriculum, with at least 80% expressing a strengthened sense of identity and connection to Native Hawaiian culture and values, as assessed through surveys and personal reflections.

Alignment with Grants in Aid Fund Purposes and Priorities

- Enhancing Support Services
  Our program provides comprehensive reentry support services that align with fund priorities by addressing recidivism reduction through stable housing, education, and employment opportunities.
- Cultural and Community Focus
  The integration of the Native Hawaiian cultural component aligns with priorities focused on culturally relevant programming, enhancing personal restoration and community engagement.
- Self-Sufficiency and Empowerment
  By focusing on education and employment, our outcomes directly support the fund's purpose of empowering individuals to lead autonomous, sustainable lives.

Direct Benefits to the Target Population

- Providing transitional housing ensures that participants have a safe and supportive space to rebuild their lives, directly reducing homelessness and instability.
- By facilitating educational and vocational training, participants gain the skills necessary for employment, leading to improved personal finances and economic self-reliance.
- The combined focus on practical support and cultural reconnection creates a holistic reintegration process, fostering identity aiding residents in leading fulfilling lives post-incarceration and reducing the societal costs of repeated criminal justice involvement.

These outcomes not only meet participants' immediate reintegration needs but also contribute to long-term community safety and well-being, thereby fulfilling the guidance and objectives of the Grants in Aid Fund.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

To achieve the measurable outcomes of the Hale Noa Kāne program, we developed a comprehensive action plan centered on personalized assessments, transitional housing, cultural education, and employment support. The initial step involves conducting on-site assessments.

1. Personalized Assessments: During these monthly sessions, we engage with inmates nearing release to gather contact information and understand their service preferences. This process allows us to tailor individualized reentry plans, setting a solid groundwork for reducing recidivism by aligning with participants' specific needs.

- Conduct monthly on-site assessments at Halawa, Lamaka Correctional Facility and Hina Mauka IOP.
- Gather contact information and service preferences from inmates nearing release, enabling tailored reentry plans.
- Measure assessments and acceptance into program

2. Transitional Housing: A cornerstone of our strategy is transitional housing, providing stability during reintegration. Our program maintains seven beds in-house, and we facilitate referrals to suitable alternatives when at capacity.

- Provide stable housing through seven program-maintained beds, with referrals to additional housing as needed.
- Weekly case management and group meetings to promote healthy living and resource connections.
- Track occupancy and referrals to ensure consistent housing stability, supporting participants' reintegration and minimizing reoffending risks.

3. Cultural Education: The healing and transformation of individuals is a complex process, and inclusive of mind, body spirit, the elements, spirituality, morals, values and cultural beliefs. implementing Native Hawaiian culturally based practices and teachings supports the need for individual healing based on relationships, nurturing, respect and integrity for oneself.

- Offer a weekly curriculum integrating Native Hawaiian practices, such as mālama 'āina (care for the land), oli (chant), moʻolelo (storytelling), and ukelele lessons.
- Aim for 80% of participants to report a strengthened cultural connection, enhancing identity, resilience, and community bonding.
- Include ukulele lessons and field trips for therapeutic and cultural engagement.

4. Education and Employment:

- Partner with Leeward Community College Waianae Moku for the HISET program, or pursue a college degree, certificate or trade targeting 50% participant enrollment and completion.
- Collaborate with Work Hawaii and 'Rent to Work' for job skills training and employment placement, aiming for a 60% employment rate within six months.
- Focus on financial independence and reduced recidivism through sustainable employment paths.

5. Strategic Partnerships:

Work with IMUA Health, Transforming Lives, Salvation Army ARC, T.E.A.M. Hawaii, Work Hawaii, HAHOKO, Keiki O Ka' Aina, My Brothers' Keeper, and Oxford Housing to establish a comprehensive support network.

- Ensure delivery of health, employment, and educational services vital for successful reentry.
- Record referrals and outcomes.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

The proposed reentry program budget of $150,000 will serve 15 men, costing $10,000 per participant. This is significantly more economical compared to the $93,936 annual cost for incarcerating each individual. This budget is designed to provide essential services that will support participants in their successful reintegration into society.

1. Direct Service to Clients Positions (Salaries and Wages)

These costs represent the personnel who provide direct services to participants, ensuring their successful reintegration into society.

- **Program Director (0.35 FTE)**:
  The Program Director will be responsible for working directly with the prisons, recruitment, assessments, case management, and cultural activities
- **Executive Director – Case Manager/House Manager (0.90 FTE)**:
  The Executive Director will also serve as the Case Manager and House Manager. This role includes providing direct case management services to participants. This individual will work closely with clients to develop and monitor individualized reentry plans.
- **Cultural Activities Staff (0.20 FTE)**:
  This position involves a staff member who will coordinate and lead cultural activities and workshops designed to help participants reconnect with their heritage, spirituality, and personal identity.
- **Fringe Benefits for Direct Service to Clients Positions**

Administrative and Supervisory Positions (Salaries & Wages)

This section covers administrative and supervisory staff, whose roles are necessary for the overall functioning and administration of the program.

- **Executive Director (0.10 FTE)**:
  The Executive Director is responsible for management and oversight of the program.
- **Admin Assistant (0.20 FTE)**:
  The Administrative Assistant will support the program's daily operations, including scheduling, communications, and general office tasks.
- **Fringe Benefits for Administrative and Supervisory Positions**

Professional and Contractual Fees

This section includes payments for specialized professional services that are essential for the program's success.

- **Bookkeeper/Payroll Services** (Paula Caracol-Checks and Balances):
  The bookkeeper will provide essential financial management services, including payroll processing and financial reporting.

- **Cultural Program Services** (Dr. Dayna Schultz, Psy.D., LSW, CSAC):
  Dr. Schultz will lead the cultural program services, which are critical for helping participants connect with their cultural identity and engage in healing practices.

Other Costs

This category includes all other costs necessary for the operation of the program, including housing, utilities, internet, phone and liability insurance.

Program Activities Expenses:
These costs cover drug testing kits, bus passes for transportation, birth certificates and IDs, and cultural activity supplies (e.g., ukuleles). Each participant will receive an ukelele. These activities promote personal development, cultural engagement, and support successful reintegration into society.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Within the first 3 months of the program:

- Complete thorough on-site assessments for all interested participants.
- Offer support to inmates during the transition process, visiting at least 50% of those scheduled for assessments.
- Initiate weekly Hawaiian cultural activities to foster community and cultural identity among participants.

Within 2 months of the program:

- Provide transitional housing for all participants transitioning out of prison, with successful referrals for at least 85% when the facility reaches full capacity.
- Encourage participation in the Access to Education Program (ATE), with at least 50% of participants enrolled.
- Begin regular Hawaiian activities such as mālama 'āina projects and ukulele lessons to promote holistic development.

Within 3 months of the program and ongoing:

- Ensure at least 50% of participants enrolled to obtain their HISET (High School Diploma equivalent).
- Engage 70% of participants in employment training programs.
- Ensure 50% of participants secure employment through referrals to employers open to hiring men recently released from prison.

Specific Events and Tasks:

Month 1 and ongoing:

- Schedule and conduct on-site assessments for all new participants.
- Visit 30% of inmates for assessments, offering support during their transition.
- Begin the Hawaiian cultural program, including weekly activities that incorporate oli (chant) and other cultural practices.

Month 2 and ongoing:

- Complete transitional housing arrangements for all participants or refer them to suitable housing alternatives.
- Facilitate participant enrollment in the Access to Education Program and offer weekly Hawaiian cultural workshops.

Month 9:

- Monitor educational progress, supporting participants in their educational pursuits and employment training programs.
- Strengthen partnerships with local employers, facilitating employment opportunities.
- Continue weekly cultural activities, maintaining focus on cultural enrichment.

Month 12 and ongoing:

- Provide continuous support in education, employment training, and integration through Hawaiian cultural activities.
- Regularly refer participants to suitable employment and monitor employment successes.
- Track participant progress and recidivism rates, ensuring support structures are effective.

Performance Measures:

- Number of assessments conducted and completion rate.
- Percentage of inmates receiving transition support.
- Percentage successfully housed in transitional or alternative housing.
- Participation rates in the Access to Education Program and success in achieving educational credentials.
- Engagement in employment training programs and subsequent stable employment secured.
- Recidivism rate reduction among program participants compared to previous years.
- Consistent participation in weekly Hawaiian cultural activities, contributing to holistic community integration.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

Kinohi Mana Nui Support Services (KMNSS) has a strong history of helping over 58 women reintegrate into society over the past decade, showcasing our depth of experience and proven success. Utilization of a holistic model that combines cultural heritage with practical services has made us a vital resource for reentry programs in Hawaii.

Our program is highly effective, evidenced by nearly 75% of female program graduates avoiding re-incarceration for over five years. This highlights the impact of interventions tailored to meet the distinct needs of participants, focusing on empowerment through identity and purpose, which contributes to their stability and reduced recidivism. Our longstanding collaboration with Leeward Community College's Access To Education (ATE) program equips participants with valuable educational resources, including personalized tutoring and targeted workshops, leading to a 70% increase in educational achievements. This demonstrates our commitment to addressing both educational and economic barriers to support sustainable career paths.

We have expanded our services in 2024 to support men, leveraging our successful strategies and expertise garnered from past experiences. We are replicating this success with the Hale Noa Kāne program commencing on October 16, 2024, backed by $150,000 in GIA 2025 funding. Our preparations include Hawaiian cultural curriculum expansion, establishing reintegration pathways, and handling our initial cohort of three men poised for release in November 2024. Our comprehensive methodologies ensure effective and seamless integration for male participants, mirroring our previous achievements.

The talent within KMNSS further strengthens our capacity. Deverlyn Kang, bringing 13 years of operational experience and extensive skills in case management and service planning, notably managed operations at Women In Need and facilitated anger management classes.

Rick Kang offers 18 years of expertise in substance abuse recovery and program direction. His efforts in creating the ATE program and being an active community leader through roles like Parenting Facilitator at Liliuokalani Trust highlight his dedication to empowerment. Both leaders play pivotal roles in KMNSS, aligning closely with our mission.

KMNSS's credibility is further bolstered by community support and the documented success of the Hale Noa Wahine initiative, approved by the Alcohol and Drug Abuse Division and highlighted on their registry. This program effectively assisted 26 women transition from supervised release to stable lives. Community backing through significant fundraising efforts and contributions affirm the public's confidence in our methods and the social impact of our work. These testimonials confirm KMNSS's abilities and commitment to public safety enhancement through culturally inclusive support systems.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

To successfully achieve the proposed outcomes, Kinohi Mana Nui Support Services has developed a comprehensive plan that builds upon our existing capacities while targeting new avenues for growth. Here's how we aim to enhance our capacity to meet program goals:

1. Organizational Knowledge and Expertise:
   Our seasoned team is highly skilled in addiction recovery, reentry services, educational support, transitional housing, and counseling. Their expertise enables us to deliver services tailored precisely to the needs of our participants.

2. Staffing:
   Our project is led by Program Director Rick and Executive Director Deverlyn. We integrate Hawaiian values deeply into our programs, with additional expert support from board member Vernon and Dr. Dayna Shultz. This collaborative approach ensures holistic coverage of participant needs.

3. Fiscal Resources:
   In addition to stable funding from Moa Ono Chicken and Love & Light Ministries, we pursue foundational grants. Private donations and contributions from fee-based services—estimated at $450 per month per participant—also bolster our financial base. We anticipate deriving at least $21,600 annually from program fees, with an additional $16,200 if our transitional house operates at full capacity for a year.

4. Facilities:
   Hale Noa Kāne is located at 87-127 Keliikipi St. Waianae, HI 96792: 1263 square foot house on a 5,000 square foot lot with 3 bedrooms and 2 full bathrooms. The home accommodates 7-8 men. It is walking distance of 10 minutes to Leeward Community College campus. This strategic location offers accessible resources to participants and benefits from landlord support, as highlighted in our support letters.

5. Existing Partnerships, Stakeholders and Networking Partners:
   By collaborating with organizations like Oxford Housing, Work Hawaii, T.E.A.M Hawaii, Leeward Community College, and employers we are able to expand our service offerings and resource pool, enhancing the overall value and benefit to our participants. We are able to mobilize community resources, advocate for support, and secure necessary funding.

7. Track Record of Success:
   Since 2012, our history of positive outcomes demonstrates our organizational competence. This proven track record ensures trust and reliability among stakeholders and funders, building a reservoir of goodwill that we can draw upon for sustained success.

8. Systems for Data Collection and Evaluation:
   Our data collection processes enable us to effectively monitor the efficacy of our programs. This data-driven approach not only informs continuous improvement but also provides funders and stakeholders with transparency regarding program impacts.

Through these strategies, Kinohi Mana Nui Support Services is well-positioned to not only achieve substantial positive outcomes but also to ensure continuous growth and evolution in how we support participants in their community reintegration journeys.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

To ensure the sustainability and potential expansion of the Hale Noa Kāne program beyond the grant period, the board has developed a strategic plan focusing on key areas:

1. Funding Strategy:

- Pursue additional governmental and foundation grant to secure diverse funding.
- Cultivate private donations and contribution in addition to program fees estimated at $450 per month per participant, to further bolster financial stability. We anticipate receiving at least $21,600 annually from program fees, with an additional potential of $16,200 if our transitional house operates at full capacity for a year.
- Launch fundraising campaigns targeting donations from individuals, corporate sponsors, and local businesses interested in promoting the rehabilitation and reintegration of formerly incarcerated people.

2. Partnership Development:

- Establish strategic partnerships with community organizations, service providers, and employers to broaden the support network and resources available to program participants.
- Collaborate with local educational institutions, training centers, and employers willing to offer skill development opportunities that align with market needs, further facilitating employment for participants.

3. Community Engagement:

- Strengthen ties with the local community
- Involve program participants in community service and volunteer activities, enhancing public perception and fostering mutual support.

4. Program Evaluation:

- Regularly assess program outcomes and refine approaches based on evaluation and participant feedback.
- Transparently share evaluation results with stakeholders, funders, and partners to illustrate program success, secure ongoing support, and guide the evolution of the initiative.

By executing this well-rounded strategy, Hale Noa Kāne aims to persistently deliver essential services post-grant period while exploring avenues for future expansion, thereby reinforcing its mission to support men transitioning from prison and contributing to long-term community development.
.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

KMNSS is well-prepared to sustain and expand its programs beyond the grant period, leveraging both its internal capacity and external resource networks. Our dedicated team comprises experienced professionals, including a program director, house manager, and case manager, all specialists in reentry and transitional housing services.

Strategically, we continue to pursue diverse funding streams, including new governmental and foundational grants, while ensuring a baseline financial stability through program fees estimated at $450- $525 per participant per month. This sliding scale fee structure could generate at least $21,600 annually, with a potential $16,200 increase if our transitional house reaches full capacity year-round.

Grassroots support from events such as Moa Ono Chicken and Love & Light Ministries further bolsters our financial health. These funds are complemented by private donations and organizational fundraiser efforts, enhancing our ability to expand services. To deepen our funding and resource pool, KMNSS is engaged in cultivating donor relationships, targeting corporate sponsorships, and launching targeted fundraising campaigns.

Collaboration is key to our approach. We've forged strong relations with Men’s Corrections, treatment facilities, Leeward Community College, T.E.A.M. Hawaii, Transforming Lives, Work Hawaii, He Ala Hou O Ke Ola, and Action with Aloha. These alliances amplify our impact by providing housing referrals, educational access, and support services crucial for the holistic reintegration of the men in our program.

We're also actively establishing strategic partnerships with community organizations and employers, ensuring participants access to a robust support network, training, and employment opportunities that align with current market needs.

KMNSS's plan encompasses strategic financial management, effective partnerships, and a proactive approach to expand resources, ensuring sustained support for our reentry and transitional housing initiatives.

E. No CITY funds or assistance. The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds. A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: *CT-DCS- 2500040*
   Grant Period: FY2025 Grant Amount: $150,000
   Grant Purpose: Reentry
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: Department of Community Services

2. Grant Activity Name & Contract #: N/A
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: N/A
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: N/A
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☒ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

Our Hale Noa Kāne project integrates the Age-Friendly Honolulu Program's vision by fostering an inclusive environment for all ages reentering society. The program begins by visiting inmates and offering support throughout their transition process. This foundational step ensures that each participant receives personalized attention, facilitating successful reintegration into society. By tailoring services to address individual challenges and barriers, Kāne Noa Hale adeptly aligns with the age-friendly objective of enabling social engagement and health for older adults, even as they navigate reentry.

By integrating services like personalized support, transitional housing, education and job training, and employment assistance, the project fosters a comprehensive, age-friendly environment that caters to the diverse needs of its participants.

Education and employment training are also pivotal components of Kāne Noa Hale's strategy. This focus directly supports age-friendly principles by nurturing lifelong learning and promoting economic stability, thus breaking the recidivism cycle often perpetuated by unemployment and poverty.

By assisting participants in securing employment, Kāne Noa Hale addresses not only financial needs but also contributes to the participants' sense of stability and purpose. This approach is in alignment with age-friendly objectives that encourage meaningful roles for individuals of all ages, including older adults in the workforce.

Kāne Noa Hale is dedicated to transparent, accountable operations. Our organization employs a dedicated intern to compile data, track progress, and prepare comprehensive reports. These reports will detail measurable milestones, areas of improvement, and include personal success stories, allowing stakeholders and participants to clearly understand our impact and growth.
Kāne Noa Hale effectively addresses the key drivers of recidivism, offering a promising solution to Oahu's challenges.

Proposal 96

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Kokua Kalihi Valley Comprehensive Family Services
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	AII: Building Kalihi's Resilience through Assessment, Intervention, and Interaction.

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Kokua Kalihi Valley Comprehensive Family Services (KKV) is a community health center with a mission to "work toward healing, reconciliation and the alleviation of suffering in Kalihi." KKV was formed in 1972 as a 501(c)(3) organization by community leaders and became an FQHC in 1998. KKV has an extensive array of community programs focused on social determinants of health (SDOH).

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

Kalihi is on the cusp of transformation with a multitude of development projects in upcoming years. Many residents express concerns for the future of their families and kūpuna, already burdened by SDOH challenges. KKV's robust services—legal aid, wraparound support/assesment, financial aid, elder care, and family strengthening—will address the barriers these changes may exacerbate.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

KKV will serve 800+ low-income families and kūpuna with wrap-around, family strengthening, & support services with 60% experiencing increased self-sufficiency, and 70% experiencing increased social cohesion; 95% of kūpuna will access activities and resources to meet current and evolving needs; 70% of families will be able to navigate KKV's SDOH support services to meet current and evolving needs.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1 $	☐ District 2 $	☐ District 3 $
☐ District 4 $	☐ District 5 $	☒ **District 6** $150,000
☐ District 7 $	☐ District 8 $	☐ District 9 $

Total Amount Requested (must be $25,000 to $150,000)	$150,000

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☒ **H. Public Service – Other (describe): Social Determinants of Health**	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer

11/21/2024
Date

Printed Name and Title:

David Derauf
Chief Executive Officer

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Vanessa Dacumos
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that David Derauf (name), Chief Executive Officer (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Vanessa Dacumos
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 21st day of November, 2024, before me appeared Vanessa Dacumos, personally known to me, who, being by me duly sworn, did say that he/she is the Vice President of KKV CFS Board of Directors and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said she acknowledged said instrument to be the free act and deed of said corporation.

PHYLLIS KEOHOHOU NOTARY PUBLIC Comm. No. 2000-415 STATE OF HAWAII

Phyllis Keohohou
Notary Public, State of Hawaii

My Commission expires: August 20, 2028

unacceptable time of
Doc. Date: notarization # Pages
Name: Phyllis Keohohou 1st Circuit
Doc. Description: FY 26 GIA Appendix A
Tier II: Grant Proposal

Phyllis Keohohou 11/21/2024
Signature Date

NOTARY CERTIFICATION

PHYLLIS KEOHOHOU NOTARY PUBLIC Comm. No. 2000-415 STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Kalihi, where most residents are Asian, Native Hawaiian, and Pacific Islander (ANHPI), continues to grapple with the enduring impacts of colonization, war, and foreign influences that have disrupted ancestral lands, traditional lifestyles, and communal health practices. These disruptions have led to significant cultural disconnection, lifestyle changes, and systemic marginalization, resulting in high rates of chronic disease, poverty, and other interconnected social determinants of health (SDOH) barriers. SDOH barriers are non-medical factors that affect health outcomes, including economic, legal, cultural, and social barriers. Kalihi experiences some of the most significant health, social, and economic disparities in Hawai'i, heightened by mistrust of Western institutional systems, cultural misalignment, and feelings of anxiety and shame associated with seeking public assistance in the community. As a result, many residents delay accessing support until issues reach a critical point, further exacerbating cycles of poor health, social instability, and economic hardship.

KKV was established to address these challenges, providing health care and SDOH support to Kalihi's most vulnerable ANHPI residents across all stages of life. In 2023, KKV served 10,759 patients, of whom 55% lived at or below 100% of the Federal Poverty Level—a figure likely higher given that 36% did not report their income. Ninety-two percent of patients identified as ANHPI, with over half best served in a language other than English. Chronic conditions such as diabetes, heart disease, and cancer affected one-third of patients. KKV patients often face limited economic opportunity, cultural dislocation, family and community violence, low educational attainment, housing instability, language barriers, and insufficient access to healthy food and health insurance.

KKV's patient demographics mirror the evolving needs of the Kalihi community. The area includes four public housing developments, two of which—Kalihi Valley Homes and Kuhio Park Towers (KPT)—are the largest in the state, housing over 3,000 low-income residents. These communities face unemployment rates as high as 23%, with 1 in 5 adults lacking education beyond the 9th grade. In the City and County of Honolulu Public Health Trends report, Kalihi-Pālama and Kalihi Valley ranked as the first and third most economically disadvantaged areas in Honolulu (this designation is based on age, education, employment, income, and poverty), with food insecurity rampant—reporting the highest number of households in Honolulu participating in food assistance programs in 2021. Kalihi also has Hawai'i's highest concentration of public housing residents, non-English or limited-English speakers, and new immigrants.

Despite these challenges, Kalihi is on the cusp of dramatic transformation. Over the next one to four years, large-scale redevelopment projects will reshape the community: the relocation of

the Oahu Community Correctional Center and redevelopment of the 16-acre site; the construction of three rail transit stations; the transformation of Kuhio Park Homes from low-rise to mid-rise buildings by November 2026; the redevelopment of Dillingham Plaza into a hub for food systems and creative industries; and the creation of a mile-long recreational area along the Kapālama Canal. Kalihi-Pālama is also projected to experience the highest growth in new housing across O'ahu after 2025.

While these redevelopments promise infrastructure and housing improvements, they also pose significant risks for current residents of the community, who already juggle fears surrounding Hawaii's skyrocketing cost of living. At a 2023 community listening session at the Towers at Kuhio Park (also known as KPT), residents voiced anxiety over ambiguous redevelopment plans for low-rise housing, expressing fears of being uprooted and disconnected from their community. Residents also expressed fears of reduced access to essential services due to strained community resources, social and cultural disconnection from a rapidly shifting neighborhood fabric, and the loss of recreational areas for keiki and kupuna. Growing community violence, such as the gang-related shooting of a 23-year-old in May 2024, reflects, as well as exacerbates, the growing upheaval the community faces as we navigate an uncertain future.

Kalihi stands at a critical crossroad. Residents grapple with the dual pressures of navigating immediate challenges while adapting to profound changes reshaping our community's social, economic, and cultural fabric. During the KPT 2023 listening session, residents identified Kalihi's Aloha (the ability to connect and uplift one another in the face of hardship) as our greatest strength. The years ahead will determine whether Kalihi can grow alongside this beloved foundation to navigate these shifts without further marginalizing our already vulnerable populations—or whether the promises of development will widen existing disparities.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

KKV offers the following SDOH services to address the concerns of intensified SDOH barriers during/after redevelopment, which were raised during our 2023 KPT listening sessions. We will improve the community's health, economic, and social outcomes via:

- Wrap-Around Support Services & Assessment: KKV's Hui Hoaka program focuses on outreach, wraparound support, and data collection, assessing patients through talk-story/surveys to evaluate needs and connect families to KKV's comprehensive resources (primary care, cultural services, behavioral health, legal advocacy, financial assistance, housing support, and many more SDOH programs). Community Health Workers (CHWs) engage patients through KKV's culturally grounded "talk-story" approach, building trust, gathering data, and conducting follow-up.
- Legal Support: Through the Medical-Legal Partnership for Children (MLPC), KKV provides legal advocacy and education from attorneys/doctors at KKV's Wellness Center. Recent cases have focused on assisting families in navigating challenges related to the KPT housing redevelopment, family law, and other housing issues.

- Financial Agency Support: KKV's Ea (a subprogram under Hui Hoaka) offers four-week courses on financial topics, including job readiness and financial literacy. These courses are led by CHWs in multiple languages, who provide personalized support to participants.
- Family Strengthening (FS): KKV's FS services (under KKV's MCH department) distributes essential supplies (household goods and school supplies) through home visits, community events, and on-site services at KKV's main clinic. FS Workshops are provided to support healthy family foundations, covering topics like school enrollment and rule-setting.
- Kūpuna Support: KKV's Elder Care (EC) program delivers triweekly exercise classes online and at Gulick elder center, food and supply distribution, educational courses, medical and mental health check-ins. Case Managers foster relationships with kūpuna, monitoring their well-being, and connecting kūpuna to necessary SDOH support.

The grant activity can be organized into 3 categories: *assessment, intervention, and interaction. Assessment* (Hui Hoaka's SDOH assessments, EC case management) ensures KKV services remain responsive and effective by identifying persistent and emerging needs upon the changing environment. *Intervention* (Hui Hoaka wraparound support, MLPC legal support, Ea/Hui Hoaka financial agency support, FS supply distribution and workshops, EC case management and exercise courses) supports high-risk groups with public services tailored to commonly voiced concerns (e.g. wrap around and financial support for exacerbated rates of economic insecurity, legal support for housing instability). *Interaction* honors the relationship-centered values of Kalihi's island-based cultures, while addressing concerns about the loss of community hubs. Gulick Elder Center and FS Workshops at the Wellness Center provide space to sustain connection.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

KKV will provide a comprehensive package of public services—including financial, legal, health, family strengthening, elder care, and wraparound SDOH support—to 800+ of Kalihi's most vulnerable families and kūpuna, majority living in households earning below 100% of the Federal Poverty Guidelines. These outcomes are complemented by ongoing assessments of social determinants of health. This combination of direct public services and continuous assessment, set against the backdrop of addressing community concerns during redevelopment, simultaneously supports the city's public services and community development goals.

- 400 individuals encountering social determinants of health barriers will be assessed to pinpoint their unique needs.
- 400 families experiencing social determinants of health challenges will receive comprehensive wrap-around support, including food assistance, care coordination, household supplies, rental aid, and enabling services.
- 15 individuals will engage in financial literacy learning cohorts.

- 270 low-income and disabled kupuna will receive case management services.
- 84 low-income and disabled kupuna will participate in at least 1 exercise course.
- 100 low-income families will receive care through in-home visits, direct relief support items (household goods, school supplies, essentials) and family strengthening workshops.
- 170 family members will engage in family strengthening workshops
- 100 family members will receive legal assistance, ranging from counseling to education, from MLPC

Building on the outcomes, we expect the following benefits for program participants: 1) 60% of families and kupuna, through financial, legal, and familial education and resource literacy, will experience increased feelings of self-sufficiency; 2) 95% of kūpuna will engage in a supportive environment where they can exercise, socialize, and access resources to meet their current and evolving needs; 3) 70% families will be able to identify and navigate KKV's SDOH support services (financial, legal, wraparound, family strengthening) to meet their current and evolving needs; 4) 70% Families and kūpuna will report an increase in feelings of social cohesion. Overall, we will equip kūpuna and families will the knowledge and toolset to strengthen community resilience.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Our Action Plan includes the following:

Recruitment, Assessment, and Enrollment of Participants

- Staff will recruit eligible participants for each program (Hui Hoaka/Ea, Elder Care, Family Strengthening, and MLPC) through community events, CHW home visits, and warm hand-offs from KKV's array of programs.
- Participants will undergo appropriate assessment of their SDOH needs on an ongoing basis. Typical methods of assessment include talk-story-style interviews and SDOH surveys.
- Enrollment forms will be distributed and completed as needed.

Program Implementation: Services Provided

Hui Hoaka/Ea

- Conduct comprehensive SDOH assessments through talk-story conversations and surveys to gather socioeconomic, health, and needs-based information.
- Provide ongoing culturally based wraparound services to meet patient needs (e.g., food assistance, housing assistance, job readiness).
- Host ten job readiness and financial literacy workshops in December, June, and August.

MLPC

- Maintain an on-site presence at KKV 3-5 days per week to meet with clients and process warm hand-offs from KKV providers and staff.

MCH Family Strengthening

- Perform monthly check-ins and home visits to distribute supplies to families with young children/children on the way.
- Conduct family strengthening workshops weekly.

Elder Care

- Offer three weekly exercise classes (Monday, Wednesday, and Friday).
- Provide ongoing case management to all participants, including comprehensive assessment of client needs.

Documentation, Evaluation, and Reporting

- Hui Hoaka: Track requests for wraparound support (e.g., financial, legal) by recording instances in a log. Track distributed services by recording instances in a log.
    - Ea (Hui Hoaka subprogram): Track workshop attendance. Assess job readiness and financial literacy through talk-story interviews and surveys.
- Elder Care: Monitor exercise class attendance, referrals to other KKV SDOH programs, and participation in on-site elder care services like medical and food support. Track improved social connections in kūpuna through talk-story interviews and group discussions.
- Family Strengthening: Track requests for and distribution of supplies through a log. Track FS workshop participation through a log. Assess improvement in family cohesion and self-sufficiency through talk-story interviews, group discussions, and surveys at the end of workshops.
- MLPC: Monitor open cases and case outcomes through a log.
- Research and Evaluation Team: Internal KKV R&E team (under Hui Hoaka branch) will measure self-sufficiency and social cohesion across all programs through talk-story interviews. R&E team will continue KPT listening sessions to evaluate the impact of KKV services within the context of redevelopment. R&E team will measure social cohesion and feelings of self-sufficiency during listening sessions.
- All KKV programs will maintain confidential records, track usage and outcome data, and prepare monthly reports for GIA.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

Kōkua Kalihi Valley is requesting $150,000 to support four (4) programs (Hui Hoaka/Ea, Elder Care, MCH Family Strengthening, and the Medical Legal Partnership for Children) with the following expenses:

Personnel. All personnel covered by this proposal provide direct services to clients and are integral to implementing KKV programs and services. These include:

- 2 – Hui Hoaka Project Assistants - 0.35 FTE each for 12 months. The annual rates are $35,378 and $39,381, respectively (difference is based on experience). These positions are essential for the provision of wrap-around services.

- 2 - Elder Care Community Case Managers - 0.35 FTE each for 12 months. The annual rates are $34,612 and $43,233, respectively (difference is based on experience). These are critical staff to provide exercise and other patient services.

- MCH Peer Parent Educator - 0.35 FTE for 12 months. The annual rate is $56,155 per year. Essential family strengthening provider.

- MCH Parent Programs Coordinator - 0.35 FTE for 12 months. The annual rate is $56,506 per year. Essential family strengthening provider.

- Total Salaries Request is $92,846

Fringe Benefits:

- Payroll Taxes calculated at FICA/Medicare 7.65%; SUI .81%; TDI 0.62% and Workman's Comp 2.95%. Total Payroll Taxes is: $11,169.
- Healthcare insurance is calculated at $626 per employee per month x their FTE to the contract x 12 months. Total is $15,764.
- Employee Retirement. Employees with 2+ years of longevity at KKV participate in the retirement plan with KKV contributing 8.5% if their salaries. Total is $7,892.

- Total Fringe Request is $34,825

Professional and Contractual Services: $10,000 is budgeted to help support the KKV partnership with Medical Legal Partnership for Children, a program developed through the Richardson School of Law at UH, Manoa. MLPC staff work on site at KKV. KKV has secured an additional $25,000 for this program.

Program Activities Supplies – Support for supplies for the MCH Family Strengthening Program cost approximately $470/ month or $4440 annually. Supplies include: baby bottles, blankets, books, car seats, and strollers, etc. KKV is securing additional funding to supplement the GIA request.

Telecommunications (Telephone, Internet, Cell phones, etc.) – KKV is requesting $389 in this budget support cell phone service for FS staff to use for outreach services. KKV is securing additional funding to supplement the GIA request.

Indirect Costs – KKV is requesting $7,500 (or $625 per month) which will be applied to facilities, IT maintenance, payroll expenses, utilities and insurance. This request is only 5% of the grant amount per the City's instructions while KKV's government indirect rate is currently at 27.1%.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Ongoing Starting October 1, 2025

- Participants are recruited for each program on an ongoing basis. Staff attend community events, facilitate warm hand-offs, and conduct home visits regularly.
- Enrollment forms are distributed and completed on an ongoing basis.
- Hui Hoaka staff conduct SDOH assessments continuously.
- Hui Hoaka staff deliver wraparound support as requested on an ongoing basis.
- MLPC maintains an on-site presence 3–5 days per week at the KKV main clinic on an ongoing basis.
- MCH staff conduct family strengthening workshops weekly.
- MCH staff distribute SDOH support supplies upon request on an ongoing basis.
- Elder Care offers three exercise classes per week on an ongoing basis.
- Elder Care provides case management to all participants on an ongoing basis, either during their attendance at Gulick or through home visits.
- Requests for wraparound support, exercise class attendance, referrals to other KKV SDOH programs, case management participation, and MLPC cases are logged and tracked on an ongoing basis as they occur.
- Success metrics are tracked through talk-story interviews on an ongoing basis (refer to Section 2B for the list and Section 3B for methodology).
- Listening sessions are conducted at KPT on an ongoing basis.

Periodic Activity

- **December 2025, June 2026, and August 2026:** Ea hosts weekly financial literacy workshops (one per week).
- **September 2026:** Assessments for each program are reviewed to evaluate success metrics.
- **September 2026:** Data logs are reviewed to confirm that outcomes have been achieved.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

Wrap around support: Since the COVID outbreak of March 2020, KKV patients had a low COVID-19 death rate despite high infection rates in Kalihi, which we attribute to the efforts of Hui Hoaka. Hui Hoaka has delivered over 3000+ care packages and 2330+ meals; and delivered 12,000+ prevention deliveries of food to high-risk community members. Hui Hoaka has assessed SDOH needs and provided services to 11,000+ community members. In 2022, the program was the winner of the HRSA SDOH Academy Innovations Showcase Competition.

Legal Support: The Medical Legal Partnership for Children was created in April of 2009 through planning with the National Center for Medical-Legal Partnership. The department receives over 130 requests for legal assistance annually and opens over 100 cases each year mainly pertaining to evictions, rent adjustment, immigration, family law, and legal rights for public housing residents.

Financial Support: Since 2020, Ea (a subprogram of Hui Hoaka) has delivered a series of financial literacy and job readiness workshops annually. The program has provided over $308,000 in emergency financial assistance to community members.

Family Support: KKV has provided FS support for more than 25 years. The department serves over 1,185+ parents and children annually through supply distribution and family strengthening workshops. In 2023, the program distributed 5000+ wraparound support items (school supplies, SDOH support) for families.

Elder care: KKV has delivered case management, exercise programs, and wrap around support for seniors at Gullick Elder Center for the last 23 years. The program has grown to serve over 1,400 seniors annually. KKV's exercise program and case management services have exceeded Elder Affairs Division contract requirements for the last 23 years.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

KKV has 52 years of experience providing comprehensive health services that address the well-being of Kalihi residents. KKV's wealth of knowledge comes from our 270+ staff, with 33% currently or previously living in Kalihi. Our staff can translate 26 languages commonly spoken in Kalihi.

Staffing: Hui Hoaka is led by 2 Co-Directors, 5 bilingual Community Navigators, and 3 data specialists. Co-Directors Megan Inada and Lalo Kalahele have been at the helm of the program since its inception and bring a combined 20 years of experience working within the community. Dr. Megan Inada, who holds a Ph.D. in Research and Evaluation, has over a decade of experience conducting health evaluations focused on ANHPI populations. Lalo Kalahele, with expertise in community outreach, has built many strong relationships with community members.

KKV's FS Department is led by Raenelle Bras, who holds over 20 years of experience in family health. The team includes four Community Navigators and Family Educators, all of whom live in the Kalihi area and have built strong, enduring relationships within the community.

KKV's EC Program is directed by Merlita Compton, who has been part of the program since 1999 and has served as Director since 2014. Merlita is widely recognized for her contributions

to elder care, earning numerous accolades, including the Community Service Award as a prominent champion of the Hawai'i Healthy Aging Partnership. The Elder Care team is composed of 8 community case managers and 1 program evaluator.

MLPC is supported by a team consisting of a Legal Director, a Medical Director, and two Staff Attorneys. Legal Director Dina Shek brings over a decade of experience as a community organizer, educator, and advocate for social and community justice.

Fiscal Resources: With an annual budget of $23 million managed successfully each year, KKV has the fiscal management systems in place to effectively manage funding. KKV has an an accounting staff of nine overseen by a CFO with 12+ of experience in finance and accounting. Each year, KKV manages 70+ grants from a variety of federal, state, city and county, and private foundation sources. KKV's COO manages expenditure tracking and budgeting for each program, ensuring that funds are spent efficiently, and grant requirements, and restrictions are followed. KKV maintains robust accounting and management policies, procedures, and systems to ensure effective management of awarded City and County of Honolulu funds.

Facilities & Transportation: Programming is hosted at 3 facilities owned by KKV: the Main Clinic, Wellness Center, and the Gulick Elder Center. The Main Clinic houses services such as FS, Maternal and Child Health, medical care, and Hui Hoaka wraparound support. The Wellness Center houses dental, food, and medical support.The Gulick Elder Center provides a food and essential supply pantry alongside medical services. KKV operates two ADA-compliant vans to transport participants to and from these services.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

GIA funding will give KKV a solid foundation to expand outreach efforts to more members of the community, as well as deepen KKV's efforts to understand and effectively respond to community needs in Kalihi's changing landscape and improve long term social, economic, cultural, and health outcomes for the community. Long-term benefits include: increased feelings of self-agency; greater confidence among kūpuna and families in navigating education, health, and social systems; higher numbers of kūpuna successfully aging in place; improved attendance and academic performance in Kalihi schools; and reduced feelings of community fragmentation.

KKV is committed to supporting the proposed programs well beyond the grant period and has a proven track record for securing grant and other funding to ensure continuity. KKV secures over 70 private, foundation, corporate, and government grants each year to pay for the continuation of staffing and supplies necessary to run the programs described by this application.

KKV maintains a conservative financial accounting program that ensures preservation of a healthy reserve fund and strict policies that are overseen by the Board of Directors. KKV goes through an extensive federal audit each year and carefully tracks all expenditures and

receipts. KKV maintains a diverse mix of funding streams, including government (34%), private foundations (17%), program service/patient revenues/fees (30%), pharmacy (16%) and other–individual donations, special events, sales, earned income, etc. (3%). KKV's grants team works throughout the year to support programs not funded by fees for services rendered. We have a strong track record of attracting local as well as national foundation grants but continually work to further strengthen our funding position through increasing program revenues, increasing donor contributions through self-generating sources, and growing our organizational donor base.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

KKV has the capacity and infrastructure to carry out the above plan beyond the grant period. KKV's strategic plan sets the direction for the agency in upcoming years. Hallmarks of KKV's strategic plan include staff development and competency (cultural, fiscal, programmatic, and collaborative) setting the foreground for sustainability.

KKV has the necessary program capacity, space, and arrangement to achieve the desired outcomes after the grant term ends. KKV's success in sustaining FS, EC, Hui Hoaka, and MLPC activities for up to 25 years, speaks to our organizational commitment to supporting kupuna and families. Even during the height of the COVID-19 pandemic, KKV maintained eldercare and family services (pivoting to an online and home delivery format), and created Hui Hoaka, demonstrating our organizational capacity and commitment to supporting the community during periods of upheaval.

KKV maintains a robust staff of over 260+ employees and a network of 50+ community health workers. KKV staff engage in a cross-departmental training called *Pathways* to ensure program sustainability in the unlikely and unpreceded case of staffing shortages. *Pathways* trains staff in a multitude of programs (for example, a dentist is trained in EC exercise program delivery and conducting FS workshops) to ensure our staff can support one another if programs fluctuate. All proposed teams are purposefully staffed with individuals with connections to Kalihi to assure commitment. KKV is diversely staffed and encourages mentor-mentee formats to ensure program continuity.

KKV sites are vital in sustaining our work long-term. KKV has maintained ownership of the Gulick Elder Center since 1985 and the Main Clinic and Wellness Center since 1998. All three facilities undergo regular maintenance.

KKV has maintains a grant department with 3 full-time staff with a combined 30+ years of experience in community development/grant writing to secure financial resources and ensure program sustainability.

E. No CITY funds or assistance. The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds. A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: CT-DCS-2300032
   Grant Period: 10/1/22-9/30/23 Grant: $200,000
   Grant Purpose: Support for Keiki to Kupuna
   Grant Activity Status: Underway **Completed** Canceled
   Administrating Division: Department of Community Services

2. Grant Activity Name & Contract #: PO-DCS-2200065
   Grant Period: 3/30/21-9/30/23 Grant Amount: $175,040
   Grant Purpose: Title III Transportation for Seniors
   Grant Activity Status: Underway **Completed** Canceled
   Administrating Division: EAD

3. Grant Activity Name & Contract #: MA-DCS-2100014
   Grant Period: 10/1/21-9/30/22 Grant Amount: $100,211
   Grant Purpose: Elderly Affairs
   Grant Activity Status: Underway **Completed** Canceled
   Administrating Division: EAD

4. Grant Activity Name & Contract #: CT-DCS-2200039
   Grant Period: 10/1/21-9/30/22 Grant Amount: $83,740

Grant Purpose: Support for Pacific Islander Youth and Women
Grant Activity Status: Underway **Completed** Canceled
Administrating Division: Department of Community Services

5. Grant Activity Name & Contract #: PO-DCS-21-00397
   Grant Period: 3/30/21-9/30/22 Grant Amount: $60,000
   Grant Purpose: Transportation Services for Seniors
   Grant Activity Status: Underway **Completed** Canceled
   Administrating Division: EAD

6. Grant Activity Name & Contract #: N/A
   Grant Period: 7/21/21-7/20/22 Grant Amount: $20,000
   Grant Purpose: Rental Relief Assistance Program
   Grant Activity Status: Underway **Completed** Canceled
   Administrating Division: City of Honolulu

7. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

8. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

9. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

10. Grant Activity Name & Contract #: _____
    Grant Period: _____ Grant Amount: _____
    Grant Purpose: _____
    Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
    Administrating Division: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☒ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

The Elder Care Program serves over 1,400 kūpuna annually, offering health maintenance activities, exercise classes, and socialization opportunities. Virtual exercise sessions are available for those with mobility limitations, ensuring inclusivity. Both in-person sessions at Gulick and online classes also function as intergenerational spaces, fostering meaningful connections between kūpuna and KKV staff and volunteers of all ages.

Hui Hoaka provides wraparound support and individualized assessments tailored to meet the diverse needs of Kalihi's intergenerational family units. This program, along with the Medical-Legal Partnership for Children (MLPC), supports families of all ages and circumstances. Outreach efforts extend to home visits, enabling KKV to reach participants who may be homebound or face mobility challenges.

KKV's legal, family strengthening, and financial workshops are designed to be welcoming and accessible to community members across all age groups. Workshop topics are inclusive and

relevant to participants of varying life stages, with kūpuna from the Gulick Elder Center frequently attending. All sites are ADA-compliant, and KKV provides a van shuttle service to assist with transportation, ensuring that physical accessibility is not a barrier to participation.

KKV is supported by a full-time data and evaluation team, which works closely with each of the four programs to ensure accurate data tracking and reporting. Currently, KKV monitors key metrics, including:

- Age demographics across programs
- Kūpuna engagement across all initiatives
- Improvement in social engagement for participants
- Health outcomes tracked across services

If required to track Age-Friendly Honolulu data, KKV's data and research coordinators will collaborate with program directors to integrate these metrics seamlessly into the existing infrastructure. This includes sign-in sheets, social determinants of health (SDOH) assessments, and culturally rooted "talk-story" interviews, ensuring that data collection aligns with the needs of both participants and reporting requirements.

Proposal 97

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Kualoa-Heeia Ecumenical Youth Project
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	E Ola Mau Nā Pua

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Kualoa-He'eia Ecumenical Youth (KEY) Project is a 501c(3) nonprofit that first opened its doors in 1968 as a critical community resource center serving all, keiki to kūpuna. The mission of KEY Project is to nurture and promote the culture, environmental, social, economic and recreational well-being by providing a vital grassroots civic resource that serves a diverse multicultural community.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

The grant activity addresses the pressing needs of kūpuna in Ko'olau, O'ahu, by offering 'āina-based healthy meals, cultural workshops, huaka'i, and exercise opportunities. These activities promote food security, physical health, cultural connection, and social engagement for kūpuna, filling gaps in resources and programming for this vulnerable population while preserving Hawaiian traditions.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

The grant will serve kūpuna ages 50 and above in Ko'olau, O'ahu, through 24 'āina-based meal events, 12 huaka'i, 60 cultural workshops, and 24 exercise sessions. Success is measured by participation rates, feedback, and the promotion of kūpuna health, cultural connection, and social engagement, benefiting approximately 200 to 400 registered kūpuna participants.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1 $	☒ District 2 $75,000	☒ District 3 $75,000
☐ District 4 $	☐ District 5 $	☐ District 6 $
☐ District 7 $	☐ District 8 $	☐ District 9 $

Total Amount Requested (must be $25,000 to $150,000)	$150,000

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☒ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Rainbow Ulii — 12/2/2024

Signature of Grantee (Fiscal Sponsor) Officer — Date

Printed Name and Title:

Rainbow Ulii
Executive Director

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Sharon-Rose Ihilani Lau
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Rainbow Uii (name), Executive Director (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Sharon-Rose Ihilani Lau
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 21st day of November, 2024, before me appeared Sharon-Rose Ihilani Lau personally known to me, who, being by me duly sworn, did say that he/she is the Vice President of Kualoa-Heeia Ecumenical Youth Project and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said She acknowledged said instrument to be the free act and deed of said corporation.

Notary Public, State of Hawaii

My Commission expires: 12/05/2024

MALIA M. RUIZ NOTARY PUBLIC No. 04-690 STATE OF HAWAII

Doc. Date: 11/21/2024 # Pages: 1
Name: Malia M. Ruiz First Circuit
Doc. Description: Appendix A: Tier II Grant Proposal (Grants $25,000 to $100,000)

Signature 11/21/2024 Date
NOTARY CERTIFICATION

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

KEY Project's geographic service area and community population comprises over 30% kūpuna (elders), and **we're finding many of our elders, including an aging Native Hawaiian population, lack a cultural connection to NH culture and identity which is important to the preservation and strengthening of culture in the community.** While KEY Project's geographic service area comprises 26.76% of residents age 65 and older (U.S. Census, 2021), the KEY Project kūpuna program serves individuals 50 years and older; and, this age group is projected to double in the next 25 years (World Health Organization, 2007).

Currently, of 398 *kūpuna* in the program, over 100 consistently visit KEY Project every week in search of connection and culture. While 20.9% of our service district reported Native Hawaiian (NH) as their primary race (Census, 2021), Nā Pua O Ko'olau *kūpuna* community comprises over 32.5% Native Hawaiian. This group is affected by not just physical isolation of geographic service areas, but also a spiritual, cultural, or emotional isolation.

According to recent KEY Project survey data, only 4 out of 60 (6.7%) *kūpuna* community members self identified as having "A lot of Knowledge" of Native Hawaiian (NH) culture before participating in a KEY Project event focused on NH culture the last twelve months; and, 28 out of 60 kūpuna self identified as having "Little" to "No Knowledge" of NH culture. Of the 31 out of 110 (28%) who self-reported as NH, only 14 self identified as having a lot of connection to their Hawaiian identity.

This gap in NH knowledge and lack of connection to cultural identity within this age group correlates to the ban of the Hawaiian language in schools in the 1900s (HI State Department of Education, 2023). The "E Ola Mau Nā Pua" project name refers to our kūpuna as *pua*, or flowers. Traditionally, children would be referred to as *pua* in Hawaiian culture because like flowers, they are blossoming into adults. Referring to our *kūpuna* (elders) as *pua* (flowers) is intentional because it allows us to remember that they are also blossoming in their knowledge and learning of Hawaiian culture since they were the generation that didn't have as much access to it. "*E ola mau*" means "live on forever". Therefore, the full and literal translation of "*E Ola Mau Nā Pua*" means "the flowers live on forever". Similarly, the expectation of the project is that through participation and attendance of *kūpuna* (elders) in cultural programming, they will learn, grow, develop, but also teach their *mo'opuna* (grandchildren) as they blossom as well, perpetuating the knowledge of Hawaiian culture forever.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

The proposed grant activity is designed to provide kūpuna in the Koʻolau region with access to ʻāina-based healthy meals, cultural workshops, huakaʻi to significant Hawaiian sites, and exercise opportunities that integrate traditional Hawaiian practices. These activities address critical community needs, including food security, physical health, cultural preservation, and social connection, for an underserved and vulnerable population of kūpuna in Oʻahu.

The program includes four key components: (1) ʻĀina-Based Healthy Meals: Deliver 24 culturally relevant and nutritious meal events featuring locally sourced ingredients to promote food security while connecting kūpuna to Hawaiian food traditions. (2) Cultural Workshops: Host 60 hana noʻeau workshops that teach skills such as lauhala weaving, Hawaiian quilting, and ʻŌlelo Hawaiʻi, enabling kūpuna to reconnect with traditional practices. (3) Huakaʻi: Conduct 12 excursions to Hawaiian cultural sites, such as loʻi, fishponds, and heiau, providing hands-on experiences and reinforcing kūpuna connections to the ʻāina and their cultural heritage. (4) Hawaiian Culture-Based Exercise Opportunities: Offer 24 bi-monthly sessions that incorporate physical activity through hula, loʻi work, and other traditional practices, improving kūpuna health and mobility.

This grant activity was chosen in response to the documented needs of kūpuna in the Koʻolau region. Program evaluations and community feedback highlighted the lack of culturally relevant programming and the growing health and social challenges faced by kūpuna. Many kūpuna face food insecurity, limited opportunities for physical activity, and reduced cultural engagement, all of which affect their quality of life and overall well-being. By addressing these needs, the program aims to improve kūpuna health, foster a sense of purpose, and preserve Native Hawaiian cultural practices for future generations.

The integrated approach of this program is effective because it combines physical, social, and cultural dimensions of kūpuna well-being. Each component reinforces the others, creating a comprehensive program that not only meets immediate needs but also builds a foundation for long-term impact. For example, the meals nourish kūpuna while offering opportunities for social interaction, the huakaʻi strengthen cultural connections, and the workshops and exercises empower kūpuna to lead healthier and more engaged lives. By addressing the interconnected challenges kūpuna face, this program ensures a meaningful and lasting impact on their well-being and the community as a whole.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

The E Ola Mau Nā Pua project will directly benefit kupuna ages 50 years and older through Hawaiian cultural based program activities that fall into the following categories:

Outcome 1: (24) ʻĀina-based healthy meals
Outcome 2: (12) Hawaiian culture based huakaʻi
Outcome 3: (60) Cultural workshops & engagements
Outcome 4: (24) Hawaiian culture based exercise opportunities

ʻĀina-based healthy meals

Food security is a core value of many of KEY's programs. By coupling this with Native Hawaiian culture-based practices, we can provide kūpuna program participants with access to both healthy and culturally relevant foods. Reporting the number of meal access events offered in this activity directly ties to the purpose and priority of the Grant in Aid Fund, to

serve the vulnerable population of seniors in Districts 2 and 3 of the City & County of Honolulu.

Off-Campus Huakaʻi

KEY Project's service district spreads across Koʻolau, Oʻahu. To increase the reach of our kūpuna program, monthly excursions to various Hawaiian culture-based organizations and sites will be scheduled throughout Koʻolau, Oʻahu. Reporting the number of off-campus excursions in this activity directly ties to the purpose and priority of the Grant in Aid Fund, to provide services to the vulnerable population of seniors in Districts 2 and 3 of the City & County of Honolulu.

Cultural workshops & engagements

Every week, kūpuna program participants will have an opportunity to sign up for various hana noʻeau activities, including the social connectedness courses that include Hawaiian quilting, lauhala weaving, ʻŌlelo Hawaiʻi, Hawaiian mele, and learning from expert Hawaiian practitioners regarding cultural practices that kūpuna were not exposed to. Counting the number of courses scheduled in this activity directly ties to the purpose and priority of the Grant in Aid Fund, to serve the vulnerable population of seniors in Districts 2 and 3 of the City & County of Honolulu.

Hawaiian culture-based exercise opportunities

Twice a month, kūpuna program participants will be able to increase their physical activity through Hawaiian practices that may include hula, ʻāina-based work in the loʻi or māla, or other Native Hawaiian traditional practices that involve physical activity. The number of physical activity opportunities directly ties to the purpose and priority of the Grant in Aid Fund, to serve the vulnerable population of seniors in Districts 2 & 3 of the City & County of Honolulu, and also supports the Age Friendly Honolulu goal of "enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active."

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

To achieve the **ʻĀina-based healthy meal** outcome, 24 meal events will be held over the year, offering kūpuna access to fresh, nutritious, and culturally significant foods. Partnerships with local farms for food, and local chefs will ensure the meals are both healthy and deeply rooted in tradition. Kūpuna will also have opportunities to learn about the cultural and nutritional value of the food they consume through short educational segments at some events. These gatherings aim to promote food security, cultural pride, and social connection among kūpuna. Metrics for this outcome will include the number of events held, participant attendance, and feedback on meal quality and cultural relevance.

In addition to meals, the outcome of **Hawaiian culture-based huakaʻi** to strengthen kūpuna connection to the ʻāina and their cultural heritage will be achieved through 12 excursions, organized to sites of cultural significance throughout the Koʻolau region, including loʻi, heiau, fishponds, and cultural centers. Each huakaʻi will include guided activities, such as learning traditional chants, exploring the historical importance of the site, or participating in hands-on ʻāina work. By collaborating with cultural organizations and site managers, the program will

ensure each excursion offers an enriching and accessible experience for kūpuna. Monthly huaka'i calendars will be distributed, and transportation with KEY Project's 15-passenger van will be arranged to ensure full participation. Metrics for success include tracking the number of excursions, attendance rates, and participant feedback on cultural impact.

The program will also prioritize **cultural workshops and engagements** by hosting 60 sessions throughout the year. Weekly workshops will provide kūpuna with opportunities to participate in activities like Hawaiian quilting, lauhala weaving, 'Ōlelo Hawai'i, and mele. These sessions will be led by skilled cultural practitioners and KEY Project staff allowing kūpuna to reconnect with traditional skills and knowledge that may not have been accessible to them in the past. The workshops will also foster social connectedness by encouraging collaboration among kūpuna participants. Success will be measured by the number of workshops held, participant attendance, and feedback on cultural enrichment and skill acquisition.

Finally, **Hawaiian culture-based exercise opportunities** will encourage kūpuna to maintain physical activity while engaging in traditional Hawaiian practices. 24 bi-monthly sessions will be designed to include activities such as hula, lua, lo'i work, and māla maintenance, combining physical movement with cultural education. These sessions will be tailored to kūpuna, with modifications available for varying physical abilities. Metrics will include tracking the number of sessions, participation rates, and participant feedback on physical and social benefits.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

The Nā Pua O Ko'olau Kūpuna Program is currently KEY Project's program with the largest active enrollment. The total and requested cost for program and under this funding opportunity is $150,000 to continue to serve the ever-growing population of kūpuna that join programming weekly at our facilities. This will support the implementation of E Ola Mau Nā Pua activities into the existing program.

a. Direct program staff salaries and fringe benefits: $60,812

To support the consistent programming and management of the program participants, 1.00 FTE program coordinator with a base salary of $45,000 will be needed. Respective fringe benefits are $5,468 in payroll tax and $10,344 in healthcare cost for funding support is requested.

b. Administrative salaries and fringe benefits: $35,496

Three administrative positions are included under this program request; the Executive Director (ED), Administrative Assistant (AA), and Program Manager (PM). Both the ED & AA have a 0.1 FTE ratio allocated to overseeing the Kūpuna program. The PM has a 0.25 FTE ratio dedicated to the management of contracting and reporting that is required for the program.

c. Professional and contractor fees: $33,600.00

A budget of $20,000 has been dedicated to food providers. $2,400 has been aligned for physical activity instructors, while $10,000 has been allocated to Hawaiian cultural practitioners. There is also a designated $1,200 for huaka'i site costs.

d. Program activity supplies: $12,112.00

Supplies are intended to cover all materials needed for the classes, meals, and huakaʻi throughout the grant period. This may include things like mosquito repellent, plant starters, composting materials, hula implements, paper goods, etc.

e. Telecommunications: $480.00

The Kūpuna program has a dedicated cell-phone, office phone, and email to increase ease of communication between program participants and the program coordinators. Those portions of the organization's telecommunications expenses are being requested.

f. Administrative Overhead: $7,500.00

The allowable rate of 5% administrative overhead is being requested to support general operations.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

This timeline ensures the kūpuna program achieves its goals through ʻāina-based healthy meals, cultural huakaʻi, workshops, and exercise opportunities over the course of 12 months.

October 2025: Planning and Preparation

The program begins with foundational planning. Partnerships with local farms, cultural practitioners, and Hawaiian cultural sites will be finalized to secure resources and expertise. A calendar of 24 meal events, 12 huakaʻi, 60 workshops, and 24 exercise sessions will be created. Outreach efforts will promote the program through kūpuna networks, newsletters, and flyers. Key logistics, such as transportation, venues, and supplies, will be addressed to ensure smooth implementation.

November 2025: Program Launch

The program launches with its first ʻāina-based meal event, providing kūpuna with healthy, culturally relevant food and an educational segment on Hawaiian nutrition practices. The inaugural huakaʻi will take kūpuna to a culturally significant site in the Koʻolau region, offering hands-on activities. Weekly cultural workshops, starting with lauhala weaving or quilting, and the first hula-based exercise session will set the tone for consistent engagement.

December – April 2026: Program Execution

The first few months focuses on building participation. Regular meal events will continue offering kūpuna nutritious food and social connection. Monthly huakaʻi will introduce them to new cultural sites, while workshops will explore activities like ʻŌlelo Hawaiʻi basics and Hawaiian mele. Reviews on a bi-monthly basis will track attendance and feedback to ensure alignment with program goals.

May – August 2026: Further Implementation

Two monthly meal events will continue providing kūpuna with nutritious, culturally relevant food. More huakaʻi will expand their connection to Hawaiian culture. Workshops will remain dynamic and tailored to interests, while bi-monthly exercise sessions will focus on activities like māla work. A final review will assess engagement and outcomes.

September 2026: Program Wrap-Up

The program concludes with a celebratory meal event and the final huakaʻi to a significant site. A showcase workshop will display skills learned, such as quilting or mele performances. Final exercise sessions will reinforce the importance of staying active. A closing event will honor participants and partners, and final evaluations will measure the program's success. This timeline ensures a balance of planning, execution, and evaluation, promoting health, cultural connection, and community building.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

KEY Project has a proven track record of successfully delivering programs that align with the proposed grant activities. For over 55 years, KEY has served the Koʻolau region, fostering community well-being through culturally relevant programs and partnerships. Our current kūpuna program demonstrates our capacity to offer the proposed activities, as we have consistently delivered ʻāina-based healthy meals, cultural workshops, huakaʻi, and exercise opportunities tailored to kūpuna needs.

Currently, of 398 *kūpuna* in the program, over 100 consistently visit KEY Project every week in search of connection and culture. While 20.9% of our service district reported Native Hawaiian (NH) as their primary race (Census, 2021), Nā Pua O Koʻolau *kūpuna* community comprises over 32.5% Native Hawaiian. This group is affected by not just physical isolation of geographic service areas, but also a spiritual, cultural, or emotional isolation.

According to recent KEY Project survey data, only 4 out of 60 (6.7%) *kūpuna* community members self identified as having "A lot of Knowledge" of Native Hawaiian (NH) culture before participating in a KEY Project event focused on NH culture the last twelve months; and, 28 out of 60 kūpuna self identified as having "Little" to "No Knowledge" of NH culture. Of the 31 out of 110 (28%) who self-reported as NH, only 14 self identified as having a lot of connection to their Hawaiian identity.

Our current capacity includes a dedicated team of program staff and strong partnerships with local farms, cultural practitioners, and Hawaiian organizations. Additionally, our facilities are equipped for meal preparation, workshops, and exercise activities, ensuring consistent delivery. This demonstrated history of success, combined with existing infrastructure and community trust, positions KEY Project as highly capable of achieving the proposed outcomes for this grant.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

KEY Project is well-positioned to achieve the proposed outcomes through its organizational knowledge, staffing, and resources. With over 50 years of experience, KEY has a deep understanding of kūpuna needs and a proven ability to deliver culturally relevant, community-based programs. The staff includes experts in Hawaiian cultural practices, ʻāina-based activities, and kūpuna engagement, supported by ongoing professional development to ensure program quality.

The organization has strong fiscal management systems, with a successful track record of securing and managing grants to deliver impactful programs. Facilities at KEY Project are well-equipped and accessible, providing space for meal preparation, workshops, and exercise

sessions. Partnerships with local farms, cultural practitioners, and community organizations expand the program's reach and resources.

KEY also maintains strong stakeholder relationships, fostering trust and engagement with kūpuna and their 'ohana. These strengths ensure the successful implementation of the proposed activities.

Multiple KEY staff are expected to be involved with this project, including the Executive Director, Rainbow Uli'i, who holds years of experience in Basic Needs Coordination to support students of all ages access to care, planning, and sustainability, as well as Administrative Assistant, Na'e Maglinti, who has experience in program administration. In addition, the Program Manager, Mark Murphy has multiple years of program assistant experience for the Nā Pua O Ko'olau Kūpuna Program, and one year of reporting and program management experience.

Currently our Nā Pua o Ko'olau direct service staff includes a Program Coordinator. This position is currently vacant and will be filled by the time this grant is set to begin. A job description is attached.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

KEY Project is committed to sustaining and expanding the proposed activities beyond the grant period through strategic funding, partnerships, and community engagement. To ensure financial stability, KEY will pursue additional grants from federal, state, and private foundations while launching targeted fundraising campaigns and cultivating relationships with donors and philanthropic organizations. These efforts will secure both restricted and unrestricted funds to sustain program operations.

Strong partnerships with local farms, cultural practitioners, and kūpuna-serving organizations will be deepened, while new collaborations with Hawaiian-focused institutions and corporate sponsors will be established to enhance resources and program delivery. Additionally, KEY will empower kūpuna by offering train-the-trainer opportunities, allowing them to serve as mentors and leaders in perpetuating cultural practices.

Ongoing evaluation and participant feedback will help refine programs and demonstrate their success, attracting continued support and ensuring the program's long-term impact.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

KEY Project has the capacity and resources to carry out its plan beyond the grant period, supported by experienced staffing, diversified funding strategies, and strong community partnerships. The organization's dedicated team includes program staff with expertise in delivering culturally grounded services, as well as administrative personnel skilled in financial management and resource development. With decades of experience, KEY's staff has successfully implemented programs that align with kūpuna needs, leveraging their deep knowledge of Native Hawaiian cultural practices and their ability to engage kūpuna participants meaningfully.

KEY Project also employs robust financial management practices and has a strong track record of securing grants and other funding sources. Beyond the grant period, the organization will actively pursue diverse funding opportunities, including grants from federal, state, and private foundations. Additional revenue will be generated through targeted fundraising campaigns and building long-term relationships with individual donors and philanthropic organizations, ensuring financial sustainability.

KEY's capacity is further enhanced by its well-maintained facilities, the extensive network of partnerships with local farms, and cultural practitioners that provide access to vital resources, including expertise, in-kind support, and outreach capabilities. By deepening these partnerships and creating new collaborations, KEY will continue to expand its impact.

Finally, KEY's commitment to engaging kūpuna and their 'ohana in program planning ensures its activities remain relevant and effective. Ongoing feedback mechanisms and evaluations will refine programming and demonstrate success, helping to attract continued funding and community support. These strengths position KEY Project to sustain and grow its programs well beyond the grant period.

E. No CITY funds or assistance. The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds. A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: Nā Pua o Koolau – Senior Program. Contract #CT-DCS-2400038
   Grant Period: 11/1/23 - 10/31/24 Grant Amount: $200,000
   Grant Purpose: Supporting adults age 50 years and older to have social, physical, and cognitive enrichment
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: City and County of Honolulu

2. Grant Activity Name & Contract #: Nā Pua o Koolau- Senior Program. Contract #CT-DCS-2300033
   Grant Period: 11/1/22 - 10/31/23 Grant Amount: $200,000
   Grant Purpose: Supporting adults age 50 years and older to have social, physical, and conginitive enrichment
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: City and County of Honolulu

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☒ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

KEY Project has held the status of a gathering place that is safe for all since the doors opened in 1968. With the agrarian workforce and more rural pace of life along the windward coast, combined with the urban classification of Kāne'oha town just south of our location, the KEY facilities function as an accessible center for age-friendly programming and services. As described in The World Health Organization Age-Friendly Cities Framework, structures and services that support the wellbeing and productivity of elderly residents are vital, but first must be sustainable. This proposal for funding to support an additional year of KEY Project's Nā Pua O Ko'olau Kūpuna program, is primarily in the interest of continued sustainability of the nutritional, social, and physical needs of the hundreds of participants. Investing in KEY is investing in the health of seniors across multiple zip codes and 2 senate districts. 100% of registered program participants will be 50 years or older. 79.7% of the 398 active participants are over the federal retirement age.

With a dedicated position, the Program Manager on staff at KEY Project, additional reporting requirements are a role and responsibility that is built into the administrative infrastructure offered to programming. KEY Project has a proven track-record of meeting the reporting necessary to demonstrate the impact of our resident engagement.

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Kumano I Ke Ala
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Kalo and Kūpuna Revitalization Program

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Kumano I Ke Ala (KIKA) is a non-profit organization established in 2015, whose mission is to build and perpetuate a foundation of aloha ʻāina through culturally based Native Hawaiian programming to grow self-aware, self-directed critical thinkers for a sustainable Hawaiʻi. KIKA is restoring 100 acres of traditional Hawaiian agricultural land at 4 sites on two islands (Kauaʻi and Oahu.) Their programs have served over 10,000 students and produced more than 750,000lbs of kalo for commercial production of poi that includes distribution to vulnerable populations of kūpuna and keiki.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

This proposal addresses food insecurity, environmental rehabilitation, community-based econmic development and cultural revitalization. The project has two core elements: 1.) to provide traditional Hawaiians staple, poi, to food insecure kūpuna on the Waianae coast in partnership with the ʻElepaio Social Services and 2.) to revitalize dormant agricultural land on Oahuʻs North Shore creating agricultural jobs and economic opportunity.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

The outcomes this proposal will achieve are: 1,100 kūpuna on the Waianae Coast will be provided healthy, locally produced poi on a regular basis as part of ʻElepaio Social Serviceʻs meal distribution program; 10 acres of dormant land will undergo biocultural ecosystem restoration; 10 Commumunity workdays will be held on the North Shore; 10 new farmers will be developed by providing opportunity to learn and grow kalo to support a farm business on Oahuʻs North Shore.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $76,000	☒ District 2 $74,000	☐ District 3 $
☐ District 4 $	☐ District 5 $	☐ District 6 $

☐ District 7 $	☐ District 8 $	☐ District 9 $
Total Amount Requested (must be $25,000 to $150,000)	$150,000	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☒ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer _____ Date _____

Printed Name and Title:

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

_____
(Signature)

_____
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that
_____(name),
_____(title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

_____
(Signature)

_____
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this _____ day of_____, 202__, before me appeared _____, personally known to me, who, being by me duly sworn, did say that he/she is the _____ of _____ and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said _____ acknowledged said instrument to be the free act and deed of said corporation.

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

The issues of food insecurity, environmental rehabilitation and agricultural diversification all intersect at Native Hawaiian cultural revitalization. This is at the root of Kumano I Ke Ala's mission and vision. Our mission and our vision to elevate indigenous knowledge to revitalize traditional food systems to save the world is what grounds our work in achieving impact across multiple bottom lines that include health of the land, health of the water, and health of the people.

The Kalo and Kūpuna Revitalization Project will focus on addressing the following public needs: 1) food insecurity amongst kūpuna on the Waianae Coast; 2) environmental rehabilitation on Oahu's North Shore; and 3) community-based econmic development and cultural revitalization on the North Shore.

Target Group: Food Insecure Kūpuna

Post-Pandemic food insecurity remains a significant issue in Hawai'i, with an estimated 1 in 3 people struggling with hunger according to recent data from the Hawai'i Foodbank. Additionally, the Waiānae coast experiences economic hardship and food insecurity at a higher rate than much of the State. Also troubling is that while the Waianae Coast is home to the largest population of Native Hawaiians in Hawai'i, Hawai'i Appleseed found that 40% of Native Hawaiians are food insecure. Data provided by Waiānae Coast Comprehensive Health Center (WCCHC) found that food insecurity in the State's 60-and-older group represents at least 16,700 kūpuna who struggle with hunger and 70% of Hawai'i's seniors are eligible for Supplmental Nutrition Assistance Program (SNAP.) Therefore, this proposal aims to serve those low-income and food insecure kūpuna residing on the Waiānae Coast by piloting the regular incorporation of poi into 'Elepaio Social Services kūpuna meal distriubtion program that serves 1,100 West Oahu kūpuna and provides 1,500 ready to eat meals per week.

Community Priority: Diversfied Agriculture and Institutional Purchasing

While this program aims to get tradtional indigenous Hawaiian foods to our vulnerable seniors in the region most densely populated with Native Hawaiians in Hawai'i, it will also suppport advancement across the value-chain by including an 'āina reahbilitation project that is increasing the amount of acreage in kalo production on Oahu's North Shore. This component of the project supports economic and community-development while simultaneously enhancing the environment which are all areas of need as outlined in the North Shore Sustaiable Communities Plan (NSSCP.)

As stated in the City and County of Honolulu's NSSCP in 2011, the vision for agriculture on the North Shore in 2035 is that:

"Agriculture is a major contributor to the North Shore's economy, providing a multitude of jobs and economic opportunities for area residents. A varied quilt work of crops and forest products defines vast tracts of agricultural lands. All of O'ahu's residents enjoy the agricultural products grown on the North Shore, and value the North Shore's ability to provide food for the island's population and reduce O'ahu's dependency on imported foods."

Additionally, current policy updates to this plan include: “Protect all prodcutive, high-value agricultural land;” “Ensure that agriculture is the primary use of agricultural lands;” and to “Encourage land-owners to provide affordable long-term leases to farmers.” Lastly, the plan also emphasizes the community’s desire to preserve its “Native Hawaiian heritage.”

This project aligns with and advances these NSSCP policy initiatives by incorporating the rehabiliation of a 40 acre agricultural parcel in Kawailoa to restore the natural agroforestry and food prodcuing capabiltieis of that space while engaging community and aspiring farmers to create long-term economic opportunities. The 40 acre parcel is under a long-term (25-years) lease that was entered by KIKA and land-owner Kamehameha Schools in July 2024. The plan for the parcel includes dry-land kalo cultivation, ulu orchards, and a native plant farm for food and other cutlural practices such as hula, weaving, and lei-making. This project will focus on further developing the kalo cultivation and establishing ulu orchards. thus diversifying agriculture in the region, creating jobs in agriculture, and enhancing Native Hawaiian heritage in the region, all of which are goals in the NSSCP.
In addition to expanding access to traditional, healthy foods for West Oahu kūpuna and achieving objectives of the NSSCP, this program will enhance the local food agriculture value-chain by: (1) supporting local farmers, including Native Hawaiian farmers engaging in biocultural ecosystem restoration and revitalization of traditional food systems; and (2) strengthening the local food economy by helping to develop an affordable supply chain. In doing so, this program will advance goals identified by the Taro Security and Purity Task Force, which recommended development of an incentive program “to facilitate and encourage distributors, wholesalers and other buyers to purchase local taro and taro products before consdidering importing taro from outside Hawai‘i” (2010 Legislative Report of the Taro Security and Purity Task Force.) It also advances ‘Āina Aloha Economic Futures’ recommendation to “increase institutional purchasing and provide specific opportunities for small-scale farms and value-add manufacturers to contract with Hawai‘i schools, prisons, hospitals, and other institutions.”
This program supports the furtherance of Honolulu’s Oahu Good Food Purchasing Program values and framework that includes goals such as: “Support more local food businesses and farms to revitalize and diversify Hawai‘i’s economy; Improve food access for vulnerable groups; Learn how to procure more nutritious and ethically-sourced ingredients and products; and Serve meals that consumers are proud to eat!”

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community’s problem / need. *(3,000 character count limit)*

Activity 1: Pilot the Institutional Procurement of Poi for Distribution in Kūpuna Meals Programs with ‘Elepaio Social Services

KIKA will partner with ESS to ensure that poi is included no less than once per week in their meal distribution programs. ESS’ program currently serves 1,100 kūpuna per week and provides 1,500 ready to eat meals along with frozen proteins, fresh local produce and shelf stable pantry items. Currently, it is cost prohibitive to include poi and other kalo products regulary and often there is not enough supply of product like poi or lū‘au leaf to consistently include in programs like ESS’. The goals of the Kalo and Kupuna Revitalization Project are to 1) provide healthy traditional foods, grown locally, to kūpuna who need nutritious meals to advance their health and well-being; 2) provide opportunity to strengthen the supply chain between kalo farmers and institutional purcahsers. We will achieve these goal by

providing 275lbs of poi or other kalo products per week to ESS for inclusion of kalo in their kūpuna meal distribution. This will ensure that vulnerable kūpuna have access to nutritious locally produced food that is also culturally relevant.

KIKA will provide the poi or other kalo products as needed and technical assistance necessary to develop forward contracts and recipes as needed. KIKA and ESS will support monitoring and evaluation, including supply chain verification and assessment support to assist with data collection, source verification, and reporting on progress toward stated goals. Evalutation data will be gathered to determine: 1) How well the poi and kalo products were incorporated into the meal distribution program; 2) Response and uptake by the consumers (kūpuna served); 3) Demographic characteristics of the consumer population served; 4) healty and well-being surveys of kūpuna who receive the kalo on a weekly basis. This data will capture the beneficial impacts of this distribution effort.

Activity 2: Rehabilitate 40 acre Agricultural Site for Kalo and Ulu Production on North Shore

KIKA will continue the rehabilitative work at a 40 acre parcel in the ʻili of "Kukuiloloa" in Kawailoa on Oahuʻs North Shore in order to develop a commercial agricultural space focusing on the traditional Hawaiian food crop, Kalo. Once restored, this 40 acre space will feature dry-land kalo as the feature crop, as well as an ulu orchard and a space for cultivation of other native plants for various cultural practices including hula, weaving and lei-making. The space will serve as a model for biocultural ecosystm restoration using traditional Hawaiian and organic practices to restore the agroforestry footprint in this region.

We have chosen to do this activity because it advances the communityʻs environmental, economic and community development needs as outlined in the North Shore Sustainable Communities plan.

Our goals for this activity are to 1) contract the installation of 10,000 ft. of water lines in 3 phases; 2) construct 1200ft of 2-3ft high terraced walls in order to support the culitvation and learning spaces for dry-land crops and native plants; and 3) ongoing cutlivation and maintenance of 5-10 acres of dryland kalo fields as they are being restored.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

Outcome 1: 1,100 Kupuna Served poi and/or other kalo products
This outcome aligns wtih the purposes of the GIA as it: 1) is focused on a vulnerable population (kūpuna); 2) supports the sustainable improvement in the well-being and quality of life of local communities in low-income areas (kūpuna who reside in West Oahu served by ESS.) ESS currently serves 1,100 kūpuna each week with their ready to eat meal distribution. This proposal includea a budget request to support the inclusion of poi or other kalo products in ESS distribution weekly for 40 weeks over the courese of the one year grant term.

Outcome 2: ʻĀina Rehabiltiation 10 Acres Restored
This outcome supports the sustainable improvement in the well-being and quality of life of local communities becuase it promotes and supports cultural and environmental enhancement, protection and awareness on Oahu's North Shore in compliance with the County's North Shore Sustainable Community's Plan

Once the 10,000 feet of irrigtion line are installed and the 1,200 ft of rock wall terraces are erected, the space will be ready for cultivation. At the end of the grant period Restoration of the 40 acre parcel at Kukuiloloa will include 5 acres in kalo cultivation and 5 acres in cultivation of ulu and native plants significant to cultutral practice. Thus, this project will result in 10 acres being restored during the one year grant term.

Outcome 3: 10 Community Workdays held and 10 Farmers Served
This outcome supports the sustainable improvement in the well-being and quality of life of local communities becuase it empowers our community-based organization to develop more new farmers and promote traditional Hawaiian farming practices to enhance and protect the environment while providing locally grown food for Oahu residents.
The project will include a series of community workdays to engage the North Shore and Central Oahu communities to participate in cutlrual and agricultural activities that enhance the environment. The workdays will also help expedite the the development of the 40 acre farm site. The 10 farmers served will be aspiring kalo farmers who will be provided space to learn and hone their farming skills while KIKA supports the development of new customers and markets to sell their crops/products they grow.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Action Plan
1,100 Kupuna Served poi and/or other kalo products
Our plan of action for this outcome will include:

1. Kumano will coordinate with ʻElepaio Social Services to develop a weekly work order that includes the amount of poi or other kalo product (lūʻau leaf, kalo paʻa, or kulolo) that will be delivered each week, the portion amounts, and menu items that the kalo products will be served along side
2. Kumano will incorporate the work orders into its production calendar.
3. KIKA and ESS will develop data metrics to be gathered and tracked over the course of the project. This will incldue health and well-being surveys from a sample of the kūpuna served.
4. KIKA will coordinate the weekly delivery of the kalo products to the ESS distribution center on Oahu where it will be incorporated into the meals to be delivered to kūpuna on the Waiānae Coast.
5. KIKA will deliver 275lbs of kalo products ready for distribution each week for 40 weeks during the grant period.

ʻĀina Rehabiltiation - 10 Acres Restored
Our plan of action for this outcome will include:

1. KIKA will finalize a site plan for the 40 acre parcel at Kukuiloloa in the ahupua'a of Kawailoa on the North Shore in October 2025.
2. The site plan will include an irrigation system to supply water to mala (dry-land farm) where kalo will be grown for the commercial production of lū'au leaf, ulu orchards and a native plant farm to grow various plants used in multiple cultural practices including hula, ceremony, weaving, and lei-making. This irrigation system will be installed in 4 phases over the course of the year.
3. One phase will be completed each quarter with all the irrigation supplies being purcahsed in the first quarter of the grant period. In each phase, approximately 2,500 feet of 2" irrigation lines wil be installed.
4. With the the installation of each phase of irrigation line, the preparation of the land for cultivation will occur. 2.5 acres will prepared and planted in each phase spanning 4 phases over the course of the grant period. At the end of the grant period 10 acres of the 40 acre parcel will be planted and in cultivation with kalo, ulu, and other native plants such as olena, awa, and lā'ī.

10 Community Workdays held and 10 Farmers Served
Our plan of action for this outcome will include:

1. At the beginning of the grant period in October 2025, a series a 10 community workdays will begin in which North Shore and surrounding communities will be invited to participate in the reahabilitation of the land. The activities of the workdays will be removal of invasive grasses, soil testing, incorporating organic soil ammendments, planting and harvesting kalo and other native plants and building dry-stack rock wall terraces, along with other cultural workshops that center native biocultural ecosystem restoration. The workdays will be held once per month in each of ten months over the course of the year.
2. 1200 length feet of 2-3 foot high rock wall terraces will be constructed to support the cultivation of native plants on the sloped areas of the parcel. This will be built using tradtional hawaiian dry-stack method called 'uhau humu pōhaku.
3. At least 10 aspiring farmers will be engaged to support the cultivation of dry-land kalo and development of the space so that 10 acres are planted and in production at the end of the grant term in September 2026. We will engage no less than 2 aspiring farmers per month to assist in the farming, processing, sales and distribution of the kalo grown at the farm in order to build their capacity as commerical farmers/producers.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

Administrative Salaries/Fringe Benefits: ($10,765) Executive Director - .10 FTE of Executive Director's salary plus fringe. The Executive Director will provide administrative leadership, supervisory oversight, and coordination for the project.

Professional and Contract Services: ($10,000) 'Elepaio Social Services - To support the operational logistics to include poi in their kūpuna meals distribution and the collection of related data.
Non-City Funds: ($25,000) for Project Management services provided by Business Development Consultant, Davis Price.

Program Activities: ($66,000) Poi distribution for kūpuna. 275lbs/week to serve 1,100 kūpuna for 40 weeks (11,000lbs x $6/lb.) KIKA will produce and deliver the product each week at the cost of $6/lb to be covered by City funds.
Non-City Funds: ($11,000) Additional cost of production and distribution of $1/lb.

Other: Program Activities Equipment (<$5,000): ($38,434) Irrigation Supplies to irrigate cultivation spaces throughout the 40 acre parcel (10,000ft of 2" irrigation pipe, Drip Line, hoses, and fittings)
Non-City Funds: ($25,000) Cost of labor for hauling and installation of irrigation lines.

Other: Program Activities Supplies: ($12,000) Pohaku (rocks) for rock wall terracing to create platforms for native plant propagation - 1200ft of wall. The expense is for loads of quarried rock to be delivered to the site, each load is $1,200. This amoount covers 10 loads. 20 loads of pohaku are required to build 1,200 feet of wall at 2-3 feet high.
Non-City Funds: ($12,000) Cost of 10 loads of pohaku.

Other: Program Activities Equipment (<5,000): ($5,800) Maintenance Equipment and Tools - Riding Lawn Mower ($3,800), 4 weed-wackers ($1200), 2 Reciprocating Saws ($500) Radial Saw ($300) This equipment are tools for basic maintenance of the green space, irrigations systems and storage facilties on site.

Indirect Costs: ($7,000) This amount will cover indirect expenses incurred by the organizationfor office rent, utilities, accounting support from KIKA Staff

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

PROJECT ACTIVITY	**TIMELINE (month/year/qtr activity will occur)**	**OUTCOME ASSOCIATED**
Pilot the Institutional Procurement of Poi for Distribution in Kūpuna Meals Programs	**October 2025-December 2025 (Qtr 1)**	1,100 Kupuna Served Poi: KIKA and ESS Complete Purchase Order, delivery schedule, and forward contract. Weekly deliveries begin. 10-12 weekly deliveries of 275 lbs of poi/kalo products. Survey developed by KIKA and ESS.
Rehabilitate 40 acre Agricultural Site for Kalo and Ulu Production on North Shore	**October 2025-December 2025 (Qtr 1)**	10 Acres of Land Restored: 10,000 feet of irrgation line and related supplies purchased, 2,500

		feet of irrigation line installed. 2.5 acres prepped and/or planted.
Rehabilitate 40 acre Agricultural Site for Kalo and Ulu Production on North Shore	**October 2025-December 2025 (Qtr 1)**	10 Community Workdays held and 10 Farmers Served: 2 community workdays held, 2-4 aspiring farmers engaged to cultivate/process kalo for commerical distribution.
Pilot the Institutional Procurement of Poi for Distribution in Kūpuna Meals Programs	**January 2026 – March 2026 (Qtr 2)**	1,100 Kupuna Served Poi: Weekly deliveries continue, 10-12 weekly deliveries of 275 lbs of poi/kalo products. Weekly data compiled, health and well-being survey administered to at least 30 kūpuna served.
Rehabilitate 40 acre Agricultural Site for Kalo and Ulu Production on North Shore	**January 2026 – March 2026 (Qtr 2)**	10 Acres of Land Restored:, 2,500 feet of irrigation line installed. 2.5 acres prepped and/or planted.
Rehabilitate 40 acre Agricultural Site for Kalo and Ulu Production on North Shore	**January 2026 – March 2026 (Qtr 2)**	10 Community Workdays held and 10 Farmers Served: 3 community workdays held; 2-4 aspiring farmers engaged to cultivate/process kalo for commerical distribution.
Pilot the Institutional Procurement of Poi for Distribution in Kūpuna Meals Programs	**April 2026 – June 2026 (Qtr 3)**	1,100 Kupuna Served Poi: Weekly deliveries continue, 10-12 weekly deliveries of 275 lbs of poi/kalo products. Weekly data compiled, health and well-being survey administered to at least 30 kūpuna served.
Rehabilitate 40 acre Agricultural Site for Kalo and Ulu Production on North Shore	**April 2026 – June 2026 (Qtr 3)**	10 Acres of Land Restored:, 2,500 feet of irrigation line installed. 2.5 acres prepped and/or planted.
Rehabilitate 40 acre Agricultural Site for Kalo and Ulu Production on North Shore	**April 2026 – June 2026 (Qtr 3)**	10 Community Workdays held and 10 Farmers Served: 3 community workdays held; 2-4 aspiring farmers engaged to cultivate/process kalo for commerical distribution.

Pilot the Institutional Procurement of Poi for Distribution in Kūpuna Meals Programs	**July 2026-October 2026 (Qtr 4)**	1,100 Kupuna Served Poi: Weekly deliveries continue, 10-12 weekly deliveries of 275 lbs of poi/kalo products. Weekly data compiled, health and well-being survey administered to at least 30 kūpuna served. Final Report Completed
Rehabilitate 40 acre Agricultural Site for Kalo and Ulu Production on North Shore	**July 2026-October 2026 (Qtr 4)**	10 Acres of Land Restored:, 2,500 feet of irrigation line installed. 2.5 acres prepped and/or planted.
Rehabilitate 40 acre Agricultural Site for Kalo and Ulu Production on North Shore	**July 2026-October 2026 (Qtr 4)**	10 Community Workdays held and 10 Farmers Served: 3 community workdays held; 2-4 aspiring farmers engaged to cultivate/process kalo for commerical distribution.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

Kumano I Ke Ala (KIKA) is a 501c3 Native-led non-profit education farm and social enterprise empowering community through ʻāina restoration, youth development, food security and workforce training programs. Our work is centered on increasing commercial production of kalo in an effort to systematically revitalize the once thriving food production resources of Hawaiʻi. While empowering youth and adults in our community through traditional farming education and hands-on training we have restored 12 acres of dry-land mala at our mauka farm in Waimea, Kauaʻi and 10 acres of loʻi up mauka in the 'ili of Kakalae and Ahupua'a of Makaweli.

To date, KIKA has restored and rehabilitated 22 acres of dormant farmland in Waimea through its programming initiatives and these two farms serve as the education hub and base of our commercial farming operation. Kumano is also the owner and operator of the commercial value-add kalo brand, Aloha Aina Poi Co. which aggregates kalo from 10 local kalo farmers and manufactures value-add products such as poi, kulolo, and kalo paʻa for distribution throughout the Hawaiʻi and nationally via online sales.

Kumanoʻs operations are led by Kaina Makua, KIKA's co-founder and Executive Director, who also took on the Waimea poi mill operations as a salvage project in 2015, when kalo production was at its lowest point ever in the region. Since then, we have been rebuilding, expanding and working towards a fully revitalized and thriving agricultural community in which our indigenous Hawaiian kalo is the centerpiece crop.

In 2015, there were approximately 15-20 acres left in production in Waimea. Since then, Kumano's rehabilitation work over the last 10 years has doubled the amount of

acreage in production in that region. Currently, there are now approximately 40 acres restored and/or in kalo cultivation in the Waimea River complex. KIKA has been tapped to replicate these efforts in other locations and has begun similar work on Oahu's North Shore.

Through impactful and responsible stewardship of these lands, Kumano has built a solid reputation in the communities of Kaua'i and throughout Hawai'i as a reliable and formidable force in the effort to revitalize local food systems and train the next generation of agricultural workforce and restore natural resources and is responding to calls to replicated these efforts on Oahu.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

KIKA's 'āina restoration work represents 22 acres of fully restored farm lands on Kaua'i, another 35 acres that are actively being restored now. And the portofolio of space currently controlled by KIKA is 4 agricultural sites, and 1 commercial site, on 2 islands representing 100 acres.

KIKA's manufacturing and production arm, Aloha Aina Poi Co. has consitently processed 100,000 lbs of raw kalo each year for the last 3 years with the number increasing each year. KIKA maintained a kūpuna feeding program during the pandemic that provided hot meals to over 100 food insecure kūpuna in the Waimea community. More recently, througout the school year 2023-2024 and the current school year 2024-2025, KIKA has partnered with Kamehameha Schools to provide poi for its Poi for the Pēpē initiative which is providing poi (over 1,000lbs/month) on a regular bases to the 'ohana/households of the Kamehameha pre-school students in West Oahu in an effort to normalize the consumption of poi and strengthen the understanding of the significance of eating local.

KIKA's youth and community programming reaches 3,000 students and 1,00 community volunteers on multiple islands each year.

KIKA's staff is made up of professionals with decades of experience in education, agriculture, social impact, non-profit community development, data science, food manufacturing, accounting, law, graphic design and marketing. Kumano has 15 full-time office, field, and manufaturing staff on Kaua'i and Oahu.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

At the completion of the grant period in October 2026, we will have put at least 20 acres into full production for the commercial cultivation of kalo and ulu. The commercial sales from

these products will sustain the operation of the farm and community education programs. Our current farm and prodcution plans project an annual yield of 240,000 lbs of lū‘au leaf at full production. The current wholesale rate for this crop is $1.50/lb. This amounts to gross revenue of $180,000. We will develop at least 3 part-time farmer positions who will manage the lū‘au leaf operations which will sustain itself. The ulu and native plant operations will generate similar revenue and also be self-sufficient.

We also intend to develop a managed agro-tourism experience to generate diverse revenue at the site. Withuot causing traffic congestion or niusance, we believe we can host 20-30 people per day, 4 days per week, 9 months out of the year. For a total of 144 visitor days. This is projected to generate $140,000 annually. Based on these conservative projections all of the commercial operations are projected to create 5 full-time jobs by the end of 2026 which will sustain the continued development of farmers, and restoration of ‘āina and regenerative community development.

2. Describe the applicant’s capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

As stated in sections above, KIKA has proven over the last 10 years to be a transformative force at the intersection of social enterprise, environmental stewardship, community development, Native Hawaiian culture and food systems. We have exemplified an ability to develop products, and manaufacture and market those products effectively. We have leveraged both public grants and private philantrhopic funds to build community owned and governed assets to create opportunities for current and future generations, understanding that wise investments in business assets will bettter position the work to withstand disruption beyond our control within and outside of Hawai‘i. Our commercial operations provides us the opportunity to generate income that can be invested to support our mission, which we have done. Our current portfolio and balance sheet also provides us with liquid assets and borrowing power that could be accessed immediately if an emergnecy were to occur and we had to access capital to cover operations for a period of time. Our current staff and team of consultants who have experience in business development, law, finance, and philanthropy are active and on call to manage in times of abundance and scarcity and have done so with proficiency over the last 10 years.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☒ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

Our project is an Age-Friendly Honolulu Project because we will provide traditional foods, including poi ,to kūpuna on West Oahu. This removes barriers to support community inclusion and accessibilty for persons of all abilities. The kūpuna served in the 'Elepaio Social Service meal distribution program are experiencing some type of hardship that limits their abiltiy to access food/meals without assistance, therefore our providing them with locally produced traditional poi includes them in the participation of the community-wide efforts to mālama 'āina or care for the land, restore agriculture and perpetuate important cultural practices such as farming kalo. These activities all require intense physical activity, however the consumption of the fruits of that labor is just as important if not more important than the practice. In fact, feeding our kūpuna is one of the main motivations behind our 'āīna-based work. Therefore, serving our most vulnerable kūpuna directly in this process allows them to meaningfully connect and help kūpuna feel included and socially involved with community.
We will meet the additional reporting requirements by working with partner, 'Elepiao Social Services to gather participant demographic information as well as adminstering surveys throughout the year

to kūpuna participants as part of case study to identify patterns or trends in their physical and/or mental responses to eating poi/kalo on a regular basis.

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Kumu Kahua Theatre
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Kumu Kahua Theatre's 55th and 56th Seasons

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Kumu Kahua Theatre (KKT) was established in 1971 by a group of UHM graduate students who believed that Hawai'i needed a theatre to tell the stories of Hawai'i and all the people here. A 501c3 since 1991, our mission remains to encourage and promote Hawai'i playwrights, and to develop both the theatre artists who help to realize those plays and an audience to appreciate them.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

KKT will produce five shows at our Downtown, Honolulu theatre; tour one or more shows to the rest of O'ahu and neighbor islands; provide additional community artist performances, classes and internships, and theatre exploration opportunities for audiences.

Devoted solely to telling stories of Hawai'i, our community benefits from theatre that captures our cultures and the lives of the people here.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

For 54 years, KKT has produced theatre by and about people of Hawai'i to great acclaim with a greater than 95% satisfaction and engagement rate reported on our audience, artist and student surveys. This year we anticipate engaging more than 300 artists and 16,000 audience members, both local residents and visitors, including more than 100 students.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $5,996	☒ District 2 $1,365	☒ District 3 $23,640
☒ District 4 $40,166	☒ District 5 $32,974	☒ District 6 $25,990
☒ District 7 $10,291	☒ District 8 $7,981	☒ District 9 $1,499

Total Amount Requested (must be $25,000 to $150,000)	$149,902

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☒ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer

11.22.24
Date

Printed Name and Title: Donna Blanchaard, Managing Director

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Marcus R. Oshiro
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Donna Blanchard (name), Managing Director (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Marcus R. Oshiro
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 21 day of November, 2024, before me appeared Marcus R. Oshiro, personally known to me, who, being by me duly sworn, did say that he/she is the President of Board of Kumukahua Theater and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said he acknowledged said instrument to be the free act and deed of said corporation.

LLOY V. GALEON
NOTARY PUBLIC
No. 03-746
STATE OF HAWAII

Lloy V Galeon
Notary Public, State of Hawaii

My Commission expires: 12.28.2027

Doc. Date: Undated # Pages 1
Name: LLOY GALEON First Circuit
Doc. Description: Certificate of Board of Directors No Obligations in Arrears 11.21.24
Signature Date
NOTARY CERTIFICATION

LLOY V. GALEON
NOTARY PUBLIC
No. 03-746
STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

As Diep Tran wrote in the April 7, 2021 issue of American Theatre Magazine, "When the wider culture tells you that your stories, your face, your people are not worthy of attention, you make yourself smaller. You tell yourself that your feelings, your pain, your rage is not worthy of attention."

Many patrons at Kumu Kahua Theatre (KKT) report the same story to us: "This is the first theatre where I saw myself, my family, my neighborhood on the stage." It's a very common observation that Hawai'i residents of various cultural heritages are not represented in mass media. KKT answers that need with great attention to realism, quality in arts programming and education devoted to the Hawaiian Islands and cultures.

Our productions span our history from ancient Hawaiian folklore and the defining history of the late 1800's through present day, and include such themes as colonization, inter-cultural clash, picture brides, houselessness, and the cost of living in Hawai'i, which drives many of our kupuna seeking an affordable retirement to the continent.

We seek to entertain and enlighten through performances, discussions, classes, and audience surveys that strive to stretch our audiences' imaginations and thought processes while we entertain them.

These are a few examples of our work:

Among the many Hawaiian-centric plays we've produced Alani Apio's trilogy: Kamau, Kamau A`e, and Ua Pau (It Is Finished, Over, Destroyed) center on a Hawaiian family caught in the changing cultural, economic and social environment of Hawai`i.

Who the Fil am I by Troy Apostol is about three Filipino young men who leave Hawai'i to discover their heritage in the Philippines.

A Cage of Fireflies by Daniel Akiyama introduced us to three elderly Okinawan sisters of the kibei generation, sent as children to be raised in Okinawa, then returned to live and work in Hawai`i.

All that Remains by Mona Z. Smith is a sweeping epic about 442nd and 100th Battalion soldiers in WWII.

Fishing for Wives by Edward Sakamoto is a comedy about Japanese picture brides and their big island fishermen husbands to be.

Ricepaper Airplane by Gary Pak is a play adapted from the novel of the same name, about a Korean dreaming of home as he works in the Hawaiian sugar plantations of the 1920's.

David Carradine not Chinese by Darrell H.Y. Lum is a light-hearted exploration of Asian identity in American media.

Susan Soon He Stanton's, Untitled TMT Project uses theatre to investigate many sides of the 20-meter telescope protests.

Aloha Las Vegas is another Edward Sakamoto poignant comedy in our cannon, about a local family faced with their dad's eminent move to Las Vegas, where his retirement funds will stretch much further than here in Hawai'i.

KKT is proud to be a cornerstone of the downtown Honolulu arts and culture scene. Our plays are local stories performed by local people for our community and visitors. Currently KKT is the only year-around producing theatre solely dedicated to telling local stories. This unique 'theatre of place' serves an important role in passing down our history as a community, and sharing our culture and stories with each other and visitors to our island.

In a study commissioned by the Wallace Foundation, Kevin F. McCarthy, Elizabeth H Ondaatje, Laura Zakaras and Arthur Brooks confirmed that the benefits of art in our communities include both private and public value such as improved self-efficacy, learning skills and health, development of social capital, expression of communal meaning, capacity for empathy, cognitive growth and creation of social bonds.

Theatre is a "safe" conduit to share stories and experiences that are sometimes bitter, poignant, funny, frightening and/or warm. Eventually, the lights come back up and our audiences have laughed and cried their way to greater understanding of the people sitting next to them, living around the corner and visiting from around the world.

In a survey of our theatre patrons in 2024 more than 98% of our KKT audience reported that the mission of our theatre is very important to them.

To assure that personal finance is never a barrier between our art and our community, our ticket prices are among the lowest in the state, we offer scholarship subscriptions and deep discounts freely for every production. During the pandemic, we streamed our productions and gained audiences around the world and state. To continue to offer our performances to those who may not be able to visit us in person, we partner with 'Olelo TV to film and present our shows online, and many of our classes are taught via Zoom. All of our online performances and 100% of our classes are offered free of charge.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

We produce five locally written and focused plays each year, experimental "Dark Night" performances, artist classes, community discussions, and inter-island production tours.

One of our greatest strategies to connect with our community is to contact organizations connected to our productions' subject matter and invite them to join us. For example, when we produced a show about a family experiencing their matriarch's dementia, we contacted

Navian Hawai'i, Kokua Mau Continuous Care, and Gimme a Break - Caring for Caregivers. We offered special discounts for their employees, volunteers, and participating families, and partnered with them to hold a group discussion for caregivers following one of our performances.

Our artist classes and mentorships include playwriting, acting, directing, and stagecraft. 100% of these are offered free of charge, and we pay the instructors.

We created a 1-day playwriting workshop for folks who have never written a play. The workshop is led by our own Artistic Director, Harry Wong, and Honolulu Theatre for Youth's Director of Education, Daniel A. Kelin. We've held these workshops at our theatre several times and have recently begun taking it on the road to Windward and Leeward Community Colleges. This year, we'll also partner with the KEY Project in Kahalu'u, and the Kroc Center in Kapolei to assure that we're inviting as many local people as possible to learn about sharing their stories.

We regularly tour shows to the Maui Arts and Cultural Center, and offer classes while we're there to ignite our future's story-tellers through theatre. Last year we also took a show to UH Hilo and hope to continue that partnership on an annual basis.

Our current theatre operation makes it possible for anyone who can get to downtown Honolulu on a show night can witness and participate in our work, but we recognize that is not enough. We also offer some of our classes via Zoom and partner with 'Olelo TV to record our shows, when possible, to share with limited runs on their television stations.

We offer deep discounts to students, seniors, and military personnel, and free "Dennis Carroll," tickets for every performance at Kumu Kahua Theatre. Dennis was our founder and, in his name, we give ten, reservable tickets away for each weekend of performances. We also reach into our community through social media, groups, clubs, and associations to ensure that as many people as possible know about our shows, classes, auditions, and other events.

We're proud to share our work that broadly, and we are also aware that some residents of O'ahu may not be able to enjoy our work because of transportation and mobility issues and not everyone has an internet connection stable enough to stream a video. That's why we're adding audio productions that can be downloaded and streamed much more quickly and easily than video and these audio recordings will be available to enjoy any time.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Mainstage Productions
Our shows begin with production team selection, meetings, and auditions a full two months prior to opening night. Rehearsals begin no less than six weeks before opening. The productions will open in January, March, May, August, and November. Each production runs for a minimum of five weeks.

Advertising begins with a season announcement and brochure in the summer (our seasons run from August through July). Each production is advertised on our website, social media and targeted advertising, prior to and during production. This advertising includes invitation to specific groups such as Okinawan clubs invited to an Okinawan story, etc., print and radio ads, press releases, interviews with our artists offered to local media outlets, entries on community calendars and special artist engagement opportunities.

Once a show is in rehearsals, our designers execute plans approved by production directors, and our shows have previews, then finally open.

We invite local teachers, fellow non-profits, and residents of area senior citizen homes to attend our preview performances free of charge. Audiences of our opening nights and second Friday performances are invited to stay after our performances for receptions and conversations with our artists. We also invite 'Olelo TV to film our shows, inform our community when those recordings are available to watch on 'Olelo TV, and host additional times to watch those performances on our YouTube channel free of charge.

Other Performances
While our shows are running, we make the theatre available for Dark Night performances Sunday-Wednesday nights. For Dark Nights housed in our theater, we offer marketing, box office, and technical support to incoming individuals and groups at little or no cost to visiting artists.

We host additional offerings on our stage and social media throughout the year, including digital readings of contest-winning scripts and table-readings of new scripts in person.

One show a year tours to Maui, and we are currently developing audio theatre programming, producing scripts in our archives for audio production.

Contests
Each year we host an annual playwriting contest in collaboration with the UHM Theatre and Dance Department. Winning scripts receive cash prizes and are submitted to the UHM library.

We host a monthly writing contest in collaboration with Bamboo Ridge Press. On the first of each month, a prompt is given for a five-page monologue or ten-page scene. Cash prizes are given to the winners and all entrants are given the opportunity to hear their scripts read and discussed by seasoned theatre artists of the Keakalehua Zoom Playreading Hui.

Education
Classes at Kumu Kahua Theatre are taught by local artists throughout the year. We host at least two playwriting workshops, one acting class, one season-long directors intensive, and often others such as improvisation, and stage combat. Our internships are ongoing throughout the season.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

The following line items are requested in our budget proposal:

Salary and Benefits for Artistic Director: Our Artistic Director selects our season of plays, coordinates our play contest and Dark Nights, and oversees production directors, who in turn select their production teams. All activity within the performance space falls under his purview. He also directs one or two of our season productions and collaborates with the Managing Director to plan and execute tours.

Salary and Benefits for Managing Director: Our Managing Director is responsible for marketing, fundraising, outside partnerships and overseeing daily business and administration activities, including the Office Manager and Box Office Associate. Much of the hands-on advertising design and communication work is handled by Charisma Industries

Salary and Benefits for Office Manager: In addition to running the box office and business office, our Office Manager assures coordination between our artists and business functions by fulfilling such tasks as gathering and assembling production information for playbills, facilitating receptions and perks for our artists and training and coordinating a team of volunteers to manage guest experiences in the theatre.

Professional and Contractual Services: This item includes commissions and royalties for playwrights and honorarium for production artists.

Office Rent: We are grateful for a very low rent agreement with the state that allows us to operate in our portion of the King Kamehameha V Post Office. The rent we pay allows us to present performances with the lowest-cost tickets on the island.

Office Utilities: Our electricity demands include stage lighting, air conditioning necessary to keep the theatre cool during productions with heat producing stage lighting, and activity nearly every day and night of the week.

Office Maintenance/Repair and/or Security: This budget line item includes monthly charges for security and printer/copier/scanner maintenance, as well as maintenance on all office equipment, and back-office software needs.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Our season runs August through July each year; this timeline is submitted to match the Grant Activity period.

Our Board of Directors meets bi-monthly and the Artistic Director (manages: Playwright/script, Production Director and theatre craftsmen development) and Managing Director (manages: daily management, grant, sponsorship, donation, and marketing efforts and partnership development) continue throughout the year.

Monthly playwriting prompts are distributed on the first of each month. Admission window closes on the last day of the month, and winners are announced on the 15th of the following month throughout the year. Each month submitted entries are offered readings and discussions by the Playreading Hui.

October - Rehearsals in progress and designs and marketing are underway for November/December production ("rehearsals in progress" month activities will repeat below). Annual donation campaign sent to print.

November - Production opens and marketing continues, tickets sales and usher and house manager volunteers are coordinated by the Office Manager. Preview and opening nights held, and one Dark Night. Audience surveys are sent to individuals following their attendance. Auditions are held for January/February show and rehearsals begin ("production opens" month activities will repeat below). Annual donation campaign mailed.

December - One Dark Night held. Production closes and the set is struck, surveys are sent to artists, and audience and artist anonymous surveys are studied by staff for best practices and program improvement ("production closes" month activities will repeat below). Rehearsals process continues. Donations received and processed throughout the year.

January - Annual playwriting contest completed and entries distributed anonymously to judges. Production opens activities held. Year-long directors training class begins meeting to study and discuss scripts and productions of those scripts at theatres around O'ahu.

February - Production closes activities and rehearsals in progress. One Dark Night production, one class begins, reading of new play hosted.

March - Production open activities held. Fundraising campaign plans solidified and plans for season announcement begin.

April - One class and one Dark Night Production held. Production closes and rehearsals are in progress.

May - Production open activities held. Play contest awardees announced and awards distributed. Next season brochures are produced. Reading of new play held.

June - One Dark Night Production held and production closes. Next season announced and advertised widely. Subscription sales begin.

July - Season subscription sales continue. Rehearsals in progress for August/September show. Season sponsors gathered. Subscription sales continue. One class begins.

August - Production opens activities and one Dark Night Production. Subscription sales continue.

September - Production closes. One class held. Annual donation campaign plans formed.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

We enrich lives by bringing the community together to be moved by Hawai'i-centric fearsome tragedy, moving drama and hilarious comedy. We help engender knowledge, understanding, community, kinship, inspiration, and both thought and artistic exploration through the power of theatre. We are confident we will be able to achieve the proposed grant activity because of our past experience running similar programs since 1971, the strong capacity of our staff, commitment of our board, artists, and volunteers, and loyalty of our patrons.

Over the last decade, our ticket sales have increased by 190% and subscription sales have risen by 400%. In the last year we gave free tickets to more than 400 people and our coupons were taken advantage of by more than 500 people (6%). We continue to thrive, producing local shows, the majority of which are world-premieres.

We know we're successfully impacting lives because 95% of people who engage with KKT report that they plan to return and more than 95% of our patrons reported that our plays have inspired interesting thoughts and conversations. Among the new visitors to our theatre surveyed, 99% of them said they would like to return to KKT when they return to the island. Not only are our stories being relayed, but are actually affecting people with the essence of our community.

Throughout 2020 and 2021, when we were not able to continue business as usual, we pivoted to digital production and online engagement activities. Rather than lose audience and support during this time, both increased. When operations returned to normal, we experienced the national trend of theatres to lower in-person audience numbers than 2019. We also experienced new and substantial costs for security around our theatre. Both of these caused higher expenses than income for the year. Our staff and board of directors responded quickly with additional fundraising and marketing efforts designed to recoup our last fiscal year's deficit and end this season without one.

Through all the ups and downs of the last 54 years, our team of staff, artists, volunteers, and board of directors have remained strong and dedicated to continuing to fully serve our mission without fail.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and

other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

We are confident in our capacity to achieve the outcomes proposed. We have a strong staff base, including an artistic director, Harry Wong, who has overseen our artistic function for 27 years. Our managing director, Donna Blanchard, has more than 22 years of experience in business management and has successfully directed KKT since 2012. Sara Ward is our office and box office manager, and volunteer coordinator. She has 23 years of non-profit theatre administrative support and management experience.

Our loyal team of more than 150 volunteers includes actors, playwrights, designers, directors, ushers, technicians, and production supporters such as assistant directors, house and stage managers. Some of these have been working with us since the 1970's, some come back to us after their families have grown or when they retire, and we have a constant influx of new volunteers each year.

KKT has a strong, diversified, and growing funding base, including individual, corporate, and foundation support. When we experienced a deficit, we were able to continue operations without a hitch by using funds previously secured through the Economic Injury Disaster Loan. This year we began working with a fundraising consultant to teach our board and stakeholders new ways to invite our community to support the theatre financially.

Our theatre and administrative offices are located on Merchant Street in downtown Honolulu. We are currently on our second 20-year lease for the space.

Some of our subscribers have been with us for most of our 54 years of operation and many of our business relationships have lasted decades, including our mutually beneficial partnerships with the University of Hawai'i, First Hawaiian Bank, The Honolulu Star-Advertiser, and Murphy's Bar and Grill.

During the economic recession of 2008-2010 and the COVID pandemic, KKT has never failed to serve its mission for our community.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

We are committed to continuing to benefit the community through all four prongs of our mission by nurturing local playwrights, producing their work, developing local theatre artists, and educating our community on the intrinsic value and appreciation of our brand of local theatre.

It is important to us that we engage and involve all ages of our community. Though our shows are not generally geared for families with very small children, our upcoming season includes four shows that include multiple generations of local families. We also plan to add a family-friendly Christmas show to our season in 2025, in an effort to inspire a love of theatre in individuals from keiki to kupuna.

In addition to current programming, we have already begun work on an audio series of our plays. We are partnering with East West Center and Kamehameha Publishing to utilize our 54 years of archived scripts to create "radio plays" that can be downloaded or streamed as easily as a podcast or music playlist. This will be an additional way for our current audience to enjoy the work of local playwrights and actors, and a new way to reach an audience that may not traditionally attend live theatre, and for those who are unable to visit us at the theatre, and/or don't have the internet bandwidth to stream video recordings of our shows. This initiative will also share stories of the people of Hawai'i with listeners around the world.

We are also touring our one-day playwriting introduction workshop to communities around the island, and are in discussions with area schools about offering this class to their students. Collaborations for these classes are currently in development with The KEY Project, The Kroc Center, Kapiolani, West O'ahu, and Leeward Community Colleges, Mid-Pacific Institute, and Punahou. These classes have already taken place at our theatre (several times) and we began our island-wide expansion with Windward Community College.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

One item on our board of directors annual retreat this year is establishing a stakeholders board to add an additional resource, providing input, advice, and "feet on the street" strategic initiatives. This new board's purpose is to help the organization better understand the needs of its stakeholders and to work with the staff and volunteers to support current initiatives while creating even greater value for our community.

Despite the annual deficit we've experienced, we maintain six-months of working capital. To assure that we are able to expand our programming responsibly while building another six-months of working capital, we have begun working with Sanae Tokumura ACFRE of Solid Concepts Inc. She is a fundraising and public relations consultant for non-profit organizations. Sanae is not only an actor and technician volunteer at KKT, she is also volunteering her time to work with our board and managing director on new and sustainable revenue streams to support KKT.

We know that expanding our services has consistently brought new talent and patrons to KKT. As we continue our current fundraising activities, we have also recently opened an account with Charles Schwab, making it easier for our patrons with accounts there to transfer assets to KKT. We have already begun receiving donated assets this way and are managing those assets conservatively, yet profitably.

We hope that our expanded programming and attention to building support streams will enable us to hire a development director in 2026, so that we may continue to engage and involve our community members for another 50 years and beyond.

E. No CITY funds or assistance. The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds. A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☒ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

Last year we were featured in Generations Magazine because so many of our artists, volunteers, and staff are seniors. We recognize that one of the benefits of theatre is that it naturally attracts people of all ages and is an opportunity for younger newcomers and we seniors to learn from and enjoy each other.

Here are some of the ways our work aligns with Age-Friendly Honolulu initiatives:

- The class we are currently preparing to teach at The KEY Project in Kahalu'u is for their Kupuna Program, Nā Pua o Ko'olau. Through this collaboration we hope to someday produce a new play written by a member of our Windward Kupuna.
- Dann Seki, a retired audiologist in his late 70's, is an actor and board member at KKT. Last year he expressed interest in learning to design properties (props - items used on stage that are not stationary pieces of the set). We were happy to pair Dann with one of our experienced prop designers and are proud that Dann designed all props for our current show.

- One of our playwriting instructors is Victoria Nālani Kneubuhl. Currently in her mid-70's, Victoria is a gentle and inspiring instructor who naturally makes her classes comfortable for all ages.
- When we produced our work digitally during the pandemic, we recognized that some of our senior patrons needed help to access our live-streams. We brought on an additional employee to work for two hours prior to each of our performances specifically to take calls and give support to everyone who needed it.
- Our audio theatre programming will not only be easily accessible for anyone who can open a website and click a link, it will be a particular treat for those who remember shows like *Radio Mystery Theatre* and *Suspense!*, produced in the 1940's-1970's.

If awarded, our volunteer coordinator will work with a team of our senior volunteers to gather reporting data via written and digital surveys, conversations, photographs, and testimonials. Our staff will manage the collection and management of this information.

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Kupu
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No X
C. Grant Activity Name:	Kupu Community Program

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Founded in 2007, Kupu provides experiential education and job training opportunities to help under-resourced young adults succeed and become lifelong community servants. Kupu's mission is to empower youth to serve their communities through character-building, service-learning, and environmental stewardship opportunities that encourage integrity with Akua, self and others.

E. **Briefly describe the Grant Activity and public need being filled.** *(400 character count limit*

F. Kupu seeks Hawaii Grant in Aid funding to support sustainable community development for Oahu's low and moderate income communities. The program addresses high dropout rates, academic struggles, economic dependency on low-wage jobs, and environmental sustainability challenges. By empowering under-resourced youth through education, employment, and environmental stewardship, Kupu promotes a resilient and equitable society.

G. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

1. **Enroll and Provide Services for up to 40 Opportunity Youth**: This outcome ensures vulnerable youth receive essential support services, improving their well-being and stability.
2. **Enroll up to 30 Students into Alternative Learning Pathways**: Promotes long-term growth and breaks the cycle of poverty through education.
3. **Visit up to 15 Community Based Organizations(CBO's) host site to provide Conservation Service-Learning**: Educates youth on environmental stewardship and benefits the community.
4. **Offer up to 45 Personal and Professional Development Workshops**: Equips youth with skills for future employment and personal success.

Number and Description of Those Served: Up to 40 youth many of Native Hawaiian or Pacific Island descent, including those facing homelessness, abuse, poverty, food insecurity, and judicial system involvement.

H. Council District **Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in <u>whole</u> numbers only.**		
☐ District 1 $	☐ District 2 $	☐ District 3 $
☐ District 4 $	☐ District 5 $	☐ District 6 $75,000
☐ District 7 $75,000	☐ District 8 $	☐ District 9 $
Total Amount Requested (must be $25,000 to $150,000)	$150,000	

I. Type of Grant Activity (pick <u>ONE</u> category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas. X		
☐ A. Arts	☐ B. Culture	☒ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer

Printed Name and Title:

11/20/2024
Date

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

Timothy E. Johns
(Signature)

Timothy Johns, Board Chair
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Matthew Bauer (name), Chief Operating Officer (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

Timothy E. Johns
(Signature)

Timothy Johns, Board Chair
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 19th day of November, 2024, before me appeared Timothy E. Johns, personally known to me, who, being by me duly sworn, did say that he/she is the Board Chair of Kupu and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said Board Chair acknowledged said instrument to be the free act and deed of said corporation.

KIM MATSUKAWA NOTARY PUBLIC Comm. No. 17-23 STATE OF HAWAII

Kim Matsukawa
Notary Public, State of Hawaii

Printed Name: Kim Matsukawa

My Commission Expires: January 22, 2025

KIM MATSUKAWA NOTARY PUBLIC Comm. No. 17-23 STATE OF HAWAII

Doc. Date: Undated # Pages 22
Name: Kim Matsukawa First Circuit
Doc. Description: Tier II Grant Proposal (Grants $25,000 to $150,000) Solicitation No. RGP-DCS-GIA2026

Kim Matsukawa 11/19/24
Signature Date

NOTARY CERTIFICATION

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Imagine a future where communities of Oahu thrive, with improved well-being and quality of life, especially for low- to moderate-income areas of the island. Kupu is requesting Hawaii Grant in Aid funding to support sustainable community development by addressing critical issues such as high dropout rates for at-risk students, academic struggles, economic dependency on low-wage jobs, and increasing environmental sustainability challenges in Hawai'i.

Community Need

The City and County of Honolulu is a leader in helping our communities succeed but the need to address the challenges faced by youth from low- to moderate-income areas is critical. These young individuals, often referred to as "Opportunity Youth," are disproportionately affected by socio-economic vulnerabilities, including high rates of poverty, low educational attainment, and limited access to stable employment. These youth are at a higher risk of long-term poverty and unemployment, which can perpetuate cycles of disadvantage and hinder community development. Addressing these issues needs to be a priority, as it not only improves the immediate well-being of these young people but also contributes to the overall resilience and sustainability of low- and moderate-income communities island-wide. By focusing on the needs of these vulnerable populations, our island can create a more equitable and prosperous future for all residents.

Target Population and Vulnerability

Kupu Community's target population is primarily composed of youth from low- to moderate-income areas, many of whom are considered vulnerable due to their socio-economic status. Known as "Opportunity Youth", almost 90% of Kupu Community program participants come from EJ40 designated communities, which are identified based on factors such as fossil dependence, energy burden, environmental and climate hazards, and socio-economic vulnerabilities. For instance, around half of the program participants come from the Kalihi area, where 34% of residents are considered low income, and 17% have less than a high school degree 10% higher than the state average. In the 2022-2023 program year, the ethnicity of Kupu Community Program members was 30% Native Hawaiian, 67% Pacific Islanders, and 3% other. This diverse group benefits from trauma-informed services that create a safe and supportive environment, fostering learning and personal growth.

Addressing Community Development

The Kupu Community Program addresses the challenges of low wages and unemployment amongst Opportunity Youth, who often of low and moderate economic backgrounds, attend Title 1 schools, receive public welfare, or live in low-income housing. Through these efforts, Kupu contributes to the sustainable improvement of the well-being and quality of life for these

communities while providing additional capacity for Community Based Organizations working in conservation. Early intervention that treats these youth as population to be uplifted rather than cordoned off is a promising path forward. Kupu plays a crucial role in this uplift by combining direct experience, educational opportunities, professional development in conservation, and soft skills involving communication, personal finance and working in teams. Kupu combats the long-term poverty experienced by high school dropouts by working with non-diploma holders to award them a high school diploma equivalent.

By addressing these community development and environmental issues, the Kupu Community Program aims to create a more resilient and sustainable future for Hawai'i, empowering under-resourced youth to contribute meaningfully to their communities and the local economy. The program's focus on education, employment, and environmental stewardship provides a holistic approach to community development, ensuring that participants gain the skills and knowledge needed to succeed in a rapidly changing world. By treating these young people not as problems to push away but the solution for a better community for all Oahu.

Conclusion

By granting GIA funding, you are investing in the future of our island home. Many of last year's GIA awardees our Kupu's partners in this program. You are helping to ensure that our most vulnerable students can succeed academically and personally, breaking the cycle of poverty and contributing to a more sustainable and equitable society. Kupu's efforts to support low- to moderate-income areas through education, employment opportunities, and environmental activities are crucial for the long-term well-being and prosperity for the City and County of Honolulu's.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

Scope of Work

1. **Facility Use and Maintenance:**
   - Kupu will provide HIDOE students and teachers with the use of the Harry and Jeanette Ho'okupu Center for educational purposes.
   - Kupu will maintain the facilities used as part of the partnership with HIDOE to ensure a safe learning environment for participants.
2. **Nutritional Support:**
   - Kupu will provide daily breakfast and lunch at no charge to the participants.
3. **Conservation (Malama Aina) Service-Learning:**
   - Kupu will provide hands-on conservation service-learning experiences in partnership with host sites.
4. **Transportation:**
   - Kupu will provide transportation for students to participate in conservation service-learning opportunities.
5. **Curriculum:**

- Kupu will include a specific curriculum to reinforce and upskill participants to help them achieve a High School Diploma or Equivalent.

6. **Workshops and Development:**
   - Kupu will lead or facilitate workshops for the personal and professional development of participants.
   - Kupu will provide case management and facilitate preparation for work certifications.
   - Kupu will provide adult mentorship for students.
7. **Collaboration with HIDOE:**
   - Kupu will collaborate with HIDOE staff to enroll students in the Ho'okupu Center services.
   - Kupu will manage daily on-site services for HIDOE educational activities.
   - Kupu will collaborate with HIDOE on program evaluation.

Long Term Service (3 Months to 1 Year):
Participants will engage in up to six weeks of conservation service learning activities under the Malama Aina component of the program, which may include outplanting native species, farming taro fields, and restoring traditional fishponds. Following this, participants will engage in the high school education pathway offered in partnership by Kupu and HIDOE. These services will be offered for up to one year. Kupu staff will work with participants individually to create a transition plan supporting their exit from the program and entry into the workforce or higher education as newly minted high school graduates.

Short Term Service (2 Months or Less):
For youth who are not ready to commit to a long-term program and need more immediate support, Kupu staff will offer short-term services with the goal of enrolling them into long-term service and/or setting them on a path of greater personal and economic stability. Resources and services may include:

- Service Referrals
- Counseling
- Positive Peer to Peer Engagement and Support
- Tutoring
- Employment Readiness Support
- Healing through Conservation(Malama Aina) Service

Kupu recognized the need to address the critical issues of high dropout rates, academic struggles environmental sustainability challenges in Hawai'i. By focusing on youth intervention while preparing participants for careers in green jobs and future success no matter the field a brighter future can be achieved through holistic community development.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

Kupu's Community program aims to sustainably improve the well-being and quality of life for local communities, particularly those in low to moderate income areas, through community development. By serving up to 40 youth during the performance year, Kupu addresses the needs of some of Oahu's most vulnerable young people, including those facing homelessness, abuse, poverty, food insecurity, and judicial system involvement. In the 2022-2023 program year, the ethnicity composition of the project's members was 30% Native Hawaiian, 67% Pacific Islanders, and 3% other. This diverse group benefits from trauma-informed services that create a safe and supportive environment, fostering learning and personal growth. Kupu's dedication to uplifting these communities is evident in its focus on students from low and moderate economic backgrounds, many of whom attend Title 1 schools, receive public welfare, or live in low-income housing.

Expected Outcomes:

Outcome 1: *Enroll and Provide services for up to 40 opportunity youth*
This outcome ensures that vulnerable youth receive essential support services. By addressing these critical needs, Kupu helps improve the overall well-being and stability of these young individuals, directly benefiting the target population.

Outcome 2: *Enroll up to 30 students into Alternative Learning educational pathways*

By enrolling youth into educational pathways, Kupu promotes long-term personal and professional growth. This aligns with the Grants in Aid Fund's priority of fostering sustainable community development through education. Providing these opportunities helps break the cycle of poverty and opens doors to future success for the youth.

Outcome 3: *Visit up to 15 Community Based Organizations(CBO's) host site to provide Conservation Service-Learning*

Conservation service-learning opportunities not only educate youth about environmental stewardship but also engage them in meaningful activities that benefit the community. This outcome supports the Grants in Aid Fund's focus on environmental sustainability and community involvement, creating a positive impact on both the youth and the local environment.

Outcome 4: *Provide up to 45 (duplicated) personal and professional development workshops to youth*

Offering personal and professional development workshops equips youth with essential skills and knowledge, preparing them for future employment and personal success. Workshops may cover such topics as personal well-being and finance. Workshops may be duplicated due to to cohorts starting at different times of the year This outcome aligns with the Grants in Aid Fund's goal of enhancing the quality of life for individuals in low to moderate income areas by providing them with the tools needed to thrive.

Through these outcomes, Kupu's program directly benefits the target population by addressing their immediate needs, promoting educational and professional growth, and fostering a sense of community and environmental responsibility.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Kupu partners with multiple organizations for its conservation service learning aspect. The sites include 10-15 different lands managed by community based organizations. The Kupu Community programs provide working hands and service for those sites who may not have the capacity to achieve all the projects they need done.

Kupu's primary partner is the Hawaii State Department of Education (HIDOE). HIDOE is the accredited entity that provides the testing for the diploma and awards the actual diploma to our youth. Other important partnerships include Kupu's relationship with organizations such as American Savings Bank and Keiki O Ka Aina.

Milestones:

1. Interview youth prior to the cohort start date.
2. Complete cohort orientation within the first week.
3. Have site partners scheduled for at least the first three weeks.
4. Complete enrollment process with area schools to ensure smooth transition into class at about six weeks mark.
6. Complete Conservation Service-Learning opportunities.
7. Identify potential graduation date for each youth based on progress made in class.
8. Start off-boarding process, which if applicable, includes outside job searches and employment separation with Kupu.
9. Formally graduate participants.

Ho'okupu Center Operations: The Ho'okupu Center services, which have been operational for a decade, operate year-round.
Service Reception: To achieve the outcome of "up to 40 youth enrolling and providd services" Kupu will offer both long and short-term services for unengaged youth in need of support. For the long-term service, Kupu will either have youth continuing their service from the previous year or enroll new youth into the long-term option. Kupu plans to enroll youth in the program during October 2025, November 2025, April 2026, and August 2026, with Kupu expecting to report up to 10 youths enrolled during those months.
Education Pathway: To achieve the outcome of "up to 30 youth participating in education pathways" HIDOE will partner with Kupu to identify and enroll youth in the Ho'okupu Center classroom and GED programs. Initial enrollments are targeted for August 2025, with additional enrollment periods anticipated in subsequent months, including October 2025, November 2025, April 2026, and August 2026. By enrollment each month, Kupu anticipates enrolling approximately six to ten students.
Workshops: To achieve the outcome of offering "up to 45 personal and professional development workshops to youth," Kupu staff will conduct three to four workshops per month. This schedule will result in the desired outcome of 45 workshops.
Conservation Service Learning (Malama Aina): To achieve the outcome of "Visit up to 15 Community Based Organizations (CBO's) host site to provide Conservation Service-Learning" the Malama Aina phase of the program, Kupu staff will aim to have by December 2025, May 2026, and September 2026, up to five site visits completed.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

There are two primary areas that the requested budget will cover for the proposed project, Staff Salaries and Indirect Costs.

Staff Salaries
The positions covered in this application's budget include a Program Manager and Program Coordinators that directly work with Ho'okupu Center youth. The Program Manager is responsible for building community partnerships that enrich the program services, maintain relationships with youths' guardians and friends, and provide counseling to youth throughout their program. They also are responsible for supporting youth in addressing challenges that may be preventing them from personal and economic stability, helps them track their own progress or lack there of, and connects them with other services outside of Kupu that ensures their success. The Program Coordinator is responsible for faciliting daily activities such as classwork, conservation experiences, and/or workshops targeted at developing youth personally and professionally. The Program Coordinator is also responsible for transporting youth to their different service and volunteer experiences each day.

Indirect Costs
Funding allocated to indirect costs support organizational expenses. Kupu indirect costs are organization-wide costs that are not supported by direct program funding. Costs may include management, administration, occupancy, insurance, software, and other overhead costs that support the general operation of the organization and program activities.

All the expenses described above are necessary to achieve the desired outcomes. Staffing is undeniably the most important part of our program. Given the target population, experienced staff is key to making a difference in the lives of our program youth. Second, the indirect costs allow our Ho'okupu Center programs to continue receiving support from our larger organization's resources such as an accounting team and operational support.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Projected Annual Timeline

Ho'okupu Center Operations:

- **Year-Round:** Kupu Community services are operational throughout the year.

2025

Workshops: approximately 3-4 workshops occur every month through the project period

- **October 2025**
    - **Service Reception**: Enroll up to 10 youth in long-term services.
    - **Education Pathway**: Enroll up to 6-10 youth in GED classes.
- **November 2025**
    - **Service Reception**: Enroll up to 10 youth in long-term services.
    - **Education Pathway**: Enroll up to 6-10 youth in GED classes.

- **December 2025**
    - **Conservation Service Learning (Malama Aina)**: Complete up to five site visits.

2026

Workshops: approximately 3-4 workshops occur every month through the project period

- **April 2026**
    - **Service Reception**: Enroll up to 10 youth in long-term services.
    - **Education Pathway**: Enroll up to 6-10 youth in GED classes.
- **May 2026**
    - **Conservation Service Learning (Malama Aina)**: Complete up to five site visits.
- **August 2026**
    - **Service Reception**: Enroll up to 10 youth in long-term services.
    - **Education Pathway**: Enroll up to 6-10 youth in GED classes.
- **September 2025**
    - **Conservation Service Learning (Malama Aina)**: Complete up to five site visits.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

Kupu, a 501(c)(3) established in 2007, is the largest youth-focused conservation organziation in Hawaii. The organization's mission is twofold: to preserve the land while empowering youth. Kupu, which means "to sprout" in Hawaiian, nurtures the next generation of environmental protectors by offering hands-on training and national service programs that educate and mentor youth. Kupu has risen to meet the increasing demands of the green job sector, generating hundreds of internships and service-learning opportunities at partner sites across Hawaii and the Pacific that blend vocational training with leadership development. Since its inception, over 5,700 youth and young adults have been engaged in Kupu's conservation, sustainability, and environmental education, with 79% actively pursuing or employed in a conservation, sustainability, or natural resource management career. Kupu has generated more than $229 million dollars in economic benefits to Hawaii, and to date, has replanted 1.5 million native species , 151,000 acres of invasive species removed, and more than 74,000 volunteers engaged. The Kupu Community Program was established to address

the pressing needs of under-resourced youth in Hawai'i, particularly Native Hawaiian and Micronesian students aged 16 to 24. Recognizing the challenges these communities face, including economic hardship and limited educational opportunities, Kupu aimed to provide a comprehensive support system that includes life skills training, job opportunities, and educational pathways.

In the past year, Kupu Community has made significant strides, serving 55 youth, with 30 participating in education pathways and 35 securing paid jobs within Kupu's culinary and farm sectors. Additionally, Kupu-C offered 45 personal and professional development workshops, enhancing the skills and capabilities of its students. Kupu has increased the number of students served from 40 to 50, leading to a rise in educational motivation and success. DOE students have seen an average 2-point GPA increase and earned 4 recovery credits, while GED students have averaged a 1-2 grade level increase in math and reading. In the past year alone, 13 students graduated with a diploma, increasing their lifetime earning potential by $5.2 million. To date, over 100 participants have graduated from the program, demonstrating its success and potential for broader impact.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past). Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

For over a decade, Kupu has been empowering under-resourced youth to land jobs and pursue higher education through service-learning, character-building, and hands-on environmental stewardship opportunities. The organization has a regular staff of approximately 70 employees including a full accounting team of six, a Grants and Contracts and Compliance Manager, and many other positions that lend to the organization's ability to carry out the above plan. To date, Kupu has served over 5,000 youth across the State of Hawaii, a majority of them being within the City and County of Honolulu.

Under the direction of CEO John Leong, Kupu continues to impact local communities as one of the state's largest providers of conservation and sustainability youth programs. The programs included in this proposal boasts staff that are trained professional social workers and conservation experts.

Year after year, Kupu has shown the ability to grow and sustain its services. In 2020, the organzation also took on the role of putting people back work after having been laid off due to the COVID-19 pandemic. Kupu received $5 million of CARES funding from the State DBEDT to employ over 350 Hawaii residents in conservation jobs, while still operating our other programming as normal. Kupu's current staff members received training in implementing Trauma-Informed Care (TIC) practices into Kupu Community programming. TIC is a human-service delivery framework based on knowledge and understanding of how trauma affects a person. The framework helps address their service needs and usage. All staff have also completed "Building the Beloved Community" a seminar focused on self-awareness and care for at-risk populations. Managers participated in the Human Resource Corporation ALTRES's Supervisor Training series.

In support of the project, Kupu has the Ho'okupu Center, a facility in Kewalo basin that boasts classroom and large multipurpose spaces, offices, conference rooms, and a commercial kitchen. The center is a 2023 AIA Honolulu Design Awards winning facility in. It incorporates

several green and sustainable measures in its design and operation. Including a net-zero energy-rated photovoltaic system that generates as much energy as it uses, contributing to energy conservation. An Electric Vehicle (EV) charging station promotes the use of electric vehicles, reducing carbon emissions. The center also emphasizes farm-to-table preferred cuisine while supporting local agriculture.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

Kupu, is committed to ensuring the sustainability of the Kupu Community Program beyond the initial grant period. Since inception in 2019, the program has demonstrated significant impact and growth. By securing funding for the positions, Kupu aims to build a robust support system that addresses both the immediate and long-term needs of the community. To sustain these positions beyond the grant term, Kupu plans to leverage diversified funding sources, including private donations, corporate sponsorships, and government/foundation grants. Kupu's possesses a strategic plan for sustaining and expanding its activities beyond the grant period based on three existing revenue streams that can progressively cover project costs over time in addition to continuing to secure other grant funding:

- Ho'okupu Center Usage Fees: These fees contribute to the annual costs of the Ho'okupu Center programs.
- Catering Revenue: Income from catering services also helps cover a portion of the program costs.
- Kupu Farm Revenue: The earnings from the farm further support the financial needs of the programs.

These revenue streams reduce Kupu's reliance on grant funding each year, allowing the organization to expand as a social enterprise. Additionally, Kupu will establish strategic partnerships with local businesses and community organizations to create a network of support and shared resources. By engaging the community and demonstrating the ongoing value of these programs, Kupu will ensure that the benefits of the programs are sustained, providing continuous support and development opportunities for years to come. This long-term effort will solidify the program for enduring success and impact.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

Kupu is well positioned to carry out the above plan beyond the grant period, as it has for the past decade. Our performance in past years has shown that our team of dedicated individuals will go to far lengths to make sure that we will be here for Hawaii's youth and lands for many more years to come.

Kupu boasts a staff of approximately 70 staff. To increase the organization's ability to sustain its programming, Kupu has an External Affairs department, which is responsible for government and public relations. The organization also has a Philanthropy Department dedicated to reaching out to private and corporate funders. This has already paid off in the organization's ability to secure funding at greater rates to support the organizations consistently growing programs. Kupu also has a finance team of seven that leads the organization in our ability to manage secured funds with integrity. For more than a decade,

Kupu has administered the largest AmeriCorps grant in the Pacific, a testament to the work done by our finance department. To increase Kupu's capacity to carry out the above plan beyond the grant period, the organization has a 30 year lease for The Harry & Jeanette Weinberg Ho'okupu Center, a vehicle fleet of six vans and trucks, and a returning volunteer base that supports the programs in non-financial ways.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: Kupu Community and Culinary Program Contract. No. 2100053
   Grant Period: 1/1/2021-12/30/2021 Grant Amount: $125,000
   Grant Purpose: Economic Development
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: Department of Community Services

2. Grant Activity Name & Contract #: Ho'okupu Center Programs No. 2100053
   Grant Period: 1/1/2022-12/30/2022 Grant Amount: $125,000
   Grant Purpose: Economic Development
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: Department of Community Services

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

Proposal 101

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

SECTION I
SUMMARY

A. Grantee Legal Name:	Lanakila Pacific
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Lanakila Meals on Wheels Meal Delivery Vehicle

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Lanakila Pacific's mission is to build independence & improve the quality of life for individuals with cognitive, physical, social or age-related challenges. Founded in 1939 Lanakila Pacific has grown into a family of programs & services that enable adults with disabilities, ranging from cognitive, physical & age-related challenges, to reach their goals & potential, while building independence & promoting community inclusion.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

Lanakila Meals on Wheels provides essential serves to frail and homebound seniors and individuals with disabilities on the island of Oahu. Lanakila Meals on Wheels ensures that nutritious meals are delivered directly to the doorsteps of those at risk for health issues related to poor diet, often due to factors such as lack of financial resources or limited access to food.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

Lanakila Meals on Wheels is the largest and only island-wide home delivered meal provider delivering approximately 6,000 meals each week on the island of Oahu. To ensure the continued delivery of meals to homebound seniors, Lanakila Meals on Wheels needs to replace two ten-year old delivery vans. The replacements are essential for maintaining food safety and reliability of meal deliveries. These efforts align with the Grants in Aid Fund's goals by improving the quality of life of seniors in local communities.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $16,666.00	☒ District 2 $16,667.00	☒ District 3 $16,667,00
☒ District 4 $16,667.00	☒ District 5 $16,667.00	☒ District 6 $16,667.00
☒ District 7 $16,667.00	☒ District 8 $16,666.00	☒ District 9 $16,666.00
Total Amount Requested (must be $25,000 to $150,000)	$150,000	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☒ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

CFO Signing on behalf of Rona Yagi Fukumoto

Rona Yagi Fukumoto, President & CEO

November 21, 2024
Date

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Matthew Miller
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Rona Yagi Fukumoto (name), President & CEO (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Matthew Miller
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 20 day of November, 2024, before me appeared Matthew Miller, personally known to me, who, being by me duly sworn, did say that he/~~she~~ is the Board Chair of Catholic Charities and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said He acknowledged said instrument to be the free act and deed of said corporation.

LYLE MATSUOKA NOTARY 22-172 PUBLIC STATE OF HAWAII

Notary Public, State of Hawaii

My Commission expires: SEP 25 2026 Undated at Time of Notariztion

Doc. Date: Undated # Pages 1

Name: Lyle Matsuoka 1st Circuit

Doc. Description: Consent of Board of Directors

Signature NOV 20 2024 Date

NOTARY CERTIFICATION

LYLE MATSUOKA NOTARY 22-172 PUBLIC STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

In 1971, Lanakila Pacific established its Lanakila Meals on Wheels department to provide services to vulnerable older adults. Meals are delivered straight to the doorstep of homebound seniors at-risk for health issues related to poor diet due to factors such as lack of financial resources or inability to access food. What started with a food truck outside of Aala Park, has expanded to include 1) home delivery of meals and fresh produce; 2) community-based, in-person and virtual, congregate dining meals and recreation; and 3) nutrition and SNAP education. This effort has allowed our seniors the dignity and respect they have earned to age in place.

Lanakila Meals on Wheels is located at 1809 Bachelot Street in Honolulu. Lanakila Meals on Wheels addresses food insecurity among seniors (age 60 and older) which is a complex issue that spans economic, social, health, and environmental realms. In FY 2024, Lanakila Meals on Wheels serviced over 1,000 Oahu residents each month. Lanakila Meals on Wheels is the largest and only island-wide meal service provider for home-bound seniors and individuals with disabilities. Lanakila Meals on Wheels also provides community-based congregate dining, nutritional education, local produce subscription, digital literacy classes and SNAP outreach services.

According to the Hawaii Foodbank, nearly one third (30%) of households in Hawaii experience food insecurity, with 11% categorized as low food security and 19% as very low food security. Per the USDA Economic Research service, households experiencing low food security have poor dietary quality and variety. For older adults, this means relying on inexpensive, less nutritious foods, and a repetitive diet to get by. Even more critical, 40% of older adults who live alone experience low food security. Older adults in this group often skip meals, or consume very small portions, leading to insufficient overall food intake.
The actual number of food insecure seniors is likely higher due to the stigma and fear of reporting difficulties in self-care, as well as the disparity between balanced, nutritious meals and less healthy packaged foods (such as canned goods and instant meals). The combination of Hawaii's high cost of living and longer life expectancies often depletes seniors' savings, leaving them reliant on fixed Social Security income that has not kept pace with inflation. Lanakila Meals on Wheels' average participant is a 75 year old, Asian/Part Hawaiian female, living on less than $1,000 per month.

With the majority of Lanakila Meals on Wheels funding restricted for meals and support services, larger ticket items, such as vehicle purchases have been deferred. The two new delivery vehicles are now in serious need as the vans are now over 10 years old and needed to fulfill daily routes. Refrigerated delivery vehicles are used to transport large volumes of meals to various distribution sites across the island.

Lanakila Meals on Wheels has twelve (12) meal distribution locations throughout Oahu where volunteer drivers pick up the meals to be delivered. This makes it convenient for volunteers

and ensures the safe temperature and quality of the meals throughout the delivery. Each delivery route is limited in size to no more than two hours to ensure there is time to socialize with the seniors or individuals with disabilities and have a wellness check-in at each stop.

Lanakila Meals on Wheels has a robust volunteer program that screens for eligibility, trains, evaluates, and shows appreciation for the volunteers. Approximately 150 volunteers are scheduled per week to support the twelve meal distribution locations and deliver an average of 6,000 meals across the island of Oahu. Volunteers use a smartphone app to access their route information, confirm delivery of meals, and communicate any changes in conditions or message from the seniors or individuals with disabilities. Staff receive delivery information real-time and follow up appropriately.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

Lanakila Meals on Wheels addresses community needs by providing nutritious meals to homebound seniors and adults with disabilities along with the issue of food insecurity among older adults on Oahu. The high cost of living and limited income make it difficult for many seniors to maintain a healthy diet, leading to food insecurity and health issues.

The grant will fund the purchase of two new refrigerated delivery vehicles, which are crucial for the daily distribution of meals across twelve (12) meal distribution locations on the island. These vehicles will replace the current vans, which are over ten years old and increasingly unreliable. By ensuring reliable meal delivery, the program helps improve the overall health and well-being of seniors, reducing hospitalization and healthcare costs. Volunteers not only deliver meals but also provide much-needed social interaction and wellness checks, helping to reduce isolation and ensure that seniors are safe and well. The program also fosters a sense of community by involving volunteers from various backgrounds, strengthening community bonds and promoting a culture of caring and support.

By funding the purchase of new refrigerated delivery vehicles, this grant will directly enhance the capacity of Lanakila Meals on Wheels to serve the community effectively. This grant will also support Lanakila Pacific's broader goal of helping seniors age in place and maintain their independence and quality of life allowing them to remain in their homes and communities.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

Lanakila Meals on Wheels will provide 900 seniors with home-delivered meals and provide 30 participants in person congregate dining during the funding period. The program will report on the number of duplicated seniors in each report component and track the number of Age Friendly participants.

Program Outcomes Include:
1. New refrigerated delivery vehicles will ensure that meals are delivered at safe temperatures, maintaining their quality and safety so 100% of all shuttle stops can deliver their meals to the volunteers timely.
2. New refrigerated delivery vehicles will reduce the maintenance costs associated with older vans by 20% annually, allowing more funds to be allocated to meal preparation and other support services.

Age Friendly Outcomes Include:
3. Lanakila Meals on wheels will provide 30,000 home delivered and congregate dining meals to seniors and adults with disabilities each year.
4. 900 seniors will receive home delivered meals to remain healthy in their homes.
5. 30 unduplicated seniors will attend in-person congregate dining program each month to remain active and socially engaged.

Alignment with Grants in Aid Fund Purposes and Priorities: The Grants in Aid Fund prioritizes projects that address critical community needs and improve the quality of life for vulnerable populations. The Lanakila Meals on Wheels program aligns with these priorities by:
- Addressing Food Insecurity: Providing regular, nutritious meals to seniors who might otherwise go without.
- Promoting Health and Well-being: Ensuring that seniors receive balanced meals, which helps reduce healthcare costs and hospitalizations.
- Fostering Community Engagement: Involving volunteers from various backgrounds to strengthen community bonds and promote a culture of caring and support. Community-based congregate dining programs also support community integration for seniors and individuals with disabilities.
- Direct Benefits to the Target Population: The target population, primarily older adults and individuals with disabilities, will benefit directly from the grant activity through increased food access, improved health outcomes, and socialization opportunities.
- Increased Social Interaction: Volunteers provide essential social interaction and wellness checks, reducing isolation and ensuring that seniors are safe and well.

Overall, the grant activity will significantly enhance the capacity of Lanakila Meals on Wheels to serve the community effectively.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Lanakila Pacific currently has the appropriate staff, facilities, policies, procedures, and infrastructure necessary to safely and effectively implement services to utilize the proposed vehicles and achieve its proposal deliverables and outcomes. With refrigerated vehicles we are able to ensure safe meal delivery in the event we have unexpected driver shortages, volunteer absences, and longer delivery times due to traffic delays without the worry of food spoilage.

Lanakila Pacific is part of the Kupuna Collective and has agency representation at each monthly meeting. Measurable outcomes are described above and the preliminary schedule of deliverables is included in Section IV. The refrigerated delivery vehicles will be purchased

and in operation before the end of the first quarter of the contract. Data will be pulled monthly to ensure that deliverables are met and timely completion/submission of reports to the City.

The Lanakila Meals on Wheels program aligns with the Grants in Aid Fund purposes and priorities by addressing food insecurity, promoting health and well-being, and fostering community engagement. By regularly delivering nutritious meals to seniors, the program ensures they receive consistent, healthy food. Ensuring that meals are balanced and meet dietary needs leads to improved health outcomes and reduced healthcare costs for seniors. Additionally, involving volunteers from diverse backgrounds in meal delivery benefits homebound seniors by increasing social interaction, allowing them to receive wellness checks during deliveries, enhancing the safety and well-being of seniors. Lanakila Meals on Wheels program will effectively utilize the grant, ensuring that seniors and adults with disabilities on Oahu receive the support they need to maintain their health and independence.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

Meals are packed in thermal insulated bags and prepared for volunteers to pick up at the twelve (12) meal delivery shuttle stops. Two refrigerated delivery vehicles will replace the two over 10 year old delivery vehicles and ensure the safety of the meals for our frail and homebound seniors and meals remain at 45 degrees F or lower until delivery.

The proposed budget of $150,000 is based on a cost reimbursement pricing structure and estimate for the cost of two refrigerated delivery vehicles. All of the GIA funding will support the purchase of two refrigerated delivery vehicles.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

During the first quarter of the grant award, quotes will be obtained from at least three different vendors for the refrigerated van. Because we will need to customize the vehicle, we anticipate a deposit will be required at the time the order is placed. Delivery will take approximately 6 weeks from the time the vehicle is ordered and the prepping of the vehicle with appropriate Lanakila Pacific signage will take another week.

New vehicles should be in operation before the end of the first quarter.

Monthly/ongoing:
Monthly meal delivery for homebound seniors and congregate dining.
Develop calendar of activities for congregate dining seniors
Data collection is updated to track participation.

These steps will be repeated monthly throughout the fiscal year.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

Lanakila Pacific has 85 years of experience providing programs and services that enable adults with disabilities, ranging from cognitive, physical, and age-related challenges, to reach their goals and potential while building independence and promoting community inclusion on the island of Oahu.

In 1971, Lanakila Pacific established its Lanakila Meals on Wheels department to provide services to vulnerable older adults. What started with a food truck outside of Aala Park has expanded to include home delivery of meals and fresh produce, community-based in-person and virtual congregate dining meals and recreation, and nutrition and SNAP education. Lanakila Pacific's Meals on Wheels is the largest and only island-wide meal service provider for homebound seniors and is an approved provider of congregate dining, recreation, nutrition education, and outreach services for the City and County of Honolulu. Lanakila Meals on Wheels has continuously provided congregate dining services for 50 years.

The Commission on Accreditation of Rehabilitation Facilities (CARF) has continuously accredited Lanakila Pacific since 1976. Lanakila Pacific was most recently reaccredited in December 2022 for three years (the highest level at which an organization may be accredited) in the areas of Community Integration, Employee Development Services, and Employment Skills Training Services.

The organization has firsthand daily experience employing people with disabilities in competitively paid positions in food service, ground maintenance, and customized screening apparel. By supporting the recruitment, hiring, training and ongoing employment of people with disabilities within Lanakila Pacific, Lanakila Pacific serves as a leader in accessibility, reasonable accommodations, and creating an inclusive work environment where people with disabilities contribute and prosper.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).
Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Lanakila Pacific has the expertise and experience to successfully run the Lanakila Meals on Wheels program. Lanakila Pacific is committed to ensuring that seniors continue to receive their meals and have access to programs to provide social interactions and support their independence.

Organizational Knowledge: Founded in 1939, Lanakila Pacific opened its doors 85 years ago and the Lanakila Meals on Wheels has over 50 years of experience in congregate dining and delivering nutritious meals to homebound seniors.

Staffing:
President & CEO has over 25 years of experience at the executive level and 30 years of experience working with individuals with disabilities and disadvantaged populations. She has a Master's Degree in Public Health Administration and is responsible for overseeing the organization.

The Vice President of Programs is responsible for the implementation, management, supervision, evaluation, and development of all programs in accordance with the statutes, national standards, contract requirements and best practices set out for the organization. As a member of the Executive team, the VP of Programs supports the mission, vision and values of the organization, and upholds and enforces the guidelines and policies of the organization.

The Lanakila Meals on Wheels Director is responsible for the oversite of the department. She has over 20 years of experience servicing vulnerable populations across the State of Hawaii, including 18 years of progressive management experience. Since taking over in 2016, Lori has transformed the program into a vibrant, multi-service department.

The Lanakila Pacific Food Service Director oversees two sites in the Food Service department, the Lanakila Kitchen and Hale Aina Dining Facility at Joint Base Pearl Harbor Hickam. The Lanakila Kitchen provides job training for adults with disabilities, provides meals that serve seniors through the Lanakila Meals on Wheels program, Military Personnel, Department of Education and private child-care facilities.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

Lanakila Meals on Wheels provides an essential
If Lanakila Pacific receives a GIA for fiscal year 2026 but not received thereafter, our overall plan for sustainability includes fundraising, in-kind support, grants and contracts, and mission driven entrepreneurship.

Lead by our President & CEO and Director of Marketing & Development, Lanakila Pacific will continue to raise funds to support our mission and vision to embody self sufficiency and inspire inclusive communities where people of all ages and abilities are empowered to find meaningful employment, live independently and thrive.

Fundraising. Lanakila Pacific's fundraising strategy concentrates on donor acquisition, renewing and upgrading current donors. Solicitation methods include direct mail, face-to-face solicitation, online fundraising, and special events.

In-kind Support. Lanakila Pacific has solicited and received a wide range of in-kind donations to support programs, including office furniture and food and beverages, as well as donations of services such as professional consulting.

Grants and Contracts. Lanakila Social Enterprises, seeks additional grants (both private foundations as well as federal and city grants) and new sources of funding at every opportunity to support the employment of people with disabilities.

Mission Driven Entrepreneurship. Lanakila Pacific's Social Enterprises provide high quality services for customers while building independence for people with challenged lives. These enterprises include Lanakila Kitchen (catering), Lanakila Custom Products (apparel and promotional items) and Lanakila Maintenance Services (custodial and grounds-keeping).

Lanakila Pacific's long-term strategy for sustainability is to increase revenue from its social enterprises to fund its programs. The expansion of outreach activities and direct employment support available through this project allows us to expand our workforce to increase social enterprise revenue.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

Lanakila Pacific employs key staff who provide important continuity for the Lanakila Meals on Wheels program. The Lanakila Meals on Wheels program has had a stable presence since 1971 and the expertise, facilities, staff, and community partnerships to ensure the success and continuation of this program.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: MA-DCS-2300056
   Grant Period: 12/5/2022-12/31/2024 Grant Amount: Fee for Service
   Grant Purpose: Services for older adults through home delivered meals, nutrition education – informational resources and congregate dining meals
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: Department of Community Services

2. Grant Activity Name & Contract #: MA-DTS-2000091
   Grant Period: 3/13/2020-1/31/2025 Grant Amount: Fee for Service
   Grant Purpose: Transportation services for clients with disabilities
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: Department of Transportation

3. Grant Activity Name & Contract #: FY22 GIA Conditional Award
   Grant Period: 7/1/2021 Grant Amount: $75,000
   Grant Purpose: Purchase Van for Food Service
   Grant Activity Status: ☐ Underway ☐ Completed ☒ Canceled
   Administrating Division: Department of Community Services
   *Lanakila Pacific did not purchase Van due to covid-19 and the vehicle shortage.

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☒ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

Lanakila Pacific supports the Age-Friendly Honolulu project through its Lanakila Meals on Wheels congregate dining program. Lanakila Meals on Wheels addresses several community problems faced by seniors in Hawaii, including poor nutrition and social isolation. Through its congregate dining program, Lanakila Meals on Wheels provides a platform for seniors to regularly engage socially, helping them stay connected and active through various activities and virtual gatherings. This supports Lanakila Pacific's broader goal of aging in place, helping seniors maintain their independence and quality of life, allowing them to remain in their homes and communities.

Lanakila Meals on Wheels offers both in-person and online platforms for congregate dining. This hybrid approach extends its reach to a broader demographic, including those who are geographically isolated, have mobility issues, or face time constraints due to caregiving responsibilities. This ensures that seniors who previously struggled to participate in congregate dining programs can now participate from the comfort of their homes. Additionally, the program's focus on digital literacy empowers seniors to navigate technology, fostering social connections and continuous learning. The inclusion of health and wellness checks, along with assistance in applying for SNAP and other benefits, addresses the needs of seniors, promoting overall well-being and reducing the risk of food insecurity. By offering a variety of engaging activities and support services, Lanakila Meals on Wheels congregate dining program enhances the quality of life for seniors on Oahu.

Lanakila Pacific is represented at the monthly Kupuna Collective meetings. If awarded, Lanakila Meals on Wheels collects the needed data for the additional reporting and can provided the numbers served, resident zip code with photos and anecdotal report by congregate dining locations.

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Local Initiatives Support Corporation
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Kalihi Economic Inclusion

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Founded in 1979, LISC's mission is to forge resilient and inclusive communities of opportunity across America - great places to live, work, visit, do business and raise families. We do this by working closely with residents and partners to drive investment, programs and policy changes that catalyze economic, health, safety and educational mobility for individuals and communities.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

Uplift community wealth building through the implementation of an economic development agenda based on an indigenous economic framework, surfacing shared priorities and objectives, proposing place-based metrics and coordinating structures for accountability. Continue strengthening small business supports ecosystem and increase family income and wealth building opportunities.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

50 micro-enterprises provided TA or access to capital (via loans, grants, other).

3 new/expanded partnership with business supporting organizations or FOCs– expanding availability and reach of small business owners to receive support to grow their business.

150 low-to-moderate income people receiving integrated services to improve family income and wealth building

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1 $	☐ District 2 $	☐ District 3 $
☐ District 4 $	☐ District 5 $	☒ District 6 $75,000
☒ District 7 $75,000	☐ District 8 $	☐ District 9 $

Total Amount Requested (must be $25,000 to $150,000)	$150,000

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☒ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer

Printed Name and Title: Vanessa Ryan, VP, Grants and Contracts Management

11/18/24
Date

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned Secretary of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Kenneth Patrick Maher
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned Secretary of the Board ("Grantee") hereby certifies that Vanessa Ryan, Vice President, has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Kenneth Patrick Maher
(Print name)

STATE OF FLORIDA)
COUNTY OF PINELLAS)

On this 15 day of November, 2024, before me appeared Kenneth Patrick Maher, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to in the above instrument, and who, being by me duly sworn, did say that he is the Secretary of the Board of LOCAL INITIATIVES SUPPORT CORPORATION and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said Secretary acknowledged said instrument to be the free act and deed of said corporation.

Avin Ayala
Notary Public, State of Florida

My Commission expires: January 19th, 2027

AVIN AYALA
Notary Public-State of Florida
Commission # HH 351578
My Commission Expires
January 19, 2027

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

The number of high-poverty neighborhoods in the U.S. has continued to grow at alarming rates over the past four decades. Neighborhoods like Kalihi, once thriving communities, have seen the degradation of their neighborhood. In 2022, LISC completed an economic assessment on Kalihi. The assessment revealed significant barriers and challenges to economic development that exist for many area residents and businesses including high levels of poverty and low levels of educational attainment. Some of the data revealed:

[Report Data from 2022]

Kalihi Residents

- 34% of the Kalihi population is at or below 200% of poverty level. Median household income is $69,917.

- 68% of Kalihi residents earn less than $40K/year - considered ALICE based on $121K ALICE Stability budget for family of 4. Top 3 industries residents are employed in:
  1) Accommodations and Food Services
  2) Health care and social assistance
  3) Retail Trade

- 49% of the jobs in Kalihi pay more than $40K/year - moderately paid jobs available in the community. Top 3 industries operating in Kalihi:
  1) Construction
  2) Transportation & Warehousing
  3) Admin, Waste Management & Remediation

- Yet, 80% of the jobs in Kalihi are filled by people commuting into the community.

- 45% of Kalihi residents are 1st Gen (foreign born) **–** majority non-native English speaking.

High Cost of Living

- Cost of living in Honolulu is **88%** above the national average and the cost of housing is **202%** above the national average
  - Kalihi also has **4 times** the County average (5.73%) for % of renter occupied units with >1.5 occupants per room, pointing to the overcrowding and possible inability to afford other housing options for Kalihi residents.

- Kalhi households spend **28%** more than the national average on food compared to the national average and **20%** more than the County average of $5,000 annually.

Kalihi Small Business

- 28% of AAPI businesses have no business banking; 36% AAPI biz unable to obtain financing.

- 6 bank branches in Kalihi and Chinatown have been closed since March 2020, further exacerbating the financial literacy problem for area residents and small business owners.

- Currently, there are no SBA partnered Small Business Development Centers or International Business Innovation Association business incubators in the area and only one community-based organization with specific programs for small business owners.

Economic development is crucial for Kalihi, Honolulu, to address disparities, create opportunities, and build a more sustainable and vibrant community. By focusing on job creation, diversification of industries, infrastructure improvements, education, and social services, Kalihi can work toward a better future for its residents and businesses. This development should be done thoughtfully and inclusively, taking into account the needs and aspirations of the local community.

Economic Disparities: Kalihi is known for its economic disparities. While some parts of the neighborhood may be relatively prosperous, many areas face high poverty rates and limited economic opportunities. Economic development can help bridge these gaps and reduce income inequality within the community.

High Cost of Living: Like the rest of Hawaii, Kalihi has a high cost of living. Residents often struggle to make ends meet due to expensive housing, utilities, and groceries. Economic development can create jobs with higher wages, making it easier for residents to afford their basic needs.

Job Creation: The creation of new job opportunities is a primary goal of economic development. Kalihi needs more diverse employment options, especially for its local workforce. By attracting new businesses and supporting existing ones, the neighborhood can reduce unemployment and underemployment rates.

Talent Development: Investing in education and workforce development is a crucial aspect of economic development. Kalihi needs programs and resources that enhance the skills of its residents, making them more competitive in the job market.

Infrastructure Improvement: Economic development can lead to infrastructure improvements in the area, such as better transportation networks, upgraded utilities, and improved public facilities. These enhancements can make Kalihi a more attractive place for businesses, residents, and visitors.

Community Revitalization: Economic development can rejuvenate the neighborhood by funding community projects, beautifying public spaces, and supporting local cultural activities. A vibrant and attractive community can increase residents' pride and attract investment.

Entrepreneurship Opportunities: Encouraging entrepreneurship can invigorate Kalihi's economy. Programs that provide resources, mentorship, and funding to local entrepreneurs can lead to the creation of small businesses and startups, which can be a source of innovation and employment.

Social Services and Support: Economic development can provide funding for social services, including healthcare, mental health services, and substance abuse treatment, which are essential for the well-being of the community.

Crime Reduction: Higher employment and improved living standards often lead to reduced crime rates. Economic development can contribute to creating a safer and more secure community.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

To promote economic security and housing stability, LISC is requesting to launch a new Financial Opportunity Center® (FOC) program in the Kalihi neighborhood. Challenges such as high rent burdens, inflation volatility, and rising debt levels persist and threaten the long-term financial health of families. For those who are struggling, FOC partners present not just a short-term solution, but a path to achieving lasting financial and career success. Additionally, FOCs screen and support applications for income supports such as food or childcare benefits and deliver financial coaching to foster the credit-building needed to help participants realize their goals.

Since 2005, LISC has advanced economic security in under-resourced communities by partnering with trusted community organizations in over 30 cities and rural communities to implement our Financial Opportunity Center® (FOC) model. Our national network now consists of over 120 place-based FOC partners that help families stabilize, build, and grow their financial bottom line using an integrated service delivery approach that focuses on providing one-on-one financial and career coaching services in combination with access to job training, public benefits, digital skilling, and safe, affordable financial products. FOC partners employ a client-driven coaching approach in their work with individuals and families. This means that in addition to group-based training and classes, the coach and client work one-on-one to address the client's specific financial goals and vision, ensuring a tailored and effective approach to family income and wealth building. The work of FOC partners not only benefits the families directly receiving services but also contributes to the overall well-being of the communities they serve.

Focusing on supporting microentrepreneurs around food systems is one resolution to strengthening the community-based business supports ecosystem. LISC Hawaii plans to build capacity for Business Development Organizations (BDOs) through the creation of a network of providers connecting entrepreneurs to other specialized resource centers. Food systems are an important aspect for resiliency for the State of Hawai'i and the vulnerability was highlighted throughout the COVID pandemic and Maui Wildfire disaster. Nearly 90% of food is imported into the State via shipping containers and it is estimated that reducing that percentage down 10% could result in $500 million economic impact to the State. Our partnership with Kokua Kalihi Valley has led to their selection in the EDA's Equity Impact Investment (EII) program administered by NGIN, IEDC and LISC. The program aims to strengthen the relationships between community based and economic development organizations through trainings, technical assistance, and peer learning. We also have collaborative relationships with the SBA, Small Business Development Center, Mink Center for Business & Leadership, Waianae Economic Development Council, Kapolei Chamber of Commerce and are looking to build on partnerships with groups such as Feed the Hunger

Foundation, INPEACE, CNHA, Kamehameha Schools and OHA.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

50 micro-enterprises provided TA or access to capital (via loans, grants, other).

3 new/expanded partnership with business supporting organizations or FOCs– expanding availability and reach of small business owners to receive support to grow their business.

150 low-to-moderate income people receiving integrated services to improve family income and wealth building

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Capacity building is core to the LISC approach. Prior to selecting new FOC and BDO partners, a feasibility analysis will be performed to ensure alignment and long-term sustainability and success. For each partner, LISC Hawai'i provides local, monthly, one-on-one technical assistance which is buttressed by national training opportunities. The local support includes regular data check-ins, meetings with peer organizations to understand local trends, and opportunities to share and present their work. Trainings on topics such as financial coaching, career counseling and credit building are all offered by the national team and are delivered at regular intervals throughout the year.

Community-based FOC partners focus on an integrated delivery model centered on 3 core services: employment services, financial education and coaching, and accessing income supports. First, the FOC helps connect people to jobs and training opportunities. Second, they provide financial coaching to address budgeting, banking, debt, and credit issues that can both drain families of resources and keep them from obtaining and sustaining employment. Third, to provide greater stability to families as they search for work or maintain employment, FOCs facilitate access to the income supports—public benefits as well as privately-offered benefits that may be available in the community—that individuals are entitled to but don't always receive.

Successful FOC sites are distinguished by a commitment to data tracking, monitoring, and continuous program improvement. LISC Hawai'i will leverage our Family Financial Tracking (FFT) platform, a common database used by all FOCs, to track service delivery, outputs, and

high-level outcomes, including those proposed for this grant. We also provide guidance during the hiring and onboarding of new FOC staff, which is a vital element to the integrated service delivery model success. This team member should be onboarded within the first 3 months of the new FOC partnership.

Business Development Organizations (BDOs) are groups that serve businesses owned by BIPOC, women and other entrepreneurs in underserved communities. They have deep local roots and trust of their communities and strengthen small business ecosystems. BDOs typically offer comprehensive business services including planning, financial coaching, assistance accessing new revenue streams and more. In addition to providing our BDO partners local one-on-one technical assistance, LISC has a national network of over 170+ BDOs that receive:

- Training and access to LISC's data management system to track impact
- Peer-learning networks
- Matching funds, zero-interest, crowdsourced small-business loans through the Kiva platform.
- Affordable commercial and real estate loans to provide business working capital, money to make leasehold improvements, and capital for developing community-enhancing maker spaces and commercial projects

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

One of the main expenses is the salary and fringe of the Hawai'i Program Officer (PO), who leads the community-centered economic inclusion (CCEI) work in Honolulu. They are responsible for the design and implementation of a CCEI framework that integrates talent, job, district, and small business development. Guiding this work encompasses the PO's full-time work schedule. The PO spends much of their time developing the program strategy by identifying community partners and programs aligned with the work.

Pass-thru grants are also a main use of the GIA funds as they are pivotal to investing in our community partners to build their capacity. The PO conducts feasibility of the potential partners, issues and reviews the RFPs and monitors progress and compliance of the grant requirements, while also providing technical assistance appropriately. Prior and current pass-thru grantees include Kokua Kalihi Valley (KKV), Pacific Gateway Center (PGC), Hawaiian Community Assets, Hawaii Literacy and PACT. Pass-thru grantees under the GIA funding may include the previously named organizations but is not limited to them. The grants issued to the organizations are primarily for capacity building purposes (staff time) to ensure the FOC or BDO program's support and success. LISC offers technical assistance to the grantees through regular check-ins and access to our national network and resources, allowing them to learn industry best practices.
Indirect expenses capped at the 5% allowable under this grant.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

LISC Hawai'i will begin the feasibility analysis of potential FOC and BDO partners upon notification and approval of grant funding. Upon execution of the grant contract with the City by October 2025, we will plan to have our partners selected and execution of the pass thru grant agreements with them. If new staffing is required to launch the new FOC(s) we would anticipate that the position(s) would be filled and onboarded within 3 months of the grant contract execution. Over the next 3-6 months we will be training the partners on the FOC program and onboarding providing training on the Salesforce Family Financial Tracking

system in order to ensure proper data integration and tracking. We will be meeting with the partner monthly over the next 6-12 months to discuss their progress, best practices, and any areas for support. Our grantees are scheduled to provide quarterly narrative reports, outlining activities completed in the quarter, outcomes measured, spending, and program growth (challenges, learnings, mitigations).
Onboarding a new BDO partner may undergo a similar process but possibly not require any new program staffing for potential partners. Similar training for Salesforce data tracking would be available.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

In 2021, through a national investment from Kaiser Permanente focused on inclusive economic development, LISC launched its first local office in the state, LISC Hawai'i, a Community-Centered Economic Inclusion program in Kalihi: an initiative to catalyze and strengthen inclusive economic development. Since then, more than $719,390 has been directly invested to uplift Hawaii neighborhoods through our innovative capacity building and capital access programs. Over the past 2 years, our collaboration and investment in partners have resulted in:

- 467 individuals served in Family Income & Wealth Building programs
- 56 small businesses provided technical assistance
- $212,500 in funding for microenterprises, including purchase of real estate
- Creation of the Kalihi Economic Development Hui to spearhead a collaborative approach to inclusive economic development in the community
- Completion of report on Inclusive Economic Framework for Kalihi. Strategy to socialize the report in progress.

LISC has also been supporting our partner Hawaiian Community Assets since 2000, and in 2018 supported their launch of new Financial Opportunity Center (FOC) in Hilo, HI. In addition to the financial capital investment, LISC provided HCA the training and technical assistance to: FOC implementation, data tracking and analysis, financial coaching, and workforce development. As a result, this investment led to the establishment of their statewide network of FOC's on Maui, Oahu and Kaua'i and increased investment from other partners. Out national network consists of over 120 place-based FOC partners who have access to all of our resources and training as well as a peer-learning network.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

LISC is developing impact investment strategies that utilize our financial resources (national and local) to catalyze a pipeline of economic development, small business and other real estate projects and catalytic programs. By establishing a network of neighborhood partners, local government agencies, and other community stakeholders to support the implementation

of the economic inclusion agenda, the collective group is working toward shared goals and accountability, and LISC provides appropriate technical assistance accordingly. LISC is leading the fundraising efforts around this work to ensure program growth, including funder identification, grant writing, and facilitation of key partnerships. LISC also advocates on behalf of the community and program within the policy networks at the local, state and federal levels to secure the tools necessary to support community-centered economic inclusion.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

LISC utilizes a comprehensive approach that pools public and private dollars, works with local community-based partners to support people and places. Rural LISC has been supporting Hawaii communities for over 20 years, but by investing in a local office in 2021, we have been able to expand our impact and cultivate new partners and funders. Being on the ground allows us to engage local leaders and neighbors to plan, set goals and measure progress. We also elevate these local issues to state and national policy leaders.

LISC's investment in distressed neighborhoods forges maximum impact, which leads to increased leverage. Every dollar we invest attracts another $3 in private capital. Having investment from the City & County of Honolulu, is pivotal to attracting further support of this innovative economic inclusion movement and will lead to more local and national opportunities of private investment in Kalihi. As financial support for the local office grows, we anticipate increase in staff and program areas of focus. Currently, the local PO manages all aspects of the local office programming and fund development, whereas with increased staffing, more time could be dedicated to specific programs such as affordable housing or lending.

While Affordable Housing is not yet a formal program of LISC Hawai'i, we have been a contributing member of the Funder Hui Housing Working Group and have facilitated presentations on topics including community land trusts and CDFI financing and actively looking for opportunities to support affordable housing development in Hawai'i. Affordable Housing is where LISC started and a cornerstone of our community development work. To date, we have financed over 480,000 homes across the country and have developed and implemented numerous capacity building programs to support affordable housing development.

LISC is also part of Power Forward Communities, a coalition led by LISC, Enterprise Community Partners, Rewiring America, Habitat for Humanity International, and United Way Worldwide, who was award $2 billion National Clean Investment Fund (NCIF) from the EPA in order to provide capital for affordable residential decarbonization throughout the country, with a focus on low-income and disadvantaged communities. This effort is expected to save families money on their utility bills, reduce emissions, and create healthier, safer, more affordable homes, while creating new American jobs in the trades.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

LISC Hawaii is actively fundraising to support the sustainability and growth of the LISC Hawai'i office. This includes regularly meeting with funders and taking part in different

working groups and collaboratives to elevate the work and highlight the need and impact from it. In addition to the local staff (currently 1 Program Officer), the Hawaii work is supported by numerous National LISC staff including a Program Vice President, Director of Field Strategies, as well as staff in the Economic Development, Family Income & Wealth Building and lending departments to name a few. National departments and staffing are funded by indirect expense budget accounts and National private and public dollars. LISC is typically awarded a Section 4 allocation each year and Hawaii programs do receive some funding from this Federal award. Each year a workplan is completed by our local office outlining the program priorities and anticipated outcomes. Workplans are evaluated to ensure alignment with local context and ensuring community impact.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Makana O Ke Akua
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	MOKA Reentry Workforce Development Initiative

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Established 2003, Makana O Ke Akua is a non-profit organization with over 20 years of experience providing employment and housing opportunities for adults returning to the community after incarceration. Our mission is to provide structured and safe living for people who want to make a positive change in their life. We envision people reconnecting with their communities, workforce, and families.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

We propose a workforce development program to address unemployment, homelessness, and recidivism among justice-involved adults in Honolulu County. Grant activities include pre-release reentry planning, and post-release employment, housing, and healthcare opportunities. This public-private partnership fills key service gaps and improves public safety and fosters long-term community stability.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

Our proposed workforce development program serves 30 justice-involved adults, with a long history of socioeconomic disparities and disadvantages. Outcome measures of success include securing stable employment, maintaining housing, receiving vocational training, gaining industry-recognized credentials, earning above minimum wages, expanding access to healthcare, and preventing recidivism.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $50,000	☐ District 2 $	☐ District 3 $
☐ District 4 $	☒ District 5 $50,000	☐ District 6 $
☐ District 7 $	☐ District 8 $	☒ District 9 $49,573

Total Amount Requested (must be $25,000 to $150,000)	$149,573

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☒ H. Public Service – Other (describe): Justice-Impacted	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Keoki Dudoit — 11/21/2024

Signature of Grantee (Fiscal Sponsor) Officer — Date

Printed Name and Title: Keoki Dudoit, Secretary

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

John L. Dudoit, Jr.
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Keoki Dudoit (name), Secretary (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

John L. Dudoit, Jr.
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 22nd day of November, 2024, before me appeared John L. Dudoit, Jr, personally known to me, who, being by me duly sworn, did say that he/she is the Director of Makiaing o Ke Akua Inc and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said he acknowledged said instrument to be the free act and deed of said corporation.

DIANA MAIN NOTARY 21-22 PUBLIC STATE OF HAWAII

Notary Public, State of Hawaii

My Commission expires: 04/18/2025

Doc. Date: undated # Pages 3
Name: Diana Main 1st Circuit
Doc. Description: Certificate of the Board of Directors No Obligations in Arrears

Signature 11/22/24 Date

NOTARY CERTIFICATION

DIANA MAIN NOTARY 21-22 PUBLIC STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

The City and County of Honolulu urgently needs to create workforce development opportunities for formerly incarcerated adults. Although public safety, economic growth, and housing affordability are top priorities among City officials, joblessness and homelessness among formerly incarcerated adults continue to put community members at risk for crime victimization. Makana O'Ke Akua (MOKA) requests funding to launch a reentry workforce development initiative that improves employment, housing, and recidivism outcomes among adults reentering the community after incarceration.

Formerly incarcerated adults face significant barriers to employment and housing, especially in the first year of release. According to a Prison Policy Initiative report, the unemployment rate among ex-prisoners is over 27%, nearly seven times higher than the national average. These high unemployment rate are due to several factors, including stigma from employers, lack of education, vocational training and work history, as well as difficulties with social reintegration. Unstable housing is another critical issue for formerly incarcerated adults. The National Alliance to End Homelessness reports that formerly incarcerated people are almost ten times more likely to be homeless than those in the general population. Within the first year of release, many struggle to secure housing due to stigma from landlords, lack of rental and work histories, as well as an inability to afford the security deposit and first month's rent.

The relationships between unemployment, homelessness, and recidivism are well documented. People without access to stable employment and housing are more likely to commit crimes. The U.S. Department of Justice has noted that individuals without stable jobs or housing within the first year of release are at a greater risk of returning to prison, with recidivism rates as high as 60%. Not having a job and a home can be a powerful motive for some to return to crime as a way to make money and survive. Unemployment and homelessness are also closely linked to mental illness and substance abuse among formerly incarcerated adults. Reports indicate that mental illness and substance abuse affects up to **75%** of formerly incarcerated individuals, and these conditions often go untreated due to lack of financial resources and community support. Without stable employment and housing, many face heightened levels of stress and anxiety that worsens pre-existing mental health and substance use disorders, which can trigger criminal behavior.

Workforce development programs for formerly incarcerated individuals are proven effective in reducing recidivism. They provide essential job skills, vocational training, employment opportunities, and integrated support services. According to national studies, such initiatives lower recidivism rates by as much as 45%, while reducing joblessness and homelessness by 75% and 80%, respectively. When combined with counseling, supported employment programs reduce depression and anxiety symptoms by roughly 30%, and lower alcohol and drug relapse

rates by nearly 35%. Program graduates not only stop committing crimes and using drugs, they report a greater quality of life. These results highlight the critical role that reentry employment play in promoting successful reentry, fostering long-term stability, and breaking the cycle of recidivism and crime.

National trends linking unemployment, homelessness and crime are reflected in Hawaii because of its high cost of living and limited affordable housing options. Statewide, over half of formerly incarcerated adults return to either jail or prison within the first three years of release. In Honolulu County, there are few reentry programs that combine employment support, housing assistance, and rehabilitative services for formerly incarcerated adults. This gap leaves many vulnerable to unemployment, homelessness, and recidivism upon release to the community. The consequences are severe; individuals return to jail or prison, public safety is compromised, and tax payers bear the economic burden of repeated incarceration. The Hawaii Corrections Oversight Commission has repeatedly emphasized the urgent need for expanded reentry programs that tie workforce development with housing and rehabilitative services. At present, Honolulu's resources fall far short of meeting this need, leaving many to return to society without the necessary skills, abilities and supports to become productive citizens. MOKA's requested grant funds would be a crucial first step to establishing comprehensive programs that fill these gaps by connecting individuals with the employment, housing, and treatment opportunities they need to successfully reintegrate into society. Over time, this will reduce recidivism rates, create more resilient communities, and advance the City's broader goals of public safety, economic growth, and housing stability for all.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

MOKA will develop and implement the first comprehensive workforce development program for formerly incarcerated adults in the City and County of Honolulu. Proposed grant activities encompass the following interrelated efforts:

Leverage partnerships with key public and private stakeholders. MOKA will coordinate with the Department of Corrections and Rehabilitation's (DCR) Reentry Office to identify eligible participants and help them access pre-release services. We also will coordinate with Hawaii Paroling Authority (HPA) parole officers to supervise program participants and help them access post-release services. MOKA will coordinate with the City and County of Honolulu's Work Hawaii Division (WHD) to provide job readiness and vocational training. MOKA also will collaborate with WHD, local employers and trade unions to create opportunities for job placements, apprenticeships, and on-the-job training in high-demand sectors, such as construction, hospitality, and facilities maintenance. Additionally, MOKA will coordinate with HPA and community mental health and substance abuse treatment providers to ensure participants have access to public-funded healthcare insurance, financial assistance, and other social services at no cost.

Deliver integrated employment, housing, and rehabilitative services. MOKA will coordinate with stakeholder partners to deliver a continuum of pre-release and post-release services. Pre-release services begin one to three-months prior to each participant's scheduled release from incarceration. This consists of reentry risk assessment and needs planning for employment, housing, treatment, and social support services after release. Post-release services begin on the day of release and continue for up to nine-months afterwards. This consists of assisting participants to complete their planned employment, housing, treatment, and social support service goals. MOKA will work one-on-one with participants in collaboration with DCR, HPA, WHD, local employers and trade unions to carryout both pre-release and post-release services.

Evaluate, scale, and sustain program services. MOKA will evaluate program effectiveness as it relates to participant employment, housing, treatment, and social service outcomes. During the one-year pilot, data collection and evaluation activities will inform both stakeholder partnership and services delivery strategies to enhance and expand programming. MOKA will apply for and secure long-term funding to scale and sustain workforce development programming. Crucially, the public-private partnerships, services delivery model, and outcome evaluation results from the proposed pilot project will enable MOKA to be highly competitive in future applications for the Department of Labor's (DOL) Pathway Home grant. If awarded, the DOL grant provides up to $4,000,000 in funding to serve up to 400 participants over the course of forty-two months.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

MOKA will provide comprehensive workforce development services for thirty (30) formerly incarcerated adults over a one-year project period. Designed to improve the lives of this socioeconomically disadvantaged population, MOKA's measurable outcomes include the following:

Employment Rates: Employment status at six-months and nine-months after release from incarceration tracks improvements in employment stability. MOKA targets an employment rate of 60% and 90% at the six-month and nine-month intervals, respectively. This means at least 27 out of 30 participants will secure stable employment by project's end.

Employment Earnings: Total wages accumulated by six-months and nine -months after release from incarceration tracks economic growth. MOKA targets minimum earnings for each participant at $18,720 in six-months and $37,440 in nine -months after release from incarceration. This means participants will secure above-minimum wage employment – earning over $18/hour on average – by project's end.

Credential Attainment: Enrolment in and attainment of vocational training and/or job certification that lead to industry recognized credentials within nine-months of release from incarceration tracks improvements in employability. MOKA targets a 60% credential attainment rate at the nine-month interval. This means at least 18 out of 30 participants will attain one or more industry recognized credential by project's end.

Skills Gain: Enrolment in and attainment of job readiness training prior to their release from incarceration tracks improvements in employability. MOKA targets a 100% job readiness training for participants during pre-release. This means all participants will be prepared to secure employment on the first day of release from incarceration.

Recidivism Prevention: Enrolment in and completion of the proposed workforce development program mitigates factors know to increase risk for recidivism. Here, recidivism is defined as any re-arrest or re-incarceration within nine -months of release from incarceration. Hawaii's recidivism rate for parolees is nearly 25%. MOKA's targets a 10% recidivism rate for participants, which would be a 60% reduction from the state average. This means that at most 3 out of 30 participants will return to jail or prison during the one-year project period.

Housing Stability: Housing status at six-months and nine-months after release from incarceration tracks improvements in housing stability. MOKA targets a homelessness rate of 0%. This means all participants will have stable housing during the one-year project.

Treatment Completion: Recovery from mental health and substance use disorders is a key factor affecting employment, housing, and recidivism outcomes. MOKA targets a completion rate of 80% for participants determined to have a need of behavioral health treatment. This means that participants will be able to attend outpatient treatment while continuing to work.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

MOKA's strategic action plan details steps to achieve the measurable outcomes of its proposed workforce development program. Each of the following action steps aim to provide participants with the skills, resources, and stability needed for successful reintegration into society.

Employment Rates: MOKA collaborates with HPA, WHD, employers and unions to emphasize competitive job placement and continued support post-release. Case managers assist with identifying and securing jobs with career growth potential. They also help maintain employment, providing regular check-ins with participants and employers to address challenges.

Employment Earnings: MOKA collaborates with WHD, employers, and unions to help participants secure and maintain jobs with competitive wages. Case managers help identify on-the-job training and apprenticeship opportunities to support skill-building and income growth. In coordination with HPA, weekly check-ins address employment barriers, ensuring continuous progress.

Credential Attainment: MOKA coordinates with WHD to enroll participants in industry-recognized vocational training and job certification programs to enhance employability. Case managers help to match participants with certification courses that align with career interests in the skilled trades. They also work alongside WHD to monitor progress and address challenges.

Skills Gain: MOKA coordinates with DCR and WHD to deliver pre-release job readiness training to ensure participants are job-ready upon release. This covers essential skills like communication, punctuality, and adaptability. Participants engage in hands-on activities and simulations, gaining real-world practice. Separate career development and reentry plans also identify specific risk factors and skills gaps, allowing for targeted training and intervention.

Recidivism Prevention: MOKA weaves recidivism prevention into every part of the program, starting with a pre-release risk assessments and individualized reentry plans completed in collaboration with DCR and HPA. Post-release, case managers coordinate with HPA to monitor progress closely, intervening early on risky behaviors.

Housing Stability: MOKA coordinates with HPA to provide transitional housing at one of its existing clean and sober homes. Case managers help with applying for rental assistance and permanent housing opportunities, including financial support for deposits, rent, and utilities. They also conduct regular housing check-ins to address any risk for housing instability.

Treatment Completion: MOKA coordinates with local healthcare providers to help participants gain access to public-funded treatment for mental health and substance use disorders. Case managers also work closely with counselors and provider organizations to arrange transportation and accommodate participant's school or work schedules. They also collaborate with HPA and providers to identify and intervene on risky behaviors.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

The total budget request for this pilot project is $149,573. These funds will support the personnel, fringe benefits, office space, and project administration necessary to deliver MOKA's workforce development program and evaluate its outcomes.

Personnel Costs: The program requires two full-time case managers, each earning an annual salary of $48,876, for a total of $97,752. Case managers provide direct services to participants, including conducting pre-release reentry plans, as well as providing post-release job placements, monitoring progress in employment and housing, and ensuring participants have access mental health and substance use treatment. Each case manager has a caseload of 15 participants, offering personalized support to address barriers to successful reintegration. In addition to direct services, case managers will collect outcome data through their case notes. This data will include employment status, housing stability, treatment progress, and other measurable outcomes. The collected data will inform the program's outcome evaluation, ensuring that participant progress is systematically tracked and analyzed.

Fringe Benefits: An additional 30% of salaries is budgeted for fringe benefits, totaling $29,326. This includes FICA, workers' compensation, unemployment insurance, and health insurance. A competitive benefits package will ensure MOKA attracts and retains highly skilled professionals capable of managing complex participant needs and contributing to the program's outcome evaluation.

Office Space: To support case management and administrative operations, the program will rent office space at an annual cost of $12,300. This space will serve as a central hub for staff to meet with participants, conduct training sessions, and coordinate services with community partners. The office will also be essential for maintaining accurate program records and facilitating data analysis and reporting.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

MOKA's workforce development program begins with a month of preparation, establishing partnerships with the DCR, HPA, WHD, employers, unions, and healthcare organizations. During this time, MOKA will train staff in program protocols, individualized support methods, and partnership roles.

Month 1: MOKA launches the program by collaborating with DCR and HPA to identifying 30 participants scheduled for release within 90-days. Pre-release assessments will result in individualized reentry plans, addressing each participant's needs in employment, housing, treatment, and recidivism prevention. MOKA's partners will help secure job placements aligned with participant skills and local job demand.

Months 2 and 3: As participants are released under HPA supervision, they'll move into pre-arranged job placements and transitional housing, assisted by case managers who conduct immediate check-ins within 48 hours to ensure smooth transitions. Participants are connected to mental health or substance use providers as needed, with continuous support in housing and treatment stability.

Months 4 to 6: shift to intensive support and skill-building. Case managers conduct weekly meetings to monitor employment, housing, and treatment, addressing any emerging challenges. In collaboration with WHD and employers, case managers support skill development and provide additional training aligned with each participant's career path. Housing stability and treatment engagement are regularly assessed to ensure consistent progress.

Months 7 to 9: As participants achieve stability in employment and housing, support transitions to bi-weekly check-ins. Participants showing readiness for career advancement receive additional training opportunities through WHD and trade unions to boost their skills and earnings. MOKA's team assists participants moving from transitional to permanent housing by connecting them with rental assistance and financial planning resources. Continued support for mental health and substance use recovery ensures that treatment remains compatible with employment.

Months 10 and 11: MOKA prepares participants for program completion, with final assessments of job retention, housing stability, and personal growth. Case managers encourage credential completion for participants in training and guide those interested in career advancement. Exit plans are created for each participant, detailing resources, community contacts, and post-program support.

Month 12: MOKA conducts evaluations on each participant's progress across key outcomes: employment, earnings, credential attainment, housing stability, treatment completion, and recidivism prevention. Feedback from participants and partners will inform MOKA's future strategies, with plans for additional funding through the Department of Labor's Pathway Home grant. The program concludes with a recognition ceremony to honor participant achievements and reinforce their commitment to personal growth.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

MOKA has demonstrated experience providing housing and employment services for justice-involved adults, as well as administrating federal, state, and city contracts and grants in aid of programs that benefit this population. This includes maintaining strong partnerships with DCR, HPA, healthcare providers, local employers, and trade unions to help people successful transition into the community after incarceration. The proposed workforce development pilot project will be the first time MOKA combines all of these efforts and resources into one comprehensive initiative.

Clean and Sober Housing Services: MOKA has over 20 years of experience operating clean and sober homes in Honolulu County, providing 120 beds across seven locations in Kalihi Valley, Waipahu, Maili, Waikiki, Ewa Beach, Kalihi, and Salt Lake. These homes offer safe, structured environments where residents can focus on recovery, pursue employment, and rebuild their lives. MOKA emphasizes accountability, with expectations for sobriety and participation in recovery programs. Over the years, MOKA has supported thousands of individuals in maintaining sobriety, achieving stable employment, and reducing recidivism. Providing an essential bridge from incarceration to independence, MOKA's housing services play a vital role in the reentry success of justice-involved adults.

Employment Services: For over a decade, MOKA has employed justice-involved adults through its moving and furniture liquidation business, providing steady jobs and opportunities to develop marketable skills like teamwork, time management, and customer service. Beyond employment, MOKA staff mentor participants on working with probation and parole officers, reuniting with families, and setting career goals. Many have transitioned to full-time roles in various industries, thanks to the foundational skills and experience gained through these initiatives. MOKA's dual focus on immediate employment and long-term readiness demonstrates its holistic approach to workforce development.

Contracts and Grants: MOKA has a proven track record in managing grants and contracts that serve justice-involved adults. From 2022 to 2025, MOKA successfully executed multiple state and city grants-in-aid for housing services, meeting and exceeding performance goals. For

over five years, MOKA has been a contracted provider of clean and sober housing for probationers and parolees under state of federal supervision. Recently, MOKA received a federal award from the Substance Abuse and Mental Health Services Administration to deliver integrated housing and peer-support services. This project will improve the lives of justice-involved adults through its services, as well as set a new benchmark for training and supervision of clean and sober living home managers. Overall, these projects highlight MOKA's capacity to meet complex regulatory requirements and adapt programs to address co-occurring needs, such as mental health and substance use recovery.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

MOKA possesses the capacity and expertise necessary to achieve measurable outcomes in employment, earnings, credential attainment, skills gains, housing stability, treatment completion and recidivism prevention. With over two decades of reentry service experience, we have developed a robust system to deliver impactful programs tailored to justice-involved adults.

Proven Track Record: MOKA's extensive experience in clean and sober housing, employment programs, and case management underscores our ability to deliver comprehensive support. Our housing services have helped hundreds achieve stability, sobriety, and independence. Through employment initiatives, we've placed justice-involved adults in meaningful jobs that develop skills and prepare them for long-term success. This foundation highlights our ability to connect participants with critical resources for reintegration.

Skilled Staff: Our team includes experienced case managers, employment specialists, and administrative staff trained in trauma-informed care, cultural competence, and evidence-based practices. Case managers deliver personalized support, managing caseloads to ensure individual attention. Employment specialists secure stable, above-minimum-wage jobs aligned with participants' skills and interests. The Project Director oversees services and ensures progress is systematically tracked.

Strong Partnerships: MOKA's long-standing relationships with the DCR, HPA, and WHD, as well as employers, unions, and healthcare providers are integral to the program's success. These partnerships allow participants to access employment, housing, vocational training, and treatment services, addressing reentry barriers holistically.

Infrastructure and Data-Driven Approach: Our data systems monitor participant progress and program performance effectively. Case managers collect data on employment, housing, and treatment engagement, which the Project Director analyzes to identify trends and improve services. Monthly reports and evaluations ensure accountability and continuous improvement.

Plan for Bolstering Capacity: MOKA will invest in ongoing staff training to improve skills in trauma-informed care, cultural competence, and case management strategies, ensuring participant needs are met effectively. We will enhance data systems to streamline tracking of participant outcomes and guide real-time program adjustments. This project's outcomes—such as employment rates, credential attainment, housing stability, and recidivism prevention—will position MOKA to apply for the Department of Labor's Pathway Home grant, which offers up to $4 million over 42 months. By leveraging measurable results and evaluation studies, MOKA will scale its services to a broader participant base while securing long-term sustainability.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

MOKA's sustainability plan utilizes outcomes from this pilot project to secure long-term funding, while expanding workforce development services for justice-involved populations. A key goal is leveraging program successes to strengthen our application for the Pathway Home grant, which would provide services for 400 participants. Last year, MOKA's Pathway Home application earned strong scores, except for a limited track record in workforce development. This pilot project addresses that gap, providing the necessary experience and measurable outcomes to demonstrate our capacity.

Rigorous evaluation is central to our strategy. This includes collecting data on employment, housing stability, credential attainment, and recidivism prevention, and then reporting on participant improvements in these domains. These findings will showcase program impact on successful community reentry. MOKA will share evaluation results with government officials, legislators, and community stakeholders to advocate for permanent funding mechanisms. This would follow other states, where workforce programs for justice-involved adults are supported through dedicated appropriations or corrections partnerships. These discussions will explore avenues for scaling the program to other counties and building on existing partnerships.

Scaling efforts will also include expanding partnerships to secure in-kind contributions and exploring private foundation grants to enhance services. Future program growth will incorporate lessons learned from this pilot, increasing caseload capacity, integrating more advanced vocational training opportunities, and leveraging additional housing resources to support participants. Through evaluation-driven advocacy, strengthened funding applications, and an emphasis on scalability, MOKA will ensure this pilot program becomes a foundation for sustainable, large-scale workforce development efforts that continue improving outcomes for justice-involved adults in Honolulu County.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

MOKA has significant capacity and resources to implement and sustain its workforce development program for justice-involved adults. Central to this capacity are our seven clean and sober homes conveniently located across Honolulu County. These homes provide 120

beds, with rental payments covered through existing contracts with the DCR and HPA. This arrangement allows participants to reside in these homes at little or no cost, ensuring immediate housing stability upon release.

Our long-standing partnerships with DCR, HPA, WHD, healthcare providers, employers, and trade unions strengthen our ability to deliver holistic reentry services. These collaborations allow us to provide pre-release services directly within prison facilities, such as individualized reentry plans and job readiness training. This ensures participants begin receiving support before their release and continue seamlessly into post-release services. By collaborating with WHD, employers, and trade unions, we will help participants secure above-minimum-wage job placements, offer skill-building opportunities through apprenticeships, and connect participants to industry-recognized credential programs.

Additionally, MOKA's recent federal award from SAMHSA to provide integrated housing and peer-support services for justice-involved adults demonstrates our ability to deliver evidence-based, collaborative programming. The SAMHSA grant has enhanced our capacity to address participant needs to address substance abuse recovery and mental health challenges, ensuring participants receive comprehensive support.

Finally, MOKA has robust systems for tracking and reporting outcomes. Case managers collect data on employment, housing, and treatment, while the Project Director produces progress reports and evaluations. These ensure measurable outcomes are tracked, guide program improvements, and demonstrate the program's impact and scalability to stakeholders.

E. No CITY funds or assistance. The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds. A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: **MOKA Re-Entry Education & Employments Program, CT-DCS-2300034**
   Grant Period: November 2022 - October 2023 Grant Amount: $200,000
   Grant Purpose: Provide sober housing with wrap-around services for formerly incarcerated and homeless men in the process of reentry to society.
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: Department of Community Services Office of Grants Management

2. Grant Activity Name & Contract #: MOKA Re-entry Sober Living Facilities Program, CT-DCS-2500042
   Grant Period: 10/2024 - 09/2025 Grant Amount: $150,000
   Grant Purpose: Provide sober housing with wrap-around services for formerly incarcerated and homeless men in the process of reentry to society.
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: Department of Community Services Office of Grants Management

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☒ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

Industry-wide reports have documented that the most effective reentry program interventions address: health; employment; housing; skill development; mentorship; and social networks, as these factors have the most significant impact on reentry success. Our residents' age varies considerably. We help most of our residents -- through our reentry and recovery program -- find and keep jobs, However, we also realize Kupuna coming into a reentry program might not be able, or eligible, for full-time work. For these reasons, we partner with other organizations where our Kupuna residents can: volunteer proactively; become active; feel useful; and impart cultural knowledge as contributing citizens. These efforts also help our Kupuna residents adjust back into their communities. We encourage our residents that volunteering and staying active helps in avoiding recidivism.

Proposal 104

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Makauila, Inc.
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Hawaiian Language Media Workforce Development

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Established in 2010, Makauila Inc. is a Hawaii-based 501(c)3 nonprofit organization with the mission of normalizing ʻōlelo Hawaiʻi (Hawaiian language) through the development, production, and distribution of high-quality multimedia products. Our team of young storytellers combine technical expertise in media production with an equally strong foundation in the Hawaiian identity to craft moʻolelo with the intention of creating long-lasting have positive change for our community.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

Makauila is requesting funding to create an episodic multimedia series to support the further revitalization and normalization of the Hawaiian language while also providing in-depth workforce development training for careers in the creative industry.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

The two primary outcomes of the project are to (1) increase the use of the Hawaiian language and (2) provide workforce training in the creative industry. Measures of success will include the number of interns who complete the training program, multimedia segments produced, and viewership analytics from distribution platforms.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $16,666	☒ District 2 $16,666	☒ District 3 $16,666
☒ District 4 $16,666	☒ District 5 $16,666	☒ District 6 $16,666
☒ District 7 $16,666	☒ District 8 $16,666	☒ District 9 $16,672
Total Amount Requested (must be $25,000 to $150,000)	$150,000	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☒ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer

Printed Name and Title: Bryson Hoe, Executive Director

11/22/2024
Date

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Bryson Hoe
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that _____(name), _____(title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

_____
(Signature)

_____
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this _____ day of_____, 202__, before me appeared _____, personally known to me, who, being by me duly sworn, did say that he/she is the _____ of _____ and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said _____ acknowledged said instrument to be the free act and deed of said corporation.

_____
Notary Public, State of Hawaii

My Commission expires:_____

Doc. Date:_____ # Pages _____
Name: _____ ____ Circuit
Doc. Description: _____

_____
Signature Date

NOTARY CERTIFICATION

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

In its 2024 report update, the Hawaii Department of Business, Economic Development, and Tourism (DBEDT) estimated that the state's creative industries accounted for 52,301 jobs and 4,933 businesses, representing 6.2% of the state's total civilian jobs and $5.1 billion in annual economic impact. The creative industries are broadly defined as 13 related sectors, including marketing and photography; performing and creative arts; design services; architecture; music; radio and television broadcasting; and art education. This project focuses specifically on the film, TV, video production/distribution, cable, and media streaming (MP&D) category, which employed 2,626 in 2022.

While the creative industries as a whole reported 9.3% job growth from 2012-2022, the number of MP&D positions increased by nearly 60% in the same time period, demonstrating the rapid development in this sector and future employment opportunities. The average annual earnings for MP&D an individual job was $100,740, compared to the average Native Hawaiian household income of $105,859. Therefore, we strongly believe that the creative industries offer long-term economic development and stability for Native Hawaiians, especially for those who are entering the workforce. DBEDT specifically cites Hawaii's cultural diversity and Native Hawaiian culture as differentiators that support thriving creative industries that can compete in worldwide markets while also supporting other sectors locally.

The Hawaiian Language Multimedia Workforce Development project is designed to provide a pipeline for entry into the creative industries for young Native Hawaiians. In the last three academic years, the University of Hawaii at Manoa awarded an average of 456 undergraduate degrees to Native Hawaiian students. Those who majored in creative media, journalism, history, communication, library and information science, political science, Hawaiian language, and Hawaiian studies accounted for approximately 20% of degrees received. We plan on recruiting from these undergraduate and graduate students for the 5-month internship program since they will have foundational knowledge in their respective fields on which to build applied skills.

In the last two years, Makauila has produced 19 half-hour episodes of Kīpuka Moʻolelo, a new series exploring the contemporary use of the Hawaiian language, culture, and perspective in the areas of education, politics, music, and advocacy. Over the course of the series, we learn about the journey of a few early proponents of the Hawaiian language revitalization movement as well as others who are pushing ʻōlelo Hawaiʻi into new domains. All interviews were conducted entirely in ʻōlelo Hawaiʻi and subtitled in English. The project interns will play key roles in the development, production, post-production and distribution of additional episodes of

The development, production, and distribution of an additional 12 episodes of Kīpuka Moʻolelo will serve as the vehicle through which interns will acquire invaluable opportunities to develop a diverse set of skills essential for success in the field. Interns can gain hands-on

experience in various aspects of media production, including but not limited to videography, editing, scriptwriting, and storytelling techniques that center around indigenous perspectives and cultural narratives. Additionally, interns may enhance their proficiency in utilizing industry-standard equipment and software, honing their technical abilities while also learning to navigate the unique challenges and opportunities within the media landscape. Moreover, internships provide avenues for building essential soft skills such as communication, collaboration, cultural sensitivity, and adaptability, as interns work closely with the Native Hawaiian community, stakeholders, and industry professionals to amplify our voices and narratives through media platforms. Overall, the internship offers a rich learning environment that fosters both technical expertise and cultural competency, preparing interns for meaningful contributions to the media field while empowering them to advocate for Native Hawaiian representation and social change.

Additionally, media plays a crucial role in the revitalization of the Hawaiian language by acting as a powerful tool for language promotion and preservation, and an additional function of this initiative is to promote language visibility. Through television programs and online content, the Hawaiian language is given a platform to thrive and reach a wider audience. This increased visibility helps to normalize the language, making it a part of everyday life for speakers and non-speakers alike. As a result, more people are inspired to learn and use the language, ensuring its survival. Hawaiian language media serves as an invaluable educational resource. Language learners can access a wealth of materials through various media channels, including podcasts, online courses, and textbooks. These resources cater to learners of all levels, from beginners to advanced speakers. The availability of such tools makes it easier for individuals to engage with the language, fostering a sense of empowerment and achievement. It also encourages the integration of Hawaiian language into educational institutions, further promoting its use among younger generations.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

Makauila proposes to create a 12-part episodic multimedia series to support the further revitalization and normalization of the Hawaiian language while also providing in-depth workforce development training for careers in the creative industry.

Native Hawaiians face various gaps and barriers that hinder their entry into the creative media industry and impede their ability to achieve long-term economic stability. One significant challenge is the lack of representation and opportunities within the industry itself. Historically, the creative media landscape has been dominated by mainstream perspectives and cultures, often marginalizing Indigenous voices, including those of Native Hawaiians. This underrepresentation limits access to networks, resources, and platforms crucial for advancing careers in media production, storytelling, and related fields. Another barrier stems from systemic inequalities in education and access to relevant training. Many Native Hawaiians encounter disparities in educational resources, including limited access to high-quality arts and media programs that can equip them with the skills necessary for success in the industry.

Additionally, cultural biases and misconceptions may influence educational pathways, leading to a lack of recognition for Indigenous knowledge and practices within creative media curricula. Without adequate training and support, aspiring Native Hawaiian creatives may struggle to compete in an industry that demands technical proficiency and cultural relevance.

Moreover, economic challenges exacerbate the difficulties Native Hawaiians face in pursuing careers in creative media. Economic disparities, including lower household incomes and higher rates of unemployment, create financial barriers that hinder access to opportunities such as internships, mentorship programs, and expensive equipment or software necessary for media production.

Limited access to capital further constrains entrepreneurship and independent ventures within the creative media sector. As a result, many Native Hawaiians may find themselves excluded from the industry or unable to sustainably pursue careers that align with their creative aspirations, perpetuating cycles of economic disadvantage and cultural marginalization. Addressing these gaps and barriers requires concerted efforts to promote representation, equitable education, and economic empowerment within the creative media ecosystem.

The Hawaiian Language Media Workforce Development program addresses these historic and prevalent barriers by providing learning opportunities that provide meaningful engagement in a professional environment.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

Overall, employment in the media industry offers tangible pathways to economic development for the Native Hawaiian community, fostering cultural preservation, economic diversification, entrepreneurship, skills development, and community empowerment. By harnessing the power of media, Native Hawaiians can assert our identity, strengthen our economy, and shape our own narrative in the modern world.

Job Creation: Media outlets require a diverse range of talent, including journalists, editors, graphic designers, photographers, videographers, and technical support staff. By providing employment opportunities for Native Hawaiians in these roles, the media industry contributes to reducing unemployment and underemployment in the community.

Promotion of Native Hawaiian Culture: Native Hawaiians have a rich cultural heritage, and the media industry can provide a platform for the promotion and preservation. By featuring stories, music, art, and language specific to the Native Hawaiian community, media outlets can contribute to cultural revitalization and pride, attracting both local and global audiences.

Economic Diversification: Historically, Native Hawaiians have faced challenges related to economic dependence on specific industries such as tourism and agriculture. By expanding employment opportunities in the media sector, the community can diversify its economic base, reducing vulnerability to fluctuations in other sectors and fostering long-term sustainability.

Entrepreneurship Opportunities: The media industry also provides avenues for entrepreneurial ventures, including starting independent media outlets, production companies, or creative agencies. Encouraging Native Hawaiians to launch their own media

enterprises not only creates jobs but also fosters innovation and self-reliance within the community.

Skills Development and Training: Employment in the media industry often requires specialized skills in areas such as journalism, digital media production, marketing, and communications. By investing in education and training programs tailored to the needs of Native Hawaiians, the community can develop a skilled workforce capable of thriving in the media sector and beyond.

Community Engagement and Empowerment: Media outlets can serve as platforms for community engagement, providing opportunities for Native Hawaiians to voice their concerns, advocate for change, and participate in civic discourse. By amplifying diverse perspectives and empowering marginalized voices, the media industry can contribute to social inclusion and collective empowerment within the Native Hawaiian community.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

1. Recruit current university graduates in pertinent fields of study (e.g., Hawaiian language and culture, political science, journalism, creative media)
2. Conduct interviews with selected candidates
3. Hire ten interns by December 2025
4. All project staff meet to set out the overall outputs and outcomes of the program
5. Select individuals to feature on the episodes of Kīpuka Mo'olelo
6. Divide the interns into teams of based on interest, knowledge area, and preference to develop initial pre-production storyboards
7. Lead producer, Hawaiian language and culture expert, and interns conduct pre-production interviews with interviewees
8. Schedule and film episodes of Kīpuka Mo'olelo in a multicamera studio setting
9. Edit episodes of Kīpuka Mo'olelo including 'ōlelo Hawai'i translation for English subtitling
10. Distribute segments on Spectrum Digital Channel 326 and online at www.oiwi.tv

Throughout the course of the five-month program, the lead producer and Hawaiian language expert will conduct the following six media training workshops for the interns:

1. **Foundations of Native Hawaiian history and culture**
   Focus: An overview of Native Hawaiian history, values, and traditions to ground interns in cultural understanding and respect.

   Topics: Kumulipo (genealogy), mo'okū'auhau (lineage), mālama 'āina (land stewardship), and Hawaiian sovereignty movements.

2. **Hawaiian language for media professionals**
   Focus: Basic conversational Hawaiian and the proper use of key terms in media contexts.
   Topics: Pronunciation, sentence structure, and vocabulary relevant to storytelling and media production

3. **Media ethics and indigenous perspectives**
   Focus: Ethical storytelling that centers Indigenous perspectives, avoids cultural appropriation, and amplifies authentic voices.

Topics: Consent, representation, and challenges in balancing traditional knowledge with modern platforms.

4. **Storytelling through Native Hawaiian lens**
   Focus: Crafting narratives that align with Native Hawaiian worldviews and storytelling traditions.
   Topics: Mo'olelo (storytelling), mele (songs), and oli (chants) as cultural frameworks

5. **Multimedia production skills**
   Focus: Technical training in content creation for modern platforms while incorporating cultural aesthetics.
   Topics: Videography, editing, podcast production, and social media strategy.

6. **Media advocacy and indigenous sovereignty**
   Focus: Using media to support Native Hawaiian rights and sovereignty movements.
   Topics: Strategic communication, policy literacy, and grassroots advocacy.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

Direct Salaries/Wages
This will provide for salaries for three 0.3 FTE positions: a producer, photographer, and editor. The ten interns will also receive a monthly stipend for the program.

Professional and Contractual Services
Makauila will contract with a Hawaiian language and culture consultant to provide subject matter expertise. In addition to hosting the multimedia programs, he will also assist in developing and delivering training workshops for the interns.

Equipment Purchases
We have allocated $12,500 for the purchase of equipment, namely laptops for interns; audio recording equipment; and and hard drives for storage. Makauila will supplement this equipment purchase with its existing equipment inventory.

Office Rent
Makauila rents office space in Honolulu that will be used for filming and post-production editing.

Office Utilities
This provides for normal office utilities such as water, electricity, internet, and security alarm system.

Travel
The project may require interisland airfare and ground transportation for show guests to Oahu.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

October 2025
Launch intern recruitment postings on social media, partner websites, newsletters, and other platforms

November 2025

Intern candidates are interviewed and ten are selected for the program
Workshop #1: Foundations of Native Hawaiian history and culture

December 2025
Initial development for episodes 1-3
Workshop #2: Multimedia production skills

January 2026
Filming, editing, and distribution of episodes 1-3
Pre-production of episodes 4-6
Workshop #3: Storytelling through Hawaiian lens

February 2026
Filming, editing, and distribution of episodes 4-6
Pre-production of episodes 7-9
Workshop #4: ʻŌlelo Hawaiʻi for media professionals

March 2026
Filming, editing, and distribution of episodes 7-9
Pre-production of episodes 10-12
Workshop #5: Media ethics and indigenous perspectives

April 2026
Filming, editing, and distribution of episodes 10-12
Workshop #6: Media advocacy and indigenous sovereignty

May 2026
Internship program concludes
Multimedia content remains available on distribution platforms

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

The approach for successfully delivering the outcomes of this proposal is built from more than a decade of experience in Hawaiian language television production and the invaluable lessons learned in the production and distribution of thousands of videos totaling well over 100 hours Hawaiian culture and language programming.

From 2016-2019, Makauila produced 71 segments of Hawaiian language videos. Content ranged from profiles of Hawaiian leaders, live theater performances, musical performances, current events, narratives, and more. Each of the finished segments were distributed in two versions: with or without English subtitles. The inclusion of English subtitles allows for non-speakers to engage in the content and support their own language learning journey. The omission of subtitles allowed the content to be used in classrooms or homes that emphasize the normalization of the Hawaiian language. By having these two versions available, we dramatically increase the potential audience. The ability to create such a diversity of content is also a reflection of the growth of the Hawaiian language movement in recent years. The language is no longer confined to academic or educational settings; it is now included as the preferred method of expression in many creative settings.

Makauila has successfully provided services on projects that were similar in their nature, size, and scope of work described in the proposal.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Makauila has extensive experience in all stages of production from concept development to filming to post-production and distribution for feature-length documentaries, episodic series, marketing campaigns, and live-streaming. We engage our audience primarily through our social media platforms, www.oiwi.tv, and on-demand television station Spectrum Digital Channel 326. A substantial portion of our media library, which is freely accessible worldwide, features ʻōlelo Hawaiʻi with English subtitles to encourage use of the Hawaiian language in everyday settings.

Makauila has experienced technical video production staff that is fluent or highly proficient in the Hawaiian language. Indeed, fluency or proficiency in the Hawaiian language is a job requirement and performance measure for all employees. This high regard continues into the organizational culture that guides day to day operations and strategic planning.

Being that Makauila's staff is either fluent or proficient in the Hawaiian language and grounded in the Hawaiian worldview, all of the content they create, from the idea conception, to planning, pre-production, shooting, writing, and editing is Hawaiian. This kind of authenticity is only possible when a product is created from start to finish in Hawaiian. Creating an idea from a non-Hawaiian perspective then translating it into Hawaiian makes it exactly that - a non-Hawaiian product that is translated into Hawaiian. It is not truly Hawaiian.

To produce Hawaiian language television, one of the strongest competitive advantages possessed by the collective is subtitling. Makauila staff writes their scripts in Hawaiian first then translate into English subtitles. Nearly every other Hawaiian language program is written in English first then translated into Hawaiian. Furthermore, if a subtitle is translated literally, it is confusing and often wrong. Makauila's experience in subtitling based on the intent of a Hawaiian thought is a skill that has been gained from years and years of practice and experience.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

A key component of the long-term sustainability of the program is fostering relationships with community stakeholders such as Hawaiian language schools, tertiary-level educational institutions, and other mission-aligned organizations. This emphasis on partnership is at the core of how Makauila was established and continues to operate.

The multimedia content produced through this project will continue to be freely available on multiple distribution platforms into the future. The video library offered by Makauila has

become a valuable resource for language learners, educators, community organizations, and the general public.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

The technical and culture expertise developed through the creation of the episodes will allow Makauila to look for new opportunities to continue its mission of creating Hawaiian language content. We strongly believe that there is a community demand for this type of programming, and a significant limitation has been the lack of a pipeline to shepherd recent college graduates into the creative industries. This initiative addresses this issue. In regard to funding, Makauila will continue to pursue a combination of private and public support. We also have a strong network of existing partners with whom we've collaborated in the past and will continue to do so in the future to amplify our collective voice.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

Proposal 105

SECTION I
SUMMARY

A. Grantee Legal Name:	Malama Kai Foundation
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☑ No
C. Grant Activity Name:	Oahu Day-Use Mooring Buoy Program – Enhancing Marine and Coastal Protection

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Malama Kai Foundation (MKF) is a Hawaii 501(c)(3) organization dedicated to ocean stewardship for current and future generations. For over 30 years, MKF has been a leader in protecting Hawaii's coastal and nearshore resources. MKF's primary focus since being founded in 1991 is maintaining the statewide day-use mooring buoy (DMB) program, as well as public education, and community outreach.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

Boat anchor damage is a key threat to the sustainability of coral reefs in Hawaii. Day-use moorings have proven to be an effective, relatively simple tool to help prevent this damage. By enabling boats to tie up to DMBs instead of dropping anchors near coral reefs, we preserve the reef for future generations while supporting sustainable marine tourism. Oahu DMBs need inspection and repairs.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

We will inspect and repair the 46 permitted DMBs on Oahu, aiming to ensure at least 85% meet passing grades based on best management practices. These DMBs support Hawaii's nearshore environment, benefiting local residents and visitors alike. They provide safe access to coastal resources for diverse stakeholders around Honolulu and West Oahu's offshore areas.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☑ District 1 **$ 51,921**	☐ District 2 $	☐ District 3 $
☑ District 4 **$ 87,616**	☑ District 5 **$ 6,490**	☑ District 6 **$ 3,245**
☐ District 7 $	☐ District 8 $	☐ District 9 $
Total Amount Requested (must be $25,000 to $150,000)	**$ 149,272**	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☑ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer		Date
Alyssa Garvin Printed Name and Title: Alyssa Garvin Deputy Executive Director		11/22/24

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

_____
(Signature)

_____
(Print name)[2]

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Alyssa Garvin (name), Deputy Executive Director (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

_____
_____
_____
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_____
_____
(Signature)

_____
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_____
_____
_____
_____
(Print name)[3]

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this _____ day of_____, 202__, before me appeared _____, personally known to me, who, being by me duly sworn, did say that he/she is the _____ of _____ and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said _____ acknowledged said instrument to be the free act and deed of said corporation.

_____
Notary Public, State of Hawaii

My Commission expires:_____

Doc. Date:_____ # Pages _____
Name: _____ ____ Circuit
Doc. Description: _____
_____
_____
Signature Date

NOTARY CERTIFICATION[4]

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Introduction:

Threats to Coastal Ecosystems and the Role of Day-Use Mooring Buoys (DMBs)
Oahu's coastal ecosystems are threatened by overuse, the effects of climate change, sedimentation, and development. An often overlooked issue is direct physical damage to coral reefs from boat anchors. Hawaii's Day-Use Mooring Buoy (DMB) program offers an alternative to anchoring, preventing damage to coral reefs and making boating safer. Despite the DMB Program's success, there are perennial challenges to ensuring the proper maintenance of Oahu's DMBs. This proposal aims to address needed repairs and enhance efforts to protect Oahu's marine ecosystems for future generations.

The Need for Action:

Local Impact and Community Priority
In July 2023, the Department of Land and Natural Resources (DLNR) reported significant coral damage at Kewalo Basin, Oahu, caused by two anchor scars. This is just a recent example. This damage impacts reefs' ecological and socioeconomic functions, impacting biodiversity and tourism. Coral reefs provide vital ecosystem services, including fisheries support, coastal protection, and tourism. The economic and environmental costs of anchor damage are substantial.

The Importance of DMBs
Since 1990, over 220 DMBs have been installed in Hawai'i, including 46 in Honolulu County. Initiated by the Malama Kai Foundation (MKF) in partnership with the State, the program has been successful but faces challenges such as funding for proper, regular maintenance, expansion, and public awareness. This proposal seeks funding to repair DMBs in Honolulu County and create a sustainable maintenance plan to ensure their continued success.

Target Population and Stakeholders:

Recreational Boaters and Marine Tourism Operators
Over half of the registered vessels throughout Hawai'i are recreational boats, including passenger and tour vessels. Marine tourism generates $8.1 billion annually, roughly 9% of the State's GDP, and represents 59,000 Honolulu County jobs. Oahu DMBs support this sector but face challenges like underfunding and low reporting of maintenance needs.

Once the subject DMBs are repaired, outreach and education will be crucial for proper DMB use, reporting, and coral reef protection.

Local Communities and the Public

Healthy coastal ecosystems benefit the broader community, supporting food, tourism, and coastal protection. MKF is engaging local residents, especially near coastlines, to strengthen support for marine conservation. Areas like West Oahu and Maunalua Bay have seen successful, community-driven coral restoration efforts, with whom MKF is working to identify areas of greatest need.

Program Successes and Challenges:

Some DMB Districts, such as Kona and Kohala on Hawaii Island, have successfully maintained their DMB systems through local partnerships and grassroots fundraising. However, Oahu faces challenges with multiple DMB anchor failures resulting from unfunded maintenance and reliance on non-permitted moorings. MKF is working with DLNR to establish best practices and secure state funding for the maintenance of DMBs statewide, but additional funds are needed for repairs in Honolulu County. This proposal seeks the necessary funding to address repair needs and position Oahu for long-term sustainability.

The Role of Stakeholder Engagement

Engaging stakeholders is vital to identifying repair priorities and educating boaters on mooring best practices. In Honolulu County, this includes repairing failed DMBs and raising awareness about their proper use. Integrating DMB data into MKF's website will help boaters locate DMBs and follow best practices, reducing improper mooring.

Gaps and Opportunities

MKF has made progress in community education, but stronger partnerships and better communication are needed specifically in Honolulu County to ensure compliance. MKF is pleased to now focus our attention on Oahu's DMBs. Proactive stakeholder engagement and repairs in Honolulu County are essential for the program's success.

Conclusion: The Need for Sustainable Funding and Support

Protecting Hawai'i's coral reefs from anchor damage is critical. The DMB program offers a sustainable solution. To safeguard marine resources, DMBs must be maintained, stakeholders engaged, and the program adequately funded. This proposal calls for urgent repairs to Honolulu County's DMBs as a strategic step to secure future state funding for ongoing maintenance, ensuring the preservation of Hawai'i's coral reefs for generations to come.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem/need. *(3,000 character count limit)*

Information Gathering and Stakeholder Engagement

The first phase of the grant activity involves conducting outreach to key stakeholders, including recreational boaters, marine tourism operators, local residents, and government agencies, to confirm areas where Day-Use Mooring Buoys (DMBs) have failed or are in need of repair. MKF will compile data on the current state of DMBs across Honolulu County, and work closely with the Department of Land and Natural Resources (DLNR) to ensure repairs are authorized in a timely way. This collaborative effort will enable MKF to develop a prioritized list of DMBs requiring immediate attention. The information gathered will help determine which sites are most at risk of coral damage due to failed DMBs and will guide the scheduling of necessary repairs.

Fieldwork and DMB Repairs

Following the information gathering phase, MKF will begin the fieldwork repairs on the identified DMBs. The most urgent needs, such as repairs to the DMB anchor system, will be addressed first to prevent further damage to coral reefs from anchors or non-permitted moorings. Once the critical repairs are underway, MKF will proceed to bring functional DMBs up to current standards, ensuring that they are constructed to meet the current standard materials. After addressing the most severe needs, MKF will assess and evaluate additional sites that could benefit from new DMB installations, depending on remaining funding availability. This will help expand the reach of the program and further reduce the negative impact of anchor damage on Oahu's coral reefs.

Public Information and Outreach

To ensure that the repairs and maintenance efforts are transparent and accessible to the public, MKF will update its website to reflect the current status and locations of repaired and maintained DMBs in Honolulu County. This digital platform will provide real-time information to boaters and the public, enabling them to locate functional DMBs and use them appropriately. Additionally, MKF will conduct in-person outreach efforts funded by a separate contract with DLNR-DAR, engaging with stakeholders on Oahu and throughout the State to promote proper mooring practices and reporting. This educational component will help increase awareness about the importance of using DMBs correctly, reducing the occurrence of improper mooring, and fostering greater community involvement in coral reef protection.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

MKF has provided a valuable public service function to the Hawaii State government and residents for 30 years, fundraising and maintaining the DMB program. Our proposed DMB repair and maintenance project will achieve outcomes that support the Grants in Aid Fund, especially in environmental protection and community/economic development. It will enhance local well-being by preserving marine ecosystems, benefiting multiple sectors of the local economy.

The project will:

- Protect the livelihoods of fishers, tourism operators, and residents relying on healthy marine ecosystems.
- Improve the ecological and aesthetic value of Oahu's coastlines, benefitting both residents and visitors.
- Encourage community involvement in conservation through sustainable marine practices.

Alignment with Grants in Aid Fund Purposes:

- **Environmental Protection**: Repairing and maintaining DMBs will mitigate environmental degradation from improper anchoring, preserving coral reefs, and supporting marine biodiversity, fisheries, and tourism.
- **Sustainable Community Development**: The project benefits low- and moderate-income coastal communities (e.g., West Oahu, Maunalua Bay) by protecting marine resources vital to food security, tourism, and coastal protection. Engaging stakeholders in conservation promotes long-term stewardship.
- **Economic Impact**: Sustainable mooring options support Oahu's marine tourism industry, generating billions in revenue. Healthy reefs attract visitors, benefit local businesses, and provide economic stability.
- **Low- and Moderate-Income Areas**: The project impacts low-income communities dependent on natural resources, offering long-term economic opportunities and environmental resilience, improving their quality of life.

Measurable Outcomes:

- **Repair of Critical DMBs**: The project will repair at least 85% of the high-priority failed DMBs in Honolulu County, preventing further coral reef damage from anchors and improving marine biodiversity, water quality, and ecosystem health.
- **Standardization of DMBs**: Maintenance of at least 85% of the functional DMB sites will upgrade tackle to meet State standards.
- **Increased Reporting**: The project aims for a 25% increase in reporting from DMB stakeholders to improve management and repair cycles.
- **Stakeholder Engagement**: MKF will engage local residents, boaters, and tourism operators in proper mooring practices and coral reef conservation, updating their website with real-time DMB data to improve compliance.
- **Long-Term Sustainability**: Securing future State funding for repairs and a maintenance plan ensures the long-term protection of Oahu's marine ecosystems, benefiting local communities.

In summary, the measurable outcomes address environmental degradation, promote sustainable development, and enhance the local economy, while allowing for unexpected variables such as weather conditions impacting available work days. This project aligns with the Grants in Aid Fund's goals by improving Oahu's marine resources, benefiting current and future generations.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

The Day-Use Mooring Buoy (DMB) repair and maintenance project will be implemented through collaboration with various stakeholders. The project aims to achieve measurable outcomes primarily by repairing and conducting maintenance to DMBs, with additional goals of engaging stakeholders and planning for long-term sustainability.

1. **Repair of Critical DMBs (23 DMBs)**: Repair 23 high-priority, failed DMBs in Honolulu County to prevent further coral reef damage from improper anchoring.
   Actions:
   - Site Assessments: Identify 23 failed DMBs (Months 1-2).
   - Permits & Approvals: Obtain DLNR-DAR approval (Months 2-3).
   - Procurement & Repairs: Procure materials and contractors for repairs (Months 3-9).
   - Post-Repair Reporting: Submit repair reports (Month 10).

   Milestones:
   - 23 DMBs repaired by Month 9.
   - Post-repair reports by Month 10.
2. **Standardization of DMBs (18 DMBs)**: Standardize 18 functional DMBs to meet State standards.
   Actions:
   - Assessment: Review and identify needed upgrades (Months 1-2).
   - Procurement & Upgrades: Procure materials and contractors (Months 2-5).

- Implementation: Standardize 18 sites (Months 5-9).
- Post-Maintenance Reporting: Submit maintenance reports (Month 9).

Milestones:

- 18 DMBs upgraded by Month 9.

3. **Increase Reporting and Compliance by 25%**: Boost reporting from DMB stakeholders to improve management cycles.

   Actions:

   - Develop Reporting Platform: Launch web/mobile platform (Month 2).
   - Outreach Campaign: Promote the platform to stakeholders (Month 3).
   - Monitor & Feedback: Track reporting trends (Months 4-11).

   Milestones:

   - Platform launched (Month 2).
   - 25% increase in reporting by Month 11.

4. **Stakeholder Engagement and Education**: Educate residents, boaters, and tourism operators on sustainable mooring practices. (Funding for this has been secured via contract with DLNR-DAR, and is only listed here as it is part of the larger picture)

   Actions:

   - Educational Materials: Create mooring education materials (Month 2).
   - Workshops & Forums: Host events (Months 4-10).
   - Website Update: Add real-time DMB data (Month 4).

   Milestones:

   - 1 in-person workshop/forum (Months 4-6).
   - 1 virtual workshop/forum (Months 7-9).
   - Website updated (Months 6-10).

5. **Long-Term Sustainability and Future Funding**: Secure funding and establish a maintenance plan.

   Actions:

   - Funding: Work with agencies for long-term funding (Months 1-6).
   - Maintenance Plan: Develop a sustainable repair plan (Month 9).
   - Networks: Engage stakeholders for ongoing support (Month 10).

   Milestones:

   - Funding secured (Month 6).
   - Maintenance plan operational (Month 9).

Partnerships and Roles

- **DBOR**: Regulatory support and permits.
- **Marine Conservation Organizations**: Lead outreach, engagement, and monitoring.
- **Division of Aquatic Resources**: Provide long-term funding.
- **Local Contractors/Marine Services**: Perform repairs and upgrades.
- **Local Fishers/Tourism Operators**: Offer feedback and participate in education.

This action plan outlines the project steps, milestones, and partners to improve marine resource protection, sustainable development, and long-term ecosystem viability.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

The proposed budget for the Day-Use Mooring Buoy (DMB) repair and maintenance project is designed to ensure the successful execution of the outlined activities while efficiently allocating resources to achieve the desired outcomes.

Labor for Fieldwork (50% of the Budget)

A significant portion of the budget (50%) is dedicated to labor for fieldwork, which is essential for the repair and maintenance of 23 critical DMBs and the standardization of 18 functional DMBs. Skilled contractors, marine service providers, and field technicians will carry out the repairs and upgrades, which will directly impact the preservation of coral reefs and the functionality of the mooring systems. Labor costs cover site assessments, repairs, and ensuring that all DMBs meet State standards. This investment in field labor ensures the timely and effective completion of hands-on work, which is critical for meeting project milestones.

Materials for Repairs and Maintenance (35% of the Budget)

Materials account for 35% of the budget and are crucial for carrying out the repairs, upgrades, and maintenance of the DMBs. This includes the procurement of necessary materials such as replacement buoy hardware, anchoring systems, and tools required for repairs. The cost also covers not only repairs but also upgrades to meet the State's established standards. By allocating a substantial portion of the budget to materials, the project will maintain the highest quality of repairs and upgrades, thus safeguarding marine resources from the damaging effects of failed or inadequate mooring systems.

Coordination and Administration (15% of the Budget)

The remaining 15% of the requested funds is allocated for coordination and administration, ensuring the effective management and oversight of the project. MKF has secured additional outside funds to assist with administration and coordination, so that the project will fully support activities such as project planning, monitoring, and reporting, as well as stakeholder engagement efforts, including the development of reporting platforms, educational outreach, and participation from stakeholders. Proper coordination and administration are key to meeting project deadlines, securing agency approvals, and ensuring compliance with regulatory requirements. This allocation also covers the costs of personnel who will oversee the overall implementation, track progress, handle communications, and manage the final reporting to ensure accountability and transparency in the use of project resources.

In summary, this budget distribution ensures that the core activities of fieldwork, materials procurement, and coordination are well-funded, with a balanced approach that prioritizes the hands-on efforts needed to directly impact the DMB repairs and maintenance while also supporting the necessary planning and engagement processes necessary to leverage the successes of the project toward the opportunity of state funding for continued maintenance.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Summary Timeline

Action	Month	Milestone/Goal
Repair of Critical DMBs (23 DMBs)		
Site Assessments	1-2	Identify 23 failed DMBs
Repairs Approvals	2-3	Obtain DLNR-DAR approval
Procurement & Repairs	3-9	Complete repairs on all 23 DMBs
Post-Repair Reporting	10	Submit post-repair reports
Standardization of DMBs (18 DMBs)		
Assessment	1-2	Review DMBs and identify needed upgrades
Procurement & Upgrades	2-5	Procure materials & upgrade 18 DMBs
Implementation	5-9	Standardize 18 DMBs
Post-Maintenance Reporting	9	Submit maintenance reports
Increase Reporting (25%)		
Develop Reporting Platform	2	Platform launched
Outreach Campaign	3	Promote the platform to stakeholders
Monitor & Feedback	4-11	Track trends and adjust based on feedback
Stakeholder Engagement & Education		
Educational Materials	2	Materials developed and distributed
Workshops & Forums	4-10	1 in-person and 1 virtual workshop/forum
Website Update	4-10	Website updated with real-time data
Sustainability & Funding		
Funding	1-6	Secure long-term funding
Maintenance Plan	9	Develop a sustainable maintenance plan
Networks	10	Engage stakeholders for ongoing support

This timeline ensures all actions are completed on time and in an efficient order, while milestones are clearly defined for tracking progress.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

Leadership and Innovation
Malama Kai Foundation (MKF) has led Hawai'i's DMB initiative since 1990, starting with the first moorings on the Kailua-Kona coast, and expanding to include DMBs in each county. This collaboration between community members, ocean tourism businesses, non-profits, and the University of Hawai'i Sea Grant set the foundation for MKF's ongoing work in marine conservation.

Statewide DMB Network Expansion
MKF spearheaded the expansion of the DMB network in 2010 in collaboration with DLNR-DAR. MKF supports volunteer efforts to fundraise & maintain a network of approximately 220 permitted DMBs across the Hawaiian Islands, reducing anchor damage to coral reefs. Through private funding, grants, and volunteers, MKF maintains these buoys, demonstrating its long-term commitment to resource protection.

Relevant Client Projects
MKF's success is reflected in key contracts:

- **DAR Solicitation #: P24000602 - Maui DMB Pilot (2023-2026)**: MKF oversees 46 of 72 DMBs in Maui, updating the DMB inventory, revising the DLNR management plan, and ensuring timely maintenance. Inspections are ahead of schedule, supported by strong community ties. Our goal is to model repairs for Oahu's DMBs after the success being achieved through the Maui DMB Pilot, in order to leverage those repairs toward future State funding opportunities.
- **DOBOR Solicitation #: Q17000390 - Honokohau & Kawaihae Mooring Maintenance (2016-2020)**: MKF led installation and maintenance of moorings, showcasing technical expertise in mooring design and maintenance.
- **NOAA Contract #: NOS-OCM-2021-2006759 - Youth Marine Education (2020-2021)**: MKF expanded access to marine education with a $375,000 scholarship program for underprivileged youth, focusing on conservation and cultural stewardship.

Collaborative Marine Stewardship
MKF partners with DLNR, ocean tourism businesses, NGOs, and local communities, ensuring effective management of the DMB program. This approach has led to sustainable project execution and strong stakeholder communication.

Project Management Capacity
MKF's ability to manage large projects is proven by their successful handling of the Honokohau & Kawaihae Mooring Maintenance and DAR Maui DMB Pilot, completing tasks on time and within budget. Their expertise in managing state contracts highlights their capacity for complex project delivery.

Education and Outreach Excellence
MKF leads environmental education programs like the Ridge to Reef Ahupuaa/Watershed

Education Program, engaging students in hands-on learning. This aligns with MKF's commitment to education and community-based resource management.

Conclusion

With over 32 years of experience, MKF has successfully installed, maintained, and managed Hawai'i's statewide DMB network. Their leadership, expertise, and partnerships make them the ideal team to continue the proposed project efficiently.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Organizational Knowledge
Malama Kai Foundation (MKF) has over 32 years of experience managing Hawai'i's Day-Use Mooring Buoy (DMB) system. Since 1990, we've led the installation and maintenance of DMBs, protecting coral reefs from anchor damage. MKF's longstanding commitment to this work and our leadership in conservation initiatives provide the knowledge and expertise needed for successful project execution.
Our staff is skilled in marine resource management, conservation, education, and community outreach. We also understand state permitting processes and collaborate with local stakeholders to ensure smooth project execution.

Staffing and Expertise
Our team includes professionals with deep experience in marine conservation and DMB management:

- Victoria Martocci, Program Director, has led successful DMB inspections & maintenance initiatives statewide.
- Jeff Leicher and Erik Bergmeyer, DMB experts and trainers, have managed DMB installation and maintenance throughout Hawai'i.
- Board Members bring extensive project management, community outreach, and environmental stewardship experience.
  We will also engage specialized contractors on Oahu with experience in mooring design, underwater installations, and maintenance, ensuring long-term capacity for repairs and maintenance.

Fiscal Resources
MKF is supported by private donations and grants. We've secured significant contracts, including the DAR Maui DMB Pilot. MKF ensures efficient fund use to meet project goals, demonstrating our financial stability and ability to manage Hawai'i's DMB system long-term.

Facilities and Other Resources
MKF's DMB Program Director supports the project remotely from Maui, while our network of volunteers, partners, and subcontractors on Oahu ensures the necessary manpower and tools are ready to work when and where the weather allows. We also have access to

specialized equipment for inspections, maintenance, and mooring installations, which are essential to the project.

Stakeholders and Relationships
MKF has strong relationships with key stakeholders, including state agencies like DLNR, DAR, DOBOR, local community groups, ocean tourism businesses, and coral restoration organizations. These relationships are vital for coordinating activities, ensuring timely repairs, and maintaining effective communication. We also partner with organizations like the Malama Maunalua, Kuleana Corals, and ASU Akoakoa Foundation, which support this initiative.

Conclusion
MKF has the organizational knowledge, staffing, fiscal resources, facilities, and stakeholder relationships to achieve the proposed outcomes. With over 32 years of experience managing Hawai'i's DMB system and other marine conservation projects, we are confident in our ability to deliver the proposed project successfully.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

To sustain and expand activities beyond the grant period, we will leverage the success of this project to secure future funding from DLNR-DAR and other sources. Our strategy includes:

Demonstrating Impact
We will showcase the success of DMB inspections, maintenance, and community engagement to demonstrate the project's effectiveness. This will make us a strong candidate for future funding from DLNR-DAR, aligning with state priorities like coral reef protection and sustainable coastal management.

Building Stakeholder Relationships
We will continue collaborating with DLNR-DAR, local stakeholders, and community partners, ensuring their support for ongoing and future projects. Regular updates and engagement will help us maintain these vital relationships.

Leveraging Networks for Funding
MKF has a history of securing grants and forming partnerships. We will use the project's success to apply for future funds from DLNR-DAR, private partners, and other funding organizations to support DMB expansion and related initiatives.

Long-Term Funding Strategy
We will develop a sustainable funding strategy that includes applying for multi-year funding, exploring new grant opportunities, and building private-sector partnerships to ensure financial stability.

Continuous Monitoring and Reporting
We will track key performance indicators to demonstrate progress and impact, making the case for continued funding and program expansion. Regular reporting will also help us refine the project and identify areas for growth.

Expanding Geographic Reach
We plan to use the project's successes to apply for additional funds to assist DLNR-DAR with a plan to expand the DMB program by permitting more DMB sites statewide, ensuring its growth and continued success.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

Proven Track Record
MKF has over 32 years of experience managing Hawai'i's Day-Use Mooring Buoy (DMB) program. Our successful execution of large-scale conservation projects, including DMB installation and maintenance, shows our ability to sustain and expand efforts beyond the grant period. We've grown through partnerships, fundraising, and volunteer support, ensuring a strong foundation for continued success.

Experienced Team
MKF's team includes seasoned professionals, such as Program Director Victoria Martocci and DMB experts Jeff Leicher and Erik Bergmeyer. Our staff and network of volunteers and contractors have the expertise needed to carry out the sustainability plan and ensure ongoing program success.

Financial Stability
MKF has a strong financial history, securing funding through grants, donations, and contracts. This includes successful funding from DLNR-DAR, which demonstrates our ability to manage and allocate funds efficiently. Our track record in securing funding will ensure the program's long-term viability and growth.

Key Stakeholder Relationships
We have established strong partnerships with DLNR-DAR, local agencies, community groups, and environmental organizations. These relationships will ensure continued collaboration, funding opportunities, and community support to sustain the DMB program.

Community Engagement
MKF's successful community outreach efforts, such as B-WET, have engaged stakeholders in marine conservation, helping ensure support for the DMB program. This foundation of community involvement will continue to attract public and private funding.

Strategic Planning for Growth
MKF's strategic planning includes pursuing additional funding opportunities, expanding partnerships, and enhancing program impact. This approach will drive the continued growth and expansion of the DMB program beyond the grant period.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

Malama Kai Foundation has not received any grants from the city in the last 3 years.

1. Grant Activity Name & Contract #:
   Grant Period: _____ Grant Amount:
   Grant Purpose:
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division:

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Malama Maunalua
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Community-Led Nearshore Restoration in Maunalua Bay

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Founded in 2006, Mālama Maunalua (MM) is a community-based, non-profit restoring and conserving Maunalua Bay through community kuleana. MM engages the community in effective, science-based, service learning projects to build the next generation of stewards for the Bay. MM is working with and training community to tackle the largest example of marine conservation in an urban area in the State.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

The project will restore Maunalua Bay by creating a cohesive and robust volunteer-led habitat restoration effort fostering public engagement and demonstrative restoration projects. Foci include: hiring and training young environmental professionals, expanding on the suite of Maunalua Bay-specific scientific research projects, and creating a volunteer model for conservation initiatives.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

Outcomes:
- 2,362 community members trained and educated,
- 24 huki events,
- 50,000 lbs invasive alien algae removed,
- 10 schools engaged and active
- 8 interns mentored

Measures:
- 24 huki events,
- 48 10x10m plots scientifically monitored,
- 10 schools in region involved
- 8 interns hired

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1	☐ District 2	☐ District 3
$	$	$

☒ District 4 $149,993	☐ District 5 $	☐ District 6 $
☐ District 7 $	☐ District 8 $	☐ District 9 $
Total Amount Requested (must be $25,000 to $150,000)	$	

H. Type of Grant Activity (pick <u>ONE</u> category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☒ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer
Printed Name and Title:

Date

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Amy Monk
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Doug Harper (name), Executive Director (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Amy Monk
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 21 day of November, 2024, before me appeared Amy Monk, personally known to me, who, being by me duly sworn, did say that he/she is the President of Malama Manoa and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said she acknowledged said instrument to be the free act and deed of said corporation.

Notary Public, State of Hawaii

Cody W. M. Hirose
Notary Public, State of Hawaii
My Commission Expires:
July 22, 2026

My Commission expires: _____

Doc. Date: 11/21/2024 # Pages _____
Name: Cody W.M Hirose Final Circuit
Doc. Description: FY26 Grants in Aid Appendix A Tier II: Grant Proposal

11/21/2024
Signature Date

NOTARY CERTIFICATION





SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Maunalua Bay (southeast O'ahu) is characterized by a coral reef system with extensive back reef flat habitat and is a biological and cultural treasure of Hawai'i. Over the past century, the change in the Maunalua region from rural to highly urban has significantly altered the Bay's ecology. Many residents across O'ahu depend upon the Bay for food, livelihood, cultural preservation and recreation. The Bay:

-Provides a venue for Maunalua-based marine tourism companies,
-Attracts tourists that support other regional businesses,
-Supports resources that recreational and commercial fishers depend on for household consumption and income, and
-Protects our coastline community from natural hazards.

According to the East Honolulu Sustainable Communities Plan (1999), the Maunalua community views long-term protection of natural, cultural and historic resources as one of its highest priorities. This community sentiment is demonstrated by the high level of support for Malama Maunalua's (MM) work from volunteers and partners (over 2000 volunteers a year). MM serves as the main entity working toward improved management and preservation of Maunalua Bay and was formed by concerned citizens expressly to address issues with Bay health.

Unfortunately, Studies have found:

-The lowest levels of total fish biomass versus other sites monitored (TNC 2016),
-Areas of the Bay listed as impaired waters by the State Department of Health
-Evidence of fishing pressure on target species (i.e., Catch size small, average time to catch one fish high, a high percentage of fish caught under the legal size (Pakini Survey 2008), and catch for preferred species down 32-76% (TNC 2016, Pakini Survey 2009)), and
-Invasive alien algae (IAA) inundating the nearshore reef flat, smothering coral reef habitat, out-competing native algae and seagrass, and altering circulation.

Community use of the Bay is impacted by this diminshed Bay health. Research points to a marine ecosystem that must be restored in order to bring back the wide range of species that once thrived in Maunalua Bay and were vital to local residents. Fishing is a significant cultural, recreational, and subsistence practice in Maunalua. IAA reduces natural habitat for fish species, effects circulation of the Bay, traps sediment, diminshes water quality, and greatly reduces the aesthetics of the Bay by producing foul smells and inhibited viewplanes. Beach users and Bay recreators have expressed dismay at how unsightly and foul nearshore waters are at times of extremely high IAA prevalence.

The community demonstrates its collecitve call for improving the health of Maunalua Bay by actively participating in marine intiatives. The community understands the connection

between Bay health and livelihoods, culture, recreation, and safety. It also recognizes the challenge of working in a highly urbanized environment. As Nainoa Thompson has said, "We only have about a generation to get this right (in Maunalua Bay)."

This impact of a degraded marine environment is especially felt by low and moderate income families and individuals as marine harvest is a critical component of food security for families in Hawai'i. From limu to fish, low income families supplement their food with species caught in the ocean, and despite Maunalua Bay being a relatively affluent region, the Bay is still utilized heavily by residents from around O'ahu. Further, fishing, beachgoing, snorkeling, and swimming are all no-cost activities that are available to all, so having healthy marine resources is a vital, free outlet for low-income families.

Studies have also found that healthy marine ecosystems benefit the economy. NOAA has estimated that Hawai'i's reefs provide $863M in economic value annually. Further, a Cambridge study found that increasing marine conservation and restoration greatly increases economic output, which is most acutely felt amongst low-income individuals. Habitat restoration, through the removal of IAA, is a necessary component for healthy marine environments in Hawai'i.

MM is also leading the largest community based coral restoration effort in state history. The effort, Restore with Resilience (RWR), is planting climate resilient coral. Coral reefs provide immeasurable benefits to the community, from coastal protection through wave attenuation, to habitat for countless marine species. A major threat to Hawai'i's reefs is invasive limu, so the Huki project proposed in this application dovetails with the RWR effort to provide a force multiplier in terms of benefits: IAA removal restores nearshore habitat, while also reducing overgrowth of newly planted climate-resilient corals, which leads to improved coastal protections and resources - all of which are more beneficial for low and moderate income families that lack the resources to easily adapt to negative changes in the environment.

B. Describe the proposed plan

MM is the only organization solely focused on restoring Maunalua Bay, and is seen as a statewide leader in nearshore/native limu restoration. MM has achieved excellent results, including 25 acres of reef restored, over 4 million pounds of IAA removed and donated to farmers, hundreds of schools engaged, and over 43,000 volunteers led.

MM chose the proposed Grant activities because MM has a proven track record, there are limited options for addressing the problem, and better coordination will lead to better research and restoration. The only successfully proven method to control IAA in Maunalua Bay is by hand, making community involvement critical. MM will continue refining and utilizing those techniques that are proven effective to ensure a lasting positive impact on the marine ecosystem. MM has:

1) Developed operating, monitoring, and management protocols to produce data on the outcomes of the program allowing for scientific assessments. MM has well-established and proven protocols for conducting the necessary activities.
2) Proven hukis are an effective way to engage large groups. A huki (to pull in Hawaiian) is MM's flagship project that leads volunteers in the removal of invasive alien algae. Thousands come out every year to help, about 2/3rds of whom are youth. Everyone, especially youth, is given hands-on education about ecosystem health, species, and the work to be undertaken.
3) Demonstrated that a small group of experienced staff can effectively train and lead interns, contractors, and community in a way that benefits them, the bay, and MM.

With our strong experience and success, MM can best fill the needs of the community. The community needs a healthy bay, and MM can help achieve this goal through our service projects, building the next generation of marine stewards, restoring Bay health, and empowering the community with knowledge.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

Maunalua Bay's condition has reduced the benefits it provides to the community. Fishers depend upon it for food and income, residents depend on it for recreation, and area businesses depend on it for commercial operations. Our grant activity is intended to improve the overall health of the Bay, and provide employment and training opportunities, which in turn improves the well-being, economy, and quality of life of local communities and other users.

[1] Restore a threatened marine environment. MM will guide and support students and community volunteers to remove and monitor IAA - the top restoration target - and study the return of native seagrass and native algae. With volunteers from across Honolulu, MM will:
-Hold 36 huki events
-Work with area public and private schools to remove IAA and teach students about the health of the Bay and age-appropriate scientific principles.

[2] Achieve sustainable stewardship in the marine environment. MM will provide meaningful employment opportunities:
-1 Director of Science and Planning (DSP): The DSP will help lead Activity #2 and #3 (from Section II B3).
-1 Director of Habitat Restoration (DHR): The DHR will assist with activities #1, #2, #3, and #4 and serve as the overall Huki coordinator.
-1 Executive Director (ED): The ED will strategically guide the Huki and Limu Hui (projects #1 and #3), and establish new partnerships.
- 1 Education and Ourtreach Coordiantor: the EOC will lead students in classroom education, and prepare them for fieldwork by teaching them about marine health and science. The EOC will help implement activity #4.
-10 Part-time positions: Community Huki Leaders (CHLs). The CHL positions are opportunities for individuals who have a strog interest in marine conservation and need experience. The CHLs support Activity #1 and #2.
-8 Interns: The interns will be college and graduate level students who will undertake key projects necessary to restoring the Bay. MM staff will mentor them to increase their professionalism and skills.

These outcomes create an ongoing source of marine conservation jobs and training for individuals, and build awareness and skills in a wide population of students from across O'ahu. The CHLs will be trained in management, monitoring, data collection and analysis, community engagement, and marine conservation.

[3] Connecting community to the ongoing science and restoration of Maunalua Bay. MM will guide research and restoration, and incorporate the public in activities to better expand and capture ecosystem health data. MM currently has a group of volunteers, most of them kupuna, that help with the work. MM will continue to work with them by training and guiding them. Outputs include:

--Improving community communication and coordination with the public.
-- Capturing scientific data on limu coverage, sedimentation, and coral health.

[4] Work with teachers and school groups to provide in-classroom and in field educational opportunities. MM will work with teachers and schools to setup age appropriate lessons before, during, and after Huki events. This will teach the kids everything from the science taking place in the Bay, ecosystem health, and career opportunities.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

The proposed project will:

1. Enhance the overall Huki Project. MM will expand the huki project and reach more students and volunteers. Over the course of the year, 36 large-scale huki events will be held, and protocols updated for area schools to follow for scientific teaching. MM's Habitat Restoration Director will oversee each initiative and the program, and will coordinate the events and staff. The contracted Community Huki Leaders (CHL) will lead the individual events, and the Education and Outreach Coordinator will provide lessons for the students.

2. Fully implement ongoing monitoring and management of the nearshore habitat in the Paiko Beach area. In the twelve months of the grant, MM's core volunteers, CHLs, HRD, and DSP will monitor before and after huki events at the select sites to document changes in the extent of IAA, and quarterly across select sites that have been cleared in the past (to compare growth rates of native and non-native algae). This will help MM understand how effective its actions are and how to modify huki events to improve restoration. The work is also critical for other communities on O'ahu who rely on the work of MM to help inform their decisions.

These efforts will provide scientific educational experiences for keiki and new researchers. MM will establish research needs and provide guidance and mentorship to schools and young individuals as they conduct research in the Bay. Efforts will be aligned with Department of Education requirements.

3. MM will recruit and hire 10 individuals in Hawai'i to serve as CHLs. CHLs will be new environmental professionals and will be trained on scientific research, community outreach, public speaking, and how to lead community restoration efforts.

MM will also provide a stipend and recruit 8 interns over the course of the year. MM will mentor and oversee the interns as they implement research projects. The projects will be chosen based on what experts and MM staff identify as critical needs for better managing and understanding the Bay. Interns will be paired with a project based on their skills and needs.

These efforts provide training, mentorship, and guidance for new and aspiring natural resource researchers and managers, a critical need in Hawai'i.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

Community Huki Leaders (CHLs): MM will hire 8 individuals committed to conservation in Hawai'i. Under the leadership of the NRC, CHLs will be trained to lead huki events that require the following skills: identify algal and seagrass species, communicate with volunteers, and understand and use safety protocols for volunteers in the water. A minimum of two CHLs will be at every Huki to set up, lead, and break down the event. They will educate volunteers on the culture and environment of the Bay, IAA removal protocols, oversee volunteers IAA removal, and transport the algae to area farms. CHLs will maintain the equipment and ensure that the volunteers have appropriate equipment at every Huki. These individuals will ensure that volunteers have a high-quality, engaging and safe learning experience.

Director of Science and Planning Director (DSP): MM will retain the current DSP to develop and implement the MBKA and oversee all scientific work. The DSP has strong experience in Excel and ArcGis in order to expand the web-based research library available on the MM website. She will ensure the scientific validity of all the projects, and share the results with community groups and scientists active in the region.

Director of Habitat Restoration (DHR): The DHR will serve as the overall coordinator for the CHLs and Huki by overseeing Program organization and logistics. The NRC will work with community organizations, schools, and businesses to set up the Huki and ensure they are well attended and organized. The DHR will work with the DSP to plan scientific outreach events, and expand the Adopt-a-Plot program. He will work with schools to expand MM's Student Science Program and develop protocols and lessons for teachers to follow to educate their students. The DHR will also lead the expansion of the Limu Hui by coordinating meetings, partnering with key personnel, and helping strategically shape the future of limu restoration and cultural uses in the Bay.

Intern Stipends. MM feels that providing stipends to interns is important to compensate them for the work they are putting in, and to recruit the best candidates available. The stipend will pay for 10 weeks of work during which the intern will have required attendance, produce a project paper, implement the project, and provide an outreach presentation to the community at the end of their internship.

Executive Director (ED): The ED will oversee all projects and provide critical strategic and partnership development for each project. The ED will attend all critical meetings with interns, the Limu Hui, and public Huki. The ED will establish new partnerships with key organizations and individuals, and provide public outreach for each project.

Education and Outreach Coordinator: The EOC will oversee all educational work with students, and the lesson plans implemented. The EOC will meet with students in the classroom and in the field, and provide lessons for the DHR to implement.

Supplies: Each year, intern projects require the purchasing of supplies to implement the research. This amount is an estimate based on past expenses.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

1] Restore a fragile and scarce marine environment

1.1 Conduct 36 huki events. Three huki will be held every month with the NRC securing participation and scheduling events.
Date: beginning Month 1 of the grant period, on-going through duration of grant.

1.2 Conduct monitoring of the cleared, and potential Huki areas – scientifically monitor 48 plots
Date: monthly and more intensive quarterly data collection through the grant period

[2] Achieve sustainable stewardship in the marine environment

2.1 Secure and train 10 part-time Community Huki Leaders
Date: Month 3 of grant period (employed for duration of the grant).

2.3 Partner with schools and young researchers to conduct service-learning activities and research in the Bay. Identifying needs to connect students and new researchers with those needs, mentoring them as they attempt to address the questions. Also partner with teachers to connect the research and outdoor educational experiences with their DOE requirements.
Date: Begins month 1, conducted throughout life of grant

2.4 Recruit 8 interns: 3 in the spring, 2 in the summer, and 3 in the fall.
Date: Advertise the internship program in October, February, and July, and hire the interns in January, May, and August.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

- MM's recent success led the Fish and Wildlife Federation to designate Maunalua Bay a "water to watch" for 2020, 1 of only 10 in the country.
- For the past three years, MM has created hands-on restoration opportunities for over 2,000 volunteers annually. In 2023, there were over 8,000 volunteer hours dedicated to restoration efforts in the Bay. Furthermore, core volunteers spend an average of 500 hours a year monitoring the worksites and updating the data for the Habitat Restoration Program.
- Scientific monitoring finds a decrease of invasive algae in the restoration area, with some species dropping from greater than 90% to under 20% coverage.
- Over the past few years, MM has made significant progress at maintaining IAA at one of the three most highly infested areas in the Bay, 28 acres of nearshore habitat at Paiko Beach, through monthly large-scale community restoration events. Research shows that the removal of the IAA allows for the sediment to flow to the open ocean, thereby promoting the return of native algae and seagrass.
- In 2009-2011, MM and The Nature Conservancy were awarded a $3.4-million NOAA grant to implement large-scale removal of invasive alien algae in Maunalua Bay. This was one of approximately 50 awards out of 800 proposals in the country. The project met all of its

objectives on time and on budget. As a result of this project's success, NOAA awarded MM the Environmental Heroes Award.
- In 2012, MM was awarded the one of only 46 (and the only award in Hawai'i) Urban Waters grants by the Environmental Protection Agency to install major demonstrations of best practices run-off reduction methods at Koko Head District Park (in partnership with the City & County of Honolulu Departments of Urban Forestry and Environmental Services) and at Koko Marina Shopping Center.
- In 2009-2010, MM was awarded and implemented a grant from the Hawai'i Department of Health to develop a plan for the Wailupe Watershed.
- MM has been recognized for our work, including C&C Good Neighbor Award and the Betty Crocker Award.
- MM has managed multiple grants awarded by the Hawai'i Community Foundation, including the Wallace Alexander Gerbode Foundation, Harold K.L. Castle Foundation, and the Atherton Family Foundation among others.
- MM has over 7 years of experience in leading community invasive algae removal, such as proposed in this Grant Activity. In addition, MM has developed and implemented maintenance and monitoring protocols to produce meaningful science regarding the effectiveness of the program.
- MM is viewed as a leader in the community on decisions involving the Bay. Our staff is involved with numerous regional committees including Scenic Highways, PacIOOs advisory group, Hawai'i Conservation Alliance Watershed Snapshot, Maunalua Recreational Advisory Council, plus attends neighborhood board meetings and others gatherings as needed.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

MM is confident that we have the strength and the capacity to implement this Grant Activity, and that we are well poised to successfully achieve the proposed outcomes. We have served as a pivotal player in the Bay for over 10 years, creating a strong organizational knowledge about the needs of the Bay and our role in the community to assist in Bay restoration.

Each of MM's projects over that time directly relates to addressing the three major solutions to restoring the health of the bay: removing IAA, reducing sediment and pollutant run- off, and increasing fish population.

MM has a deep commitment and support from a wide and varied community base which ensures the sustainable capacity required to restore and conserve Maunalua Bay. MM's Huki volunteer base has grown consistently over the last five years.

MM has established and maintained strong active partnerships with a long list of partners that include schools, community organizations (e.g. Hawaii Kai Rotary Club, Maunalua Fishpond Heritage Center etc.), government (e.g. Department o'f Urban Forestry, Department of Environmental Service, Department of Parks and Recreation, NOAA, Department of Land and Natural Resources, etc.) and other established environmental groups (e.g. The Nature Conservancy, Hawai'i Conservation Alliance).

MM uses established volunteer/donor management software and social media tools to track, support and communicate regularly with its volunteers and donors.

MM uses a strong annual planning and budgeting process, in which the Board and Executive Director (ED) verify direction, discuss and set priorities. At the end of each year MM reviews its priorities, projects and accomplishments with its key partners and donors to demonstrate that it has achieved the goals set at the beginning of the year. In every year, MM has met or exceeded the targets it set.

MM has experienced people leading the organization. The long-term, highly experienced and participative board of directors bring a wide range of business, professional, government and community experience to the organization (see list of Board of Directors). It has strong and well-established oversight practices, include monthly meetings. The board oversees an extremely qualified staff and highly experienced contractors to oversee the project activities. The staff are led by an ED with over 15 years of experience in community planning and conservation.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

Since its inception, MM has annually had a positive cash flow, meaning it has the financial flexibility to expand the work proposed in this grant, and ensure its continuance. Further, MM has already secured funding for 2025that will allow MM to expand the work beyond the operation of the Huki Program. For instance, funding from the National Oceanic and Atmospheric Administration is providing MM the ability to undertake coral outplanting. While not directly related to the Huki, the surveying and work associated with the outplanting will allow MM to develop a greater understanding of the Bay by collecting and analyzing data that will inform future habitat restoration actions.

The Huki Program is a flagship program for not only MM, but also the state. Few places in the State of Hawai'i can cite a project with as many volunteers, volunteer hours, and on-the-ground success in restoring marine habitat. As a result, MM is committed to continuing the Huki program in perpetuity. The success of the program (and the newly formed Limu Hui) ensure that MM and the community will work to see it continue beyond this fiscal cycle.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

Supporting this project will allow MM to carry out its long-term plan to effectively impede IAA growth from high-density areas in the Bay. MM needs to build the institutional infrastructure, and to cultivate and train committed volunteers to continue the work.

MM has an involved, experienced Board of Directors and a succession plan to retain organization experience while bringing new perspective. The board includes one founder, two directors who have been on the board for 9 years, and several directors who joined in the past three years. Another founder serves as a director emeritus. The board meets monthly to review projects and results.

The Director of Science and Planning has extensive marine conservation experience and has worked and lived in Maunalua for an extended period of time so is familiar with the community, its needs, and opportunities for new engagements. MM's Executive Director has

over 15 years of experience working on community science and management, especially as it relates to growing local projects into larger, sustained initiatives.

MM has had positive net income in every year since inception. The board takes primary responsibility for developing a solid funding stream and every board member contributes. We seek a balance of funds from foundations, individuals, businesses, and government grants. We have a track record with a base of funders with many donors contributing annually for many years and several foundations awarding us recurring grants.

Fundraising activities include routine events to honor and communicate with existing donors, a semi-annual campaign to solicit mid- and year-end contributions, individual board member appeals to businesses, monitoring grant opportunities and reporting dates to ensure that proposals and reports are timely, and making periodic appeals via the MM social media. The board creates and approves an annual budget and monitors budget and cash flow monthly.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: Restoring Maunalua Bay with Community
   Grant Period: 5/2024-9/2025 Grant Amount: 200,000
   Grant Purpose: Environment
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☒ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

MM works with schools ranging from K-college. MM partners with over 20 schools including everyone from the Univeristy of Hawaii and Chaminade, to Hahaione Elementary School. The activities undertaken by the students are tailored to their age. Elementary school students, for instance, are taught about invasive species, and help with the removal of invasive algae. For college students, they assist with the scientific work learning how to study species dynamics, water quality, and other oceanographic parameters.

Kupuna are also incorporated. Businesses, retirement communities, and the general public participate. The selection of plots to remove invasive algae are based in part on the age of the participants, as is their work at the coral events. MM has a cadre of volunteers who conduct nearshore assessments of algae cover, with the average age of those participants exceeding 60. The lead volunteer who attends over 40 events a year and oversees the entire program for scientific assessments is 84.

MM is proud that any age can, and does, participate in its restoration events.

Proposal 107

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Mana Pono Holomua
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Mana Pono Holomua Outreach

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Mana Pono Holomua has existed since 2021. We were able to house the homeless without funding and keep our clients housed to divert them from returning to homelessness. Our mission is to end homelessness, break the Barriers to getting into housing, and be conscientious about our services. We are client-centered, housing first, giving clients the freedom of choice, and seeking positive solutions.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

We recognize that homelessness can seem like an intractable problem, but it's not. Mana Pono Holomua provides a path to housing stability for those facing or at risk of homelessness. With the funds received MPH will work on serving 10 clients facing or at risk of homelessness annually through various programs and services we offer.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

Mana Pono Holomua is seeking capital funding to expand our caseloads and rent a new office structure to expand our data storage. Our current office is not holding from the influx of incoming referrals from many different sources. As an organization, we strive to assist those in need of our assistance. We screen in, not out. MPH was able to assist 7 individuals obtain stable housing.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $ 15,000	☒ District 2 $ 15,000	☐ District 3 $
☐ District 4 $	☒ District 5 $ 30,000	☐ District 6 $
☒ District 7 $ 90,000	☐ District 8 $	☐ District 9 $
Total Amount Requested (must be $25,000 to $150,000)	$ 150,000	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☒ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer

11/25/2024
Date

Printed Name and Title:
Thelma Heath CEO

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board of Mana Pono Holomua ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Amy Mae Stocker

(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that __Thelma Heath,____ (name),**CEO**_____ (title) has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Amy Mae Stocker

(Print name)

STATE OF HAWAII
CITY AND COUNTY OF HONOLULU

On this 29 day of November, 2024, before me appeared Amy Mae Stocker, personally known to me, who, being by me duly sworn, did say that he/she is the Vice President of Mana Pono Holomua and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said SL acknowledged said instrument to be the free act and deed of said corporation.

Notary Public, State of Hawaii

Stephen Adler

My Commission expires: 05/18/2027

STEPHEN ADLER NOTARY PUBLIC Comm. No 03-267 STATE OF HAWAII

Doc. Date: Month of Nov # Pages 1

Name: Stephen Adler 1st Circuit

Doc. Description: Certificate of the Board of Directors No Obligations in Arrears

Signature 11/29/2024 Date

NOTARY CERTIFICATION

Doc. Description: Certificate of the Board of Directors No Obligations

Signature 11/14/2024 Date

NOTARY CERTIFICATION

FISCAL SPONSOR

The Fiscal Sponsor is a nonprofit organization that assumes legal, financial and programmatic responsibility for the activities of groups or individuals engaged in work that furthers the fiscal sponsor's mission and their own respective purposes. The Fiscal Sponsor is called the Grantee in this Grant Proposal. The CITY's legal relationship is with the Grantee, and the CITY will disburse Grant funds to the Grantee. The Sponsored Organization is the organization under this Grant Proposal that the Grantee (Fiscal Sponsor) chooses to support to implement the Grant Activity.

Accordingly, if the Grantee is a Fiscal Sponsor, the following should be completed by both the Grantee (Fiscal Sponsor) and the Sponsored Organization. By initialing and signing below, the Grantee (Fiscal Sponsor) and the Sponsored Organization indicate they have reviewed and come to an agreement regarding each of the following items:

Grantee/Fiscal Sponsor Initials	Sponsored Organization Initials	Agreed upon items
Thelma Heath	TH	Response herein to Section III Question 1
Thelma Heath	TH	Response herein to Section III Question 2
Thelma Heath	TH	Response herein to Section III Question 3
TH	TH	Response herein to Section III Question 4
TH	TH	Response herein to Section III Question 5
TH	TH	Response herein to Section III Question 6
TH	TH	Grant Activity: Budget/Funding (Section III)
TH	TH	Grant Activity Preliminary Schedule of Activities (Section IV)

In addition to the foregoing, the Fiscal Sponsor and the Sponsored Organization each hold the CITY harmless and will defend and indemnify the CITY and its officers, employees, and agents, individually and in their official capacities, from all claims of liability for damages arising directly or indirectly from each entering into a Fiscal Sponsorship Agreement with the other.

The undersigned also attach hereto required documents regarding Fiscal Sponsorship, as detailed in Section VI.

Signature of Grantee (Fiscal Sponsor) Officer — Date: 11/14/2024
Printed Name and Title: Thelma Heath

Signature of Sponsored Organization Officer — Date: 11/14/2024
Printed Name and Title:

SECTION II

GRANT ACTIVITY INFORMATION

A. Describe how the community needs, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Homelessness is affecting every district on the island of Oahu. Some individuals have been living in the parks for years and have yet to receive assistance to reach the stability they once had. Walking around the island of Oahu you see tents, tarps, and cardboard boxes to construct makeshift housing. That is what many locals see when they walk around regions with a high homeless population. Many turn a blind eye to the situation and others question when change will come. Not everyone takes the time to consider what factors come into play when facing homelessness.

According to the Partnership in Care (PIC) homelessness is define as Unsheltered Homeless are individuals sleeping in places not meant for human habitation, including streets, parks, alleys, parts of the highway system, transportation depots, all night commercial establishments (e.g., movie theaters, laundromats, restaurants), abandoned buildings, building roofs or stairwells, caves, campgrounds, vehicles, and other similar places.

6,389 people are experiencing homelessness in Hawaii and 4,494 of those are located in Oahu. That is a 12% increase from the previous year. 306 veterans in Hawai'i are experiencing homelessness. One in 30 of Hawai'i's young keiki experience homelessness. 635 of the 4,494 people experiencing homelessness are children. Nearly 3,600 students across the state are living in unstable housing, according to the Hawaii State Department of Education. Many factors contribute to homelessness such as mental health issues, family conflict, unaffordable rent, substance abuse problems, domestic violence incidents, veterans, and LGBTQ+ individuals facing various systemic barriers.

Families experiencing homelessness can lead to devastating impacts by disrupting their lives and damaging their health. Those impacts include physical and emotional health, education, family separation, and lack of identification. Single-parent household is not a population that doesn't seem to have much information on. It could be because many families go undetected due to their living situation. A big concern of families going undetected due to couch surfing or staying at a friend's home. They are still facing homelessness even though they are couch surfing or staying at a friend's home.

Being an island the resources start to dwindle and our homeless population starts to rise. Over the past few years, shelter beds for anyone facing homelessness have been a barrier due to the closure programs. Achieve Zero, for example, closed down their services as a result this made it difficult for all their clients who were impacted by the closure. 62% of Oahu's homeless population is experiencing unsheltered homelessness meaning they are sleeping in public areas such as beaches, parks, cars, roads, or their vehicle. These public places are not suitable for living.

Those facing unsheltered homelessness are at risk of encampment sweeps. Here in Oahu, there are days and times that these sweeps are conducted. Some of the time these individuals or families are not present to save important documents. These sweeps are the main reason that many individuals lose their belongings. Being homeless there's the risk of losing important documents including social security cards, birth certificates, state IDs, and passports is an escapable that results in multiple repeated tasks and adds to the caseloads of more jobs to do. There are many barriers for the homeless population to obtain those documents due to the cost and not having the resources to obtain the documents.

The lack of resources for the homeless population has been scarce. Stated above shelter beds have been a barrier for those facing homelessness. There are no daily openings (PIC's vacancy grid), and there's an extensive waitlist for those in need of shelter. Organizations that assist the homeless population closing and leaving those clients to fend for themselves. That is a huge barrier since there's a large number of unsheltered homeless individuals/families. Those who have been assisted tend to go back to being at risk for homelessness due to the lack of long-term social support. Although they can help obtain housing they do not receive assistance to maintain stability. Our goal should be to keep them out of the streets and have them build skills to maintain housing.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem/need. *(3,000 character count limit)*

Mana Pono Holomua, aims to utilize the Grant in Aid to expand. With the hopes of renting out a building and purchasing equipment needed to continue serving our clients. This equipment includes phones, desktops, laptops, notebooks, printers, pens, desks, file cabinets, and chairs. We have 79 clients not counting the ones on the waiting list. We have roughly 100 clients waiting for our assistance according to United Healthcare. That is only 1 out of the 4 insurance plans we work with. Currently, we are working out of the founder's studio apartment, with minimal and personal equipment not designed for business and for nonprofit organizations to assist our clients in gaining maximum outcome of ending homelessness.

Through this proposal, we aim to show Mana Pono Holomua (MPH) will be strategically able to expand by assisting more clients on the health plans' waiting list. According to our contracted health such as AlohaCare, they have hundreds of clients on the waiting list. When AlohaCare referred the clients to us, the clients had been waiting to be serviced for months and shared their stories. According to the clients, "I was referred in May 2024 this year, but how come they just sent you today November 2024?"

The high demand for services in the disadvantaged population motivated Angel to take an active part in pursuing the elimination of homelessness. In Honolulu, community district 7 alone has the second highest point-in-time counts of homelessness especially around the area of the Nimitz Highway bridge from downtown Honolulu to Kalihi counted 659 at the Point in time 2024 referred to the PIC's website. In addition, to the staggering number of homeless individuals Point in time counting in 2024, that homeless in Honolulu are 4,494 individuals.

Furthermore, MPH has the highest number of homeless clients in District 7. At least 60 percent of our clients are residing in this area, unfortunately, the number of homeless camps is growing in this area. MPH needs to expand to impact more homeless clients in this area and have more space for our client's Personal Health Information (PHI) because we are HIPAA compliant to protect our clients. Besides the homeless population, MPH travels to the client's home. These clients in these districts are either our housed clients who are at risk of homelessness or referred to us by the Health Plans who are covered by direct service of the client's insurance.

A larger office space would be a room for larger storage files and there wouldn't be any issues with storing patient information. Since Angel started the MPH nonprofit organization, she has housed 7 clients and 3 are pending house with HUD Vash this November 2024. These clients were housed without funding from the City. The funding she started receiving from the Health Plans started this year 2024 after a year of establishing the contract and approval.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

Mana Pono Holomua is currently impacting our 79 clients and 2 staff members. Our goal is to assist the homeless population in returning to the streets. We provide Outreach Services and housing navigation. However, our services are not limited. The measurable outcome will be to pull an FY(Fiscal Year) 2024 Annual Performance Report (APR) that can be pulled quarterly, and annually that is stored, tracked, and monitored at the HMIS database. The APR represents the number of clients MPH currently has, the demographic populations, the ethnicity, and the data quality report. Data quality describes the date report of the client's identifiable information in the Q6a which is the data element that represents our overall project. The data quality report's goal is to minimize the issues or errors of the data collection. According to our APR, the MPH issue rate is 2.53%. According to the HMIS data specialist Joshua Roach, MPH meets the above standard. The standard was at least an issue rate of 5.00%, since MPH scored 2.53% MPH meets the above standard since we score fewer errors. Our APR will be attached in the PDF files. We are aligned to eliminate homelessness by keeping up with the HMIS standard of data collection and keeping.

The MPH directly benefits the population due to the outreach services we provide a person-centered, holistic approach, and long-term care, for instance, MPH or Angel still currently working with a client who was incarcerated, and was placed in the drug rehabilitation in Kalihi, then he ended up at the Pali Momi for at least 2 months and this is the third time at the Pali Momi and Angel continued to follow up with the clients, she learned how to collaborate with the social workers and request 1147 assessments for long term care services, expanding our knowledge and understanding in the healthcare. This client is just one of many other clients for the outcome has always been successful because of the holistic, empathetic, and consistent service that our clients proactively engage with us or Angel. When these clients started receiving services from Angel they had zero income and now most of them are receiving Food stamps, general assistance, and assisting our client to apply for SSI and SSDI as well.

Our goal with the Grant in Aid is to be able to rent out an office space. The number of clients is going to grow due to the high number of individuals on the waiting list. Those waiting for our assistance can be reached with this funding. MPH can grow as an organization to reach more homeless individuals or families. Having more equipment like desktops would provide more work to be done quickly since we would be able to multitask. The homeless population will continue to grow if nothing is done. Our organization's main mission is to get those experiencing homelessness into a shelter or house.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

An action to achieve these goals is to comply with the Homeless Management Information System (HMIS) rules of submitting the data, such as VISPDAT assessments to capture the client's prioritizations for housing and the severity of care. Secondly, to comply with the Coordinated Entry System (CES) monthly meetings to monitor, track, and update the client's current information and

needs for housing. To comply with the HMIS guidelines of submitting the documentation for housing prepared required for MPH to submit outreach notes every encounter with the client. We must submit all the case notes, outreach notes, files, assessments, and the VISPDAT within 3 days of obtaining the assessments.

By 2026 and the utilization of the potential funding we will be able to continue our work and expand our services to many more in need. We are currently applying for the Grants in Aid Fund which will assist with our plans of growing our organization. Mana Pono Holomua had the opportunity to gain another staff member who is assisting the founder Angel with tasks including working with clients, attending meetings, and assisting with any administrative tasks. Mana Pono Holomua follows a multi-professional and community utilization support platform. The organizations below are Mana Pono Holomua (MPH) collaborations with the housing pathways to track, monitor, collaborate, coordinate, and complete our mission to house our clients. This included placing clients in the emergency Shelters and transitional shelters with the client's personal preferences to be placed in the emergency shelter. Most importantly The Partnerships in Care provides us with the main guidance, mentorship, annual membership and overseas meetings, and the CES monthly meetings to house our clients. There are at least 20 monthly meetings for performance engagements of MPH. We also collaborate with other organizations like US Vets, Kauhale Emergency Shelter, Catholic Charities, and Community Integrative Services contracted agreement with the health plans (HMSA, Alohacare, United Healthcare, Ohana) who provide 30% direct service financial support and stability to carry out our missions day by day. Currently, there are over 100 individuals on the waiting list for our services. It is challenging to assist those individuals due to the lack of staffing and office space. We added another member to our staff who assisted with all the tasks needed. However, the lack of space and equipment is a barrier to our organization. The first step is working on obtaining funding for our organization. As a small organization, we are doing our best to apply for funding to grow our organization. From there we will utilize the funding to rent an office space, purchase equipment, and potentially add more staff.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

With the funding, Mana Pono Holomua is aiming to rent an office space. We are currently working out of the founder's studio apartment. The funding will also support the current staff members of the organization. We would also like to purchase new equipment (laptops, desks, monitors, cell phones, chairs, filing cabinets, and printers). This equipment will be vital for the organization to continue running and serving the homeless population. Most importantly, when the Partner in Care (PIC) removed all their equipment at the connex storage at the harbor, Roberta who was in charge of removing the storage equipment collaborated with Angel to move the equipment to Angel's small storage as a result Angel has to upgrade the storage to a bigger space because there were 100's of sleeping bags, 4 boxes of pillows, 50 blankets, and 4 boxes of a used mask and currently still in our storage because we can give out to our clients unless they will accept the equipment. However, we are slowly giving it out to the homeless.

The founder Thelma Heath or Angel has been a voting member of PIC since 2021. The document for the membership will be attached. Angel had the opportunity to add another member to her team starting last month of October 2024 because she needed help to apply for grants. The work that is done by the founder Angel has gone unpaid due to the lack of staffing and time. With this grant will be able to pay for other direct services that are not covered by the health plans. Fortunately, another team member now assists with grant writing, case management, and attending meetings. With the Grant in Aid, both Angel and her team members will be able to continue their work to serve the homeless community. Clients' on the waiting list may have the chance to receive assistance with stability and obtaining housing in the end.

Other costs that will be covered by the Grant in Aid funding will be program activity supplies (hot meals, water, snacks, and personal hygiene) items. These items are distributed during outreach days.

Outreach at the moment is two days out of the week, but we conduct crisis outreach 24/7. The funding will be able to assist with the cost of obtaining those items for our clients. At the moment the items are being purchased out of pocket by the founder Angel. When she goes to outreach she does her best to have water for her clients. Each client who requests water, food, or snacks always signs a sheet so we can track the number of items. Angel also cooks food for her clients to provide them with a meal. She drives back to Mapunapuna to provide them with a meal. Also, Angel utilizes her vehicle to conduct outreach. She takes the time to meet her clients and conduct assessments where clients feel most comfortable but also honoring client confidentiality. The Grant in Aid will assist with covering any transportation maintenance.

5. Provide a timeline that is complete, realistic, and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Once the funding is secured, Mana Pono Holomua strives to obtain office space. Securing an office space will take place in October 2025. After the office space is secured we will purchase equipment (laptops, desks, chairs, monitors, and phones) most importantly to repair our only vehicles that provide transportation during outreach or to the clients home that are about to be evicted. This will take place as soon as this grant proposal and the timeline comply with the grant aid 2025 award to us. MPH will start to move into space once it is obtained. Following the move-in MPH will start communicating with partners and clients.

We plan on notifying partnerships, stakeholders, health plans, and current clients about the office expansion during January and February 2026. Ensuring that our partnerships and clients are aware of the expansion is important. Concerning outreach we aim to increase outreach from 3 times weekly to 4 times weekly during the grant period. During outreach, we plan on continuing our services of providing water, snacks, hot meals, handing out mail, building rapport, and conducting assessments as needed.

The following months February to April 2026 we will be requesting new referrals from insurance plans to work through the waitlist for our services. We aim to start increasing referrals from insurance plans realistically to 15 clients per month. Also, during that year February 2026-September 2026 MPH will continue outreach for our clients from insurance plans as well as referrals from clients. We obtain new referrals from insurance plans and enrollment forms for CIS (Community Integrative Services). MPH will also be responsible for paying for the office's rent and utilities starting from December 2025 to September 2026. Receipts for the bills will be provided if needed as proof.

With the expansion and new office, MPH will be able to grow our team as well as have the space to accommodate more clients that need our assistance. Through this timeline, we will be able to obtain an office space to hold patient information, potentially increase staffing, increase space for movement, obtain equipment needed to continue serving the homeless population, and stability for our organization to grow and expand.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

During outreach days, we provide mail if needed. Our clients are all over the island. MPH brings our services to our clients. Driving to our client's location and conducting assessments needed to move along the process to continue long-term services. MPH conducts crisis intervention 24/7 as well. We receive calls when our clients are having a crisis and we do our best to provide materials or resources.

Building rapport with our clients is our number one goal to establish long-term services. We focus on reducing our client's emotional and psychological impact of homelessness. We assured them they felt comfortable with us sharing their stories. Having the process of rapport building with our clients is important when it comes to goal collaboration, establishing a daily routine, and the outcome of our quality, better service and aligned to our mission of ending homelessness.

During outreach, we attempt to contact our clients to schedule a meeting time to go over the Action Plan and create goals for our clients to work on. These meeting spots are locations where our clients are comfortable but also secluded to protect sensitive information. We also conduct quarterly reviews which are the action plans we conduct with our clients. These action plans are important for our relationships with the insurance plans. Those action plans include any updated information about our clients along with goals for our clients to establish. The action plans are done quarterly and sent over to the corresponding insurance plan for data tracking and service monitoring.

Our client retention is incredible for a small organization. The longest current client is almost 3 years receiving our services. Mana Pono Holomua has been established since 2021. We take pride in our relationships with clients. Our clients can share their information and share their stories with us. Our client's retention rate can be higher and improved with this grant funding. Most of our clients refer their friends, extended family friends, or other individuals who are familiar with our consistency of providing outreach service to the homeless. Knowing that our clients trust MPH to guide them toward stability and working on obtaining housing is important to us as an organization. We built relationships to last and show our clients that we will continue to provide long-term services, and continue to build rapport and long-term social support systems. An example of a barrier to homelessness is a broken family, and no social support system mostly for the clients that we work with. In addition, a social support system is extremely important due to consistency of service leading to quality of better service mutual trust, and respect with clients. This consistent and intensive case management leads to attracting more referral clients as well as our health plans and contracted providers recognizing MPH CIS services as meeting the needs of their referred clients.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

As an organization, we were able to assist 7 clients with housing and without funding from the City. Currently, besides the CES-referred clients, we are working on housing options for our clients. We are working with HUD VASH to find the perfect place for our client. We do our best to assist those in need and are ready to work on obtaining housing. As stated throughout the proposal we always screen in and never out. We do our best to provide our clients with personalized care and long-term services. All clients are unique and we do our best to accommodate that. Our clients do their best to communicate with us and express emotions.

With our partnerships with the insurance plans, we have the responsibility to complete quarterly action plans. We call to check in with our client to schedule a meeting time to work on the action plan together. The meeting location tends to be an area where our client is comfortable but still honors confidentiality.

Our Annual Performance Report (APR) date range October 31st 2023-October 31st 2024 which is printed for your convenience lists 79 clients that counted towards our data quality. Mana Pono Holomua's overall Personal Identifiable Information (PII) score was 2.53%. That score of 2.53% proves that Mana Pono Holomua is meeting the HUD standard which is less than 5%. Mana Pono Holomua is conducting quality work before onboarding another staff member. The founder Thelma Health (Angel) was able to establish care with 79 clients and conduct assessments to assist them with their needs. Mana Pono Holomua is going to continue the work and continue serving the community.

Staffing Knowledge and skills, besides being the founder of the Mana Pono Holomua Outreach and Housing Navigation since 2021 she solely invested all her experience time, and work with the homeless population; Angel has been successful in obtaining her Master's Degree in Marriage and Family Therapy (MFT) in September 2022 At Chaminade University. Angel also completed her Practicum and internship in the population of homelessness through the supervision of Christopher Gettman who is the founder of Self Help Hawaii and a State licensed Marriage and Family Therapist (MFT). Besides completing her master's degree she is also a veteran and has served in the United States Army for 6 years and has experienced deployment in the combat area of Operations Iraq Freedom (OIF) for 13 months. She was also awarded with two Good Conduct Medals because of her hard-working ethics, and kind and initiative attitudes, which provided great leadership to her soldiers and peers. Most importantly, Angel continues working towards her higher education by currently attending counseling under the supervision of Dr. Gary Augustin. She has once-weekly supervision work towards her MFT Counseling for State license. In addition, Angel completed her Bachelor's degree in Social Science and Psychology at West Oahu University in Kapolei and graduated in 2017.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and/or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

Mana Pono Holomua aims to invest in purchasing a building structure for the homeless that provides emergency shelter and wrap-around services to meet our mission of eliminating homelessness. This structure will start another project that Mana Pono Holomua wishes to complete. MPH will start with 10 beds and will work as an emergency shelter. The structure will be called the "Blessed Home" complex. The "Blessed Home" complex will target those experiencing homelessness, low-income, individuals, families, veterans, and those in need. With organizations closing down that displaces many individuals or families that established care with those organizations. We understand the lack of shelter availability and the extensive waitlist. The creation of the "Blessed Home" complex will be the start of slowly eliminating the waitlist. We also plan on utilizing some of the future funds to cover the client's housing application fees. MPH would like to ease the burden of having to pay for the housing application fee on behalf of our clients.

We aim to eliminate those barriers and strive for long-term social support services for our clients. We also aim to open a little food truck to serve healthy food options for our clients. The founder Angel loves to cook and takes pride in eating food that is healthy and nourishes the body. Angel wishes to start a food truck so Mana Pono Holomua clients can enjoy a hot nourishing meal. We would have a stamp card for our clients and individuals not established with MPH may purchase a meal. Her other staff members enjoy baking together; they both work together to serve the community nourishing meals and baked goods. We all love a nice hot meal, that should extend to those experiencing hardships.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

Mana Pono Holomua will continue serving the socio-economic disadvantaged population. We will be working on obtaining additional staffing to expand our programs and increase our caseloads to hundreds of clients or more. We are unable to take on more caseloads at the moment because of the lack of staffing. As a CEO and the founder Thelma Heath (Angel) is currently furthering her education by pursuing Marriage and Family therapy with Dr. Augustin at Chaminade University. Dr. Augustin supervises Angel to achieve her State license in Marriage and Family Therapy (MFT).

Mana Pono Holomua will also prepare to apply for business funding with other organizations such as the Hawaiian Business Grants and Loans if needed. With the application for future funding, we are aiming to continue expanding. Mana Pono Holomua is a small organization. We are limited by space and equipment. With the funding, Mana Pono Holomua will be able to provide more to the community. Purchase a food truck to feed those who are experiencing hunger and purchase a building structure to create MPH the "Blessed Home" complex to provide emergency shelter and wrap-around services for those experiencing homelessness. Also, the funding will be going towards MPH's growing staff. Without staff, we couldn't continue doing the work in large numbers. The continuation of applying for other funding will be vital for our organization. Mana Pono Holomua will expand and touch many more lives of those experiencing socio-economic displacement. Since 2021, we have proven that we are successful in how we provide homeless services because we have been operating without any funding from the City.

E. No CITY funds or assistance.

The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding/assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

Mana Pono Holomua has not been a recipient of CITY grants.

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Mana Training Center
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Salanoa Student Development

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Founded in 2022, MTC empowers youth through academic support and athletic training, fostering balanced development. We address challenges unique to Native Hawaiian and Pacific Islander (NHPI) communities, helping young athletes excel academically and athletically while honoring cultural values. Our mission is to prepare them for success and meaningful contributions to their communities.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

MTC's project addresses a critical need for academic and athletic development college readiness among NHPI youth. Through monthly training sessions, academic opportunities, and cultural workshops MTC prepares young adults and NHPI families for post-secondary educational opportunities, helping to bridge educational and economic gaps while supporting cultural growth.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

MTC's grant activity will serve 120 NHPI student-athletes with: monthly training programs; workshops; and cultural activities. Outcomes include: 12 informational, educational, and cultural workshops, and three community service events. Success will be measured by program engagement, workshop completion, and community involvement, fostering employment readiness and cultural enrichment.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $16,667	☒ District 2 $16,667	☒ District 3 $16,667
☒ District 4 $16,667	☒ District 5 $16,667	☒ District 6 $16,667
☒ District 7 $16,664	☒ District 8 $16,667	☒ District 9 $16,667

Total Amount Requested (must be $25,000 to $150,000)	$150,000

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☒ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer
Printed Name and Title: Thor Salanoa, Executive Director

11/19/2024
Date

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Tiffany Iiga-Saole
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that ___Thor Salanoa _____(name), _____Executive Director ___(title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Tiffany Iiga-Saole
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 14th day of Nov., 2024, before me appeared Tiffany Iiga-Saole, personally known to me, who, being by me duly sworn, did say that he/she is the ___President_____ of __Mana Training Center_____ and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said __She_____ acknowledged said instrument to be the free act and deed of said corporation.

Notary Public, State of Hawaii

My Commission expires: 03/12/2027

ROMAR DE CASTRO NOTARY COMMISSION# 23-91 PUBLIC STATE OF HAWAII

ROMAR DE CASTRO NOTARY COMMISSION# 23-91 PUBLIC STATE OF HAWAII

Doc. Date: 11/14/2024 # Pages 3
Name: Romar De Castro 1st Circuit
Doc. Description: Grant Proposal Authorization to Sign Authority
11/14/2024
Signature Date

NOTARY CERTIFICATION

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

MTC serves a vital role in supporting low-to-moderate-income communities, especially among NHPI populations. These communities face unique challenges in educational and career advancement due to a combination of geographic isolation, economic barriers, and a need to balance cultural values with modern demands. NHPI youth from these areas often experience limited access to quality educational and athletic opportunities, which hinders their ability to compete with peers from more affluent regions. MTC addresses these barriers directly by providing academic and athletic development, college readiness, community and culturally relevant support to build bridges that span educational and economic gaps.

Validation of Community Need and Issue

1. Educational and Economic Disparities: Data from the Hawaii State Department of Education highlights that NHPI students have lower graduation and college enrollment rates than other demographic groups. Limited access to quality K-12 education in some island regions means that students may not be adequately prepared for the academic rigors of college, further hindering their chances of success.

   NHPI have historically had lower college graduation rates compared to other ethnic groups in the United States. According to data from the U.S. Census Bureau and National Center for Education Statistics, approximately 18-20% of NHPI individuals aged 25 and older hold a bachelor's degree or higher, compared to the national average of about 33%.

   These disparities are more pronounced in low-income areas, where educational resources and access to extracurricular programs, such as sports and career training, are often lacking. The lower college attainment rates are often attributed to socioeconomic challenges, lack of access to higher education resources, and cultural expectations that prioritize immediate employment over extended education.

   The NHPI community in Hawaii includes a broad spectrum of socioeconomic backgrounds. However, many NHPI families may face economic challenges, including lower household incomes and limited access to resources, which can impact their children's participation in sports and access to academic and athletic support. MTC's culture, which values holistic growth through both academics and athletics, directly supporting these youth by preparing them for successful futures in a way that aligns with their cultural background.

2. Cultural and Social Support Needs: The Office of Hawaiian Affairs (OHA) reports that NHPI communities highly prioritize cultural preservation and the transmission of traditional values. The physical distance from home can also lead to cultural disconnection, homesickness, and difficulty adjusting to life on the mainland, further complicating students' ability to succeed in college.

   MTC's program supports cultural identity by integrating these values into its training framework, ensuring that NHPI youth receive education and career preparation that respects and reinforces their cultural heritage. This alignment strengthens their sense of identity, helping to foster resilience and community pride.

MTC's Cultural Support for LMI Areas: MTC's culture, built around respect for traditional NHPI values and community-oriented development, provides these youth with a supportive environment that fosters both personal and professional growth. By emphasizing community well-being and culturally relevant education, MTC helps low-income youth to see pathways to success that honor their heritage. Moreover, by focusing on college readiness, MTC also contributes to the sustainable improvement of these communities, enabling participants to reinvest in their local economies as they enter skilled professions.

Data Supporting Community Prioritization: The Hawaii Community Foundation's 2023 report underscores that workforce development is one of the top priorities for low-income communities across the islands, especially those with high NHPI populations. Unemployment rates are significantly higher in these communities, and without targeted intervention, these disparities are projected to grow. MTC's focus on addressing barriers to college education help prepare both youth and families, providing measurable benefits through increased employment and educational outcomes.

By leveraging both quantitative data (e.g., graduation and unemployment rates) and qualitative insights from cultural organizations like OHA, MTC's programs are validated as essential interventions. MTC mission aligns with community priorities, addressing educational inequities and enhancing economic opportunities within low-to-moderate-income

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

This MTC project empowers NHPI youth through a holistic athletic, academic, and cultural development program, focusing on personal and professional growth. Over the course of the project, 120 NHPI student-athletes will engage in monthly training, job readiness workshops, cultural education, and community service, preparing them for career and community success while fostering cultural pride and workforce readiness.

Scope of Services:

1. Monthly Training Programs: MTC provides structured athletic and academic training to develop discipline, teamwork, and leadership skills. Participants are organized into age-based "pods" for mentorship and leadership development. Training includes guidance on

the college athletic recruiting process, social media strategies, and effective communication with coaches.

2. College Readiness Workshops: Approximately 75 participants will attend at least three workshops covering topics like scholarship writing, interviewing, and college applications. The program integrates academic readiness, athletic training, leadership development, and mentorship to enhance participants' academic performance and life skills.

3. Cultural Education Workshops: Four workshops will connect students to NHPI traditions, focusing on activities such as lei making and Samoan Siva (dance), led by cultural practitioners and kupuna. These sessions strengthen cultural identity and foster pride in NHPI heritage.

4. Community Service Events: Three events will promote civic responsibility, engaging participants and their families with local organizations to build awareness of community involvement opportunities and reinforce social responsibility.

5. Evaluation and Reporting: Two evaluation reports will measure outcomes such as skill development, cultural knowledge retention, and participant satisfaction, ensuring program effectiveness and continuous improvement.

Rationale for Grant Activity Selection: NHPI youth face economic and educational barriers, often lacking access to college readiness resources and mentorship. This program addresses these challenges by offering training that supports cultural identity and job preparedness, equipping youth with the tools to thrive academically, athletically, and professionally.

Addressing Community Needs: MTC provides NHPI youth with equitable opportunities, blending academic and athletic readiness with cultural education. This approach empowers participants to pursue higher education while maintaining a connection to their heritage. By fostering confidence, resilience, and community engagement, the program supports NHPI youth in overcoming systemic barriers and becoming future leaders.

This initiative bridges educational and economic gaps, instilling self-confidence and a commitment to community service, ensuring long-term positive impact for participants and their communities.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

The GIA Fund prioritizes initiatives that provide: essential community services; support economic development; and address disadvantaged populations' social, cultural, and

educational needs. This MTC project will benefit 120 NHPI student-athletes. It focuses on skill development, job readiness, and cultural preservation so outcomes align with the Fund's purposes and priorities.

Measurable Outcomes:

- Monthly Training Program Enrollment: 120 NHPI youth will participate in training programs offering comprehensive assessments to support their academic and athletic development during both in-season and off-season periods.

- Workshops and Information Sessions: MTC will host four college preparation and readiness workshops for at least 75 participants, open to program participants, their families, and the broader Hawaii community.

- Cultural Workshops: MTC will host four cultural workshops for at least 75 participants, designed to deepen their understanding and appreciation of NHPI heritage while reinforcing cultural values and community identity.

- Community Service Events: Participants will take part in three community service events, providing opportunities to give back and strengthen their sense of community and responsibility.

- Evaluation Reports: Two comprehensive evaluation reports will track progress, highlight participant achievements, and measure outcomes.

MTC's outcomes align with the GIA's focus on economic development and supporting underrepresented groups. By providing NHPI youth with training programs and job readiness skills, MTC addresses employment, educational inequities, and cultural disconnection barriers many NHPI members face. The project aligns with the Fund's promote cultural enrichment priority by integrating cultural workshops, which empower youth to connect with and celebrate their heritage.

Direct NHPI Population Benefits:

- Enhanced College Readiness: MTC combines academic and athletic training with targeted workshops to prepare participants for the demands of high school and college. These programs equip student-athletes with the skills needed to excel academically and athletically in today's media-driven world, laying a strong foundation for their future success.

- Cultural Empowerment: Cultural workshops reconnect youth with their heritage, fostering a strong sense of identity and resilience. Alumni and local leaders serve as mentors, inspiring participants and emphasizing the importance of cultural pride and community support. This focus on cultural knowledge enhances participants' social and emotional well-being, helping them navigate life's challenges.

- Community Engagement: Community service events strengthen participants' connection to their community, fostering a sense of responsibility and active involvement as contributing members of society.

By addressing both workforce development and cultural growth, MTC's program outcomes are designed to produce well-rounded individuals ready to contribute to their communities.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Action Plan

1. Monthly Training Programs:

    - Milestone: Enroll and retain 120 NHPI youth throughout the grant term.
      Activities:
        - Conduct athletic and academic training sessions each month, focusing on teamwork, discipline, and leadership skills.
        - Track attendance and participation monthly to ensure retention and identify areas for improvement.
    - Performance Measure: 90% attendance rate across monthly sessions.

2. College Readiness and Educational Workshops

    - Milestone: Complete 5 workshops for 75 participants over the grant term.
      Activities:
        - Schedule bi-monthly workshops on academic skills (e.g., scholarship research and writing, interviewing, FAFSA) and educational support (e.g., time management, study techniques).
        - Provide assessments post-workshop to gauge participant understanding and skills gained.
    - Performance Measure: 80% of participants demonstrate improved college readiness and academic skills as measured by pre- and post-assessments.

3. Cultural Education Workshops

    - Milestone: Conduct five cultural workshops by the end of the grant period.
      Activities:
        - Host workshops led by NHPI cultural practitioners, focusing on traditional values, practices, and cultural knowledge.
        - Facilitate discussions on the relevance of NHPI heritage in modern contexts, promoting self-identity and pride.
    - Performance Measure: 85% of participants report increased understanding and appreciation of NHPI culture, measured via surveys and feedback forms.

4. Community Service Events

- Milestone: Organize and complete three community service events.
  Activities:
  - Plan service projects that engage participants in giving back to local communities (e.g., environmental cleanups, cultural events, academic events).
  - Partner with local organizations to ensure meaningful impact and participant engagement.

- Performance Measure: 90% of participants complete at two community service events, with feedback indicating a positive impact on community awareness and responsibility.

5. Evaluation and Reporting

- Milestone: Generate two comprehensive evaluation reports assessing program effectiveness.
  Activities:
  - Collect and analyze data on attendance, skills acquired, cultural knowledge retention, and community service impact.
  - Use feedback from participants and stakeholders to refine program elements and document lessons learned.
- Performance Measure: Complete reports on schedule, with metrics indicating program impact, areas of success, and recommendations for improvement.

Timeline Summary:

- Quarterly Milestones: Evaluate attendance, workshop completion, and initial impacts every quarter to monitor progress.
- Mid-Term Review (Month 6): Assess workshop participation rates, skills development, and cultural knowledge to ensure targets are on track.
- Final Review (Month 12): Compile data for final evaluation report, summarizing all program achievements, areas for future focus, and participant outcomes.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

Salaries and Fringe Benefits ($113,033):

Program Director ($60,000): The .45 FTE Program Director provides leadership and strategic oversight for program design, implementation, and evaluation. This ensures the program aligns with its mission and achieves its desired outcomes of preparing NHPI youth for college readiness, both academically and athletically.

Program Coordinator ($45,000): As a full-time role, the Program Coordinator manages daily operations, coordinates activities, and ensures effective communication with participants, families, and staff. This position is pivotal to the program's seamless execution and high-quality delivery of services.

Fringe Benefits ($8,033): Employment taxes are necessary to support compliance with federal and state employment laws, ensuring the stability and retention of key staff.

Contractors ($24,000):

Accounting Services ($12,000): These services provide financial oversight, ensuring accurate budgeting, payroll, and audits. This role maximizes resource allocation and upholds financial accountability, crucial for funder trust and program credibility.
Grant Management ($12,000): This role monitors the appropriate use of funds, grant compliance, and timely reporting. Effective grant management supports accountability and ensures ongoing funding opportunities.

Operational Costs ($12,967):

Rent ($6,000): Funds will secure a dedicated space for program activities, office work, and community engagement. This stable and accessible environment fosters a sense of belonging and community among participants and their families.
Program Activities ($6,967): This allocation covers essential resources for academic tutoring, athletic training, mentorship sessions, workshops, and cultural events. These core activities provide NHPI youth with the skills, knowledge, and cultural grounding needed to excel academically and athletically.

Impact and Alignment with Outcomes: The budget is designed to directly support the program's core objectives:

1. Consistency and Stability: Salaries ensure the program can maintain its operations without interruptions, providing participants with reliable support.
2. Enhanced Outcomes: Structured leadership, efficient operations, and tailored activities empower participants to overcome barriers and achieve college readiness.
3. Scalability and Sustainability: Strategic oversight and financial management enable the program to grow and adapt, increasing its impact on NHPI youth.
4. Accountability and Trust: Transparent financial practices and compliance with grant requirements maintain stakeholder confidence and support.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Timeline for Achieving Desired Outcomes:

Months 1-3: Program Launch & Initial Engagement:

- Outcome Milestones:
  - Recruit and enroll an annual total of 120 NHPI youth participants.
  - Begin monthly training sessions and track attendance and retention.
  - Conduct the first three college readiness and cultural workshops.
- Activities:
  - Initial assessments of participants' academic and athletic skills and readiness.
  - Distribute program materials and conduct orientation sessions.
- Performance Checks: Ensure 90% attendance for initial sessions and collect baseline data for progress tracking.

Months 4-6: Core Skill-Building Phase:

- Outcome Milestones:

- Host three more college readiness and cultural workshops (total of 6).
- Organize the first community service event.

- Activities:
  - Continue monthly athletic and academic training.
  - Conduct mid-point evaluations of workshop outcomes to assess skills acquired and cultural knowledge.
- Performance Checks: Complete the first evaluation report summarizing participant retention, workshop engagement, and community event impact.

Months 7-9: Expansion and Community Engagement:

- Outcome Milestones:
  - Complete three additional workshops, bringing the cumulative total to nine college readiness and cultural workshops.
  - Conduct the second community service event.
- Activities:
  - Focus on advanced skill-building in college readiness and introduce more in-depth cultural practices.
  - Increase community involvement and collaboration for service events.
- Performance Checks: Measure workshop impact with feedback forms, ensure 85% workshop satisfaction, and verify skills gains.

Months 10-12: Finalization and Evaluation:

- Outcome Milestones:
  - Complete the final three workshops, achieving the total goal of 12.
  - Conduct the third community service event.
- Activities:
  - Gather feedback from participants and stakeholders to compile success stories and testimonials.
  - Administer final assessments and evaluations to measure outcomes achieved in job readiness, cultural knowledge, and community engagement.

- Performance Checks: Compile the final evaluation report with quantitative and qualitative data on program impact, skills development, cultural understanding, and participant feedback.

Summary of Key Milestones:

- Enrollment & Program Launch (Month 1)
- Mid-Term Evaluation Report (End of Month 6)
- Community Service Events (Months 4, 8, and 12)
- Final Evaluation Report (End of Month 12)

This timeline ensures a structured, realistic approach to achieving MTC's desired outcomes, with checkpoints for progress assessment, allowing for adjustments as needed to optimize impact on NHPI youth and meet grant goals.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

MTC has a proven track record of delivering successful athletic, academic, and cultural programs for NHPI youth, demonstrating its capacity to achieve the proposed grant outcomes. Key data from MTC's past activities highlights strong participant engagement, skill development, and cultural enrichment, which align with the grant's goals.

Key Data from Previous Programs:

1. Youth Participation and Retention:
   - Over the past year, MTC enrolled and retained over 100 NHPI youth in monthly training programs with a retention rate of 92%, exceeding national averages and indicating high participant commitment.

2. College Readiness and Academic / Athletic Skill Development:
   - MTC delivered 50+ workshops on resume writing, interviewing, and financial literacy, where 85% of participants reported greater job application confidence and 78% demonstrated improved job readiness. Educational support also led to academic improvements, with 80% of participants reporting better grades.

3. Cultural Knowledge and Identity:
   - In 40 cultural workshops led by NHPI cultural practitioners, 88% of participants felt a stronger sense of cultural identity, and 91% showed increased interest in cultural preservation. Additionally, 84% reported improved mental health and self-esteem, highlighting the positive impact of cultural engagement.

4. Community Service and Engagement:

   - MTC organized community service events with 95% participant engagement in projects like environmental cleanups. Feedback showed 87% felt a stronger community connection and desire to contribute further, fostering civic responsibility. These events also established valuable local partnerships, creating future job placement pathways.

5. Evaluation and Reporting:

- MTC consistently produces comprehensive evaluation reports, with past programs achieving a 90% completion rate across all activities and high participant satisfaction, underscoring MTC's commitment to continuous improvement and accountability.

Proven Outcomes and Community Impact: MTC's programs effectively address NHPI youth needs in job readiness, cultural identity, and community involvement. The data reveals MTC's success in equipping youth with essential skills and cultural pride, improving their future prospects and sense of belonging.

This foundation of demonstrated success in related activities underscores MTC's readiness to achieve the grant's outcomes. MTC's impact-focused approach bridges educational and economic gaps, supporting NHPI youth to thrive academically, professionally, and culturally.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

The MTC has demonstrated the capacity to achieve the proposed outcomes through its extensive experience, dedicated staffing, robust resources, and strong stakeholder relationships.

Organizational Knowledge: MTC's leadership has decades of experience in youth development programs that combine: academics; athletics, and cultural enrichment. They have proven track record of delivering high-quality, outcome-focused programs tailored to the unique needs of NHPI youth. MTC's approach is guided by evidence-based practices and continuous feedback mechanisms, ensuring program effectiveness and adaptability to participant needs.

Staffing: MTC's team includes: certified coaches; academic tutors; and NHPI cultural practitioners. Each is committed to MTC's mission and brings expertise in their field. MTC also engages alumni and local leaders as mentors, providing relatable role models who inspire youth and reinforce cultural pride. Staff training is ongoing, ensuring they are equipped with the latest knowledge and skills to meet program goals.

Fiscal Resources: MTC maintains sound financial management practices, with a history of successfully managing grants and funding from diverse sources. It allocates resources strategically to ensure program sustainability and effectiveness. Financial oversight includes a dedicated grants' management team, and regular progress reporting to funders.

Facilities and Resources: MTC operates out of a well-equipped training facility that includes spaces for athletic training, academic tutoring, and cultural workshops. The facility accommodates in-season and off-season activities, ensuring year-round participant engagement.

MTC also leverages technology to provide virtual workshops and extend its reach to participants in remote areas of Oahu.

Stakeholders and Relationships: MTC's strong partnerships with schools, community organizations, and local businesses amplify its impact. Collaborations with NHPI cultural practitioners ensure authentic programming that resonates with participants and their families. MTC also partners with college recruiters, increasing participants' exposure to higher education opportunities. These relationships enable MTC to offer comprehensive support services.

Evaluation and Accountability: MTC's established evaluation framework tracks progress and measures outcomes, providing insights into program effectiveness. It produces detailed reports to ensure accountability and identify improvement opportunities. High participant satisfaction rates underscore MTC's ability to deliver impactful programs.

Community Support: MTC has built trust within the NHPI community, evident in its high participant retention rates and consistent community engagement. Its inclusive approach fosters a sense of belonging and motivates participants to actively contribute to their communities.

MTC's comprehensive approach ensures NHPI youth receive the academic, athletic, and cultural support needed to thrive.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

MTC's plan to sustain and expand activities beyond the grant period focuses on three strategies: diversified funding, community partnerships, and capacity building.

1. Diversified Funding: MTC will actively pursue a mix of funding sources – e.g. grants; business sponsorships; and a modest family fee structure, allowing for long-term sustainability without over-reliance on any single funding source. It will leverage its established reputation with local, state, and federal funders to secure grants that support community development and cultural preservation. It will also develop targeted sponsorship packages to attract businesses interested in supporting cultural and community initiatives.

2. Community Partnerships: MTC will deepen collaborations with partners – e.g. organizations; NHPI practitioners; and small businesses - to co-develop programs that reduce costs and share resources. By building strong relationships with community leaders and organizations, MTC will ensure: ongoing support; engagement; and resource-sharing. We will also seek partnerships with educational institutions to incorporate learning components, expanding event reach and impact.

3. Capacity Building: MTC will also strengthen its internal capacity through staff development and volunteer training. Programs for student business skills, cultural education, and sustainability practices will be enhanced, allowing students to grow independently and encouraging the community to take an active role in future events.

We will also create frameworks to onboard new students and engage younger generations in: event planning; building a self-sustaining model for future trainings; and cultural activities.

By focusing on diversified funding, solid community partnerships, and building internal and community capacity, MTC is well-prepared to sustain and expand its activities, ensuring a lasting impact on the island of Oahu NHPI community and continued cultural enrichment beyond the grant period.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

MTC is well-positioned to sustain and expand its workforce development and job readiness programs for NHPI youth beyond the grant period. Our dedicated team includes experienced program managers, certified athletic trainers, academic tutors, and cultural advisors, who provide structured support and mentorship to participants. MTC's current board of directors is supplemented by a strong volunteer base, many of whom are alumni or community members committed to advancing our mission. This core team is integral to maintaining consistent program delivery and fostering lasting community relationships.

MTC's funding strategy encompasses diversified revenue sources, including: local partnerships; corporate sponsorships; individual donors; and ongoing grant opportunities. Our partnerships with local businesses and organizations ensure job placement opportunities and mentorship for program participants. Furthermore, MTC is in the process of developing a sustainable revenue model through fee-for-service workshops and community events, which will further fund operational needs and expand our reach.

We leverage strategic collaborations with educational institutions, employers, and cultural organizations to enhance the resources available to our youth. These partnerships provide access to facilities, training materials, and networking opportunities that extend our impact without significantly increasing our operational costs.

Our digital platform -- which features resources on career development, certification, and cultural engagement -- will continue to serve as a critical support tool for NHPI youth, ensuring access to program materials and community-building content. By combining committed staff, a diverse funding portfolio, and resourceful partnerships, MTC is equipped to carry out its mission sustainably and create long-lasting opportunities for NHPI youth well beyond the grant period.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: N/A
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

5. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

6. Grant Activity Name & Contract #: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☒ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

MTC's proposal aligns with Honolulu's Age-Friendly City Initiative by fostering intergenerational connections, promoting lifelong learning, and building community resilience among NHPI youth.

While the primary focus is on preparing young adults for academic and workforce success, the program integrates cultural values and community service, which bridge generational gaps and honor the wisdom of NHPI elders.

MTC's workshops and service events emphasize respect for cultural traditions and encourage youth to engage with kupuna, enriching participants' understanding of their heritage and strengthening social bonds that benefit all age groups. Through this culturally anchored approach, MTC actively contributes to Honolulu's goal of creating inclusive, supportive environments for all ages.

To meet the additional reporting requirements, MTC has developed a robust data collection and management system to monitor program outcomes, participant engagement, and community impact. We will track and report metrics such as attendance at training sessions, completion of educational workshops, and participation in community service activities.

Additionally, MTC will collect qualitative feedback from participants and community members, including kupuna involved in cultural activities, to assess program satisfaction and intergenerational engagement. Our reporting team is trained to compile and submit monthly and quarterly reports, addressing all required metrics and providing narrative summaries of program progress.

Through these efforts, MTC can effectively document and communicate the program's contributions to Honolulu's Age-Friendly goals, demonstrating how fostering youth engagement, cultural continuity, and community service creates a supportive environment that benefits all generations.

Proposal 109

APPENDIX A: TIER I GRANT PROPOSAL (Grants between $5,000 and $10,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Middle Eastern Dance Artists of Hawaii
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Celebration of Cultures

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Founded in 1989, MEDAH is the only non-profit in Hawaii devoted to supporting the educational and cultural aspects of Middle Eastern dance, music, culture, and arts. Sponsoring events and workshops each year, attracting knowledgeable and culturally motivated instructors to enrich public education and appreciation for culture, dance, music, and art.

E. Briefly describe the single event, performance, class, or other non-programmatic Grant Activity and need being filled. *(400 character count limit)*

Our cultural arts festival meets community needs for engagement, health, and culture. Diverse performances from groups island-wide foster well-being and combats isolation, especially in low to moderate-income areas and among the elderly. This free public park event promotes cultural enhancement, awareness, and inclusivity for residents and visitors.

F. Briefly summarize single event, performance, class, or other non-programmatic Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

This event elevates community engagement, bolsters well-being, and deepens cultural awareness. Success gauged through attendance, post-event survey reflecting mental health gains, and enhanced cross-cultural understanding. Aspiring to serve 1,000+, including 100+ performers from 12+ diverse island groups, fostering unity and inclusivity.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

x District 1 $500	x District 2 $500	x District 3 $1,000
x District 4 $1,500	x District 5 $1,500	x District 6 $1,500
x District 7 $1,500	x District 8 $1,000	x District 9 $1,000
Total Amount Requested (must be between $5,000 and $10,000)	$10,000	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Single event, performance, class, or other non-programmatic projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Single event, performance, class or other non-programmatic projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☒ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; and (iv) has the requisite skills and knowledge to assert the foregoing certification and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer

12/6/24
Date

Printed Name and Title:
KORNELIA SZAFTER,
TREASURER

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

Tonya L Ketza
(Signature)

Tonya Ketza
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Kornelia Szauter (name), Treasurer (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

Tonya L Ketza
(Signature)

Tonya Ketza
(Print name)

Florida
STATE OF ~~HAWAII~~ Broward County)
CITY AND COUNTY OF ~~HONOLULU~~)

On this 11th day of November, 2024, before me appeared Tonya L Ketza, personally known to me, who, being by me duly sworn, did say that he/she is the President of Middle Eastern Dance Artist of Hawaii and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said She acknowledged said instrument to be the free act and deed of said corporation.

ali R abdelkarim
Notary Public, State of ~~Hawaii~~ Florida

My Commission expires: 12/26/2025

ALI R ABDELKARIM
Notary Public - State of Florida
Commission # HH 210661
Expires on December 26, 2025

Doc. Date: 11/11/2024 # Pages 1
Name: Grant Application Circuit
Doc. Description: Certificate of the Board

ali R abdelkarim 11/11/2024
Signature Date
NOTARY CERTIFICATION

State of Florida County of Broward County

This foregoing instrument was acknowledged before me by means of online notarization,

this 11/11/2024 by Tonya L Ketza.

___ Personally Known OR ___✓Produced Identification

Type of Identification Produced DRIVER LICENSE

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem / issue, and target population are effectively validated. The description must include how the single event, performance, class, or other non-programmatic public services target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate income areas.

1. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(500 character count limit)*

This activity addresses the community's need for social engagement, health improvement, and cultural enrichment. This event provides a platform for 100+ performers from 12+ groups across the island to actively participate. Whilst fostering community unity, combating social isolation, and enhancing overall well-being, especially in modest-income areas and among the elderly. The free public park event ensures accessibility for all residents, effectively meeting our community's diverse needs.

B. Describe the proposed plan

1. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(500 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

This event enhances community well-being, fostering inclusion, cultural enrichment, and cohesion with attention to diverse socio-economic backgrounds. Through these measurable outcomes:

1. Increased community engagement through event participation.
2. Reduced social isolation and improved mental well-being.
3. Enhanced understanding and appreciation of diverse cultures.
4. Strengthened sense of community unity and pride.

2. Provide an action plan to achieve the stated measurable outcomes. If the single event, performance, class, or other non-programmatic Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(1,000 character count limit)*

Action Plan for Measurable Outcomes:

1. Community Engagement:
- Promote through local media and outreach.
- Partner with local organizations for wider participation.
- Evaluate participation levels during the event.

2. Social Well-being:
- Provide activities supporting mental health.
- Conduct post-event analysis for outcomes.

3. Cultural Awareness:
- Showcase diverse cultural performances.
- Distribute awareness materials.
- Include engaging in cultural activities.

4. Community Unity:
- Collaborate with community-based organizations.
- Conduct pre-event meetings for engagement.

Partners:
- Local Media: Aiding in promotion and coverage.
- Community-Based Organizations: Supporting organization and participation.

Performance Measures:
- Increased event participation metrics.
- Enhanced community unity, assessed through partner feedback.

3. Provide a narrative that explains how the budget in Section III and the deliverable schedule in Section IV will achieve the desired outcomes. (*1,000 character count limit)*

Professional and Contractual Services ($5,500) cover skilled support critical to organizing diverse cultural performances and activities. Program Activities Supplies ($1,550) covers refreshments and decorations for a quality public show. Venue Rent ($160) secures a central, accessible location for community engagement. Equipment Rental ($650) enhances event quality. Advertising costs ($1,200 for radio, $440 online) ensure broad outreach, promoting participation and cultural awareness.

Pre-event planning meetings with partners ensures collaboration. Extensive pre-event promotion, supported by advertising costs, boosts attendance, a key metric for success. Post-event analysis evaluates community engagement, cultural impact, and overall effectiveness.

Utilizing budget allocation and deliverable schedule, maximizes the impact of the event, achieving the desired outcomes of increased community engagement, enhanced cultural awareness, and overall improvement in the well-being of residents.

C. No CITY funds or assistance. The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds. A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received no awards from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: Celebration of Cultures Event CT-DCS-2500043.
   Grant Period: FY25 Grant Amount: $10,000
   Grant Purpose: Public benefit in the areas of the arts and culture
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled

D. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☒ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

How is your proposal an Age-Friendly Honolulu project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

Our proposal prioritizes the well-being of residents of all ages, particularly those in the oldest demographic. The cultural arts festival serves as a nexus for social engagement, health promotion, and active participation.

Age-Friendly Elements:

1. Social Engagement: Our event is designed to bring people together, fostering connections among diverse age groups. From interactive workshops to cultural performances, it provides opportunities for socializing and community building.

2. Health Promotion: The festival promotes holistic well-being, offering activities that support mental health, physical wellness, and cultural enrichment. The diverse range of performances and workshops caters to varied interests and abilities.

3. Active Participation: Attendees of all ages actively engage in the event, whether through hands-on activities, dance, or simply enjoying the cultural displays. This inclusivity ensures that individuals of all abilities and mobility levels can actively participate.

4. Community Collaboration: By collaborating with local organizations and media partners, we amplify the reach and impact of the event, ensuring that it effectively engages residents of all ages.

Additional Reporting:

We will implement post-event surveys and assessments that include the oldest age groups, capturing their experiences, preferences, and the impact on their overall well-being. Through targeted outreach and collaboration with senior practitioners, we'll gather comprehensive data on the festival's influence on the social engagement and health of older residents.

We will provide demographic data, highlighting the age distribution of participants and the specific activities that resonated most with older participants.

This cultural arts festival fosters performance groups that serve residents of all ages, particularly those in their golden years. Through these groups seniors can actively participate, stay socially engaged, and enjoy a healthier and more enriching quality of life.

Proposal 110

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Mo Hock Ke Lock Bo dba **Mun Lun School**
B. Is Grantee a Fiscal Sponsor?	☐ Yes x☒ No
C. Grant Activity Name:	Installation of a Vertical Platform Lift

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Mun Lun School is a Chinese language school established in 1911 by Public Charter in the Territory of Hawaii for the purpose of teaching students the Chinese language as well as cultural enrichment and heritage including the arts and sports of China. With the Principal as its leader, (except for the War Years 1941 to 1948) the school has continuously taught the academic curriculum and works with the Board of Directors of Mo Hock Ke Lock Bo to make learning interesting. As a result, the school has produced many prominent doctors, lawyers, engineers, educators, contractors, military, business and public leaders in the last one hundred years. The school is the oldest and largest Chinese school in Hawaii with the capacity to accommodate 350 students by weekday and Saturday classes. The school competes in local and international language and composition contests organized by the Chinese Language Education Foundation of China where many of our students were awarded prizes in recent years. Located at 1290 Maunakea Street in Chinatown, Honolulu, it serves students throughout the City & County of Honolulu. The school does not discriminate based on race, color, national origin, religion, gender, sexual preference, marital status, disability, age and pregnancy in the administration of its property and education policies, admission policies or scholarships. We also have a school safety policy for its premises.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

Mun Lun School presently operates from a two-story concrete building built and completed in 1972 upon replacing its former campus during the Vineyard Boulevard Urban Renewal during the 1960's. It has a stairwell leading to the second flour level where classrooms, music rooms and student activity center is located. By today's building standards, it is lacking any means to accommodate the handicap, seniors, pregnant parents, disabled people who visit and need to get up to the 2nd Level inside the building. As a result, anyone who needs to attend activities on the 2nd Level must be able to climb the sixteen-step stairwell to get to the 2nd Level. Consequently, many events cannot allow students with elderly grandparents, pregnant mothers, senior officials, senior teachers, handicap guests to attend. The disappointment is clearly observed when these seniors leave without attending the graduations, cultural performances, awards ceremonies and recitals of their loved ones.

A. Council District **Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in <u>whole</u> numbers only.**		
x☐ District 1 $956	x☐ District 2 $1,434	x☐ District 3 $478
x☐ District 4 $12,426	x☐ District 5 $10,037	x☐ District 6 $72,169
x☐ District 7 $10,993	x☐ District 8 $5,735	x☐ District 9 $956
Total Amount Requested (must be $25,000 to $150,000)	$115,184	

A. Type of Grant Activity (pick <u>ONE</u> category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
x☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
A. Arts	B. Culture	☐ C. Community Development

☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

TT

Signature of Grantee (Fiscal Sponsor) Officer
Printed Name and Title: Tina Tin, President

11/20/24

Date

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Tina Tin
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Tina Tin (name), President (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

Maylani Chang
(Signature)

Maylani Chang
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 20th day of November, 202_4_, before me appeared Maylani Chang, personally known to me, who, being by me duly sworn, did say that he/she is the Assistant Secretary of Mun Lun School and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said officer acknowledged said instrument to be the free act and deed of said corporation.

Notary Public, State of Hawaii

Notary Public, State of Hawaii
My commission expires March 23, 2028

My Commission expires:

BALDWIN K. S. AU
NOTARY PUBLIC
No. 80-172
STATE OF HAWAII

Doc. Date: 11/20/2024 # Pages 18
Name: BALDWIN AU 1st Circuit
Doc. Description: Certificate of the Board of Directors Authorization To Assign Authority
Signature 11/28/2024 Date
NOTARY CERTIFICATION

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Honolulu is city which emphasizes the need to help the handicap, seniors and disabled gain access to all buildings, streets and facilities with an accessible friendly environment. We do that by reshaping street crossings, providing ramps, adjusting pedestrian lights with visual and audio signals that aid the disabled. Our grant activity of installing a vertical platform lift for the school so that the aged and disabled can access our 2nd Level is in keeping with that intent to allow these handicap individuals the ability to participate in events that they would otherwise not be able to. Currently, there is zero number of individuals who can get up to the 2nd Level with any disability or age impaired.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

Mun Lun School has a proposal by Elevator Services LLC to construct a vertical platform lift along the stairwell walls that will adequately lift anyone in a wheelchair or walker to the 2nd Level and back. Once installed, this will allow anyone with a need for assistance to get to the 2nd Floor and give the disabled population that ability to participate in any event at that level which means there will be no barriers to prevent access.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Once this vertical platform lift is installed, we can measure its value by the number of individuals that use it. It is electrically operated, so it will be easy to account for the number of users who have benefited from it going up or down.

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Once the unit is in operation, the value will be beyond the Grant Term of 1 year. It is expected to serve the public using the school for many years beyond the initial 12 months of this grant.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

As the public is informed of this improvement, participation at the school will increase as friends and family will not hesitate to attend events knowing that the barrier to access the school's 2nd Level has been removed. We expect senior family members to be eager in viewing more functions that involve their loved ones. Most of our school's student body is made up of students from the low to moderate income areas of Chinatown and surrounding communities.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

The grant activity of installing a vertical platform lift is the sole effort by **Mun Lun School.** If successful, the school will manage the fund source, award a contract, oversee the installation of the equipment and make final inspections before project acceptance and final payment. We have volunteer, non-compensated directors who will have expertise in construction and engineering know how to review and supervise the contractor throughout the course of work.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

The budget amount, which is the contract amount (see Elevator Services LLC proposal in Section III) will provide the school with a vertical platform lift installed, that will operate in a turn-key fashion at completion. It will be done in a progress payment method per month once the construction begins and ends with a final payment once a certificate of completion is produced.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Grant in Aid Proposal due November 22, 2024
Proposal Review conducted from January to March 2025
Notification of Award around June 2025
Notice to Proceed to Contractor July 2025
Ordering of Materials/Fabrication/Installation/Testing from August 2025 to September 2025
Provide monthly progress payment beginning September 2025
Upon final completion and acceptance around October 2025, final payment will be made.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

This will be the school's first and only attempt to install a vertical platform lift. While we have nothing to compare with in the past, we have approached other elevator companies such as TK Elevator Corporation and Otis Elevator and found their proposals to be too high. Elevator Services LLC came to our school to do a site inspection and determined that this vertical platform lift can be installed on our structural walls and be able to support the load

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Besides having the contractor Elevator Services LLC provide his contractor's license number for the State of Hawaii which is issued from the Department of Commerce and Consumer Affairs, they will also apply and provide any permit and licensing requirements to have vertical platform lift as necessary. **Mun Lun School** will also use its Building & Grounds Committee members made up of retired construction, engineering and planning consultants to oversee and monitor the contractor's installation for quality control and value engineering issues. These committee members all donate and volunteer their time for no compensation for the good of the school's operations.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

Upon completion of this vertical platform lift, the principal of the school will have the ability to expand her activities for friends and families of the students that may otherwise have not been possible to attend. This will provide accessibility for years to come. With proper maintenance, this lift will become a long term plus for the school.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

Our school has been around for the past 114 years. It is managed by the officers and directors who are guided by its By-Laws. The school owns the land and building and has a strong financial portfolio to support it. With all its various committees, and especially the Building & Grounds committee overseeing the project management, this grant proposal will make this lift a useful and well accepted expenditure from the City's Office of Economic Development (OED) Grants in Aid Fund community funding resources. Besides normal maintenance, the only other expense will be the electrical consumption source to run the equipment which is absorbed into our monthly electrical operations costs.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

X The applicant has received no awards from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

x☒ Removing barriers to support community inclusion and accessibility for people of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

Our proposal directly addresses the intent of the Age-Friendly Honolulu Project. It is the expressed purpose of this grant to accommodate the aged and disabled. Every cent of the grant request will go towards the installation of a vertical platform lift which will remove the barrier for the seniors to get to the 2nd Level of the school. If required to provide a log of users and photos to get these bonus points, we should have no problem having the user sign a log for each transit. Our Kupunas will then have the ability to connect with the younger generations with arts and culture activities.

Proposal 111

APPENDIX A: TIER I GRANT PROPOSAL (Grants between $5,000 and $10,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Moanalua Gardens Foundation, Inc.
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	49th Annual Prince Lot Hula Festival

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

A 501(c)(3) non-profit organization, Moanalua Gardens Foundation (MGF) was founded in 1970 *To preserve and perpetuate the history, native culture and environment of Hawaii through education and stewardship of Kamananui Valley and celebration of the Prince Lot Hula Festival*. For 54 years, MGF has pioneered programs that teach people to protect Hawaii's unique environment and perpetuate our culture.

E. Briefly describe the single event, performance, class, or other non-programmatic Grant Activity and need being filled. *(400 character count limit)*

The annual Prince Lot Hula Festival has been presented by MGF Hawai'i for the past 47 years. This non-competitive festival will be two days of hula arts and culture; showcasing masters of hula, mele, oli, kapa, lei, hulu, and other mea hana no'eau. The festival honors Prince Lot and his legacy of "Hawai'i of Hawaiians"; pushing to the forefront cultural practices which were once outlawed in the Islands. Throughout the day hula is the focus on the center stage where twenty-four kumu hula and their hālau are invited to showcase their unique style and share their mo'olelo of hula. The public is encouraged to visit with Hawaiian craters and cultural practitioners in one of the hana no'eau tents. The festival fills the needs for cultural artists and practitioners by providing a venue to demonstrate how they create and fashion their works while at the same time these masters invite the public to experience what our kupuna did to create objects. This introduction hopefully leads to a future master and apprentice relationship. The festival is also filled with Hawaiian Crafters, demonstrators and culinary cuisine from the Pacific and Asia.

F. Briefly summarize single event, performance, class, or other non-programmatic Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

The largest non-competitive hula celebration in Hawaii, the 2026 Prince Lot Hula Festival will serve 15,000 Oahu residents and 4,000 visitors. It supports over 700 dancers, 40 kumu hula, 50 musicians, 50 cultural practitioners/artisans, and 20 small business vendors. An estimated 30% come from low income areas, including hālau hula from Waianae, Kalihi Palama, and Waipahu.

G. Council District **Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in <u>whole</u> numbers only.**		
☒ District 1 $1,000	☒ District 2 $1,000	☒ District 3 $1,000
☒ District 4 $1,000	☒ District 5 $1,000	☒ District 6 $2,000
☒ District 7 $1,000	☒ District 8 $1,000	☒ District 9 $1,000
Total Amount Requested (must be between $5,000 and $10,000)	$10,000	

H. Type of Grant Activity (pick <u>ONE</u> category that best reflects the Grant Activity):		
1. Public Services: Single event, performance, class, or other non-programmatic projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Single event, performance, class or other non-programmatic projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☒ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

Mary Leilani Williams-Solomon
(Signature)

Leilani Willams-Solomon
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Ian Custino (name), Executive Director (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

Mary Leilani Williams-Solomon
(Signature)

Leilani Williams-Solomon
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 21 day of November, 2024, before me appeared Mary Leilani Williams-Solomon personally known to me, who, being by me duly sworn, did say that he/she is the President of Moanalua Gardens Foundation, Inc. and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said She acknowledged said instrument to be the free act and deed of said corporation.

Notary Public, State of Hawaii Deborah Ann Furumoto 04-41

My Commission expires: Feb. 01, 2028

DEBORAH ANN FURUMOTO NOTARY PUBLIC No. 04-41 STATE OF HAWAII

Doc. Date: 11/21/2024 # Pages 76
Name: Deborah Ann Furumoto 1st Circuit
Doc. Description: Solicitation No. RFP DCS 61A 2026. Certificate of the Board.

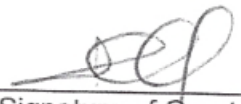
11/21/2024
Signature Date

NOTARY CERTIFICATION

DEBORAH ANN FURUMOTO NOTARY PUBLIC No. 04-41 STATE OF HAWAII

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; and (iv) has the requisite skills and knowledge to assert the foregoing certification and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.



Signature of Grantee (Fiscal Sponsor) Officer
Printed Name and Title:
Ian Custino, Executive Director

11/20/2024

Date
11/20/2024

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem / issue, and target population are effectively validated. The description must include how the single event, performance, class, or other non-programmatic public services target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate income areas.

1. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(500 character count limit)*

The "Grant Activity" helps to fulfill the mission of MGF Hawai'i to preserve and perpetuate Hawaiian culture by building a thriving community. The activity affords community partnerships, government, and private sponsorships which is needed for the Prince Lot Festival to be successful. The festival is an important project of MGF Hawai'i and supports artists and cultural practitioners by creating a venue and an opportunity to showcase, present, demonstrate, educate and develop economic opportunities, while at the same time perpetuating the arts and culture. Through this activity we will secure hālau, musicians, cultural practitioners, craft artists, and culinary creators to showcase, share and educate others. This annual festival draws family, friends and new acquittances from all the Hawaiian Islands, Asia, North America, and Europe to fill the festival grounds with up to 10,000 attendance.

B. Describe the proposed plan

1. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(500 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

Statistics show the festival enhances the well-being and quality of life for the over 1 million residents in the City and County of Honolulu. Hawai'i Tourism Authority's 2019 evaluation reported that 98% of residents believe the festival is important to the community and 75% said it enhances the quality of life in Hawai'i. Each year, it supports 650 dancers, 30 kumu hula, 50 musicians, 50 cultural practitioners/artisans, and 20 small business vendors. An estimated 30% come from low income areas on O'ahu.

2. Provide an action plan to achieve the stated measurable outcomes. If the single event, performance, class, or other non-programmatic Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(1,000 character count limit)*

A signature event for O'ahu, the Prince Lot Hula Festival provides a uniquely Hawaiian cultural experience for Honolulu's residents and visitors, who enjoy the best of non-competitive hula in a spectacular City outdoor venue, an event which:
1. Perpetuates hula, oli, mele and hana no'eau
2. Provides a non-competitive venue for dancers and kumu hula
3. Provides an opportunity for cultural practitioners/artisans and vendors to become self sufficient
4. Increases the City's tourism revenue by providing an authentic cultural experience for visitors
5. Enhances the well-being and quality of life for Oahu's communities

Measureable Milestones
1. Est. 22 hālau hula participate
2. Est. 8,000 Hawai'i residents attend
3. Est. 2,000 out-of-state visitors attend
4. Total value of media coverage reaches or exceeds $500,000
5. Est. 7 cultural practitioners participate
6. Est. 20 crafters & 6 food vendors participate
7. Est. 200,000 virtual viewers

3. Provide a narrative that explains how the budget in Section III and the deliverable schedule in Section IV will achieve the desired outcomes. (*1,000 character count limit)*

The total cost of the 49th Annual Prince Lot Hula Festival is projected to be $350,000. Estimated expenses to plan, organize and execute the LIVE two-day festival and Virtual program, include the following major costs: Administration/Procution Fees - $172,100; Professional Fees - $156,800; Rent/Operation - $$15,451

MGF carefully monitors all expenses and negotiates discounts and In-kind assistance with as many vendors as possible. In order to keep this a free event for our families and communities, MGF covers costs through grants, sponsorships and donations. Funding from the City whose residents are direct beneficiaries of the event is critical to its success.

C. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received no awards from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: 2024 Annual Prince Lot Hula Festival CT-DCS-2400041
   Grant Period: 1/1/24 – 12/31/24 Grant Amount: $10,000
   Grant Purpose: To celebrate the 46th Annual Prince Lot Hula Festival
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: OCS

2. Grant Activity Name & Contract #: 2023 Annual Prince Lot Hula Festival CT-DCS-2300038
   Grant Period: 1/1/23 – 12/31/23 Grant Amount: $10,000
   Grant Purpose: To celebrate the 46th Annual Prince Lot Hula Festival
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: OCS

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

D. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☒ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

Throughout its entire 47-year history, the Prince Lot Hula Festival has been an age friendly event featuring an authentic celebration of the best of non-competitive hula for all ages. It is an occasion where hālau hula come together to share their love of hula with the entire community. Kumu Hula are eager to participate because they can bring all of their dancers, from 3-year-old keiki to 93 years young kūpuna who look forward to performing along with younger haumana.

The Prince Lot Hula Festival respects, celebrates and includes everyone no matter what age, gender, race or orientation in our yearly exhibition of hula and the arts. Our focus has always been to honor the wisdom of our kūpuna who have dedicated their lives to the perpetuation of Hawaii's hula and oli (chanting) traditions.

Seniors from across the island attend yearly to watch hula and participate in festival activities. They also comprise a core group of volunteers coming from such organizations as the Royal