

**Committee on Resource Management**Trustee John Waihe'e IV, *At-Large* - ChairTrustee Luana Alapa, *Moloka'i / Lāna'i* - Vice Chair**Members**Trustee Leina'ala Ahu Isa, *At-Large*Trustee Dan Ahuna, *Kaua'i / Ni'ihau*Trustee Kaleihikina Akaka, *O'ahu*Trustee Keli'i Akina, *At-Large*Trustee Brendon Kalei'aina Lee, *At-Large*Trustee Carmen Hulu Lindsey, *Maui*Trustee Mililani Trask, *Hawai'i Island*

**STATE OF HAWAII  
OFFICE OF HAWAIIAN AFFAIRS**

**MEETING OF THE  
COMMITTEE ON RESOURCE MANAGEMENT (RM)**

**DATE:** Tuesday, August 30, 2022**TIME:** 10:00 a.m.**PLACE:** Virtual Meeting viewable at <https://www.oha.org/livestream> OR

Listen by phone: (213) 338-8477, Webinar ID: 820 7045 8308

**Due to COVID-19, the OHA Board of Trustees and its standing committees will hold virtual meetings until further notice.**

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**AGENDA**

**I. Call to Order****II. Approval of Minutes**

A. July 26, 2022\*

**III. Unfinished Business – None****IV. New Business**

- A. ACTION ITEM RM #22-18: Approve the Awarding of Iwi Kupuna Repatriation & Reinternment Grants, from Solicitation #22-10, Published April 14, 2022, Application Deadline June 10, 2022\*
- B. ACTION ITEM RM #22-19: Approve the Awarding of Community Grants - 'Āina, from Solicitation #22-06, Published April 1, 2022, Application Deadline May 27, 2022\*
- C. ACTION ITEM RM #22-20: Approve the Awarding of Community Grants - Mo'omeheu from Solicitation #22-07, Published April 1, 2022, Application Deadline May 27, 2022\*
- D. ACTION ITEM RM #22-21: Approve the Awarding of 'Ohana Grants from Solicitation #22-09, Published April 14, 2022, Application Deadline June 10, 2022\*
- E. ACTION ITEM RM #22-22: Approve the Awarding of Homestead Community Grants, from Solicitation #22-11, Published April 14, 2022, Application Deadline June 10, 2022\*

**V. Announcements****VI. Adjournment**

If you require an auxiliary aid or accommodation due to a disability, please contact Everett Ohta at telephone number (808) 594-1988 or by email at: [everetto@oha.org](mailto:everetto@oha.org) no later than three (3) business days prior to the date of the meeting.

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**STATE OF HAWAII'  
OFFICE OF HAWAIIAN AFFAIRS**

In the event that the livestream or the audiovisual connection is interrupted and cannot be restored, the meeting may continue as an audio-only meeting through the phone and Webinar ID listed at the beginning of this agenda. Meeting recordings are available upon request to [BOTmeetings@oha.org](mailto:BOTmeetings@oha.org) until the written meeting minutes are posted to OHA's website.

†Notice: The 72 Hour rule, pursuant to OHA BOT Operations Manual, Section 49, shall be waived for distribution of new committee materials.

**\* Public Testimony will be called for each agenda item and must be limited to those 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.

Testimony can be provided to the OHA Board of Trustees either as: (1) **written testimony emailed** at least 24 hours prior to the scheduled meeting, (2) **written testimony mailed** and received at least two business days prior to the scheduled meeting, or (3) live, **oral testimony online** or **at the physical meeting location** during the virtual meeting.

- (1) Persons wishing to provide **written testimony** on items listed on the agenda should submit testimony via **email** to [BOTmeetings@oha.org](mailto:BOTmeetings@oha.org) at least **24 hours prior** to the scheduled meeting or via **postal mail** to Office of Hawaiian Affairs, Attn: Meeting Testimony, 560 N. Nimitz Hwy., Suite 200, Honolulu, HI 96817 **to be received at least two business days prior** to the scheduled meeting. Any testimony received after these deadlines will be 'late' testimony and will be distributed to the Board members after the scheduled meeting.
- (2) Persons wishing to provide **oral testimony online** during the virtual meeting must first register at:  
[https://us06web.zoom.us/webinar/register/WN\\_q5fzvOJfScG7HLcgovUJrw](https://us06web.zoom.us/webinar/register/WN_q5fzvOJfScG7HLcgovUJrw)

You need to register if you would like to **orally testify online**. Once you have completed your registration, a confirmation email will be sent to you with a link to join the virtual meeting, along with further instructions on how to provide **oral testimony online** during the virtual meeting.

To provide **oral testimony online**, you will need:

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

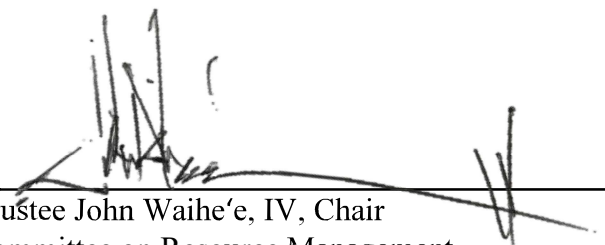
Once your **oral testimony online** is completed, you will be asked to disconnect from the meeting. If you do not sign off on your own, support staff will remove you from the Zoom meeting. You can continue to view the remainder of the meeting on the livestream or by telephone, as provided at the beginning of this agenda.

- (3) Persons wishing to provide **oral testimony at the physical meeting location** can sign up the day-of the meeting at the Nā Lama Kukui OHA lobby.

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

Oral testimony by telephone/landline **will not** be accepted at this time.

Please visit OHA's website for more detailed information on how to submit Public Testimony OR Community Concerns at:  
<https://www.oha.org/how-to-submit-testimony-for-oha-bot-meetings/>.

  
\_\_\_\_\_  
Trustee John Waihe'e, IV, Chair  
Committee on Resource Management

08/24/2022

\_\_\_\_\_  
Date

August 30, 2022 - Continued

**Committee on Resource Management**Trustee John Waihe'e IV, *At-Large* - ChairTrustee Luana Alapa, *Moloka'i / Lāna'i* - Vice Chair**Members**Trustee Leina'ala Ahu Isa, *At-Large*Trustee Dan Ahuna, *Kaua'i / Ni'ihau*Trustee Kaleihikina Akaka, *O'ahu*Trustee Keli'i Akina, *At-Large*Trustee Brendon Kalei'aina Lee, *At-Large*Trustee Carmen Hulu Lindsey, *Maui*Trustee Mililani Trask, *Hawai'i Island*

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**I. Call to Order****II. Approval of Minutes****A. July 26, 2022\*****III. Unfinished Business – None****IV. New Business**

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**STATE OF HAWAII  
OFFICE OF HAWAIIAN AFFAIRS  
560 N. NIMITZ HIGHWAY, SUITE 200  
(VIRTUAL MEETING - VIA ZOOM WEBINAR)  
COMMITTEE ON RESOURCE MANAGEMENT  
MINUTES**

**July 26, 2022 10:00 a.m.**

**ATTENDANCE:**

Chairperson John Waihe'e, IV  
Vice-Chairperson Luana Alapa  
Trustee Leina'ala Ahu Isa  
Trustee Dan Ahuna  
Trustee Kaleihikina Akaka  
Trustee Keli'i Akina  
Trustee Brendon Kalei'aina Lee  
Trustee C. Hulu Lindsey  
Trustee Mililani Trask

**ADMINISTRATION STAFF:**

Sylvia Hussey, CEO / Ka Pouhana / Administrator  
Casey Brown, COO / Ka Pou Nui  
Arlene Aguinaldo, IT  
Daniel Santos III, IT  
Edna Johnson, Grants  
Nietzsche Ozawa, Corporation Counsel  
Ramona Hinck, CFO  
Tiger Li, IT

**BOT STAFF:**

Crayn Akina  
Melissa Wennihan

**I. CALL TO ORDER**

**Chair Waihe'e** calls the Committee on Resource Management meeting for Tuesday, July 26, 2022 to order at **10:00 a.m.**

**Chair Waihe'e** notes for the record that **PRESENT** are:

MEMBERS			AT CALL TO ORDER (10:00 a.m.)	TIME ARRIVED
CHAIR	JOHN	WAIHE'E, IV	PRESENT	
VICE CHAIR	LUANA	ALAPA	PRESENT	
TRUSTEE	LEINA'ALA	AHU ISA	PRESENT	
TRUSTEE	DAN	AHUNA	PRESENT	
TRUSTEE	KALEIHIKINA	AKAKA	PRESENT	
TRUSTEE	KELI'I	AKINA	PRESENT	
TRUSTEE	BRENDON KALEI'AINA	LEE	PRESENT	
TRUSTEE	CARMEN HULU	LINDSEY	PRESENT	
TRUSTEE	MILILANI	TRASK	PRESENT	

At the Call to Order, **NINE (9) Trustees are PRESENT**, thereby constituting a quorum.



## II. APPROVAL OF MINUTES

### **A. June 28, 2022**

Trustee Akina moves to approve the minutes of June 28, 2022.

Trustee Lindsey seconds the motion.

Chair Waihe'e asks if there is any discussion or changes.

There is no discussion nor are there changes.

RM Staffer Akina states for the record that there is no one signed-up to testify on this agenda item.

Chair Waihe'e calls for a **ROLL CALL VOTE**.

							10:02 a.m.
TRUSTEE		1	2	'AE (YES)	A'OLE (NO)	KANALUA (ABSTAIN)	EXCUSED
LEINA'ALA	AHU ISA			X			
DAN	AHUNA			X			
KALEIHIKINA	AKAKA			X			
KELI'I	AKINA	1		X			
VICE-CHAIR LUANA	ALAPA			X			
BRENDON KALEI'ĀINA	LEE			X			
CARMEN HULU	LINDSEY		2	X			
MILILANI	TRASK			X			
CHAIR JOHN	WAIHE'E			X			
<b>TOTAL VOTE COUNT</b>				<b>9</b>	<b>0</b>	<b>0</b>	<b>0</b>

VOTE: [ X ] UNANIMOUS [ ] PASSED [ ] DEFERRED [ ] FAILED

Chair Waihe'e notes for the record that all members present vote 'AE (YES) and the **MOTION PASSES**.

## III. UNFINISHED BUSINESS

None

#### **IV. NEW BUSINESS**

**A. ACTION ITEM RM #22-16: Approve the Awarding of Community Grants – Economic Stability, from Solicitation #22-04, published March 31, 2022\***

**Chair Waihe'e** asks if there is anyone signed-up to testify on this agenda item.

**RM Staffer Akina** states for the record that there is no one signed-up to testify on RM #22-16; neither in-person, nor virtually.

**Chair Waihe'e** turns it over to Ka Pouhana Sylvia Hussey.

**Pouhana Hussey:** Thank you, Chair Waihe'e.

Trustees, as you will recall - the memo for this grants item went to the Trustees on July 4<sup>th</sup> and had all the details. This action item was also previously scheduled at the July 12<sup>th</sup> RM meeting, and so the information has been available to the Trustees.

It is the awarding of the Economic Stability Grants in Round One; the details on the applicants the scoring, and the comments made by the reviewers were all provided to you and is included in the Appendix A.

We have our Grant Supervisor, Edna Johnson here, as well as the Interim Grants Manager, our CFO Ramona Hinck online, if the Trustees have any questions regarding the recommendations for awarding.

**Chair Waihe'e** recognizes Trustee Akina.

**Trustee Akina:** Thank you, Chair.

*Sylvia, for The Purple Maia Foundation, how will the businesses be selected to participate?*

**Pouhana Hussey:** *Edna, did you get any feedback for their selection process?*

**Grants Supervisor Johnson:** I did not. I wasn't the facilitator on that one, so currently I did not, but I could get back to you.

**Pouhana Hussey:** My understanding from reading the applications, Trustee Akina, is that they would make a broad call for the opportunity, and businesses would apply for this opportunity. It does come with a stipend as part of the package of helping that business. So, my understanding is a broad call, but as Edna pointed out, we can follow up more specifically on what their recruitment process would be.

**Trustee Akina:** Thank you, I just want to make sure that we're reaching out to all the appropriate communities that are going to be able to benefit from this wonderful opportunity.

**Grants Supervisor Johnson:** Yes, this is statewide, so my assumption, along with Sylvia, is it will be a large outreach.

**Trustee Akina:** Similarly, *did you have any insight into how the Hawai'i Community Lending is going to recruit the 58, or so, Native Hawaiian families?*

**Grants Supervisor Johnson:** The Hawai'i Community Lending outreach will be focusing on Maui County, so they're looking at Nā'iwa to establish an Owner-Builder Program, and I believe they're partnering with other building units to implement the program.

**Trustee Akina:** Okay, mahalo.

**Chair Waihe'e** asks if there are any further questions or discussion.

There are no further questions nor is there further discussion.

**Trustee Akaka moves to approve the following Fiscal Year 2022 , Community Grants –Economic Stability disbursements totaling \$896,660 from Core Operating Budget (Object Code 56530) for:**

Organization/Island	Award Amount
Purple Maia Foundation	\$498,660
Hawaii Community Lending	\$398,000
<b>Total</b>	<b>\$896,660</b>

**Trustee Alapa seconds the motion.**

**Chair Waihe'e** asks if there is any discussion.

There is no further discussion.

**Chair Waihe'e** calls for a **ROLL CALL VOTE.**

							10:07 a.m.
TRUSTEE		1	2	'AE (YES)	A'OLE (NO)	KANALUA (ABSTAIN)	EXCUSED
LEINA'ALA	AHU ISA			X			
DAN	AHUNA			X			
KALEIHIKINA	AKAKA	1		X			
KELI'I	AKINA			X			
VICE-CHAIR LUANA	ALAPA		2	X			
BRENDON KALEI'ĀINA	LEE			X			
CARMEN HULU	LINDSEY			X			
MILILANI	TRASK			X			
CHAIR JOHN	WAIHE'E			X			
<b>TOTAL VOTE COUNT</b>				<b>9</b>	<b>0</b>	<b>0</b>	<b>0</b>

**VOTE: [ X ] UNANIMOUS [ ] PASSED [ ] DEFERRED [ ] FAILED**

**Chair Waihe'e** notes for the record that all members present vote 'AE (YES) and the **MOTION PASSES.**

#### **IV. NEW BUSINESS**

##### **B. ACTION ITEM RM #22-17: Approve the Awarding of Community Grants – Health, from Solicitation #22-03, Published March 31, 2022\***

**Chair Waihe'e** asks if there is anyone signed-up to testify on this agenda item.

**RM Staffer Akina** states for the record that there is no one signed-up to testify on RM #22-17; neither in-person, nor virtually.

**Chair Waihe'e** turns it over to Ka Pouhana Sylvia Hussey.

**Pouhana Hussey:** Thank you, Chair Waihe'e.

Similarly, Trustees, the grants detailed action memo was sent to the Trustees on July 7<sup>th</sup>, ahead of the Action Item coming to the Board. So, all the details were provided: the scoring sheets, as well as the summary of the recommendations by the external reviewers.

Edna was the Grant Supervisor for this particular solicitation. So, if you have any questions regarding the process or any of the information provided, Edna as the supervisor, is here to answer any questions.

**Chair Waihe'e** asks if there are any questions or discussion.

There are no questions nor any discussion.

**Vice-Chair Alapa** moves to approve the following Fiscal Year 2022 , Community Grants – Health disbursements totaling \$470,000 from Core Operating Budget (Object Code 56530) for:

Organization/Island	Award Amount
Ma Ka Hana Ka 'Ike Building Program	\$220,000
Alu Like, Inc.	\$250,000
<b>Total</b>	<b>\$470,000</b>

**Trustee Akaka** seconds the motion.

**Chair Waihe'e** asks if there is any discussion.

There is no discussion.

**Chair Waihe'e** calls for a **ROLL CALL VOTE**.

							10:10 a.m.
TRUSTEE		1	2	'AE (YES)	A'OLE (NO)	KANALUA (ABSTAIN)	EXCUSED
LEINA'ALA	AHU ISA			X			
DAN	AHUNA			X			
KALEIHIKINA	AKAKA		2	X			
KELI'I	AKINA			X			
VICE-CHAIR LUANA	ALAPA	1		X			
BRENDON KALEI'ĀINA	LEE			X			
CARMEN HULU	LINDSEY						Service dropped-off of ZOOM webinar during IV. B. vote
MILILANI	TRASK			X			
CHAIR JOHN	WAIHE'E			X			
<b>TOTAL VOTE COUNT</b>				8	0	0	1

**VOTE: [ ] UNANIMOUS [ X ] PASSED [ ] DEFERRED [ ] FAILED**

**Chair Waihe'e** notes for the record that all members present vote 'AE (YES) and the **MOTION PASSES**.

#### **V. ANNOUNCEMENTS**

None

## VI. ADJOURNMENT

Trustee Ahuna moves to adjourn the RM meeting.

Trustee Alapa seconds the motion.

Chair Waihe'e asks if there is any discussion.

There is zero discussion.

Chair Waihe'e calls for a **ROLL CALL VOTE**.

							10:11 a.m.
TRUSTEE		1	2	'AE (YES)	A'OLE (NO)	KANALUA (ABSTAIN)	EXCUSED
LEINA'ALA	AHU ISA			X			
DAN	AHUNA	1		X			
KALEIHIKINA	AKAKA			X			
KELI'I	AKINA			X			
VICE-CHAIR LUANA	ALAPA		2	X			
BRENDON KALEI'ĀINA	LEE			X			
CARMEN HULU	LINDSEY						Service dropped-off of ZOOM webinar - continued through this Adjournment vote
MILILANI	TRASK			X			
CHAIR JOHN	WAIHE'E			X			
<b>TOTAL VOTE COUNT</b>				8	0	0	1

VOTE: [ ] UNANIMOUS [ X ] PASSED [ ] DEFERRED [ ] FAILED

Chair Waihe'e adjourns the RM meeting at 10:11 a.m.

Respectfully submitted,

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Melissa Wennihan  
Trustee Aide  
Committee on Resource Management

As approved by the Committee on Resource Management (RM) on August 30, 2022.

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Trustee John Waihe'e, IV  
Chair  
Committee on Resource Management



**Committee on Resource Management**Trustee John Waihe'e IV, *At-Large - Chair*Trustee Luana Alapa, *Moloka'i / Lāna'i - Vice Chair****Members***Trustee Leina'ala Ahu Isa, *At-Large*Trustee Dan Ahuna, *Kaua'i / Ni'ihau*Trustee Kaleihikina Akaka, *O'ahu*Trustee Keli'i Akina, *At-Large*Trustee Brendon Kalei'aina Lee, *At-Large*Trustee Carmen Hulu Lindsey, *Maui*Trustee Mililani Trask, *Hawai'i Island*

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## ACTION ITEM

### COMMITTEE ON RESOURCE MANAGEMENT

August 30, 2022

RM #22-18

**Action Item Issue:** Approve the Awarding of Iwi Kupuna Repatriation & Reinternment Grants, from Solicitation #22-10, Published April 14, 2022, Application Deadline June 10, 2022

**Co-Prepared  
& Reviewed by:**

A handwritten signature in black ink, appearing to read 'Ramona G. Hinck'.

Aug 26, 2022

---

Ramona G. Hinck  
Ka Pou Kihī Kanaloa Wai, Chief Financial Officer  
Pou Kāko‘o Kaiāulu Kūikawā, Interim Grants Manager

Date

**Reviewed by:**

A handwritten signature in black ink, appearing to read 'Casey K. Brown'.

Aug 26, 2022

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Casey K. Brown  
Ka Pou Nui, Chief Operating Officer

Date

**Co-Prepared  
& Reviewed by:**

A handwritten signature in black ink, appearing to read 'Sylvia M. Hussey'.

Aug 26, 2022

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Sylvia M. Hussey, Ed.D.  
Ka Pouhana, Chief Executive Officer

Date

**Reviewed by:**

A handwritten signature in black ink, appearing to read 'John D. Waihee IV'.

Aug 26, 2022

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John D. Waihee IV  
Luna Ho‘omalū o ke Kōmike RM  
Committee on Resource Management, Chair

Date

**I. Proposed Actions**

**Motion #1 – Huliauapa‘a**

Move to approve the following Fiscal Year (FY) 2022 and 2023, Community Grant – Iwi Kupuna Repatriation & Reinternment disbursement totaling \$50,000 from Core Operating Budget (Object Code 56530):

Organization	Award Amount
Huliauapa‘a	\$50,000
Total	\$50,000

**Motion #2 – The Hawaiian Church of Hawaii Nei**

Move to approve the following Fiscal Year (FY) 2022 and 2023, Community Grant – Iwi Kupuna Repatriation & Reinternment disbursement totaling \$50,000 from Core Operating Budget (Object Code 56530) for the Hawaiian Church of Hawaii Nei (HCHN), subject to the satisfactory completion of the following FY 2021 grant activities: 1) Performance Progress Report & Invoice, submitted before the 7/31/2022 deadline and currently under review by the assigned Grants Officer; 2) Performance Final Report & Invoice, due 8/31/2022; 3) Closeout Report due 9/30/2022; and 4) the Grants Program review and sign off of the reports, closing the 2021 Iwi Kupuna Reinternment & Repatriation grant for HCHN in good standing.

Organization	Award Amount
The Hawaiian Church of Hawaii Nei	\$50,000
Total	\$50,000

**II. Issue**

Whether or not the Committee on Resource Management (RM), should approve, authorize the recommendations for awarding of the Community Grants – Iwi Kupuna Repatriation & Reinternment.

**Action Item RM #22-18:** Approve the Awarding of Iwi Kupuna Repatriation & Reinternment Grants, from Solicitation #22-10, Published April 14, 2022, Application Deadline June 10, 2022

**Table 8: Community Grants Program – \$6530**

Community Grants	Awarded	Awarded	Biennium Budget Request		FY22/FY23	%
	FY 20*	FY 21*	FY 22	FY 23	2-Year Total	
20-01: Culture	\$500,000	\$500,000	\$500,000	\$500,000	\$1,000,000	7%
20-02: Health	500,000	500,000	500,000	500,000	1,000,000	7%
20-03: Education	750,000	750,000	750,000	750,000	1,500,000	10%
20-04: Housing	500,000	500,000	1,500,000	1,500,000	3,000,000	21%
20-05: Income	750,000	750,000	750,000	750,000	1,500,000	10%
20-06: Land	500,000	500,000	500,000	500,000	1,000,000	7%
20-07: Ahahui	200,000	200,000	200,000	200,000	400,000	3%
<b>Leverage Opportunities</b>						0%
Higher Education Scholarships			500,000	500,000	1,000,000	7%
Homestead Community		250,000	300,000	300,000	600,000	4%
NH Teacher Education & Professional Development		250,000	250,000	250,000	500,000	3%
'Ohana (including Impacts of Incarceration, Human Trafficking, etc.)		250,000	750,000	750,000	1,500,000	10%
<b>Iwi Kupuna Repatriation &amp; Reinternment</b>		144,079	300,000	300,000	600,000	4%
COVID-19 Impacts		500,000	500,000	500,000	1,000,000	7%
<b>Total Community Grants:</b>	<b>\$3,700,000</b>	<b>\$5,094,079</b>	<b>\$7,300,000</b>	<b>\$7,300,000</b>	<b>\$14,600,000</b>	<b>100%</b>

### III. Budget Authorization

Via Action Item RM #21-08A - OHA Biennium Budget for the Fiscal Biennium Periods 2021-2022 (FY 22) and 2022-2023 (FY 23), June 30, 2021, \$600,000 for the Biennium FY22 and FY 23 The approval authorized \$300,000 in Fiscal Year 2022 and \$300,000 in Fiscal Year 2023. Minimum award - \$30,000; Maximum award - \$50,000.

**Figure 1. Table 8 from AI #21-08A**

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#### IV. Iwi Kupuna Repatriation & Reinterment Grants Purpose

<b>Iwi Kupuna Repatriation &amp; Reinterment Grants Purpose:</b> Support Native Hawaiian iwi kupuna repatriation and reinterment activities.	
Iwi Kupuna	Grants include programs and activities such as the purchase of ceremonial and reburial materials, (e.g., kapa, unbleached muslin for wrapping iwi, lauhala baskets, pa‘akai (salt), ti leaf and torches); temporary storage containers to hold iwi until reburial; transportation costs (i.e., inter-island airfare, ground transportation, accommodations) to facilitate repatriation and reinterment objectives complying with all applicable, federal, state and county COVID-19 related orders; construction costs for burial vault to hold the iwi; repatriation research; or training for community members, lineal and/or cultural descendants and/or other advocates. (Note: Out of state, related repatriation costs (e.g., transportation, equipment) are prohibited under this grant)

**Figure 2: Section I – Solicitation Description, Page 4 of the Solicitation**

#### V. Solicitation / Evaluation Process

- A. Solicitation.** The Community Grants –Iwi Kupuna Reinterment & Repatriation Solicitation was released on Thursday, April 14, 2022, and the application deadline was June 10, 2022.
- B. Phase 1 – Eligibility Letter of Interest.** Two applicants completed the Phase 1 – Eligibility Letter of Interest (LOI) requirement to obtain access to the grant application. Grants Program staff reviewed both LOI submissions for eligibility requirements, which included HRS 10-17 statutory requirements as well as the certification of provisions and match funding. Both LOIs met the eligibility requirements proceeded to the application phase. Both applicants progressed through Phase 1 – LOI, moved onto Phase 2, and submitted timely applications.

#### **SECTION III. PHASE 1 – ELIGIBILITY**

The information included in this section addresses the application restrictions, minimum eligibility requirements, required documents, and eligibility submission process. If you need clarification on the minimum eligibility requirements, contact the Grants Program at [grantsinfo@oha.org](mailto:grantsinfo@oha.org).

##### **A. Native Hawaiian Serving Organization (NHSO) Requirement**

The applicant shall be an organization that can certify and clearly demonstrate that at least sixty-percent (60%) or more of the organization's overall current client and/or participant base is Native Hawaiian. The applicant shall provide information and data to substantiate how the applicant derived the percentage provided. The information and data shall not be based solely on the project being applied for, but the organization's overall participant and/or client base for all services provided by the organization.

**Figure 3. Section III. Phase 1 – Eligibility Excerpt, Page 8**



Based on past experiences, Phase 1 is intended to end before even progressing to the application phase and investment of reviewer time and ensure applicants meet all of the

- e. Number of Native Hawaiians to be Served** – The applicant shall provide the total number of Native Hawaiian individuals that the proposed project intends to directly serve through OHA funding.

If the project does not serve Native Hawaiians, then the project shall be deemed ineligible to apply for this grant. OHA funding for this grant is for Native Hawaiians only.

The number of Native Hawaiian individuals served shall include project participants that can be documented on registration forms, sign-in sheets, and other data collection and verification documents. It shall not include project staff and subcontractors, hits and likes on social media platforms, or individuals indirectly served.

- **Newly Served.** The applicant shall provide the total target number of newly enrolled Native Hawaiians. A newly served participant is a first-time project participant under this OHA grant.
- **Completed.** The applicant shall provide the total target number of Native Hawaiians that will complete the project. For example, the total number of participants that completed all required workshops, treatment programs, etc.

basic requirements on the front subject to reviewer variation in interpretation vs. consistent Grants Program determination. Three eligibility requirements sections need to be satisfactorily completed in this phase (refer to Section III of the solicitation):

**1. Applicant & Project Information.** Organization name, project name, amount requested, project alignment with strategic direction & outcome, number of Native Hawaiians to be served, island location(s), project contacts, governing board and executive team, authorized signatory – legal agreements, and application authorization form.

**Figure 4: Section III – Phase 1 Eligibility Page 9**

When the Grants Program reviews each submitted LOI, the percentage computed and supporting data is reviewed,

specifically how many participants has their organization as a whole served over the past one to three years, and of those participants, how many are Native Hawaiian. Applicants certify that the information is submitted is true. The applicant is asked to provide data from their programs and supporting documents (e.g., sign-in sheets, registration forms, surveys). Although the supporting docs are not always required, additional supporting documents are requested if the submitted data is unclear, inconsistent or conflicting. A prior awarded grantee would generally be eligible for this phase based on their previous grant.

- 2. Certifications.** Licenses/permits certification, partner certification, if applicable, sufficient funds certification, COVID-19 preparedness and response plan certification, IRS Letter of Determination, Certificate of Vendor Compliance, Board Governance); and
- 3. Match Funding Confirmation.** Twenty percent (20%) cash match of the OHA grant amount

**E. Matching Funds**

Applicants are required to provide matching funds for a grant award period of at least twenty percent (20%) of the OHA grant award amount. Match funding priority should be comprised of cash sources, including other grantor cash sources; in-kind services considerations as matching may be considered on a case-by-case basis. Post award, OHA funds can be used as matching funds for other grant(s) with OHA notification. Applications with less than 20% matching funds will be deemed ineligible and can be considered in future awarding if match funds conditions change and OHA is notified. Match funds can be committed from the applicant and/or a partner organization as evidenced by letter of commitment, agreement, etc.

requested, including confirmed or pending status. In-kind services considerations as matching may be considered on a case-by-case basis.

**Figure 5: Section II – OHA Award Information Page 12 of the Solicitation**

Grants Program staff reviewed all submitted LOIs for eligibility requirements, which included HRS 10-17 statutory requirements as well as the certification of provisions and match funding.

All applicants completed the Phase 1 – Eligibility Letter of Interest (LOI) requirement to obtain access to the grant application. Grants Program staff reviewed all submitted LOIs for eligibility requirements, which included HRS 10-17 statutory requirements as well as the certification of provisions and match funding. LOIs that did not meet these eligibility requirements were deemed ineligible and did not proceed to the application phase.

Two applicants passed Phase 1 – Eligibility and moved on to Phase 2 – Application. Two (2) applicants submitted the grant application by the application deadline.

Applicants were required to respond to fourteen (14) components in the application. Each component was allocated a specific amount of points for a total maximum score of 100 points.

- C. **Phase 2 – Application.** Applicants were required to respond to fourteen (14) components in the application. Each component was allocated a specific amount of points for a total maximum score of 100 points. LOIs that did not meet these eligibility requirements were deemed ineligible and did not proceed to the application phase 2 in this cycle; both applications move from Phase 1 – LOI to Phase 2 – Application.

## **VI. Application Evaluation & Award Recommendation**

A. **Application Evaluation.** All eligible applications were assessed in accordance with the following evaluation process:

1. **Reviewer Training.** Grant reviewers received training and were assigned to applications to review.
2. **Reviewer Conflict of Interest/Confidentiality.** Reviewers were provided the list of applications and completed conflict of interest and confidentiality forms. If a reviewer had an actual conflict of interest, the reviewer was removed from the application evaluation process.
3. **Individual Scoring.** Upon completion of required conflicts checks, reviewers individually scored assigned applications in the OHA Grants Portal. These scores were included in the first matrix of the application scores that was provided to the reviewers.
4. **Reviewer Team Meeting.** Reviewers then met to formally discuss their scores on the first matrix. A second and final matrix of scores was completed after the Team meeting.



**B. Award Recommendations.** Administration set the minimum score for awarding at 80 points and considered the external reviewers' recommendations. The award recommendations herein are based on the highest scores in the final matrix. As noted in Appendix A, the following applicants were evaluated, average score noted and 3<sup>rd</sup> party evaluator recommendations to award documented.

<b>Organization</b>	<b>The Hawaiian Church of Hawai'i Nei</b>	
<b>Project Title</b>	<b>E Ho'omau O Na Malama Na Iwi Kupuna</b>	
<b>Average: 95</b>	Est. NH Impacted: 200 reinternments, 115 NH participants (110 Cultural items completed: hina'i lauhala, kaula hau, kapa, umeke ipu)	Project Location: O'ahu, Hawai'i island, Maui, Kaua'i, Moloka'i
Amount Funded	\$50,000	
Strategic Direction	Health Outcomes	
Outcome Alignment	Outcome 3.4. Communities are empowered to take care of iwi kupuna.	
Project Goal	Educate participants about the history of repatriation and reburial of nā iwi kūpuna and the cultural purpose and significance for taking care of them. Mālama nā iwi kūpuna as our kuleana (responsibility) to care for our ancestors and strengthens the mana (spiritual, divine power) and identity of the Hawaiian people.	

### 1. Applicant A – The Hawaiian Church of Hawai'i Nei (HCHN)

- a. Current 2022-2023 application is summarized below and more fully in Appendix A with the accompanying budget which is noted to be \$50,000 total, the same as the application amount; budget attachments indicate \$25,000 per year or \$50,000 total for the two year grant period.
- b. The HCHN is also an inaugural 2021 Iwi Kupuna Reinternment & Repatriation grantee in the amount of \$50,000. Refer to Appendix C for the latest grant assessment report which notes that as of the May 2022 grant assessment, approximately \$14K was disbursed for an initial grant period of 7/1/2021 to 6/30/2022, with a quarterly submission of \$12K for reimbursement in process of review by the assigned Grants Officer ("GO"). The grantee's additional reports were/are due 7/31/2022 (Performance Progress Report & Invoice), 8/31/2022 (Performance Final Report & Invoice) and 9/30/2022 (Closeout Report).

**Action Item RM #22-18:** Approve the Awarding of Iwi Kupuna Repatriation & Reinternment Grants, from Solicitation #22-10, Published April 14, 2022, Application Deadline June 10, 2022

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- c. The Grants Program supports the 3<sup>rd</sup> party evaluators' recommendation to award a second grant to the HCHN for \$50,000 for the FY2022-2023, cycle 1, subject to the timely submission of the following:
- Performance Progress Report & Invoice, submitted before the 7/31/2022 deadline and currently under review by the assigned Grants Officer;
  - Performance Final Report & Invoice, due 8/31/2022;
  - Closeout Report due 9/30/2022; and
  - Grants Officer review and sign off closing the 2021 Iwi Kupuna Reinternment & Repatriation grant in good standing.
- d. The Grants Program also recommends that operationally, if approved by the Trustees, contracting with HCHN, for the FY2022-2023 award, be completed, but the first 10% disbursement of the new award be subject to the provisions articulated above.

**2. Applicant B – Huliauapa‘a**

- a. Current 2022-2023 application is summarized below and more fully in Appendix A with the accompanying budgets for years one and two totaling \$49,973 and Huliauapa‘a is a first time applicant for this grant type.

<b>Organization</b>	<b>Huliauapa‘a</b>	
<b>Project Title</b>	<b>Ku‘u Ēwe, Ku‘u Piko, Ku‘u Iwi, Ku‘u Koko - Mālama i nā Iwi Kūpuna</b>	
<b>Average Score: 95</b>	Est. NH Impacted: 200 (8 workshops)	Project Location: O‘ahu, Hawai‘i island, Maui, Kaua‘i, Moloka‘i, Lāna‘i
Amount Funded	\$50,000	
Strategic Direction	Health Outcomes	
Outcome Alignment	Outcome 3.4. Communities are empowered to take care of iwi kupuna.	
Project Goal	Empower and increase the well-being of ‘ohana and communities who mālama iwi kūpuna with a toolkit of information, and resources, as well as professional historic preservation and legal advice regarding proactive protection of iwi kūpuna and mālama iwi kūpuna.	

- b. The Grants Program concurs with the external evaluators' recommendation of award and further recommends that the maximum amount of \$50,000 be awarded subject to the Grants Program working with the awardee to allocate the additional \$27 (\$50,000-\$49,973) to an allowable budget category.

**VII. FB 2022-2023 Community Grants – Iwi Kupuna Reinternment and Repatriation Grant Award Recommendations**

On June 30, 2021, the Board approved RM #21-08A OHA Biennium Budget for the Fiscal Biennium Periods 2021-2022 (FY22) and 2022-2023 (FY23). The approval authorized \$300,000 in Fiscal Year 2022 and \$300,000 in Fiscal Year 2023. The minimum award amount was \$30,000 and the maximum was \$50,000.

The Grants Program received two (2) applications for evaluation. The applications are ranked by highest average score and is provided below with an award recommendation. The Applicant Profiles plus the proposed budgets are provided in Appendix A.

Organization/Island	Average Score	Award Amount	Award Recommendation
The Hawaiian Church of Hawaii Nei Project Location: O‘ahu, Hawai‘i island, Maui, Kaua‘i, Moloka‘i	Average 95 (95, 97, 93)	\$50,000	Award
Huliauapa‘a Project Location: O‘ahu, Hawai‘i island, Maui, Kaua‘i, Moloka‘i, Lāna‘i	Average 95 (100, 96, 90)	\$50,000	Award
<b>Total Cycle 1 Recommendations</b>		<b>\$100,000</b>	

**VIII. Reconciliation for Cycle 2**

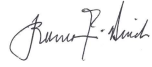
A total of \$600,000 was made available for award for the two-year grant period. Between the two organizations being recommended for award, a total of \$100,000 will be recommended for awarding in Cycle 1. This leaves \$500,000 of FB22-23 funding available for award in Cycle 2.

**IX. Alternatives to Recommended Action**

- A. Approve and authorize additional award amounts.
- B. Approve and authorize different funding awards.
- C. Do not approve funding.

**X. Certification**

The following is the certification by the Chief Financial Officer that the funds are available for the awarding and funding recommendation:



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Ramona G. Hinck  
Chief Financial Officer

Aug 26, 2022

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Date

**XI. Recommendations**

**Recommendation #1 – Huliauapa‘a**

Approve the following Fiscal Year (FY) 2022 and 2023, Community Grant – Iwi Kupuna Repatriation & Reinternment disbursement totaling \$50,000 from Core Operating Budget (Object Code 56530):

Organization	Award Amount
Huliauapa‘a	\$50,000
<b>Total</b>	<b>\$50,000</b>

**Recommendation #2 – The Hawaiian Church of Hawaii Nei**

Approve the following Fiscal Year (FY) 2022 and 2023, Community Grant – Iwi Kupuna Repatriation & Reinternment disbursement totaling \$50,000 from Core Operating Budget (Object Code 56530) for the Hawaiian Church of Hawaii Nei (HCHN), subject to the satisfactory completion of the following FY 2021 grant activities: 1) Performance Progress Report & Invoice, submitted before the 7/31/2022 deadline and currently under review by the assigned Grants Officer; 2) Performance Final Report & Invoice, due 8/31/2022; 3) Closeout Report due 9/30/2022; and 4) the Grants Program review and sign off of the reports, closing the 2021 Iwi Kupuna Reinternment & Repatriation grant for HCHN in good standing.

Organization	Award Amount
The Hawaiian Church of Hawaii Nei	\$50,000
<b>Total</b>	<b>\$50,000</b>

**XII. Appendices**

A – Applicant Profiles and Budgets

B – The Church of Hawaii Nei Grant Assessment 5.31.2022

**Action Item RM #22-18: Approve the Awarding of Iwi Kupuna Repatriation & Reinternment Grants, from Solicitation #22-10, Published April 14, 2022, Application Deadline June 10, 2022**

**APPENDIX A  
IWI KUPUNA REPATRIATION & INTERMENT GRANTS APPLICANT PROFILES**

<b>Organization</b>	<b>The Hawaiian Church of Hawai'i Nei</b>	
<b>Project Title</b>	<b>E Ho'omau O Na Malama Na Iwi Kupuna</b>	
<b>Average: 95</b>	Est. NH Impacted: 200 reinternments, 115 NH participants (110 Cultural items completed: hina'i lauhala, kaula hau, kapa, umeke ipu)	Project Location: O'ahu, Hawai'i island, Maui, Kaua'i, Moloka'i
<b>Amount Funded</b>	\$50,000	
<b>Strategic Direction</b>	Health Outcomes	
<b>Outcome Alignment</b>	Outcome 3.4. Communities are empowered to take care of iwi kupuna.	
<b>Project Goal</b>	Educate participants about the history of repatriation and reburial of nā iwi kūpuna and the cultural purpose and significance for taking care of them. Mālama nā iwi kūpuna as our kuleana (responsibility) to care for our ancestors and strengthens the mana (spiritual, divine power) and identity of the Hawaiian people.	
<b>Reviewer Comments</b>	<ul style="list-style-type: none"> <li>• Overall projects are great and needed. .</li> <li>• Valuable and important work being done to 'auamo the kuleana to malama our iwi kupuna.</li> <li>• A strong project, very strong team and well positioned in experience and relationships. Project designed to effectively care for iwi kupuna.</li> </ul>	
<b>External Reviewer Scores</b>	Average 95 (95, 97, 93)	
<b>Board of Directors</b>	Joseph Loko'olu Quintero - President and Treasurer Rober Stauffer - Vice President Kilion Palauni - Director	
<b>Executive Staff</b>	'Ihilani Chu - Kia'i Kahoa and Project Manager Joseph Loko'olu Quintero - Kahu	

ATTACHMENT J. BUDGET AND BUDGET JUSTIFICATION FORM  
YEAR 1

Hawaiian Church of Hawaii Nei

BUDGET CATEGORY - Item	Requested OHA Funds Budget	Cash Match Funds	Partner Organization Match Funds (if any)	Other Funds (if any)	Description & Justification
<b>PERSONNEL - Salaries</b>					
Kumu Kapa Workshop	\$ 3,000	\$ -	\$ -	\$ 3,000	Kumu Kapa Workshop \$6,000 - \$75 hour or \$750 x 8 - 2 day workshops to design, prepare, coordinate and teach the cultural workshop
Kumu Ipu Workshop	\$ 750	\$ -	\$ -	\$ 750	Kumu Ipu Workshop \$1,500 - \$62.50 hour or \$500 x 3 - 1 day workshop to design, prepare, coordinate and teach the cultural workshop
Kumu Kaula Hau Workshop	\$ 900	\$ -	\$ -	\$ 900	Kumu Kaula Hau Workshop \$1,800 - \$56.25 hour or \$450 x 4 - 2 day workshops to design, prepare, coordinate and teach the cultural workshop
Kumu Hina'i Lauhala Workshop	\$ -	\$ 5,000.00	\$ -	\$ -	Kumu Hina'i Lauhala Workshop \$5,000 - \$52.08 hour or \$625 x 8 - 2 day workshops to design, prepare, coordinate and teach the cultural workshop
Project Manager	\$ 3,375	\$ -	\$ -	\$ 3,375	Project Manager \$6,750.00 - \$37.5 hour or 200 hours at 15 hours for 12 months to manage any partners, Kumu and Kako'o, grant monitoring, reporting and overall functions needed to administer, maintain and manage project administrative tasks throughout the duration of the grant.
<b>PERSONNEL - Other Costs</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>CONTRACTUAL SERVICES - Administrative</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>CONTRACTUAL SERVICES - Programmatic</b>					
Kakoo - Assistant	\$ 1,000	\$ -	\$ -	\$ 1,000	Kako'o - Assistant \$2,000 - \$25 hour or \$300 x 8 - 2 day workshops workshop preparation, logistics and administering materials. In addition, kako'o will assist Kumu as needed.
Kakoo - Assistant	\$ 1,000	\$ -	\$ -	\$ 1,000	Kako'o - Assistant \$2,000 - \$25 hour or \$300 x 8 - 2 day workshops workshop preparation, logistics and administering materials. In addition, kako'o will assist Kumu as needed.
Kakoo - Administrative Assistant	\$ -	\$ 1,200.00			Kako'o - Administrative Assistant \$1,200 - \$15 hour for 80 hours for data collection and implementation, record keeping, registration, performance measurement data, maintain website, flyers, and any functions needed to administer the project throughout the duration of the grant.
	\$ -	\$ -	\$ -	\$ -	
<b>DISTRIBUTIONS</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>EQUIPMENT - Lease/Rental</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>EQUIPMENT - Purchase</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>FACILITIES - Lease/Rental</b>					
Venue	\$ 2,000	\$ -	\$ -	\$ 2,000	\$500 x 8 workshop - stipend for use of facilities (Venue)
	\$ -	\$ -	\$ -	\$ -	
<b>FACILITIES - Utilities</b>					
Telephone and Internet services	\$ -	\$ 1,200.00	\$ -	\$ -	\$100 x 12 months or duration of the grant period
Electric	\$ -	\$ 600.00	\$ -	\$ -	\$50 x 12 months or duration of the grant period
<b>OTHER EXPENSES - Honorarium</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Insurance</b>					
Certificate of Commercial Liability - COLI	\$ 420	\$ -	\$ -	\$ 420	COLI - Certificate of Commercial Liability Insurance - \$840
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Mileage</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Other Costs</b>					
Parking	\$ 405	\$ -	\$ -	\$ 405	Parking \$840 - Airport Parking x 2 vehicles x 6 trips



ATTACHMENT J. BUDGET AND BUDGET JUSTIFICATION FORM  
YEAR 1

Hawaiian Church of Hawaii Nei

BUDGET CATEGORY - Item	Requested OHA Funds Budget	Cash Match Funds	Partner Organization Match Funds (if any)	Other Funds (if any)	Description & Justification
Hawaiian Airlines Premier Club	\$ -	\$ 300.00	\$ -	\$ -	Hawaiian Airlines Premier Club \$600 – 2 Memberships, In lieu of Baggage Fees to transport tools and equipment for the workshops, each club membership offers 2 free Bags per flight as opposed to \$35 Baggage fees or \$840 for 4 bags for 6 roundtrips. Membership also offers priority boarding tags for baggage to ensure arrival of bags at destinations.
<b>OTHER EXPENSES - Postage, Freight, Delivery</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Publication &amp; Printing</b>					
Workshop Packets x 4 separate classes	\$ 50	\$ 500.00	\$ -	\$ 50	Workshop Packets x 4 separate classes \$600 - Resource Workshop packets for 4 separate cultural resource classes x 8 workshops (120 workshop booklets @\$5.00 a booklet)
Oli Cards - Protocol packet	\$ -	\$ 200.00	\$ -	\$ -	Oli Cards - Protocol packet \$200 - Oli card packets for 4 separate cultural resource classes x 8 workshops (120 protocol packets @ \$1.67 a packet)
<b>OTHER EXPENSES- Repair &amp; Maintenance</b>					
Domain and Website Renewal	\$ -	\$ 300.00	\$ -	\$ -	Domain and Website Renewal \$300 - Maintain website and domain
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Staff Training</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Supplies</b>					
Office Supplies	\$ 450	\$ 300.00	\$ -	\$ 450	Office Supplies \$900 - Color/black ink, \$400, Paper, \$200, Other office expenses - \$300
	\$ -	\$ -	\$ -	\$ -	
<b>PROGRAM ACTIVITIES</b>					
Kuka'a Lauhala	\$ -	\$ 1,000.00	\$ -	\$ -	Kuka'a Lauhala \$1,000 - \$62.50 x 16 rolls for 8 workshops (resource)
Hau Fibers	\$ -	\$ 600.00	\$ -	\$ -	Hau Fibers \$600 - \$150 x 4 Workshops (resource)
Wauke	\$ 500	\$ -	\$ -	\$ 500	Wauke \$1,000 - \$40 x 25 stalks for 8 workshops (resource)
Ipu Gourds	\$ 450	\$ -	\$ -	\$ 450	Ipu Gourds \$900 - \$30 x 30 gourds for 3 workshops (resource)
<b>TRAVEL AND TRANSPORTATION</b>					
Airfare	\$ 3,500	\$ -	\$ -	\$ 3,500	Airfare \$7,000 - 6 Roundtrip Tickets for 5 Staff @ \$233 per person for 6 neighbor island 2-day workshop
Vehicle Rental	\$ 2,600	\$ -	\$ -	\$ 2,600	Vehicle Rental \$5,200 - 2 Vehicles @ \$433 per vehicle for 6 neighbor island 2-day workshops
Lodging	\$ 4,600	\$ 800.00	\$ -	\$ 4,600	Lodging \$10,000 - Accommodations for 5 Staff @ \$416 per room per day for 6 neighbor island 2-day workshops
<b>REQUESTED OHA FUNDS BUDGET:</b>	\$ 25,000				
<b>CASH MATCH FUNDS:</b>		\$ 12,000.00			<b>% of Match</b>
<b>Partner Organization Match Funds:</b>			\$ -		
<b>Other Funds:</b>				\$ 25,000	
<b>YEAR 1 Total Project Cost:</b>				\$ 62,000	

NOTE: Application is for \$50k max.

Budget per year initially \$50k,  
Adjusted to \$25k to total \$50k in  
alignment with Solicitation max and  
Applications request.

## ATTACHMENT J. BUDGET AND BUDGET JUSTIFICATION FORM

YEAR 2

Hawaiian Church of Hawaii Nei

BUDGET CATEGORY - Item	Requested OHA Funds Budget	Cash Match Funds	Partner Organization Match Funds (if any)	Other Funds (if any)	Description & Justification
<b>PERSONNEL - Salaries</b>					
Kumu Kapa Workshop	\$ 3,000	\$ -	\$ -	\$ 3,000	Kumu Kapa Workshop \$6,000 - \$75 hour or \$750 x 8 - 2 day workshops to design, prepare, coordinate and teach the cultural workshop
Kumu Ipu Workshop	\$ 750	\$ -	\$ -	\$ 750	Kumu Ipu Workshop \$1,500 - \$62.50 hour or \$500 x 3 - 1 day workshop to design, prepare, coordinate and teach the cultural workshop
Kumu Kaula Hau Workshop	\$ 900	\$ -	\$ -	\$ 900	Kumu Kaula Hau Workshop \$1,800 - \$56.25 hour or \$450 x 4 - 2 day workshops to design, prepare, coordinate and teach the cultural workshop
Kumu Hina'i Lauhala Workshop	\$ -	\$ 5,000.00	\$ -	\$ -	Kumu Hina'i Lauhala Workshop \$5,000 - \$52.08 hour or \$625 x 8 - 2 day workshops to design, prepare, coordinate and teach the cultural workshop
Project Manager	\$ 3,375	\$ -	\$ -	\$ 3,375	Project Manager \$6,750.00 - \$37.5 hour or 200 hours at 15 hours for 12 months to manage any partners, Kumu and Kako'o, grant monitoring, reporting and overall functions needed to administer, maintain and manage project administrative tasks throughout the duration of the grant.
<b>PERSONNEL - Other Costs</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>CONTRACTUAL SERVICES - Administrative</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>CONTRACTUAL SERVICES - Programmatic</b>					
Kakoo - Assistant	\$ 1,000	\$ -	\$ -	\$ 1,000	Kako'o - Assistant \$2,000 - \$25 hour or \$300 x 8 - 2 day workshops workshop preparation, logistics and administering materials. In addition, kako'o will assist Kumu as needed.
Kakoo - Assistant	\$ 1,000	\$ -	\$ -	\$ 1,000	Kako'o - Assistant \$2,000 - \$25 hour or \$300 x 8 - 2 day workshops workshop preparation, logistics and administering materials. In addition, kako'o will assist Kumu as needed.
Kakoo - Administrative Assistant	\$ -	\$ 1,200.00			Kako'o - Administrative Assistant \$1,200 - \$15 hour for 80 hours for data collection and implementation, record keeping, registration, performance measurement data, maintain website, flyers, and any functions needed to administer the project throughout the duration of the grant.
	\$ -	\$ -	\$ -	\$ -	
<b>DISTRIBUTIONS</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>EQUIPMENT - Lease/Rental</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>EQUIPMENT - Purchase</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>FACILITIES - Lease/Rental</b>					
Venue	\$ 2,000	\$ -	\$ -	\$ 2,000	\$500 x 8 workshop - stipend for use of facilities (Venue)
	\$ -	\$ -	\$ -	\$ -	
<b>FACILITIES - Utilities</b>					
Telephone and Internet services	\$ -	\$ 1,200.00	\$ -	\$ -	\$100 x 12 months or duration of the grant period
Electric	\$ -	\$ 600.00	\$ -	\$ -	\$50 x 12 months or duration of the grant period
<b>OTHER EXPENSES - Honorarium</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Insurance</b>					
Certificate of Commercial Liability - COLI	\$ 420	\$ -	\$ -	\$ 420	COLI - Certificate of Commercial Liability Insurance - \$840
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Mileage</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Other Costs</b>					
Parking	\$ 405	\$ -	\$ -	\$ 405	Parking \$840 - Airport Parking x 2 vehicles x 6 trips

## ATTACHMENT J. BUDGET AND BUDGET JUSTIFICATION FORM

YEAR 2

Hawaiian Church of Hawaii Nei

BUDGET CATEGORY - Item	Requested OHA Funds Budget	Cash Match Funds	Partner Organization Match Funds (if any)	Other Funds (if any)	Description & Justification
Hawaiian Airlines Premier Club	\$	\$ 300.00	\$ -	\$ -	Hawaiian Airlines Premier Club \$600 – 2 Memberships, In lieu of Baggage Fees to transport tools and equipment for the workshops, each club membership offers 2 free Bags per flight as opposed to \$35 Baggage fees or \$840 for 4 bags for 6 roundtrips. Membership also offers priority boarding tags for baggage to ensure arrival of bags at destinations.
<b>OTHER EXPENSES - Postage, Freight, Delivery</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Publication &amp; Printing</b>					
Workshop Packets x 4 separate classes	\$ 50	\$ 500.00	\$ -	\$ 50	Workshop Packets x 4 separate classes \$600 - Resource Workshop packets for 4 separate cultural resource classes x 8 workshops (120 workshop booklets @\$5.00 a booklet)
Oli Cards - Protocol packet	\$ -	\$ 200.00	\$ -	\$ -	Oli Cards - Protocol packet \$200 - Oli card packets for 4 separate cultural resource classes x 8 workshops (120 protocol packets @ \$1.67 a packet)
<b>OTHER EXPENSES- Repair &amp; Maintenance</b>					
Domain and Website Renewal	\$ -	\$ 300.00	\$ -	\$ -	Domain and Website Renewal \$300 - Maintain website and domain
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Staff Training</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Supplies</b>					
Office Supplies	\$ 450	\$ 300.00	\$ -	\$ 450	Office Supplies \$700 - Color Inkjet Ink, Paper, Tapes, etc. Office expenses - \$300
	\$ -	\$ -	\$ -	\$ -	
<b>PROGRAM ACTIVITIES</b>					
Kuka'a Lauhala	\$ -	\$ 1,000.00	\$ -	\$ -	Kuka'a Lauhala \$1,000 - \$62.50 x 16 rolls for 8 workshops (resource)
Hau Fibers	\$ -	\$ 600.00	\$ -	\$ -	Hau Fibers \$600 - \$150 x 4 Workshops (resource)
Wauke	\$ 500	\$ -	\$ -	\$ 500	Wauke \$1,000 - \$40 x 25 stalks for 8 workshops (resource)
Ipu Gourds	\$ 450	\$ -	\$ -	\$ 450	Ipu Gourds \$900 - \$30 x 30 gourds for 3 workshops (resource)
<b>TRAVEL AND TRANSPORTATION</b>					
Airfare	\$ 3,500	\$ -	\$ -	\$ 3,500	Airfare \$7,000 - 6 Roundtrip Tickets for 5 Staff @ \$233 per person for 6 neighbor island 2-day workshop
Vehicle Rental	\$ 2,600		\$ -	\$ 2,600	Vehicle Rental \$5,200 - 2 Vehicles @ \$433 per vehicle for 6 neighbor island 2-day workshops
Lodging	\$ 4,600	\$ 800.00	\$ -	\$ 4,600	Lodging \$10,000 - Accommodations for 5 Staff @ \$416 per room per day for 6 neighbor island 2-day workshops
<b>REQUESTED OHA FUNDS BUDGET:</b>	\$ 25,000				
<b>CASH MATCH FUNDS:</b>		\$12,000.00			<b>% of Match</b>
<b>Partner Organization Match Funds:</b>		\$ -			
<b>Other Funds:</b>				\$ 25,000	
<b>YEAR 1 Total Project Cost:</b>		\$		62,000	

NOTE: Application is for \$50k max.  
 Budget per year initially \$50k,  
 Adjusted to \$25k to total \$50k in  
 alignment with Solicitation max and  
 Applications request.

**Action Item RM #22-18: Approve the Awarding of Iwi Kupuna Repatriation & Reinternment Grants, from Solicitation #22-10, Published April 14, 2022, Application Deadline June 10, 2022**

**APPENDIX A  
IWI KUPUNA REPATRIATION & INTERMENT GRANTS APPLICANT PROFILES**

<b>Organization</b>	<b>Huliauapa‘a</b>	
<b>Project Title</b>	<b>Ku‘u Ēwe, Ku‘u Piko, Ku‘u Iwi, Ku‘u Koko - Mālama i nā Iwi Kūpuna</b>	
<b>Average Score: 95</b>	Est. NH Impacted: 200 (8 workshops)	Project Location: O‘ahu, Hawai‘i island, Maui, Kaua‘i, Moloka‘i, Lāna‘i
<b>Amount Funded</b>	\$50,000	
<b>Strategic Direction</b>	Health Outcomes	
<b>Outcome Alignment</b>	Outcome 3.4. Communities are empowered to take care of iwi kupuna.	
<b>Project Goal</b>	Empower and increase the well-being of ‘ohana and communities who mālama iwi kūpuna with a toolkit of information, and resources, as well as professional historic preservation and legal advice regarding proactive protection of iwi kūpuna and mālama iwi kūpuna.	
<b>Reviewer Comments</b>	<ul style="list-style-type: none"> <li>• Amazing goals and great tangible objectives.</li> <li>• Well put together application- important work.</li> <li>• Strong application with a detailed project plan and meaningful community relationships.</li> </ul>	
<b>External Reviewer Scores</b>	Average 95 (100, 96, 90)	
<b>Board of Directors</b>	Kekuewa Kikilo, Ph.D. – President Kathleen Kawelu, Ph.D. – Secretary Tiffnie Kakalia - Treasurer	
<b>Executive Staff</b>	Kelley Uyeoka, M.A - Executive Director Dominique Cordy, M.A - Strategies and Innovations Officer Leimomi Wheeler, B.A - Outreach and Project Coordinator Kepo‘o Keli‘ipa‘akaua, M.A - Program Instructor Lilia Merrin, M.A - Communications Officer Amber Souza, M.A - Kali‘uokapa‘akai Collective Coordinator Rachel Hoerman, Ph.D. - Program Officer	

**ATTACHMENT H. SAMPLE BUDGET  
ATTACHMENT J. BUDGET AND BUDGET JUSTIFICATION FORM  
YEAR 1  
Huliaupaa**

BUDGET CATEGORY - Item	Requested OHA Funds Budget	Cash Match Funds	Partner Organizat ion Match	Other Funds (if any)	Description & Justification
<b>PERSONNEL - Salaries</b>					
Project Director	\$ 14,040	\$ 0	\$ 0	\$ 0	25% FTE (10hr/wk) to design, prepare, coordinate workshops & trainings, convene events, teach at relevant events, conduct research, execute tasks and coordinate across communities being served. Includes administrative tasks and reporting with support of Program Manager.
Program Manager	\$ 0	1,664	0	0	2.5% FTE (1hr/wk) to manage administrative tasks and required reporting throughout the duration of the grant Year 1.
Fiscal Officer	0	1,404	0	0	2.5% FTE (1hr/wk) to manage invoicing, reporting and fiscal compliance throughout the duration of the grant Year 1.
Executive Oversight	0	1,924	0	0	2.5% FTE (1hr/wk) for executive check ins to ensure staff is successfully executing grant tasks. Community and grant task support as needed.
<b>PERSONNEL - Other Costs</b>					
Fringe Benefit - Project Director	\$ 3,838	\$ 0	0	0	Year 1 taxes - 2247 (16%) Year 1 medical - 1170 (based on 390/ month) Year 1 retirement - 421 (3% match) <b>*above medical based on 25% of FTE</b>
Fringe Benefit - Program Manager	\$0	\$433	0	0	Year 1 taxes - 266 (16%) Year 1 medical - 117 (based on 390/ month) Year 1 retirement - 50 (3% match) <b>*above medical based on 2.5 % of FTE</b>
Fringe Benefit - Fiscal Officer	\$0	\$384	0	0	Year 1 taxes - 225 (16%) Year 1 medical - 117 (based on 390/ month) Year 1 retirement - 42 (3% match) <b>*above medical based on 2.5 % of FTE</b>
Fringe Benefit - Executive Oversight	\$0	\$490	0	0	Year 1 taxes - 315 (16%) Year 1 medical - 117 (based on 390/ month) Year 1 retirement - 58 (3% match) <b>*above based on 2.5 % of FTE</b>
<b>CONTRACTUAL SERVICES - Administrative</b>					
Account Services	\$ 0	351	0	\$ -	Payroll service fee for staff all for 12-months at \$90/person/month = \$1080 per FTE staff per year; then multiplied by respective %FTE for each staff: Project Mgr 25% * 1080 = 270 Program Mgr 2.5% * 1080 = 27
<b>CONTRACTUAL SERVICES - Programmatic</b>					
Legal Aide	\$ 1,575	0	0	\$ -	for planned project advice sessions for participant ohana, and for bureau of conveyances document development, & participant needs
<b>OTHER EXPENSES - Honoraria</b>					
Guest lecturers and content experts	\$ 640	\$ -	\$ -	\$ -	x2 in person workshop hosts/ co-hosts at \$320/ ea. For prep, resaerch, training, travel time & presenting
Guest lecturers and content experts	\$ 400	\$ -	\$ -	\$ -	x2 remote workshop hosts/ co-hosts at \$200/ ea. For prep, resaerch, training, & presenting

**ATTACHMENT J. BUDGET AND BUDGET JUSTIFICATION FORM**  
**YEAR 1**  
**Huliapaa**

BUDGET CATEGORY - Item	Requested OHA Funds Budget	Cash Match Funds	Partner Organizat ion Match	Other Funds (if any)	Description & Justification
<b>OTHER EXPENSES - Insurance</b>					
General Liability	\$ 0	100	0	\$ -	GL costing \$1000/year, assuming this grant funds 10% of total org costs = \$100 cost share
Worker's Comp, D&O	\$ -	80	\$ -	\$ -	D&O \$518/year and workers comp \$277/year, total = \$795, assuming this grant funds 10% of annual org costs = \$100 cost share
<b>OTHER EXPENSES - Mileage</b>					
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Other Costs</b>					
Zoom Webinar Membership		150	\$ -	\$ -	1-year zoom pro account (host up to 100) with HI GE tax. Necessary to host online multi-island participant trainings as well as advice sessions. Level of subscription includes registration and control options required necessary for grant tracking requirements.
Workshop Lunch	\$ -	\$ -	\$ -	700	x2 at \$350/ea workshop for lunch for in person all day workshops, @ \$10/head x ~35 people (asking participants to contribute for lunch, but staff will ensure it is provided to support all day in person workshops)
Workshop Site Venue Fee	400	\$ -	\$ -	700	Site fee x 2 in person workshops for single day use @ \$200/ea
<b>PROGRAM ACTIVITIES</b>					
Workshop Supplies	\$ 200	0	0	\$ -	pens, note pads, name stickers, note boards, markers, informational packets, etc. as required for workshop participants to engage with trainings.
<b>TRAVEL AND TRANSPORTATION</b>					
Staff Travel for 2-day Interisland Workshop	\$ 700	200	\$ -	\$ -	Airfare @\$200/ person x 2 project team members, Car rental \$200, Overnight Accommodations @ \$300/ night
Staff Travel for 2-day Interisland Workshop	\$ 700	200	\$ -	\$ -	Airfare @\$200/ person x 2 project team members, Car rental \$200, Overnight Accommodations @ \$300/ night
	\$ 0	\$ -	\$ -	\$ -	
<b>Total Project Cost:</b>	<b>\$ 22,493</b>				
<b>Admin/ de minimis 10%</b>	<b>\$ 2,249</b>				
<b>REQUESTED OHA FUNDS BUDGET</b>	<b>\$ 24,742</b>				
<b>CASH MATCH FUNDS:</b>	<b>\$ 7,380</b>	30%			
<b>Partner Organization Match Funds:</b>	<b>\$ 0</b>				
<b>Other Funds:</b>				<b>\$ 1,400</b>	<b>4.18%</b>
<b>Total Match Funds:</b>				<b>\$ 8,780</b>	
<b>Total Project Cost:</b>				<b>\$ 33,522</b>	

## ATTACHMENT H. SAMPLE BUDGET

## ATTACHMENT J. BUDGET AND BUDGET JUSTIFICATION FORM

YEAR 2

Huliaupaa

BUDGET CATEGORY - Item	Requested OHA Funds Budget	Cash Match Funds	Partner Organizat ion Match Funds	Other Funds (if any)	Description & Justification
<b>PERSONNEL - Salaries</b>					
Project Director	\$14,560	\$-	\$ 0	\$-	25% FTE (10hr/wk) to design, prepare, coordinate workshops & trainings, convene events, teach at relevant events, conduct research, execute tasks and coordinate across communities being served. Includes
Program Manager	\$-	\$ 1,716	0	\$ -	2.5% FTE (1hr/wk) to manage administrative tasks and required reporting throughout the duration of the grant Year 1.
Fiscal Officer	\$ -	\$ 1,404	0	\$ -	2.5% FTE (1hr/wk) to manage invoicing, reporting and fiscal compliance throughout the duration of the grant Year 1.
Executive Oversight	\$ -	\$ 1,976	0	\$ -	2.5% FTE (1hr/wk) for executive check ins to ensure staff is successfully executing grant tasks. Community and grant task support as needed.
<b>PERSONNEL - Other Costs</b>					
Fringe Benefit - Project Director	\$3,937	\$-	0	\$ -	Year 2 taxes - 2330 (16%) Year 2 medical - 1170 (based on 390/ month) Year 2 retirement - 437 (3% match) <b>*above medical based on 25% of FTE</b>
Fringe Benefit - Program Manager	\$ -	\$ 443	0	\$ -	Year 2 taxes - 275 (16%) Year 2 medical - 117 (based on 390/ month) Year 2 retirement - 51 (3% match) <b>*above medical based on 2.5 % of FTE</b>
Fringe Benefit - Fiscal Officer	\$ -	\$ 384	0	\$ -	Year 2 taxes - 225 (16%) Year 2 medical - 117 (based on 390/ month) Year 2 retirement - 42 (3% match) <b>*above medical based on 2.5 % of FTE</b>
Fringe Benefit - Executive Oversight	\$ -	\$ 502	0	\$ -	Year 2 taxes - 325 (16%) Year 2 medical - 117 (based on 390/ month) Year 2 retirement - 60 (3% match) <b>*above based on 2.5 % of FTE</b>
<b>CONTRACTUAL SERVICES - Administrative</b>					



## ATTACHMENT J. BUDGET AND BUDGET JUSTIFICATION FORM

YEAR 2					Huliaupaa
BUDGET CATEGORY - Item	Requested OHA Funds Budget	Cash Match Funds	Partner Organizational Match Funds	Other Funds (if any)	Description & Justification
Account Services	\$-	\$ 351	0		\$ Payroll service fee for staff all for 12-months - at \$90/person/month = \$1080 per FTE staff per year; then multiplied by respective %FTE for each staff: Project Mgr 25% * 1080 = 270 Program Mgr 2.5% * 1080 = 27 Fiscal 2.5% * 1080 = 27 ED 2.5% * 1080 = 27
<b>CONTRACTUAL SERVICES - Programmatic</b>					
Legal Aide	\$1,600	\$ -	0		\$ for planned project advice sessions for - participant ohana, and for bureau of conveyances document development, & participant needs
<b>FACILITIES - Lease/Rental</b>					
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Honorarium</b>					
Guest Lecturers and Content Experts	\$640	\$ -	\$ -		\$ x2 in person workshop hosts/ co-hosts at - \$320/ ea. For prep, research, training, travel time & presenting
Guest Lecturers and Content Experts	\$400	\$ -	\$ -		\$ x2 remote workshop hosts/ co-hosts at \$200/ - ea. For prep, research, training, & presenting
<b>OTHER EXPENSES - Insurance</b>					
General Liability	\$-	\$ 1,000	0		
Worker's Comp & TDI	\$ -	\$ -	\$ -		
<b>OTHER EXPENSES - Mileage</b>					
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Other Costs</b>					
Zoom Webinar Membership		\$ 150	\$ -		\$ 1-year zoom pro account (host up to 100) with HI GE tax. Necessary to host online multi-island participant trainings as well as advice sessions. Level of subscription includes registration and control options required necessary for grant tracking
Workshop Lunch	\$ -	\$ -	\$ -	\$ 770	x2 at \$350/ea workshop for lunch for in person all day workshops, based on \$11/head x ~35 people (asking participants to contribute for lunch, but staff will ensure it is provided to support all day in person workshops)

## ATTACHMENT J. BUDGET AND BUDGET JUSTIFICATION FORM

YEAR 2					Huliaupaa
BUDGET CATEGORY - Item	Requested OHA Funds Budget	Cash Match Funds	Partner Organization Match Funds	Other Funds (if any)	Description & Justification
Workshop Venue Service Fee	\$ 400	\$	\$ -	\$ -	Site fee x 2 in person workshops for 1.5 days @ \$200/ea
<b>PROGRAM ACTIVITIES</b>					
Workshop Supplies	\$-	\$ 200	0		pens, note pads, name stickers, note boards, markers, informational packets, etc. as required for workshop participants to engage with trainings.
<b>TRAVEL AND TRANSPORTATION</b>					
Staff Travel for 2-day Interisland Workshop	\$700	\$ 200	\$ -		Airfare @\$200/ person x 2 project team members, Car rental \$200, Overnight Accommodations @ \$300/ night
Staff Travel for 2-day Interisland Workshop	\$700	\$ 200	\$ -		Airfare @\$200/ person x 2 project team members, Car rental \$200, Overnight Accommodations @ \$300/ night
	\$-	\$	\$ -	\$ -	
<b>Total Project Cost:</b>	\$ 22,937				
<b>Admin/ de minimis 10%</b>	\$ 2,294				
<b>REQUESTED OHA FUNDS BUDGET</b>	\$ 25,231				
<b>CASH MATCH FUNDS:</b>		\$ 8,526	34%		24.69%
<b>Partner Organization Match Funds:</b>			\$ 0		0.00%
<b>Other Funds:</b>				\$ 770	2.23%
<b>Total Match Funds:</b>				\$ 9,296	26.92%
<b>Total Project Cost:</b>			\$ 34,527		

## E Ho'omau O Na Malama I Na Iwi Kupuna

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### *GRANT ASSESSMENT*

#### *The Hawaiian Church of Hawai'i Nei*

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Mr. Joseph Loko'olu Quintero  
P.O. Box 159328  
Honolulu, HI 96830

hawaiianchurchhawaiiinei@gmail.com  
O: 265-0482  
F: None

#### *Ms. D. 'Ihilani Mililani Chu*

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P.O. Box 159328  
Honolulu, HI 96830

hawaiianchurchhawaiiinei@gmail.com  
O: 537-4213  
M: 537-4213  
F: None

## FollowUp Form

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### ***GRANT DETAILS***

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#### **Organization Name**

The applicant shall provide its organization name.

The Hawaiian Church of Hawai'i Nei

#### **Project Name**

E Ho'omau O Na Malama I Na Iwi Kupuna

#### **Contract Number**

3386

#### **Contract Start Date**

07/01/2021

#### **Contract End Date**

06/30/2022

#### **Amount Awarded**

\$50,000.00

#### **Report Period\***

Format: 00/00/00 - 00/00/00

01/01/22 - 03/31/22

### ***GRANT ASSESSMENT***

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#### **Project Goal(s)**

Number/List the Project Goal(s) below:

The Project's goal is to empower Native Hawaiian communities and 'ohana to care for iwi kūpuna by sharing the essential cultural means and processes, and to provide Project participants with the knowledge of iwi kūpuna repatriation and reinterment legal requirements and cultural practices and protocols.

## Project Objectives

Number/list the project objectives below:

- i. By the end of the grant term, ONE HUNDRED EIGHTY (180) Native Hawaiians will have learned to gather and prepare the required natural materials for sacred burial items and craft the sacred burial items.
- ii. By the end of the grant term, ONE HUNDRED EIGHTY (180) Native Hawaiians will have increased their knowledge of iwi kūpuna repatriation and reinterment legal requirements and cultural practices and protocols.
- iii. By the end of the grant contract period, FORTY (40) completed sacred burial items to will be provided to lineal descendants, Native Hawaiian groups, and/or State of Hawai'i agencies for reinterment of iwi kūpuna.

## Grant Services to be Reported

Number/list the grant services.

- i. Hina'i-Lauhala Workshops
- ii. Kaula-Hau Workshops
- iii. Kapa-Wauke Workshops
- iv. Sacred items provided to partner organizations

## Grant Services Being Completed as Described\*

Are the key grant services being completed as described in the contract?

Yes

## Explain

22/28 = 78.57% of contracted 2-day workshops have been completed in Q3:

- i. Hina'i-Lauhala Workshops  
Completed 2 hina'i lauhala 2-day workshops consisting of one workshop on Oahu and another workshop on Hawaii Island.
- ii. Kaula-Hau Workshops  
Completed 2 kaula 2-day workshops consisting of one workshop on Oahu and another workshop on Hawaii Island.
- iii. Kapa-Wauke Workshops  
Completed 2 kapa 2-day workshops consisting of one workshop on Maui and another workshop on Hawaii Island.
- iv. Sacred items provided to partner organizations  
Provided 35 sacred items to partner organizations in total consisting of 5 to Oahu, 5 to Maui, and 25 to Hawaii Island.

Note: Workshops on Lanai have been replaced with workshops on Molokai. See Project Implementation comments.

## Impacts for Native Hawaiians\*

What impacts did the project have for Native Hawaiians (participants, community, overall benefits).

Impact for Native Hawaiians\*Report on specific project achievements for this report period.  
Report on and explain the benefits your project provided to Native Hawaiians for this report period (participants, community, overall benefits).  
Project Achievements for this third quarter report:

Six Native Hawaiians completed the 2-day workshops consisting of 2 hina'i, 2 kaula and 2 kapa. Sacred items donated from each workshop were donated as follows:  
a. 5 Kapa from the January Kapa workshop on Maui were donated to Kawaiahao lineal descendants for reburial.  
b. 1 Hina'i and 3 Kaula to a Kawaiha'o lineal descendant for reburial.  
c. 14 Kapa, 3 ½ hina'i, and 4 Kaula to Kailua-Kona lineal descendants for reburial.

## Project Performance Outputs and Outcomes\*

Is the Grantee on track to meet the outputs and outcomes?

Yes

## Explain in Detail\*

- Outputs Met
- Outputs Not Met-Issues and or/challenges
- Outcomes Met
- Outcomes Not Met-Issues and or/challenges

Performance Outputs & Outcomes\*

### OUTPUTS

4. Number of unduplicated participants in the Project PMT Target 235 all islands. Reported 18 in Q3 Progress Report, Total of 104/235 or 44% completed.
5. Number of unduplicated participants who completed the Project Target 235 all islands. Reported 18 in Q3 Progress Report, Total of 101/235 or 43% completed.
6. Number of unduplicated Native Hawaiian participants in the Project Target 180 all islands. Reported 5 in Q3 Progress Report, Total of 66/180 or 37% completed.
7. Number of unduplicated Native Hawaiian participants who completed the Project Target 180 all islands. Reported 5 in Q3 Progress Report, Total of 64/180 or 36% completed.
8. Number of Hina'i Lauhala Workshops Conducted Project Target 11 all islands. Reported 2 in Q3 Progress Report, Total of 8/11 or 73%.
9. Number of individual participants that completed Hina'i Lauhala workshop Project Target 89 all islands. Reported 4 in Q3 Progress Report, Total of 45/89 or 51%.
10. Number of Native Hawaiian participants that completed Hina'i Lauhala Workshop Project Target 69 all islands. Reported 2 in Q3 Progress Report, Total of 34/69 or 49%.
11. Number of Kaula Hau Workshops Conducted Project Target 11 all islands. Reported 2 in Q3 Progress

Report, Total of 8/11 or 73%.

12. Number of individual participants that completed Kaula Hau workshop Project Target 88 all islands. Reported 6 in Q3 Progress Report, Total of 30/88 or 34%.

13. Number of Native Hawaiian participants that completed Kaula Hau Workshop Project Target 67 all islands. Reported 4 in Q3 Progress Report, Total of 19/67 or 28%.

14. Number of Kapa Wauke Workshops Conducted Target 8 all islands. Reported 2 in Q3 Progress Report, Total of 6/8 or 75%.

15. Number of individual participants that completed Kapa Wauke workshop Target 68 all islands. Reported 14 in Q3 Progress Report, Total of 35/68 or 51%.

16. Number of Native Hawaiian participants that completed Kapa Wauke Workshop Target 54 all islands. Reported 3 in Q3 Progress Report, Total of 15/54 or 28%.

17. Number of sacred items provided to partner organizations for reinterment of iwi kupuna Target 40 all islands. Reported 35 in Q3 Progress Report, Total of 119/40 or 298%.

#### OUTCOMES:

19. Number of Communities that are empowered to take care of Iwi Kupuna Target 10 all islands. Reported 18 in Q3 Progress Report, Total of 68/10 or 680%.

20. Number of participants who reported increased knowledge of Iwi Kupuna Repatriation and Reinterment legal requirements and cultural practices and protocols Target 235 all islands. Reported 21 in Q3 Progress Report, Total of 105/235 or 45%.

21. Number of Native Hawaiian participants who reported increased knowledge of Iwi Kupuna Repatriation and Reinterment legal requirements and cultural practices and protocols Target 180 all islands. Reported 7 in Q3 Progress Report, Total of 73/180 or 41%.

Project Performance Outputs & Outcomes Not Met - Issues and/or Challenges: Due to the Covid-19 participants who signed up dropped out for either exposure to unvaccinated people, or not being vaccinated themselves or having political viewpoints in conflict with government mandates regarding Covid vaccine requirements. Grantee followed both the State of Hawai'i and CDC Covid guidelines.

Other challenges included transportation and accommodation for the island of Kauai as the major car rental companies that were either fully booked or too expensive for Grantee's budget. The hotel in Hanalei was closed and there were no other hotels nearby. A back up plan, was to use grassroots people that would provide car service and accommodations. Moreover, the vendors who provided transportation and accommodation were of Native Hawaiian ancestry. This situation allowed the grantee to provide a direct economic impact to the Native Hawaiian community.

No workshops were not held on Lāna'i due to the challenges with hotel accommodations, ground transportation, and air travel restrictions. Now that the State of Hawaii has lifted covid restrictions the kupuna contact on Lanai recently ua hala. Grantee had no prior workshop dates scheduled on Lanai. On Molokai a request was made for workshops be performed due to a recent request for services there due to over 100 iwi discovered there. Molokai is not part of the contracted Scope of Services. OHA is allowing the Grantee to transfer fulfillment of this contract objective from Lanai to Molokai.

## Project Implementation\*

Has there been any major issues or challenges that are negatively impacting project implementation?

Yes

**Comment:** On Tue, Jun 7, 2022 at 1:19 PM Strather Ing wrote to Loko and Ihilani,  
We only have three weeks and 5 days left in your grant and I have been actively tracking your progress. Please tell us what measures you are taking to increase the number of Native Hawaiians in your workshops. Again we state a big concern is the number of Native



*Hawaiians in your workshops. As of March 31, 2022, the number of Native Hawaiians attending workshops across all islands was 37% compared to 44% for non-Hawaiians. As of March 31, 2022, the number of Native Hawaiians in your workshops across all islands was short -11 to -12 Native Hawaiians in comparison to non-Hawaiians. This represents - 11.25% less Native Hawaiians than non-Hawaiians over the past three quarters. These numbers only represent your current progress. The overall grant as of March 31, 2022 was far off Target percentages in the PMT.*

*As of April 2022 you completed 3-two day workshops.*

*~ PAU ~ APRIL 15 & 16 - Friday 15th, 1 - 5 pm & Saturday 16th, 8 am - 2 pm - Waipā Foundation - Hanalei, Kaua'i*

*~ PAU ~ APRIL 1 & 2 - Friday 1st, 1 - 5 pm & Saturday 2nd, 8 am - 1 pm - Iolani Palace - Honolulu, O'ahu*

*~ PAU ~ APRIL 1 & 2 - Friday 1st, 1 - 5 pm & Saturday 2nd, 8 am - 5 pm - Iolani Palace - Honolulu, O'ahu*

*~ PAU ~ MAY 2022 workshops not listed on Grantee Website*

*~ ACTIVE ~ JUNE 2022 workshops not listed on Grantee Website*

*We urge you during these remaining few weeks to actively seek Native Hawaiians to attend your workshops.*

## Explain

Completed sacred items are 9 hina'i halves making 4 full hina'i, 7 kaula hau measuring several yards each and 19 burial kapa which means we have already completed ONE HUNDRED (100) sacred items of the FORTY (40) sacred items needed to be fulfilled by the end of the Grant period

No workshops were held on Lāna'i due to the challenges with hotel accommodations, ground transportation, and air travel restrictions. The State of Hawaii lifted covid restrictions on March 25, 2022. The kupuna contact on Lanai recently ua hala. Grantee had no prior workshop dates scheduled on Lanai. On Molokai a request was made for workshops be performed due to a recent request for services there due to over 100 iwi discovered there. Molokai is not part of the contracted Scope of Services. OHA is allowing the Grantee to transfer fulfillment of this contract objective from Lanai to Molokai.

Grantee responded on June 7, 2022 and said they would do an additional workshop on Oahu. The Lanai workshop was shifted to Molokai due to inability of the grantee to secure a venue. The Molokai venue fell through. The only opportunity remaining is to hold a last minute venue on Oahu.

## Corrective Action\*

Is Corrective Action Needed?

No

## Explain

**Comment:** *This Comment addresses the Grantee's situation regarding the transfer of the Island of Lanai workshops to Molokai:*

*No workshops were held on Lānaʻi due to the challenges with hotel accommodations, ground transportation, and air travel restrictions. Now that the State of Hawaii has lifted covid restrictions the kupuna contact on Lanai recently ua hala. Grantee had no prior workshop dates scheduled on Lanai. On Molokai a request was made for workshops be performed due to a recent request for services there due to over 100 iwi discovered there. Molokai is not part of the contracted Scope of Services. OHA is allowing the Grantee to transfer fulfillment of this contract objective from Lanai to Molokai.*

## Grant Amendments\*

Are there any requests for Grant Amendments to be authorized by OHA?

No

## Explain

A PDF of the request/approval email is uploaded to the Grantee's Documents tab in the Portal. The Lanai workshop removal and justification is addressed in this report. The Molokai workshop addition and justification is addressed in this report.

## Assessment Evaluation\*

- Based on the assessment, is there a need to follow-up with the Grantee?
- Are there any concerns that should be addressed that were not mentioned above?

No Follow-up Needed

## Explain

At the end of 3Q, Outputs having less than 50% completed: 4, 5, 6, 7, 10, 12, 13, 16. At this late stage (4th Quarter) of this grant, Grantee will most likely miss the targeted number of unduplicated number of participants for Outputs 4 and 5. Grantee will likely miss by large percentages, the targeted number of Native Hawaiian participants for Outputs 6, 7, 10, 12, 13, 16.

At the end of 3Q, Outcomes less than 50% completed: 20, 21. No large variance between the number of overall participants and the number of Native Hawaiian participants. At this late stage (4th Quarter) of this grant, Grantee will likely miss the target number of participants for Outcomes 20 and 21.

**Comment:** *Here are your all islands Outputs and Outcomes summarized:*

*Outputs for Number of unduplicated Native Hawaiian participants who completed the Project Y1Q3, Output/Target 64/180 = 36%. Outputs difference between non-NH and NH participants completing project was -36.63% for NH.*

*Outputs for Number of Native Hawaiian participants that completed Hina'i - Lauhala Workshop Y1Q3, Output/Target 34/69 = 49%. Outputs difference between non-NH and NH participants completing the Hina'i - Lauhala Workshop was -24.44% for NH.*

*Outputs for Number of Native Hawaiian participants that completed Kaula - Hau Workshop Y1Q3, Output/Target 19/67 = 28%. Outputs difference between non-NH and NH participants that completed Kaula - Hau Workshop was -36.67% for NH.*

*Number of Native Hawaiian participants that completed the Kapa - Wauke Workshop Y1Q3, Output/Target 15/54 = 28%. Outputs difference between non-NH and NH participants that completed the Kapa - Wauke Workshop was -57.14% for NH.*

*Outcomes for Number of Native Hawaiian participants who reported increased knowledge of Iwi Kupuna Repatriation and Reinterment legal requirements and cultural practices and protocols Y1Q3, Output/Target 73/180 = 28%. Outcomes difference between non-NH and NH participants who reported increased knowledge of Iwi Kupuna Repatriation and Reinterment legal requirements and cultural practices and protocols was -30.48% for NH.*

## Project Spending\*

Is project spending on track to be fully obligated by the end of the current budget period?

Yes

## Explain

## Expenditures this Quarter\*

\$12,198.88

## Expenditures this Year\*

\$35,693.55

## Expenditures Total to Date\*

\$23,494.67

## Payments Received to Date\*

\$23,494.67

## Comment

## Report Submission\*

Was the Progress Report submitted on-time?

Did the Grantee respond in a timely manner to any follow-up questions or request for additional documents?

Yes

## Explain:

## Recommended for Payment\*

Yes

## Payment Amount

\$12,198.88

## Optional Comment and Upload Section

HCHN PMT REPORT FORM Qtr 3.xlsx

June 7, 2022

Subject: RE: E Ho`omau O Na Malama I Na Iwi Kupuna Workshops: Raise the Number of Native Hawaiians Attending Workshops

Aloha e Loko and Ihilani,

Please notify us of any venue changes so we can assist you in advertising the venue through OHA. Please keep us apprised of the status of the Molokai venue. And when your venue on Oahu is going to take place.

Mahalo,

Strather Ing

OHA Grants

**Comment:** *PMT Summary of Grantee's Performance for all Hawaiian Islands*

## CERTIFICATION

### Grants Officer Certification\*

*By typing your first name, last name and title you certify that you are the individual certifying the document and you verify that the information in this report is true and accurate. (Format: Joe Aloha, Project Coordinator)*

Strather Ing, Grants Specialist IV

### Date of Submission\*

05/23/2022

By checking this box and typing my name, I am electronically signing this form. I understand that an electronic signature has the same legal effect and can be enforced in the same way as a written signature. \*

I understand.

### Grants Manager Certification

*By typing your first name, last name and title, you certify that you are the person certifying the document and your verify that the information in this report is true and accurate.*

Miki Cachola Lene, Grants Supervisor

### Date of Approval

06/16/2022

## File Attachment Summary

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### *Applicant File Uploads*

- HCHN PMT REPORT FORM Qtr 3.xlsx

**Organization Name:** The Hawaiian Church of Hawai'i Nei (Island of Oahu)

**Project Name:** E Ho'omau o na Malama I Na Iwi Kupuna

<b>Outputs</b>	<b>Target</b>	<b>Y1 Q1 Actual</b>	<b>Y1 Q2 Actual</b>	<b>Y1 Q3 Actual</b>	<b>Y1 Q4 Actual</b>
Number of <i>unduplicated</i> participants in the <b>Project</b>	100	20	21	2	
Number of <i>unduplicated</i> participants who <i>completed</i> the Project	100	20	19	2	
Number of <i>unduplicated</i> Native Hawaiian participants in the Project	77	17	11	1	
Number of <i>unduplicated</i> Native Hawaiian participants who <i>completed</i> the Project	77	17	9	1	
Number of Hina'i - Lauhala Workshops Conducted	4	1	1	1	
Number of <i>individual</i> participants that <i>completed</i> Hina'i - Lauhala Workshop	34	6	6	2	
Number of <i>Native Hawaiian</i> participants that <i>completed</i> Hina'i - Lauhala Workshop	27	6	2	1	
Number of Kaula - Hau Workshops Conducted	4	1	1	1	
Number of <i>individual</i> participants that <i>completed</i> Kaula - Hau Workshop	33	4	3	3	
Number of <i>Native Hawaiian</i> participants that <i>completed</i> Kaula - Hau Workshop	25	4	2	2	
Number of Kapa - Wauke Workshops Conducted	4	2	2	0	
Number of <i>individual</i> participants that <i>completed</i> Kapa - Wauke Workshop	33	10	11	0	
Number of <i>Native Hawaiian</i> participants that <i>completed</i> Kapa - Wauke Workshop	25	7	5	0	
Number of <b>sacred items</b> provided to partner organizations for reinterment of iwi kupuna	8	15	26	5	
<b>Outcomes</b>	<b>Target</b>	<b>Y1 Q1 Actual</b>	<b>Y1 Q2 Actual</b>	<b>Y1 Q3 Actual</b>	<b>Y1 Q4 Actual</b>
Number of <b>Communities</b> that are empowered to take care of Iwi Kupuna	2	5	12	5	
Number of <i>participants</i> who reported increased knowledge of Iwi Kupuna Repatriation and Reinterment legal requirements and cultural practices and protocols	100	20	20	5	
Number of <i>Native Hawaiian</i> participants who reported increased knowledge of Iwi Kupuna Repatriation and Reinterment legal requirements and cultural practices and protocols	77	17	11	3	

### Qualitative Reporting Information

The following documents shall be kept on file and made available to the OHA Grants Specialist upon request.

1. Participant Questionnaires
2. Evaluation Surveys
3. Sign-In Sheets



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4. Photos

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5. Videos

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6. Testimonials

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### Definitions

Unduplicated - a participant is counted ONLY ONCE, no matter how many activities or direct services the participant who attends multiple activities or receives services throughout the year should be counted and reported.

Project - consists of 3 Iwi Kūpuna Specific Workshops. Participants who complete the project will have attended all three workshops.

Sacred Items - traditional burial items crafted in the workshops: hīna'i, kaula, and/or kapa. GRANTEE may provide information on these items to the community.

Communities - designated areas on the island in which workshops are held.

### Notes/Explanations

Contract #:		3386
Report Period:		
Y1 Total Unduplicated	Y1 Totals	Target %
43	43	43%
41	41	41%
29	29	38%
27	27	35%
3	3	75%
N/A	14	41%
N/A	9	33%
3	3	75%
N/A	10	30%
N/A	8	32%
4	4	100%
N/A	21	64%
N/A	12	48%
46	46	575%
Y1 Total Unduplicated	Y1 Totals	Target %
22	22	1100%
45	45	45%
31	31	40%
quest.		

participant receives during a reporting period/funding year. A  
 reported no more than one time.  
 and at least 1 of these workshops.  
 include a variety of different items per island.

10/1/2021

Emily's Comments

G4 and H4 will be the same totals

Strather's Comments

Total Participants NH's		
	100	77 Oahu
#REF!	#REF!	Hawaii
#REF!	#REF!	Kauai
#REF!	#REF!	Total OHA %
#REF!		NH

**Organization Name:** The Hawaiian Church of Hawai'i Nei (Island of Hawaii)

**Project Name:** E Ho'omau o na Malama I Na Iwi Kupuna

Outputs	Target	Y1 Q1 Actual	Y1 Q2 Actual	Y1 Q3 Actual
Number of <i>unduplicated</i> participants in the <b>Project</b>	50	4	0	11
Number of <i>unduplicated participants who completed</i> the Project	50	4	0	11
Number of <i>unduplicated Native Hawaiian participants</i> in the Project	38	4	0	3
Number of <i>unduplicated Native Hawaiian participants who completed</i> the Project	38	4	0	3
Number of Hina'i - Lauhala Workshops Conducted	2	1	0	1
Number of <i>individual participants that completed</i> Hina'i - Lauhala Workshop	20	3	0	2
Number of <i>Native Hawaiian participants that completed</i> Hina'i - Lauhala Workshop	15	3	0	1
Number of Kaula - Hau Workshops Conducted	2	1	0	1
Number of <i>individual participants that completed</i> Kaula - Hau Workshop	20	1	0	3
Number of <i>Native Hawaiian participants that completed</i> Kaula - Hau Workshop	15	1	0	2
Number of Kapa - Wauke Workshops Conducted	1	0	0	1
Number of <i>individual participants that completed</i> Kapa - Wauke Workshop	10	0	0	9
Number of <i>Native Hawaiian participants that completed</i> Kapa - Wauke Workshop	8	0	0	2
Number of <b>sacred items</b> provided to partner organizations for reinterment of iwi kupuna	8	4	0	25
Outcomes	Target	Y1 Q1 Actual	Y1 Q2 Actual	Y1 Q3 Actual
Number of <b>Communities</b> that are empowered to take care of Iwi Kupuna	2	2	0	10
Number of <i>participants</i> who reported increased knowledge of Iwi Kupuna Repatriation and Reinterment legal requirements and cultural practices and protocols	50	4	0	11
Number of <i>Native Hawaiian participants</i> who reported increased knowledge of Iwi Kupuna Repatriation and Reinterment legal requirements and cultural practices and protocols	38	4	0	3
Qualitative Reporting Information				
The following documents shall be kept on file and made available to the OHA Grants Specialist				
1. Participant Questionnaires				
2. Evaluation Surveys				
3. Sign-In Sheets				

4. Photos
5. Videos
6. Testimonials
<b>Definitions</b>
<p>Unduplicated - a participant is counted ONLY ONCE, no matter how many activities or direct services the participant who attends multiple activities or receives services throughout the year should be counted</p> <p>Project - consists of 3 Iwi Kūpuna Specific Workshops. Participants who complete the project will have Sacred Items - traditional burial items crafted in the workshops: hīna'i, kaula, and/or kapa. GRANTEE must have Communities - designated areas on the island in which workshops are held.</p>
<b>Notes/Explanations</b>

Contract #: 3386

Report Period:

Y1 Q4 Actual	Y1 Total Unduplicated	Y1 Totals	Target %
	15	15	30%
	15	15	30%
	7	7	18%
	7	7	18%
	2	2	100%
	N/A	5	25%
	N/A	4	27%
	2	2	100%
	N/A	4	20%
	N/A	3	20%
	1	1	100%
	N/A	9	90%
	N/A	2	25%
	29	29	363%
Y1 Q4 Actual	Y1 Total Unduplicated	Y1 Totals	Target %
	12	12	600%
	15	15	30%
	7	7	18%

upon request.



ne participant receives during a reporting period/funding year. A  
and reported no more than one time.  
attended at least 1 of these workshops.  
may provide a variety of different items per island.

Rev. 10/1/2021

Emily's Comments

G4 and H4 will be the same totals

Strather's Comments

Total Participants

100

#REF!

#REF!

#REF!

#REF!

|

NH's

38 Oahu

#REF! Hawaii

#REF! Kauai

#REF! Total

OHA % NH

Organization Name: The Hawaiian Church of Hawai'i Nei (Island of Maui)

Project Name: E Ho'omau o na Malama I Na Iwi Kupuna

Outputs	Target	Y1 Q1 Actual	Y1 Q2 Actual	Y1 Q3 Actual
Number of <i>unduplicated</i> participants in the <b>Project</b>	40	27	0	5
Number of <i>unduplicated participants who completed</i> the Project	40	26	0	5
Number of <i>unduplicated Native Hawaiian participants</i> in the Project	32	21	0	1
Number of <i>unduplicated Native Hawaiian participants who completed</i> the Project	32	21	0	1
Number of Hina'i - Lauhala Workshops Conducted	2	2	0	0
Number of <i>individual participants that completed</i> Hina'i - Lauhala Workshop	15	20	0	0
Number of <i>Native Hawaiian participants that completed</i> Hina'i - Lauhala Workshop	12	17	0	0
Number of Kaula - Hau Workshops Conducted	2	2	0	0
Number of <i>individual participants that completed</i> Kaula - Hau Workshop	15	7	0	0
Number of <i>Native Hawaiian participants that completed</i> Kaula - Hau Workshop	12	4	0	0
Number of Kapa - Wauke Workshops Conducted	1	0	0	1
Number of <i>individual participants that completed</i> Kapa - Wauke Workshop	10	0	0	5
Number of <i>Native Hawaiian participants that completed</i> Kapa - Wauke Workshop	8	0	0	1
Number of <b>sacred items</b> provided to partner organizations for reinterment of iwi kupuna	8	26	0	5
Outcomes	Target	Y1 Q1 Actual	Y1 Q2 Actual	Y1 Q3 Actual
Number of <b>Communities</b> that are empowered to take care of Iwi Kupuna	2	23	0	3
Number of <i>participants</i> who reported increased knowledge of Iwi Kupuna Repatriation and Reinterment legal requirements and cultural practices and protocols	40	26	0	5
Number of <i>Native Hawaiian participants</i> who reported increased knowledge of Iwi Kupuna Repatriation and Reinterment legal requirements and cultural practices and protocols	32	26	0	1
Qualitative Reporting Information				
The following documents shall be kept on file and made available to the OHA Grants Specialist				
1. Participant Questionnaires				
2. Evaluation Surveys				
3. Sign-In Sheets				

4. Photos
5. Videos
6. Testimonials
<b>Definitions</b>
<p>Unduplicated - a participant is counted ONLY ONCE, no matter how many activities or direct services the participant who attends multiple activities or receives services throughout the year should be counted</p> <p>Project - consists of 3 Iwi Kūpuna Specific Workshops. Participants who complete the project will have Sacred Items - traditional burial items crafted in the workshops: hīna'i, kaula, and/or kapa. GRANTEE must have Communities - designated areas on the island in which workshops are held.</p>
<b>Notes/Explanations</b>

Contract #: 3386

Report Period:

Y1 Q4 Actual	Y1 Total Unduplicated	Y1 Totals	Target %
	32	32	80%
	31	31	78%
	22	22	69%
	22	22	69%
	2	2	100%
	N/A	20	133%
	N/A	17	142%
	2	2	100%
	N/A	7	47%
	N/A	4	33%
	1	1	100%
	N/A	5	50%
	N/A	1	13%
	31	31	388%
Y1 Q4 Actual	Y1 Total Unduplicated	Y1 Totals	Target %
	26	26	1300%
	31	31	78%
	27	27	84%
upon request.			

ne participant receives during a reporting period/funding year. A  
and reported no more than one time.  
attended at least 1 of these workshops.  
may provide a variety of different items per island.

Rev. 10/1/2021



Emily's Comments

G4 and H4 will be the same totals

Strather's Comments

Total Participants

100

#REF!

#REF!

#REF!

#REF!

|

NH's

32 Oahu

#REF! Hawaii

#REF! Kauai

#REF! Total

OHA % NH

Organization Name: The Hawaiian Church of Hawai'i Nei (Island of Kauai)

Project Name: E Ho'omau o na Malama I Na Iwi Kupuna

Outputs	Target	Y1 Q1 Actual	Y1 Q2 Actual	Y1 Q3 Actual
Number of <i>unduplicated</i> participants in the Project	40	0	14	0
Number of <i>unduplicated participants who completed</i> the Project	40	0	14	0
Number of <i>unduplicated Native Hawaiian participants</i> in the Project	28	0	8	0
Number of <i>unduplicated Native Hawaiian participants who completed</i> the Project	28	0	8	0
Number of Hina'i - Lauhala Workshops Conducted	2	0	1	0
Number of <i>individual participants that completed</i> Hina'i - Lauhala Workshop	15	0	6	0
Number of <i>Native Hawaiian participants that completed</i> Hina'i - Lauhala Workshop	10	0	4	0
Number of Kaula - Hau Workshops Conducted	2	0	1	0
Number of <i>individual participants that completed</i> Kaula - Hau Workshop	15	0	9	0
Number of <i>Native Hawaiian participants that completed</i> Kaula - Hau Workshop	10	0	4	0
Number of Kapa - Wauke Workshops Conducted	1	0	0	0
Number of <i>individual participants that completed</i> Kapa - Wauke Workshop	10	0	0	0
Number of <i>Native Hawaiian participants that completed</i> Kapa - Wauke Workshop	8	0	0	0
Number of <i>sacred items</i> provided to partner organizations for reinterment of iwi kupuna	8	0	13	0
Outcomes	Target	Y1 Q1 Actual	Y1 Q2 Actual	Y1 Q3 Actual
Number of <i>Communities</i> that are empowered to take care of Iwi Kupuna	2	0	8	0
Number of <i>participants</i> who reported increased knowledge of Iwi Kupuna Repatriation and Reinterment legal requirements and cultural practices and protocols	40	0	14	0
Number of <i>Native Hawaiian participants</i> who reported increased knowledge of Iwi Kupuna Repatriation and Reinterment legal requirements and cultural practices and protocols	28	0	8	0
Qualitative Reporting Information				
The following documents shall be kept on file and made available to the OHA Grants Specialist				
1. Participant Questionnaires				
2. Evaluation Surveys				
3. Sign-In Sheets				

4. Photos
5. Videos
6. Testimonials
<b>Definitions</b>
<p>Unduplicated - a participant is counted ONLY ONCE, no matter how many activities or direct services the participant who attends multiple activities or receives services throughout the year should be counted</p> <p>Project - consists of 3 Iwi Kūpuna Specific Workshops. Participants who complete the project will have Sacred Items - traditional burial items crafted in the workshops: hīna'i, kaula, and/or kapa. GRANTEE m</p> <p>Communities - designated areas on the island in which workshops are held.</p>
<b>Notes/Explanations</b>

Contract #: 3386

Report Period:

Y1 Q4 Actual	Y1 Total Unduplicated	Y1 Totals	Target %
	14	14	35%
	14	14	35%
	8	8	29%
	8	8	29%
	1	1	50%
	N/A	6	40%
	N/A	4	40%
	1	1	50%
	N/A	9	60%
	N/A	4	40%
	0	0	0%
	N/A	0	0%
	N/A	0	0%
	13	13	163%
Y1 Q4 Actual	Y1 Total Unduplicated	Y1 Totals	Target %
	8	8	400%
	14	14	35%
	8	8	29%
upon request.			

ne participant receives during a reporting period/funding year. A  
and reported no more than one time.  
attended at least 1 of these workshops.  
may provide a variety of different items per island.

Rev. 10/1/2021

Emily's Comments

G4 and H4 will be the same totals

Strather's Comments

Total Participants

100

#REF!

#REF!

#REF!

#REF!



|

NH's

28 Oahu

#REF! Hawaii

#REF! Kauai

#REF! Total

OHA % NH

Organization Name: The Hawaiian Church of Hawai'i Nei (Island of Molokai)

Project Name: E Ho'omau o na Malama I Na Iwi Kupuna

Outputs	Target	Y1 Q1 Actual	Y1 Q2 Actual	Y1 Q3 Actual
Number of <i>unduplicated</i> participants in the Project	5	0	0	0
Number of <i>unduplicated participants who completed</i> the Project	5	0	0	0
Number of <i>unduplicated Native Hawaiian participants</i> in the Project	5	0	0	0
Number of <i>unduplicated Native Hawaiian participants who completed</i> the Project	5	0	0	0
Number of Hina'i - Lauhala Workshops Conducted	1	0	0	0
Number of <i>individual participants that completed</i> Hina'i - Lauhala Workshop	5	0	0	0
Number of <i>Native Hawaiian participants that completed</i> Hina'i - Lauhala Workshop	5	0	0	0
Number of Kaula - Hau Workshops Conducted	1	0	0	0
Number of <i>individual participants that completed</i> Kaula - Hau Workshop	5	0	0	0
Number of <i>Native Hawaiian participants that completed</i> Kaula - Hau Workshop	5	0	0	0
Number of Kapa - Wauke Workshops Conducted	1	0	0	0
Number of <i>individual participants that completed</i> Kapa - Wauke Workshop	5	0	0	0
Number of <i>Native Hawaiian participants that completed</i> Kapa - Wauke Workshop	5	0	0	0
Number of <i>sacred items</i> provided to partner organizations for reinterment of iwi kupuna	8	0	0	0
Outcomes	0	Y1 Q1 Actual	Y1 Q2 Actual	Y1 Q3 Actual
Number of <i>Communities</i> that are empowered to take care of Iwi Kupuna	2	0	0	0
Number of <i>participants</i> who reported increased knowledge of Iwi Kupuna Repatriation and Reinterment legal requirements and cultural practices and protocols	5	0	0	0
Number of <i>Native Hawaiian participants</i> who reported increased knowledge of Iwi Kupuna Repatriation and Reinterment legal requirements and cultural practices and protocols	5	0	0	0
Qualitative Reporting Information				
The following documents shall be kept on file and made available to the OHA Grants Specialist				
1. Participant Questionnaires				
2. Evaluation Surveys				
3. Sign-In Sheets				

4. Photos
5. Videos
6. Testimonials
<b>Definitions</b>
<p>Unduplicated - a participant is counted ONLY ONCE, no matter how many activities or direct services the participant who attends multiple activities or receives services throughout the year should be counted</p> <p>Project - consists of 3 Iwi Kūpuna Specific Workshops. Participants who complete the project will have Sacred Items - traditional burial items crafted in the workshops: hīna'i, kaula, and/or kapa. GRANTEE must have Communities - designated areas on the island in which workshops are held.</p>
<b>Notes/Explanations</b>

Contract #:3386

Report Period:

Y1 Q4 Actual	Y1 Total Unduplicated	Y1 Totals	Target %
	0	0	0%
	0	0	0%
	0	0	0%
	0	0	0%
	0	0	0%
	N/A	0	0%
	N/A	0	0%
	0	0	0%
	N/A	0	0%
	N/A	0	0%
	0	0	0%
	N/A	0	0%
	N/A	0	0%
	0	0	0%
	N/A	0	0%
	N/A	0	0%
	0	0	0%
Y1 Q4 Actual	Y1 Total Unduplicated	Y1 Totals	Target %
	0	0	0%
	0	0	0%
	0	0	0%
upon request.			

ne participant receives during a reporting period/funding year. A  
and reported no more than one time.  
attended at least 1 of these workshops.  
may provide a variety of different items per island.

Rev. 10/1/2021

Emily's Comments

G4 and H4 will be the same totals

Strather's Comments

Total Participants

100

#REF!

#REF!

#REF!

#REF!

|



NH's

5 Oahu

#REF! Hawaii

#REF! Kauai

#REF! Total

OHA % NH

**Organization Name:** The Hawaiian Church of Hawai'i Nei (Island of Lanai)

**Project Name:** E Ho'omau o na Malama I Na Iwi Kupuna

Outputs	Target	Y1 Q1 Actual	Y1 Q2 Actual	Y1 Q3 Actual
Number of <i>unduplicated</i> participants in the <b>Project</b>	0	0	0	0
Number of <i>unduplicated participants who completed</i> the Project	0	0	0	0
Number of <i>unduplicated Native Hawaiian participants</i> in the Project	0	0	0	0
Number of <i>unduplicated Native Hawaiian participants who completed</i> the Project	0	0	0	0
Number of Hina'i - Lauhala Workshops Conducted	0	0	0	0
Number of <i>individual participants that completed</i> Hina'i - Lauhala Workshop	0	0	0	0
Number of <i>Native Hawaiian participants that completed</i> Hina'i - Lauhala Workshop	0	0	0	0
Number of Kaula - Hau Workshops Conducted	0	0	0	0
Number of <i>individual participants that completed</i> Kaula - Hau Workshop	0	0	0	0
Number of <i>Native Hawaiian participants that completed</i> Kaula - Hau Workshop	0	0	0	0
Number of Kapa - Wauke Workshops Conducted	0	0	0	0
Number of <i>individual participants that completed</i> Kapa - Wauke Workshop	0	0	0	0
Number of <i>Native Hawaiian participants that completed</i> Kapa - Wauke Workshop	0	0	0	0
Number of <b>sacred items</b> provided to partner organizations for reinterment of iwi kupuna	0	0	0	0
Outcomes	Target	Y1 Q1 Actual	Y1 Q2 Actual	Y1 Q3 Actual
Number of <b>Communities</b> that are empowered to take care of Iwi Kupuna	0	0	0	0
Number of <i>participants</i> who reported increased knowledge of Iwi Kupuna Repatriation and Reinterment legal requirements and cultural practices and protocols	0	0	0	0
Number of <i>Native Hawaiian participants</i> who reported increased knowledge of Iwi Kupuna Repatriation and Reinterment legal requirements and cultural practices and protocols	0	0	0	0

### Qualitative Reporting Information

The following documents shall be kept on file and made available to the OHA Grants Specialist

1. Participant Questionnaires
2. Evaluation Surveys
3. Sign-In Sheets

4. Photos
5. Videos
6. Testimonials
<b>Definitions</b>
<p>Unduplicated - a participant is counted ONLY ONCE, no matter how many activities or direct services the participant who attends multiple activities or receives services throughout the year should be counted</p> <p>Project - consists of 3 Iwi Kūpuna Specific Workshops. Participants who complete the project will have Sacred Items - traditional burial items crafted in the workshops: hīna'i, kaula, and/or kapa. GRANTEE must provide the items.</p> <p>Communities - designated areas on the island in which workshops are held.</p>
<b>Notes/Explanations</b>

Contract #: 3386  
Report Period:

Y1 Q4 Actual	Y1 Total Unduplicated	Y1 Totals	Target %
	0	0	#DIV/0!
	0	0	#DIV/0!
	0	0	#DIV/0!
	0	0	#DIV/0!
	0	0	#DIV/0!
	N/A	0	#DIV/0!
	N/A	0	#DIV/0!
	0	0	#DIV/0!
	N/A	0	#DIV/0!
	N/A	0	#DIV/0!
	0	0	#DIV/0!
	N/A	0	#DIV/0!
	N/A	0	#DIV/0!
	0	0	#DIV/0!
	N/A	0	#DIV/0!
	N/A	0	#DIV/0!
	0	0	#DIV/0!
Y1 Q4 Actual	Y1 Total Unduplicated	Y1 Totals	Target %
	0	0	#DIV/0!
	0	0	#DIV/0!
	0	0	#DIV/0!
upon request.			

ne participant receives during a reporting period/funding year. A  
and reported no more than one time.  
attended at least 1 of these workshops.  
may provide a variety of different items per island.

Rev. 10/1/2021

Emily's Comments

G4 and H4 will be the same totals

Strather's Comments

Total Participants

100

#REF!

#REF!

#REF!

#REF!

|

NH's

0 Oahu

#REF! Hawaii

#REF! Kauai

#REF! Total

OHA % NH



Organization Name: The Hawaiian Church of Hawai'i Nei (Summary of All Islands)

Project Name: E Ho'omau o na Malama I Na Iwi Kupuna

Outputs	Target	Y1 Q1 Actual	Y1 Q2 Actual
Number of <i>unduplicated participants</i> in the <b>Project</b>	235	51	35
Number of <i>unduplicated participants who completed</i> the Project	235	50	33
Number of <i>unduplicated Native Hawaiian participants</i> in the Project	180	42	19
Number of <i>unduplicated Native Hawaiian participants who completed</i> the Project	180	42	17
Number of Hina'i - Lauhala Workshops Conducted	11	4	2
Number of <i>individual participants that completed</i> Hina'i - Lauhala Workshop	89	29	12
Number of <i>Native Hawaiian participants that completed</i> Hina'i - Lauhala Workshop	69	26	6
Number of Kaula - Hau Workshops Conducted	11	4	2
Number of <i>individual participants that completed</i> Kaula - Hau Workshop	88	12	12
Number of <i>Native Hawaiian participants that completed</i> Kaula - Hau Workshop	67	9	6
Number of Kapa - Wauke Workshops Conducted	8	2	2
Number of <i>individual participants that completed</i> Kapa - Wauke Workshop	68	10	11
Number of <i>Native Hawaiian participants that completed</i> Kapa - Wauke Workshop	54	7	5
Number of <b>sacred items</b> provided to partner organizations for reinterment of iwi kupuna	40	45	39
Outcomes	Target	Y1 Q1 Actual	Y1 Q2 Actual
Number of <b>Communities</b> that are empowered to take care of Iwi Kupuna	10	30	20
Number of <i>participants</i> who reported increased knowledge of Iwi Kupuna Repatriation and Reinterment legal requirements and cultural practices and protocols	235	50	34
Number of <i>Native Hawaiian participants</i> who reported increased knowledge of Iwi Kupuna Repatriation and Reinterment legal requirements and cultural practices and protocols	180	47	19

### Qualitative Reporting Information

The following documents shall be kept on file and made available to the OHA Grants Specialist upon request:

1. Participant Questionnaires
2. Evaluation Surveys
3. Sign-In Sheets
4. Photos
5. Videos
6. Testimonials

### Definitions

Unduplicated - a participant is counted ONLY ONCE, no matter how many activities or direct services the participant receives throughout the year. A participant who attends multiple activities or receives services throughout the year should be counted only once.

Project - consists of 3 Iwi Kūpuna Specific Workshops. Participants who complete the project will have attended all three workshops.  
Sacred Items - traditional burial items crafted in the workshops: hīna'i, kaula, and/or kapa. GRANTEE may provide these items to partner organizations for reinterment of iwi kupuna.

Communities - designated areas on the island in which workshops are held.

Notes/Explanations

Contract #: 3386

Report Period:

Y1 Q3 Actual	Y1 Q4 Actual	Y1 Total Unduplicated	Y1 Totals	Target %
18	0	104	104	44%
18	0	101	101	43%
5	0	66	66	37%
5	0	64	64	36%
2	0	8	8	73%
4	0	45	45	51%
2	0	N/A	34	49%
2	0	8	8	73%
6	0	N/A	30	34%
4	0	N/A	19	28%
2	0	6	6	75%
14	0	N/A	35	51%
3	0	N/A	15	28%
35	0	119	119	298%
Y1 Q3 Actual	Y1 Q4 Actual	Y1 Total Unduplicated	Y1 Totals	Target %
18	0	68	68	680%
21	0	105	105	45%
7	0	73	73	41%

on request.

participant receives during a reporting period/funding  
nted and reported no more than one time.

ended at least 1 of these workshops.

provide a variety of different items per island.

Rev.  
10/1/2021

**Committee on Resource Management**Trustee John Waihe'e IV, *At-Large* - ChairTrustee Luana Alapa, *Moloka'i / Lāna'i* - Vice Chair**Members**Trustee Leina'ala Ahu Isa, *At-Large*Trustee Dan Ahuna, *Kaua'i / Ni'ihau*Trustee Kaleihikina Akaka, *O'ahu*Trustee Keli'i Akina, *At-Large*Trustee Brendon Kalei'aina Lee, *At-Large*Trustee Carmen Hulu Lindsey, *Maui*Trustee Mililani Trask, *Hawai'i Island*

**STATE OF HAWAII  
OFFICE OF HAWAIIAN AFFAIRS**

**MEETING OF THE  
COMMITTEE ON RESOURCE MANAGEMENT (RM)**

**DATE:** Tuesday, August 30, 2022**TIME:** 10:00 a.m.**PLACE:** Virtual Meeting viewable at <https://www.oha.org/livestream> OR

Listen by phone: (213) 338-8477, Webinar ID: 820 7045 8308

**Due to COVID-19, the OHA Board of Trustees and its standing committees will hold virtual meetings until further notice.**

**This virtual meeting can be viewed and observed via livestream on OHA's website at [www.oha.org/livestream](http://www.oha.org/livestream) or listened to by phone at: (213) 338-8477, Webinar ID: 820 7045 8308. A physical meeting location open to the general public will be available at 560 N. Nimitz Hwy., Suite 200, Honolulu HI 96817. All members of the public that wish to access the physical meeting location must pass a wellness check and provide proof of full vaccination or a negative COVID-19 test taken within 72 hours of entry.**

**AGENDA**

**I. Call to Order****II. Approval of Minutes**

A. July 26, 2022\*

**III. Unfinished Business – None****IV. New Business**

A. ACTION ITEM RM #22-18: Approve the Awarding of Iwi Kupuna Repatriation &amp; Reinternment Grants, from Solicitation #22-10, Published April 14, 2022, Application Deadline June 10, 2022\*

B. ACTION ITEM RM #22-19: Approve the Awarding of Community Grants - 'Āina, from Solicitation #22-06, Published April 1, 2022, Application Deadline May 27, 2022\*

C. ACTION ITEM RM #22-20: Approve the Awarding of Community Grants - Mo'omeheu from Solicitation #22-07, Published April 1, 2022, Application Deadline May 27, 2022\*

D. ACTION ITEM RM #22-21: Approve the Awarding of 'Ohana Grants from Solicitation #22-09, Published April 14, 2022, Application Deadline June 10, 2022\*

E. ACTION ITEM RM #22-22: Approve the Awarding of Homestead Community Grants, from Solicitation #22-11, Published April 14, 2022, Application Deadline June 10, 2022\*

**V. Announcements****VI. Adjournment**

If you require an auxiliary aid or accommodation due to a disability, please contact Everett Ohta at telephone number (808) 594-1988 or by email at: [everetto@oha.org](mailto:everetto@oha.org) no later than three (3) business days prior to the date of the meeting.

Meeting materials for this meeting will be available for the public to view 48 hours prior to this meeting at OHA's main office located at 560 N. Nimitz Hwy., Suite 200, Honolulu, HI 96817. Meeting materials will also be available to view at OHA's neighbor island offices and will be posted to OHA's website at: [www.oha.org/rm](http://www.oha.org/rm).



## ACTION ITEM

### COMMITTEE ON RESOURCE MANAGEMENT

August 30, 2022

RM #22-19

**Action Item Issue:** Approve the Awarding of Community Grants - 'Āina, from Solicitation #22-06, Published April 1, 2022, Application Deadline May 27, 2022

**Co-Prepared  
& Reviewed by:**

A handwritten signature in black ink, appearing to read 'Ramona G. Hinck'.

8/26/2022

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Ramona G. Hinck  
Ka Pou Kihī Kanaloa Wai, Chief Financial Officer  
Pou Kāko‘o Kaiāulu Kūikawā, Interim Grants Manager

Date

**Reviewed by:**

A handwritten signature in black ink, appearing to read 'Casey K. Brown'.

8/26/2022

---

Casey K. Brown  
Ka Pou Nui, Chief Operating Officer

Date

**Co-Prepared  
& Reviewed by:**

A handwritten signature in black ink, appearing to read 'Sylvia M. Hussey'.

8/26/2022

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Sylvia M. Hussey, Ed.D.  
Ka Pouhana, Chief Executive Officer

Date

**Reviewed by:**

A handwritten signature in black ink, appearing to read 'John D. Waihee IV'.

8/26/2022

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John D. Waihee IV  
Luna Ho‘omalū o ke Kōmike RM  
Committee on Resource Management, Chair

Date

**Action Item RM #22-19: Approve the Awarding of Community Grants - 'Āina, from Solicitation #22-06, Published April 1, 2022, Application Deadline May 27, 2022**

**I. Proposed Action**

Approve the following Fiscal Year 2022, Community Grants – 'Āina disbursements totaling \$200,000 from Core Operating Budget (Object Code 56530) for:

Organization/Island	Award Amount
1. Ke Ao Hāli'i/Maui	\$100,000
2. Aina Hookupu o Kilauea/Kauai	\$100,000
<b>Total</b>	<b>\$200,000</b>

**II. Issue**

Whether or not the Committee on Resource Management (RM), should approve, authorize the recommendations for awarding of the Community Grants – 'Āina.

**III. Budget Authorization**

Table 8: Community Grants Program – 56530

Community Grants	Awarded	Awarded	Biennium Budget Request		FY22/FY23	%
	FY 20*	FY 21*	FY 22	FY 23	2-Year Total	
20-01: Culture	\$500,000	\$500,000	\$500,000	\$500,000	\$1,000,000	7%
20-02: Health	500,000	500,000	500,000	500,000	1,000,000	7%
20-03: Education	750,000	750,000	750,000	750,000	1,500,000	10%
20-04: Housing	500,000	500,000	1,500,000	1,500,000	3,000,000	21%
20-05: Income	750,000	750,000	750,000	750,000	1,500,000	10%
20-06: Land	500,000	500,000	500,000	500,000	1,000,000	7%
20-07: Ahahui	200,000	200,000	200,000	200,000	400,000	3%
<b>Leverage Opportunities</b>						0%
Higher Education Scholarships			500,000	500,000	1,000,000	7%
Homestead Community		250,000	300,000	300,000	600,000	4%
NH Teacher Education & Professional Development		250,000	250,000	250,000	500,000	3%
'Ohana (including Impacts of Incarceration, Human Trafficking, LGBTQ)		250,000	750,000	750,000	1,500,000	10%
Iwi Kupuna Repatriation & Reinterment		144,079	300,000	300,000	600,000	4%
COVID-19 Impacts		500,000	500,000	500,000	1,000,000	7%
<b>Total Community Grants:</b>	<b>\$3,700,000</b>	<b>\$5,094,079</b>	<b>\$7,300,000</b>	<b>\$7,300,000</b>	<b>\$14,600,000</b>	<b>100%</b>

Via Action Item RM #21-08A - OHA Biennium Budget for the Fiscal Biennium Periods 2021-2022 (FY 22) and 2022-2023 (FY 23), June 30, 2021, \$1,000,000 for the Biennium FY22 and FY 23. The approval authorized \$500,000 in Fiscal Year 2022 and \$500,000 in Fiscal Year 2023. Minimum award \$50,000; Maximum award - \$100,000.

Figure 1. Table 8 from AI #21-08A

#### **IV. ‘Āina Grants Purpose**

<p><b>‘Āina Outcomes Grants Purpose:</b> Recognize the connection that Native Hawaiians have to the ‘āina; ensure responsible stewardship of Ka Pae ‘Āina O Hawai‘i that Native Hawaiians participate in and benefit from.</p> <p>Strengthening our ancestral connection to ‘āina through responsible stewardship to preserve legacy lands and to responsibly develop economically viable lands.</p>	
Land & Water	<p>Grant considerations include culture-based programming and projects to preserve and perpetuate cultural-based places (wahi pana), practices (cultural, natural resource management practices), and practitioners (cultural and resource managers).</p> <p>The following will also be considered ‘āina (land resources), wai (freshwater resources), kai (marine resources), lewa (atmospheric resources), lewa mawaho (space), nā hōkū ‘ae‘a a me nāhōkū (planets and stars), nālā‘au a menā holoholona (plants and animals), ua (rain), makani (wind), loko i‘a, konohiki fishing rights, production of crops that are of significant value to Native Hawaiians, etc.</p>

**Figure 2: Section I – Solicitation Description, Page 4 of the Solicitation**

#### **V. Solicitation / Evaluation Process**

- A. Solicitation.** The Community Grants – ‘Āina Solicitation #22-06 was released on Friday, April 1, 2022. The application deadline was May 27, 2022.
- B. Phase 1 – Eligibility Letter of Interest.** All applicants completed the Phase 1 – Eligibility Letter of Interest (LOI) requirement to obtain access to the grant application. Grants Program staff reviewed all submitted LOIs for eligibility requirements, which included HRS 10-17 statutory requirements as well as the certification of provisions and match funding.

<p><b>SECTION III. PHASE 1 – ELIGIBILITY</b></p> <p>The information included in this section addresses the application restrictions, minimum eligibility requirements, required documents, and eligibility submission process. If you need clarification on the minimum eligibility requirements, contact the Grants Program at <a href="mailto:grantsinfo@oha.org">grantsinfo@oha.org</a>.</p> <p><b>A. Native Hawaiian Serving Organization (NHSO) Requirement</b></p> <p>The applicant shall be an organization that can certify and clearly demonstrate that at least sixty-percent (60%) or more of the organization’s <u>overall current</u> client and/or participant base is Native Hawaiian. The applicant shall provide information and data to substantiate how the applicant derived the percentage provided. The information and data shall not be based solely on the project being applied for, but the organization’s overall participant and/or client base for all services provided by the organization.</p>
---

**Figure 3. Section III. Phase 1 – Eligibility Excerpt, Page 10**



Based on past experiences, Phase 1 is intended to end before even progressing to the application phase and investment of reviewer time and ensure applicants meet all of the

- e. **Number of Native Hawaiians to be Served** – The applicant shall provide the total number of Native Hawaiian individuals that the proposed project intends to directly serve through OHA funding.

If the project does not serve Native Hawaiians, then the project shall be deemed ineligible to apply for this grant. OHA funding for this grant is for Native Hawaiians only.

The number of Native Hawaiian individuals served shall include project participants that can be documented on registration forms, sign-in sheets, and other data collection and verification documents. It shall not include project staff and subcontractors, hits and likes on social media platforms, or individuals indirectly served.

- **Newly Served.** The applicant shall provide the total target number of newly enrolled Native Hawaiians. A newly served participant is a first-time project participant under this OHA grant.
- **Completed.** The applicant shall provide the total target number of Native Hawaiians that will complete the project. For example, the total number of participants that completed all required workshops, treatment programs, etc.

basic requirements on the front subject to reviewer variation in interpretation vs. consistent Grants Program determination. Three eligibility requirements sections need to be satisfactorily completed in this phase (refer to Section III of the solicitation):

1. ***Applicant & Project Information.*** Organization name, project name, amount requested, project alignment with strategic direction & outcome, number of Native Hawaiians to be served, island location(s), project contacts, governing board and executive team, authorized signatory – legal agreements, and application authorization form.

**Figure 4: Section III – Phase 1 Eligibility Page 11**

When the Grants Program reviews each submitted LOI, the percentage computed and supporting data is reviewed,

specifically how many participants has their organization as a whole served over the past one to three years, and of those participants, how many are Native Hawaiian. Applicants certify that the information is submitted is true. The applicant is asked to provide data from their programs and supporting documents (e.g., sign-in sheets, registration forms, surveys). Although the supporting docs are not always required, additional supporting documents are requested if the submitted data is unclear, inconsistent or conflicting. A prior awarded grantee would generally be eligible for this phase based on their previous grant.

2. ***Certifications.*** Licenses/permits certification, partner certification, if applicable, sufficient funds certification, COVID-19 preparedness and response plan certification, IRS Letter of Determination, Certificate of Vendor Compliance, Board Governance); and

3. ***Match Funding Confirmation.*** Twenty percent (20%) cash match of the OHA grant amount

**E. Matching Funds**

Applicants are required to provide matching funds for a grant award period of at least twenty percent (20%) of the OHA grant award amount. Match funding priority should be comprised of cash sources, including other grantor cash sources; in-kind services considerations as matching may be considered on a case-by-case basis. Post award, OHA funds can be used as matching funds for other grant(s) with OHA notification. Applications with less than 20% matching funds will be deemed ineligible and can be considered in future awarding if match funds conditions change and OHA is notified. Match funds can be committed from the applicant and/or a partner organization as evidenced by letter of commitment, agreement, etc.

requested, including confirmed or pending status. In-kind services considerations as matching may be considered on a case-by-case basis.

**Figure 5: Section II – OHA Award Information Page 7 of the Solicitation**

Grants Program staff reviewed all submitted LOIs for eligibility requirements, which included HRS 10-17 statutory requirements as well as the certification of provisions and match funding. LOIs that did not meet these eligibility requirements were deemed ineligible and did not proceed to the application phase.

Six of six applicants progressed through Phase 1 – Eligibility and moved on to Phase 2 – Application; and all six (6) applicants submitted the grant application by the deadline.

- C. **Phase 2 – Application.** Applicants were required to respond to fourteen (14) components in the application. Each component was allocated a specific amount of points for a total maximum score of 100 points. LOIs that did not meet these eligibility requirements were deemed ineligible and did not proceed to the application phase 2 in this cycle.

## **VI. Application Evaluation & Award Recommendation**

- A. **Application Evaluation.** All eligible applications were assessed in accordance with the following evaluation process:

1. **Reviewer Training.** Grant reviewers received training and were assigned to applications to review.
2. **Reviewer Conflict of Interest/Confidentiality.** Reviewers were provided the list of applications and completed conflict of interest and confidentiality forms. If a reviewer had an actual conflict of interest, the reviewer was removed from the application evaluation process.
3. **Individual Scoring.** Upon completion of required conflicts checks, reviewers individually scored assigned applications in the OHA Grants Portal. These scores were included in the first matrix of the application scores that was provided to the reviewers.
4. **Reviewer Team Meeting.** Reviewers then met to formally discuss their scores on the first matrix. A second and final matrix of scores was completed after the Team meeting.

- B. **Award Recommendation.** Administration set the minimum score for award at 80 points. The award recommendations herein are based on the highest scores in the final matrix. Two (2) applications are being recommended for award based on their final score and the reviewers recommendations. The Grants Program is in agreement with their recommendation.

**Action Item RM #22-19: Approve the Awarding of Community Grants - ‘Āina, from Solicitation #22-06, Published April 1, 2022, Application Deadline May 27, 2022**

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**VII. FB 2022-2023 Community Grants – ‘Āina Grant Award Recommendations**

On June 30, 2021, the Board approved RM #21-08A OHA Biennium Budget for the Fiscal Biennium Periods 2021-2022 (FY22) and 2022-2023 (FY23). The approval authorized \$500,000 in Fiscal Year 2022 and \$500,000 in Fiscal Year 2023. The minimum award amount was \$50,000 and the maximum was \$100,000.

The Grants Program received six (6) applications for evaluation. The applications are ranked by highest average score and is provided below with an award recommendation. The Applicant Profiles are provided in Appendix A.

Organization/Island	Ave Score	Award Amount	Award Recommendation
Ke Ao Hāli‘i, Maui	95 (96, 98, 91)	\$100,000	Award, Award, Award
Aina Hookupu o Kilauea, Kauai	92 (95, 95, 87)	\$100,000	Award, Award, Award
<b>Total Cycle 1 Recommendations</b>		<b>\$200,000</b>	
Na Moku Aupuni o Ko‘olau Hui, Maui	94 (94, 90, 97)	\$75,000	Award, Award, Award
<p>Note: In an effort to expedite application processing, the Grants Program moves applications to the 3<sup>rd</sup> party external reviewers as quickly as possible to allow for maximum reviewer time. For this application, the Grants Program noted that the applicant organization was not compliant with the application requirements (e.g., budget form, output table). While budget and output information was included in the application (e.g., narrative, other format), it was not in the required format specified in the solicitation. In addition, when contacted about the non-compliant items, the applicant confirmed that the organization would not be submitting the documents. Therefore, the Grants Program is not recommending for awarding and encourages the applicant to correct, address and re-submit the application for Cycle 2.</p>			
Hanalei River Heritage Foundation, Kauai	79 (75, 88, 75)	\$100,000	Do Not Award, Do Not Award, Do Not Award
Keaukaha Pana‘ewa Community Alliance, Hawaii Island	69 (63, 78, 67)	\$100,000	Do Not Award (2); Award (1)
Infinite Reach dba ‘Apoākea Native Hawaiian Innovation Institute, O‘ahu	64 (67, 81, 78)	\$50,000	Do Not Award (2); Award (1)

**VIII. Reconciliation for Cycle 2**

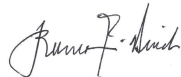
A total of \$1,000,000 was made available for award for the two-year grant period. The organizations being recommended for award, a total of \$200,000 will be recommended for awarding in Cycle 1. This leaves \$800,000 of FB22-23 funding available for award in Cycle 2.

**IX. Alternatives to Recommended Action**

- A. Approve and authorize additional awardee(s).
- B. Approve and authorize different funding awards.
- C. Do not approve funding.

**X. Certification**

The following is the certification by the Chief Financial Officer that the funds are available for the awarding and funding recommendation:



\_\_\_\_\_  
Ramona G. Hinck  
Chief Financial Officer

8/26/2022  
\_\_\_\_\_  
Date

**XI. Recommendation**

Approve the following Fiscal Year 2022, Community Grants – ‘Āina disbursements totaling \$200,000 from Core Operating Budget (Object Code 56530) for:

Organization/Island	Award Amount
Ke Ao Hāli‘i/Maui	\$100,000
Aina Hookupu o Kilauea/Kauai	\$100,000
<b>Total</b>	<b>\$200,000</b>

**XII. Appendix**

A – Applicant Profiles and Budget

**APPENDIX A.**  
**‘ĀINA GRANTS APPLICANT PROFILES**

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<b>Organization</b>	<b>Ke Ao Hāli‘i</b>	
<b>Project Title</b>	<b>E Mālama i Mokae a me Maka‘alaē</b>	
<b>Average Score: 95</b>	Est. NH Impacted: 150 NH participants, land stewardship, 4 acres and ‘opihi and limu shoreline management.	Project Location: Maui
<b>Amount Requested</b>	\$100,000	
<b>Strategic Direction</b>	Health Outcomes	
<b>Outcome Alignment</b>	<p>Outcome 4.1 Preservation and perpetuation of Hawaiian language, culture, traditions, identity and sense of lāhui.</p> <p>Outcome 4.2 Increased community stewardship of Hawai‘i’s natural and cultural resources that foster connection to ‘āina, ‘ohana, and communities.</p> <p>Outcomes 4.3 Increased restoration of Native Hawaiian cultural sites, landscapes, kulāiwi and traditional food systems.</p>	
<b>Project Goal</b>	Activate community stewardship to strengthen the health of Mokae and Maka‘alaē lands through planning and implementation of projects that restore native plant and animal habitats, develop traditional agriculture, and manage shoreline ecosystems.	
<b>Reviewer Comments</b>	<ul style="list-style-type: none"> <li>Well written, proposal with clear goals, community condition, and objectives.</li> <li>Deep commitment to land (re)aquisition and long-term stewardship by the community</li> </ul>	
<b>External Reviewer Scores</b>	Average 95 (96, 98, 91); all 3 reviewers recommended “award”	
<b>Board of Directors</b>	Scott Crawford – Chair/Director John O’Hara – Vice Chair/Director Lipoa Kahaleuahi – Secretary/Director Michelle Horen – Treasurer/Director	
<b>Executive Staff</b>	Sam Akoi IV – Director Kenneth David – Director Mary Ann Kahana – Director Dr. Chad Meyer – Director Nani Park-Kaikala - Director Mavis Oliveira-Medeiros – Director	

## ATTACHMENT J. BUDGET AND BUDGET JUSTIFICATION FORM

YEAR 1

Ke Ao Hali'i

BUDGET CATEGORY - Item	Requested OHA Funds Budget	Cash Match Funds	Partner Organizatio n Match Funds (if	Other Funds (if any)	Description & Justification
<b>PERSONNEL - Salaries</b>					
Project Director	\$ 12,000		\$ -	\$ -	.25FTE @ \$30/hr x 40 weeks
Malama 'Aina Technician	\$ -	\$ 8,000	\$ -	\$ -	Existing employee whose job will including supporting project objectives
	\$ -	\$ -	\$ -	\$ -	
<b>PERSONNEL - Other Costs</b>					
Fringe Benefits and Payroll Expenses	\$ 2,400	\$ 1,600	\$ -	\$ -	20% of payroll
	\$ -	\$ -	\$ -	\$ -	
<b>CONTRACTUAL SERVICES - Administrative</b>					
Accounting	\$ 1,000	\$ 200	\$ -	\$ -	Bookkeeping support and tax filing
	\$ -	\$ -	\$ -	\$ -	
<b>CONTRACTUAL SERVICES - Programmatic</b>					
Planning Consultant	\$ 7,000	\$ -	\$ -	\$ -	Project planning and regulatory compliance
	\$ -	\$ -	\$ -	\$ -	
<b>DISTRIBUTIONS</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>EQUIPMENT - Lease/Rental</b>					
Tractor/backhoe, mower deck, chipper	\$ 2,000	\$ -	\$ -	\$ -	Invasive removal, weed control, fencing, tree planting
	\$ -	\$ -	\$ -	\$ -	
<b>EQUIPMENT - Purchase</b>					
20' Container w/ transport to Hana	\$ 10,600	\$ -	\$ -	\$ -	Storage for safety and protection of equipment and supplies - verbal quote \$9200 from Containers Hawaii, transport quote \$1400 from DTS
Brush cutter	\$ 5,300	\$ -	\$ -	\$ -	Weed control and ground preparation - PRO XL30 (16.5 HP) from DR Power, verbal quote for freight
<b>FACILITIES - Lease/Rental</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>FACILITIES - Utilities</b>					
	\$ -	\$ -	\$ -	\$ -	

## ATTACHMENT J. BUDGET AND BUDGET JUSTIFICATION FORM

YEAR 1

Ke Ao Hali'i

BUDGET CATEGORY - Item	Requested OHA Funds Budget	Cash Match Funds	Partner Organization Match Funds (if any)	Other Funds (if any)	Description & Justification
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Honorarium</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Insurance</b>					
General Liability + Directors & Officers	\$ 1,500	\$ 200	\$ -	\$ -	Pro rata share of required annual insurance premiums
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Mileage</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Other Costs</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Postage, Freight, Delivery</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Publication &amp; Printing</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES- Repair &amp; Maintenance</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Staff Training</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Supplies</b>					
Fencing Materials	\$ 4,824	\$ -	\$ -	\$ -	72 x 7-ft galvanized t-posts
Other supplies	\$ 3,376	\$ -	\$ -	\$ -	weed mat, staples, fencing wire, post pounder, hand tools, fencing pliers, water tank, plant stock, etc
<b>PROGRAM ACTIVITIES</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>TRAVEL AND TRANSPORTATION</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>REQUESTED OHA FUNDS BUDGET:</b>	\$ 50,000				
<b>CASH MATCH FUNDS:</b>	\$ 10,000			20%	% of Match
<b>Partner Organization Match Funds:</b>	\$ -				
<b>Other Funds:</b>				\$ -	
<b>YEAR 1 Total Project Cost:</b>	\$ 60,000				



## ATTACHMENT J. BUDGET AND BUDGET JUSTIFICATION FORM

YEAR 2

Ke Ao Hali'i

BUDGET CATEGORY - Item	Requested OHA Funds Budget	Cash Match Funds	Partner Organizati on Match Funds (if	Other Funds (if any)	Description & Justification
<b>PERSONNEL - Salaries</b>					
Project Director	\$ 15,600	\$ -	\$ -	\$ -	.25FTE @ \$30/hr x 52 weeks
Malama 'Aina Technician	\$ -	\$ 8,000	\$ -	\$ -	Existing employee whose job will including supporting project objectives
Project Assistant	\$ 13,000	\$ -	\$ -	\$ -	.25FTE @ \$25/hr x 52 weeks
<b>PERSONNEL - Other Costs</b>					
Fringe Benefits and Payroll Expenses	\$ 5,720	\$ 1,600	\$ -	\$ -	20% of payroll
	\$ -	\$ -	\$ -	\$ -	
<b>CONTRACTUAL SERVICES - Administrative</b>					
Accounting	\$ 1,000	\$ 200	\$ -	\$ -	Bookkeeping support and tax filing
	\$ -	\$ -	\$ -	\$ -	
<b>CONTRACTUAL SERVICES - Programmatic</b>					
Planning Consultant	\$ 3,000	\$ -	\$ -	\$ -	Project planning and regulatory compliance
	\$ -	\$ -	\$ -	\$ -	
<b>DISTRIBUTIONS</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>EQUIPMENT - Lease/Rental</b>					
Tractor/backhoe, mower deck, chipper	\$ 5,000	\$ -	\$ -	\$ -	Invasive removal, weed control, fencing, tree planting
	\$ -	\$ -	\$ -	\$ -	
<b>EQUIPMENT - Purchase</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>FACILITIES - Lease/Rental</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>FACILITIES - Utilities</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Honorarium</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Insurance</b>					
General Liability + Directors & Officers	\$ 1,500	\$ 200	\$ -	\$ -	Pro rata share of required annual insurance premiums
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Mileage</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Other Costs</b>					
	\$ -	\$ -	\$ -	\$ -	



## ATTACHMENT J. BUDGET AND BUDGET JUSTIFICATION FORM

YEAR 2

Ke Ao Hali'i

BUDGET CATEGORY - Item	Requested OHA Funds Budget	Cash Match Funds	Partner Organizations on Match Funds (if any)	Other Funds (if any)	Description & Justification
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Postage, Freight, Delivery</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Publication &amp; Printing</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES- Repair &amp; Maintenance</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Staff Training</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Supplies</b>					
Other supplies	\$ 5,180	\$ -	\$ -	\$ -	fencing wire, hand tools, etc
	\$ -	\$ -	\$ -	\$ -	
<b>PROGRAM ACTIVITIES</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>TRAVEL AND TRANSPORTATION</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>REQUESTED OHA FUNDS BUDGET:</b>	\$ 50,000				
<b>CASH MATCH FUNDS:</b>	\$ 10,000			20%	% of Match
<b>Partner Organization Match Funds:</b>		\$ -			
<b>Other Funds:</b>				\$ -	
<b>YEAR 2 Total Project Cost:</b>		\$	60,000		

**APPENDIX A.**  
**‘ĀINA GRANTS APPLICANT PROFILES**

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<b>Organization</b>	<b>Aina Hookupu o Kilauea</b>	
<b>Project Title</b>	<b>Kauai Locally Grown Fresh Produce Boxes for Native Hawaiians</b>	
<b>Average Score: 92</b>	Est. NH Impacted: 300 NH Served, 4 NH farmers, 10 Communities, fresh farm produce boxes.	Project Location: Kaua‘i
Amount Requested	\$100,000	
Strategic Direction	Health Outcomes	
Outcome Alignment	<p>Outcome 4.1 Preservation and perpetuation of Hawaiian language, culture, traditions, identity and sense of lāhui.</p> <p>Outcome 4.2 Increased community stewardship of Hawai‘i’s natural and cultural resources that foster connection to ‘āina, ‘ohana, and communities</p> <p>Outcome 4.3 Increased restoration of Native Hawaiian cultural sites, landscapes, kulāiwi and traditional food systems.</p>	
Project Goal	Advance programs and practices that strengthen the health of the ‘āina through Native Hawaiians farming the land, and mo‘omeheu among all the recipients of fresh produce boxes as one of the biggest ohana-building activities is preparing and eating locally-grown food.	
Reviewer Comments	<ul style="list-style-type: none"> <li>• This program helps Native Hawaiians reach that level of independence by engaging them in the processes of farming as well as the preparation of food.</li> <li>• Excellent work!</li> <li>• Excellent vision and execution overall.</li> </ul>	
External Reviewer Scores	Average 92 (95, 95, 85); all three (3) reviewers recommended “award”	
Board of Directors	Sandi Kato-Klutke – Chair David Steinmann – Vice Chair Arryl Kaneshiro – Treasurer Kirsten Hermstad – Secretary	
Executive Staff	Yoshito L‘Hote – CEO and Board President Fred Cowell – Director Patty Ewing – Director Michael Mitchell – Director Greg Safko – Director Brad Seymour – Director Jeremy Burns - Administrator Director	

**ATTACHMENT J. BUDGET AND BUDGET JUSTIFICATION FORM**  
**YEAR 1**

**Aina Hookupu o Kilauea**

<b>BUDGET CATEGORY - Item</b>	<b>Requested OHA Funds Budget</b>	<b>Cash Match Funds</b>	<b>Partner Organization Match Funds (if any)</b>	<b>Other Funds (if any)</b>	<b>Description &amp; Justification</b>
<b>PERSONNEL - Salaries</b>					
1.5 FTE Farm Operators	\$ 14,400	\$ 7,200	\$ -	\$ -	\$20/hr * 80 hrs / wk * 72 weeks, supports 50 weekly boxes (planting, growing, harvesting, aggregating, delivery)
0.2 FTE Farm Manager	\$ 7,200	\$ -	\$ -	\$ -	\$25/hr * 10 hrs / wk * 72 weeks, supports 50 weekly boxes (planting, growing, harvesting, procurement, aggregating, delivery)
0.1 FTE Nonprofit Coordinator	\$ 3,456	\$ -	\$ -	\$ -	\$24/hr * 4 hrs / wk * 72 weeks, supports 50 weekly boxes (scheduling, outreach, feedback, procurement, aggregation, delivery, tracking)
0.1 FTE Admin Director	\$ 3,600		\$ -	\$ -	\$25/hr * 4 hrs / wk * 72 weeks, supports 50 weekly boxes (tracking, reporting, financials) INDIRECT
0.1 FTE Admin Assistant	\$ 2,880	\$ -	\$ -	\$ -	\$20/hr * 40 hrs / wk * 72 weeks, supports 50 weekly boxes (tracking, reporting, other office support) INDIRECT
0.1 FTE CEO	\$ 5,040	\$ -	\$ -	\$ -	\$35/hr * 4 hrs / wk * 72 weeks, supports 50 weekly boxes (all duties, rotating as needed)
<b>PERSONNEL - Other Costs</b>					
2 FTE Farm Operators	\$ 2,880	\$ 2,880	\$ -	\$ -	20% of salary for benefits, supports 50 weekly boxes for 72 weeks
0.2 FTE Farm Manager	\$ 1,440	\$ -	\$ -	\$ -	20% of salary for benefits, supports 50 weekly boxes for 72 weeks
0.1 FTE Nonprofit Coordinator	\$ 691	\$ -	\$ -	\$ -	20% of salary for benefits, supports 50
0.1 FTE Admin Director	\$ 720	\$ -	\$ -	\$ -	20% of salary for benefits, supports 50 weekly boxes for 72 weeks
0.1 FTE Admin Assistant	\$ 576	\$ -	\$ -	\$ -	20% of salary for benefits, supports 50
0.1 FTE CEO	\$ 1,008	\$ -	\$ -	\$ -	20% of salary for benefits, supports 50 weekly boxes for 72 weeks
<b>CONTRACTUAL SERVICES - Administrative</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>CONTRACTUAL SERVICES - Programmatic</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>DISTRIBUTIONS</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>EQUIPMENT - Lease/Rental</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>EQUIPMENT - Purchase</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>FACILITIES - Lease/Rental</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>FACILITIES - Utilities</b>					

**ATTACHMENT J. BUDGET AND BUDGET JUSTIFICATION FORM**  
**YEAR 1**

Aina Hookupu o Kilauea

BUDGET CATEGORY - Item	Requested OHA Funds Budget	Cash Match Funds	Partner Organization Match Funds (if any)	Other Funds (if any)	Description & Justification
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Honorarium</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Insurance</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Mileage</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Other Costs</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Postage, Freight, Delivery</b>					
Delivery Costs	\$ 500	\$ 1,300	\$ -	\$ -	\$50/wk estimated cost total for refrigerated truck fuel and maintenance for 50 weekly boxes * 72 weeks
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Publication &amp; Printing</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES- Repair &amp; Maintenance</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Staff Training</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Supplies</b>					
Purchased Produce	\$ 3,009	\$ 1,100	\$ -	\$ -	50 lbs. / wk average * \$2 / lb. average * 72 weeks for 50 weekly boxes
Aggregation Supplies	\$ 2,600	\$ 1,000	\$ -	\$ -	\$1.50 / box + \$0.25 label / box + \$0.25 misc supplies / box, for 3600 boxes
<b>PROGRAM ACTIVITIES</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>TRAVEL AND TRANSPORTATION</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>REQUESTED OHA FUNDS BUDGET:</b>	\$ 50,000				
<b>CASH MATCH FUNDS:</b>		\$ 13,480		27%	<b>% of Match</b>
<b>Partner Organization Match Funds:</b>		\$ -			
<b>Other Funds:</b>				\$ -	
<b>YEAR 1 Total Project Cost:</b>		\$		63,480	

## ATTACHMENT J. BUDGET AND BUDGET JUSTIFICATION FORM

YEAR 2

Aina Hookupu o Kilauea

BUDGET CATEGORY - Item	Requested OHA Funds Budget	Cash Match Funds	Partner Organization Match Funds (if any)	Other Funds (if any)	Description & Justification
<b>PERSONNEL - Salaries</b>					
1.5 FTE Farm Operators	\$ 14,400	\$ 7,200	\$ -	\$ -	\$20/hr * 80 hrs / wk * 72 weeks, supports 50 weekly boxes (planting, growing, harvesting, aggregating, delivery)
0.2 FTE Farm Manager	\$ 7,200	\$ -	\$ -	\$ -	\$25/hr * 10 hrs / wk * 72 weeks, supports 50 weekly boxes (planting, growing, harvesting, procurement, aggregating, delivery)
0.1 FTE Nonprofit Coordinator	\$ 3,456	\$ -	\$ -	\$ -	\$24/hr * 4 hrs / wk * 72 weeks, supports 50 weekly boxes (scheduling, outreach, feedback, procurement, aggregation, delivery, tracking)
0.1 FTE Admin Director	\$ 3,600		\$ -	\$ -	\$25/hr * 4 hrs / wk * 72 weeks, supports 50 weekly boxes (tracking, reporting, financials) INDIRECT
0.1 FTE Admin Assistant	\$ 2,880	\$ -	\$ -	\$ -	\$20/hr * 40 hrs / wk * 72 weeks, supports 50 weekly boxes (tracking, reporting, other office support) INDIRECT
0.1 FTE CEO	\$ 5,040	\$ -	\$ -	\$ -	\$35/hr * 4 hrs / wk * 72 weeks, supports 50 weekly boxes (all duties, rotating as needed)
<b>PERSONNEL - Other Costs</b>					
2 FTE Farm Operators	\$ 2,880	\$ 2,880	\$ -	\$ -	20% of salary for benefits, supports 50 weekly boxes for 72 weeks
0.2 FTE Farm Manager	\$ 1,440	\$ -	\$ -	\$ -	20% of salary for benefits, supports 50 weekly boxes for 72 weeks
0.1 FTE Nonprofit	\$ 691	\$ -	\$ -	\$ -	20% of salary for benefits, supports 50 weekly
0.1 FTE Admin Director	\$ 720	\$ -	\$ -	\$ -	20% of salary for benefits, supports 50 weekly boxes for 72 weeks
0.1 FTE Admin Assistant	\$ 576	\$ -	\$ -	\$ -	20% of salary for benefits, supports 50 weekly
0.1 FTE CEO	\$ 1,008	\$ -	\$ -	\$ -	20% of salary for benefits, supports 50 weekly boxes for 72 weeks
<b>CONTRACTUAL SERVICES - Administrative</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>CONTRACTUAL SERVICES - Programmatic</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>DISTRIBUTIONS</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>EQUIPMENT - Lease/Rental</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>EQUIPMENT - Purchase</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>FACILITIES - Lease/Rental</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>FACILITIES - Utilities</b>					
	\$ -	\$ -	\$ -	\$ -	

## ATTACHMENT J. BUDGET AND BUDGET JUSTIFICATION FORM

YEAR 2

Aina Hookupu o Kilauea

BUDGET CATEGORY - Item	Requested OHA Funds Budget	Cash Match Funds	Partner Organization Match Funds (if any)	Other Funds (if any)	Description & Justification
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Honorarium</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Insurance</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Mileage</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Other Costs</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Postage, Freight, Delivery</b>					
Delivery Costs	\$ 500	\$ 1,300	\$ -	\$ -	\$50/wk estimated cost total for refrigerated truck fuel and maintenance for 50 weekly boxes * 72 weeks
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Publication &amp; Printing</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES- Repair &amp; Maintenance</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Staff Training</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Supplies</b>					
Purchased Produce	\$ 3,009	\$ 1,100	\$ -	\$ -	50 lbs. / wk average * \$2 / lb. average * 72 weeks for 50 weekly boxes
Aggregation Supplies	\$ 2,600	\$ 1,000	\$ -	\$ -	\$1.50 / box + \$0.25 label / box + \$0.25 misc supplies / box, for 3600 boxes
<b>PROGRAM ACTIVITIES</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>TRAVEL AND TRANSPORTATION</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>REQUESTED OHA FUNDS BUDGET:</b>	\$ 50,000				
<b>CASH MATCH FUNDS:</b>		\$ 13,480		27%	% of Match
<b>Partner Organization Match Funds:</b>		\$ -			
<b>Other Funds:</b>				\$ -	
<b>YEAR 1 Total Project Cost:</b>		\$		63,480	

**APPENDIX A.**  
**‘ĀINA GRANTS APPLICANT PROFILES**

<b>Organization</b>	<b>Na Moku Aupuni o Ko`olau Hui</b>	
<b>Project Title</b>	<b>Kilo Wai East Maui Watershed Monitoring Project</b>	
<b>Average Score: 94</b>	Est. NH Impacted: 100 NH participants, watershed monitoring and maintenance	Project Location: Maui
Amount Requested	\$75,000	
Strategic Direction	Health Outcomes	
Outcome Alignment	<p>Outcome 4.1 Preservation and perpetuation of Hawaiian language, culture, traditions, identity and sense of lāhui.</p> <p>Outcome 4.2 Increased community stewardship of Hawai‘i’s natural and cultural resources that foster connection to ‘āina, ‘ohana, and communities</p> <p>Outcome 4.3 Increased restoration of Native Hawaiian cultural sites, landscapes, kulāiwi and traditional food systems.</p>	
Project Goal	<p>Ensuring healthy streams within the Ko`olau Watershed, thereby optimizing the chances that a stable supply of clean, fresh water will always be available.</p> <p>Maintaining the complex `auwai systems within the approximately 300-acre combined lo`i complexes, community members have mobilized every third Saturday of each month for a community workday to do stream clearing and maintenance activities within the Ko`olau Watershed.</p>	
Reviewer Comments	<ul style="list-style-type: none"> <li>Exceptionally written grant application. Clearly articulated responses Good objectives .</li> <li>Strong applicant. Well written. Many community stakeholders</li> <li>Well articulated project. Detailed and thorough.</li> </ul>	
External Reviewer Scores	Average 94 (94, 90, 97); all three reviewers recommended “award”	
Board of Directors	<p>Jeremy Kekiwi Jr., President</p> <p>Norman Martin Jr., Vice President</p> <p>Jennifer Kekiwi, Secretary</p> <p>Earl Inouye, Treasurer</p> <p>Radford Kaauaamo, Member</p> <p>Mahilani Namahoe, Member</p> <p>Darryl Tau-a, Member</p> <p>Nichole Inouye-Nohara, Member</p> <p>Shane Teagarden, Member</p>	
Executive Staff	<p>Mahealani Wendt, Administrator</p> <p>Amanda Martin, Assistant Administrator</p>	

**APPENDIX A.**  
**‘ĀINA GRANTS APPLICANT PROFILES**

**Non Award:**

<b>Organization</b>	<b>Hanalei River Heritage Foundation</b>	
<b>Project Title</b>	<b>Uhau‘iole Community Restoration Project</b>	
<b>Average Score: 79</b>	Est. NH Impacted: 20 NH Served	Project Location: Kaua‘i
Amount Requested	\$100,000	
Strategic Direction	Health Outcomes	
Outcome Alignment	<p>Outcome 4.1 Preservation and perpetuation of Hawaiian language, culture, traditions, identity and sense of lāhui.</p> <p>Outcome 4.2 Increased community stewardship of Hawai‘i’s natural and cultural resources that foster connection to ‘āina, ‘ohana, and communities</p> <p>Outcome 4.3 Increased restoration of Native Hawaiian cultural sites, landscapes, kulāiwi and traditional food systems.</p>	
Project Goal	Restore 3 acres (of the 20 acre parcel we steward) of ‘āina in Uhau‘iole, to build an traditional knowledge driven māla‘ai educational program, which includes learning how to manage a state lease and developing an ‘ahupua‘a management plan part guide our restoration efforts at the project site	
Reviewer Comments	<ul style="list-style-type: none"> <li>Concerns that they do not have a clear understanding of their current community condition, project goal, objectives, and related outcomes.</li> <li>Articulation needs some improvement.</li> <li>Encourage resubmission with a narrative that clearly connects one step to the next. Starting from the big picture (long-term goal) all the way down to the specific work steps that go into achieving such. This felt rather disjointed..</li> </ul>	
External Reviewer Scores	Average 79 (75, 88, 75); <b>all three (3) reviewers recommended “do not award”</b>	
Board of Directors	Mr. Allen Kaleiolani Hoe, President Mr. Michael Guard Sheen, Board Member Ms. Juliette Kulamana Sheehan, Treasure Dr. Kahu Rubellite Kawena Johnson, Board Member	
Executive Staff	None Listed	



**APPENDIX A.**  
**‘ĀINA GRANTS APPLICANT PROFILES**

<b>Organization</b>	<b>Keaukaha Pana‘ewa Community Alliance</b>	
<b>Project Title</b>	<b>Pana‘ewa Community Nursery</b>	
<b>Average Score: 69</b>	Est. NH Impacted: 115 NH newly served. Planting, partner workdays, plant distribution.	Project Location: Hawai‘i island
Amount Requested	\$100,000	
Strategic Direction	Health Outcomes	
Outcome Alignment	<p>Outcome 4.2 Increased community stewardship of Hawai‘i’s natural and cultural resources that foster connection to ‘āina, ‘ohana, and communities.</p> <p>Outcome 4.3 Increased restoration of Native Hawaiian cultural sites, landscapes, kulāiwi and traditional food systems.</p>	
Project Goal	Upgrade the current nursery at the Pana‘ewa Hub for the Pana‘ewa Hawaiian homesteaders to build agro-sustainability and community outreach for the association homesteaders. Helping Native Hawaiians feed themselves by gaining new skill sets, propagating, promoting and using our traditional canoe plants (kalo, ‘ulu, kō, ‘uala, tī etc.), along with fruit bearing trees.	
Reviewer Comments	<ul style="list-style-type: none"> <li>• Question whether or not there's a clear vision for what the organization wants to accomplish (objectives were not clearly stated). Inability to clearly respond to this grant application's questions.</li> <li>• Great use of funds!</li> <li>• Encourage resubmission with more detailed alignment with requirements of each section in order to receive maximum points allowable.</li> </ul>	
External Reviewer Scores	Average 69 (63, 78, 67); do not award (2), award (1)	
Board of Directors	Kihei Ahuna – President Howard Pe‘a – Vice President U‘ilani Naipo – Treasurer Maka‘ala Rawlins – Secretary	
Executive Staff	None Noted	

**APPENDIX A.**  
**‘ĀINA GRANTS APPLICANT PROFILES**

<b>Organization</b>	<b>Infinite Reach dba ‘Apoākea Native Hawaiian Innovation Institute</b>	
<b>Project Title</b>	<b>Native Hawaiian Field Gene Bank</b>	
<b>Average Score: 64</b>	Est. NH Impacted: 100 NH Served	Project Location: Hawai‘i island, Kaua‘i, Lāna‘i, Maui, Moloka‘i, O‘ahu
Amount Requested	\$50,000	
Strategic Direction	Health Outcomes	
Outcome Alignment	<p>Outcome 4.1 Preservation and perpetuation of Hawaiian language, culture, traditions, identity and sense of lāhui.</p> <p>Outcome 4.2 Increased community stewardship of Hawai‘i’s natural and cultural resources that foster connection to ‘āina, ‘ohana, and communities.</p> <p>Outcome 4.3 Increased restoration of Native Hawaiian cultural sites, landscapes, kulāiwi and traditional food systems.</p>	
Project Goal	Establish a technologically advanced and climate change resilient Native Hawaiian Field Gene Bank system to serve as a cultural-economic resource for the ongoing development of a robust Native Hawaiian food systems economy, while also serving as the primary learning resource and direct ‘āina connection. This project is intended to be a catalyst for systemic change.	
Reviewer Comments	<ul style="list-style-type: none"> <li>• Seems to be a bit of confusion on the actual project goal and objective. Encourage the organization to regroup to clearly identify their project goals and objectives, and then resubmit</li> <li>• Unique request.</li> <li>• Difficult to discern what/how/why the gene bank is necessary -- proposal does not offer detail on this specific aspect for which funds are being requested. Encourage resubmission with deep detail and specifics to fully illustrate the scope of work and the impact capacity of the Gene Bank project.</li> </ul>	
External Reviewer Scores	Average 64 (33, 81, 78); Do Not Award (2), Award (1)	
Board of Directors	Zuri Aki – Board Chair Keani Rawlins-Fernandez – Board Member Kelea K. Levy – Board Member Hanale Bishop – Board Member Dr. Katie Kamelamela – Board Member	
Executive Staff	Brandi-Lynn Makalani Hyden – Executive Director Teresa Māhealani Traub – Assistant Director	

**Committee on Resource Management**Trustee John Waihe'e IV, *At-Large* - ChairTrustee Luana Alapa, *Moloka'i / Lāna'i* - Vice Chair**Members**Trustee Leina'ala Ahu Isa, *At-Large*Trustee Dan Ahuna, *Kaua'i / Ni'ihau*Trustee Kaleihikina Akaka, *O'ahu*Trustee Keli'i Akina, *At-Large*Trustee Brendon Kalei'aina Lee, *At-Large*Trustee Carmen Hulu Lindsey, *Maui*Trustee Mililani Trask, *Hawai'i Island*

**STATE OF HAWAII  
OFFICE OF HAWAIIAN AFFAIRS**

**MEETING OF THE  
COMMITTEE ON RESOURCE MANAGEMENT (RM)**

**DATE:** Tuesday, August 30, 2022**TIME:** 10:00 a.m.**PLACE:** Virtual Meeting viewable at <https://www.oha.org/livestream> OR

Listen by phone: (213) 338-8477, Webinar ID: 820 7045 8308

**Due to COVID-19, the OHA Board of Trustees and its standing committees will hold virtual meetings until further notice.**

**This virtual meeting can be viewed and observed via livestream on OHA's website at [www.oha.org/livestream](https://www.oha.org/livestream) or listened to by phone at: (213) 338-8477, Webinar ID: 820 7045 8308. A physical meeting location open to the general public will be available at 560 N. Nimitz Hwy., Suite 200, Honolulu HI 96817. All members of the public that wish to access the physical meeting location must pass a wellness check and provide proof of full vaccination or a negative COVID-19 test taken within 72 hours of entry.**

**AGENDA**

**I. Call to Order****II. Approval of Minutes**

A. July 26, 2022\*

**III. Unfinished Business – None****IV. New Business**

- A. ACTION ITEM RM #22-18: Approve the Awarding of Iwi Kupuna Repatriation & Reinternment Grants, from Solicitation #22-10, Published April 14, 2022, Application Deadline June 10, 2022\*
- B. ACTION ITEM RM #22-19: Approve the Awarding of Community Grants - 'Āina, from Solicitation #22-06, Published April 1, 2022, Application Deadline May 27, 2022\*
- C. ACTION ITEM RM #22-20: Approve the Awarding of Community Grants - Mo'omeheu from Solicitation #22-07, Published April 1, 2022, Application Deadline May 27, 2022\***
- D. ACTION ITEM RM #22-21: Approve the Awarding of 'Ohana Grants from Solicitation #22-09, Published April 14, 2022, Application Deadline June 10, 2022\*
- E. ACTION ITEM RM #22-22: Approve the Awarding of Homestead Community Grants, from Solicitation #22-11, Published April 14, 2022, Application Deadline June 10, 2022\*

**V. Announcements****VI. Adjournment**

If you require an auxiliary aid or accommodation due to a disability, please contact Everett Ohta at telephone number (808) 594-1988 or by email at: [everetto@oha.org](mailto:everetto@oha.org) no later than three (3) business days prior to the date of the meeting.

Meeting materials for this meeting will be available for the public to view 48 hours prior to this meeting at OHA's main office located at 560 N. Nimitz Hwy., Suite 200, Honolulu, HI 96817. Meeting materials will also be available to view at OHA's neighbor island offices and will be posted to OHA's website at: [www.oha.org/rm](https://www.oha.org/rm).



## ACTION ITEM

### COMMITTEE ON RESOURCE MANAGEMENT

August 30, 2022

RM #22-20

**Action Item Issue:** Approve the Awarding of Community Grants – Mo‘omeheu from Solicitation #22-07, Published April 1, 2022, Application Deadline May 27, 2022

**Co-Prepared  
& Reviewed by:**

A handwritten signature in black ink, appearing to read 'Ramona G. Hinck'.

Aug 26, 2022

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Ramona G. Hinck  
Ka Pou Kihī Kanaloa Wai, Chief Financial Officer  
Pou Kāko‘o Kaiāulu Kūikawā, Interim Grants Manager

Date

**Reviewed by:**

A handwritten signature in black ink, appearing to read 'Casey K. Brown'.

Aug 26, 2022

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Casey K. Brown  
Ka Pou Nui, Chief Operating Officer

Date

**Co-Prepared  
& Reviewed by:**

A handwritten signature in black ink, appearing to read 'Sylvia M. Hussey'.

Aug 26, 2022

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Sylvia M. Hussey, Ed.D.  
Ka Pouhana, Chief Executive Officer

Date

**Reviewed by:**

A handwritten signature in black ink, appearing to read 'John D. Waihee IV'.

8/26/2022

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John D. Waihee IV  
Luna Ho‘omalū o ke Kōmike RM  
Committee on Resource Management, Chair

Date

**Action Item RM #22-20:** Approve the Awarding of Community Grants - Mo‘omeheu from Solicitation #22-07, Published April 1, 2022, Application Deadline May 27, 2022

## I. Proposed Action

Approve the following Fiscal Year 2022, Community Grants – Mo‘omeheu disbursements totaling \$99,840 from Core Operating Budget (Object Code 56530) for:

Organization/Island	Award Amount
1. Hui Mālama O Ke Kai Foundation, O‘ahu	\$99,840
<b>Total Cycle 1 Recommendation</b>	<b>\$99,840</b>

## II. Issue

Whether or not the Committee on Resource Management (RM), should approve, authorize the recommendation for awarding of the Community Grants – Mo‘omeheu.

## III. Budget Authorization

Via Action Item RM #21-08A - OHA Biennium Budget for the Fiscal Biennium Periods

2021-2022 (FY 22) and 2022-2023 (FY 23), June 30, 2021, \$1,000,000 for the Biennium FY22 and FY 23 The approval authorized \$500,000 in Fiscal Year 2022 and \$500,000 in Fiscal Year 2023. Minimum award - \$50,000; Maximum award - \$100,000.

Table 8: Community Grants Program – 56530

Community Grants	Awarded	Awarded	Biennium Budget Request		FY22/FY23	%
	FY 20*	FY 21*	FY 22	FY 23	2-Year Total	
20-01: Culture	\$500,000	\$500,000	\$500,000	\$500,000	\$1,000,000	7%
20-02: Health	500,000	500,000	500,000	500,000	1,000,000	7%
20-03: Education	750,000	750,000	750,000	750,000	1,500,000	10%
20-04: Housing	500,000	500,000	1,500,000	1,500,000	3,000,000	21%
20-05: Income	750,000	750,000	750,000	750,000	1,500,000	10%
20-06: Land	500,000	500,000	500,000	500,000	1,000,000	7%
20-07: Ahahui	200,000	200,000	200,000	200,000	400,000	3%
<b>Leverage Opportunities</b>						0%
Higher Education Scholarships			500,000	500,000	1,000,000	7%
Homestead Community		250,000	300,000	300,000	600,000	4%
NH Teacher Education & Professional Development		250,000	250,000	250,000	500,000	3%
‘Ohana (including Impacts of Incarceration, Human Trafficking, LGBTQ)		250,000	750,000	750,000	1,500,000	10%
Iwi Kupuna Repatriation & Reinterment		144,079	300,000	300,000	600,000	4%
COVID-19 Impacts		500,000	500,000	500,000	1,000,000	7%
<b>Total Community Grants:</b>	<b>\$3,700,000</b>	<b>\$5,094,079</b>	<b>\$7,300,000</b>	<b>\$7,300,000</b>	<b>\$14,600,000</b>	<b>100%</b>

Figure 1. Table 8 from AI #21-08A

**Action Item RM #22-20:** Approve the Awarding of Community Grants - Mo‘omeheu from Solicitation #22-07, Published April 1, 2022, Application Deadline May 27, 2022

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#### IV. Mo‘omeheu Grants Purpose

<b>Mo‘omeheu Outcomes Grants Purpose:</b> Preserve, perpetuate and protect Hawaiian culture. Supporting the preservation, perpetuation and protection of traditional cultural practices that strengthen Native Hawaiian identity and connection to culture.	
Culture	<p>Grant considerations include culture-based programming and projects to preserve and perpetuate cultural-based places (wahi pana), practices (cultural, natural resource management practices), and practitioners (cultural and resource managers).</p> <p>The following will also be considered: iwi kupuna (ancestral bones/burials), heiau, wahi pana (storied/legendary places), wahi kapu (sacred places), nā ‘ike a me nā hana (cultural practices), historical resources, archiving, recording, digitizing, etc</p>

**Figure 2: Section I – Solicitation Description, Page 4 of the Solicitation**

#### V. Solicitation / Evaluation Process

**A. Solicitation.** The Community Grants – Mo‘omeheu Solicitation #22-07 was released on Friday, April 1, 2022. The application deadline was May 27, 2022.

- 1. Phase 1 – Eligibility Letter of Interest.** All applicants completed the Phase 1 – Eligibility Letter of Interest (LOI) requirement to obtain access to the grant application. Grants Program staff reviewed all submitted LOIs for eligibility requirements, which included HRS 10-17 statutory requirements as well as the certification of provisions and match funding.

<p><b>SECTION III. PHASE 1 – ELIGIBILITY</b></p> <p>The information included in this section addresses the application restrictions, minimum eligibility requirements, required documents, and eligibility submission process. If you need clarification on the minimum eligibility requirements, contact the Grants Program at <a href="mailto:grantsinfo@oha.org">grantsinfo@oha.org</a>.</p> <p><b>A. Native Hawaiian Serving Organization (NHSO) Requirement</b></p> <p>The applicant shall be an organization that can <u>certify and clearly demonstrate</u> that at least sixty-percent (60%) or more of the organization’s <u>overall current</u> client and/or participant base is Native Hawaiian. The applicant shall provide information and data to substantiate how the applicant derived the percentage provided. The information and data shall not be based solely on the project being applied for, but the organization’s overall participant and/or client base for all services provided by the organization.</p>
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**Figure 3. Section III. Phase 1 – Eligibility Excerpt, Page 10**



- e. Number of Native Hawaiians to be Served** – The applicant shall provide the total number of Native Hawaiian individuals that the proposed project intends to directly serve through OHA funding.

If the project does not serve Native Hawaiians, then the project shall be deemed ineligible to apply for this grant. OHA funding for this grant is for Native Hawaiians only.

The number of Native Hawaiian individuals served shall include project participants that can be documented on registration forms, sign-in sheets, and other data collection and verification documents. It shall not include project staff and subcontractors, hits and likes on social media platforms, or individuals indirectly served.

- **Newly Served.** The applicant shall provide the total target number of newly enrolled Native Hawaiians. A newly served participant is a first-time project participant under this OHA grant.
- **Completed.** The applicant shall provide the total target number of Native Hawaiians that will complete the project. For example, the total number of participants that completed all required workshops, treatment programs, etc.

**Figure 4: Section III – Phase 1 Eligibility Page 11**

Based on past experiences, Phase 1 is intended to end before even progressing to the application phase and investment of reviewer time and ensure applicants meet all of the basic requirements on the front subject to reviewer variation in interpretation vs. consistent Grants Program determination. Three eligibility requirements sections need to be satisfactorily completed in this phase (refer to Section III of the solicitation):

1. ***Applicant & Project Information.*** When the Grants Program reviews each submitted LOI, the supporting data is reviewed, specifically how many participants has their organization as a whole served over the past one to three years, and of those participants, how many are Native Hawaiian. Applicants certify that the information is submitted is true. The applicant is asked to provide data from their programs and supporting documents (e.g., sign-in sheets, registration forms, surveys). Although the supporting docs are not always required, additional supporting documents are requested if the submitted data is unclear, inconsistent or conflicting. A prior awarded grantee would generally be eligible for this phase based on their previous grant. Organization name, project name, amount requested, project alignment with strategic direction & outcome, number of Native Hawaiians to be served, island location(s), project contacts, governing board and executive team, authorized signatory – legal agreements, and application authorization form are reviewed as well.
2. ***Certifications.*** Licenses/permits certification, partner certification, if applicable, sufficient funds certification, COVID-19 preparedness and response plan certification, IRS Letter of Determination, Certificate of Vendor Compliance, Board Governance); and

INTENTIONALLY LEFT BLANK

**B. Match Funding Confirmation.** Twenty percent (20%) cash match of the OHA grant amount

**E. Matching Funds**

Applicants are required to provide matching funds for a grant award period of at least twenty percent (20%) of the OHA grant award amount. Match funding priority should be comprised of cash sources, including other grantor cash sources; in-kind services considerations as matching may be considered on a case-by-case basis. Post award, OHA funds can be used as matching funds for other grant(s) with OHA notification. Applications with less than 20% matching funds will be deemed ineligible and can be considered in future awarding if match funds conditions change and OHA is notified. Match funds can be committed from the applicant and/or a partner organization as evidenced by letter of commitment, agreement, etc.

requested, including confirmed or pending status. In-kind services considerations as matching may be considered on a case-by-case basis.

**Figure 5: Section II – OHA Award Information Page 7 of the Solicitation**

Grants Program staff reviewed all submitted LOIs for eligibility requirements, which included HRS 10-17 statutory requirements as well as the certification of provisions and match funding. LOIs that did not meet these eligibility requirements were deemed ineligible and did not proceed to the application phase.

Two (2) applicants progressed through Phase 1 – Eligibility and moved on to Phase 2 – Application. Two (2) applicants submitted the grant application by the deadline.

2. **Phase 2 – Application.** Applicants were required to respond to fourteen (14) components in the application. Each component was allocated a specific amount of points for a total maximum score of 100 points. LOIs that did not meet these eligibility requirements were deemed ineligible and did not proceed to the application phase 2 in this cycle.

## **VI. Application Evaluation & Award Recommendation**

**A. Application Evaluation.** All eligible applications were assessed in accordance with the following evaluation process:

1. **Reviewer Training.** Grant reviewers received training and were assigned to applications to review.
2. **Reviewer Conflict of Interest/Confidentiality.** Reviewers were provided the list of applications and completed conflict of interest and confidentiality forms. If a reviewer had an actual conflict of interest, the reviewer was removed from the application evaluation process.
3. **Individual Scoring.** Upon completion of required conflicts checks, reviewers individually scored assigned applications in the OHA Grants Portal. These scores were included in the first matrix of the application scores that was provided to the reviewers.
4. **Reviewer Team Meeting.** Reviewers then met to formally discuss their scores on the first matrix. A second and final matrix of scores was completed after the Team meeting.



**Action Item RM #22-20:** Approve the Awarding of Community Grants - Mo‘omeheu from Solicitation #22-07, Published April 1, 2022, Application Deadline May 27, 2022

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- B. **Award Recommendation.** Administration set the minimum score for award at 80 points. The award recommendations herein are based on the highest scores in the final matrix. One (1) application is being recommended for award based on their final score and the reviewers recommendations. The Grants Program is in agreement with their recommendation.

**VII. FB 2022-2023 Community Grants – Mo‘omeheu Grant Award Recommendations**

On June 30, 2021, the Board approved RM #21-08A OHA Biennium Budget for the Fiscal Biennium Periods 2021-2022 (FY22) and 2022-2023 (FY23). The approval authorized \$500,000 in Fiscal Year 2022 and \$500,000 in Fiscal Year 2023. The minimum award amount was \$50,000 and the maximum was \$100,000.

The Grants Program received two (2) applications for evaluation. The applications are ranked by highest average score and is provided below with an award recommendation. The Applicant Profiles are provided in Appendix A. The Grants Program supports the award recommendation below and notes that Cycle 2 is available for resubmission:

Organization/Island	Ave Score	Award Amount	Award Recommendation
Hui Mālama O Ke Kai Foundation	89 (91, 97, 78)	\$99,840	Award, Award, Award
<b>Total Cycle 1 Recommendations</b>		<b>\$99,840</b>	
Edith Kanaka‘ole Foundation	74 (78, 86, 57)	\$99,452	Do Not Award, Do Not Award, Award

**VIII. Reconciliation for Cycle 2**

A total of \$1,000,000 was made available for award for the two-year grant period. The organizations being recommended for award, a total of \$99,840 will be recommended for awarding in Cycle 1. This leaves \$900,160 of FB22-23 funding available for award in Cycle 2.

**IX. Alternatives to Recommended Action**

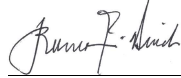
- A. Approve and authorize additional awardee(s).
- B. Approve and authorize different funding awards.
- C. Do not approve funding.

**Action Item RM #22-20:** Approve the Awarding of Community Grants - Mo‘omeheu from Solicitation #22-07, Published April 1, 2022, Application Deadline May 27, 2022

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**X. Certification**

The following is the certification by the Chief Financial Officer that the funds are available for the awarding and funding recommendation:



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Ramona G. Hinck  
Chief Financial Officer

**Aug 26, 2022**

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Date

**XI. Recommendation**

Approve the following Fiscal Year 2022, Community Grants – Mo‘omeheu disbursements totaling \$99,840 from Core Operating Budget (Object Code 56530) for:

Organization/Island	Award Amount
Hui Mālama O Ke Kai Foundation	\$99,840
<b>Total</b>	<b>\$99,840</b>

**XII. Appendix**

A – Applicant Profiles and Budgets

**APPENDIX A.**  
**MO'OMEHEU GRANTS APPLICANT PROFILES**

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<b>Organization</b>	<b>Hui Mālama O Ke Kai Foundation</b>	
<b>Project Title</b>	<b>Papahana Kālai Papa Me Pōhaku Ku'i 'Ai</b>	
<b>Average Score: 89</b>	Est. NH Impacted: 100 NH participants, 10 NH Apprentices	Project Location: O'ahu,
<b>Amount Requested</b>	\$99,840	
<b>Strategic Direction</b>	Mo'omeheu Outcomes	
<b>Outcome Alignment</b>	<p>Outcome 4.1 Preservation and perpetuation of Hawaiian language, culture, traditions, identity and sense of lāhui.</p> <p>Outcome 4.2 Increased community stewardship of Hawai'i's natural and cultural resources that foster connection to 'āina, 'ohana, and communities.</p>	
<b>Project Goal</b>	<p>Increase the cultural knowledge and self-esteem of Native Hawaiian youth and their families, in order to increase their self-confidence, academic success, and career- or college-readiness. Preserves and perpetuates the culture-based practice of fashioning a papa me pōhaku ku'i 'ai. Youth and/or adults will be identified as apprentices and trained by cultural practitioner in the skill of kālai papa me pōhaku ku'i 'ai with the goal for them to continue the practice of sharing this cultural knowledge and related cultural protocols</p>	
<b>Reviewer Comments</b>	<ul style="list-style-type: none"> <li>• Strong program that could have very positive effect on Native Hawaiian youth.</li> <li>• Outstanding Program</li> <li>• Strong implied impact overall. Encourage detail and specific outcomes and tie to academic achievement and community growth.</li> </ul>	
<b>External Reviewer Scores</b>	Average 89 (91, 97, 78)	
<b>Board of Directors</b>	<p>Kau'i Burgess, Chair  Ashley Ono, Vice Chair  Joshn Ka'akua, Treasurer  Kawika Eckart, Secretary</p>	
<b>Executive Staff</b>	<p>Executive Director, Mailelailii Vickory  Executive Assistant/Program Manager, James "Kimo" Malloe  Ōpio Program Coordinator, Le'a Ka'aha'āina  Ōpio Program Assistant, Vacancy  Keiki Program Coordinator, Kamali'i McShane Padilla  Keiki Program Assistant, Tehina Kahikina  'Ohana/Kaiāulu Program Coordinator, Tate Na'e Ka'iama  'Ohana/Kaiāulu Program Support, Kristalynn Edwards &amp; Anissa Cummings</p>	

**ATTACHMENT J. BUDGET AND BUDGET JUSTIFICATION FORM**  
**YEAR 1**

Hui Malama O Ke Kai

BUDGET CATEGORY - Item	Requested OHA Funds Budget	Cash Match Funds	Partner Organziation Match Funds	Other Funds (if any)	Description & Justification
<b>PERSONNEL - Salaries</b>					
Project Director / Executive Director	\$ 17,000	\$ 4,680	\$ -	\$ -	Steer project; 20% FTE: <b>TTL Yrly Salary needed ?180400</b>
Executive Assistant	\$ 9,984	\$ -	\$ -	\$ -	Admin assistant, 20% FTE: <b>TTL Yrly Salary needed ?49920</b>
	\$ -	\$ -	\$ -	\$ -	
<b>PERSONNEL - Other Costs</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>CONTRACTUAL SERVICES - Administrative</b>					
Data Support Consultant	\$ 856	\$ 1,304	\$ -	\$ -	Collect data for reporting; Est. 24 hrs. @ \$90/hr./yr.= <b>\$2160</b>
	\$ -	\$ -	\$ -	\$ -	
<b>CONTRACTUAL SERVICES - Programmatic</b>					
Cultural Specialist Consultant	\$ 10,600	\$ 4,000	\$ -	\$ -	Cultural practitioner conducts workshops, est. 51 hrs. @ \$350/hr. = <b>\$17850</b> Short \$3250
Milling Cost	\$ 500	\$ -	\$ -	\$ -	Mill the wood for boards
<b>DISTRIBUTIONS</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>EQUIPMENT - Lease/Rental</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>EQUIPMENT - Purchase</b>					
Chainsaw	\$ 975	\$ -	\$ -	\$ -	Cut wood for boards
	\$ -	\$ -	\$ -	\$ -	
<b>FACILITIES - Lease/Rental</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>FACILITIES - Utilities</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Honorarium</b>					
Apprentices	\$ 2,000	\$ -	\$ -	\$ -	Apprentices to cultural practitioner: <b>How many</b>
Cultural Practice of Makana	<del>\$ 750</del>	\$ -	\$ -	\$ -	Gifts to cultural practitioners <b>*Disallowed</b>
<b>OTHER EXPENSES - Insurance</b>					
General Liability & Property Insurance	\$ 2,652	\$ -	\$ -	\$ -	Coverage for project
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Mileage</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Other Costs</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Postage, Freight, Delivery</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Publication &amp; Printing</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES- Repair &amp; Maintenance</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Staff Training</b>					
	\$ -	\$ -	\$ -	\$ -	

**ATTACHMENT J. BUDGET AND BUDGET JUSTIFICATION FORM  
YEAR 1**

Hui Malama O Ke Kai

BUDGET CATEGORY - Item	Requested OHA Funds Budget	Cash Match Funds	Partner Organziation Match Funds	Other Funds (if any)	Description & Justification
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Supplies</b>					
General Supplies	\$ 1,200	\$ -	\$ -	\$ -	supplies: <b>Identify</b>
Tools	\$ 3,403	\$ -	\$ -	\$ -	Misc. For gathering & shaping wood and stone. Board and stone, locally sourced to build inventory for ku'i kalo
<b>PROGRAM ACTIVITIES</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>TRAVEL AND TRANSPORTATION</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>REQUESTED OHA FUNDS BUDGET: \$ 49,920</b>					
<b>CASH MATCH FUNDS: \$ 9,984</b>				<b>20%</b>	<b>% of Match</b>
<b>Partner Organization Match Funds: \$ -</b>					
<b>Other Funds: \$ -</b>					
<b>YEAR 1 Total Project Cost: \$ 59,904</b>					

\*Adjustments to balance Y1 & Y2. Modify cost for disallowed and re-budget. Consider of cost of direct project line items:  
Cultural Specialist Consultant.

Year 1	\$ 49,920
Year 2	\$ 49,920
	<u>\$ 99,840</u>

## ATTACHMENT J. BUDGET AND BUDGET JUSTIFICATION FORM

YEAR 2

Hui Malama O Ke Kai

BUDGET CATEGORY - Item	Requested OHA Funds Budget	Cash Match Funds	Partner Organization Match Funds	Other Funds (if any)	Description & Justification
<b>PERSONNEL - Salaries</b>					
Project Director / Executive Director	\$ 17,000	\$ 4,680	\$ -	\$ -	Steer project; 20% FTE: <b>TTL Yrly Salary needed ?180400</b>
Executive Assistant	\$ 9,984	\$ -	\$ -	\$ -	Admin assistant, 20% FTE: <b>TTL Yrly Salary needed ?49920</b>
	\$ -	\$ -	\$ -	\$ -	
<b>PERSONNEL - Other Costs</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>CONTRACTUAL SERVICES - Administrative</b>					
Data Support Consultant	\$ 856	\$ 1,304	\$ -	\$ -	Collect data for reporting; Est. 24 hrs. @ \$90/hr./yr.= <b>\$2160</b>
	\$ -	\$ -	\$ -	\$ -	
<b>CONTRACTUAL SERVICES - Programmatic</b>					
Cultural Specialist Consultant	\$ 11,904	\$ 4,000	\$ -	\$ -	Cultural practitioner conducts workshops, est. 51 hrs. @ \$350/hr. = <b>\$17850</b> short \$1946
Milling Cost	\$ 500	\$ -	\$ -	\$ -	Mill the wood for boards
<b>DISTRIBUTIONS</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>EQUIPMENT - Lease/Rental</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>EQUIPMENT - Purchase</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>FACILITIES - Lease/Rental</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>FACILITIES - Utilities</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Honorarium</b>					
Apprentices	\$ 2,000	\$ -	\$ -	\$ -	Apprentices to cultural practitioner: <b>How many</b>
Cultural Practice of Makana	<del>\$ 750</del>	\$ -	\$ -	\$ -	Gifts to cultural practitioners <b>*Disallowed</b>
<b>OTHER EXPENSES - Insurance</b>					
General Liability & Property Insurance	\$ 2,625	\$ -	\$ -	\$ -	Coverage for project
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Mileage</b>					
	\$ -	\$ -	\$ -	\$ -	

## ATTACHMENT J. BUDGET AND BUDGET JUSTIFICATION FORM

YEAR 2

Hui Malama O Ke Kai

BUDGET CATEGORY - Item	Requested OHA Funds Budget	Cash Match Funds	Partner Organization Match Funds	Other Funds (if any)	Description & Justification
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Other Costs</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Postage, Freight, Delivery</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Publication &amp; Printing</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES- Repair &amp; Maintenance</b>					
Tool maintenance and repair	\$ 1,250	\$ -	\$ -	\$ -	Replace & Repair damaged misc. tools for gathering & shaping wood and stone.
Chainsaw repair and maintenance	\$ 450	\$ -	\$ -	\$ -	Maintain chainsaw
<b>OTHER EXPENSES - Staff Training</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Supplies</b>					
General Supplies	\$ 1,200	\$ -	\$ -	\$ -	General program related supplies: Identify
Tools	\$ 1,401	\$ -	\$ -	\$ -	Misc. For gathering & shaping wood and stone. Board and stone, locally
<b>PROGRAM ACTIVITIES</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>TRAVEL AND TRANSPORTATION</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>REQUESTED OHA FUNDS BUDGET:</b>	\$ 49,920				
<b>CASH MATCH FUNDS:</b>	\$ 9,984			20%	% of Match
<b>Partner Organization Match Funds:</b>	\$ -				
<b>Other Funds:</b>				\$ -	
<b>YEAR 2 Total Project Cost:</b>	\$ 59,904				

\*Adjustments to balance Y1 & Y2. Modify cost for disallowed and re-budget. Consider of cost of direct project line items: Cultural Specialist Consultant.

\$	49,920
\$	49,920
\$	99,840

**APPENDIX A.**  
**MO'OMEHEU GRANTS APPLICANT PROFILES**

---

<b>Organization</b>	<b>Edith Kanaka'ole Foundation</b>	
<b>Project Title</b>	<b>Hi'iaka ke Kaula</b>	
<b>Average Score: 74</b>	Est. NH Impacted: 100 NH Practitioners	Project Location: Hawai'i island
<b>Amount Requested</b>	\$99,452	
<b>Strategic Direction</b>	Mo'omeheu Outcomes	
<b>Outcome Alignment</b>	<p>Outcome 4.1 Preservation and perpetuation of Hawaiian language, culture, traditions, identity and sense of lāhui.</p> <p>Outcome 4.3 Increased restoration of Native Hawaiian cultural sites, landscapes, kulāiwi and traditional food systems.</p>	
<b>Project Goal</b>	Native Hawaiian Hula practitioners and instructors will comprehend natural elemental stewardship through discussion groups and Kupuna hula expert influence through interpretation and analysis of ancestral mele and create outcomes that will elevate their identity as hula practitioners to representations and stewards of nature.	
<b>Reviewer Comments</b>	<ul style="list-style-type: none"> <li>• Project is a strong, positive movement in the support of "moving hula, kumu hula and olapa to become true representations of nature". However, I found this application challenging to get through as it was not always succinct in directly answering the question Well put together application- important work.</li> <li>• Good objectives.</li> <li>• Particular proposal offers strong detail in terms of the org's ability to manage a project of this nature, but it does not adequately articulate the projet itself.</li> </ul>	
<b>External Reviewer Scores</b>	Average 74 (78, 86, 57)	
<b>Board of Directors</b>	Kūh'ao Zane – Board President Nālani Soares – Board Secretary Haunanai Joaquin -Board Treasurer Kauaililehua Kanaka'ole – Board member Adrian Kamali'i – Board member	
<b>Executive Staff</b>	Huihui Kanahale-Mossman, PhD – Executive Director Leinaala Thornton – Projects Manager Konrad Kalā Mossman – Operations Manager	



## ATTACHMENT J. BUDGET AND BUDGET JUSTIFICATION FORM

YEAR 1

Edith Kanaka'ole  
Foundation

BUDGET CATEGORY - Item	Requested OHA Funds Budget	Cash Match Funds	Partner Organization Match	Other Funds (if any)	Description & Justification
<b>PERSONNEL - Salaries</b>					
Project coordinator	\$ 23,376		\$ -	\$ -	Project coordinator will organize, manage and facilitate the progress and forward movement of the project, 1/3 of FTE
		\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>PERSONNEL - Other Costs</b>					
Advisory Council/Group	\$ 9,720	\$ 12,000.00	\$ -	\$ -	Cash match funds are from 2nd funding source for this specific project.
	\$ -	\$ -	\$ -	\$ -	
<b>CONTRACTUAL SERVICES - Administrative</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>CONTRACTUAL SERVICES - Programmatic</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>DISTRIBUTIONS</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>EQUIPMENT - Lease/Rental</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>EQUIPMENT - Purchase</b>					
AV equipment	\$ 2,800	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>FACILITIES - Lease/Rental</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>FACILITIES - Utilities</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Honorarium</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Insurance</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Mileage</b>					
	\$ -	\$ -	\$ -	\$ -	

## ATTACHMENT J. BUDGET AND BUDGET JUSTIFICATION FORM

YEAR 1

Edith Kanaka'ole  
Foundation

BUDGET CATEGORY - Item	Requested OHA Funds Budget	Cash Match Funds	Partner Organization Match	Other Funds (if any)	Description & Justification
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Other Costs</b>					
Administration		\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Postage, Freight, Delivery</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Publication &amp; Printing</b>					
publication of Hi'iaka ke Kaula project	\$ 6,600	\$ 10,000.00	\$ -	\$ -	Match funded by other source specifically for this project
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES- Repair &amp; Maintenance</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Staff Training</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Supplies</b>					
AV materials		\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>PROGRAM ACTIVITIES</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>TRAVEL AND TRANSPORTATION</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>REQUESTED OHA FUNDS BUDGET:</b>	\$ 42,496				
<b>CASH MATCH FUNDS:</b>		\$ 22,000.00		52%	% of Match
<b>Partner Organization Match Funds:</b>		\$ -			
<b>Other Funds:</b>				\$ -	
<b>YEAR 1 Total Project Cost:</b>		\$		64,496	

\* Budget balance totals with Y1 & Y2 to total amount of \$84,992. Award requested \$99,452 but submitted budgets for only \$84,992.

**ATTACHMENT J. BUDGET AND BUDGET JUSTIFICATION FORM  
YEAR 2**

**Edith Kanaka'ole Foundation**

<b>BUDGET CATEGORY - Item</b>	<b>Requested OHA Funds Budget</b>	<b>Cash Match Funds</b>	<b>Partner Organization Match Funds (if any)</b>	<b>Other Funds (if any)</b>	<b>Description &amp; Justification</b>
<b>PERSONNEL - Salaries</b>					
* Missing Staff	\$ 23,376	\$ -	\$ -	\$ -	Project coordinator will orgnaize, manage and facilitate the progress and forward movement of the project, 1/3 of FTE
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>PERSONNEL - Other Costs</b>					
* Missing Information	\$ 9,720	\$ 12,000	\$ -	\$ -	Cash match funds are from 2nd funding source for this specific project.
	\$ -	\$ -	\$ -	\$ -	
<b>CONTRACTUAL SERVICES - Administrative</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>CONTRACTUAL SERVICES - Programmatic</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>DISTRIBUTIONS</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>EQUIPMENT - Lease/Rental</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>EQUIPMENT - Purchase</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>FACILITIES - Lease/Rental</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>FACILITIES - Utilities</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Honorarium</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Insurance</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Mileage</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Other Costs</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Postage, Freight, Delivery</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Publication &amp; Printing</b>					

**ATTACHMENT J. BUDGET AND BUDGET JUSTIFICATION FORM  
YEAR 2**

**Edith Kanaka'ole Foundation**

<b>BUDGET CATEGORY - Item</b>	<b>Requested OHA Funds Budget</b>	<b>Cash Match Funds</b>	<b>Partner Organization Match Funds (if any)</b>	<b>Other Funds (if any)</b>	<b>Description &amp; Justification</b>
publication of Hi'iaka ke Kaula project	\$ 9,400	\$ 10,000	\$ -	\$ -	Match funded by other source specifically for this project
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES- Repair &amp; Maintenance</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Staff Training</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Supplies</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>PROGRAM ACTIVITIES</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>TRAVEL AND TRANSPORTATION</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>REQUESTED OHA FUNDS BUDGET:</b>	\$ 42,496				
<b>CASH MATCH FUNDS:</b>	\$ 22,000			52%	% of Match
<b>Partner Organization Match Funds:</b>	\$ -				
<b>Other Funds:</b>				\$ -	
<b>YEAR 2 Total Project Cost:</b>		\$	64,496		

\* Budget balance totals with Y1 & Y2 to total amount of \$84,992. Award requested \$99,452 but submitted budgets for only \$84,992.

**Committee on Resource Management**Trustee John Waihe'e IV, *At-Large* - ChairTrustee Luana Alapa, *Moloka'i / Lāna'i* - Vice Chair**Members**Trustee Leina'ala Ahu Isa, *At-Large*Trustee Dan Ahuna, *Kaua'i / Ni'ihau*Trustee Kaleihikina Akaka, *O'ahu*Trustee Keli'i Akina, *At-Large*Trustee Brendon Kalei'aina Lee, *At-Large*Trustee Carmen Hulu Lindsey, *Maui*Trustee Mililani Trask, *Hawai'i Island*

**STATE OF HAWAII  
OFFICE OF HAWAIIAN AFFAIRS**

**MEETING OF THE  
COMMITTEE ON RESOURCE MANAGEMENT (RM)**

**DATE:** Tuesday, August 30, 2022**TIME:** 10:00 a.m.**PLACE:** Virtual Meeting viewable at <https://www.oha.org/livestream> OR

Listen by phone: (213) 338-8477, Webinar ID: 820 7045 8308

**Due to COVID-19, the OHA Board of Trustees and its standing committees will hold virtual meetings until further notice.**

**This virtual meeting can be viewed and observed via livestream on OHA's website at [www.oha.org/livestream](http://www.oha.org/livestream) or listened to by phone at: (213) 338-8477, Webinar ID: 820 7045 8308. A physical meeting location open to the general public will be available at 560 N. Nimitz Hwy., Suite 200, Honolulu HI 96817. All members of the public that wish to access the physical meeting location must pass a wellness check and provide proof of full vaccination or a negative COVID-19 test taken within 72 hours of entry.**

**AGENDA**

**I. Call to Order****II. Approval of Minutes**

A. July 26, 2022\*

**III. Unfinished Business – None****IV. New Business**

- A. ACTION ITEM RM #22-18: Approve the Awarding of Iwi Kupuna Repatriation & Reinternment Grants, from Solicitation #22-10, Published April 14, 2022, Application Deadline June 10, 2022\*
- B. ACTION ITEM RM #22-19: Approve the Awarding of Community Grants - 'Āina, from Solicitation #22-06, Published April 1, 2022, Application Deadline May 27, 2022\*
- C. ACTION ITEM RM #22-20: Approve the Awarding of Community Grants - Mo'omeheu from Solicitation #22-07, Published April 1, 2022, Application Deadline May 27, 2022\*
- D. ACTION ITEM RM #22-21: Approve the Awarding of 'Ohana Grants from Solicitation #22-09, Published April 14, 2022, Application Deadline June 10, 2022\***
- E. ACTION ITEM RM #22-22: Approve the Awarding of Homestead Community Grants, from Solicitation #22-11, Published April 14, 2022, Application Deadline June 10, 2022\*

**V. Announcements****VI. Adjournment**

If you require an auxiliary aid or accommodation due to a disability, please contact Everett Ohta at telephone number (808) 594-1988 or by email at: [everetto@oha.org](mailto:everetto@oha.org) no later than three (3) business days prior to the date of the meeting.

Meeting materials for this meeting will be available for the public to view 48 hours prior to this meeting at OHA's main office located at 560 N. Nimitz Hwy., Suite 200, Honolulu, HI 96817. Meeting materials will also be available to view at OHA's neighbor island offices and will be posted to OHA's website at: [www.oha.org/rm](http://www.oha.org/rm).



**STATE OF HAWAII'  
OFFICE OF HAWAIIAN AFFAIRS**

In the event that the livestream or the audiovisual connection is interrupted and cannot be restored, the meeting may continue as an audio-only meeting through the phone and Webinar ID listed at the beginning of this agenda. Meeting recordings are available upon request to [BOTmeetings@oha.org](mailto:BOTmeetings@oha.org) until the written meeting minutes are posted to OHA's website.

†Notice: The 72 Hour rule, pursuant to OHA BOT Operations Manual, Section 49, shall be waived for distribution of new committee materials.

**\* Public Testimony will be called for each agenda item and must be limited to those 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.

Testimony can be provided to the OHA Board of Trustees either as: (1) **written testimony emailed** at least 24 hours prior to the scheduled meeting, (2) **written testimony mailed** and received at least two business days prior to the scheduled meeting, or (3) live, **oral testimony online** or **at the physical meeting location** during the virtual meeting.

- (1) Persons wishing to provide **written testimony** on items listed on the agenda should submit testimony via **email** to [BOTmeetings@oha.org](mailto:BOTmeetings@oha.org) at least **24 hours prior** to the scheduled meeting or via **postal mail** to Office of Hawaiian Affairs, Attn: Meeting Testimony, 560 N. Nimitz Hwy., Suite 200, Honolulu, HI 96817 **to be received at least two business days prior** to the scheduled meeting. Any testimony received after these deadlines will be 'late' testimony and will be distributed to the Board members after the scheduled meeting.
- (2) Persons wishing to provide **oral testimony online** during the virtual meeting must first register at:  
[https://us06web.zoom.us/webinar/register/WN\\_q5fzvOJfScG7HLcgovUJrw](https://us06web.zoom.us/webinar/register/WN_q5fzvOJfScG7HLcgovUJrw)

You need to register if you would like to **orally testify online**. Once you have completed your registration, a confirmation email will be sent to you with a link to join the virtual meeting, along with further instructions on how to provide **oral testimony online** during the virtual meeting.

To provide **oral testimony online**, you will need:

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

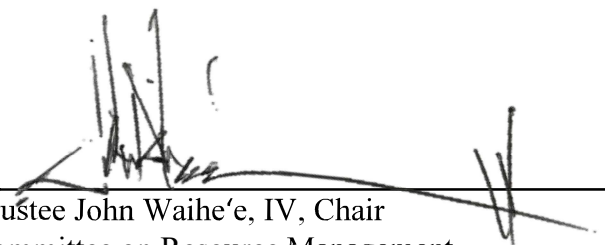
Once your **oral testimony online** is completed, you will be asked to disconnect from the meeting. If you do not sign off on your own, support staff will remove you from the Zoom meeting. You can continue to view the remainder of the meeting on the livestream or by telephone, as provided at the beginning of this agenda.

- (3) Persons wishing to provide **oral testimony at the physical meeting location** can sign up the day-of the meeting at the Nā Lama Kukui OHA lobby.

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

Oral testimony by telephone/landline **will not** be accepted at this time.

Please visit OHA's website for more detailed information on how to submit Public Testimony OR Community Concerns at:  
<https://www.oha.org/how-to-submit-testimony-for-oha-bot-meetings/>.

  
\_\_\_\_\_  
Trustee John Waihe'e, IV, Chair  
Committee on Resource Management

08/24/2022

\_\_\_\_\_  
Date

August 30, 2022 - Continued



## ACTION ITEM

### COMMITTEE ON RESOURCE MANAGEMENT

August 30, 2022

RM #22-21

**Action Item Issue:** Approve the Awarding of Community Grants – ‘Ohana from Solicitation #22-09, published April 14, 2022, Application Deadline June 10, 2022

**Co-Prepared  
& Reviewed by:**

A handwritten signature in black ink, appearing to read 'Ramona G. Hinck'.

8/26/2022

---

Ramona G. Hinck  
Ka Pou Kihi Kanaloa Wai, Chief Financial Officer  
Pou Kāko‘o Kaiāulu Kūikawā, Interim Grants Manager

Date

**Reviewed by:**

A handwritten signature in black ink, appearing to read 'Casey K. Brown'.

8/26/2022

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Casey K. Brown  
Ka Pou Nui, Chief Operating Officer

Date

**Co-Prepared  
& Reviewed by:**

A handwritten signature in black ink, appearing to read 'Sylvia M. Hussey'.

8/26/2022

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Sylvia M. Hussey, Ed.D.  
Ka Pouhana, Chief Executive Officer

Date

**Reviewed by:**

A handwritten signature in black ink, appearing to read 'John D. Waihee IV'.

8/26/2022

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John D. Waihee IV  
Luna Ho‘omaluku o ke Kōmike RM  
Committee on Resource Management, Chair

Date

**Action Item RM #22-21: Approve the Awarding of Community Grants – ‘Ohana from Solicitation #22-09, Published April 14, 2022, Application Deadline June 10, 2022**

**I. Proposed Action**

Approve the following Fiscal Year 2022, Community Grants – ‘Ohana disbursements totaling \$165,000 from Core Operating Budget (Object Code 56530) for:

Organization/Island	Award \$
Papahana Kuaola – O’ahu	\$100,000
Ke Kula o Piilani – Maui	\$85,000
Hana Arts - Maui	\$80,000
<b>Total</b>	<b>\$165,000</b>

**I. Issue**

Whether or not the Committee on Resource Management (RM), should approve, authorize the recommendation for awarding of the Community Grants – ‘Ohana.

**II. Budget Authorization**

**Table 8: Community Grants Program – 56530**

Community Grants	Awarded	Awarded	Biennium Budget Request		FY22/FY23	%
	FY 20*	FY 21*	FY 22	FY 23	2-Year Total	
20-01: Culture	\$500,000	\$500,000	\$500,000	\$500,000	\$1,000,000	7%
20-02: Health	500,000	500,000	500,000	500,000	1,000,000	7%
20-03: Education	750,000	750,000	750,000	750,000	1,500,000	10%
20-04: Housing	500,000	500,000	1,500,000	1,500,000	3,000,000	21%
20-05: Income	750,000	750,000	750,000	750,000	1,500,000	10%
20-06: Land	500,000	500,000	500,000	500,000	1,000,000	7%
20-07: Ahahui	200,000	200,000	200,000	200,000	400,000	3%
<b>Leverage Opportunities</b>						0%
Higher Education Scholarships			500,000	500,000	1,000,000	7%
Homestead Community		250,000	300,000	300,000	600,000	4%
NH Teacher Education & Professional Development		250,000	250,000	250,000	500,000	3%
‘Ohana (including Impacts of Incarceration, Human Trafficking, LGBTQ)		250,000	750,000	750,000	1,500,000	10%
Iwi Kupuna Repatriation & Reinterment		144,079	300,000	300,000	600,000	4%
COVID-19 Impacts		500,000	500,000	500,000	1,000,000	7%
<b>Total Community Grants:</b>	<b>\$3,700,000</b>	<b>\$5,094,079</b>	<b>\$7,300,000</b>	<b>\$7,300,000</b>	<b>\$14,600,000</b>	<b>100%</b>

Figure 1. Table 8 from AI #21-08A



**Action Item RM #22-21: Approve the Awarding of Community Grants – ‘Ohana from Solicitation #22-09, published April 14, 2022, Application Deadline June 10, 2022**

Action Item RM #21-08A - OHA Biennium Budget for the Fiscal Biennium Periods 2021-2022 (FY 22) and 2022-2023 (FY 23), June 30, 2021; \$1,500,000 for the Biennium. In addition, because communities are dealing with and addressing return to school, work and other in community activities, Administration combined the COVID-19 Impacts grant category of \$1,000,000 with the ‘Ohana budget, incorporating the total amount of \$2,500,000 in the solicitation to recognize integrated needs of families and communities.

The grant award total was further allocated to each island community as noted below (in the solicitation), based on the relative Native Hawaiian population:

<b>C. Grant Award Allocation</b>			
The grant award total is further allocated to each island community as noted below:			
Island	Fiscal Year		
	FY22 Allocation	FY23 Allocation	FY22-FY23 Allocation
O‘ahu	\$ 500,000	\$ 500,000	\$ 1,000,000
Hawai‘i	\$ 345,000	\$ 345,000	\$ 690,000
Maui	\$ 220,000	\$ 220,000	\$ 440,000
Lāna‘i [1]	\$ 5,000	\$ 5,000	\$ 10,000
Moloka‘i	\$ 50,000	\$ 50,000	\$ 100,000
Kaua‘i	\$ 125,000	\$ 125,000	\$ 250,000
Ni‘ihau [1]	\$ 5,000	\$ 5,000	\$ 10,000
<b>Total</b>	<b>\$ 1,250,000</b>	<b>\$ 1,250,000</b>	<b>\$ 2,500,000</b>

[1] – The Grants Program will work directly with an on-island eligible organization entity for this award.

### III. ‘Ohana Grants Purpose

<b>‘Ohana Grants Purpose:</b> Strong, healthy families that have positive engagement, from keiki to kupuna—stronger families result in stronger communities and a stronger Lāhui	
Promotion of healthy ‘ohana relationships by providing opportunities in communities to engage in ‘āina and mo‘omeheu based activities and initiatives as well as opportunities to engage in the wellbeing of their communities via civic participation and leadership.	
‘Ohana	Grants include considerations for culture and community-based programming that address needs of individual family members and/or families as a whole, living in multi-generational conditions of poverty, houselessness, impacted by incarceration, criminal justice processes, human trafficking and/or LGBTQIA2S <sup>1</sup> + identity, and any other conditions that build on the strengths of families and communities to meet families’ needs.

**Figure 2: Section I – Solicitation Description, Page 4 of the Solicitation**

<sup>1</sup> Lesbian, Gay, Bisexual, Transgender, Queer and/or Questioning, Intersex, Asexual, Two-Spirit

**IV. Solicitation / Evaluation Process**

- A. Solicitation.** The Community Grants – ‘Ohana Solicitation #22-09 was released on Thursday, April 14, 2022. The application deadline was June 10, 2022.
- B. Phase 1 – Eligibility Letter of Interest.** All applicants completed the Phase 1 – Eligibility Letter of Interest (LOI) requirement to obtain access to the grant application. Grants Program staff reviewed all submitted LOIs for eligibility requirements, which included HRS 10-17 statutory requirements as well as the certification of provisions and match funding.

**SECTION III. PHASE 1 – ELIGIBILITY**

The information included in this section addresses the application restrictions, minimum eligibility requirements, required documents, and eligibility submission process. If you need clarification on the minimum eligibility requirements, contact the Grants Program at [grantsinfo@oha.org](mailto:grantsinfo@oha.org).

**A. Native Hawaiian Serving Organization (NHSO) Requirement**

The applicant shall be an organization that can certify and clearly demonstrate that at least sixty-percent (60%) or more of the organization’s overall current client and/or participant base is Native Hawaiian. The applicant shall provide information and data to substantiate how the applicant derived the percentage provided. The information and data shall not be based solely on the project being applied for, but the organization’s overall participant and/or client base for all services provided by the organization.

**Figure 3. Section III. Phase 1 – Eligibility Excerpt, Page 10**

Based on past experiences, Phase 1 is intended to end before even progressing to the application phase and investment of reviewer time and ensure applicants meet all of the

- e. Number of Native Hawaiians to be Served** – The applicant shall provide the total number of Native Hawaiian individuals that the proposed project intends to directly serve through OHA funding.

If the project does not serve Native Hawaiians, then the project shall be deemed ineligible to apply for this grant. OHA funding for this grant is for Native Hawaiians only.

The number of Native Hawaiian individuals served shall include project participants that can be documented on registration forms, sign-in sheets, and other data collection and verification documents. It shall not include project staff and subcontractors, hits and likes on social media platforms, or individuals indirectly served.

- **Newly Served.** The applicant shall provide the total target number of newly enrolled Native Hawaiians. A newly served participant is a first-time project participant under this OHA grant.
- **Completed.** The applicant shall provide the total target number of Native Hawaiians that will complete the project. For example, the total number of participants that completed all required workshops, treatment programs, etc.

basic requirements on the front subject to reviewer variation in interpretation vs. consistent Grants Program determination. Three eligibility requirements sections need to be satisfactorily completed in this phase (refer to Section III of the solicitation):

**1. Applicant & Project Information.** Organization name, project name, amount requested, project alignment with strategic direction & outcome, number of Native Hawaiians to be served, island location(s), project contacts, governing board and executive team, authorized signatory – legal agreements, and application authorization form.

**Figure 4: Section III – Phase 1 Eligibility Page 11**

When the Grants Program reviews each submitted LOI, the percentage computed and supporting data is reviewed,

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- specifically, how many participants has their organization as a whole served over the past one to three years, and of those participants, how many are Native Hawaiian. Applicants certify that the information is submitted is true. The applicant is asked to provide data from their programs and supporting documents (e.g., sign-in sheets, registration forms, surveys). Although the supporting docs are not always required, additional supporting documents are requested if the submitted data is unclear, inconsistent or conflicting. A prior awarded grantee would generally be eligible for this phase based on their previous grant.
2. **Certifications.** Licenses/permits certification, partner certification, if applicable, sufficient funds certification, COVID-19 preparedness and response plan certification, IRS Letter of Determination, Certificate of Vendor Compliance, Board Governance); and
  3. **Match Funding Confirmation.** Twenty percent (20%) cash match of the OHA grant amount requested,

**E. Matching Funds**

Applicants are required to provide matching funds for a grant award period of at least twenty percent (20%) of the OHA grant award amount. Match funding priority should be comprised of cash sources, including other grantor cash sources; in-kind services considerations as matching may be considered on a case-by-case basis. Post award, OHA funds can be used as matching funds for other grant(s) with OHA notification. Applications with less than 20% matching funds will be deemed ineligible and can be considered in future awarding if match funds conditions change and OHA is notified. Match funds can be committed from the applicant and/or a partner organization as evidenced by letter of commitment, agreement, etc.

including confirmed or pending status. In-kind services considerations as matching may be considered on a case-by-case basis.

**Figure 5: Section II – OHA Award Information Page 7 of the Solicitation**

Grants Program staff reviewed all submitted LOIs for eligibility requirements, which included HRS 10-17 statutory requirements as well as the certification of provisions and match funding. LOIs that did not meet these eligibility requirements were deemed ineligible and did not proceed to the application phase.

Four applicants progressed through Phase 1 – Eligibility and moved on to Phase 2 – Application and three (3) applicants submitted the grant application by the deadline.

- C. **Phase 2 – Application.** Applicants were required to respond to fourteen (14) components in the application. Each component was allocated a specific amount of points for a total maximum score of 100 points. LOIs that did not meet these eligibility requirements were deemed ineligible and did not proceed to the application phase 2 in this cycle.

**V. Application Evaluation & Award Recommendation**

- A. **Application Evaluation.** All eligible applications were assessed in accordance with the following evaluation process:

1. **Reviewer Training.** Grant reviewers received training and were assigned to applications to review.



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2. **Reviewer Conflict of Interest/Confidentiality.** Reviewers were provided the list of applications and completed conflict of interest and confidentiality forms. If a reviewer had an actual conflict of interest, the reviewer was removed from the application evaluation process.
3. **Individual Scoring.** Upon completion of required conflicts checks, reviewers individually scored assigned applications in the OHA Grants Portal. These scores were included in the first matrix of the application scores that was provided to the reviewers.
4. **Reviewer Team Meeting.** Reviewers then met to formally discuss their scores on the first matrix. A second and final matrix of scores was completed after the Team meeting.

**B. Award Recommendation.** Administration set the minimum score for award at 80 points. The award recommendations herein are based on the highest scores in the final matrix. Three (3) applications are being recommended for award based on their final score and the reviewers’ recommendations. The Grants Program is in agreement with their recommendations.

**C. Kalihi-Palama Culture & Arts Society, Inc.**

Sponsorships	Awarded	Awarded	Biennium Budget Request		FY22/FY23	%
	FY 20*	FY 21*	FY 22	FY 23	2-Year Total	
Commerce - O’O Awards						
CE-Moanalua Gardens, Prince Lot			15,000	15,000	30,000	
Merrie Monarch			15,000	15,000	30,000	
Queen Liliuokalani Keiki Hula			15,000	15,000	30,000	
Lunatic Home Event, Project, Program			15,000	15,000	30,000	
Iolani Palace Event, Project, Program			15,000	15,000	30,000	
Aha Punana Leo Event, Project, Program			15,000	15,000	30,000	
Polynesian Voyaging Society Event, Project, Program			15,000	15,000	30,000	
Rural Community Based Sponsorship, < \$1,000; 6 island communities			30,000	30,000	60,000	
<b>Sub-total</b>	<b>\$45,000</b>	<b>\$15,000</b>	<b>\$175,000</b>	<b>\$175,000</b>	<b>\$350,000</b>	<b>43%</b>
Advocacy - NH Congressional Fellowship	50,000	0	0	0	0	
Advocacy - Papahānaumokuākea	15,000	5,000	15,000	15,000	30,000	
Advocacy - Alaska Federation of Natives	5,000	5,000	5,000	5,000	10,000	
Advocacy - National Congress of American Indians	5,000	5,000	5,000	5,000	10,000	
Advocacy - National Indian Education Association	5,000	5,000	5,000	5,000	10,000	
Advocacy - National Museum of the American Indians	5,000	0	0	0	0	
Pacific Day - NZ Embassy	3,500	0	0	0	0	

Evaluators scored the application (average): 53, 56, 58 (53), and all three, 3<sup>rd</sup> party, external evaluators recommended “Do Not Award”.

The Grants Program notes that even IF the 3<sup>rd</sup> party evaluator scores were above 80 and had a consistent “award” recommendation, approval and awarding of the full amount of \$100,000 would result in a total funding of \$130,000 for the organization, which exceeds other sponsorships awarded by the Board.<sup>2</sup> Therefore, the application for the Kalihi-Palama Culture & Arts Society, Inc., (“KPCAS”) Queen Lili‘uokalani Keiki Hula Competition, will not be included in Administration’s awarding recommendation to the Trustees.

<sup>2</sup> Note: In the Cycle 1 ‘Ahahui awards via Action Item RM #22-11 on June 14, 2022, Moanalua Gardens Foundation (MGF) applied for an additional \$10,000 ‘Ahahui award for the Prince Lot Hula Festival (see above table). Administration recommended at that time to not award for the same reason that an additional \$10,000 through ‘Ahahui on top of the \$30,000 sponsorship commitment through the budget would be more than any other sponsorship events.

**Action Item RM #22-21: Approve the Awarding of Community Grants – ‘Ohana from Solicitation #22-09, published April 14, 2022, Application Deadline June 10, 2022**

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**VI. FB 2022-2023 Community Grants – ‘Ohana Grant Award Recommendations**

On June 30, 2021 via Action Item RM #21-08A - OHA Biennium Budget for the Fiscal Biennium Periods 2021-2022 (FY 22) and 2022-2023 (FY 23), \$1,500,000 for the biennium was approved. In addition, because communities are dealing with and addressing return to school, work and other in community activities, Administration combined the COVID-19 Impacts grant category of \$1,000,000 with the ‘Ohana budget, incorporating the total amount of \$2,500,000 in the solicitation to recognize integrated needs of families and communities.

The Grants Program received four (4) applications for evaluation. The Grants Program will not be moving one application, discussed earlier (KPCAS) forward for awarding recommendation. The remaining three applications are discussed below. In general, the applications are ranked by highest average score and is provided below with an award recommendation. The Applicant Profiles and related budgets are provided in Appendix A.

<b>Organization/Island</b>	<b>Requested \$</b>	<b>Project Name</b>	<b>Scores (Average)</b>	<b>External Award Rec</b>	<b>Recommended \$</b>
1. Papahana Kuaola – O’ahu	\$100,000	Nā Kama ‘Āina	94, 98, 99 (97)	Award, Award, Award	\$100,000
2. Ke Kula o Piilani – Maui	\$100,000	Hawaiian Heritage Garden Restoration	77, 85, 89 (84)	Partial Award, Partial Award, Partial Award	\$85,000
3. Hana Arts - Maui	\$100,000	Uniting East Maui ‘Ohana through Arts & Culture	72, 80, 75 (76)	Partial Award, Award, Partial Award	\$80,000

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**Action Item RM #22-21: Approve the Awarding of Community Grants – ‘Ohana  
from Solicitation #22-09, published April 14, 2022, Application Deadline June 10, 2022**

**VII. Reconciliation for Cycle 2**

	<u>FY22</u>	<u>Less</u> <u>Cycle 1</u>	<u>Less</u> <u>Cycle 2</u>	<u>FY 23</u>	<u>Total</u>
O'ahu	\$ 500,000	\$ (100,000)	\$ -	\$ 500,000	\$ 900,000
Hawai'i	\$ 345,000	\$ -	\$ -	\$ 345,000	\$ 690,000
Maui	\$ 220,000	\$ (165,000)	\$ -	\$ 220,000	\$ 275,000
Lanai [1]	\$ 5,000	\$ -	\$ -	\$ 5,000	\$ 10,000
Molokai	\$ 50,000	\$ -	\$ -	\$ 50,000	\$ 100,000
Kauai	\$ 125,000	\$ -	\$ -	\$ 125,000	\$ 250,000
Niihau [1]	\$ 5,000	\$ -	\$ -	\$ 5,000	\$ 10,000
	<u>\$1,250,000</u>	<u>\$ (265,000)</u>		<u>\$1,250,000</u>	<u>\$2,235,000</u>

[1] The Grants Program will work directly with an on-island eligible organization for this award.

**Figure 6: Reconciliation for Cycle 2**

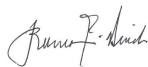
A total of \$2,500,000 was made available for award for the two-year grant period. Between the three organizations being recommended for award, a total of \$265,000 will be recommended for awarding in Cycle 1. This leaves \$2,235,000 of FB22-23 funding available for award in Cycle 2 allocated by the above listed island communities.

**VIII. Alternatives to Recommended Action**

- A. Approve and authorize additional awardee(s).
- B. Approve and authorize different funding awards.
- C. Do not approve funding.

**IX. Certification**

The following is the certification by the Chief Financial Officer that the funds are available for the awarding and funding recommendation:



\_\_\_\_\_  
Ramona G. Hinck  
Chief Financial Officer

8/26/2022  
\_\_\_\_\_  
Date

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**Action Item RM #22-21: Approve the Awarding of Community Grants – ‘Ohana  
from Solicitation #22-09, published April 14, 2022, Application Deadline June 10, 2022**

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**X. Recommendation**

Approve the following Fiscal Year 2022, Community Grants – ‘Ohana disbursements totaling \$165,000 from Core Operating Budget (Object Code 56530) for:

<b>Organization/Island</b>	<b>Award \$</b>
Papahana Kuaola – O’ahu	\$100,000
Ke Kula o Piilani – Maui	\$85,000
Hana Arts - Maui	\$80,000
<b>Total</b>	<b>\$165,000</b>

**XI. Appendix**

A – Profiles and Budgets

**APPENDIX A.**  
**‘OHANA GRANTS APPLICANT PROFILES**

<b>Organization</b>	<b>Papahana Kuaola</b>	
<b>Project Title</b>	<b>Nā Kama ‘Āina</b>	
<b>Average Score: 97</b>	Est. NH Impacted: 1000 NH participants,	Project Location: O‘ahu
<b>Amount Requested</b>	\$100,000	
<b>Strategic Direction</b>	Ohana Foundation: Health Outcomes	
<b>Outcome Alignment</b>	Outcome 4.2. Increased community stewardship of Hawai‘i’s natural and cultural resources that foster connection to ‘āina, ‘ohana, and communities.	
<b>Project Goal</b>	Address the challenges identified in the current community condition (time, economic hardship and social expectations) by holding sessions in a safe environment at a time selected by participants. Project activities are founded on the philosophy that ‘ohana are the first teachers. Traditions and practices learned in the home become a part of a child's identity and heritage that is passed on to the next generation. Programs that build on the connection between Native Hawaiian identity and cultural heritage allow children to integrate—and augment—the influence of Hawaiian culture in their own lives.	
<b>Reviewer Comments</b>	<ul style="list-style-type: none"> <li>• Demonstrated how well-thought out this project is and how they intend on implementing it.</li> <li>• Compelling application.</li> <li>• Committed team that will work to grow their community and its sustainability. These types of projects will teach, grow and empower the Native Hawaiian people to rise above.</li> </ul>	
<b>External Reviewer Scores</b>	Average 97 (94, 98, 99), all three external reviewers recommended “award”	
<b>Board of Directors</b>	Dr. Halona Tanner, President Robert Kealohapumehana Domingo, Vice President Hawley Iona, Treasurer Hi‘ilei Kawelo, Secretary	
<b>Executive Staff</b>	Kapaliku Schirman, Co-Executive Director Mahealani Merryman, Co-Executive Director Donna Tuisamata, Fiscal/Administrative Manager	



## ATTACHMENT J. BUDGET AND BUDGET JUSTIFICATION FORM

## YEAR 1

BUDGET CATEGORY - Item	Requested OHA Funds Budget	Cash Match Funds	Partner Organization Match Funds (if any)	Other funds (if any)	Description & Justification
<b>PERSONNEL - Salaries</b>					
Project Director	\$ 9,000	\$ -	\$ -	\$ -	1 FTE at 10% (\$90,000 x 10%=\$9,000)
Project Manager/Educator	\$ 8,100	\$ -	\$ -	\$ -	1 FTE at 15% (\$54,000 x 15%=\$8,100)
Educator	\$ 7,500	\$ -	\$ -	\$ -	1 FTE at 15% (\$50,000 x 15%=\$7,500)
Aina Specialist	\$ 6,240	\$ -	\$ -	\$ -	1 FTE at 15% (\$41,600 x 15%=\$6,240)
Fiscal/Admin Manager	\$ 6,000	\$ -	\$ -	\$ -	1 FTE at 10% (\$60,000 x 10%=\$6,000)
<b>PERSONNEL - Other Costs</b>					
Payroll taxes/benefits	\$ 9,210	\$ -	\$ -	\$ -	includes: FICA, WC, TDI, UE, Prepaid Health at 25% (\$36,840 x 25%=\$9,210)
	\$ -	\$ -	\$ -	\$ -	
<b>CONTRACTUAL SERVICES - Administrative</b>					
Pacific Accounting & Business Services	\$ -	\$ 1,244.00	\$ -	\$ -	Accounting services (\$12,444 year x 10% = \$1,244)
ProService		\$ 2,400.00			Payroll services (\$24,000 year x 10% = \$2,400)
TAG Team	\$ -	\$ 420.00	\$ -	\$ -	Web page management services (\$4,200 year x 10% = \$420)
<b>CONTRACTUAL SERVICES - Programmatic</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>DISTRIBUTIONS</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>EQUIPMENT - Lease/Rental</b>					
Chemi Toi	\$ -	\$ 2,850.00	\$ -	\$ -	Portable bathroom facilities (\$19,000 year x 15% = \$2,850)
	\$ -	\$ -	\$ -	\$ -	
<b>EQUIPMENT - Purchase</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>FACILITIES - Lease/Rental</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>FACILITIES - Utilities</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Honorarium</b>					
Guest Speakers (2)	\$ 912	\$ 88.00	\$ -	\$ -	Cultural practitioner guest speaker (\$500 x 2=\$1,000)
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Insurance</b>					
Noguchi & Associates	\$ -	\$ 550.00	\$ -	\$ -	Insurance (\$5,518 year x 10% = \$550)
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Mileage</b>					

	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Other Costs</b>					
Spices, seasonings and other food products	\$ -	\$ 500.00	\$ -	\$ -	Food used to create contemporary dishes for our mo'omeheu activities
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Postage, Freight, Delivery</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Publication &amp; Printing</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES- Repair &amp; Maintenance</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Staff Training</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Supplies</b>					
Office supplies	\$ -	\$ 312.00	\$ -	\$ -	paper, printer ink, binders, etc.
Sanitation supplies	\$ -	\$ 200.00	\$ -	\$ -	gloves, hand sanitizer, soap
<b>PROGRAM ACTIVITIES</b>					
Cooking activity materials	\$ -	\$ 1,130.00	\$ -	\$ -	foil pans (1 pkg=\$200), cutting boards (10 ea. x \$40=\$400), knives (10 pks x \$35=\$350), strainers (3 ea x \$60=\$180)
Propane tanks	\$ -	\$ 1,000.00	\$ -	\$ -	5 tanks x \$50 / fill=\$250 x 4 fills=\$1,000
Program supplies	\$ 3,038	\$ 2,962.00	\$ -	\$ -	500 participants x \$12=\$6,000
<b>TRAVEL AND TRANSPORTATION</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>REQUESTED OHA FUNDS BUDGET:</b>	\$ 50,000				
<b>CASH MATCH FUNDS:</b>	\$ 13,656.00			27%	% of Match
<b>Partner Organization Match Funds:</b>	\$ -				
<b>Other Funds:</b>				\$ -	
<b>YEAR 1 Total Project Cost:</b>	\$	63,656			

## ATTACHMENT J. BUDGET AND BUDGET JUSTIFICATION FORM

## YEAR 2

BUDGET CATEGORY - Item	Requested OHA Funds Budget	Cash Match Funds	Partner Organization Match Funds (if any)	Other Funds (if any)	Description & Justification
<b>PERSONNEL - Salaries</b>					
Project Director	\$ 9,000	\$ -	\$ -	\$ -	1 FTE at 10% (\$90,000 x 10%=\$9,000)
Project Manager/Educator	\$ 8,100	\$ -	\$ -	\$ -	1 FTE at 15% (\$54,000 x 15%=\$8,100)
Educator	\$ 7,500	\$ -	\$ -	\$ -	1 FTE at 15% (\$50,000 x 15%=\$7,500)
Aina Specialist	\$ 6,240	\$ -	\$ -	\$ -	1 FTE at 15% (\$41,600 x 15%=\$6,240)
Fiscal/Admin Manager	\$ 6,000	\$ -	\$ -	\$ -	1 FTE at 10% (\$60,000 x 10%=\$6,000)
<b>PERSONNEL - Other Costs</b>					
Payroll taxes/benefits	\$ 9,210	\$ -	\$ -	\$ -	includes: FICA, WC, TDI, UE, Prepaid Health at 25% (\$36,840 x 25%=\$9,210)
	\$ -	\$ -	\$ -	\$ -	
<b>CONTRACTUAL SERVICES - Administrative</b>					
Pacific Accounting & Business Services	\$ -	\$ 1,244.00	\$ -	\$ -	Accounting services (\$12,444 year x 10% = \$1,244)
ProService		\$ 2,400.00			Payroll services (\$24,000 year x 10% = \$2,400)
TAG Team	\$ -	\$ 420.00	\$ -	\$ -	Web page management services (\$4,200 year x 10% = \$420)
<b>CONTRACTUAL SERVICES - Programmatic</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>DISTRIBUTIONS</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>EQUIPMENT - Lease/Rental</b>					
Chemi Toi	\$ -	\$ 2,850.00	\$ -	\$ -	Portable bathroom facilities (\$19,000 year x 15% = \$2,850)
	\$ -	\$ -	\$ -	\$ -	
<b>EQUIPMENT - Purchase</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>FACILITIES - Lease/Rental</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>FACILITIES - Utilities</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Honorarium</b>					
Guest Speakers (2)	\$ 912	\$ 88.00	\$ -	\$ -	Cultural practitioner guest speaker (\$500 x 2=\$1,000)
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Insurance</b>					
Noguchi & Associates	\$ -	\$ 550.00	\$ -	\$ -	Insurance (\$5,518 year x 10% = \$550)
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Mileage</b>					

	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Other Costs</b>					
Spices and seasonings	\$ -	\$ 400.00	\$ -	\$ -	Food used to create contemporary dishes for our mo'omeheu activities
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Postage, Freight, Delivery</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Publication &amp; Printing</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES- Repair &amp; Maintenance</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Staff Training</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Supplies</b>					
Office supplies	\$ -	\$ 237.00	\$ -	\$ -	paper, printer ink, binders, etc.
Sanitation supplies	\$ -	\$ 200.00	\$ -	\$ -	gloves, hand sanitizer, soap
<b>PROGRAM ACTIVITIES</b>					
Cooking activity materials	\$ -	\$ 375.00	\$ -	\$ -	foil pans (1 bx=\$200), mortor and pestal (5 x \$35=\$175)
Propane tanks	\$ -	\$ 1,000.00	\$ -	\$ -	5 tanks x \$50 / fill=\$250 x 4 fills=\$1,000
Program supplies	\$ 3,038	\$ 2,962.00	\$ -	\$ -	500 participants x \$12=\$6,000
<b>TRAVEL AND TRANSPORTATION</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>REQUESTED OHA FUNDS BUDGET:</b>	\$ 50,000				
<b>CASH MATCH FUNDS:</b>	\$ 12,726			25%	% of Match
<b>Partner Organization Match Funds:</b>	\$ -				
<b>Other Funds:</b>				\$ -	
<b>YEAR 2 Total Project Cost:</b>	\$	62,726			

**APPENDIX A.**  
**‘OHANA GRANTS APPLICANT PROFILES**

<b>Organization</b>	<b>Ke Kula ‘O Pi‘ilani</b>	
<b>Project Title</b>	<b>Hawaiian Heritage Garden Restoration</b>	
<b>Average Score: 84</b>	Est. NH Impacted: 150 NH participants (haumana, mākua, NH Community members)	Project Location: Maui
Amount Requested	\$100,000	
Strategic Direction	Ohana Foundation: Educational Pathways & Health Outcomes	
Outcome Alignment	<p><u>Outcome 1.3.</u> Increased number of Native Hawaiians engaged in traditional learning systems (ie. hale, halau, mua, hale pe‘a) that reestablish/maintain strong cultural foundations/ identity</p> <p><u>Outcome 4.1.</u> Preservation and perpetuation of Hawaiian language, culture, traditions, identity and sense of lāhui.</p> <p><u>Outcome 4.2.</u> Increased community stewardship of Hawai‘i’s natural and cultural resources that foster connection to ‘āina, ‘ohana, and communities.</p> <p><u>Outcome 4.3.</u> Increased restoration of Native Hawaiian cultural sites, landscapes, kulāiwi and traditional food systems.</p>	
Project Goal	Revitalize and steward the Hawaiian Heritage Garden at Kepaniwai Park, a culturally rich community resource, through the collective efforts of school students, school ‘ohana, and the Maui community to create a space where Hawaiian language, culture, traditions, identity, and sense of lāhui can all thrive. This project will increase the number of Native Hawaiians engaged in traditional learning systems that reestablish and maintain strong cultural foundations and identity. This Hawaiian Space will figuratively feed ‘ohana for generations	
Reviewer Comments	<ul style="list-style-type: none"> <li>• Applicant expressed their desire to implement this project to grow their pilina with ‘āina. However, they could have provided concise explanations.</li> <li>• It would be great to restore a park area for school community and broader kaiāulu, A large amount requested for a small project.</li> <li>• Open to the entire community providing a safe place for all to learn and practice the Hawaiian culture, much growth to come.</li> </ul>	
External Reviewer Scores	Average 84 (77, 85, 89); all three (3) reviewers recommended “partial award”	
Board of Directors	President : Bryce Thayer Treasurer: Kimberly Thayer Secretary: Ashley Awakea Lindsey (Native Hawaiian)	
Executive Staff	Director: Kapā Oliveira (NH) Director: Luana Kawa‘a (NH) Director: Joy Aulani Takatsuka Director: Kulia Pahia (NH) Director: Anna Eckart-Dodd Director: Keōmailani Eaton (NH) Cultural Advisor: Kumu Kaponō‘ai Molitau (NH)	

## ATTACHMENT J. BUDGET AND BUDGET JUSTIFICATION FORM

YEAR 1

Ke Kula 'O Pi'ilani

BUDGET CATEGORY - Item	Requested OHA Funds Budget	Cash Match Funds	Partner Organizati on Match Funds (if any)	Other Funds (if any)	Description & Justification
<b>PERSONNEL - Salaries</b>					
Curriculum Developer/Facilitator 1	\$ 6,000	\$ 1,500	\$ -	\$ -	Curriculum developer and cultural educator to design and facilitate educational activities for both elementary students and adult learners.
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>PERSONNEL - Other Costs</b>					
Fringe benefits	\$ 950	\$ 300	\$ -	\$ -	Pro rata share of payroll taxes and fringe benefits for the position listed above
	\$ -	\$ -	\$ -	\$ -	
<b>CONTRACTUAL SERVICES - Administrative</b>					
Payroll Service	\$ 1,100	\$ 200	\$ -	\$ -	Pro rata share of service fees for 1 year
Accounting	\$ 1,000	\$ 800	\$ -	\$ -	Accounting service
Grants Program Manager	\$ 4,500	\$ 800			Overall supervision of grant, including the oversight of grant expenditures, coordination and submission of grant deliverables and oversight of the related data collection, publication design, educational signage design, and technical support.
<b>CONTRACTUAL SERVICES - Programmatic</b>					
Curriculum Developer/Facilitator 2	\$ 12,000	\$ 2,500	\$ -	\$ -	Curriculum developer and cultural educator to design and facilitate educational activities for 4 workshops per month
Agricultural Specialist/Facilitator	\$ 12,000	\$ 2,500	\$ -	\$ -	Agricultural specialist responsible for site preparation and planning, lesson planning, outdoor classroom teaching, and networking with community partners to enhance community access to a variety of educational opportunities every Wednesday afternoon with school students and one Friday-Saturday per month with the community at-large.
<b>DISTRIBUTIONS</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>EQUIPMENT - Lease/Rental</b>					

## ATTACHMENT J. BUDGET AND BUDGET JUSTIFICATION FORM

YEAR 1

Ke Kula 'O Pi'ilani

BUDGET CATEGORY - Item	Requested OHA Funds Budget	Cash Match Funds	Partner Organizati on Match Funds (if any)	Other Funds (if any)	Description & Justification
Copy Machine	\$ 600	\$ -	\$ -	\$ -	Pro rata share of copy machine costs for handouts and worksheets
Generator	\$ 1,000	\$ -	\$ -	\$ -	Quarterly Generator Rental at \$250 per quarter from Service Rentals
<b>EQUIPMENT - Purchase</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>FACILITIES - Lease/Rental</b>					
Campus Lease	\$ 1,600	\$ -	\$ -	\$ -	Prorated amount for use of campus spaces for workshops and offices (8% of \$2,400 per month lease)
	\$ -	\$ -	\$ -	\$ -	
<b>FACILITIES - Utilities</b>					
Telephone and Internet Service	\$ 500	\$ -	\$ -	\$ -	Pro rata share of service for 1 year
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Honorarium</b>					
Honorarium Hawaiian Cultural Practitioners	\$ 1,600	\$ -	\$ -	\$ -	Honorarium for 8 native Hawaiian practitioners of traditional cultural arts at \$200 per engagement
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Insurance</b>					
Liability Insurance	\$ 1,000	\$ -	\$ -	\$ -	Pro rata share of liability insurance
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Mileage</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Other Costs</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Postage, Freight, Delivery</b>					
Postage	\$ 500	\$ -	\$ -	\$ -	Postage for distributing informational materials and calendar dates for community
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Publication &amp; Printing</b>					
Maui Family Time Magazine	\$ 2,400	\$ 800	\$ -	\$ -	Publication of our calendar of community workdays and informational resources in preparation for quarterly activities (\$800.00 per quarter)

## ATTACHMENT J. BUDGET AND BUDGET JUSTIFICATION FORM

YEAR 1

Ke Kula 'O Pi'ilani

BUDGET CATEGORY - Item	Requested OHA Funds Budget	Cash Match Funds	Partner Organizati on Match Funds (if any)	Other Funds (if any)	Description & Justification
The Maui News	\$ 1,000	\$ -	\$ -	\$ -	Publication of community workdays calendar and informational resources in preparation for quarterly activities
<b>OTHER EXPENSES- Repair &amp; Maintenance</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Staff Training</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Supplies</b>					
Office Supplies	\$ -	\$ 400	\$ -	\$ -	Organizational items, pens, file folders, binders, safety supplies, gardening supplies
<b>PROGRAM ACTIVITIES</b>					
Plant Materials	\$ 900	\$ 300	\$ -	\$ -	Plant materials for creating biodiverse ethnobotanical landscapes for lei-making, medicine, and food.
Agricultural Curriculum Supplies	\$ 1,350	\$ -	\$ -	\$ -	Agricultural curriculum supplies including composting supplies, soil remediation supplies, and waterway maintenance supplies.
<b>TRAVEL AND TRANSPORTATION</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>REQUESTED OHA FUNDS BUDGET:</b>	\$ 50,000				
<b>CASH MATCH FUNDS:</b>	\$ 10,100			20%	% of Match
<b>Partner Organization Match Funds:</b>	\$ -				
<b>Other Funds:</b>				\$ -	
<b>YEAR 1 Total Project Cost:</b>	\$ 60,100				



## ATTACHMENT J. BUDGET AND BUDGET JUSTIFICATION FORM

YEAR 2

Ke Kula 'O P'ilani

BUDGET CATEGORY - Item	Requested OHA Funds Budget	Cash Match Funds	Partner Organization Match Funds (if any)	Other Funds (if any)	Description & Justification
<b>PERSONNEL - Salaries</b>					
Curriculum Developer/Facilitator 1	\$ 6,000	\$ 1,500	\$ -	\$ -	Curriculum developer and cultural educator to design and facilitate educational activities for both elementary students and adult learners.
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>PERSONNEL - Other Costs</b>					
Fringe benefits	\$ 950	\$ 300	\$ -	\$ -	Pro rata share of payroll taxes and fringe benefits for the position listed above
	\$ -	\$ -	\$ -	\$ -	
<b>CONTRACTUAL SERVICES - Administrative</b>					
Payroll Service	\$ 1,100	\$ 200	\$ -	\$ -	Pro rata share of service fees for 1 year
Accounting	\$ 1,000	\$ 800	\$ -	\$ -	- Accounting service
					Overall supervision of grant, including the oversight of grant expenditures, coordination and submission of grant deliverables and oversight of the related data collection, publication design, educational signage design, and technical support.
Grants Program Manager	\$ 4,500	\$ 1,000			
<b>CONTRACTUAL SERVICES - Programmatic</b>					
Curriculum Developer/Facilitator 2	\$ 12,000	\$ 2,500	\$ -	\$ -	Curriculum developer and cultural educator to design and facilitate educational activities for 4 workshops per month
Agricultural Specialist/Facilitator	\$ 12,000	\$ 2,500	\$ -	\$ -	Agricultural specialist responsible for site preparation and planning, lesson planning, outdoor classroom teaching, and networking with community partners to enhance community access to a variety of educational opportunities every Wednesday afternoon with school students and one Friday-Saturday per month with the community at-large.
<b>DISTRIBUTIONS</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>EQUIPMENT - Lease/Rental</b>					

ATTACHMENT J. BUDGET AND BUDGET JUSTIFICATION FORM  
 YEAR 2  
 Ke Kula 'O P'ilani

BUDGET CATEGORY - Item	Requested OHA Funds Budget	Cash Match Funds	Partner Organization Match Funds (if any)	Other Funds (if any)	Description & Justification
Copy Machine	\$ 600	\$ -	\$ -	\$ -	Pro rata share of copy machine costs for handouts and worksheets
Generator	\$ 1,000	\$ -	\$ -	\$ -	Quarterly Generator Rental at \$250 per quarter from Service Rentals
<b>EQUIPMENT - Purchase</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>FACILITIES - Lease/Rental</b>					
Campus Lease	\$ 1,600	\$ -	\$ -	\$ -	Pro-rated amount for use of campus spaces for workshops and offices (8% of \$2,400 per month lease)
	\$ -	\$ -	\$ -	\$ -	
<b>FACILITIES - Utilities</b>					
Telephone and Internet Service	\$ 500	\$ -	\$ -	\$ -	Pro rata share of service for 1 year
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Honorarium</b>					
Honorarium Hawaiian Cultural Practitioners	\$ 1,600	\$ -	\$ -	\$ -	Honorarium for 8 native Hawaiian practitioners of traditional cultural arts at \$200 per engagement
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Insurance</b>					
Liability Insurance	\$ 1,000	\$ -	\$ -	\$ -	Pro rata share of liability insurance
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Mileage</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Other Costs</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Postage, Freight, Delivery</b>					
Postage	\$ 500	\$ -	\$ -	\$ -	Postage for distributing informational materials and calendar dates for community
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Publication &amp; Printing</b>					
Maui Family Time Magazine	\$ 2,400	\$ 800	\$ -	\$ -	Publication of our calendar of community workdays and informational resources in preparation for quarterly activities (\$800.00 per quarter)

## ATTACHMENT J. BUDGET AND BUDGET JUSTIFICATION FORM

YEAR 2

Ke Kula 'O P'ilani

BUDGET CATEGORY - Item	Requested OHA Funds Budget	Cash Match Funds	Partner Organization Match Funds (if any)	Other Funds (if any)	Description & Justification
The Maui News	\$ 1,000	\$ -	\$ -	\$ -	Publication of community workdays calendar and informational resources in preparation for quarterly activities
<b>OTHER EXPENSES- Repair &amp; Maintenance</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Staff Training</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Supplies</b>					
					Organizational items, pens, file folders, binders, safety supplies, gardening supplies
Office Supplies	\$ -	\$ 400	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>PROGRAM ACTIVITIES</b>					
Educational Signage	\$ 2,250	\$ -	\$ -	\$ -	Educational signage research and design workshops. Educational signage printing and installation (30 locally-engraved acrylic signs at \$60 each), amongst the native Hawaiian landscapes at Kepaniwai Park
	\$ -	\$ -	\$ -	\$ -	
<b>TRAVEL AND TRANSPORTATION</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>REQUESTED OHA FUNDS BUDGET:</b>	\$ 50,000				
<b>CASH MATCH FUNDS:</b>	\$ 10,000				
<b>Partner Organization Match Funds:</b>	\$ -			20%	% of Match
<b>Other Funds:</b>				\$ -	
<b>YEAR 2 Total Project Cost:</b>				\$ 60,000	

**APPENDIX A.**  
**‘OHANA GRANTS APPLICANT PROFILES**

<b>Organization</b>	<b>Hana Arts</b>	
<b>Project Title</b>	<b>Uniting East Maui 'Ohana through Arts &amp; Culture</b>	
<b>Average Score: 76</b>	Est. NH Impacted: 270 NH participants (haumana)	Project Location: Maui
<b>Amount Requested</b>	\$100,000	
<b>Strategic Direction</b>	Ohana Foundation: Educational Pathways, Health Outcomes & Quality Housing	
<b>Outcome Alignment</b>	<u>Outcome 1.3.</u> Increased number of Native Hawaiians engaged in traditional learning systems (ie. hale, halau, mua, hale pe'a) that reestablish/maintain strong cultural foundations/ identity <u>Outcome 4.1.</u> Preservation and perpetuation of Hawaiian language, culture, traditions, identity and sense of lāhui. <u>Outcome 5.3. Increased safety, stability, social support networks, and cultural connection in Native Hawaiian communities.</u>	
<b>Project Goal</b>	Unite and uplift the East Maui youth (80% of which are Native Hawaiian) through arts and culture education and events that strengthen family relationships and cultural connection so that students are equipped to be thriving adults with strong bonds to their 'ohana, community, and to themselves.	
<b>Reviewer Comments</b>	<ul style="list-style-type: none"> <li>• Overall application is a great starting point. It seems some key elements are missing or identified elsewhere.</li> <li>• Compelling application to provide Fine Arts education to Hana students.</li> </ul> <p>Pprogram appears to fill a gap that is important to the community. While some of their needs or background experiences may not have been clearly articulated,.</p>	
<b>External Reviewer Scores</b>	Average 76 (72, 80, 75); Partial Award, Award, Partial Award	
<b>Board of Directors</b>	Robin Newton - Board President Daniele Comeaux - Vice President Blessing Hancock - Secretary Robin Rayner, AIA - Board Member at large Kari Hagedom - Board member at-large Andrea Rodriguez - Board member at-large Sara Tobin - Board member at-large	
<b>Executive Staff</b>	Becky Lind – Executive Director	

## ATTACHMENT J. BUDGET AND BUDGET JUSTIFICATION FORM

YEAR 1

Hana Arts

BUDGET CATEGORY - Item	Requested OHA Funds Budget	Cash Match Funds	Partner Organization Match Funds (if any)	Other Funds (if any)	Description & Justification
<b>PERSONNEL - Salaries</b>					
Kumu	<del>\$</del>	\$ 35,000		\$ 212,116	Wages for instructors and assistants *all staff should be listed w/ FTE more detail required. Budgeted \$70k over total Yr amount
	\$ 35,000				*Modification due to overage in Y1&Y2
Director	<del>\$</del>	\$ -	\$ -	\$ 44,213	Executive Director and Program Directors *all staff should be listed w/ FTE more detail required. Budgeted \$35k over total Yr amount
	\$ 15,000	\$ -	\$ -	\$ -	*Modification due to overage in Y1&Y2
<b>PERSONNEL - Other Costs</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>CONTRACTUAL SERVICES - Administrative</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>CONTRACTUAL SERVICES - Programmatic</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>DISTRIBUTIONS</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>EQUIPMENT - Lease/Rental</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>EQUIPMENT - Purchase</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>FACILITIES - Lease/Rental</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>FACILITIES - Utilities</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Honorarium</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Insurance</b>					
Insurance policies	\$ -	\$ -	\$ -	\$ 10,360	General Liability, auto, d/o, TDI, unemployment
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Mileage</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	

## ATTACHMENT J. BUDGET AND BUDGET JUSTIFICATION FORM

YEAR 1

Hana Arts

BUDGET CATEGORY - Item	Requested OHA Funds Budget	Cash Match Funds	Partner Organization Match Funds (if any)	Other Funds (if any)	Description & Justification
<b>OTHER EXPENSES - Other Costs</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Postage, Freight, Delivery</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Publication &amp; Printing</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES- Repair &amp; Maintenance</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Staff Training</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Supplies</b>					
Program and office supplies	\$ -	\$ -	\$ -	\$ 22,000	instruments, etc
	\$ -	\$ -	\$ -	\$ -	
<b>PROGRAM ACTIVITIES</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>TRAVEL AND TRANSPORTATION</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>REQUESTED OHA FUNDS BUDGET:</b>	\$ 50,000				
<b>CASH MATCH FUNDS:</b>	\$ 35,000			70%	% of Match
<b>Partner Organization Match Funds:</b>	\$ -				
<b>Other Funds:</b>				\$ 288,689	
<b>YEAR 1 Total Project Cost:</b>	\$			373,689	

**ATTACHMENT J. BUDGET AND BUDGET JUSTIFICATION FORM**  
**YEAR 2**

Hana Arts

BUDGET CATEGORY - Item	Requested OHA Funds Budget	Cash Match Funds	Partner Organization Match Funds (if any)	Other Funds (if any)	Description & Justification
<b>PERSONNEL - Salaries</b>					
Kumu	<del>\$</del>	\$ 35,000.00		\$ 212,116	Wages for instructors and assistants *all staff should be listed w/ FTE more detail required. Budgeted \$70k over total Yr amount
	\$ 35,000				*Modification due to overage in Y1&Y2
Director	<del>\$</del>	\$ -	\$ -	\$ 44,213	Executive Director and Program Directors *all staff should be listed w/ FTE more detail required. Budgeted \$35k over total Yr amount
	\$ 15,000	\$ -	\$ -	\$ -	*Modification due to overage in Y1&Y2
<b>PERSONNEL - Other Costs</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>CONTRACTUAL SERVICES - Administrative</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>CONTRACTUAL SERVICES - Programmatic</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>DISTRIBUTIONS</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>EQUIPMENT - Lease/Rental</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>EQUIPMENT - Purchase</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>FACILITIES - Lease/Rental</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>FACILITIES - Utilities</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Honorarium</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Insurance</b>					
Insurance policies	\$ -	\$ -	\$ -	\$ 10,360	General Liability, auto, d/o, TDI, unemployment
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Mileage</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Other Costs</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Postage, Freight, Delivery</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Publication &amp; Printing</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES- Repair &amp; Maintenance</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	

**ATTACHMENT J. BUDGET AND BUDGET JUSTIFICATION FORM**  
**YEAR 2**

Hana Arts

<b>BUDGET CATEGORY - Item</b>	<b>Requested OHA Funds Budget</b>	<b>Cash Match Funds</b>	<b>Partner Organization Match Funds (if any)</b>	<b>Other Funds (if any)</b>	<b>Description &amp; Justification</b>
<b>OTHER EXPENSES - Staff Training</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Supplies</b>					
Program and office supplies	\$ -	\$ -	\$ -	\$ 22,000	Art supplies, costumes, music instruments, etc
	\$ -	\$ -	\$ -	\$ -	
<b>PROGRAM ACTIVITIES</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>TRAVEL AND TRANSPORTATION</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>REQUESTED OHA FUNDS BUDGET:</b>	\$ 50,000				
<b>CASH MATCH FUNDS:</b>		\$ 35,000.00		70%	<b>% of Match</b>
<b>Partner Organization Match Funds:</b>		\$ -			
<b>Other Funds:</b>				\$ 288,689	
<b>YEAR 1 Total Project Cost:</b>		\$		373,689	



**APPENDIX A.**  
**‘OHANA GRANTS APPLICANT PROFILES**

<b>Organization</b>	<b>Kalihi-Pālama Culture &amp; Arts Society, Inc.</b>	
<b>Project Title</b>	<b>Queen Lili‘uokalani Keiki Hula Competition</b>	
<b>Average Score: 56</b>	Est. NH Impacted: 900 NH participants (keiki)	Project Location: O‘ahu
<b>Amount Requested</b>	\$100,000	
<b>Strategic Direction</b>	Ohana Foundation: Educational Pathways, Health Outcomes & Quality Housing	
<b>Outcome Alignment</b>	<p><u>Outcome 1.3.</u> Increased number of Native Hawaiians engaged in traditional learning systems (ie. hale, halau, mua, hale pe‘a) that reestablish/maintain strong cultural foundations/ identity.</p> <p><u>Outcome 3.1.</u> Increased availability and access to quality, culturally based, and culturally adapted prevention and treatment interventions in ‘ohana, schools, and communities.</p> <p><u>Outcome 3.2.</u> Establishment of a fully functional, high quality, culturally adapted, primary Native Hawaiian Health System which coordinates effective wellness activities/ programs.</p> <p><u>Outcome 4.1.</u> Preservation and perpetuation of Hawaiian language, culture, traditions, identity and sense of lāhui.</p> <p><u>Outcome 4.2.</u> Increased community stewardship of Hawai‘i’s natural and cultural resources that foster connection to ‘āina, ‘ohana, and communities.</p> <p><u>Outcome 5.3. Increased safety, stability, social support networks, and cultural connection in Native Hawaiian communities.</u></p>	
<b>Project Goal</b>	Influence an average of 900 Native Hawaiian children to increase the rate of children to equal educational opportunities and improve the retention of expansion and preserving the Native Hawaiian Language.	
<b>Reviewer Comments</b>	<ul style="list-style-type: none"> <li>• Missing key components that would strengthen their overall application.</li> <li>• Key application information was missing or incomplete.</li> <li>• Difficult to award a large grant to a project whose application is lacking. Not important enough to ensure all details are present.</li> </ul>	
<b>External Reviewer Scores</b>	Average 56 (53, 56, 58), all three reviewers recommended “do not award”	
<b>Board of Directors</b>	Kehaulani Watson-Sproat – President Garrett Kam – Vice-President Susie Chun-Oakland – Secretary/Treasurer Kaipo Leopoldino – Board Member Jon Nouchi – Board Member Delia Ulma – Board Member Hinalaimoana Wong-Kalu – Board Member Matt Sproat – Board Member Bryan Andaya – Board Member	
<b>Executive Staff</b>	Guy Murashige Sibilla - Executive Director (Non- Voting)	

**Committee on Resource Management**Trustee John Waihe'e IV, *At-Large* - ChairTrustee Luana Alapa, *Moloka'i / Lāna'i* - Vice Chair**Members**Trustee Leina'ala Ahu Isa, *At-Large*Trustee Dan Ahuna, *Kaua'i / Ni'ihau*Trustee Kaleihikina Akaka, *O'ahu*Trustee Keli'i Akina, *At-Large*Trustee Brendon Kalei'aina Lee, *At-Large*Trustee Carmen Hulu Lindsey, *Maui*Trustee Mililani Trask, *Hawai'i Island*

**STATE OF HAWAII  
OFFICE OF HAWAIIAN AFFAIRS**

**MEETING OF THE  
COMMITTEE ON RESOURCE MANAGEMENT (RM)**

**DATE:** Tuesday, August 30, 2022**TIME:** 10:00 a.m.**PLACE:** Virtual Meeting viewable at <https://www.oha.org/livestream> OR

Listen by phone: (213) 338-8477, Webinar ID: 820 7045 8308

**Due to COVID-19, the OHA Board of Trustees and its standing committees will hold virtual meetings until further notice.**

**This virtual meeting can be viewed and observed via livestream on OHA's website at [www.oha.org/livestream](http://www.oha.org/livestream) or listened to by phone at: (213) 338-8477, Webinar ID: 820 7045 8308. A physical meeting location open to the general public will be available at 560 N. Nimitz Hwy., Suite 200, Honolulu HI 96817. All members of the public that wish to access the physical meeting location must pass a wellness check and provide proof of full vaccination or a negative COVID-19 test taken within 72 hours of entry.**

**AGENDA**

**I. Call to Order****II. Approval of Minutes**

A. July 26, 2022\*

**III. Unfinished Business – None****IV. New Business**

- A. ACTION ITEM RM #22-18: Approve the Awarding of Iwi Kupuna Repatriation & Reinternment Grants, from Solicitation #22-10, Published April 14, 2022, Application Deadline June 10, 2022\*
- B. ACTION ITEM RM #22-19: Approve the Awarding of Community Grants - 'Āina, from Solicitation #22-06, Published April 1, 2022, Application Deadline May 27, 2022\*
- C. ACTION ITEM RM #22-20: Approve the Awarding of Community Grants - Mo'omeheu from Solicitation #22-07, Published April 1, 2022, Application Deadline May 27, 2022\*
- D. ACTION ITEM RM #22-21: Approve the Awarding of 'Ohana Grants from Solicitation #22-09, Published April 14, 2022, Application Deadline June 10, 2022\*
- E. ACTION ITEM RM #22-22: Approve the Awarding of Homestead Community Grants, from Solicitation #22-11, Published April 14, 2022, Application Deadline June 10, 2022\*

**V. Announcements****VI. Adjournment**

If you require an auxiliary aid or accommodation due to a disability, please contact Everett Ohta at telephone number (808) 594-1988 or by email at: [everetto@oha.org](mailto:everetto@oha.org) no later than three (3) business days prior to the date of the meeting.

Meeting materials for this meeting will be available for the public to view 48 hours prior to this meeting at OHA's main office located at 560 N. Nimitz Hwy., Suite 200, Honolulu, HI 96817. Meeting materials will also be available to view at OHA's neighbor island offices and will be posted to OHA's website at: [www.oha.org/rm](http://www.oha.org/rm).



## ACTION ITEM

### COMMITTEE ON RESOURCE MANAGEMENT

August 30, 2022

RM #22-22

**Action Item Issue:** Approve the Awarding of Homestead Community Grants, from Solicitation #22-11, Published April 14, 2022, Application Deadline June 10, 2022

**Co-Prepared  
& Reviewed by:**

A handwritten signature in black ink, appearing to read 'Ramona G. Hinck'.

8/26/2022

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Ramona G. Hinck  
Ka Pou Kihi Kanaloa Wai, Chief Financial Officer  
Pou Kāko‘o Kaiāulu Kūikawā, Interim Grants Manager

Date

**Reviewed by:**

A handwritten signature in black ink, appearing to read 'Casey K. Brown'.

8/26/2022

---

Casey K. Brown  
Ka Pou Nui, Chief Operating Officer

Date

**Co-Prepared  
& Reviewed by:**

A handwritten signature in black ink, appearing to read 'Sylvia M. Hussey'.

8/26/2022

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Sylvia M. Hussey, Ed.D.  
Ka Pouhana, Chief Executive Officer

Date

**Reviewed by:**

A handwritten signature in black ink, appearing to read 'John D. Waihee IV'.

8/26/2022

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John D. Waihee IV  
Luna Ho‘omalulu o ke Kōmike RM  
Committee on Resource Management, Chair

Date

## I. Proposed Action

Approve the following Fiscal Year 2022 and 2023, Community Grants – Homestead disbursements totaling \$90,000 from Core Operating Budget (Object Code 56530) for:

Organization/Island	Award Amount
Keaukaha Pana‘ewa Community Alliance	\$50,000
Homestead Community Development Corporation	\$40,000
<b>Total</b>	<b>\$90,000</b>

## II. Issue

Whether or not the Committee on Resource Management (RM), should approve, authorize the recommendations for awarding of the Community Grants – Homestead Community.

Table 8: Community Grants Program – 56530

Community Grants	Awarded	Awarded	Biennium Budget Request		FY22/FY23	%
	FY 20*	FY 21*	FY 22	FY 23	2-Year Total	
20-01: Culture	\$500,000	\$500,000	\$500,000	\$500,000	\$1,000,000	7%
20-02: Health	500,000	500,000	500,000	500,000	1,000,000	7%
20-03: Education	750,000	750,000	750,000	750,000	1,500,000	10%
20-04: Housing	500,000	500,000	1,500,000	1,500,000	3,000,000	21%
20-05: Income	750,000	750,000	750,000	750,000	1,500,000	10%
20-06: Land	500,000	500,000	500,000	500,000	1,000,000	7%
20-07: Ahahui	200,000	200,000	200,000	200,000	400,000	3%
<b>Leverage Opportunities</b>						0%
Higher Education Scholarships			500,000	500,000	1,000,000	7%
Homestead Community		250,000	300,000	300,000	600,000	4%
NH Teacher Education & Professional Development		250,000	250,000	250,000	500,000	3%
‘Ohana (including Impacts of Incarceration, Human Trafficking, LGBTQ)		250,000	750,000	750,000	1,500,000	10%
Iwi Kupuna Repatriation & Reinterment		144,079	300,000	300,000	600,000	4%
COVID-19 Impacts		500,000	500,000	500,000	1,000,000	7%
<b>Total Community Grants:</b>	<b>\$3,700,000</b>	<b>\$5,094,079</b>	<b>\$7,300,000</b>	<b>\$7,300,000</b>	<b>\$14,600,000</b>	<b>100%</b>

## III. Budget Authorization

Via Action Item RM #21-08A - OHA Biennium Budget for the Fiscal Biennium Periods 2021-2022 (FY 22) and 2022-2023 (FY 23), June 30, 2021, \$600,000 for the Biennium FY22 and FY 23 The approval authorized \$300,000 in Fiscal Year 2022 and \$300,000 in Fiscal Year 2023. Minimum award - \$30,000; Maximum award - \$50,000.

Figure 1. Table 8 from AI #21-08A

#### **IV. Homestead Grants Purpose**

<b>Homestead Outcomes Grants Purpose:</b> Strengthened Hawaiian Homestead beneficiaries, families, and communities.	
Homestead Community	Grants include programs to meet Hawaiian Homestead communities' basic needs (e.g., home repair, handrails, guardrails, ramps, internet access, transportation, aids—walkers, canes, transfer benches, eyeglasses, hearing aids, protective footwear, dental services) or in Hawaiian Homestead communities' youth, kupuna, or community centers, including purchase of program or activity supports (e.g., appliances, computers, internet access, safety patrol activities, after school programming). May also include education, advocacy or support services to enable Hawaiian Homestead communities to advocate for 'ohana and community needs (e.g., in areas of education, health, housing, pa'ahao, subsistence living, natural resources).

**Figure 2: Section I – Solicitation Description, Page 4 of the Solicitation**

#### **V. Solicitation / Evaluation Process**

- A. Solicitation.** The Community Grants – Homestead Solicitation #22-11 was released on Thursday, April 14, 2022. The application deadline was June 10, 2022.
- B. Phase 1 – Eligibility Letter of Interest.** All applicants completed the Phase 1 – Eligibility Letter of Interest (LOI) requirement to obtain access to the grant application. Grants Program staff reviewed all submitted LOIs for eligibility requirements, which included HRS 10-17 statutory requirements as well as the certification of provisions and match funding.

#### **SECTION III. PHASE 1 – ELIGIBILITY**

The information included in this section addresses the application restrictions, minimum eligibility requirements, required documents, and eligibility submission process. If you need clarification on the minimum eligibility requirements, contact the Grants Program at [grantsinfo@oha.org](mailto:grantsinfo@oha.org).

##### **A. Native Hawaiian Serving Organization (NHSO) Requirement**

The applicant shall be an organization that can certify and clearly demonstrate that at least sixty-percent (60%) or more of the organization's overall current client and/or participant base is Native Hawaiian. The applicant shall provide information and data to substantiate how the applicant derived the percentage provided. The information and data shall not be based solely on the project being applied for, but the organization's overall participant and/or client base for all services provided by the organization.

**Figure 3. Section III. Phase 1 – Eligibility Excerpt, Page 9**



Based on past experiences, Phase 1 is intended to end before even progressing to the application phase and investment of reviewer time and ensure applicants meet all of the

- e. **Number of Native Hawaiians to be Served** – The applicant shall provide the total number of Native Hawaiian individuals that the proposed project intends to directly serve through OHA funding.

If the project does not serve Native Hawaiians, then the project shall be deemed ineligible to apply for this grant. OHA funding for this grant is for Native Hawaiians only.

The number of Native Hawaiian individuals served shall include project participants that can be documented on registration forms, sign-in sheets, and other data collection and verification documents. It shall not include project staff and subcontractors, hits and likes on social media platforms, or individuals indirectly served.

- **Newly Served.** The applicant shall provide the total target number of newly enrolled Native Hawaiians. A newly served participant is a first-time project participant under this OHA grant.
- **Completed.** The applicant shall provide the total target number of Native Hawaiians that will complete the project. For example, the total number of participants that completed all required workshops, treatment programs, etc.

basic requirements on the front subject to reviewer variation in interpretation vs. consistent Grants Program determination. Three eligibility requirements sections need to be satisfactorily completed in this phase (refer to Section III of the solicitation):

1. ***Applicant & Project Information.*** Organization name, project name, amount requested, project alignment with strategic direction & outcome, number of Native Hawaiians to be served, island location(s), project contacts, governing board and executive team, authorized signatory – legal agreements, and application authorization form.

**Figure 4: Section III – Phase 1 Eligibility Page 11**

When the Grants Program reviews each submitted LOI, the percentage computed and supporting data is reviewed,

specifically how many participants has their organization as a whole served over the past one to three years, and of those participants, how many are Native Hawaiian. Applicants certify that the information is submitted is true. The applicant is asked to provide data from their programs and supporting documents (e.g., sign-in sheets, registration forms, surveys). Although the supporting docs are not always required, additional supporting documents are requested if the submitted data is unclear, inconsistent or conflicting. A prior awarded grantee would generally be eligible for this phase based on their previous grant.

2. ***Certifications.*** Licenses/permits certification, partner certification, if applicable, sufficient funds certification, COVID-19 preparedness and response plan certification, IRS Letter of Determination, Certificate of Vendor Compliance, Board Governance); and

3. ***Match Funding Confirmation.*** Twenty percent (20%) cash match of the OHA grant amount

**E. Matching Funds**

Applicants are required to provide matching funds for a grant award period of at least twenty percent (20%) of the OHA grant award amount. Match funding priority should be comprised of cash sources, including other grantor cash sources; in-kind services considerations as matching may be considered on a case-by-case basis. Post award, OHA funds can be used as matching funds for other grant(s) with OHA notification. Applications with less than 20% matching funds will be deemed ineligible and can be considered in future awarding if match funds conditions change and OHA is notified. Match funds can be committed from the applicant and/or a partner organization as evidenced by letter of commitment, agreement, etc.

requested, including confirmed or pending status. In-kind services considerations as matching may be considered on a case-by-case basis.

**Figure 5: Section II – OHA Award Information Page 7 of the Solicitation**

Grants Program staff reviewed all submitted LOIs for eligibility requirements, which included HRS 10-17 statutory requirements as well as the certification of provisions and match funding.

All applicants completed the Phase 1 – Eligibility Letter of Interest (LOI) requirement to obtain access to the grant application. Grants Program staff reviewed all submitted LOIs for eligibility requirements, which included HRS 10-17 statutory requirements as well as the certification of provisions and match funding. LOIs that did not meet these eligibility requirements were deemed ineligible and did not proceed to the application phase.

Two applicants passed Phase 1 – Eligibility and moved on to Phase 2 – Application. Two (2) applicants submitted the grant application by the application deadline.

Applicants were required to respond to fourteen (14) components in the application. Each component was allocated a specific amount of points for a total maximum score of 100 points.

- C. **Phase 2 – Application.** Applicants were required to respond to fourteen (14) components in the application. Each component was allocated a specific amount of points for a total maximum score of 100 points. LOIs that did not meet these eligibility requirements were deemed ineligible and did not proceed to the application phase 2 in this cycle.

## **VI. Application Evaluation & Award Recommendation**

- A. **Application Evaluation.** All eligible applications were assessed in accordance with the following evaluation process:

1. **Reviewer Training.** Grant reviewers received training and were assigned to applications to review.
2. **Reviewer Conflict of Interest/Confidentiality.** Reviewers were provided the list of applications and completed conflict of interest and confidentiality forms. If a reviewer had an actual conflict of interest, the reviewer was removed from the application evaluation process.
3. **Individual Scoring.** Upon completion of required conflicts checks, reviewers individually scored assigned applications in the OHA Grants Portal. These scores were included in the first matrix of the application scores that was provided to the reviewers.
4. **Reviewer Team Meeting.** Reviewers then met to formally discuss their scores on the first matrix. A second and final matrix of scores was completed after the Team meeting.

- B. **Award Recommendation.** Administration set the minimum score for awarding at 80 points. The award recommendations herein are based on the highest scores in the final matrix. One (1) of the two (2) applicants---Keaukaha Pana‘ewa Community Alliance (KPCA)----numerical average of 88 was accompanied by “award” recommendations by all three evaluators. The Grants Program supports the award recommendation by the external evaluators to KPCA for \$50,000.

The second applicant's numerical average of 79—Homestead Community Development Corporation (HCDC)—was accompanied by “partial award” recommendations by all three external reviewers. Grants Program staff reviewed the individual and aggregated scores and comments of the evaluators for HCDC. Based on the external evaluators' comments, scores, “partial award” recommendation and the numerical average of 79, the Grants Program, recommends an adjustment of 80% (rounding up to the nearest 0 or 5) to the \$50,000 application amount to \$40,000 for the two year grant period or \$20,000 in grant years one (1) and two (2).

## **VII. FB 2022-2023 Community Grants – Homestead Grant Award Recommendations**

On June 30, 2021, the Board approved RM #21-08A OHA Biennium Budget for the Fiscal Biennium Periods 2021-2022 (FY22) and 2022-2023 (FY23). The approval authorized \$300,000 in Fiscal Year 2022 and \$300,000 in Fiscal Year 2023. The minimum award amount was \$30,000 and the maximum was \$50,000.

The Grants Program received two (2) applications for evaluation. The applications are ranked by highest average score and is provided below with an award recommendation. The Applicant Profiles plus the proposed budgets are provided in Appendix A.

<b>Organization/Island</b>	<b>Average Score</b>	<b>Award Amount</b>	<b>Award Recommendation</b>
Keaukaha Pana'ewa Community Alliance	88	\$50,000	Award
Homestead Community Development Corporation	79	\$40,000	Partial Award

## **VIII. Reconciliation for Cycle 2**

A total of \$600,000 was made available for award for the two-year grant period. The organizations being recommended for award, a total of \$90,000 will be recommended for awarding in Cycle 1. This leaves \$510,000 of FB22-23 funding available for award in Cycle 2.

## **IX. Alternatives to Recommended Action**

- A. Approve and authorize additional award amounts.
- B. Approve and authorize different funding awards.
- C. Do not approve funding.



**X. Certification**

The following is the certification by the Chief Financial Officer that the funds are available for the awarding and funding recommendation:



\_\_\_\_\_  
Ramona G. Hinck  
Chief Financial Officer

8/26/2022

\_\_\_\_\_  
Date

**XI. Recommendation**

Approve the following Fiscal Year 2022 and 2023, Community Grants – Homestead disbursements totaling \$90,000 from Core Operating Budget (Object Code 56530) for:

Organization/Island	Award Amount
Keaukaha Pana‘ewa Community Alliance	\$50,000
Homestead Community Development Corporation	\$40,000
<b>Total</b>	<b>\$90,000</b>

**XII. Appendix**

A – Applicant Profiles and Budgets

<b>Organization</b>	<b>Keaukaha Pana‘ewa Community Alliance</b>	
<b>Project Title</b>	<b>Pana‘ewa Resiliency &amp; Agricultural Innovation Hub Phase II</b>	
<b>Average Score: 88</b>	Est. NH Impacted: 23 NH participants, series of design process workshops	Project Location: Hawai‘i
<b>Amount Requested</b>	\$50,000, Year 1 only budget submitted	
<b>Strategic Direction</b>	Health Outcomes & Economic Stability	
<b>Outcome Alignment</b>	<p>Outcome 3.1 Increased availability and access to quality, culturally based, and culturally adapted prevention and treatment interventions in ‘ohana, schools, and communities.</p> <p>Outcome 7.1. Increased number / percent of Native Hawaiian ‘ohana who are able to provide high quality keiki and kupuna care.</p> <p>Outcome 7.3. Increase number of Native Hawaiian ‘ohana who are resource stable (financial, subsistence, other).</p>	
<b>Project Goal</b>	<p>Architectural Design Plan - By the end of 12 months, with our consultant G70 and KPFA will have engaged KPFA community members to complete the Pana‘ewa Hub Architectural Design Plan to advance the Phase II Planning process by 75 percent.</p> <p>Complete a critical component of Phase II of the Pana‘ewa Resiliency &amp; Agricultural Innovation Hub (Pana‘ewa Hub) planning process: The Architectural Design Plan. The project strengthens Hawaiian well-being by providing a ‘our own’ gathering place, an off-grid facility with a commercial kitchen for community-driven initiatives, culturally based programming, agricultural demonstration projects, and agricultural training year round.</p>	
<b>Reviewer Comments</b>	<ul style="list-style-type: none"> <li>• Clear action plan of how they intend on achieving this long-term community goal.</li> <li>• Highly recommend fully funding this important project. It is organized, well written and follows community planning best practices</li> <li>• They've articulated their goals and established well-thought-out steps to achieve said goals.</li> </ul>	
<b>External Reviewer Scores</b>	Average 88 (81-Award, 94-Award, 90-Award),	
<b>Board of Directors</b>	Kihei Ahuna – President Howard Pe‘a – Vice President U‘ilani Naipo – Treasurer Maka‘ala Rawlins – Secretary	
<b>Executive Staff</b>	None listed	

**ATTACHMENT J. BUDGET AND BUDGET JUSTIFICATION FORM**  
**YEAR 1**

BUDGET CATEGORY - Item	Requested OHA Funds Budget	Cash Match Funds	Partner Organziation Match Funds (if any)	Other Funds (if any)	Description & Justification
<b>PERSONNEL - Salaries</b>					
	\$ -		\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>PERSONNEL - Other Costs</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>CONTRACTUAL SERVICES - Administrative</b>					
			\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>CONTRACTUAL SERVICES - Programmatic</b>					
	\$ 50,000	\$ 10,000.00	\$ -	\$ -	10K of the DHHL 85K grant is being used as the cash match for this grant. Consultant G70 will be paid from this contractual line item to complete the Architectural Design Plan
	\$ -	\$ -	\$ -	\$ -	
<b>DISTRIBUTIONS</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>EQUIPMENT - Lease/Rental</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>EQUIPMENT - Purchase</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>FACILITIES - Lease/Rental</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>FACILITIES - Utilities</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Honorarium</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Insurance</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Mileage</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Other Costs</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Postage, Freight, Delivery</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Publication &amp; Printing</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES- Repair &amp; Maintenance</b>					
	\$ -	\$ -	\$ -	\$ -	

**ATTACHMENT J. BUDGET AND BUDGET JUSTIFICATION FORM  
YEAR 1**

BUDGET CATEGORY - Item	Requested OHA Funds Budget	Cash Match Funds	Partner Organziation Match Funds (if any)	Other Funds (if any)	Description & Justification
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Staff Training</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Supplies</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>PROGRAM ACTIVITIES</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>TRAVEL AND TRANSPORTATION</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>REQUESTED OHA FUNDS BUDGET:</b>	\$ 50,000				
<b>CASH MATCH FUNDS:</b>	\$ 10,000.00			20%	% of Match
<b>Partner Organization Match Funds:</b>			\$ -		
<b>Other Funds:</b>				\$ -	
<b>YEAR 1 Total Project Cost:</b>			\$	60,000	

<b>Organization</b>	<b>Homestead Community Development Corporation</b>	
<b>Project Title</b>	<b>Homestead Policy Advocacy for the Waitlist (HPAW)</b>	
<b>Average Score: 79</b>	Est. NH Impacted: 60 NH Enrolled, advocacy training sessions	Project Location: Hawai‘i, Maui, Lāna‘i, Moloka‘i, O‘ahu, Kaua‘i
Amount Requested	\$50,000	
Strategic Direction	Quality Housing Outcomes & Economic Stability	
Outcome Alignment	<p>Outcome 5.3. Increased safety, stability, social support networks, and cultural connection in Native Hawaiian communities.</p> <p>Outcome 7.3. Increase number of Native Hawaiian ‘ohana who are resource stable (financial, subsistence, other).</p>	
Project Goal	Increasing policy advocacy for the waitlist” which aligns with the long term community goal of “a strong advocacy program serving individuals and their families on the Hawaiian Home Land waitlist for a land award”.	
Reviewer Comments	<ul style="list-style-type: none"> <li>• Applicant has done a great job of addressing all aspects of the application. However, It wasn't clear in their application what programming they have already implemented, how it ties to this proposed project.</li> <li>• Some important details that were absent including, 1) correlation between completed training and actual advocacy, 2) advocacy curricula.</li> <li>• While I do not see a clear picture of how this program will move the DHHL Waitlist forward, I do see that this program has experience in working with the homestead communities to improve their way of life .</li> </ul>	
External Reviewer Scores	Average 79 (73-Partial Award, 84-Partial Award, 80-Partial Award) – Note: The three 3 <sup>rd</sup> party evaluators’ scores computed to a numerical average of 79; however all 3 <sup>rd</sup> party evaluators recommended partial award.	
Board of Directors	Iwalani McBrayer, Board Chairperson, Oahu Kammy Purdy, Board Vice Chairperson, Molokai Liberta Albao, Board Treasurer/Secretary, Kauai Daniel Ornellas, Board Member, Maui Jered Jeremiah, Board Member, Hawai‘i Island	
Executive Staff	Robin Danner, Chief Executive Officer Kara Chow, Deputy Director, Corporate Division Dave Miller, Deputy Director, Economic Development Division Jordyn Danner, Deputy Director, Housing & Capacity Building Division	

**ATTACHMENT J. BUDGET AND BUDGET JUSTIFICATION FORM**  
**YEAR 1**

BUDGET CATEGORY - Item	Requested OHA Funds Budget	Cash Match Funds	Partner Organizati on Match Funds (if	Other Funds (if any)	Description & Justification
<b>PERSONNEL - Salaries</b>					
Capacity Division Program Manager	\$ 12,500		\$ -	\$ -	25% of Annual FTE Salary - Program Delivery
Corp Deputy Director	\$ -	\$ 6,000.00	\$ -	\$ -	10% of Annual FTE Salary - Compliance
	\$ -	\$ -	\$ -	\$ -	
<b>PERSONNEL - Other Costs</b>					
Capacity Division Program Manager	\$ -	\$ 2,250.00	\$ -	\$ -	18% in Benefit Costs of .25 FTE Program Manager
Corp Deputy Director	\$ -	\$ 1,080.00	\$ -	\$ -	18% in Benefit Costs of .10 FTE DD
<b>CONTRACTUAL SERVICES - Administrative</b>					
Fiscal & Program Compliance	\$ 5,300	\$ -	\$ -	\$ -	Fiscal, Tracking, Reporting Compliance
	\$ -	\$ -	\$ -	\$ -	
<b>CONTRACTUAL SERVICES - Programmatic</b>					
Design & Logistics Firm(s)	\$ 7,200		\$ -	\$ -	Policy Advocacy Research & Material Design
	\$ -	\$ -	\$ -	\$ -	
<b>DISTRIBUTIONS</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>EQUIPMENT - Lease/Rental</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>EQUIPMENT - Purchase</b>					
Inkind use of existing equipment	\$ -	\$ -	\$ -	\$ -	inkind by Applicant for program use
	\$ -	\$ -	\$ -	\$ -	
<b>FACILITIES - Lease/Rental</b>					
Inkind office space for program	\$ -	\$ -	\$ -	\$ -	Inkind by Applicant for existing staff
	\$ -	\$ -	\$ -	\$ -	
<b>FACILITIES - Utilities</b>					
inkind costs for program	\$ -	\$ -	\$ -	\$ -	Inkind by Applicant for existing staff
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Honorarium</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Insurance</b>					
inkind general liability	\$ -	\$ -	\$ -	\$ -	Inkind by Applicant for existing staff
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Mileage</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Other Costs</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Postage, Freight, Delivery</b>					
inkind costs for program	\$ -	\$ -	\$ -	\$ -	inkind by applicant for program
	\$ -	\$ -	\$ -	\$ -	

<b>OTHER EXPENSES - Publication &amp; Printing</b>					
Banners, Printed Collateral Materials	\$ -	\$ 1,250.00	\$ -	\$ -	Collateral Materials for policy engagements
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES- Repair &amp; Maintenance</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Staff Training</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Supplies</b>					
Inkind general office supplies	\$ -	\$ -	\$ -	\$ -	inkind by applicant for program
	\$ -	\$ -	\$ -	\$ -	
<b>PROGRAM ACTIVITIES</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>TRAVEL AND TRANSPORTATION</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>REQUESTED OHA FUNDS BUDGET:</b>	\$ 25,000				
<b>CASH MATCH FUNDS:</b>		\$ 10,580.00		42%	% of Match
<b>Partner Organization Match Funds:</b>		\$ -			
<b>Other Funds:</b>			\$ -		
<b>YEAR 1 Total Project Cost:</b>			\$ 35,580		

**ATTACHMENT J. BUDGET AND BUDGET JUSTIFICATION FORM**  
**YEAR 1**

BUDGET CATEGORY - Item	Requested OHA Funds Budget	Cash Match Funds	Partner Organizati on Match Funds (if	Other Funds (if any)	Description & Justification
<b>PERSONNEL - Salaries</b>					
Capacity Division Program Manager	\$ 12,500		\$ -	\$ -	25% of Annual FTE Salary - Program Delivery
Corp Deputy Director	\$ -	\$ 6,000.00	\$ -	\$ -	10% of Annual FTE Salary - Compliance
	\$ -	\$ -	\$ -	\$ -	
<b>PERSONNEL - Other Costs</b>					
Capacity Division Program Manager	\$ -	\$ 2,250.00	\$ -	\$ -	18% in Benefit Costs of .25 FTE Program Manager
Corp Deputy Director	\$ -	\$ 1,080.00	\$ -	\$ -	18% in Benefit Costs of .10 FTE DD
<b>CONTRACTUAL SERVICES - Administrative</b>					
Fiscal & Program Compliance	\$ 5,300	\$ -	\$ -	\$ -	Fiscal, Tracking, Reporting Compliance
	\$ -	\$ -	\$ -	\$ -	
<b>CONTRACTUAL SERVICES - Programmatic</b>					
Design & Logistics Firm(s)	\$ 7,200		\$ -	\$ -	Policy Advocacy Research & Material Design
	\$ -	\$ -	\$ -	\$ -	
<b>DISTRIBUTIONS</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>EQUIPMENT - Lease/Rental</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>EQUIPMENT - Purchase</b>					
Inkind use of existing equipment	\$ -	\$ -	\$ -	\$ -	inkind by Applicant for program use
	\$ -	\$ -	\$ -	\$ -	
<b>FACILITIES - Lease/Rental</b>					
Inkind office space for program	\$ -	\$ -	\$ -	\$ -	Inkind by Applicant for existing staff
	\$ -	\$ -	\$ -	\$ -	
<b>FACILITIES - Utilities</b>					
inkind costs for program	\$ -	\$ -	\$ -	\$ -	Inkind by Applicant for existing staff
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Honorarium</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Insurance</b>					
inkind general liability	\$ -	\$ -	\$ -	\$ -	Inkind by Applicant for existing staff
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Mileage</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Other Costs</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Postage, Freight, Delivery</b>					
inkind costs for program	\$ -	\$ -	\$ -	\$ -	inkind by applicant for program
	\$ -	\$ -	\$ -	\$ -	



<b>OTHER EXPENSES - Publication &amp; Printing</b>					
Banners, Printed Collateral Materials	\$ -	\$ 1,250.00	\$ -	\$ -	Collateral Materials for policy engagements
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES- Repair &amp; Maintenance</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Staff Training</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>OTHER EXPENSES - Supplies</b>					
Inkind general office supplies	\$ -	\$ -	\$ -	\$ -	inkind by applicant for program
	\$ -	\$ -	\$ -	\$ -	
<b>PROGRAM ACTIVITIES</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>TRAVEL AND TRANSPORTATION</b>					
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
<b>REQUESTED OHA FUNDS BUDGET:</b>	\$ 25,000				
<b>CASH MATCH FUNDS:</b>		\$ 10,580.00		42%	% of Match
<b>Partner Organization Match Funds:</b>		\$ -			
<b>Other Funds:</b>			\$ -		
<b>YEAR 1 Total Project Cost:</b>			\$ 35,580		