

Luana Alapa - *Chairperson*

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OFFICE OF HAWAIIAN AFFAIRS
KE'ENA KULEANA HAWAI'I
BUDGET AND FINANCE COMMITTEE
560 N. Nimitz Hwy., Suite 200
Honolulu, HI 96817

**MEETING OF
THE
COMMITTEE ON BUDGET AND FINANCE
(BF)**

DATE: Wednesday January 8, 2025

TIME: 11:00 a.m.

PLACE: Remote Meeting by Interactive Conference Technology
and in-person at OHA Maui Ola Boardroom

Nā Lama Kukui
560 N. Nimitz Hwy.
Honolulu, HI. 96817

viewable at <https://www.oha.org/livestream> OR

Listen by phone: (213) 338-8477, Webinar ID: 880 1165 7110

This meeting can be viewed via livestream on OHA's website at www.oha.org/livestream or listened to by phone using the call-in information above. A physical meeting location, open to members of the public who would like to provide oral testimony or view the meeting, will be available at 560 N. Nimitz Hwy., Suite 200, Honolulu, HI 96817.

AGENDA

- I. Call to Order**
- II. Approval of Minutes - None**
- III. Unfinished Business - None**
- IV. New Business**
 - A. *Informational Briefing on Ho'ākoako Lāhui Event Sponsorships Grant (Consolidated and Redesigned 'Ahahui Grants and Sponsorships- Legacy, BOT, Rural Community-Based)
- V. Adjournment**

If you need an auxiliary aid/service or other accommodation due to a disability, please contact Everett Ohta at (808) 594-1988 or by email at everetto@oha.org as soon as possible. Requests made as early as possible have a greater likelihood of being fulfilled. Upon request, this notice is available in alternate/accessible formats.

In the event that the livestream public broadcast is interrupted and cannot be restored, the meeting may continue as audio-only through the phone number and Webinar ID provided at the beginning of this agenda. Meeting recordings



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will be made available on OHA's website <https://www.oha.org/about/leadership/board-of-trustees/> as soon as practicable after the meeting.

Public Testimony will be called for each agenda item and must be limited to matters listed on the meeting agenda. Hawai'i Revised Statutes, Chapter 92, Public Agency Meetings and Records, prohibits Board members from discussing or taking action on matters not listed on the meeting agenda.

*Document(s) associated with this agenda item are anticipated to be included in the board packet for this meeting. The board packet will be available for the public to inspect at OHA's main office located at 560 N. Nimitz Hwy., Suite 200, Honolulu, HI 96817, OHA's neighbor island offices, and on OHA's website <https://www.oha.org/bf> no later than two business days before the meeting. The 72 Hour rule, pursuant to OHA BOT Operations Manual, Section 49, shall be waived for distribution of new committee materials.

Persons wishing to provide *written testimony* on items listed on the agenda should submit testimony via *email* to BOTmeetings@oha.org or via *postal mail* to Office of Hawaiian Affairs, Attn: Meeting Testimony, 560 N. Nimitz Hwy., Suite 200, Honolulu, HI 96817. Testimony is requested to be received at least twenty-four hours prior to the scheduled meeting to allow board members with sufficient time to review the testimony before the meeting.

Persons wishing to provide *oral testimony online* during the remote meeting, please use the link below:
https://us06web.zoom.us/webinar/register/WN_9C_Fxh_tQoKTKwa56RwVeQ

Once you have signed up, a confirmation email will be sent to you with a link to join the remote meeting, along with further instructions on how to provide oral testimony during the remote meeting. You do not need to provide your name or other personal information other than a valid email address at which to receive the meeting link.

To provide oral testimony online, you will need:

- (1) a computer or mobile device to connect to the virtual meeting;
- (2) internet access; and
- (3) a microphone to provide oral testimony.

Oral testimony by telephone/landline will not be accepted at this time. Once your oral testimony is completed, you may be asked to disconnect from the meeting. If you willfully disrupt the meeting or do not disconnect on your own, support staff will remove you from the Zoom meeting. You can continue to view the remainder of the meeting on the livestream or by telephone, as provided at the beginning of this agenda.

Persons wishing to provide *oral testimony at the physical meeting location* can sign up the day-of the meeting at the physical meeting location.

Oral testimony online or at a physical meeting location will be limited to five (5) minutes.

01/02/2025

Trustee Luana Alapa
Chair, Committee on Budget and Finance

Date



Ho‘ākoakoa Lāhui

Event Sponsorship Grants

Background

The Office of Hawaiian Affairs has carried two separate “grants” and grant processes to provide funding in support of events. The table below provides a comparison of both event grants.

‘Ahahui Grants	Sponsorships
Must be a non-profit organization	Must be a non-profit organization
Funding to support community events aligned with OHA’s strategic plan, provides significant benefits to the Native Hawaiian community and offers valuable community engagement opportunities for OHA.	Funding that “includes payments made to organizations in support of an activity or event in exchange for advertising or in order to create goodwill in the community.” Must align with OHA mission and strategic plan Funding listed as line items in OHA approved BOT budgets
Funding in last solicitation maxed out at \$10,000.00. See <i>Grant Solicitation No. OHA 23-01.02</i> for more information.	New applicants funded in last two quarters at \$5,000.00. Majority of pre-approved sponsorship funded at \$15,000.00 max. Highest funded event at \$25,000.00 .
Application process similar to larger dollar community grants. Required contract and reporting.	Application with W-9 required, no reporting requirements or process.

Given the similarities in purpose of both ‘Ahahui grants and Sponsorships to support events that align to OHA’s mission, strategic plan and to provide a benefit to OHA in engagement and advertising, and the differences in process and requirements, OHA Administration has redesigned and consolidated event-related grants into one process, Ho‘ākoakoa Lāhui Event Sponsorship Grants.



Ho'ākoakoa Lāhui

Event Sponsorship Grants

Purpose

The purpose of the Ho'ākoakoa Lāhui Event Sponsorship Grant is to provide funding support to nonprofit organizations to host an event that provides significant benefits to the Native Hawaiian community; aligns with OHA's Mana i Maui Ola Strategic Plan; and offers OHA valuable opportunities for community engagement, partnerships, and public relations.

Qualified Events

All events must occur within the State of Hawai'i. Eligible events include the following:

- Award/Recognition events
- Building dedications or groundbreaking ceremonies
- Community events that are free to the public and increase access to public and private resources, programs, and information
- Community events that are free to the public and celebrate or highlight ali'i or significant historical events
- Community gathering of Native Hawaiian practitioners for purpose of education and/or perpetuating Native practices
- Community event providing service for benefit of 'āina and culture (mālama 'āina, mālama iwi kupuna, 'ōiwi well-being, etc.)
- Fundraisers or charity events

Note: Multi-day events are allowed; however, the event dates must occur within a consecutive one-month (30-day) period, anything longer will be considered ineligible. OHA funds shall not be used for entertainment or perquisites per HRS 10-17(b)(3) however, HRS 10-17(b) does not expressly prohibit grantees from having or providing "entertainment or perquisites" as some aspect of their event.

Eligibility Requirements

- Must be a nonprofit, community-based organization in the State of Hawai'i verifiable by a required IRS letter of determination.
- Must complete the Office of Hawaiian Affairs application that includes name of organization, purpose of event, service(s) to be supported by sponsorship grant, alignment to Mana i Maui Ola and OHA mission, budget request, etc.
- Must complete an authorized signatory form as part of application.
- Must submit a W-9 and certificate of vendor compliance with application.
- Must comply with all HRS 10-17 requirements.
- Maximum budget request is \$25,000.00.

Note: Organizations shall be awarded no more than ONE OHA grant to support an event in the fiscal year (July 1-June 30) and only ONE OHA grant shall be awarded per event. Organizations may be awarded an OHA grant to support an event in the same fiscal year as an award to support a project through a community grant.



Ho'ākoakoa Lāhui

Event Sponsorship Grants

Evaluation Criteria

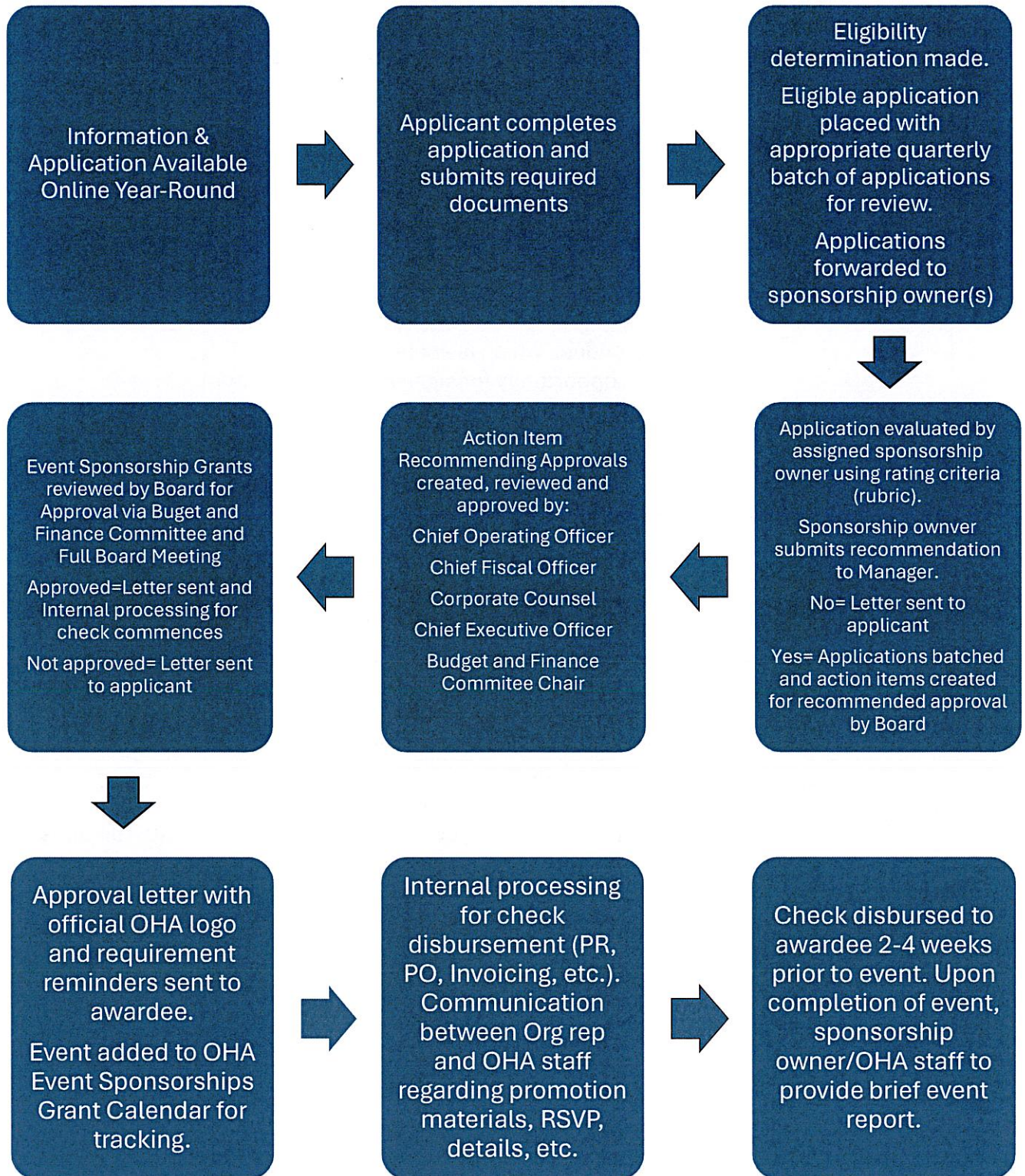
Criteria	Criteria Description	-/50 Total points
Event Scope of Work	1)The application outlines event services or activities that provide significant benefits to the Native Hawaiian community. (0-5 points).	(0-15 Points)
	2)The application indicates a proposed number of Native Hawaiian attendees which is achievable and reflects a significant positive impact on the betterment of conditions of Native Hawaiians. (0-5 points)	
	3)The application indicates a proposed number of total attendees which is achievable and reflects an opportunity for significant OHA reach into the community. (0-5 points)	
Alignment MiMO Strategic Plan	1) The application clearly demonstrates how the event will directly and meaningfully address the selected Strategy. (0–5 points)	(0-15 Points)
	2) The application clearly demonstrates how the event will have significant community impact in alignment with one or more Strategic Outcome. (0–5 points)	
	3) The application clearly demonstrates how the event will align with one or more Strategic Foundation. (0–5 points)	
Budget	The amount requested is appropriate and a reasonable line-item budget is included. (0–10 points)	(0-10 Points)
Opportunity for OHA Public Recognition	The application describes community engagement, partnership, and public relations opportunities for OHA that are appropriate and reflects an opportunity for significant OHA reach into the community. (0–10 points)	(0-10 Points)



Ho'ākoakoa Lāhui

Event Sponsorship Grants

Process Overview





Ho'ākoakoa Lāhui

Event Sponsorship Grants

Important Information

- Ho'ākoakoa Lāhui Event Sponsorship Grant applications will be available online year-round. Events must take place no more than 12 months from the application date.
- Recommended events will be brought before BOT for approval on a quarterly basis. Quarterly deadlines will be determined and advertised on OHA website to ensure timely submission of applications. Late applications will not be accepted however, an appeal may be made for exception consideration for extenuating circumstances.
- Submitted applications will be reviewed for eligibility and grouped with the appropriate quarterly application batch for evaluation with other event applications within the same identified time period.
- The 2026-2027 Biennium Budget proposal for Ho'ākoakoa Lāhui Event Sponsorship Grant applications will consolidate funds for 'Ahahui grants, Legacy sponsorships, Rural Community-Based sponsorships, and BOT sponsorships into one budget category.
- OHA's 10-17 granting authority is the ONLY authority through OHA shall fund non-profit events or act as an event sponsor

Special Note: This grant was named by former OHA Grant Manager, T. Ke'ala Neumann, in March 2024. The inoa reflects the mana'o "to bring our people together."



**Ho'ākoakoa Lāhui
Event Sponsorship Grants**

Timeline

- 1/27/2025- Modified roll-out of Ho'ākoakoa Lāhui Event Sponsorship Grant application and information online
 - Remaining FY 25 BOT and Legacy sponsorship funds shall be utilized to fund event sponsorship grants in FY 25.
 - Sponsorship recommendations will be brought before BOT monthly for the remainder of FY 25.
- Feb-May 2025: Biennium Budget proposal for Ho'ākoakoa Lāhui Event Sponsorships Grant (consolidate into one category)
- Details of timeline for full rollout of process for FY26 in development. Draft timelines:
 - July Board approval for events in Q2 (Oct-Dec)
 - Application Submission Deadline: April 1
 - Application Evaluation: Mid-April – May 30
 - Agenda and Action Items: by June 30
 - Oct Board approval for events in Q3 (Jan-Mar)
 - Application Submission Deadline: July 1
 - Application Evaluation: Mid-July to August 31
 - Agenda and Action Item: by September 30
 - Jan Board approval for events in Q4 (Apr-June)
 - Application Submission Deadline: October 1
 - Application Evaluation: Mid-October to November 30
 - Agenda and Action Item: by December 31
 - April Board approval for events in Q1 (July-Sept)
 - Application Submission Deadline: January 2
 - Application Evaluation: Mid-January to February 28
 - Agenda and Action Item: by March 31