MEETING OF THE COMMITTEE ON RESOURCE MANAGEMENT (RM)

DATE: Wednesday August 2, 2023
TIME: 10:00 a.m.
PLACE: Virtual Meeting
560 N. Nimitz Hwy., Honolulu, HI 96817
viewable at https://www.oha.org/livestream OR
Listen by phone: (213) 338-8477, Webinar ID: 840 6212 8084

This virtual meeting can be viewed and observed via livestream on OHA’s website at www.oha.org/livestream or listened to by phone at: (213) 338-8477, Webinar ID: 840 6212 8084. A physical meeting location, open to members of the public who would like to provide oral testimony or view the virtual meeting, will be available at 560 N. Nimitz Hwy., Suite 200, Honolulu HI 96817.

AGENDA

I. Call to Order
II. Approval of Minutes
   A. June 21, 2023
   B. June 28, 2023
III. Unfinished Business - None
IV. New Business
   A. Action Item RM #23-18: Approve the Awarding of Kākoʻo Grants, from Solicitation #23-11.01, published April 20, 2023
V. Announcements
VI. Adjournment

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

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.

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 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 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_upyhWOTSQemBp_j7MPPStw

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.

07/27/2023

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

Date
August 2, 2023 - Continued
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STATE OF HAWAI‘I
OFFICE OF HAWAI‘IAN AFFAIRS
560 N. NIMITZ HIGHWAY, SUITE 200
(VIRTUAL MEETING - VIA ZOOM WEBINAR)
COMMITTEE ON RESOURCE MANAGEMENT
MINUTES
June 21, 2023  10:00 a.m.

ATTENDANCE:
Chairperson John Waihe‘e, IV
Vice-Chairperson Luana Alapa
Trustee Kaleihikina Akaka
Trustee Keliʻi Akina
Trustee Brickwood Galuteria
Trustee C. Hulu Lindsey
Trustee J. Keoni Souza
Trustee Mililani Trask

EXCUSED:
Trustee Dan Ahuna

BOT STAFF:
Colin Kippen
Crayn Akina
Evalani Canto
Kanani Iaea
Kauikeaolani Wailehua
Kyla Hee
Lei Ann Durant
Melissa Wennihan
Pohai Ryan
Richelle Kim
Ruben Sierra

ADMINISTRATION STAFF:
Sylvia Hussey, CEO / Ka Pouhana / Administrator
Casey Brown, COO / Ka Pou Nui
Ahia Dye, GRANTS
Angela Lopes, GRANTS
Chantelle Belay, GRANTS
Charene Haliniak, GRANTS
Daniel Santos III, IT
Debra Sugimura, Consultant
Edna Johnson, GRANTS
Everett Ohta, Interim General Counsel
Grace Chen, Financial Analyst
Jan China, Consultant
Kevin Chak, IT
Nietzsche Ozawa, Interim Senior Legal Counsel
Ramona Hinck, CFO
Ryan Lee, Treasury Director
Tatum Keala Neumann, GRANTS
Tiger Li, IT

GUESTS:
Germaine Meyers
Jeff Gilbreath

I. CALL TO ORDER
Chair Waiheʻe calls the Committee on Resource Management meeting for Wednesday, June 21, 2023 to order at 10:00 a.m.

Chair Waiheʻe notes for the record that PRESENT are:

<table>
<thead>
<tr>
<th>MEMBERS</th>
<th>AT CALL TO ORDER (10:00 a.m.)</th>
<th>TIME ARRIVED</th>
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<tr>
<td>CHAIR</td>
<td>JOHN WAIHE‘E, IV</td>
<td>PRESENT</td>
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<td>VICE-CHAIR</td>
<td>LUANA ALAPA</td>
<td>PRESENT</td>
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<td>TRUSTEE</td>
<td>KALEIHIKINA AKAKA</td>
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Arrived at 10:05 a.m.
At the Call to Order, **SEVEN (7) Trustees are PRESENT**, thereby constituting a quorum.

**EXCUSED from the RM Meeting** are:

<table>
<thead>
<tr>
<th>MEMBERS</th>
<th>COMMENT</th>
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<tr>
<td>TRUSTEE DAN AHUNA</td>
<td>MEMO – REQUESTING TO BE EXCUSED</td>
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</tbody>
</table>

**Germaine Meyers:** Aloha Chair Waihe‘e, Vice Chair Alapa, Trustees, Ka Pouhana, Staff, and Beneficiaries.

My name is Germaine Meyers. I’m an OHA beneficiary, for beneficiary advocacy and empowerment. I’m also a Nanakuli Hawaiian Homestead Lessee.

In today’s packet on page 454, under response to beneficiary comments of OHA’s biennium budget - a question was asked about personnel and vacancies. Administration’s response stated: The current operating vacancy rate is approximately 30%, and the projected personnel budget for FY24 and FY25 projects a vacancy rate of 20%. While administration continues to recruit for all open positions, it projects that the difficulty in filling all positions will persist.

Trustees, according to OHA’s draft biennium budget, 33% of the core operating expenses are allocated to personnel, which equals to $27.5 million, with a breakdown of $17 million for employee salaries, $9 million to fringe benefits. $575K for internship program, $500K for vacation payouts, and $420K for overtime and other costs.

OHA proposes 144 employees under the core budget. 30% vacancies of OHA’s 144 personnel equals to 43 vacant positions. Trustees, I’d like to recommend that if OHA will continue to operate virtually, such as me having to give my testimony via a computer instead of face-to-face in your boardroom, or interact face-to-face with OHA employees, I believe it’s best for OHA to take into consideration using Artificial Intelligence, AI, to replace most of OHA’s positions that are currently functioning with the public by telephone or computer communications only. Especially use AI to fill the 43 vacant positions. AI has been improving significantly in the past decade. AI initial cost is high to set-up the computer to understand the duties, tasks and functions. One AI firm stated with current AI technology, it cost $10,000 to set-up the AI computer to do one employee’s work. Thereafter, it cost $6,000 for annual maintenance and updates. AI-powered chatbots can use advanced language, Natural Language Processing algorithms to accurately interpret and deliver responses in any given foreign language. AI can also mimic human conversation without needing extensive training.

2 months ago, in April, Hawai‘i News Now showed how AI can speak pidgin English. The top 10 US jobs that are currently being replaced by AI are: Customer Service Rep, Bookkeeper, IT support Technician, Billing Clerk, HR assistant, Paralegal Assistant, Compliance Officer, Claims Assessor, and the Executive Assistant. AI is precise and lightning fast while people can be “slow and plodding.” AI can easily replace noncustomer-facing roles, which means workers in finance, accounting, HR, administration, and legal, this can easily translate to grants, loans, and records.
Germaine Meyers: I saw a procurement solicitation where OHA is looking for professionals for FY24, with submittals due by June 30th, this week. OHA is soliciting professionals in the following fields: Accounting, Auditing, Computer Engineering, Computer Science, and Forestry. In today’s packet, on page 83, Administration is recommending a grant award of $200,000 to the Purple Maia Foundation. It’s budget shows that $180,000 will be spent on the salary of 2 executive staff members and $20,000 in salary for one assistant. The Project Goal is to equip 200 Native Hawaiian students and kumu with AI knowledge and skills, to increase their college, career, and community readiness, and ensure they are prepared to participate and shape the rapidly evolving field of AI. When I called to see if I would be able to testify to you in the boardroom, I was told no, I would have to testify in front of a computer in the room behind OHA’s administration reception office, yet OHA administration could clearly see when they attended our Nanakuli-Maili Neighborhood Board meeting at Nanakuli Library that we have zero plexiglass and our library meeting room is smaller than OHA’s board room.

Also, myself and my fellow board members sit shoulder-to-shoulder and we share microphones, all community members use the same one microphone to speak. I also attended numerous hearings at the State Capitol this year and all testifiers shared the same microphone, without sterilizing after each person spoke. We were all face-to-face with our legislators and could visit and speak with their staff in their offices face-to-face. I believe OHA could save millions of dollars in employee salaries each year… I see my time is up, e hana kākou – thank you.

Chair Waihe‘e: Thank you. Germaine.

II. APPROVAL OF MINUTES

A. May 3, 2023

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

RM Staffer Akina: Not at this time.

Trustee Akina moves to approve the minutes of May 3, 2023.

Trustee Souza 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.

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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 #23-10: Approve the Awarding of ‘Ahahui Grants, Cycle 2, from Solicitation #23-01, published March 15, 2023

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

RM Staffer Akina: Not at this time.

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

Pouhana Hussey: Thank you, Chair Waihe’e. Trustees, this begins our cyclical coming to the Trustees with recommendations from the granting program. Just for familiarity or reminding, it starts with the budgets that the Trustees have approved for Fiscal Year 22-23. The solicitations by category are all published and then the processes begin.
There are 2 processes; the first one is the letter of intent, phase one, and then the application. We are also into the philosophy that as soon as we close, get to the evaluation phase, that we'd like to open it up so the applicants can continue if they were not successful in completing the different phases.

‘Ahahui is our event grant - this cycle, there was just one recommendation, you will see there, but the same process is followed for all of the four action items that are presented today. If there are any questions regarding either the ‘Ahahui recommendation itself or the process in general, we're here, and of course we have all our grants program staff on, that we'll introduce at the end of this section of the Board meeting.

Chair Waihe‘e asks if there are any questions.

Chair Waihe‘e recognizes Trustee Lindsey

Trustee Lindsey: I just want to ask Administration, did you just have one recommendation, because only one entity applied for this?

Pouhana Hussey: On page five, Trustee; they give the cycle statistics.

- So, the Board can see that 14 applicants started the letter of intent process;

- 6 of them completed, they got the application;

- Of the 6 that received the application, five actually submitted;

- Of the 5, three were sent to evaluation, and

- Then of the 3 the evaluation committee recommended - one to be awarded, and two not to be awarded.

Pouhana Hussey: So, we tried to change the Action Item so the Trustees could see the progress of the number of applications moving through the system. So, the short of it is three went to evaluation, one is being recommended, and two are not being recommended.

Chair Waihe‘e recognizes Trustee Galuteria.

Trustee Galuteria: I'm sorry for being a little delayed, but I wanted to ask Sylvia, because I'm one of the new Trustees, I haven't been through this process before, and perhaps Trustee Souza would appreciate us learning.

The basic process - is it the same selection committee through all of the grants, or does it change with the various grants, ‘Ahahui, Economic Stability, Education, and Housing, is it the same selection Committee?

Pouhana Hussey: No, it is not. Thank you, Trustee, that's a really, great question, to help understand the background of what's going on. So, we put out a large call for Grant Evaluators, and there's an application process, we review. They will let us know what their areas of expertise and experience are,
and so we pull all the grant application evaluators, and then, as the different grants come up, then we will ask, are you available, because we'll have a timeline.

You need to be able to score by a certain date, you need to be able to meet for the convening. So, we prep all of that first, when the evaluations are being pulled, then we send them out and say, *okay, are you able to do this?* If they are, and they have that expertise, then we go ahead and assign them the pools to be able to.

So, as you can imagine, sometimes, they can do certain things or other times they can’t, but in general it is not the same evaluators in all the pools. It comes based on their experience as well as their availability.

**Trustee Galuteria:** Okay, thank you. I get you.

**Chair Waihe‘e** recognizes Trustee Souza.

**Trustee Souza:** Thank you, Chair. I just wanted to ask one more question. Once these evaluators are established, for a particular grant, *are they put on a separate list?* So, in the future, you can reach out to them, *or do they always have to reapply?*

**Pouhana Hussey:** That's another really, great question. We have a philosophy of having an active pool of grant evaluators. The good thing about it is, we're able to also have grant evaluators from the Continent; Hawaiians who are on the continent who can access their Hawaiian Civic Club members there.

In fact, this year we had one from Florida, and because of the time difference in the technology, they can meet; do the convening. So, yes, it's a pool, and it's a constant refresh of the pool, and we always encourage people to, get put in the pool.

**Pouhana Hussey:** One of the processes is, of course, the conflict check, so, we'll do a training with them. We'll talk about the process; we'll talk about biases that they may bring unintentionally to the evaluation process. They go ahead and determine the conflicts, and then we make sure that the assignments are done, conflict-free, and then they get assigned.

One thing that you also should know is the evaluators don't know each other until they come to the convening. So, if you’re one of three to four evaluators that are being assigned - the Grants Officer who is responsible for that, and that's Chantelle Belay, and you'll meet her later in the meeting - they'll pool everyone and communicate with them. They will go ahead – *here are your applications, you go in, you do the evaluation.*

You have 2 weeks to get your information in, and then we close the system, aggregate everything, and then schedule the convening meeting with them. Then at that point, then they meet each other, and then they talk about the scores with the convening.

**Trustee Souza:** Thank you.

**Chair Waihe‘e** recognizes Trustee Akina.
Trustee Akina: Thank you, Mr. Chair. I have a follow up question for Ka Pouhana. Thank you for your explanation about 'Ahahui grants. I found it intriguing when you mentioned that you have some evaluators on the continent. Does this mean that we have recipients as well across the continent, outside of Hawai‘i, and if so, can you tell us what the extent of that is?

Pouhana Hussey: Not yet. In the memo that Administration provided for the workshop later today, we are recommending that there be an 'Ahahui series for the Continent, and we have some ideas of how we might put some programmatic parameters on that so it gets to the desired organizations there. Currently, no, all 'Ahahui events are Hawai‘i-based. They may have a video conference capability, or they may have a telework presence piece of their event, but the event is a Hawai‘i-based event.

Trustee Akina: Thank you, Ka Pouhana. That's very encouraging to hear, especially in light of the large number we all know of Native Hawaiians who are across the country, and with events going on, such as the CNHA conference, I'm glad OHA will be servicing our beneficiaries. Thank you.

Chair Waihe‘e recognizes Trustee Lindsey.

Trustee Lindsey: Thank you. As part of the process, Sylvia, you mentioned that you would be able to share with us, as to why the applicants did not qualify. For us to have 14 applicants, and only one qualified, I'm concerned about that, on the basis of how they were evaluated.

Pouhana Hussey: That's a good question Trustee Lindsey. If Trustees go back to page 5 of the Action Item, 14 is the number of people who started the process, only 6 completed the process just in that phase, so 8 people didn't even get an application, because they didn't finish the paperwork on the front end.

This is one of our philosophies in terms of processing.

That first phase is about the organization - getting your IRS letter determination, making sure you have the DCCA qualifications, making sure all of your Board of Directors and your leadership are all named in there.

Unless they do that, then we don't even open up the application, and, as you can see, there are a number of entities that start the process and don't finish because they don't have the proper paperwork, they upload the wrong document, they don't meet that first criteria which includes ensuring that it's a mission-aligned entity, or their project is mission-aligned.

So, we started with 14 who attempted, only 6 got through. Of the 6, only 5 pressed the submit button, of the 5 that pressed the submit button, only 3 had all of the information to go to the evaluators, and that's how you get 3 that go to evaluation, and then the evaluation committee is only recommending one.

Trustee Lindsey: Thank you.

Chair Waihe‘e recognizes Trustee Trask.

Trustee Trask: What I do not see is the criteria for selecting the evaluators and their background. Is there anything that we have that shows that the evaluators are capable?
**Trustee Trask:** Have the evaluators gone through training with our office to ensure that the criteria they're using is actually the criteria we have?

Some of the comments - when I look at it - you can see from the comment of the reviewer that the applicant didn't have much help in applying, and one of the things we looked at in recent months was how we as a Board could simplify the process for grant making to our own people, so that they would qualify.

I do have the same concerns that Trustee Hulu has put out; significant number applying, but they are not making the goal. **Who are the people evaluating them, and what background do they have in our grants process?**

Of the Hawaiians that came to us seeking assistance, **did any of them have training to work on this Grant?** I know we've talked about this in Hilo, because it's too late, once the grant period passes, and then we're in a situation of telling people who are disappointed, why they didn't get it, but we didn't have a grant training program online for my office, you folks did not. And I have a difficult time when I look at documents like this; saying this and that group never have these documents, but what I don't see is, **where was the training that these community groups needed?**

I mean the first step is paperwork you guys, you apply on the form to get your DCCA record, you put in your IRS filing, it's not difficult.

But if we're losing the majority of grants, it could be because our own people can't get through our application process, and that is what I would like to see evaluated, so we can get more passed, and not just one out of more than a dozen.

I don't know what we have to do, colleagues, to review this, but I would seek some advice from the rest of you on this and we need to bring back a review of the grant criteria. Coming up, I would like to know the names of these evaluators. **What background do they have? Are any of them from Big Island? Did any of these evaluators review grants from my island that did not live there? That did not know what Miloli'i was doing or what we're trying to do out in Kea'au?** That's the data that is missing. I will work with our staff and other trustees to address this, but I'm bothered by it.

**Pouhana Hussey:** Thank you. So, I heard 2 strands of concern. One is the grant evaluator. So, Trustee on the website is the Grant Evaluator requirements and activities; what is expected and required of them. We do have a process when they submit to review and put into the pool.

Then on the second issue of training; that's been something that the trustees have constantly highlighted and needed. So, when we get to our workshop on next year's Budget, Administration doesn't have it in the memo, but we are going to recommend that the Board put in some contract dollars, so that we can actually secure a contractor for training, not only on OHA's processes, but all processes.

We understand in meeting with ANA Commissioner Patrice Kunesh that they too are concerned about the difficulty of the ANA process. I will say that our process is designed like ANA, it's very rigorous, but on the flip side it is also potentially scary for people to apply. So, we are watching and want to contribute to that conversation with ANA, because those practices and those abilities to help our communities be more responsive would also be mirrored in our own programming.

So, on the grant evaluator-side, it's all on the website in terms of what is expected.
Pouhana Hussey: Then on the assistance, when we get to the budget workshop and the budget, Administration will recommend an amount for contracting so that we can provide that specific service for our communities.

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

There are no further questions or discussion.

Trustee Akaka moves to approve the following Fiscal Year 2023 ‘Ahahui Grant, Solicitation #23-01 (Cycle 2) disbursement totaling $10,000 from Core Operating Budget (Object Code 56530):

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<th>Organization Name</th>
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<td>Hana Arts</td>
<td>08/04/2023 &amp; 09/01/2023 Hana Farmers Market, 1 Mill St.</td>
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Trustee Lindsey seconds the motion.

Chair Waihe‘e asks if there is any further discussion.

There is no further discussion.

Chair Waihe‘e calls for a ROLL CALL VOTE.

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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 #23-11: Approve the Awarding of Economic Stability Grants from Solicitation #23-03, published March 15, 2023

Chair Waiheʻe asks if there is anyone signed up to testify on this agenda item.

RM Staffer Akina: Not at this time.

Trustee Lindsey moves to approve the following Fiscal Year 2023, Community Grants – Economic Stability disbursements totaling $300,000 from Core Operating Budget (Object Code 56530) for:

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Trustee Akaka seconds the motion.

Chair Waiheʻe asks if there is any further discussion.

There is no further discussion.

Chair Waiheʻe calls for a ROLL CALL VOTE.

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

Chair Waiheʻe notes for the record that all members present vote ‘AE (YES) and the MOTION PASSES.
IV. NEW BUSINESS

C. Action Item RM #23-12: Approve the Awarding of Education Grants from Solicitation #23-04, published March 15, 2023

Chair Waiheʻe asks if there is anyone signed up to testify on this agenda item.

RM Staffer Akina: Not at this time.

Trustee Lindsey moves to approve the following Fiscal Year 2023, Community Grants – Education, disbursements totaling $200,000 from Core Operating Budget (Object Code 56530):

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<tr>
<td>Purple Maia Foundation, O'ahu, Hawai'i Island, Lāna'i</td>
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Total Recommendation $200,000

Trustee Akaka seconds the motion.

Chair Waiheʻe asks if there is any further discussion.

There is no further discussion.

Chair Waiheʻe calls for a ROLL CALL VOTE.

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

Chair Waiheʻe notes for the record that all members present vote 'AE (YES) and the MOTION PASSES.
IV. NEW BUSINESS


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

RM Staffer Akina: Yes, we have Jeff Gilbreath of Hawai‘i Community Assets.

Jeff Gilbreath: Mahalo for having me and allowing me to testify today. I'm Jeff Gilbreath, the Executive Director of Hawai‘i Community Lending, but I'm speaking on behalf of our parent nonprofit, Hawai‘i Community Assets, the Executive Director, Chelsie Evans is traveling and unable to be with us today. Prior to my current role with Hawai‘i Community Lending, I led Hawai‘i Community Assets for 11 years.

I'm testifying to ask for the Board’s support for the recommendation of funding Hawai‘i Community Assets with the Housing Grant. The Administration forwarded me questions from the trustees about the organization, it's programming, and the proposal before you which I'm hoping I can address in my testimony. Hawaiian Community Assets is the State's largest Government certified housing counseling agency, the organization was founded 23 years ago by native Hawaiians who were turned down for their homestead leases in the Paukūkalo homestead in Maui and founded to help Kanaka become mortgage qualified.

HCA provides renter and home buyer education, rental and pre-purchase counseling, and referrals to grants and loans to help families get financially qualified to rent and own homes. Grants and loans offered through HCA and promoted on its website are provided when funds are available. Funding for grants up to $7,500 have included match savings accounts also known as Individual Development Accounts or IDAs for short and down payment assistance. This funding is limited to those Native Hawaiians who have completed HCA's housing counseling program. This requirement is to ensure the family has the education necessary to not only get into the home, but to stay there.

From 2019 to 2021, OHA funded HCA's intensive renter and home buyer programs as well as $58,000 of HCA IDAs, which went to 26 Native Hawaiian Home Buyers. The way IDAs work is the home buyer completes an 8-hour workshop and individualized counseling to establish a budget, review credit and create an action plan for renting or owning a home. Clients meet with counselors as often as monthly, to stay on track toward reaching their housing goal. After education and counseling, the buyer enrolls in the IDA program and saves a thousand dollars, which HCA matches with $2,000 to help with down payment and closing costs, if funds are available.

When funding ran out from OHA in 2021, 71 Native Hawaiian home buyers had enrolled in the program, saved for down payment, but were unable to access the IDA match funds before OHA funding ran out. No IDA match money is currently available, but the housing proposal before you would open the program to 134 home buyers and renters who complete housing education counseling with HCA. Down payment assistance grants up to $7,500 are now available for low-income home buyers enrolled in HCA's Home Buyer program, but only through American Savings Bank, if they make the mortgage. ASB gets the funds from the Federal Home Loan Bank, funding for this program just ran out for 2023.
Jeff Gilbreath: HCA anticipates additional funding in 2024, and we’ll be working with other local banks so that they can join ASB to get funds from the Federal Home Loan Bank and help more low-income buyers. With regards to down payment assistance loans on our website, Hawai’i Community Lending, HCA’s lending arm, which I run, funded $494,000 in down payment assistance for 14 Native Hawaiian Home Buyers, enrolled in HCA’s home buyer program since 2019. Zero of those dollars and down payment assistance loan funds were provided by OHA. HCA currently has limited funds now available for this program, but it’s pending funding from the counties of Maui and Hawai’i.

The previous grant from OHA to HCA, in 2019 through 2021 totaled $515,886, of which $58,000 and IDA funding was made available. The purpose of the previous grant was to increase the financial capacity of Native Hawaiians to rent or own homes. This is the charge of HCA, to provide comprehensive renter and home buyer programs that give families the education, counseling, grants and loans to get into a home. By focusing on education counseling, HCA is able to be extremely efficient with the amount of subsidy needed for rent and deposit or down payment closing costs. This allows the organization to stretch the dollars from OHA and other funders so more Hawaiians can be helped.

The proposal before you is a response to an RFP issued by OHA, and is different in some ways from the previous grant he received. In the RFP, OHA asked for a nonprofit to establish and maintain a database of occupancy ready Native Hawaiian renters and home buyers; to provide housing education and counseling, to help families address credit issues, save necessary upfront funds, and to find a home and qualify for mortgage, and to inform those enrolled in the database of a rental and home ownership units as they come online. HCA has proposed to provide these services, and to use $400,000 of the grant for IDAs to 134 renters and home buyers at a rate of three-to-one, where Native Hawaiian clients would save a thousand dollars, and we match 3,000.

The RFP did not request responders to provide down payment assistance loans. However, if the Trustees, Board, and Administration were to commit additional funds for this purpose, HCA’s Native Hawaiian Home Buyers who have completed the intensive program that HCA provides would definitely benefit from such loans, especially with the current market where it’s at. I’m happy to answer any questions you folks may have, and thanks for the time.

Chair Waihe‘e: Thank you, Jeff.

Chair Waihe‘e asks if there are any questions for Mr. Gilbreath based on his testimony.

Chair Waihe‘e recognizes Trustee Souza.

Trustee Souza: Aloha Jeff, thank you for being available to speak with us, I got to talk a little bit about this the other day with Sylvia and our Trustee Waihe‘e. One thing that I see here - you say, is that American Savings Bank would have to be the lead lender, in this scenario, in order for the beneficiary to obtain that $7,500.

Jeff Gilbreath: Yeah, that's correct.

Trustee Souza: Okay, and you guys are trying to partner up with other lenders right now?
Jeff Gilbreath: Yeah, the Federal Home Loan Bank makes these funds available, but you have to be a member of a financial institution; and our local banks are there, even some credit unions. But ASB is the only one that's actually made those available, so far.

Trustee Souza: I see, so there's another hurdle there, though, and I know firsthand, because I was one of the very few who actually qualified through American Savings Bank, when I obtained my homestead property in Kapolei. A lot of my neighbors could not move in because they couldn't get through the process with the American Savings Bank, therefore they had to move to Countrywide Home Street Bank.

My number one priority is getting the monies to our beneficiaries, and I know our other processes are going to be under review as well, like Trustee Trask mentioned earlier. There are monies, and we want to make sure it gets out. One thing that they do have to go through first is the process to get qualified and pre-approved through American Savings Bank, which is a huge issue for me, because as a realtor, we have many different lenders.

Based on qualification, if someone is kind of borderline, I know where to send them. If someone is more than qualified, I know where to send them, American Savings Bank is going to be one of them, First Hawaiian Bank, Bank of Hawaiʻi. The process is a lot harder, especially for first time home buyers. That being said - there's $7,500, if they go with a loan process route, which is $100,000, they can go to another lender?

Jeff Gilbreath: Yeah, I want to be clear, that the $7,500 grant that ASB offers is just one source; the IDAs that OHA has funded in the past and that are in this proposal, would be open to anybody, regardless of where they get mortgage qualified. But the critical piece of this is - yes Trustee, I agree - is to get the education so the families can address credit issues and get qualified at a number of different financial institutions, including for government backed loans that are, low or no down payment.

The down payment assistance loans that I spoke to, are also available, regardless of whether they go with whatever mortgage lender, as long as the mortgage lender is willing to entertain our second position loan.

Trustee Souza: Thank you, Jeff. One more question; were there any marketing sources for beneficiaries to find out about these HCA programs? Also, are there any fees to kind of engage in this program, in the process before they can apply for this grant?

Jeff Gilbreath: There are no fees. We've committed ourselves at HCA and at HCL to find the grants so the families don't have to pay for that. So, we offer that for free to the families. Obviously at Hawaiʻi Community Lending, we're charging interest on those loans, but no requirement and no fees on the education side.

As it relates to marketing, Trustee, we have found that there is such huge demand for this program, thousands and thousands of Hawaiians currently in the program, that we haven't spent much on marketing because there are just so many folks in there. and it hasn't necessitated that kind of marketing. Although, if additional funds became available, and larger amounts of funds, it would be worth using some marketing dollars to promote those.

Trustee Souza: Thank you, that's all, for now. Mahalo, Jeff.
Chair Waihe‘e recognizes Trustee Galuteria.

Trustee Galuteria: Thank you, Chair. Aloha, Jeff. Thank you very much for your information. My question has to do with the expenditure itself, 1.5 million, I do understand the way you’re teaching our lāhui, basically you’re teaching them how to fish. I mean, you teach a man how to fish, he eats for life, right? My question has to do with the expenditure, 1.5, how much of that goes for admin costs, because we want to make sure that our beneficiaries get the full measure, if at all possible, of the 1.5? How much is utilized for admin for HCA and HCL?

Jeff Gilbreath: I believe the RFP requires, there’s a ceiling on the ‘admin.’, and, Sylvia, maybe you can help me on this, but I believe it’s 20%, and so we’re under that.

Pouhana Hussey: Trustee Galuteria, in the Action Item, Attachment A, year one and year two budgets are there, and so you can see where the 1.5 is divided over the 2-year period, 750,000 in each, and then you can see all the line items for the personnel, and then you'll see the 200,000 there for the IDA match funds.

Trustee Galuteria: Got it, okay. Thank you very much, that is consistent with policy on the percentage, that is used for ‘admin.’?

Pouhana Hussey: Right, we ask all of the applicants and the grantees to limit their admin., because obviously, we want most of the benefit to go to direct benefit or the services.

Trustee Galuteria: Okay, thank you very much, and thank you, Jeff.

Jeff Gilbreath: Of course.

Chair Waihe‘e recognizes Trustee Lindsey.

Trustee Lindsey: First of all, I'm going to thank Jeff for all the work that you folks have been doing over the 11 years that I've served as a Trustee. It's amazing how much money you folks were able to give to our Hawaiian people, and actually, I would like to make the motion to approve.

Chair Waihe‘e: Okay let's see if there are any other questions.

Chair Waihe‘e recognizes Trustee Souza.

Trustee Souza: Mahalo, Chair. Sorry, I just wanted to shine light on this whole thing. No matter what we talk about today, no matter what grants, go out, and Jeff it has nothing to do with you guys, what you guys aren't doing or what you guys are doing. I appreciate everything that you guys are doing. And of course, applying and being able to go to this process with the grant, and being one of the top contenders.

But my main goal here is to get the money out - what makes this process different - rather than me, as a Native Hawaiian just walking through the front door of American Savings Bank and applying for a personal loan to use as down payment. Maybe you can help me with that, Jeff.

Jeff Gilbreath: What makes the difference, Trustee, is that if you walk in through that door to get that grant or that loan from American Savings Bank, the likelihood of you being told no, is extremely high,
because you may not have the credit score, the debt-to-income ratio, the necessary savings, or the documentation in order to get qualified in the first place.

So, we start a step before that, we make sure that the family goes through a relationship process with our team. That they have a team behind them to be able to address those credit issues, those debt-to-income ratio issues, the savings for upfront costs, because what we found is, if families get told no enough times, they'll stop trying, and they'll lose hope.

This program is more about building hope, than building homes for homeowners, so that's the difference. I think when folks come through the door, they're met by the 90% Native Hawaiian staff that we have, versus folks at some of the banks, that may not have that koko, but may not also engage in that type of relationship building that is necessary. So that's the difference, between us and the ASB approach or other mortgage lenders.

**Trustee Souza:** Great to hear, thank you Jeff. One more question, last question. *What is the timeline?* That's super important for me. Once we get a client or when someone's interested in purchasing a home, and they don't get pre-approved. *How does this work; they come to you guys or they go to the bank, and if it's not American Savings, how do they find out about this process?*

**Jeff Gilbreath:** Yeah, families can call, they can go online, they can walk through our doors, and we start navigating them right away. We find that it takes on average 12 to 18 months to get folks mortgage qualified, because we're often cleaning up a lot of credit issues. Once that family is at that point of mortgage qualification; they have gone through that education and counseling and enrolled in those IDAs or that loan, we essentially have the funds ready to go when the family is ready to buy, so there's no delay in that. It's really the time it takes to get the families qualified in the first place, that is what takes the most time in the process.

**Trustee Souza:** So, if I had a client that's qualified, that doesn't need the education part, I can bring them to you tomorrow, if they're short on down payment, and you can refer them to American Savings Bank, and how long does that process take. Let's say we're in a 30-day escrow, we signed a contract today, but they're short $6,000 for the down payment, and if not - we fall out of escrow. *How soon can we get this money?*

**Jeff Gilbreath:** For the IDA, it does require the family to save over time without taking money out. So, what I would say about the IDA is that's not the right product for them.

If it’s American Savings Bank, they've got that mortgage qualification from, we would just need to collect the same documents that ASB does for the mortgage, package those up on ASB's behalf, because we try and streamline the process for them, and then they go to Federal Home Loan Bank and essentially, can earmark the funds.

30-Day window, Trustee, might be a little tight, the idea would be that once they're going to ASB in the first place, for financing, they would get that family identified, and we'd be helping package them up.

If it was a loan from Hawaiʻi Community Lending, we can work very quickly, and I can attest to that, because that's the ship that I run. We do require, however, education counseling from HCA or an approved HUD Counseling Agency. If we need to move fast, Trustee, what we would do is get the funds committed and then make sure that the family, before we release the funds, gets to sit with the counselor at least, and talk about okay, here's what you're getting into, home buying, and here's how
we set you up for success as a homeowner. Which includes like setting aside money for home maintenance fund and just being aware of what's out there.

So, we have products, some move faster than others based on the timeline of the family. The IDAs in this instance would not be the best bet, but the other two could work depending on their situation.

**Trustee Souza:** Right on Jeff, thank you so much. This is something that I’m very passionate about so mahalo for answering my questions, I appreciate it.

**Jeff Gilbreath:** Of course, thank you. Thanks for what you do and Trustee Lindsey as well, it's all part of the mix.

**Chair Waihe**: Thank you, Jeff. Members, once we make the motion, we can discuss it with Admin., but we can't talk to Jeff anymore, his testimony will be finished.

**Chair Waihe** recognizes Trustee Lindsey.

**Trustee Lindsey moves to approve the following Fiscal Year 2023, Community Grants – Housing disbursements totaling $1,500,000 from Core Operating Budget (Object Code 56530) for:**

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<thead>
<tr>
<th>Organization / Island</th>
<th>Award Amount</th>
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<tr>
<td>Hawaiian Community Assets</td>
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<tr>
<td><strong>Total Recommendation</strong></td>
<td><strong>$1,500,000</strong></td>
</tr>
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**Trustee Alapa seconds the motion.**

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

**Chair Waihe** recognizes Trustee Lindsey.

**Trustee Lindsey:** I have a question of Administration. *Do I understand, Sylvia, that this applicant was the only applicant that came in for this solicitation?*

**Pouhana Hussey:** In this cycle, yes, the only LOI, the only one that got an application, and then the only one that submitted, correct.

**Trustee Lindsey:** Okay, thank you. Mr. Chair, we can move forward with the motion.

**Chair Waihe** asks if there is any further discussion.

There is no further discussion.
Chair Waihe‘e calls for a ROLL CALL VOTE.

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<th>TRUSTEE</th>
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<th>A‘OLE (NO)</th>
<th>KANALUA (ABSTAIN)</th>
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<td>MILILANI TRASK</td>
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<td>CHAIR JOHN WAIHE‘E</td>
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VOTE: [ X ] UNANIMOUS [ ] PASSED [ ] DEFERRED [ ] FAILED

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

Chair Waihe‘e recognizes Trustee Souza.

**Trustee Souza:** Jeff, if I could ask - could get something in writing; what you guys provide? Your services that I could give out to my clients, we could spread throughout the other lenders, the neighborhood, anyway. I think we should do more on our end, or you guys can do more on your end to show our beneficiaries that there is something. Because, number one question that always comes up is; I can afford this, but how do I get the down payment, so it's super important. Thank you.

**Jeff Gilbreath:** Yeah, Trustee. I would just say that maybe it makes sense to sit down and have a chat with you, show you everything we've got. I think if we're training up real estate agents that way, that's a huge opportunity, to build pipelines and to make sure we get families in the right place the first time.

**Trustee Souza:** For sure, Jeff. Thank you. Mahalo.

**Chair Waihe‘e:** Okay, members, thank you. Thank you, Jeff, for your testimony.
IV. NEW BUSINESS

E. Presentation by Administration: Native Hawaiian Trust Fund, Performance Report, Quarter ending December 31, 2022

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

RM Staffer Akina: Not at this time.

Pouhana Hussey: Thank you, Chair Waihe‘e. Trustees, I’m going to ask that our COO, CFO, as well as our Treasury Director all turn on their cameras. Then, trustees, I want to put context into that - Administration is finalizing contracts for the Board's Independent Investment Advisor. So, Administration in the process, has just been maintaining, and Ryan, as our Treasury Director, has just been maintaining the transactions, the reporting, and so he’s here to talk about the December 31, 2022 report, the process of the markets and things like that, that results in a quarter delay in reporting, as well as on the next agenda items, the March and April updates on the portfolio.

So again, Administration has been in maintenance mode, pending the Board’s selection and bringing on board the Investment Advisor. Once that Investment Advisor is contracted and meeting with the Board, then Administration’s role is to support those directions and cash activities that are decided by the Board. So, Chair Waihe‘e, just wanted to bring that context and then turn the time over, and any questions that the Board may have of Ryan, as well as Casey and Mona are here to also provide information as needed.

Chair Waihe‘e: Okay, Thank you.

Pouhana Hussey: Ryan, you can go ahead and get started on the December report.

Treasury Director Lee: Sure, Aloha, Trustees. I'm going to be going over select pages of the report which can be referenced in the page numbers on my slides.

Ka Pou Nui Brown: Ka Pouhana, should we let the Grants staff go?

Ka Pouhana Hussey: Thank you, Casey. Chair Waihe‘e, I’m sorry - could I just introduce them to the Trustees? Thank you, Casey, for reminding me.

Chair Waihe‘e: Sure. Yes, go ahead.

Pouhana Hussey: So, Trustees, as you know, in the reorganization, our grants program has about 11 positions from a Grants Manager, supervisors, and in the reorganization at the end of April we flattened the organization out. So, we have Grants Officers, Grant Supervisors, we have System Administrators, but all have the aloha and the detailed work that's needed.

So, we'll start with our Grants Supervisor, and that’s Edna Johnson, a very, seasoned, familiar face. We have grants officers; I'm going to start alphabetical, Ahia Dye, who is based in Hilo, Angela Lopez, who's based here on O‘ahu, Chantelle Belay, who is on O‘ahu as well, Strather Ing, who is here on O‘ahu, Keala Neumann, who is in our Hilo office, and then we have Charene Haliniak, who is really in our strategy management, but she is functioning as a grants officer for ANA subgrants that we have.
Pouhana Hussey: Then the Grants program is supported by our two contractors, which is Jan China and Deborah Sugimura. The contractors help ensure that once the Board makes the ratification in the Board meeting, then all the contracting starts, and the goal of the grants program is to limit the time between awarding and contracting, so the grantees can get started on their programming.

Trustees, please join me in thanking them, as you can imagine, they've been working hard, like everybody else, 50% down. They all do everything from the letters of intent, phase one, phase two, Chantelle is the one who coordinates the Grant Evaluators. All of them facilitate one grant convening with the grant evaluators and take them through the process, and then all of them have their own portfolios to monitor. Closing out grants, ensuring deliverables are provided, ensuring reports are done for that, so please join me in thanking and appreciating so much their hard work.

Trustee Lindsey: Yes, thank you very much. Before we move on to the next item, I just want to ask Pouhana - how in this process are our grants being monitored?

Pouhana Hussey: So, once the contracts are done; each grant when the contracts are struck, there's a quarterly reporting system, so most grants are cost reimbursement.

Of the total amount, depending on the size they will get an advance, and then the Grant monitors monitor their activities usually on a quarterly basis. So, the expenditure reports will come in, all the performance measures come in - if they were supposed to do so many workshops or so many classes, or so many things. The contract already specifies what is done.

Grants officers review - they talk about, if things are slowing down, they each have stories to tell you of grantees who are struggling with staffing. We have grantees who have lost all of their staffing, and they've had to stop work, regroup, and then continue on. The grant in Kaua‘i was a great example of calling out the kind of support that the grants officers provide. So, monitoring is not only financial for the expenditures that are done, but it is also, what I call that quantitative monitoring and qualitative monitoring. Are they getting to the objectives of that? Then at the end of the grant, they will do a close out report for the grant.

So, for Administration, once those close out reports are done, then we need to trigger a program evaluation of all of those close out reports, and that's where the Office of Strategy Management will help do the program evaluation for each of the programs. I will tell you that one of the first programs we want to evaluate is the Emergency Financial Assistance. We have had over the five awarding cycles, five contractors, so there's some improvements and lessons learned that we want to take a look at, but that's generally it, is quantitative as well as qualitative.

So, with that - Thanks, Casey. Mahalo, Grants folks, you can continue on with your awesome monitoring. Just for context - two o'clock today is the deadline for those who put in their letters of intent for their next awarding. I think we have almost a dozen, we are expecting to come back, and then that group will then get bundled and go to awarding and then come to the Trustees, it's a cyclical process.

Grants Supervisor Johnson: Mahalo, everyone.

Pouhana Hussey: Thank you. Thanks Casey, for the reminder. Go ahead Ryan, sorry.
**Treasury Director Lee:** Okay, as I mentioned, I'm not going to go through the entire report, but selected slides to go over, which I think are important to highlight in terms of the performance. Starting off with this slide, basically, this captures the quarter and year, in terms of market performance. 2022 was a challenging year for financial markets, you have the war in Ukraine and central banks banding against inflation, they have been the main sources of bond and equity market struggles.

So, investors suffered double digit losses across the board, as shown by the green bars here, this is the one-year returns, for most of your asset classes. A simple, diversified portfolio, 60% stocks, and 40% bonds would have had one of its worst years since 1970.

So, basically, bonds did not provide the diversification that it serves. So to offset some of the equity losses, Real Assets, particularly commodities did well, because of the inflation sensitivity of the asset classes, but with the backdrop - that final quarter of the year brought some relief, as investors became more optimistic that inflation was plateauing and was slow in 2023.

In 2022, we had seven rate increases, you went from a 0.25 fair fund rate to almost 4%. So, that had an immediate impact to financial markets, that led to strong returns in equities led by international.

Moving on to the Q4 report, the Native Hawaiian Trust Fund, end of the year, had a 490 million-dollar market value. Over the one year now, the performance delivered negative 11.2%. However, it did outperform the policy benchmark that return minus 12.8%. For the quarter, the Trust Fund returned 4.4% lagging the policy benchmark of 6.9%.

Now, on to performance, primarily attributed to the benchmarking of the private equity portfolio which uses a public equity benchmark, that may not accurately reflect the short-term movements in the private markets. So, there are other benchmarks you can use to help you evaluate, such as a Quarter Lagged Private Equity, as well as the more of a Traditional Asset Portfolio that excludes the private returns.

So, taking a look at traditional assets, it was pretty much in line with the policy benchmark. The success of the program, of course, should be measured over the long term, so when you look at the 5, 7, 10-year period and since inception, the Native Hawaiian Trust Portfolio has either met or exceeded the policy benchmark. Any questions on this side before I move on.
Treasury Director Lee: Just expanding a little bit more on the Private Equity Portfolio. Over the long term, as I mentioned, it has been a strong contributor. So, you see the returns for the quarter, and you can see how important this Asset Class is to Performance, it has contributed double digit returns on 3, 5, 7, and 10 years since inception, hence the valuable contribution to the Native Hawaiian Trust portfolio over the long term.

It's important to mention that OHA has a very mature private portfolio and has not been consistently investing in this asset class. So, this will eventually lead to more distributions, this is what we've been experiencing over the last 12 months. We've been getting much more distributions than capital calls, hence over time the market value for this asset class will decrease.

Treasury Director Lee: Moving on to the Asset Allocation, this is as of 12/31. Basically, what this is showing is that the current portfolio is within the current policy range; that's set by the guidelines. Total Global Equities and Global Assets are very close to target. Whereas you have your Hedge Fund portfolio, but what you can see here, the blue bars represent the overweight and underweights. So, total hedge funds and total private equity you can see our underweight as of 12/31, but still remain within the policy ranges.

Treasury Director Lee: Any questions so far? If there are none then we can move into Quarter 1 for 2023.
IV. NEW BUSINESS

F. Presentation by Administration: Native Hawaiian Trust Fund, Performance Report, Quarter ending March 31, 2023

Treasury Director Lee: As a reminder, we did transition the performance reporting from Segal Marco to Northern Trust effective January 2023. For Q1 of 2023, it was pretty much a continuation of Q4. The quarter started off the year with a positive job growth number, but then at the end of the quarter with stresses in the banking sector that led to a selloff in the financial banks. So, you have the second largest banking failure in the U.S. of Silicon Valley Bank.

Treasury Director Lee: Now, with that backdrop; markets return positively. I think it was an expectation that they would pause. So, you had pretty good returns across asset classes that investors experienced.
**Treasury Director Lee:** This slide represents the Q1 performance for the Native Hawaiian Trust Fund. For the quarter, the ending market value about $509 million. It increased about 3.6%, still underperforming the policy index, and the reasons being, again, that the private portfolio, the market values, still reflect December market values, so you do have this lagged effect that's going on. Over time, as we start to get March statements, this gap would narrow so we would expect returns to narrow over time.

![Asset Allocation Chart]

**Treasury Director Lee:** This slide highlights the Asset allocation. This table best shows the current Asset allocation that is still within the current guidelines. So here you have your target minimum and max ranges, not much changes from the previous, but I would note that the cash balance is about 2% compared to 7% as of 12/31.
IV. NEW BUSINESS

G. Presentation by Administration: Native Hawaiian Trust Fund, Performance Report, Month ending April 30, 2023

Treasury Director Lee: In April, it’s just a carry forward of the March returns.

Treasury Director Lee: You still have issues with the lag, but again, as mentioned, the performance gap would narrow over time. Are there any comments or questions?

Chair Waihe‘e recognizes Trustee Souza.

Trustee Souza: Hey Ryan, can we go to the private equity? I know when we were up at Commonfund they kind of let us know that we haven’t recommitted for a while. I know eventually, in the next 4 or 5 years I think was the timeline, we go back down to zero on that, as far as profit on that area. What should we do, where should we be at right now with the private equity?

Treasury Director Lee: You’re currently underweight, it’s not something where you can easily add capital to get to a target. So, you need to make commitments to funds over time, such that the managers are calling capital to invest on behalf.
Treasury Director Lee: So, what this page shows really is sort of the summary. So, you have about $166 million that's committed, $151 million has to be contributed to the program, meaning capital has actually been called. What remains is about $23 million, so that dry powder that you have for managers to invest, and this amount is probably a little bit higher than what your active dry powder is, because a lot of your fund commitments have a set time to invest that money. I would expect probably half of this is real dry powder that would go into new investments. So, another $13 million.

What you see here is that historical pattern, you have your contributions that you compute - contributing over time - and the blue line represents the distributions. So, because you have been committing consistently to the program, what's going to happen is that your blue line is going to be way ahead of your green line, meaning that you're going to get distributions out of this program, and hence your market value for the asset class, will tend to go down. You can see the line coming here, and you can see the vintage states that you have right now…

Trustee Souza: Hey Ryan, are you trying to share your screen, because I can't see it?

Treasury Director Lee: Oh, I'm sorry. I probably need to repeat, so in summary this highlights your Private Equity composite for the program. So, capital amount committed is about $166 million, total contributions, total money that's been called $151 million, and what remains, that dry powder that I referred to, that is going to new investment is about $23 million, but most likely it's less than this, just given that you have a very mature private equity program.

Trustee Souza: What happens to that 23 million, if we don't recommit?

Treasury Director Lee: Typically, managers have a timeframe that they have to invest the money by. If it is not invested, once the fund matures, the commitment expires, so it would fall off. But this represents a legal commitment that they have legal right to call capital, and OHA needs to fund this, if they call.

Trustee Souza: Thanks, Ryan.

Trustee Akina: Ryan, I know you haven't finished your presentation, but I think this follows up in a more general way on Trustee Souza's question. If our overall performance on the Native Hawaiian Trust Fund is average, is it a good time now to consider updating our investment policy strategy so that we can increase our commitments and our contributions to our portfolio?
**Treasury Director Lee:** Yes, typically you would review your investment policy statement, at least every 3 years, but also, we do it at least annually to see how your commitment facing schedule is sort of performing. This is something that you need to do on a more constant basis. But definitely, a great opportunity to review the investment program.

**Trustee Akina:** What would we need to do to initiate that updating of the investment policy strategy?

**Treasury Director Lee:** I would look towards the Board consultant that the Board has engaged in for that question.

**Trustee Akina:** I acknowledge that, I think we'll be doing that. Just one more question, it may need to wait for the Board consultant, but I just wanted to bounce it off at this time. Given our average performance, is it time to look outside of traditional financial market investments in the stock market, and perhaps consider Hawaii real estate?

**Treasury Director Lee:** I think that's a question that you'll have to ask the Board consultant.

**Trustee Akina:** I'll refer that, then, to our Board Chair.

**Trustee Souza:** Trustee Akina, Yes, Hawai‘i real estate.

Ryan Lee, sorry, one more question. The $64 million, 65, that we got from session last year - where is that sitting right now?

**Treasury Director Lee:** Majority has been reinvested, in the portfolio towards the policy targets, so it’s invested in the portfolio. As mentioned, because they’re liquid assets, it can only go into public investments.

**Pouhana Hussey:** Trustee Souza, we can provide you the JOINT BAE-RM Action Item that specifically designated, that the Trustees took action in like July of 2022. We can forward that, and then you'll see the specific actions that were approved by the Board.

**Trustee Souza:** Thank you so much.

**RM Staffer Akina:** Chair, for the record there were no new testifiers for New Business Items E. F. G., and leading into H.

**Chair Waihe‘e:** Okay. Thank you. For the members of the committee, because this update is the total portfolio, if they wanted to get information about the individual advisors and money managers, would they just ask...

**Pouhana Hussey:** If I think I’m understanding, in the past, what we’ve done is work with the Committee Chair and set up money manager presentations. I would imagine that you'd want to work with your independent consultant to decide that, and then, Administration can certainly facilitate. the detail contact, but we would look to your Advisor working with the Board to be able to determine. That's been done before. We've had the money managers come and present their sections of the portfolio.

**Chair Waihe‘e:** Alright, Thank you.
IV. NEW BUSINESS

H. Workshop re: OHA Biennium Budget for the Fiscal Biennium Periods 2023-2024 (FY 24) and 2024-2025 (FY 25) – Post Community Review and Input Period

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

Pouhana Hussey: Thank you, Chair. We’ll ask Grace to turn on her camera, so Grace is our Financial Analyst, and like we all know, Grace knows where all is, in all of the crevices and budgets and things. Trustees, the memo that was sent out to you is just a summary. The Budget Books were distributed to you on May 15th. We’ve had a number of presentations; we’ve had internal, it’s been published on the website, and then you saw in the attachment to the one feedback item that came through the OHA Budget at oha.org.

So what Administration, in the transition memo, just wanted to identify is that there were already certain things that were already in the budget and the book that you received. Then after coming back from Washington, DC., and this is where I would love to hear your experiences and thoughts and the influences on the budget. We just started a list in thinking about that. But before I do that, I’m going to turn over some time to Casey to talk about Hakuone operational kinds of things as we’re thinking about the fiscal year ’24-’25 budgets. Casey, if you can provide that overview for the Trustees.

Pou Nui Brown: Yes, Mahalo Pouhana. Trustees, I think talking about the commercial real estate budget in general, but with the focus on Hakuone makes sense. Everything is there in the budget binder, there are a lot of financial figures. So, to try and generalize a few things to give you an idea, for Hakuone, we must look at things in 2 buckets.

We have to manage Hakuone as the asset it currently is. So annually, what we do is we’re going to budget to maintain the leases, to operate it and to maintain all of the sites and the buildings on them. We cannot forget that, all of our development and planning work has took a lot of time, attention, and resources, but we cannot forget that we have to manage it for the current asset it is, and get the most out of the potential that’s there right now. Much of the ‘24-’25 budget really contains monies that maintain the asset for what it is. Development and planning monies, our contractor monies, our in-house development consultant, for example, Kuilei, we have some funds in there, for their work.

In FY24, just to give you guys a head up, we’re planning to do two bodies of work, that relates to the development and planning. Actually, in totality, we have two bodies of work in front of us.

One - we have the commercial Real Estate Advisory, which is going to focus on a commercial phase one and, two, we have a level of outreach and branding that we want to maintain. All that we have in terms of development monies in the budget for ‘24 and ‘25 relates to the commercial phase one work. So, we have $400k in the budget right now to cover the entire year, we also have another 250k that we’re going to be using from favorable variances, so some carryover budgets that you folks approved in prior realignments.

So about $650k is the estimate right now, as of today, for the 12 months, and we’re going to only look at this at 12 months at a time. It’s really, hard to project the needs for this kind of work beyond that. We must take these in phases, we’re definitely in the infancy here.
**Pou Nui Brown:** In terms of outreach and communications that's not budgeted for yet. So we won't see that and those amounts will be sizable. The plan is like we've done in the past is we're going to come back to you folks, come back to the RM committee, to the Board, once we have the final proposal in hands and the estimated budget. So, you folks can review it and approve the money at that time. I'll pause right there.

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

**Trustee Akina:** Casey, the $600,000 you're talking about for commercial phase one, *what kind of goal do you have for that? and what assumption are we making in terms of the timetable for getting commercial up and running?*

**Pou Nui Brown:** Good question, the overall goal is to look at Hakuone in terms of what we can get done there. So, we want to start to do something, and so a commercial phase one is what we're exploring. *It reserves the ability to look at residential in the future, right? But, what would a first project be under a commercial phase one, what would a second project be?*

So, the goals would be to maximize the value of the commercial properties, consistent with our mission and vision and to nail down what the vision would be to get the site ready, shovel ready, which takes a lot of time. Permitting, environmental, all that stuff, but this next phase of work is going to be a lot more studying and a lot of reports that pull together information to bring to you folks so that you guys are comfortable along the way. It will also dovetail with whatever additional lobbying or additional legislative efforts might be required and that's what that money is. It's really the advisory portion of that, which is what we're going to be predominantly focused on for the next 12 months.

**Trustee Akina:** So is the assumption that we're going to do whatever it takes to find out how to get commercial development up and running as quickly as we can. *Is that our posture?*

**Pou Nui Brown:** Well, we'll look to you folks to answer that question; but the Administration is sort of going to operate under that assumption. We always want to move as fast as we're able to. Development doesn't move that fast, but there is so much to do in the work. We'll look to you folks, as we bring you folks information along the way, we'll have recommendations informed by Kuilei, and other advisors that are brought on board, and those recommendations would include speed and the timeline, and all of that.

**Trustee Akina:** I think it probably goes without saying, but I just want to make sure this is the case, we're proceeding without waiting for permission to be able to develop residential towers.

**Pou Nui Brown:** Correct, we're proceeding to explore commercial phase one, so basically explore what we have the right to do.

**Trustee Akina:** Thank you. I appreciate that.

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

**Trustee Galuteria:** Thank you, Chair. Casey, just let me share a few thoughts. It appears we're into an analysis-paralysis stage, and we can't get anything done in Kaka'a'ako Makai until we fix the docks, that's got to be a major conversation piece. Put the residential where it belongs, which is further down the road.
**Trustee Galuteria:** As we move forward it appears to me as if nothing moves except the paper on the desk. So, I for one, would want to see a very robust effort to bring back ideas to the Board. If we need to ask the Chair to call a special meeting to get everybody together to make a decision so we can proceed, let’s take that as an incentive, because we’ll be sitting here one year from now, asking the same questions, making the same decisions on what happens. So, I for one, would hope that we could become much more active and much more robust in our forward motion for Kaka’ako Makai. I just wanted to add that to the conversation.

**Pou Nui Brown:** Yeah, I think we agree. I can say from the Administration side, we agree with that and we plan to bring those ideas through our advisory, Trustee. I feel like there was a level of robustness that went into the plan we had, very conceptual, but that gave us the foundation to tell our story, to be at the legislature, to know what we’re talking about, we know how many units, we know affordable, we know all that.

Now that we know where we’re at in terms of commercial, we want to do commercial phase one. We’re going to repeat that exercise in a way that brings that robustness you’re talking about. So, you’ll get to see it, I think, now that you’re in the seat now, coming into the seat last December, you sort of came in at the tail end for you and Trustee Souza. I think, being able to see now, hopefully, you’ll get a chance to see how things kind of progress and develop, and the way things materialize. I hope that we can do what you ask and give you that robustness.

**Trustee Galuteria:** That includes the messaging as well. Thank you.

**Pou Nui Brown:** Yeah.

Chair Waihee’ recognizes Trustee Souza.

**Trustee Souza:** Thank you, Chair. Casey, which lot are we trying to explore commercial on, is there a plan?

**Pou Nui Brown:** So, this money will help us determine that; the work is to look at all of the parcels again. We kind of have a sense of where we know residential makes sense, for the studies that are already done. But now, when you look at it from, okay, now we know we want to start with commercial, that could change a few things. The way that projects start and finish and make money along the way, so that they can fund the next project that has to be considered. What kind of commercial you want to put in there; retail, specialty, commodity. Sorry, Trustee Souza, can you remind me what your question was, so I make sure I answer it exactly?

**Trustee Souza:** I was wondering, what lot are we focused on?

**Pou Nui Brown:** Yeah, so it’s not focused on any lot yet, we’re going to learn that through this work.

**Trustee Souza:** The reason why I ask, is because Site A, there was an approved 2.7 mil that was not used. So, if we decide it’s Lot A, that we’re going to move forward with, which I don’t see how we can move forward until we fix the bulkhead, like Trustee Galuteria said. So, that 2.7 million, does that just stay... Well where is it right now, and it doesn’t get used until it’s invoiced, correct? So, if we decide that Lot A is going to be the site...
**Pou Nui Brown:** Trustee, I think the money for Lot A, most of that 2.7 million, in fact, almost all of it is used. I think maybe the figures you might be pulling from could be actuals that are reflected from an earlier time period. But, just drawing from what I know in terms of the activity and all the invoicing that has still been coming in over this fiscal year as well, most of that 2.7 million is used. We do have some variance there, I don't have that number off the top of my hand, though.

**Trustee Souza:** Okay, so we used all the 2.7 million for Lot A. So now, the $600,000 we're going to be using to determine which lot should be developed. I'm a little confused.

**Pou Nui Brown:** Part of developing another conceptual master plan with a commercial phase one, and it may not even be a master plan, we may go site by site. But, to look at what a commercial phase one would entail, we're going to need to do a few additional studies, we're going to need to understand, the kind of permits that need to be done. We're probably going to need to get into the environmental deeper this time around. You guys are going to get a list of the deliverables that came about, we're going to send it over the next couple of days, and you'll get a sense for what it took to develop the conceptual plan, you guys saw this last session. The amount of studies that went into that.

So basically, we're going to have to do some abbreviated form of that, for this commercial phase one. It will require advisory hours from Kuilei, and some additional specialist consultant monies as well, which is part of the budget. So, all of that is what's going to help us determine, maybe Lot A isn't the first lot, so we got to figure out, you know what all the studies, and what the experts are going to tell us.

**Trustee Souza:** Okay, I mentioned before that commercial wouldn't work without the residential right and there are studies that have been done; there's money that was spent to do these studies. So, I'm confused how we're going to go and spend another $600,000 to find out and to study again. I cannot really support it until I see what we asked for; that's the invoices, the deliverables. I mean, if there's anything I'm not being advised on, it's that; where the money went, how much was spent, maybe you can give me a total number of how much we spent so far without even seeing the invoices or deliverables.

I asked for this of a few months ago, and I know we all had a Kuilei session where we could ask questions, but even after that session I still have questions, and for me to support another budget going out...

If you tell me 2.7 million dollars was spent on Lot A, and there's nothing there. Well, there's some food trucks, I spent some time there a couple of months ago, and I was shocked. 2.7 million can go out in the form of grants or down payment assistance, something tangible, something that we actually see happening, I'm very, very concerned about this.

**Pou Nui Brown:** I hear you Trustee, I think we have a number of materials about ready to go, and I think that'll be a good first look. Then based on what you guys see there to understand the deliverables, the invoices. I think we can meet with the folks, or you know we can go from there. That should give you a good sense of what was spent, the deliverables that were given, and just the sheer amount of work that it took to get to where we landed last session.

**Trustee Souza:** Because, if there is money left over, why are we approving a another $600,000? That's what I want to know.
**Pou Nui Brown:** Yeah, part of it is related to the way that OHA as a State agency, has to do its budget, the process of the budget where things are approved in their specific time for their specific proposed activity, and then anything that needs to be carried forward has to be approved, if there is carry forward.

In the meantime, you’re trying to get new activities going, so you’re trying to budget for that before or ahead of sometimes the carry forward is available. Some of it is related to the process here, it's a very cumbersome process, but some of it is managing the overall work itself.

**Trustee Souza:** Thank you, Casey.

Chair Waiheʻe recognizes Trustee Trask.

**Trustee Trask:** I wanted to follow up on these things with you, Casey, because we have followed it for months, what we're not getting, is the data to the board, and because of that I had to spend significant time.

*Do we have the deliverables?* We sure do, but nobody on the Board has seen it. It’s taken me hours to go and find it, we have done a hell of a good job, we didn't move the first year. We put out a budget, and not only did we sail through the Senate, but we were sailing through the House before Scott Saiki stopped us.

Significant work done, Casey and staffers, I know it, *but why do we have pull teeth for it?* When can we get the deliverables, because my colleagues are asking for it, and when I see the kind of work that we've gotten from Kumu Veto Baker and Cy Bridges working for us over time and I don't even know it, could I please see the deliverables, and I should have had them before this meeting.

I am concerned with the messaging, and I want to say to my Board here, so that we are all online, decisions were made based on our fiduciary obligation. We have the job to get the highest and best use out of Kaka'ako, and not playing games with what happened 10 or 15 years ago for Scott Saiki, as far as I'm concerned, I'm working for Coco Iwamoto, and I figured it out months ago. If you all are still waiting for some kind of a deliverable, then I don't know why you don't leave your chair and go find out, because we're not going to get them from the board.

I really want to comment on the messaging, the messaging has been excellent, it got us the Governor's attention, it got us right through the Senate, and we're very close to getting through the House as well. I'm not for giving up or backing out, but when this Board makes a decision and I got to pick up the paper and read that someone is criticizing me for messaging, Trustee Akina, then I will respond.

This Board took a vote in terms of moving forward with the development of this asset, following that vote, Trustees have an obligation under the ethical code to abide by it. And when I pick up the paper and see an article questioning the messaging, I took it directly to the Ethics Commission, and I am told that when that vote comes down like it or not, colleagues, we support the decision of the Board. I will be forwarding to all the Trustees a letter that I am sending out to my colleague Keliʻi Akina, so that you will be apprised of what the ethical standard is here.

*We come here to talk honestly about it face-to-face, let's take care of business here. I don't want to be opening the paper and seeing something in the Star Bulletin, or that haole rag that we have to follow Civil Beat with one of my own colleagues. Saying that I'm confusing the messaging, I am not.*
**Trustee Trask:** I'm going to back this, I would like to see the deliverables, because in the absence, it only strengthens the ignorance of the Board about what is going on.

It's not appropriate to ask 9 members of this Board to go and do all of this work, when we should be getting them up front. If any of my colleagues want any of the information on the deliverables, I don't mind sharing with you, but I want to see it on the record, so that our people and the public can see what we are doing and not apologizing. I'm not apologizing. I'm going to get the maximum for our people, and I will not tolerate people sending letters in saying the messaging is wrong. The Asian settler colonizers have figured it out, and when you get a professor at the University of Hawai'i, was Japanese acknowledging it, there's no reason to counteract that. So, if any of my colleagues wish to discuss it further, please bring it to my attention. I'm not about to pick up the newspaper and read it, and I will follow through because I do have the ethical call that was violated, and I will do that.

**Pou Nui Brown:** Mahalo, Trustee Trask and Trustee Souza, I hear you guys, we have all the deliverables ready to share, you're going to get a listing of those deliverables and that, and the invoices as well, the invoice register, so you guys will all get that. Remember now - the deliverables span - the real estate advisory work as well as the outreach work and so you'll get it all, we have it all. We've got to figure out how we're going to manage this; as digital files, as soft copies, they're very large, it's going to be a very large file. So, we're going to find the right way to get it to you folks. We're definitely not going to be emailing this, they're gigs and gigs and gigs. Hard copy, I'm not sure about that either, we're going to have to find a shared space somewhere, shared digital space is my guess. But we'll work with getting you guys that, we have it all.

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

**Trustee Souza:** Mahalo, Chair. *When was the last time the Board walked around Hakuone, or drove around, or was able to kind of talk story down there?* I know it would have to be listed as an agenda, but *when was the last time we did a field trip down there and looked around?* We're making all these decisions from the boardroom, and we haven't really visited... and I know it may have evolved somewhat in the last 1 to 3 years since anybody has last saw it.

I was down there. I know we drive past it all the time, but when we refer to certain lots, we need to see that in-person. I would like to visit if we can get something together, like a field trip or huaka'i fashion, to get down there and really dive deep into it - if that's possible, Chair. I don't know if it's Chair Hulu?

**Trustee Lindsey:** Yeah, Mr. Chair. I would be very happy to organize such a field trip for all of us. To just bring us up to date - for those of us that know the lands, and for the new ones not as much familiar with the lands, we'd be more than happy to accommodate that.

**Trustee Souza:** That would be cool, if we could do that. Thank you, Chair Hulu.

**Pouhana Hussey:** *Chair Waihe'e, could I add on to Trustee Lindsey as well?*

Trustee Souza, in early 2019, we coordinated with the Board Chair at that time, the Board started on the top of building E at that time, the top there. But, as you said, it takes a significant amount of coordination to *agenda the meeting*, to ensure that the public is not endangered and not go into spaces, we had to ensure that we recorded places and times and then made available to beneficiaries as well. Then we also had to make sure that the others didn't just come, and talk about things that weren't on
the agenda, so all to say can with a lot of coordination with the Board Chair as well as the RM Committee.

**Trustee Souza:** I got some protocol allowance, that I have to use by the end of June, so I can purchase hard hats and steel-toed shoes...

**Trustee Akaka:** Also, to be able to answer Trustee Souza’s question regarding the last time the Board was down there. We were down there within the last year and a half on the Fisherman's Wharf property, if the Administration could just briefly...

**Pou Nui Brown:** I can say something quickly to that. I think, the last 2 times - most all of the Board was there with what Trustee Akaka is referring to, I think, it was when we were in the early stages.

We were on Lot A. we had set up some seating in some tents there, Kuilei was with us, we had the architects with us on that, just getting started on the work to develop that conceptual master plan. We were kind of memorializing that moment where we were about to start this planning work, and we knew on the heels of that planning work was going to be the Legislature (Leg.) Session for residential. So that was the last time a majority, if not all, the Board was there, but then we were also there for the investiture, I think a good chunk of you folks were there, and that would have been the last time, and that was a different kind of event, a little more lighthearted.

**Trustee Akaka:** Mahalo. *Was it 2019 when we were on top of the AAFES building, we got a view of the different properties from that rooftop?* So that might be another option for us in terms of a huaka‘i or site visit, to be able to get a bird-eye view of our properties. Mahalo.

**Trustee Lindsey:** We’ll work it out.

**Chair Waihe‘e:** Okay, Pouhana, that's not the whole, *that was only one part of the budget, right?*

**Pouhana Hussey:** So, we started with Hakuone as a topic, and then the memo just walks through some of the thinking that we wanted to bring forward, as we were.

So, on the grants and sponsorships, we wanted to suggest that the $10,000 that we've been using for most of our sponsorships increase to $15,000, costs of events have gone up. We are also recommending that a sponsorship be approved for the combination, so that every year; the opening of Leg., as well as ‘Onipa’a, January 17th, and even ‘Onipa’a in September, that all those activities in and around the Capitol area and ‘Iolani Palace are continually done and are coordinated there, so we're recommending a sort of a consolidated sponsorship for that event.

We're also recommending a sponsorship for lei draping in Washington, D.C. Many of you participated, and it would be consistent with our event here, a little bit different in Hawai‘i, because there is a State entity that is, the King Kamehameha Commission. Events in Hawai‘i could apply for an ‘Aha Hui event, so we're able to support our community in that respect.

But in Washington, D.C., right now, at this point the Trustees, have not approved sponsorships outside of Hawai‘i, with the exception of our National Indian Education Association, the National Congress of American Indians, and the Alaska Federation of Natives, so sort of our counterpart, they're smaller, they're about 5,000. They go to their annual convention, or they go to support their advocacy conferences in D.C. So, that's a suggestion that we are putting forward, and then, last, but not least,
we’re suggesting an ‘Ahaui event category, for outside of the State of Hawai’i, and we are also recommending that be scoped in to go to the Association of Hawai’i Civic Club networks, that way we ensure that the events are aligned to our ‘Ohana, Mo’omeheu and ‘Āina practices. So, we’re making that suggestion, and we can come up with a starter budget, whether it's $50k or $100,000 per fiscal year, but that's something that we want to toss out.

Pouhana Hussey: Then last, but not least, is the advocacy on the Federal level and the little table just helps to collect our thoughts, and the why. The first one we are proposing is a 250,000 Federal advocacy piece for the Charter schools, many of you have seen, students there, their internships, their fellowships there, and if we are supporting our Hawaiian focused Charter schools, this is a great way for us to start a Federal advocacy piece with that network of students, and start that advocacy very early in middle to high school.

We can talk about the how, but in essence that would be it, so that would be a grant, and then we would work with the Charter School networks like we do and have that be a part of the 17 focused in the programming. So, it's much like the 40,000 that the contracts provide for the conference that’s held locally, this is something that we would work with the 17 focused to design a program. What we would recommend also is to end it; we start the program on the lei draping and then you book end it with lei draping, a year later, preluding it with some conference presentations as well. So, it can be a very robust education component that will highlight our work with the Hawaiian focused Charter schools, which includes the Hawaiian medium schools in the 17, so that's the logic on that item.

The second item is a 250,000 for a Federal navigator. As most of you know, there's a lot of money out there, and in order to navigate to get those monies down into Hawai‘i, into our communities, we’re proposing a contractor to be able to go after those monies, secure them, and then turn around and either sub-grant or actually execute that. That would go through a contractor process.

Then, last, but not least, would be a Federal consultation, another 250,000 to think about a contractor to help us implement consultation with the Federal Government, and particularly those 5 Departments we've identified; the Department of Defense, Department of Interior, Department of Justice, for all of the missing, murdered, indigenous women, sex trafficking work, Department of State, for all of the international work, and then Department of Commerce.

Interestingly enough, Papahānaumokuākea sits in Commerce because the National Oceanic and Atmospheric Administration, NOAA, sits in Commerce, so those are the kinds of resources that around the world are the sanctuary designations, protections of those areas. So, we are recommending those 5 to focus on.

After yesterday’s meeting with the ANA Commissioner, we would also like to think about the US Department of Treasury, because that’s where all the financing dollars are in to help us with our economic development goals. That would be a contract that would ensure that consultation is going on in these Big 5 departments.

Then we talked about, as mentioned earlier, adding some dollars for a contract, for a Grant technical assistance, so whether it’s our own grant process or other grant processes, including ANA, this would be a contract that would benefit our grantees. So, it would run through an operational contracting process, and then the Grants program would monitor that contract. Those are just some top of the minds. Trustees, you have just come back, fresh from D.C., so we would love to hear from you - so that Administration, can operationalize this in the budgets that come back next week.
Chair Waihe'e recognizes Trustee Akaka.

Trustee Akaka: Mahalo, on your different points that you shared Ka Pouhana. Regarding lei draping sponsorship, and so forth. Would that be the Hawai‘i State Society of Washington DC, that would be the one to apply for that?

Pouhana Hussey: I would want to find out if they’re a nonprofit, if anything, the Association of Hawaiian Civic Club, Ke Ali‘i Maka‘ainana Hawaiian Civic Club, the DC club, is a big part of that.

Trustee Akaka: Okay, that would be great. That’s such a great thing that we have going there, and we do want to certainly continue to support how we can. Then regarding our Federal advocacy, I'm happy to also share that in our talk stories with our Hawai‘i Congressional leaders there, that from trafficking to Hakuone, and regarding our charter schools, those are some of the topics that we spoke on, and it is top of mind. Mahalo.

Chair Waihe'e recognizes Trustee Souza.

Trustee Souza: Mahalo, Chair. Ka Pouhana, it’s been brought to my attention that there is an Ad hoc Sponsorship committee, and I know we’re making some changes to the sponsorships, and especially sponsoring events in the States, should the Ad hoc committee be involved with that?

Pouhana Hussey: That's a good point, thanks for pointing that out. On page 2 of the memo, footnote one calls out the status of the committee, and that Administration awaits the decision of both Chair Hulu and Chair Waihe'e, as to the next steps for the Ad hoc committee.

Trustee Souza: Thank you.

Chair Waihe'e recognizes Trustee Akina.

Trustee Akina: Thank you, Mr. Chair. Ka Pouhana, I will certainly miss having talks about the budget with you, and I look forward to an opportunity to express more fully my appreciation for all you've done. I would like to, however, continue an ongoing discussion we've had since you've been managing our budget. It has to do with the correlation between our strategic planned aims and the outcomes as affected by our budgets. We've talked about this in terms of budgeting process, and I know on your heart and all our hearts, is making sure that Education, Health, Housing and Economic outcomes for our people are growing. How can we address this better in terms of our budgeting?

I'm looking for a baseline to start with for comparison, and I want to be able to know what budgeted items have successfully contributed to growing that baseline, so when we vote on our budget, we can do so with confidence that it's going to have the outcomes and the impact. How can we integrate this and have a better understanding to know what we should vote for as being effective, and what may not be so effective?

Pouhana Hussey: So, I would say, Trustee, the context for our continuing budget is aligned to, right now the primary strategy for affecting change is our granting program. So, the change that we made to specifically identify 15 million dollars at that time, the Public Land Trust dollars, because then it ensured that the Native Hawaiian Trust Fund, we wouldn't have to worry about drawing from that, and we could do that, and the board is addressing the utilization of the Native Hawaiian Trust Fund more effectively and having those resources.
Pouhana Hussey: So, I would say, the primary driver of our effectiveness and our implementation, is our granting program now. What I will also say though, that also is where the Ad hoc committees have in that footnote, we talk about that they have a beneficiary and investment draft of a policy. We can grant money, we can collaborate, we can procure, we can loan money. So, all of those different verbs that we have, result in the strategies of the developing the program and then aligning, so that when we evaluate, are our Mo'omeheu grants doing what we intended them to do?

You will see in the granting, we have at a minimum, the grants that match our foundation, as well as match our direction. But something like a collaboration where I know the Trustees have talked about, can we just have a simple dental clinic or a little mobile device that goes and provides, or, sadly but importantly, a dialysis unit, that's a mobile unit that is there in the homestead to be able to provide dialysis services for our homestead? They can get the times that they need and not have to wait to 10 at night for dialysis or have their families come and pick them up.

So, the intent is all those strategies, starting with grants and then expanding in the principles and policies so that we can get other programming, so that we can backwards map, then do the total evaluation of the first 3. I would say, this first tranche of the three years has been all about restructuring and getting those strategies. Now that we're resourcing, we need to do the program evaluation of whether that resourcing is getting to those achieved outcomes. So, I'm sure, not as detailed as you want, but it is ensuring that everything we do is aligned to one of the strategies, including the internal infrastructure strategy.

Trustee Akina: Well, I appreciate that, and yes, it's not as detailed as I would like. We've talked about programming, planning, and budgeting systems, and that would give us as a board a greater capacity to say, this is working, this is not. We're going to back to this, we're not going to back that. I hope we can continue in that direction, but I will acknowledge that the work Administration has done in improving our grant process and giving us the ability to evaluate the outcomes of production is very helpful and very valuable in this, and I hope that we'll be able to go forward now that we've had these years of restructuring a bit and have a more rigorous program planning and budgeting system. And as well as, that maybe a way of indexing and being able to determine the actual condition of the Native Hawaiian people, metrics, and be able to track from year to year, decade to decade, significant improvements. That, I think, has to be a big part of it. Thank you.

Pou Nui Brown: Chair Waihe'e, can I add something to Pouhana's response to Trustee Akina.

Chair Waihe'e: Yes, go ahead, Casey.

Pou Nui Brown: Thank you, really quickly. So, we have a Strategic (Strat.) Plan, the mechanism that holds the plan accountable is going to be the report. I want to signal that the report that will come which we plan to have at every 3-year mark, which is sort of our breakdown of the whole 15 Year Strategic Plan. That report is the report that will center on population data. It'll have the metrics that show what needles are moving, what needles are not moving. That will be one of the best mechanisms to know whether OHA's efforts are actually contributing to needle movement. It's not going to be the only, and I wouldn't expect something that is a magic ball, but it's going to be the first set of real data that tells us something. Whether you folks need to course-correct anything, I would look toward that report. The report holds the plan accountable.
**Trustee Akina:** Thank you, looking forward to that, and in the meantime, I hope we also develop ways of integrating that with our budget evaluation process, when we're actually voting on budget. Thank you.

**Pouhana Hussey:** If I can also add on, that’s what makes the tracking of things, because we budget in a two-year biennium. We are looking at the Strat. plan in a 3-year tranche of work, we’re looking at a 15 year and all of the levers, it's really a mathematical, simultaneous equation, right, \(2x + 4y = \) bettering the conditions of Native Hawaiians.

We always hold constant the bettering of the conditions, but when you have the constant on the other side of the equal, you also know that there are multiple variables that are being changed. So, it's also like a Rubik's Cube, you're trying to get all the colors in the one side. So, we always think about the other side of the equation as bettering the conditions of Native Hawaiians, and then you spin the dial, you do the metrics that way, but it doesn't make it easier, but it's helpful if we know the different perspectives. The lāhui perspective is always 15 years, the biennium financial perspective is every 2 years, the strategic markers are every 3 years, and Casey and his team are responsible for doing all of that.

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

**Trustee Alapa:** Thank you, question regarding support for our beneficiaries and applying for grants - as we've already witnessed earlier the disappointment in many of the grants not being awarded, only because they obviously have not fulfilled the obligations according to our grants. *Is there any way that we can incorporate a training program, a grant how to workshop perhaps to help our people understand the process and what it takes to get to that level, so that they will get approval of a grant, and they will be able to return back to the communities and continue on their mission?*

I understand we used to have a workshop, or whatever. I'm not quite sure how that works, I'm still new to all of this. *Is there any possibly that that can be incorporated into our budget?*

**Pouhana Hussey:** So, Trustee, that's exactly right in terms of Trustee Trask's thoughts and Administration, we don't have it in the memo, but we intend to put in $100,000 to seek a contract for technical assistance. So, whether it's our grants or just granting in general, we would then go out to solicit for that, and then manage the contractor toward those objectives. So yes, Administration will put that in the budgets that come in, we're going to put a placeholder of a 100,000 in there.

**Trustee Alapa:** That would be amazing. Thank you so much.

**Pouhana Hussey:** Sure, okay, I'm sorry Chair. That is all, we did want to signal that there are 2 placeholders for the Festival of the Pacific, as well as the Polynesian Voyaging Society, Moananuiākea. We call these placeholders because they haven't been authorized by the Board. Administration does not have enough information to be able to make a recommendation for something like the Festival of the Pacific, but we wanted to signal that we would put in a placeholder of some kind for the Board. Again, it's just that it's a placeholder, the actual authorization will be through Action Item.

**Chair Waihe'e:** Okay members, *are there any other comments or questions on this item, the Biennium Budget, post community review and input, period?*
Chair Waihe’e recognizes Trustee Alapa.

**Trustee Alapa:** Basically, just because this is quite overwhelming, obviously, for all of us, I’m speaking for myself as well. As far as looking at numbers and so forth, and seeing the difference in the projections from FY23, FY24, and so forth, *is this etched in stone?* Because in the differences that I’m noting, in our overhead, our grants, equipment, and so forth; *what happened, where’s that amount, that difference, and where is that being shifted to or used.* For example, in our overhead, this is on page A-37 in the overhead, you have an FY23 3.148, and then FY24, it’s dropped to 2.823, and I wanted to know why, that 300,000 plus difference

**Pouhana Hussey:** Sorry, Trustee. *Are you referring to the Budget Book?*

**Trustee Alapa:** Yes, at the bottom is says A-37. Table 6, Core Operating Budget. Then I just kind of went down through the contracts, debt service, equipment, and so forth, and just noticing, what is the difference, we have a difference of for each of them, from grants, overhead, personnel, and so forth. I was just kind of concerned about that - *where is that difference going to and why?*

**Pouhana Hussey:** *Are you looking at the actual Fiscal Year 22 and the projected Fiscal Year 23 columns?*

**Trustee Alapa:** I’m looking at 23 and then 24, it looks like it fluctuates.

**Pouhana Hussey:** Okay so, for example, table 6, the projected Fiscal Year 23 column, and then the Fiscal Year 24, you’re looking for the decreases, or the increases.

**Trustee Alapa:** *Yeah, what was that about?*

**Pouhana Hussey:** Okay, from the projected 3 million to the budget of 2.8 million as an example - so the projected Fiscal Year 23 is currently our budget. We project that based on contracts - the operating units tell us what is intended to spend. So, this is based on the budgets that the Board approved. We construct the Fiscal Year 24 and 25 budgets, we actually go through, and then the operating units tell us, okay, what is in that and in those are going to be these unspent items.

So, the 2.8 is meant to represent the projections for FY24-25. There are items that maybe in the budget that will come through on a realignment. So next week there is a budget realignment, and we may say that there is an over amount in overhead, and we need an amount in contracts for that, so that's where the Board will see the projection realignment in there. But the Fiscal Year 24 is based on actual activity projection for that. So, in some of these, the activities aren’t expected to be there, or we don’t have. I believe in overhead is where all our rent is - for example. So, we’re out of our K Street location in Fiscal Year 23, actually, in June while we were there. So that’s an example of a budget that we had that we’re not going to need anymore, in Fiscal Year 24.

**Trustee Alapa:** Okay, thank you.

**Pouhana Hussey:** So just in wrap up Trustees, what you will see as an Action Item is basically the budget book as the Action Item, there'll be some reschedules. We'll also put in more detailed schedules for the grants and the sponsorships. We'll add in the items that we talked about, and then that will be part of the budget presentation for next week. So, your packet, shouldn’t look too much different than your budget books that were provided.
Chair Waiheʻe: Thank you, Sylvia.

Chair Waiheʻe asks if there is any further discussion.

There is no further discussion.

V. ANNOUNCEMENTS

Chair Waiheʻe: Alright, we do have a JOINT BAE-RM Meeting at 1:30 p.m. this afternoon.

RM Staffer Akina: Also, with the cancellation of the June 28th BAE Meeting, the RM Meeting will be held at 10:00 a.m. next Wednesday, June 28, 2023.

VI. ADJOURNMENT

Trustee Souza moves to adjourn the RM meeting.

Trustee Alapa seconds the motion.

Chair Waiheʻe asks if there is any discussion.

There is zero discussion.

Chair Waiheʻe calls for a ROLL CALL VOTE.

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<th>TRUSTEE</th>
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<th>'AE (YES)</th>
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<th>KANALUA (ABSTAIN)</th>
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VOTE: [ X ] UNANIMOUS [ ] PASSED [ ] DEFERRED [ ] FAILED

Chair Waiheʻe adjourns the RM meeting at 12:14 p.m.
Respectfully submitted,

____________________________
Melissa Wennihan
Trustee Aide
Committee on Resource Management

As approved by the Committee on Resource Management (RM) on August 2, 2023.

____________________________
Trustee John Waihe‘e, IV
Chair
Committee on Resource Management
MEETING OF THE COMMITTEE ON RESOURCE MANAGEMENT (RM)

DATE: Wednesday August 2, 2023
TIME: 10:00 a.m.
PLACE: Virtual Meeting
560 N. Nimitz Hwy., Honolulu, HI 96817
viewable at https://www.oha.org/livestream OR
Listen by phone: (213) 338-8477, Webinar ID: 840 6212 8084

This virtual meeting can be viewed and observed via livestream on OHA’s website at www.oha.org/livestream or listened to by phone at: (213) 338-8477, Webinar ID: 840 6212 8084. A physical meeting location, open to members of the public who would like to provide oral testimony or view the virtual meeting, will be available at 560 N. Nimitz Hwy., Suite 200, Honolulu HI 96817.

AGENDA

I. Call to Order

II. Approval of Minutes
   A. June 21, 2023
   B. June 28, 2023

III. Unfinished Business - None

IV. New Business
   A. Action Item RM #23-18: Approve the Awarding of Kākoʻo Grants, from Solicitation #23-11.01, published April 20, 2023

V. Announcements

VI. Adjournment

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

Meeting materials for this meeting will be available for 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.

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 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.
I. CALL TO ORDER

Chair Waihe‘e calls the Committee on Resource Management meeting for Wednesday, June 28, 2023 to order at 10:02 a.m.

Chair Waihe‘e notes for the record that PRESENT are:

<table>
<thead>
<tr>
<th>MEMBERS</th>
<th>AT CALL TO ORDER (10:02 a.m.)</th>
<th>TIME ARRIVED</th>
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<tbody>
<tr>
<td>CHAIR JOHN WAIHE’E, IV</td>
<td>PRESENT</td>
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<tr>
<td>VICE-CHAIR LUANA ALAPA</td>
<td>PRESENT</td>
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<tr>
<td>TRUSTEE KALEIHIKINA AKAKA</td>
<td>PRESENT</td>
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<tr>
<td>TRUSTEE KELI’I AKINA AKINA</td>
<td>PRESENT</td>
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<td>TRUSTEE BRICKWOOD GALUTERIA</td>
<td>PRESENT</td>
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<td>TRUSTEE CARMEN HULU LINDSEY</td>
<td>PRESENT</td>
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<td>TRUSTEE J. KEONI SOUZA</td>
<td>PRESENT</td>
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<tr>
<td>TRUSTEE MILILANI TRASK</td>
<td>PRESENT</td>
<td>Arrived at 10:04 a.m.</td>
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At the Call to Order, **EIGHT (8) Trustees are PRESENT**, thereby constituting a quorum.
EXCUSED from the RM Meeting are:

<table>
<thead>
<tr>
<th>MEMBERS</th>
<th>COMMENT</th>
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<tbody>
<tr>
<td>TRUSTEE DAN AHUNA</td>
<td>MEMO – REQUESTING TO BE EXCUSED</td>
</tr>
</tbody>
</table>

II. APPROVAL OF MINUTES

None

III. UNFINISHED BUSINESS

None

IV. NEW BUSINESS

A. Action Item RM #23-14: Approve the Awarding of ‘Ahahui Grants, Cycle 3, from Solicitation #23-01.01, published April 19, 2023

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

RM Staffer Akina: Not at this time.

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

Pouhana Hussey: Thank you, Chair Waihe‘e. Good Morning, Trustees, Action Item RM #23-14 is the companion to last week’s cycle 2 ‘Ahahui, it is in that same group that it was reviewed. You have the recommendations, all applications that went to recommendation, were recommended for awarding and you have the list. You were previously provided with scoring sheets, as well as additional detailed information, so Administration is available to answer any specific questions you may have.

Chair Waihe‘e asks if there are any questions.

There are no questions.
Trustee Lindsey move to approve the following Fiscal Year 2023 ‘Ahahui Grant, Solicitation #23-01.01 (Cycle 3) disbursements totaling $69,830 from Core Operating Budget (Object Code 56530):

<table>
<thead>
<tr>
<th>Organization Name</th>
<th>Event1</th>
<th>Award Amount Recommendation</th>
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<tr>
<td>1. Living Life Source Foundation</td>
<td>10/28/2023</td>
<td>$9,830</td>
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<td>Waiakeakua Forest in upper Manoa valley</td>
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<td>2. Native Hawaiian Hospitality Association</td>
<td>09/30/23-10/01/23</td>
<td>$10,000</td>
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<td>Royal Hawaiian Center</td>
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<td>3. Hana Arts</td>
<td>12/01/23 - 12/24/23</td>
<td>$10,000</td>
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<td>Hana High &amp; Elementary School 4111 Hana Hwy, Hana, HI 96713</td>
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<tr>
<td>4. Kualoa-He’ea Ecumenical Youth Project</td>
<td>10/20/2023</td>
<td>$10,000</td>
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<td>KEY Project</td>
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<td>47-200 Waihe‘e Rd. Kāne‘ohe, HI 96744.</td>
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<td>5. Huliuapaa</td>
<td>11/02/2023 – 11/04/2023</td>
<td>$10,000</td>
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<tr>
<td></td>
<td>Bernice Pauahi Bishop Museum</td>
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<td>1525 Bernice St, Honolulu, HI 96817</td>
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<tr>
<td>6. Adult Friends for Youth</td>
<td>03/04/2024-03/12/24</td>
<td>$10,000</td>
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<td>PEARL Convention: 4 days virtual 1 day at the Neil Blaisdell Auditorium</td>
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<td>777 Ward Avenue Honolulu, HI 96814</td>
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<td>1 day at the Kauai War Memorial Convention Hall: 4191 Hardy St, Lihue, HI 96766</td>
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<td>7. Ala Kukui Hāna Retreat</td>
<td>08/19/2023</td>
<td>$10,000</td>
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<td>Ala Kukui 4224 Hana Hwy Hana, HI 96713</td>
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<tr>
<td><strong>Total Recommendations (7)</strong></td>
<td></td>
<td><strong>$69,830</strong></td>
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</table>

Trustee Souza seconds the motion.
Chair Waiheʻe asks if there is any further discussion.

There is no further discussion.

Chair Waiheʻe calls for a ROLL CALL VOTE.

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<th>TRUSTEE</th>
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<td>MILILANI</td>
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<td>CHAIR JOHN</td>
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<td>TOTAL VOTE COUNT</td>
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VOTE: [ X ] UNANIMOUS [ ] PASSED [ ] DEFERRED [ ] FAILED

Chair Waiheʻe notes for the record that all members present vote ‘AE (YES) and the MOTION Passes.

IV. NEW BUSINESS

B. Action Item RM #23-15: OHA Fiscal Stabilization Policy, Unspent, Uncommitted, Unencumbered Funds from FY2021

Chair Waiheʻe asks if there is anyone signed up to testify on this agenda item.

RM Staffer Akina:  Not at this time.

Chair Waiheʻe turns it over to Ka Pouhana Sylvia Hussey.

Pouhana Hussey:  Thank you, Chair Waiheʻe.  Trustees, for those who are new Trustees, in June of 2021 as the Board approved the FY 22-23 biennium budgets, they also approved a FY21 reserve of a million dollars to address separation costs, based on the reorganization.  So, this Action Item just updates that budgetary authority, and we’re asking to continue that authority into FY24 so that the completion of any activities can be recognized.  Then Administration will come back with the close out of this particular item.  So, this is again FY21 Authorization that was approved to be carried forward to FY22-23, and now Administration is asking that it be carried forward to FY24, with the expectation that they will return to address the close out of this particular reserve item.

Chair Waiheʻe recognizes Trustee Souza.
Trustee Souza: Ka Pouhana, these 1 million dollars from my understanding was a part of the reorg., how did this work?

Pouhana Hussey: When we proposed the reorganization budget that the Board approved, in the reorganization was a reduction of 179 positions to 143. Of the 143 there were forty positions that were impacted as part of the reorganization that had incumbents; there were more positions impacted, but those positions were not filled at the time of the action. So about forty positions were impacted, they had incumbents in them. The seating process for new positions occurred, and about half of those forty individuals were seated in new positions which remained about the remaining half, so another 20 of the staff members impacted, then were offered the separation packages and agreements. So this 1 million dollars was to account for the cost of what was mandatory to provide, which was all of the accrued vacation as well as medical; again, remember, this was a time during COVID, so there were requirements based on that. The organization also gave separation pay for years of service as well as outplacement access, career transition services for those who took enhance separation agreements. So, that one million was their established as an estimate, the action at that time also indicated to the extent that the cost of separation exceeded a million, Administration would come back either through the Fiscal Stabilization Fund if it met criteria, and if it didn't be criteria through the regular budget process. At this point, the one million dollars we feel is sufficient, and we are just asking for authority to push it forward so that we can complete all of the separation and reorganization activities in Fiscal Year 24

Trustee Souza: The separation, meaning, employees who are no longer here. How come we haven't paid them out yet.

Pouhana Hussey: Oh, no, we've paid them, the separation agreements are all their accrued vacation, so when they separated, separation activities took over from July all the way to December 30, 2021. So, in all that time, as they are separating; their accrued vacation packages, their medical; the vacation service paying, so it's all paid. The only outstanding item is the contract we have for career transition services, those who took an enhanced packages can be made available. So, we have that vendor and that contract opened and available. So, none of this is unpaid in other words, Trustee, they're all obligations that we have satisfied.

Trustee Souza: Thank you.

Trustee Lindsey moves to approve the carryover the FY21 $1,000,000 budget, including unspent, uncommitted, unencumbered funds from Fiscal Biennium Period 2021-2022 (FY 22) and 2022-2023 (FY 23) to Fiscal Year 2023-2024 (FY 24), for the purpose of addressing and completing projected reorganization related activities and costs.

Trustee Akina seconds the motion.

Chair Waihe‘e asks if there is any further discussion.

Chair Waihe‘e recognizes Trustee Galuteria.

Trustee Galuteria: I would just like to know; we're carrying this over through 2024. It appears that the reorg is done, what else needs to be done? I'm very curious why we would hold this for another year. What are the plans, is this just a stock yet measure, in case something comes up.
Pouhana Hussey: Well, in some ways, so part of the separation are basic separation agreements and enhanced separation agreements, and with enhanced separation agreements. There are releases that were a part of that, so to the extent that a release wasn't received that is still being held out for just in case. So that's the reason we are asking to be carried forward. We do anticipate; all of the activities are there, but all of the requirements are not finished yet, and so we want to be able to have that, and then come back to the Board to close it up cleanly.

Trustee Galuteria: So, the forecast is, one more year is sufficient, you think?

Pouhana Hussey: Correct, yes.

Trustee Galuteria: Okay, thank you.

Chair Waihe‘e recognizes Trustee Trask

Trustee Trask: I just have some questions because I don't really understand what we're doing here. We had an anticipated need for a budget the last two years, we carried it forward. In this meeting, I'm being told that the separation agreements are done. There's also now a second document called an Enhanced Separation Agreement, I've not seen any of them. These are agreement of people that are leaving OHA, is that correct?

Pouhana Hussey: So, Trustee. That's correct. At the time of the separations, by December of 2021, any agreements were all completed by that time.

Trustee Trask: Right, so why are we carrying them over to 2023

Pouhana Hussey: So, we still have potential claims in that process, so we want to be sure that we have reserves, and the reason Administration asked the Board to reserve out of FY 21 funds, because it was a available there, based on spending, so that we didn't put this reorganization cost into the new fiscal biennium of 22-23, and now into 24-25. So, we're just asking that that authorization be kept there so that it doesn't interfere with any of the operating costs for 24-25 as well as 22-23.

Trustee Trask: Can you give me an example of what a remaining potential claim is. What is the remaining potential claim?

Pouhana Hussey: So, whenever the separation agreements; the basic agreement is that we provided accrued vacation, medical for 6 months, we also provided separation amount of a week's worth of severance for up to 10 years, that's the basic package. The enhanced package was if they chose to take the separation of a week up to 40 years of service, and with that became the enhanced agreement, which include releases. So, as we explain with Trustee Souza, there are about 40 some odd positions with incumbents in them, half found positions within the organization, another half separated. Of that half, half of that half took the enhanced package, and the other half was the basic package, which was not the enhancement that included releases. So, there is still a potential claim period that may be made, that's still open.

Chair Waihe‘e recognizes Trustee Souza.

Trustee Souza: Mahalo, Chair. Ka Pouhana, sorry that was a lot of math for me in a very short amount of time, so if I'm following correctly, it's about five more claims, how many more potential claims, five, ten?
Pouhana Hussey: Ten.

Trustee Souza: I got it right the second time. Perfect? I'm just concerned about this, because, since 2021, we got a million dollars, if we kept it in the Trust, we would have been making money off of it. Where was this sitting?

Pouhana Hussey: So these are operational funds, that are here. It's already committed. It's committed with purchase orders, it has been used to fund shortages, because of the vacancies we've had to run additional over time, we've had to run temporary services, so part of that the Board approved 150,000 to pay those costs the as a result of the reorganization. So, if you look on page 4, table 2, that will show that originally we budgeted the 1 million dollars in those categories. We spent a certain amount in those categories, there's a reclassification, and what we've accrued is the rest of it, just in case. At the end of the period, when we make the adjustment, and we settle everything, and we make all those calculations, whatever is not used and not committed, we will then come back to the Board to release and close. So, I'm sorry Trustee, because it's not a Fiscal Stabilization, it's not cash that we pull out. It's just an obligation that we're recognizing, and we'll fund when and if the obligation becomes due, at this point, what we have is an obligation for a contractor to provide career transition services. We haven't had anything spent against that, so no cash has gone out. What this is budgetary authority to spend if needed.

Trustee Souza: Thank you, Ka Pouhana. Thank you, Chair.

Chair Waihe’e asks if there is any further discussion.

There is no further discussion.

Chair Waihe’e calls for a ROLL CALL VOTE.

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Motion: 10:13 a.m. Vote: 10:21 a.m.

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

Chair Waihe’e notes for the record that all members present vote ‘AE (YES) and the MOTION PASSES.
IV. NEW BUSINESS

C. Action Item RM #23-16: OHA Biennium Budget for Fiscal Biennium Periods 2021-2022 (FY22) and 2022-2023 (FY23) – Realignment #7 – Non-Core and Core Realignments

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

RM Staffer Akina: Not at this time.

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

Pouhana Hussey: Thank you, Chair Waihe‘e. Trustees, the realignment 7 is the last realignment that's done for the 22-23 budgets, the next Action Item is the new biennium. So, as you know, the budget management policy is, and if you take a look on the page right before the signature piece, there's a tracking of all of the action items in reverse. So, we start with the budget in June 2021, and then we add on all of the budgetary actions until we get to the most current, the realignment right before the year end is so that we can clean things up, there are expenditures that are projected, we don't have budget line items in there, there are additional projections that we need, there's reclassifications that are going on. So, Realignment #7 cleans up all of those kinds of Fiscal Year 22-23 activities, so we can ensure that our records are reflective. First of all, that they have budgetary authority, and then, second, the spending can be matched against the budgetary authority. So, usually the last realignment for the Fiscal Year is sort of a clean-up realignment to ensure that all of our budget and spending activities for the current fiscal biennium are clean. So, you'll see reclassification, you'll see additions on individual line items, things like that, and that's to be consistent with budgetary policy. Administration has up to a certain limit of moving budgetary dollars, and so whenever it exceeds that, or we're moving between personnel and non-personnel, etc., we bring it back through budget realignment.

Chair Waihe‘e asks if there is any questions.

Chair Waihe‘e recognizes Trustee Akina

Trustee Akina: Thank you, Mr. Chair. I have a question for clarification on pages 36 and 37 of the PDF, on the hard copy that's 13 and 14, it has to do with the total adjustments. The amount indicated for total adjustments is $666,898, for clarification. does this figure refer to unspent funds in the operating budget for fiscal 2023.

Pouhana Hussey: Correct.

Pouhana Hussey: No, it represents budgetary adjustments, so not spending adjustments, but budgetary adjustments. So, to that point, Trustee Akina, you're on Table 4 on page, 13, so that 600 at the very bottom on the next page, if you look up, you'll see line by line what the net core adjustments are, so under line one, you'll see that those reclassifications net to 29,000, the next one is 17,000, so these are budgetary adjustments.

Trustee Akina: So that would explain with respect to the Native Hawaiian Revolving Loan Funds, why we did not utilize 546,000.

Pouhana Hussey: Correct.
Trustee Akina: Okay, thank you. That was my question. I have a couple of other questions, but I'll allow other trustees to ask.

Chair Waihe‘e: Are there any other questions? If not, I'll let Trustee Akina continue.

Chair Waihe‘e recognizes Trustee Akina

Trustee Akina: Thank you, Mr. Chair. I'm looking at Table 5 on page 37 in the electronic folder and on our hard copy, that's page 14, it includes the item contracts in the amount of 5.5 million dollars. Can you confirm that this amount refers to funds that will be paid out for services that have already been completed, is my understanding correct there.

Pouhana Hussey: So, this represents budgetary authority. So, everything in Table 5, and even in Table 4, this is budgetary authority versus actual expenditure.

Trustee Akina: Okay, so are there any adjustments within this Action Item that include any new funding specifically related to contracts?

Pouhana Hussey: No.

Trustee Akina: Okay, thank you. I do have one more question that I'll go ahead and ask, it's been kind of a perennial question, and so forgive me, Sylvia, if you've given us the answer. In context of Table 5 on page 37, we spent 700,000 on two tents that were intended to be used at Lot A and Hakuone, and of course the City notified us that these tents didn't need local codes. Since then, can you tell us what has happened with that, or what appropriate category the costs are accounted for.

Pouhana Hussey: I'm going to ask Ka Pou Nui to come on and provide that that information.

Pou Nui Brown: Mahalo, Trustee Akina. The tent cost was $380,000, so it wasn't 700. As of right now, the tent is sitting in storage, out there in Hakuone, in a container. The intent, is to find some use for it. There might be a use for it in temporary activations on one of the lots in Hakone, or maybe another property that OHA may own. I think also we would be looking for other ways to get value out of it, up to and including selling it, but the intent right now is to look at how we could get value out of it in terms of a temporary use, but as of right now it's sitting in a container.

Trustee Akina: The reason that I said 700,000, is that's the figure that the State Auditor refers to, is he mistaken?

Pou Nui Brown: He is mistaken.

Trustee Akina: Okay, and we've responded to the State Auditor accordingly.

Pou Nui Brown: Yeah, that would have been part of a list of responses that we handed to him.

Trustee Akina: Okay, thank you. Just one last questions. On page 37 of the electronic folder, there's a figure for U.S. Department of Interior, 231,000 dollars. Can you explain what that is? Electronic folder, page 37. That would be table, I'm not looking at the electronic folder.
Pouhana Hussey: Okay, you're looking at the bottom of table 4 that is going into page 14.

Trustee Akina: Yes.

Pouhana Hussey: Okay, Wao Kele o Puna received a Federal Grant from Fish and Wildlife, so that represents the grant and therefore the budget for that expenditure.

Trustee Akina: Thank you very much.

Pouhana Hussey: Sure.

Chair Waiheʻe recognizes Trustee Galuteria

Trustee Galuteria: Thank you, Chair. This is more of a comment instead of a question. My experience with budgets are more on the State level with the State budget, and I'm not quite sure how, because we're the freshman Trustees, how it worked before, but seven realignments in any given year is quite excessive. I'm hoping that as we move forward, we can minimize it as much as possible. That's more of a reflection and a comment, than a question. Okay, thank you.

Chair Waiheʻe recognizes Trustee Souza

Trustee Souza: This is more of a comment as well, and I'm not trying to be cute about this. But $350,000, the $700,000 number that Trustee Akina brought up. To me, that's the value of that tent right now, because I translate that into a $350,000 fixer upper in Makaha, that in over a period of 2 years I could have doubled your money. So just to put that into perspective, so that I hope we move forward on doing something about this tent. The last time we talked about it, there was no potential buyers and that concerns me. Since then, obviously we haven't done anything about it, it's sitting in storage, I don't want to hear that again. The next time we talk about this, I want to make sure we get something done and move forward on it. So, thank you. Chair.

Chair Waiheʻe Thank you. Trustee.

Pouhana Hussey: May I provide context for Trustee Galuteria.

Chair Waiheʻe Yes, Pouhana, go ahead.

Pouhana Hussey: Thank you, Trustee Galuteria, I appreciate the comment and observation. Trustees, if you look on page 31 of the Action Item, and that's a common table that references, you will see well over A through P. So, Trustee Galuteria, to your point, it's more than seven realignments. Seven realignments are just like the regular kind of realignment work. Whenever there was a budgetary change for Kakaako Makai, for legislative action, for acquisition, when you're repurposing all of the funds from one fund to another, when you're carrying over grant funding from one year. The Board's current budget management and execution policies require this level of detail coming back, several of us have had experiences with other organizations that once the budgets are approved, management just manages the budget. However, the current policies have required us to do this, and so that's why we bring everything back to the Board for their awareness, and that page 31 will track the Moʻokūʻauhau or the genealogy really of the actions, and is a good place as Trustees to reflect on, every time there was a major budget change, it's reflected in that table there, so thank you for raising that.
Chair Waihe‘e recognizes Trustee Trask

Trustee Trask: Thank you. I just wanted to add this comment to our notes for this meeting; and that is that in terms of the necessity for seven realignments, it didn’t really spring about automatically from this Board. What happened was not one, but three very critical audits; one from the State and 2 from Private. CLA and Plante Moran, so let's not forget about that. Huge mistakes were made, millions were taken out, under the previous Board and Kamanaʻopono Crabbe, and it's our job to clean it up. We're not the ones that made the problem, colleagues, but we have to clean it up, and part of what we've had to do is go back and make budget realignments for things that should have never been paid out, including millions that we're still waiting; myself and Trustee Akina took it over to the FBI. But when you have this kind of a historic problem that we inherited, we have to go back and correct that, and every time we do and make a realignment, it takes us a little bit closer I think, to being more responsive to the accounting obligations that we have. So, I just wanted that to be on the record. In terms of the tent, I just want to make a comment that we've looked for uses at the tent, but every time we look at that it's always Can O'ahu use um, what can O'ahu do for it? Did anybody look at the potential needs for my island on Big Island, Moloka‘i or Maui? We don't just have one island, I know that Sylvia steps down, I'm happy to work with Colin. Let's look to see, when we look what we can do with things like a tent such as this, let's look to see for all our beneficiaries, and not just look to see, does O'ahu need it. I'm not for throwing away assets that we purchased, when we could repurpose it in the future, and when I see what is happening with structures such as this all over the world; the Government of Australia now uses it to lead, they're advertising for all their tourism, I mean, if they can do it, what are we doing? And I'll give you a heads up, I'm gonna look for something I can do with this tent on Big Island. So if you have a use for it on your island start looking Trustees. I'm not for throwing away assets, because people cannot find out a use for it on O'ahu.

Trustee Lindsey moves to approve the fiscal biennium budget realignment #7 for the fiscal biennium periods 2021-2022 (FY22) and 2022-2023 (FY23) as summarized at Attachment #1.

Trustee Akaka seconds the motion.

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

There are no further questions or discussion.
Chair Waihe‘e calls for a ROLL CALL VOTE.

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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

D. Action Item RM #23-17: OHA Biennium Budget for the Fiscal Biennium Periods 2023-2024 (FY24) and 2024-2025 (FY25)

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

RM Staffer Akina: Yes, we have Germaine Meyers.

Chair Waihe‘e recognizes Germaine Meyers

Germaine Meyers: Chair Waihee, before I give my testimony, may I have a point of clarification, please?

Chair Waihee: Sure.

Germaine Meyers: Okay. Isn't it true that if Trustees in today's RM Committee Meeting does not approve at this meeting, the Biennium Budget for FY24 & FY25, and the BOT, does not ratify the Biennium Budget tomorrow. Isn't it true that OHA cannot operate starting on July 1st 2023, meaning, OHA must remain closed until the RM Committee and the BOT reconvene and approve the Biennium Budget, however long it takes.

Chair Waihee: I'll let Sylvia explain what happens if the budget does not pass today.

Pouhana Hussey: So beneficiary Germaine is correct, that the Administration has no budgetary authority to pay bills, pay payroll, operate; we have cash, but we don't have budgetary authority.

Chair Waihee: Okay.
Germaine Meyers: So, another point of clarification; I'm sorry to hear that, and I'm sorry RM Chair Waihe'e that you had approved the timeline earlier this year that created this unfortunate situation. That the budget is coming to the RM Committee for approval two days before the end of the Fiscal Year 2023. So just wanted to point that out. At this time, I'll start my testimony.

Aloha RM Chair Waihe'e, RM Vice Chair Alapa, Trustees, Ka Pouhana, Staff, and Lāhui. My name is Germaine Meyers, and I'm an OHA beneficiary, for beneficiary advocacy and empowerment. I'm also a Nanakuli Hawaiian Homestead Lessee. First and foremost, I humbly ask the Trustees to approve the Biennium Budget today and ratify it at tomorrow's BOT meeting, so that OHA will not close, and employees will not get paid, starting July 1st. Then, in July, work on a realignments to come before the RM Committee to correct and modify any budget issues Trustees may have today, and then go to the BOT for ratification. I have reviewed pages 95 and 96 of the packet that included Kakaako Makai's budget, and, as you know, I lāhui in Nanakuli, Maili and Waianae Neighborhood Board express support of Hakuone. I wanted to highlight that Hakuone is something that RM Chair Waihe'e, as a Trustee starting in 2000, he did support the 2012 land acquisition in order to settle the State's due to the to 200 million dollars in back payment to OHA. Also, Kaka'ako Makai / Haukone does support the housing and high rises, which, of course, was the original intent, and I believe why Trustee Waihee had supported it at that time. I think Trustee Hulu Lindsey just came aboard in 2012. OHA had already spent a million dollars on concept, and then 3 million dollars for Master Pan with DTL and WCIT. You must continue to invest with Hakuone, because it is in support of your strategic plan. 5.2 and 6.1, which I like to remind you. In 5.2 it increases numbers and percents of Native Hawaiians who own housing that meets their 'ohana financial well-being needs, and 6.1 is to increase affordable nontraditional housing options in communities of 'ohana's choice. As we had expressed in Wai'anae and Nanakuli, we do want to have housing options in Kaka'ako. At yesterday's Hawaiian Homes Commission meetings, I'll share with you if I have more time, that DHHL had gone into a memorandum of agreement for 100 million dollars with Hawaii Community Lending in order to provide FHA interim construction loans so that we can get Native Hawaiians pre-qualified. This is something that OHA can do in order to pre-qualify Native Hawaiians, and then, of course, hand them over to institutions. This 100 million dollars, because the maximum is $450,000 per loan, it will help 222 Native Hawaiians get pre-qualified with interim construction loans. I also wanted to share that on pages 143 to 150, and page 152, I was appalled to see that the Chief Operating Officer, under his oversight, according to the organizational charts, again, starting from pages 143 to 150, and on page 152, it noted 21 green colored, vacant, non-organizational, related positions and 12 blue, vacant reorganization positions. In addition, the CFO started her organization chart as far as her oversight of positions, started on page 151, and there were 6 green positions, again, green is vacant, non-organizational, related, and one blue position, which is a vacant reorganization. How can a reorganization, when it was approved from back when Chair Colette Machado was the Chair, that's when the reorganization plan came before this Board, Brendon Lee was the Vice Chair at the time. They supported this reorganization, the COO was present at that time. What had taken him so long that he allowed for 12 vacant blue positions, to remain vacant? So those are my concerns, I notice that I'm almost out of time, so I wanted to express my Mahalo to all of you for giving me this opportunity, and ke Akua pū, God bless all of you.

Chair Waihe'e: Thank you, Germaine.

Chair Waihe'e turns it over to Ka Pouhana Sylvia Hussey.
Pouhana Hussey: Thank you, Chair. Trustees, I'm gonna ask Casey to introduce a guest who is on and available for any questions that Trustees may have, just to make sure that everyone knows everybody on the call.

Pou Nui Brown: Sure, Trustees we have Peter Gilpatrick from Kuilei, who oversees the Real Estate Advisory work, we just want him on board in case you guys get into some questions that we may need answers, so he's here, we may or may not need him.

Peter Gilpatrick: Good morning. Aloha, everyone

Pouhana Hussey: Trustees, as we indicated in the workshop last week, the Action Item is really the budget books that you received back on May 15th, it is in the same format with the spending, the schedules, the details. Last week's workshop, Administration brought to your attention some additional items that we were going to be proposing in the budget this week, and that engendered some lively discussion, and we expect and are prepared for that as well. So, we're here to answer any questions that you may have regarding the proposed FY24 & FY25 budgets.

Chair Waihe‘e recognizes Trustee Akina

Trustee Akina: Thank you, Chair. I do have a few questions, first on page 72 of the PDF, under Core Grants Budgets, that's 15 on the hard copy. The total amount for grants comes up to 35.1 million over 2 years. How can we make sure that the organizations on each island are being awarded, and that organizations have access to appropriate assistance to complete the grant application and grant closing process.

Pouhana Hussey: So, Trustee that table 6a, is the highlight table, and when Grants administers the programs, we go down to each of the line items. For example, all the tables, 6b, 6c, all the different categories of grants, the largest one that is allocated is the Ohana grants. So on page 17, table 6e, the Ohana grants, in the solicitation itself it actually indicates how much is allocated for Kaua‘i, Hawai‘i Island, Maui, Moloka‘i, the only 2 islands that we hold out because of their size, is Ni‘ihau and Lana‘i, because we've identified that they're so small, they often don't have an application in, or they don't have resources, so we want to be sure that we allocate dollars and find a mechanism to get those dollars to those smaller communities, but otherwise this particular Ohana grant is broken up. The rest of the grants are all statewide, so anyone is available, in the awarding process, if there is a predominance of one over the other, the Evaluation Committee will also look at that, and the awarding would also consider that. At this point, only because there will be a budgetary constraints, that we would put that kind of constraint on the awarding, at this point we want as many applications, and I think I said this before that we would want to come to the Board and say, the budget is 200,000 for this, but we have a very healthy pool of applications that have gone through evaluation, and the recommendation is, $220,000, and so we're asking for budgetary awarding, and here's where the money will come from. But, that's how the grants program in the implementation ensures that there's equity in not only programming as well as island geographic, but they also look at gap. So, if the application is filling a gap that is nowhere else in the State, whether it's a service, a population, a kind of service, a kind of entity, or a network, in the evaluation process, they will look into that with the evaluators.

Trustee Akina: Do we have a process whereby, under serviced islands and regions will get the assistance they need, technical assistance in order to apply successfully.
Pouhana Hussey: So, based on last week's discussion regarding technical assistance included in the budgets are $100,000 in contract money, so that OHA can solicit for technical assistance for our grants as well as any other grants. The objective is to strengthen our applicants, so what strengthens our applicants for our grants strengthens them to apply for other grants, and so based on the feedback from Trustees and the community, that's why there's $100,000 in contracting dollars for us to go out and run a procurement for those kinds of services.

Trustee Akina: Thank you, Ka Pouhana. I'm very glad to hear that.

Pouhana Hussey: Sure.

Chair Waihe‘e: Trustee Akina, are you still…

Trustee Akina: I'll defer for now.

Chair Waihe‘e recognizes Trustee Galuteria

Trustee Galuteria: Thank you, Chair. I'm taking a look at Attachment 5, Core Operating Budget Summary, by Program, and I just need some clarity, and perhaps other members as well, would want to know what our contracts on a fee basis. I've noticed that as you drop down through the programs, that in the case of Board of Trustees, services on a fee basis, 320,926 33 what would that be for, and secondly, the personnel and the fringe total is down there, so what else would we need, as an example for the Board of Trustees, in terms of services on a fee basis.

Pouhana Hussey: So generally, contracts fall into two subcategories; one, the direct legal services, so those are all the attorneys, and legal services that are engaged by General Counsel for the organization work, so Board Counsel work would be under that category. Then services on a fee contracts are basically everything else; professional services contracts, you have auditors, you have other kinds of things. And just to be sure, Trustee you're referring to Attachment 5, which is A5-1, is that the page?

Trustee Galuteria: Yes.

Pouhana Hussey: Thank you. So each unit will have this breakdown, so what A5 is trying to illustrate is that each of the aggregate budgets roll up to the big total budget. So, salary and fringe and personnel as you pointed out, are just the regular, the number of positions allocated in the budget for the Board of Trustees, which is 29. All positions in the Board suite are filled except one, so you're looking at salaries and wages for 28 positions and the related fringe benefits. For State of Hawaii, for budgeting and actual purposes, OHA's fringe is 52 cents on the dollar, and then we also have factored in a 25% vacancy rate in the estimates for the salaries as well. So, appendix 5 is trying to take the big budget on attachment one, and put it down at the org level which each org organization is responsible for managing through the biennium period.

Trustee Galuteria: Thank you for that Sylvia, there seems to be an inconsistency in what is offered per program, and you probably have a formula for that so again, you may have explained it in what you just got through saying, but for clarity, in the case of the Corporate Counsel, the services on a few basis amount to 1.5 mill, in the Human Resources, 124,000 services on fees, there is a personnel budget as well and on others there isn't a services on a fee basis. Can you
explain why, on some of them there are, and some over there aren't. Maybe that's something you can point out.

**Pouhana Hussey:** Sure, that's a great question. So, budget construction at OHA is based on functional need, so what are the plans for the next two years? Most of the operating units are standard operating units. Corp Counsel will pick up all our risk management items in there; all the insurance is in there, our regular general counsel work, our conflicts work, all of that are in that line item. In Human Resources, the contracts will be for head hunting, supplementary temporary services, those are functional. All the contracts are based on functional need; you will see if there are contracts in advocacy, it's because they are planning to complete a specific item that they need professional services. So, when the budgets are constructed by the operating units, the plans for the next two years are known, and then they resource to that. So, for example, even to the extent of Ka Wai Ola, if there is a plan that Ka Wai Ola is now going to expand to a standing 32 page issue, or 36 page issue, which is previously larger, as an example than our standard 28 page issue, then we plan and budget accordingly, and then we manage the spending accordingly by all of the line items. So, it really is a functional basis, by the operating units to say what resources and what kinds of resources they need.

**Trustee Galuteria:** Okay, yeah, thank you for that. Thank you.

**Chair Waiheʻe** recognizes Trustee Akina

**Trustee Akina:** Thank you, Mr. Chair. Ka Pouhana, I want to follow up with some questions about contracts as well. I'm looking at page 79 of the PDF Electronic folder, which would be 22 on the hard copy under contracts. Our preliminary budget request is about 13.2 million dollars over two years. One of the difficulties evaluating this information is, we, as Trustees don't have access to the Quarterly reports that highlight which contracts are open. My first question is, would we be able to get routine access to this.

**Pouhana Hussey:** So, I would like to gently correct, Trustee Akina.

**Trustee Akina:** Please...

**Pouhana Hussey:** Every 30 days past the quarter The Administration provides the Trustees with open lists of contracts, open lists of PO’s, open list of the balance sheet, the income statement. and, in fact, in your budget books you have the third quarter reports, which was the last quarter reports that were provided. The listings are tedious, but they are what they are; every contract as a PO, but not every PO has a contract. So, you're provided both lists; as you can imagine, highly granular, but it is there, and if you have questions about any of the line items, then please let us know. And just so you know, Trustees. each unit gets their section of that. You get the big, everybody contract, but Legal will get their section of the contracts, Procurement, Land will get theirs.

**Trustee Akina:** I stand corrected, we had some difficulty in getting it to pop up online. But you're saying it's readily accessible, in addition to the reports you sent out.

**Pouhana Hussey:** It is, and it is one of the things that Administration has really tried. 30 days after, and so that's why you will get a lot of things Sunday night, right before the deadline, because on April 30th all the March 31st reports are due to you.
Trustee Akina: I appreciate that, and if you could just give me a quick scan right now, which of our contracts are the most significant in terms of costs.

Pouhana Hussey: So again, it depends what the function is. In Land you'll have contracts for maintenance, those kinds of things, so it depends on the function. If you have a specific question, for example, in our commercial properties, then I can ask Casey to help understand. So, in the budget books you will also see continuing on page 23, so table 7 that you're referring to Trustee Akina is the total budget, as you pointed out, about 13.2 for the two years. If you turn to pages 23 and 24, you'll see the details of each of those by the operating units. So you'll see that in the Board of Trustees, there are Financial Advisor contracts, Investment Consultant contracts, Performance evaluation, Boardroom reconfiguration contracts are in there. So, if you take a look on pages 23, 24, 25, and then it'll end on page 28 are all of those details that will break down the 6.985 and the 6.279 at the bottom.

Trustee Akina: Thank you. I appreciate that.

Pouhana Hussey: Sure.

Trustee Akina: I have one more budget question. Ka Pouhana, can you confirm that for 24-25 budget requests for contracts includes an additional 400,000 to Kuilei Consulting for Real Estate Advisory services, and that's in addition to over 5 million that has already been issued to Kuilei in the past. Is this correct, that we we plan to fund 400,000 more for Real Estate Advisory services.

Pouhana Hussey: So, Trustee, I'll ask Ka Pou Nui to help respond to that.

Pou Nui Brown: Sure. Mahalo, Trustee Akina. Yeah, you're correct. There is 400,000 that is earmarked in this budget for Kuilei contract, and it's specifically for Real Estate Advisory purposes. One thing I want to provide some clarity on for the Board is, when it relates to Kuilei's work and all of the development and outreach, you want to make sure you're keeping track that there's two bodies of work right now that exist. One body of work is Real Estate Advisory, the other body of work is Outreach and Marketing. So, for example, when we were in the leg session and we had Robbie folks there, the Outreach and Marketing efforts which involved community meetings, social media, written media, advertising buys, TV, radio, all that. That's all Outreach body of work, the body of work that we're talking about with the budget here, this 400K is the Real Estate Advisory, so this is the work that involves conceptual planning, due diligence work, understanding the land use, the environmental, the infrastructure, conceptual designing. This is the work that allowed us to understand what's in the soil, the state of our bulkhead, and it gave us our talking points when it was time to go to leg. This is a discrete body of work and the outreach is a discrete body work.

Trustee Akina: Casey, does OHA’s overall budget include any additional funds to Kuilei, in addition to this 400?

Pou Nui Brown: No, not in this budget. Any additional funds to would come as an additional Action Item to you folks to ask for that approval.

Trustee Akina: Thank you. I see, Mr. Chair, that I have a couple of colleagues waiting. I'll defer to them.

Chair Waihe‘e recognizes Trustee Souza
Trustee Souza: Mahalo, Chair. Casey, during the advisory work, how much was already spent up to this point on the Real Estate Advisory.

Pou Nui Brown: So, it's going to piece out in a number of ways, give me one second…

Trustee Souza: Sorry, the reason why I ask, maybe this can help, the invoices that you sent over, the pay out so far, total of 3.7 mill.

Pou Nui Brown: Sure, okay, so I'll explain to that, that's helpful Trustee. That total amount really spans a number of areas that Kuilei worked on, so it includes the outreach, as well as, the Real Estate Advisory. So, if we dive into the Real Estate Advisory and piece that up, you're looking at the portion of actual development advisory, real estate advisory, that went to Kuilei as the members of Kuilei totaled to about 900-950 thousand. The rest of the money went to subcontractors and also to some fixed asset and Capital improvements on Hakuone site. So, money that it took to repave the back lot of A, the Trex deck, the furniture, we had to remove old utility poles, we had to run new electricity lines, all of that stuff. So, we had probably another 1 to 1.5 million in fixed assets in kind of Capital improvement costs, and then another portion of that money, in that 3.7 you saw Trustee, has to do with just maintaining operations of any temporary activation. So, Lot A, for example, we needed janitorial services, we needed security services, we needed to keep the lights on, so we need to pay for electric monthly and water and stuff. So, it kind of all pieces out, but hopefully, this answers your question Trustee, that the amount of dollars that went for a specific Kuilei advisory was about 900 to 950K.

Trustee Souza: And then you're referring to 900,000 as all being paid out to employees, as employees of the company.

Pou Nui Brown: It goes to Kuilei, how Kuilei pays their employees, I think Kuilei needs to fund their own back office operations, Administration, insurance and all that kind of stuff. So they pay their employees, how they see fit.

Trustee Souza: And that was 900,000 over two years.

Pou Nui Brown: Almost two years, yes.

Trustee Souza: Okay, my concern, and it always has been, how we move forward, with our advisors with Hakuone. Getting the Board involved, determining what the budget is going to be. When is the Kuilei contract up, or renewed or under review. How does that work?

Pou Nui Brown: The Kuilei contract is set for a total of five years, but there's an initial two-year term. So, the two-year term would take place, and then extensions are allowed a year at a time up to a max of five years. The initial two-year term is going to be done in September.

Trustee Souza: And there's also invoices that haven't been paid out, right?

Pou Nui Brown: We may have, there was a couple of lingering ones related to potentially the outreach, because that just wrapped up in June. So, if anything, it would be an invoice or two related to that, but most of it, I would say 97% of it is paid.

Trustee Souza: Okay, thank you Casey.
Chair Waihe‘e recognizes Trustee Alapa

**Trustee Alapa**: My question is regarding the $400,000, do we know exactly where and who we are paying? What's it for?

**Pou Nui Brown**: Sure. Yeah, the way we organize the work is we organize Kuilei's work through Statements of Work, SOW's. and right now this $400,000 would be used to support and fund SOW 6, which is solely focused on Real Estate Advisory. Now that we know the results of last legislative session; what we hear from you folks is we don't want to stand still on these lands. We want to see what we can do of right, and that means Commercial. So, we want to understand and explore, what would a commercial phase one look like. So really, it's focused on that and to get an understanding on what we want to do there involves a lot of additional studies and advisories. So, we got to study the constraints of what a commercial use looks like, policy constraints, structural constraints, environmental constraints. We may have to re look at the market conditions again, because when we looked at it before, we looked at it from an anchoring perspective of residential, we didn't dig into what's the mixed-use commercial going to be. We anchored on residential, with mixed use commercial around. Now we have to anchor on commercial and reserve residential for a future fight. So, anchoring around commercial takes a different perspective, we have to do different studies, different conceptual designs. Then, of course, at the tail end, then do the financial modeling. So, financial modeling takes a ton of work, ton of analysis, construction cost estimating, return estimating. Then what does that projection of return look like, so a lot of additional work to give us answers that we need, to talk to the community, to talk to legislators. That's what this work would entail.

**Trustee Alapa**: Why is it that we as Trustees cannot put in our suggestions.

**Pou Nui Brown**: Administration is always open to Trustee suggestions. So, if you guys can decide what suggestions actually come from you guys as a body. So, you'll need to decide as a body what to put forward.

**Trustee Alapa**: Well, from the get-go we were going over the entire plan for Hakuone. I've asked on three occasions, what is our backup plan should the repealing of the residential does not go through, and no one answered that question. Now here we are trying to figure out what we're going to do for the second part, and time is wasted, money is wasted, we're not earning anything. How long is it going to take again to go through another year of conceptualization. How can we find a project that we can bring us income immediately?

**Pou Nui Brown**: Yeah, Trustee, these are all good comments, and these are all definitely considerations from the beginning. I think the Administration, working with the contractors, with the Real Estate Advisors, took a position of, if residential is denied, then we have to look at what of right uses we have. So we have commercial and office of right uses. So that was always in discussion, and so being that we just ended the leg session, we just got our results in late May. We knew we weren't going to get residential, so this effort with the money now is to explore that backup plan, and it does take a lot of time. What's part of this plan as well is, the whole activation of the site; the short term leasing of any property, what do we do with existing leases, all of that is the short term use. So, how do we capture value on a short term basis, and then how do we capture the long term value, which is the redevelopment. So, this this SOW, this 400K is earmarked to give you folks those answers.

**Trustee Alapa**: Thank you.
Chair Walhe‘e recognizes Trustee Galuteria

**Trustee Galuteria:** Thank you, Chair. Casey, help me understand, I'm certainly not the brightest bulb in this bunch, so we gotta get to the fundamentals here. As I recall, the last 900,000 we paid had three elements in it; one was developmental, one was advocacy, and the third was… I can't recall that of off the top. But in the development side of things, the short-term goal was to fix the docks and get commercial retail going. Now, going forward, what's the difference in the plan, and is the 400,000 for future planning that nothing is on the table yet. I'm very curious about that, because this is $400,000, it could be 200, it could be 100, but it is an expenditure, and I would like to know, and Peter is here, so that's good. He can probably answer some of these questions, too. What's the $400,000 for that we haven't bought already, I need some clarity.

**Pou Nui Brown:** Sure. Peter, do you wanna take a stab at that?

**Peter Gilpatrick:** Sure, Good Morning. Aloha, I'm Peter Gilpatrick, my DNA is that of a developer, and I sit in New Jersey, so far away. Yes, you ask great questions; how I look at this, and I've recently become the CEO of Kuilei, is as if I owned the property, and what would I do to create value both short-term and long-term. Because in zoning and working on master plans there's not a big bang usually that this happens all at once, so you need to watch two ways, short and long, and create value today, create income today, that will support that of which you want tomorrow. In looking at things I use a mechanism which I call, a Land Development Pro forma, so I'm not talking about vertical, I'm talking about just the dirt itself. What does the dirt need to be developed vertically, because until OHA makes a decision to be a vertical developer, we're finding other people, private interests, who will develop whatever vertical elements that are permitted and that are consistent with your vision and your mission for the property, and we have to keep those both aligned. So, the basis of land value, is the land in its location. When I first looked at Kaka‘ako Makai, it's world class and I spent a little time looking around at major cities across the world; how many have 30 acres behind a 40 acre park on an ocean, not very many. So, how do we activate the world to find and execute this opportunity, so there's a marketing element to it. We have permitted uses, and I think, Casey explained, I watched and learned that residential still isn't permitted, it may in the long run, but in the short run isn't. You have site issues, and you mentioned some of them, there's that retaining wall along Kewalo Basin that's deteriorated. It's not simple, there are a couple of elements there, but what we need to do is identify a simplified strategic solution for that and get those that are responsible for it to implement it, so we have a secure site to work with. Utilities, infrastructure, things like that, that all goes into a Land Development Pro forma, to develop the basis that someone who is a private interest, and wants to go vertical with something, as answers that we can readily supply to their questions. How do we capture the value, we set up and this, I think, is critical, and we've talked about it for a while, but there need to be development guidelines. Those basically come out of the mission and vision that OHA has for Hawaiian people. There's certain underlying elements that are important to have embedded into the name Hakuone, What is it? I could tell you what my vision is, but it doesn't matter what my vision is, I'm an implement to move things along. We need to identify, eliminate and resolve site issues, so that the next guide doesn't stumble over those, what happens is a dilution factor, if you let the next guy have the issues, he's gonna multiply by two or three the cost of that. All of that comes down to land values so to the extent that we can identify and eliminate them, we will. Develop an efficient and predictable approval and permitting process. I live in New Jersey, we call it high barriers of entry, I understand Hawaii probably has the highest barrier to entry, but I'm accustomed to working through the various approval processes. We need to develop that pipeline, so that again, the private developer who looks at this can see where he is and how to get to the end...
zone. We need to cast a wide net, both on island and off island, to find the highest and best uses that are out there. If you ask me what the value is, I don't know. They will tell us, users tend to pay more than developers, and there's a simple reason why, developers make money with land. Users use it, for whatever their product is, so we need to cast nets to find that. So, we're setting up infrastructure to cast our net. At the end of the day, this is also an exercise in placement, you have a name, Hakuone, you have a vision, a cultural center is an element of this, it's a cultural place. How can that be knitted in throughout, because it's important, it has to be about Hawaiian and Hawaiian from your perspective, not from mine. How do we work, we need to establish the path forward, but in many action steps.

**Trustee Galuteria**: Peter…

**Peter Gilpatrick**: Yes, sir.

**Trustee Galuteria**: With all due respect. Yes, sir, yeah, I appreciate you, but this conversation is years old. I just want to know from our Administration, why we're spending $400,000 to go back to square one, when there has to be elements in the existing plan that we can return to, otherwise, I'm not quite sure what we bought for 900,000, because we came out of it with absolutely nothing at the legislature. So to redo a development plan, knowing that we've already cut out elements of the bigger plan, I'm not quite understanding what the expenditures is coming before, if we already have things down, so that's what I'm trying to understand. Casey if you can take it from there, Peter, thank you very much for your thoughts, I appreciate it.

**Pou Nui Brown**: Sure, so again, just making sure to distinguish that the 400K is focused solely on Real Estate Advisory, and there's no outreach, no branding, no legislative, no lobbying. That's all detached, it's a separate body of work. We spent $900,000, and if you add in the subcontracted studies that were done, you're gonna get close to 2 million, little less than that, that's what it took to learn everything that we did about the land and get to our conceptual plan last year. So now, the budget that's in this Action Item is 400K, and that's the estimate we believe it takes to get a commercial phase one look at the uses. In addition, we want to look at every parcel, not just the first project parcel. Every parcel, what is the value add that can be put there, in the short term and the long term, and what makes sense on all parcels. That would require some studies to be redone, that will require some renderings, if we want to see what it will look like to be redone, that will require financial modeling to be redone. So, it's definitely not everything that was already done, less than half of what was already done, is probably going to be looked at and has to be redone, and it's actually going to cover a little bit different scope as well, because the thought was we should be looking at every parcel now that we're not looking necessarily looking at it as a Master Plan. So, we're going to study every parcel and come up with what is the value add short term and long term.

**Trustee Galuteria**: I still have curiosity to this, but I'm gonna respect the time and let others speak.

**Chair Waiheʻe** recognizes Trustee Trask

**Trustee Trask**: Thank you, Mr. Chairman. I just wanted to point out for the Board, because some of you were not here, some of the older Trustees, to just remind ourselves that we didn't get ourselves in this process that was pushed through by Colette Machado, Ozzy them 11 years ago, and due diligence that should have been done then by Trustees who were on this Board, was not done. Parcel was turned over to our office, as far as I'm concerned for misrepresentation, and once again we're coming back 11 years later to clean it up. We just came through several months of working on
an excellent campaign, and I really want to thank some of the Kuilei people; like Kahu Cy Bridges, and Kumu Veto Baker, a lot of work was done for us.

**Trustee Trask:** First time around Trustees, we couldn't move, last year we sailed through the Senate, sailed through the Senate, not a problem. We had so much support in the Senate, and on the House side, Scott Saiki them got scared, and that's why we couldn't get the hearings in the House. Scott Saiki blocked it, he was worried because we had sailed through the Senate. When you see that it's evidence in the Legislature that somebody is hearing your message. We did very well, now we return, we have the Senate. The House, we will enter there, I don't think Scott Saiki can stop it, but you know how he is. It's not a question of our plan, and it's not a question of where we're going. It is very much a question, of the value of that property. I carry concern with it, because now I hear reservations from the Board at the very same time, I'm receiving a proposal from an Indian tribe, Morongo, wanting to come here, they put it in writing that I give up Hakuone, for a gambling Casino at the State Convention Center, down the road from the Ala Moana Hotel. I want it on the record, I am not going along with it, colleagues. I don't care whose father is involved, I don't care what Indian tribe. They came to see me, they came to see others of you, to impress upon us, give up Hakuone. Why am I getting a document from Indians, thousands of miles away, with a proposal in writing, to give up a commitment of this Board for a gambling Casino. I disagree on that, and I want it on the record, because we're not avoiding proceeding with Hakuone for any reason other than people would like to see a gambling Casino. When I spend money and flip the State Senate, and come so close to passing in the House, that the leadership in the House will not even allow us to have a hearing, that's a green flag for me to go forward. When I look at the potential commercial value here, my God! But once again, it's something that we didn't get into, the Trustees did 10 - 11 years ago, but I'll just tell you, folks, I'm not giving up a bird in the hand with this kind of value, so that people can move forward with a gambling casino. I told the Indian straight out, you go to see the Governor, House and Senate, you cannot touch that, we cannot look at that. But a commitment is made in terms of investing in this, and I just want to say that it was a tough session. I didn't really see you folks there. I was there, Kalei Akaka came.

**Trustee Souza:** I was there.

**Trustee Trask:** But the whole Board never show up, here we are going. Oh, you don't understand. Come on, we got a legislature coming up. I give um lickens in the Senate, I'm ready to go back. Let's not back down on where we're going, and let's not pretend we're going back 11 years. I wasn't here for this, but some of you were, clean it up. Clean it up.

**Pou Nui Brown:** Chair Waihe‘e, I know, I see the Trustees have hands up. I wanted to Mahalo Trustee Trask, but I wanted to add a comment, say something that may help to further understand this 400K in front of us, on the Real Estate Advisory, in particular.

**Chair Waihe‘e:** Go ahead, Casey.

**Pou Nui Brown:** Okay, Trustees, if OHA were to pursue any of its of right uses at Hakuone, so whatever we’re allowed to do, it would be a very public process. A lot of permitting, a lot of community input, we've got to work with HCDA, it would definitely be very public. The most basic question we would have to answer is; so what are you guys going to do there? Remember, now, this is just pursuing our of right uses, we gotta be able to answer that basic question, so what are you gonna do, so what do you plan to build, this $400,000 gets us there.
Chair Waihe‘e recognizes Trustee Souza

Trustee Souza: Mahalo, Chair. You know, I cannot support anything that happened at OHA prior to me getting here, I wasn’t a part of the decision making, but I will take responsibility for every single thing that happens during my term here at OHA, however long that is. So when I see that we reach out to consultants, whoever it is, I don't care what we're being advised on; investments, Hakuone, other commercial properties, whatever it is, I just want to tell you this, I want to be advised. I want to be advised on something that I don't already know, we all know how to lose. I know how to lose, we've lost. We've lost at the leg, we've lost a lot of money. So now, Peter, we've never met, I look forward to having some quality real estate conversations with you, man. I'm going to go back to the question that Trustee Galuteria, had asked earlier, that $400,000, what are we going to do differently, and what's your plan, because when we come to you with your expertise, and especially now the CEO of Kuilei, I want you to tell me what your plan is, so that we can support it as a Board, because we want to, because we're investing in you guys, and we have invested in you guys, I don't know who you guys are, number one, I'm going to tell you that straight up, and it's continuously changes. I know certain individuals who I support, I don't know what they're involved in, I don't know how they influence this Kuilei, and what approach they're taking sometimes, because we're not apprised of the situation which we should be. There was one time that we got to meet, and I'm still not satisfied with the answers that I received, so we still have questions, and especially myself and Trustee Galuteria, we're still on boarding, technically, and we're still learning here. I asked the good questions because I need to know the answers, and until I get those answers I'm going to keep asking those questions. Germaine, one of our beneficiaries, and the reason why I ask these questions is for you guys, our beneficiaries who voted me in, who support us as a Board. Maybe not me individually, but support us as Trustees to make quality decisions, properly advised decisions, anyway. So, I want to hear from you, Peter, I mean off the top of your head, what can you think of, last minute decision, Split decision, if I give you 10 seconds, what are we going to do right now?

Peter Gilpatrick: Ten seconds, find instant money for the land as it is now, and pay for me with that money, it's money that you don't have today, if we can find uses to immediately activate things, create value, it's money that pays for the planning. I am not planning and designing vertical buildings, that's not what I'm about. That's what private sector people are about, they will come with their ideas, and we get to sit in judgment of what they bring to us. I can give you example after example of how I do that, how I've done it in the past, and I will do it for you. It's creating the proper catcher's mitt for OHA, for this property in your own vision, and the private sector will tell you, when they will develop, how much they will pay, I don't believe a market study has been written that embraces this site's location, on the water, in Honolulu that everybody in the world understands where it is. I have some angst for it, I also have some angst for you guys. I don't work for anybody, but Hawaiians and OHA. I am not a developer, I am your agent to create value with your land, near term and long term, and there's a process to do that. There's a way to say, as I've said to people, there's that wharf over there that's deteriorating, the HCDA owns, Howard Hughes has a lease on it, let the Pacific have it. Our land starts behind it, put in a wall, and use your land, fill the holes, get it right. To do that, I need some smart people, they could be civil engineers, they could be land use attorneys who say this is the path, button it up, now you have something to go up. If you want workforce housing, you want housing for Hawaiian people, it's a great story, if that's what you want on this property. If you want luxury housing, it's a different story, but I will listen to you, and I will aggressively go after it. It's two things, it's solving the problems and casting the net, finding the people out there and creating a competition. But, in the interim, and we've talked about this with OHA, with staff, what can we do with the property to generate some income. You've got a couple of empty buildings; one you can only use
for a few years till it becomes historic, the others over there, I think it’s Lot L, over on the industrial side that has use that could be activated within the next 6 to 10 months a year, it's an asset, and it's long-term use. I don't know what it's going to be, I think it's a great hotel site, since it's close to the ocean and all of that. But, those are the things to do, and if you create that income, then this this envelope, called Hakuone begins to feed itself.

**Trustee Souza:** Thank you, Peter. With all due respect, I appreciate it. When did you join Kuilei, I know you’re the new CEO, but when did you join the team.

**Peter Gilpatrick:** I was there in the beginning.

**Trustee Lindsey:** The beginning.

**Trustee Souza:** So that's why I asked the question. Thank you. Chair, for clearing that up. What are we going to do differently now that you already didn't have the chance to influence up until this point. That's the 10 second question, I wanted you to answer, I didn't get my answer. Thank you, Chair. Somebody else can ask a question. Mahalo, Peter, Thank you. I look forward to talking with you in the future, Aloha.

**Chair Waihe‘e** recognizes **Trustee Akina**

**Trustee Akina:** Thank you, Mr. Chair. I've got basically three things to say; the first is that in my understanding, we are committed as Board to the development of Hakuone for the benefit of the Native Hawaiian people. It's the fulfillment of our fiduciary trust. We have gone down to the legislature together to fight battles, we have talked among each other, and I proceed on the basis that I stand with my fellow Trustees here, to see how to only developed for the people that we are responsible to, as our beneficiaries. Secondly, we failed to achieve several objectives during the last legislative session, and it's important that we look at that. I believe third, that today's conversation amongst us, reaffirms the understanding that we've got to kukakuka with each other as Trustees, we have to be able to evaluate our efforts so far, before we continue to fund them, and for that reason I want to suggest that we put aside the funding of further contracts, not in a permanent sense, but temporarily, so that we can have this evaluation. This will not endanger being able to continue with the contract 400K for Kuilei, if we choose to do that. I have the deepest conviction that we will be best served by evaluating and assessing our efforts and coming together to agree on a direction going forward with the goal of ensuring that we are successful when we go back to the legislature in future years, and that we are successful in our own outreach as well as planning side of being able to establish Hakuone. So for that reason, here's what I would like to propose, to bifurcate the funding of the contracts for Kuilei of approximately 400K, and proceed with the approval of the budget. I've provided some language, and I'd like to move this, and I invite a fellow Trustee to second it.

**Trustee Akina moves to approve the OHA Biennium Budget for the Fiscal Biennium Period 2023-2024 (FY 24) and 2024-2025 (FY 25) as outlined in Attachment #1 NOT including new and ongoing funding to Kuilei Consulting, Inc., such as the amount of $400,000 for services related to Real Estate Advisory, under “Contracts” in the Core Operating Budget. located on page 79 of the PDF.**

**Trustee Souza seconds the motion**
Chair Waihe‘e: Okay, this will be bifurcated, which if this passes we will still have to take up the second part of it.

Chair Waihe‘e recognizes Pouhana Hussey.

Pouhana Hussey: Just a friendly amendment to Trustee Akina’s motion. It’s in the non-core budget. So just the last phrase there, if you’re bifurcating, it is in the non-core budget versus the core budget.

Trustee Akina: Thank you for that correction. I would agree with that, change core and non-core operating budget.

Trustee Souza: Second.

Chair Waihe‘e asks if there is any discussion.

Chair Waihe‘e recognizes Trustee Alapa.

Trustee Alapa: Thank you, Chair. I’d like to know, with this bifurcation, are we going to discuss this motion right now.

Chair Waihe‘e: That’s what we’re doing right now.

Trustee Alapa: Okay, that’s what I wanted to know, I thought, this was going to be moved to later time. Thank you.

Chair Waihe‘e recognizes Trustee Akaka.

Trustee Akaka: With this bifurcation, and with this motion in front of us, I would like to get more background in terms of how this would affect things going forward, and with the timeframe, and so forth, and what would be done differently.

Pou Nui Brown: I can provide a little bit, Chair Waihe‘e.

Chair Waihe‘e: Go ahead, Casey.

Pou Nui Brown: Great, so this would essentially just put all of Kuilei’s work on pause, and that means the Real Estate Advisory would halt, because this 400K is specifically for the Real Estate Advisory, and we have no other work going on. The Real Estate Advisor would halt, we wouldn't be meeting, we wouldn't be learning anything new, we wouldn't be able to answer the question that I shared earlier, is what are you guys doing on your lots, but that's it, so everything would halt.

Chair Waihe‘e: Kalei, the immediate impact it would have would be that everything in the budget would pass except for that contract, and then we would take that up separately and decide what we want to do with that contract immediately after whether this motion passes or fails.

Chair Waihe‘e recognizes Trustee Akina.

Trustee Akina: Casey, my understanding is that the work with Kuilei that has already been contracted will not be affected, and we are talking about, whether an extension or new contract in
September of 2024 will be funded. I would think we have enough time to “fund that” if we choose to do so, following our evaluation.

Pou Nui Brown: I gotcha, I see, so actually, it would be a little different, because there is no funding appropriated for this current SOW, that we’re working with them right now on so trying to develop it for the work of Real Estate Advisory, it would halt, this approval of the money is keep the work moving forward and not lose momentum, so everything would come to in a halt. We don't have any money in place, that's been earmarked or ready to be done. This is the new work.

Trustee Akaka: My concern is that this halt the progress, and how much longer would we take to move forward and get going on our work here.

Chair Waihe‘e recognizes Interim General Counsel Everett Ohta.

Interim General Counsel Ohta: Thank you, Chair Waihee. Based on that clarification and ongoing discussion of the Board, I might suggest the striking of the word ongoing in the motion, regarding funding, such that funding contained in the existing contract with Kuilei to cover agreed upon, scope of work, not be inadvertently affected by the Board's action to not approve the $400,000 in additional funding that is in the proposed Biennium Budget.

Trustee Akina: Mr. Chair, Everett has stated my intention, I have no problem with just removing the superfluous word of ongoing.

Pou Nui Brown: Can I add one more comment, just to answer the overall, what does this mean, in terms of what will happen. In the financial world, and especially in the Real Estate development world, keep in mind also that information gets stale. So the development and the information that you collect, and the analysis, you create all of that keeps driving forward to get things done in a certain time. If we do have any delays, delays happen, but the more delays, the longer they are, information becomes stale, and you got to repeat studies, you have to repeat some of the work to understand the conditions of the market, even the broader market of developers. What's going on at that time, takes three studies, so just keep that in mind.

Trustee Akina: That would underscore how important it is for us as a Board to do our review and evaluation. We're not trying to delay, we want to do that so we can move forward.

Pou Nui Brown: That's why all the WCIT work years ago, is pretty much useless. We took a few things to inform of it’s use but it's stale.

Chair Waihe‘e recognizes Trustee Lindsey.

Trustee Lindsey: Thank you, Chair. I just want to speak in favor of moving forward with the budget. Having been through the conceptual plan with Group 70, 12 years ago, when we accepted these lands, and then moving on to WCIT, spending 3 million dollars. The 3 million and the 1 million, 4 million, nothing, we never get nothing. But I did note, Sylvia sent to us just a couple of days ago, all the money that was expended, and all the deliverables that were given, and I was actually happy to see that kind of progress. It's progress that maybe we don't see on the land, but it's stuff that gotta be done in order to move forward. We knew that we were in the residential housing area, mind wise, when we went into the legislature this year.
Trustee Lindsey: But, we also knew, we did have a backup, if the leg doesn't pass our housing, our residential, we go with commercial. This $400,000 is to make sure we have money to move into what commercial, are we going to go on Fishermen's Wharf land, we do have another land that's open, that's Lot C. Or are we going to do a cultural center right away. That is the kind of where these people have to do right away for us. Tell us how much going cost, tell us what's the impact on our people. But all the things that we can think of commercially, we can do right away. So, if we have questions about strategy, we can have a workshop for that, and we can talk story, but don't stop the work, because when we stopped the work the last time it just died. 10 years, you're right, 10 years went by and nothing happened. Only when there was a change we started to really push. So, I ask your indulgence to let, 400,000 is really small money compared to the 4 million that we spent for nothing. We've spent good money, we've gotten good deliverables. I would say, let us go forward and talk anytime we want to talk, strategy, we can talk, there's no secrets on the Board.

Chair Waihe’e recognizes Trustee Alapa.

Trustee Alapa: Thank you. Chair Hulu for saying that, because that helps reassure me and hoping the rest of our Trustees to know that we can still create the dialogue that we feel, I don't know about the rest of you, or I feel that we've kind of been feeling excluded, and we don't know what's going on. So, you know the thoughts from your head, we were not quite sure where we're going. And now, with this being said that if we can implement this, and not wait around, we're tired of waiting, we just want to get moving forward, and to be able to meet with our Board to discuss the next plan of action, to me is very important, the immediacy of it. $400,000, I needed to know where we stood with that, and the breakdown of how we're going to implement that, and I know that we're on a roll right now, but we also have to be very careful, and mindful of that money. To have the information that we need for us to make this kind of decision, in this dialogue that we're creating right now helps me to understand that we're going to make this decision, to do the best that we can to see some actual realities happening on our property. As I mentioned before, I really want to see our commercial development moving quickly, we need to make money. Thank you.

Chair Waihe’e recognizes Trustee Souza.

Trustee Souza: Thank you, Chair. One of the main components of this whole thing, I will tell you what influences this as well. When we ask for something as a Board, we get in the timely manner. I don't get it the week of, you ask me to approve a budget on something I'm uneducated about. I'm always going to make informed decisions, like I said, I'm always going to ask a good questions. So, I cannot support until I get the documentation that I need. Casey just said, 95% has already been paid out, I saw a list of invoices that totaled up to 3.7 mill., as far as I'm concerned, I think it was up to 5.7 million, that was approved. Correct me, if I'm wrong around. So, the Statement of Work you're referring to is what, Casey, that $400,000 is going to satisfy current work that's been taking place, or to come up with a plan for future work.

Pou Nui Brown: Future work.

Trustee Souza: Future, exactly. All the decisions that are being made today are based on decisions that happened in the past, so if I'm going to make a determined decision, I need to know what happened with all the other monies. And as soon as I get that information, I can support something like this. So, thank you.

Chair Waihe’e recognizes Pouhana Hussey.
**Pouhana Hussey:** Thank you, Chair Waihee. Trustees, I’d like to suggest, no criticism on the motion, it’s clear. But I’d like to suggest further refining the motion, so that Administration has some very specific action to address the concerns that you have, so just not including the 400,000, is certainly an action. But, I heard a lot of concern and desire to understand, what will the 400,000 be used, for how does it fit into the commercial, overall planning, all of those details, how will it be spent. So, I would suggest that the motion put something, you know like, excluding 400,000 in contracts, or subject to Administration bringing back details on the 400,000, etc. That way, it’s very clear what is expected of Administration, and I realize my 2 cents is only good for 2 days. But I’m just saying, let’s help Colin out, be specific, so that the Administration knows what is to bring back. I will also advise you regarding process, in the event that that 400,000 is not with the current contract, that scope of work will need to go out to an entirely new RFP process. So there's two issues there, so those kinds of things can be brought back to the Board, but again, some more details would be helpful to Administration, so they can bring back exactly the information that you would want and need to make a sound decision.

**Chair Waihe‘e:** Thank you, Ka Pouhana. So, when you bifurcate a motion, by definition you’re making it in two different parts. My intention was when we take that part up next, because it’s bifurcated, I would try to convince them to pass it with whatever conditions they want to put on it, subject to…

**Pouhana Hussey:** Okay, thanks for that clarification. So, if I'm understanding, just taking it out and then voting on the budget and then taking the next motion for the 400,000. Okay, I apologize to see that makes sense.

**Chair Waihe‘e** recognizes Trustee Souza.

**Trustee Souza:** Sorry, Ka Pouhana, completely new RFP process, what does that mean?

**Pouhana Hussey:** So, the 400,000 is being proposed for the contract that we have for our Real Estate developer, we had a process, we have a contract, we have scope, there’s a mechanism to do that. If it is something completely different, then that’s a completely different RFP process, but we already have an in-house development consultant, we already have a contract, we already have a mechanism for that. It just needs budget authority and scope to do that. But, if the Board is like, no, I want somebody else, then that whole process is a brand-new process which will add at a minimum 4 months of work.

**Trustee Souza:** Okay, thank you.

**Chair Waihe‘e:** If there's no, further discussion on the first part of the bifurcated motion.

**Trustee Akaka:** I need a little time to look at this motion again and make sure that I'm able to vote. So just to get some clarification on this. So, the original motion that Trustee Akina had made, and Trustee Souza had seconded in terms of bifurcating.

**RM Staffer Wennihan:** This, is it. The bifurcated motion that we are voting on is to move, to approve the OHA Biennium Budget for the Fiscal Biennium Period 2023-2024 (FY 24) and 2024-2025 (FY 25) as outlined in Attachment #1 NOT including new funding to Kuilei Consulting, Inc., such as the amount of $400,000 for services related to Real Estate Advisory, under “Contracts” in the Non-Core Operating Budget.
Trustee Akaka: Kala mai, so we didn’t vote on the action to bifurcate, then. This is the original motion.

RM Staffer Wennihan: This is the only motion that we have on the floor.

Trustee Lindsey: This is the bifurcated motion.

RM Staffer Wennihan: Correct, and we’ll be taking up the Kuilei Consulting part separately.

Trustee Souza: Trustee Akina, you can correct me if I’m wrong. I think you made a motion to bifurcate, not to accept the rest of the budget, and keep this separate, right?

Trustee Lindsey: We did not vote on the budget, we only entertaining the bifurcation, and then we’ll go to the Budget.

Trustee Souza: That’s why I think the motion is wrong.

Chair Waihe‘e: No, this is the whole budget.

Trustee Akaka: But, we didn’t vote on the bifurcation.

Trustee Lindsey: We didn’t vote on the bifurcation.

Chair Waihe‘e: No, we don’t have to. The way the motion was made if voting on the entire budget, except the Kuilei portion.

Trustee Akaka: Does, Everett want to opine on this?

Chair Waihe‘e recognizes Interim General Counsel Ohta

Interim General Counsel Ohta: Thank you, Chair. That’s before the Board currently is a bifurcated motion made by Trustee Akina, and second by trustee Souza, that provides for the approval of the Biennium Budget, aside from the $400,000 that’s allocated to Kuilei. That was made as the motion and there is no need to make a motion to bifurcate because it was brought as the original option. So for the Committee’s consideration, this motion would be taken, it approves the budget as proposed, except for the $400,000 of funding to Kuilei, and then the second motion that is likely to come before this Committee would be the approval of the $400,000 to Kuilei.

Trustee Akaka: Mahalo, Everett for providing that clarification.

Trustee Souza: Thank you, I stick with my second of that motion.

Chair Waihe‘e asks if there is any further discussion on the motion.

There is no further discussion.

To approve the OHA Biennium Budget for the Fiscal Biennium Period 2023-2024 (FY 24) and 2024-2025 (FY 25) as outlined in Attachment #1 NOT including new funding to Kuilei Consulting, Inc., such as the amount of $400,000 for services related to Real Estate Advisory, under “Contracts” in the Non-Core Operating Budget.
Chair Waiheʻe calls for a **ROLL CALL VOTE**.

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

Chair Waiheʻe notes for the record that all members present voted ‘‘AE (YES) and the **MOTION PASSES**.

Chair Waiheʻe asks for a motion to approve the OHA Biennium Budget for the Fiscal Biennium Period 2023-2024 (FY 24) and 2024-2025 (FY 25) as outlined in Attachment #1 regarding ONLY the new funding to Kuilei Consulting, Inc., such as the amount of $400,000 for services related to Real Estate Advisory, under “Contracts” in the Non-Core Operating Budget.

Trustee Lindsey: *So move.***

Trustee Akaka: *Second.*

Chair Waiheʻe asks if there is any discussion on the motion and states that he would like to come to a consensus with the Board on any subject to suggestions there may be.

**Trustee Akaka:** I believe a workshop was recommended by the Chair of the Board, so that there would be an opportunity to discuss this further.

**Chair Waiheʻe:** So if we amended it to subject to the approval of something, wherein we wouldn’t release the money, unless the conditions were met, then we could approve it now. I’m not sure exactly what conditions you guys wanted to put on it.

**Chair Waiheʻe** recognizes **Trustee Akina**

**Trustee Akina:** I think the spirit with which this was offered, was not to stop us from engaging Kuilei, but rather to stop the funding process now, so that we will evaluate and assess our overall Hakuone strategy as Trustees. If that’s put into it, my understanding is if the motion before us is amended to include qualification, that we, as a Board conduct, an assessment and evaluation of our Hakuone strategy. We could vote to fund Kuilei at a later time, without having to go through a separate RFP process. Does our Counsel agree with me?
Chair Waihe‘e: I agree with you, but we’ll ask Everett.

Interim General Counsel Ohta: Yes, there is a motion before the Board currently to provide for the funding of the $400,000 amount; but to Trustee Akina's question, the Board can choose to take up the funding decision at a later time, assuming that this vote is unsuccessful or the motion does not pass.

Chair Waihe‘e: If they amended the motion to subject it to everything they want to have happened before they're willing to release the money, could they pass it now and not have to worry about the money being released before all the things we want to have happen.

Interim General Counsel Ohta: Chair Waihe‘e, I think it would depend on the nature of the conditions that are proposed, or adopted by the Board. If there are certain deliverables, upon the delivery of the completion of certain tasks, or the delivery of certain items, then that can provide for an automatic approval, without coming back before the Board, but if it's some kind of threshold for approval, or some sort of level of comfort by the Board, then that would probably be best handled through a separate approval, so there's no ambiguity as to whether that condition was met.

Chair Waihe‘e: What if we want to have the funds available in the budget without having to pass it as an unbudgeted item later on. If we decide we want to fund them after the evaluation and everything. How can we?

Pou Nui Brown: Yeah, maybe we use the subject to language here and the subject to a presentation outlining the Scope of Work proposed for that 400K, and that presentation or the scope of work has to be to your satisfactory. So, I would recommend something like along those lines where we can bring back, what is this 400K going to really be used for, this is the scope of work, here's what you guys will get from it, this is why it's different from what was already done, and if it meets Board satisfaction, then the funds will be approved. So, subject to an accepted presentation by Kuilei on the scope of work proposed for the 400,000.

Chair Waihe‘e recognizes Trustee Akina

Trustee Akina: Yeah, my concern is not about Kuilei. The condition we should set is that we, as a Board conduct a satisfactory review and evaluation of our Hakuone efforts. That is what this should be subject to, not whether Kuilei gives us more information.

Chair Waihe‘e: If this motion was amended to be subjected to an evaluation and assessment, would you support this motion.

Trustee Akina: I would like to ensure that we have an evaluation and assessment by the Board, and I'd like to see that we have the option after that to vote to continue funding Kuilei.

Chair Waihe‘e: I would support anything that you guys would want to subject it to. Make the amendment, and then I'll support it.

Chair Waihe‘e recognizes Trustee Souza

Trustee Souza: (microphone not on)… to that, as long as the Board can determine how the assessment is going to take place, or what the terms are. I'm not going to sit through another presentation, I think we're educated up to this point and I think maybe we can advise our advisors in that to a certain extent, and that's all I want to be included in. So, if that is the case, we can
guarantee the assessment, we can decide what the terms will be, then it'll come back, it'll have a discussion, and we'll vote on it at that point. So, what are you saying, Chair, to keep the 400,000 in the budget, but do not release until assessment is done, and the Board agrees, is that what you're saying.

Chair Waihe’е: If that what it would take to pass this budget, then I would rather do it that way, than just have it fail. I don't know how you want to amend it, it would have to be satisfying to what you guys would be willing to approve it with.

Trustee Lindsey: So the motion is made already, so let's just add to it, make an amendment.

Trustee Akina: Mr. Chair, may I suggest we take a few minutes to work on this, and by the way, I don't think we had an agreement here to say that it would be subject to a presentation by Kuilei, and so on, so that that's not something that came from us.

Chair Waihe’е calls for a ten minute recess.

RM COMMITTEE RECESS 12:13pm to 12:23pm

Chair Waihe’е calls the Committee on Resource Management meeting for Wednesday, June 21, 2023 back to order at 12:23 p.m.

Chair Waihe’е: We’re back in the session, last spoke we have a motion on the floor, is there an amendment.

Trustee Akina: Mr. Chair, I would like to propose some language to amend the motion before us, subject to advice from our Counsel here in open session. So if we could actually see the motion on the board that has been moved and seconded. The language I'm going to suggest is open to any input from fellow Trustees, it's just to get the ball rolling. We have written already to approve the OHA Biennium Budget for the Fiscal Biennium Period 2023-2024 (FY 24) and 2024-2025 (FY 25) as outlined in Attachment #1 regarding ONLY the new funding to Kuilei Consulting, Inc., such as the amount of $400,000 for services related to Real Estate Advisory, under “Contracts” in the Non-Core Operating Budget. I would suggest to add, Subject to the Board of Trustees’ completion of an evaluation and assessment of OHA’s recent efforts to develop Hakuone, I just want to throw it out there for consideration, and I would appreciate having our Counsels advice and any other Trustees input to that.

Chair Waihe’е recognizes Interim General Counsel Ohta

Interim General Counsel Ohta: So, it appears that Trustee Akina is seeking to subject the release of those funds, subject to the Board's completion of an evaluation and assessment.

Trustee Akina: Everett, how can we word it so that it would be subject to the Board’s vote.

Interim General Counsel Ohta: Okay, so an evaluation and assessment...

Trustee Souza: Sorry, Everett. Can I add something in there.

Interim General Counsel Ohta: I think this is currently...Sorry, just for everyone's information, there is a motion on the table that's the motion that's not highlighted. The highlighted language is the
amendment that would be put before the Board, but it's being currently worked on in terms of language, so there's so the motion is before the Board, but the amendment is still being discussed. Sorry, Chair Waihe‘e, I cut Trustee Souza off, but I just wanted to make sure that everyone's on the same page of where we are.

**Chair Waihe‘e** recognizes Trustee Souza

**Trustee Souza:** Yeah, I agree with the assessment, but, that the terms are decided upon by the Board as well, having to do with this assessment. Can we add that in, how we move forward, because I think it's important how we move forward with the assessment.

**Interim General Counsel Ohta:** So, I guess Chair, setting forth the terms of that assessment is still going to require a subsequent Board action to kind of outline what is being sought. If that's what's going to be included in the motion, then that is gonna have to probably require a future action by the Board, if it's being subject to satisfactory evaluation or something of that line, then it's really, the Board being able to make a determination at a later time to say that this condition has been met. But, it's more open-ended and possibly, less specific than what would be done by the Board in setting the parameters for that assessment.

**Trustee Akina:** Everett, perhaps at the very end, after Hakuone, a phrase that will indicate that this is subject to the Board’s affirmative vote, or the funding would be subject to the Board’s vote, could you offer a phrase.

**Interim General Counsel Ohta:** *an approval to proceed*

**Trustee Akina:** As long as we know that it is the Board that will decide whether or not the funding goes forward.

**Interim General Counsel Ohta:** *an approval to proceed by the Board of Trustees.*

**Trustee Souza:** Well, it'll require a majority vote by the Board of Trustees if you want to word it that way, right?

**Trustee Akina:** Approval would be the same.

**Chair Waihe‘e:** If there’s no problems with that, Trustee Akina please make the amendment.

**Trustee Akina moves to amend the motion as shown on the board, adding the phrase subject to the Board of Trustees’ completion of an evaluation and assessment of OHA’s recent efforts to develop Hakuone and an approval to proceed by the Board of Trustees.**

**Trustee Souza** seconds the amendment.

**Chair Waihe‘e** asks if there is any discussion on the amendment.

**Trustee Akaka:** I'd be interested to know a timeframe, a potential timeline in terms of when the evaluation and assessment would be done.

**Trustee Souza:** It would have to be done before September, correct?
**Chair Waihe‘e:** Correct, so maybe within a month, before July 30th.

**Chair Waihe‘e** asks if there is any further discussion on the amendment.

There is no further discussion.

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

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</table>

**Motion:** 12:26 p.m. 
**Vote:** 12:32 p.m.

Chair Waihe‘e notes for the record that five members present vote ‘AE (YES), two ABSTAIN and two are EXCUSED and the **AMENDMENT PASSES.**

Chair Waihe‘e moves back to the MAIN MOTION as AMENDED

To approve the OHA Biennium Budget for the Fiscal Biennium Period 2023-2024 (FY 24) and 2024-2025 (FY 25) as outlined in Attachment #1 regarding ONLY the new funding to Kuilei Consulting, Inc., such as the amount of $400,000 for services related to Real Estate Advisory, under “Contracts” in the Non-Core Operating Budget, subject to the Board of Trustees’ completion of an evaluation and assessment of OHA’s recent efforts to develop Hakuone and an approval to proceed by the Board of Trustees.

Chair Waihe‘e asks if there is any further discussion.

There is no further discussion.
Chair Waiheʻe calls for a **ROLL CALL VOTE.**

<table>
<thead>
<tr>
<th>TRUSTEE</th>
<th>1</th>
<th>2</th>
<th>‘AE (YES)</th>
<th>A’OLE (NO)</th>
<th>KANALUA (ABSTAIN)</th>
<th>EXCUSED</th>
</tr>
</thead>
<tbody>
<tr>
<td>DAN AHUNA</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>EXCUSED</td>
</tr>
<tr>
<td>KALEIHIKINA AKAKA</td>
<td>2</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>KELIʻI AKINA</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>VICE-CHAIR LUANA ALAPA</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
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<tr>
<td>BRICKWOOD GALUTERIA</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>CARMEN HULU LINDSEY</td>
<td>1</td>
<td>X</td>
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<tr>
<td>J. KEONI SOUZA</td>
<td></td>
<td>X</td>
<td></td>
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<tr>
<td>MILILANI TRASK</td>
<td></td>
<td>X</td>
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<td></td>
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</tr>
<tr>
<td>CHAIR JOHN WAIHEʻE</td>
<td></td>
<td>X</td>
<td></td>
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<tr>
<td><strong>TOTAL VOTE COUNT</strong></td>
<td>7</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>2</td>
<td></td>
</tr>
</tbody>
</table>

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

Chair Waiheʻe notes for the record that all members present vote ‘AE (YES) and the **MOTION PASSES.**

Chair Waiheʻe recognizes Trustee Souza

---

### V. ANNOUNCEMENTS

None
VI. ADJOURNMENT

Trustee Souza moves to adjourn the RM meeting.

Trustee Lindsey 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.

<table>
<thead>
<tr>
<th>TRUSTEE</th>
<th>1</th>
<th>2</th>
<th>'AE (YES)</th>
<th>A‘OLE (NO)</th>
<th>KANALUA (ABSTAIN)</th>
<th>EXCUSED</th>
</tr>
</thead>
<tbody>
<tr>
<td>DAN Ahuna</td>
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<tr>
<td>Kaleihikina Akaka</td>
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<td></td>
<td></td>
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<tr>
<td>Keli‘ Akina</td>
<td></td>
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<tr>
<td>VCS Chair Luana Alapa</td>
<td></td>
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<tr>
<td>Brickwood Galuteria</td>
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<tr>
<td>Carmen Hulu Lindsey</td>
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<tr>
<td>J. Keoni Souza</td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Mililani Trask</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Departed at 12:11 p.m.</td>
</tr>
<tr>
<td>Chair John Waihe‘e</td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Vote Count</td>
<td>7</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
<td>2</td>
</tr>
</tbody>
</table>

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

Chair Waihe‘e adjourns the RM meeting at 12:37 p.m.
Respectfully submitted,

________________________________________
Melissa Wennihan
Trustee Aide
Committee on Resource Management

As approved by the Committee on Resource Management (RM) on August 2, 2023.

________________________________________
Trustee John Waihe‘e, IV
Chair
Committee on Resource Management
MEETING OF THE
COMMITTEE ON RESOURCE MANAGEMENT (RM)

DATE: Wednesday August 2, 2023
TIME: 10:00 a.m.
PLACE: Virtual Meeting
560 N. Nimitz Hwy., Honolulu, HI 96817
viewable at https://www.oha.org/livestream OR
Listen by phone: (213) 338-8477, Webinar ID: 840 6212 8084

This virtual meeting can be viewed and observed via livestream on OHA’s website at www.oha.org/livestream or listened to by phone at: (213) 338-8477, Webinar ID: 840 6212 8084. A physical meeting location, open to members of the public who would like to provide oral testimony or view the virtual meeting, will be available at 560 N. Nimitz Hwy., Suite 200, Honolulu HI 96817.

AGENDA

I. Call to Order
II. Approval of Minutes
   A. June 21, 2023
   B. June 28, 2023
III. Unfinished Business - None
IV. New Business
   A. Action Item RM #23-18: Approve the Awarding of Kākoʻo Grants, from Solicitation #23-11.01, published April 20, 2023
V. Announcements
VI. Adjournment

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

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.

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 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.
ACTION ITEM

COMMITTEE ON RESOURCE MANAGEMENT
August 2, 2023

RM #23-18

Action Item Issue: Approve the Awarding of Kākoʻo Grants from Solicitation #23-11.01 published April 20, 2023.

Co-Prepared by: Carla J. Hostetter  Date
Pou Kākoʻo Kaiāulu Kūikawā, Interim Grants Manager

Co-Prepared by: Casey K. Brown  Date
Ka Pou Nui, Chief Operating Officer

Reviewed by: Ramona G. Hinck  Date
Ka Pou Kihi Kanaloa Wai, Chief Financial Officer

Reviewed by: Colin Kippen  Date
Ka Pouhana Kūikawā, Interim Chief Executive Officer

Reviewed by: John D. Waihee IV  Date
Luna Hoʻomalu o ke Kōmike RM
Committee on Resource Management, Chair
I. PROPOSED ACTION

Approve the following Fiscal Year 2023 Kākoʻo Grant, Solicitation #23-11.01 disbursements totaling $110,000 from Core Operating Budget (Object Code 56530):

<table>
<thead>
<tr>
<th>Organization Name</th>
<th>Award Amount Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Going Home Hawaii</td>
<td>$25,000</td>
</tr>
<tr>
<td>Hawaiian Historical Society</td>
<td>$25,000</td>
</tr>
<tr>
<td>Homestead Community Development Corporation</td>
<td>$20,000</td>
</tr>
<tr>
<td>‘Aha Pūnana Leo, Inc.</td>
<td>$25,000</td>
</tr>
<tr>
<td>J. Walter Cameron Center</td>
<td>$15,000</td>
</tr>
<tr>
<td><strong>Total Recommendation (5)</strong></td>
<td><strong>$110,000</strong></td>
</tr>
</tbody>
</table>

Contract execution to awardees is subject to approval of the FY23 grant budget carryover to FY24, consistent with Action Item RM #22-23E, ratified by the Board to carryover budget from FY22 to FY23.

II. Issue

Whether or not the Committee on Resource Management (RM), should approve the five (5) Kākoʻo grant recommendations.

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III. Background & Context

A. Budget Authorization. Via Action Item RM #22-23A - OHA Biennium Budget for the Fiscal Biennium Periods 2021-2022 (FY 22) and 2022-2023 (FY 23), Realignment #4, with $195,921 allocated to Kākoʻo Grants. Contract execution to awardees is subject to approval of the FY23 grant budget carryover to FY24, consistent with Action Item RM #22-23E, ratified by the Board to carryover budget from FY22 to FY23.

![Figure 1. Table 10c from AI RM#22-23A](image)

B. Kākoʻo Grant. The purpose of a Kākoʻo Grant is to strengthen community organizations’ grant applications, and post award monitoring and reporting, not just for OHA but for other county, state, federal and community resourcing. This grant is intended to broaden and strengthen Native Hawaiian community organizational capacity enabling the organization to seek additional resourcing beyond OHA, subject to available and authorized funding that:

- Aligns with OHA’s 2020-2035 Strategic Plan Framework;
- Provides for support services to strengthen the Native Hawaiian community based organization(s), including but not limited to grant writers; resource navigators; program implementation supports; program evaluation support; resources to establish and “stand-up” new organizations; resources to strengthen existing community based organizations (e.g., timely filing of reports); paying for financial audits, accountants and accounting services; funding “back office” resources; human resources; payroll processing fees (not the actual payroll or related tax amounts); credit card processing fees; organizational and financial reporting and other back-office functions; business insurance; or Form 990 preparation.
C. Kākoʻo Grant - Solicitation OHA 23-11.01. Key published information¹ for the socialization is summarized below:

<table>
<thead>
<tr>
<th>Activity</th>
<th>Key Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Orientation Recording Previously Posted</td>
<td>Wednesday, March 15, 2023</td>
</tr>
<tr>
<td>Grants Portal (Re) Opens (Phases 1, 2)</td>
<td>Monday, April 24, 2023</td>
</tr>
<tr>
<td>Deadline for LOI – Phase 1 Submission</td>
<td>Monday, May 15, 2023</td>
</tr>
<tr>
<td>Application Closes @ 2:00 p.m. HST (Phase 2)</td>
<td>Monday, May 22, 2023</td>
</tr>
<tr>
<td>Application Review Period (Phase 3)</td>
<td>May - June 2023</td>
</tr>
<tr>
<td>Administration Recommendation, Board Action(Phase 3)</td>
<td>May – June 2023</td>
</tr>
<tr>
<td>Notification of Award, Non-Award (Phase 4)</td>
<td>June 2023</td>
</tr>
<tr>
<td>Contracting (Phase 5)</td>
<td>July 2023</td>
</tr>
</tbody>
</table>

D. Kākoʻo Grant -FY22-FY23 Biennium Budget. OHA administers the Kākoʻo Grant program through a competitive solicitation over the fiscal biennium periods ending June 30, 2023, to provide organizational support for a period of one year.

The maximum award amount is $25,000 and cycle budgets were established to operationally allocate resources throughout the biennium period. In the FY2022 to FY2023 the total budget for Kākoʻo Grants was $195,921, and these five (5) Kākoʻo Grants grant recommendations are the first to be made to the Board.

¹ Note. Published information is subject to adjustment based on organization, including Trustee/Board schedule.
The Kākoʻo Grants budget, recommended awarding, and remaining budget is presented in Table 2:

**Table 2. Kākoʻo Budget, Awarding, and Carryover**

<table>
<thead>
<tr>
<th>Description</th>
<th>Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>Funds available for FY 2023</td>
<td>$195,921</td>
</tr>
<tr>
<td>Grant award recommendations</td>
<td>$110,000</td>
</tr>
<tr>
<td>Remaining FY23 Kākoʻo Grant funds</td>
<td>$85,921</td>
</tr>
</tbody>
</table>

**IV. Analysis**

**A. Overview.** Consistent with current Grants Program process, three external Native Hawaiian community members evaluated all applications. Evaluators signed the Confidentiality Form and Conflict of Interest Disclosure, and documents were reviewed to ensure there were no declared Conflict of Interest with any of the applicants.

**B. Cycle Statistics.** Table 3 below provides statistics for each phase of the application process.

**Table 3. Cycle Statistics**

<table>
<thead>
<tr>
<th>Description</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Phase 1 – Letter of Intent</strong></td>
<td></td>
</tr>
<tr>
<td>1. Number of LOIs Started</td>
<td>56</td>
</tr>
<tr>
<td>2. Number of LOIs Completed (therefore, received application)</td>
<td>32</td>
</tr>
<tr>
<td><strong>Phase 2 - Application</strong></td>
<td></td>
</tr>
<tr>
<td>1. Number of Applicants Provided Application from Phase 1</td>
<td>32</td>
</tr>
<tr>
<td>2. Number of Applications Submitted</td>
<td>25</td>
</tr>
<tr>
<td>2. Number of Submitted Applications deemed Complete(^2)</td>
<td>9</td>
</tr>
<tr>
<td>3. Number of Complete Applications Forwarded to Evaluation Phase</td>
<td>6</td>
</tr>
<tr>
<td><strong>Phase 3 – Evaluation</strong></td>
<td></td>
</tr>
<tr>
<td>1. Number of Applications Evaluated Recommended for Awarding - See Attachment A</td>
<td>5</td>
</tr>
</tbody>
</table>

\(^2\) Applications submitted by Applicant Organizations (AO) are reviewed by the Grants Program for compliance with solicitation parameters (e.g., matching funds, administration %, eligible budget items, budgetary parameters) before being forwarded (or not) to the Evaluation Phase. Timing of communication to AOs are coordinated with evaluation phase activities and new timeline for solicitation(s).
C. Convenings and Awarding Recommendations. Assigned external evaluators completed their review, evaluation, and award recommendations, facilitated by the assigned Grant Program staff member. Evaluators then met in a formal convening, at which time the evaluators first met, reviewed the outcomes of the individual assessments (via the matrix), including scores that varied between evaluators, awarding recommendations (e.g., award, partial award, do not award) and engaged in discussion. Any subsequent evaluator decision to adjust score(s) where recorded (by the evaluator) in the Grants Portal prior to the systems being closed for score aggregation.

Grants Program staff reviewed the budget for the external awarding recommendations (e.g., award, partial award, do not award) noting various budgetary items, such as a) unallowable budget items; b) reasonableness and relevancy of budget line items; and c) alignment to solicitation purpose.

Of the nine (9) complete applications submitted, six (6) applications were evaluated and five (5) are being recommended for award, with three (3) being recommended for the full funding amount requested and two (2) being recommended for partial award. Determination of partial award recommendation amounts were based on disallowed proposed budget line items, including salaries.

Refer to Attachment A. Application Analysis for detailed application analysis of five (5) recommended applications for Kākoʻo Grant awards and Appendix B. for the Kākoʻo Grant Solicitation.

Alternatives to Recommended Action
A. Approve and authorize additional awardee(s).
B. Approve and authorize different funding awards.
C. Do not approve funding.

VII. Certification

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

[Signature]

Ramona G. Hinck
Chief Financial Officer
Date: Jul 28, 2023
V. **Recommended Action**

Administration recommends the Board of Trustees approve the following Fiscal Year 2023 Kākoʻo Grant, disbursements totaling $110,000 from Core Operating Budget (Object Code 56530):

<table>
<thead>
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Contract execution to awardees is subject to approval of the FY23 grant budget carryover to FY24, consistent with Action Item RM #22-23E, ratified by the Board to carryover budget from FY22 to FY23.

VI. **Attachments**

A. Applicant Analysis

B. Grant Solicitation No. OHA 23-11.01, Kākoʻo Grant Program, Posted April 20, 2023

**THIS SPACE INTENTIONALLY LEFT BLANK**
### Solicitation #23-11.01

<table>
<thead>
<tr>
<th>Organization Name</th>
<th>Service Type</th>
<th>Island Location(s)</th>
<th>Kāko‘o Services</th>
<th>Strategic Direction</th>
<th>Applicant Request Amount</th>
<th>External Grant Reviewer (2) Score, Average</th>
<th>Award Amount Recommended</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Purpose Statement:</strong> The purpose of this support service is to pay for accounting (including bookkeeping, tax preparation and auditing services and an online QuickBooks subscription), which strengthens our organization by strengthening our financial management systems and enabling us to initiate our first audit. This support service will also pay for grant writing and online case management services, which helps ensure we have adequate resources for our organization and programs, and that we can document, track, and assess those we serve.</td>
<td></td>
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</tr>
<tr>
<td><strong>Going Home Hawaii</strong></td>
<td>Audit, bookkeeping, tax prep, grant writing, case management &amp; HR services</td>
<td>Hawai‘i</td>
<td>Audit, bookkeeping, tax prep, grant writing, case management, Quickbooks</td>
<td>Health</td>
<td>$ 25,000</td>
<td>94, 98, 94 Average = 95</td>
<td>$ 25,000</td>
</tr>
<tr>
<td><strong>Board:</strong> Lester Estrella, Denise Pacheco, Dr. James Mahealani Miller, Lilinoe Kauahikaua, Dr. C. Kimo Alameida, Dr. Marilyn Brown</td>
<td><strong>Executive Team:</strong> Lester Estrella (Chief Executive Officer), Dr. Kimi Pacheco (Director of Operations), Michelle Manalo (Director of Finance)</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Organization Name</th>
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<th>Strategic Direction</th>
<th>Applicant Request Amount</th>
<th>External Grant Reviewer (2) Score, Average</th>
<th>Award Amount Recommended</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Purpose Statement:</strong> The purpose of this support service is to offset contractual services and general 'back of house' expenses. The organization is foundationally committed to advancing accessibility and visibility for our historical collections and responsibility to the humanities. We envision ourselves as caretakers and our mission—to preserve historical material, present public lectures, and publish scholarly research—guides our organization in fostering lifelong relationships with the Native Hawaiian community.</td>
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<tr>
<td><strong>Board:</strong> Hailama Farden, Kau‘i Sai-Dudoit, Kawika Malama, Stacy Naipo, Leah Caldeira, Julian K. Ako, Nanea Armstrong-Wassel, Allen Hanaike, J. Uluwehi Hopkins, Noelle Kahanu, Robbie Ann Kane, Edward Lapsley, Watters O. Martin Jr., Charles Naumu, Puakea Nogelmeier, Ph.D.</td>
<td><strong>Executive Team:</strong> Cynthia Engle (Executive Director)</td>
<td></td>
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</tbody>
</table>
### Purpose Statement:
The purpose of this support service is to strengthen the organization’s capacity to market its programs, products, and services, through the development of marketing materials.

<table>
<thead>
<tr>
<th>Organization Name</th>
<th>Service Type</th>
<th>Island Location(s)</th>
<th>Kākoʻo Services</th>
<th>Strategic Direction</th>
<th>Applicant Request Amount</th>
<th>External Grant Reviewer (2) Score, Average</th>
<th>Award Amount Recommended</th>
</tr>
</thead>
<tbody>
<tr>
<td>Homestead Community Development Corporation</td>
<td>Graphic Design and Marketing Support</td>
<td>Kauaʻi</td>
<td>Produce Professional Marketing materials, i.e. Annual reports, Project Profile packets for funders, partners, stakeholders and beneficiaries.</td>
<td>Housing, Economic Stability</td>
<td>$ 25,000</td>
<td>90, 98, 85 Average = 91</td>
<td>$ 20,000</td>
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</tbody>
</table>

**Board:** Iwalani McBrayer, Maile Luuwai, Liberta Albao, Daniel Ornellas, Kammy Purdy

**Executive Team:** Kipukai Kualii (Chief Executive Director), Kara Chow (Deputy Director, Corporate Division), Jordyn Danner (Deputy Director, Housing and Capacity Division)

### Purpose Statement:
The purpose of this support service is to pay for part of outsourced third-party fiscal support from Poukihi, that will strengthen the organization and directly benefit students and families served in the Kula Kamaliʻi program.

<table>
<thead>
<tr>
<th>Organization Name</th>
<th>Service Type</th>
<th>Island Location(s)</th>
<th>Kākoʻo Services</th>
<th>Strategic Direction</th>
<th>Applicant Request Amount</th>
<th>External Grant Reviewer (2) Score, Average</th>
<th>Award Amount Recommended</th>
</tr>
</thead>
<tbody>
<tr>
<td>‘Aha Pūnana Leo, Inc.</td>
<td>Kahena</td>
<td>Oʻahu, Hawaiʻi, Maui, Kauaʻi, Molokaʻi</td>
<td>Financial Management Services, Audit,, Policy and Procedure creation &amp; enhancement.</td>
<td>Education</td>
<td>$ 25,000</td>
<td>92, 91, 88 Average = 90</td>
<td>$ 25,000</td>
</tr>
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</tbody>
</table>

**Board:** Kauanoe Kamanā, Mālia ʻAlohilani Rogers, Larry Kimura, R. Keawe Lopes Jr., Kiʻope Raymond, Willian H. Wilson (Pila), Hulilau Wilson,

**Executive Team:** Kaʻiulani Laehā (Chief Executive Officer), K. Sean Kekina (Chief Operating Officer)
**Purpose Statement:** The purpose of this support service is to empower, amplify and serve the community through the organization's mission. Funding will provide services for audit, grant management and back-office support to the organization.

<table>
<thead>
<tr>
<th>Organization Name</th>
<th>Service Type</th>
<th>Island Location(s)</th>
<th>Kākoʻo Services</th>
<th>Strategic Direction</th>
<th>Applicant Request Amount</th>
<th>External Grant Reviewer (2) Score, Average</th>
<th>Award Amount Recommended</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>J. Walter Cameron Center</strong></td>
<td>Kākoʻo For Cameron Center</td>
<td>Maui</td>
<td>Annual Audit, Grant Management, Accounting, and back-office support.</td>
<td>Education, Economic Stability, Health, Housing</td>
<td>$ 25,000</td>
<td>72, 94, 93 Average = 86</td>
<td>$ 15,000</td>
</tr>
</tbody>
</table>

**Board:** Georgianne Brown, Royce Fukuroku, Hideo Kawahara, Anthony Krieg, Mike Silva, Sharon Sodetani, Joyce Tamori, Denise Thayer, Jeffrey Ueoka, Lianne Yoshida  
**Executive Team:** Cesar Gaxiola (Executive Director)
Grant Solicitation No. OHA 23-11.01

Kākoʻo Grant Program

Updated: April 19, 2023

The new Kākoʻo Grant Program will have an initial solicitation to provide broader community organizational support for a period of one year from grant agreement execution. The high-level process timeline below is for planning purposes.

<table>
<thead>
<tr>
<th>Grants Portal (Re) Opens:</th>
<th>Application Deadline (and Portal Closes):</th>
<th>Projected Award Notification:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday, April 24, 2023</td>
<td>Monday, May 22, 2023 (2:00 p.m. HST)</td>
<td>June 2023</td>
</tr>
</tbody>
</table>

For assistance with this grant solicitation, please email:

grantsinfo@oha.org

For technical assistance with the Grants Portal, please email:

grantsadmin@oha.org
Each applicant is advised to read all sections of this solicitation. The solicitation is organized into seven sections:

Section I. Grants Program, Timetable & Orientation
Section II. Kāko‘o Grant Program Overview
Section III. Applicant Eligibility
Section IV. Application Instructions
Section V. Evaluation, Eligibility & Application
Section VI. Review & Recommendation
Section VII. Attachments
SECTION I. GRANTS PROGRAM, TIMETABLE & ORIENTATION

A. Grants Program

The Grants Program is responsible for overseeing the Office of Hawaiian Affairs’ (OHA) granting process, including sponsorships, solicitation development, application facilitation, award recommendation, Grant Agreement execution, and monitoring grantee performance. The entire lifecycle of the granting process is conducted on OHA’s online Grant system, Grants Portal. To access this system, visit the grants website: www.oha.org/grants

Contact information for Grants is:

Grants Program
Office of Hawaiian Affairs
560 North Nimitz Highway, Suite 200
Honolulu, Hawai‘i 96817

B. Solicitation(s) Timetable

The timetable of activities, by cycle, represents OHA’s estimated schedule and is provided for planning purposes only. OHA Grants Program reserves the right to cancel any activity or revise the timetable if needed.

Table 1. Key Dates Updated

<table>
<thead>
<tr>
<th>Activity</th>
<th>Key Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Orientation Recording Previously Posted</td>
<td>Wednesday, March 15, 2023</td>
</tr>
<tr>
<td>2. Grants Portal (Re) Opens (Phases 1, 2)</td>
<td>Monday, April 24, 2023</td>
</tr>
<tr>
<td>3. Deadline for LOI - Phase 1 Submission</td>
<td>Monday, May 15, 2023</td>
</tr>
<tr>
<td>4. Application Closes @ 2:00 p.m. HST (Phase 2)</td>
<td>Monday, May 22, 2023</td>
</tr>
</tbody>
</table>
Attachment B – Grant Solicitation

<table>
<thead>
<tr>
<th>Activity</th>
<th>Key Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>5. Application Review Period (Phase 3)</td>
<td>May - June 2023</td>
</tr>
<tr>
<td>6. Administration Recommendation, Board Action (Phase 3)</td>
<td>May - June 2023</td>
</tr>
<tr>
<td>7. Notification of Award, Non-Award (Phase 4)</td>
<td>June 2023</td>
</tr>
<tr>
<td>8. Contracting (Phase 5)</td>
<td>July 2023</td>
</tr>
</tbody>
</table>

C. Solicitation Orientation

The solicitation orientation is optional but recommended for applicants and will cover all components of this solicitation. The orientation session and related PowerPoint and recording will be posted on the OHA Grants Website at www.oha.org/grants. Updates to the orientation information will be made as needed.

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SECTION II. KĀKOʻO GRANT PROGRAM OVERVIEW

A. Kākoʻo Grant Program Purpose

This new classification of grants, which was identified as a need by the community and provides for programmatic or organizational kākoʻo or support in the form of services for the applicant Native Hawaiian organizations. The purpose of a kākoʻo grant is to strengthen community organizations’ grant applications, and post award monitoring and reporting, not just for OHA but for other county, state, federal and community resourcing. This grant is intended to broaden and strengthen Native Hawaiian community organizational capacity enabling the organization to seek additional resourcing beyond OHA.

Such support services may include, but not be limited to: grant writers; resource navigators; program implementation supports; program evaluation support; resources to establish and “stand-up” new organizations; resources to strengthen existing community based organizations (e.g., timely filing of reports); paying for financial audits, accountants and accounting services; funding “back office” resources; human resources; payroll processing fees (not the actual payroll or related tax amounts); credit card processing fees; organizational and financial reporting and other back-office functions; business insurance; or Form 990 preparation.

1. Target Population to be Served

The target population for this grant are Native Hawaiian organizations based in Hawaii, servicing Native Hawaiian individuals, organizations, families and/or communities, in the State of Hawaiʻi.

2. Geographic Provision of Service

The support service can be based on any of the islands of Oʻahu, Hawaiʻi, Maui, Kauaʻi, Molokaʻi, and Lānaʻi, however the “client” must be a Native Hawaiian organization.

3. Scope of Eligible Support Services

a. Eligible Services

Refer to the Kākoʻo Grant Program Purpose section above.

b. Ineligible Costs and/or Support Services

In general, the following type of costs, including the related services associated with, are ineligible for the Kākoʻo Grant program and will not be considered, in no particular order of ineligibility:

- Salaries, wages, payroll related taxes and/or benefits of applicant organization employee(s);
- Services that are denominated in any other currency than U.S. $ dollars (e.g., crypto, euro, yen, yuan, won);
- Legal, court or other related costs or fees (e.g., bail, bond fees, judgements, fines, interest on unpaid costs);
Attachment B – Grant Solicitation

- Debt or debt service-related costs (e.g., financing costs, interest, points, loan payment, line of credit repayment);
- Fundraiser or fundraising costs;
- Construction or permitting fees;
- Services that are not compliant with federal, state, or county laws;
- Services that are rendered out of or by an organization that is based out of the state of Hawai‘i;
- Promoter, manager or other entertainment related services;
- Administrative costs related to role as an OHA contractor;
- Sponsorships of individuals or teams;
- Travel agent or other related costs associated with travel;
- Purchase of raw or improved land or buildings;
- Purchase of motorized vehicles which includes boats;
- Out-of-state travel;
- Purchase of alcohol, food, tents, chairs, tables, speakers;
- Entertainment or gratuities;
- Indirect costs;
- Lei, makana (gifts), ho’okupu (offerings) or similar cost purposes; and/or
- Face painting, bouncy houses, prizes/awards or other games of chance.

B. COVID Safety Measures Required

For this solicitation the Kākoʻo Grant Program is working to be flexible and supports organizational work sites in which the proposed services will be provided and that are compliant with government (e.g., federal, state, county) related gathering limitations in response to the COVID-19 pandemic. All applicants are required to provide information explaining the safety measures that will be in place to protect all grant-related participants (e.g., program participants, contractors, employees, community members) from the virus.

C. Compensation & Method of Payment

1. Automated Clearing House (ACH) Payments

   If awarded, grant payments to the Grantee shall be completed via automatic ACH payments. Grantee will be required to complete OHA’s ACH setup process to receive payments via direct deposit.

2. Compensation

   An initial payment of 25% of the awarded amount shall be made upon execution of the grant agreement and the submission of the Grantee’s W-9 form, the initial invoice form, ACH direct deposit form, current Certificate of Liability Insurance, and Grantee press release announcing the award.
All initial payments will be made based upon the following table:

Table 2. Tiered Initial Payment

<table>
<thead>
<tr>
<th>Grant Amount</th>
<th>Initial Payment %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Up to $199,999</td>
<td>25%</td>
</tr>
<tr>
<td>$200,000 to $299,999</td>
<td>20%</td>
</tr>
<tr>
<td>$300,000 to $399,999</td>
<td>15%</td>
</tr>
<tr>
<td>$400,000</td>
<td>10%</td>
</tr>
</tbody>
</table>

Subsequent payments shall be made to the applicant in quarterly disbursements, upon submission of invoices or other payment documentation by the applicant, and approval by OHA, based on the disbursement plan contained in the grant agreement. OHA shall retain up to ten percent (10%) of the total amount awarded for a final payment and report.

Note: Due to the projected award amount (up to $25,000) and the one-year nature of the grant agreement, it is possible to disburse the grant in a minimum of three tranches: 1) 25% after grant agreement execution; 2) 65% after the first quarter with appropriate documentation; and 3) 10% upon receipt of close out report.

3. Method of Payment
   The method of payment will be cost reimbursement. The cost reimbursement will provide for payment of allowable incurred costs, to the extent prescribed in the grant agreement.
SECTION III. APPLICANT ELIGIBILITY

A. Eligibility Requirement

This solicitation is issued under the provisions of the Hawai‘i Revised Statutes (HRS) Chapter 10-17, as well as other applicable state laws. All prospective applicants should familiarize themselves with the requirements of HRS section 10-17. To be eligible to apply, an applicant shall:

- Be a nonprofit community-based organization determined to be exempt from federal income taxation by the Internal Revenue Service;
- Certify that the governing board members have no material conflict of interest and serve without compensation;
- Be registered to do business in the State of Hawai‘i;
- Have a Hawai‘i Compliance Express Certificate of Vendor Compliance issued by the State of Hawai‘i that is “Compliant” within three (3) months of the application deadline;
- Certify that bylaws or policies exist that describe how business is conducted and policies relating to nepotism and management of potential conflict of interest situations;
- Demonstrate to OHA that they are in good standing and compliance with all laws governing entities doing business in the State of Hawai‘i;
- Provide services to Native Hawaiians and/or Native Hawaiian community(ies) in the State of Hawai‘i;
- Be considered in good standing with OHA if previously awarded an OHA grant contract;
- Certify that the applicant has licenses, permits, and accreditations, and meet all standards required by applicable federal, state, and county laws, ordinances, codes, and rules to provide services. The applicant shall also be in good standing with required licensing bodies, and compliance with professional standards and requirements;
- Certify that the authorized signatory (e.g., Executive Director, CEO) has the legal power delegated by an organization’s authoritative body (such as the Board of Directors) to sign and submit the OHA grant application;
- Certify that if awarded this grant, the applicant, now grantee, will develop and implement a COVID-19 Preparedness & Response Plan (Plan). The purpose of the Plan is to minimize or eliminate exposure to SARS-CoV-2 for all grant-related participants (e.g., program participants, contractors, employees, community members). The Plan must provide general safeguards for program location(s) as well as federal, State of Hawai‘i, and applicable county mandates where the grant program(s) and/or service(s) are located and implemented. The applicant agrees to incorporate such safeguards and mandates into its implemented Plan. As the COVID-19 situation evolves, the applicant agrees that it will periodically update the Plan to conform to federal, state, and applicable county mandates. The Plan must be made immediately available to OHA upon request; and
- Agree to indemnify and hold OHA and the State of Hawai‘i harmless for activities undertaken with grant funding, if awarded.
Attachment B – Grant Solicitation

B. Application Deadline

Refer to the deadlines in the table above.

The Grant Portal deadline is preset and will not allow you to submit after the deadline. Submission of an application in hard copy, by fax, or by email shall be rejected. There are no exceptions to this requirement. Upon submittal of the application, applicants will receive an automatic acknowledgement of receipt via email.

C. Multiple Applications, Multiple Deadlines

Only one (1) application may be submitted by an organization, per solicitation cycle, with priority in each cycle, for applicants, services, and locations, that have not been previously awarded.

D. Confidential Information

Solicitation applications shall be open to public inspection after Grantee selections and notice of awards, subject to the Uniform Information Practices Act (UIPA). If an applicant believes any portion of an application contains information that should be withheld as confidential, such information shall be marked in the application and include justification to support confidentiality.

E. Funding

a. Funding Restrictions

The maximum amount to be requested is $25,000. An application that requests more than the maximum funding amount will be deemed ineligible. Strictly limit the funding request to a minimum required budget for the service, program or support activities proposed.

b. Availability of Funds

The grant award is subject to approval by OHA’s Board of Trustees and subject to the availability of funding.

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SECTION IV. APPLICATION INSTRUCTIONS

A. How to Apply

Step 1 Log in: Create an account in the online application system, Grants Portal, www.oha.org/grants – “Link to Grants Portal”. If you are unsure if your organization has an account in Grants Portal, please email grantsadmin@oha.org. If your organization already has an account, log in. If you forgot your password, click the link on the login page titled, “Forgot Password”.

Step 2: Eligibility Requirements (Letter of Interest – LOI) phase 1: Submit your LOI through Grants Portal. This phase is where we determine if the applicant is eligible to apply for the grant. Once the LOI is approved, the applicant will receive an email notifying the receiver that the application is available to begin completing. If the applicant receives an email notification that it did not meet the eligibility requirements, the applicant can resubmit the LOI with the corrected information one additional time. Email notification of eligibility status shall be sent within 72 hours of document submission and shall be sent Monday – Friday during OHA business hours (not including holidays), 7:45 a.m. to 4:30 p.m.

Step 3: Application, phase 2: You will not be granted access to the full application until your LOI is submitted and approved in phase 1. Once approved, you may begin completing the application.

B. Grants Portal Tips

- Online grant applications must be submitted by the deadline of Hawai‘i Standard Time (HST). If you miss the deadline the system will not allow you to hit the submit button.

- A response is required for each item. If the item does not apply to your proposal or if no information is available, answer “not applicable” or “N/A”. Do not leave any items blank. Failure to answer any of the items will restrict your ability to submit.

- Required forms or supporting documents must be uploaded to each relevant section of the application. Uploads have size limits. To ensure enough space for all uploads it is recommended to use black/white, compressed, low resolution, text quality documents.

- If you have more than one document to upload to one upload field, combine documents by scanning or merging them into one.

- Application questions have character limits. Character count includes all letters, numbers, symbols, blank spaces, and diacritical marks.

- Grants Portal accepts diacritical marks, please utilize where appropriate.

- It is advised that the applicant review the online application for accuracy and completeness before submitting it.
Whitelist emails from administrator@grantinterface.com, all Grants Portal emails come from this address.

As you work on this application, you can save a draft and come back to finish your work at any time. To do so, click "Save" at the bottom right-hand side of the form. When you return, you will see your draft application on your dashboard. Click "Edit Application" to return to your draft.

If you are logged in for a few hours and have left the page idle, you will be logged out (a warning will appear first).

You can’t access the same Grants Portal account from a different computer or browser.

If you come across a file upload error, refresh your screen.

Character Counts, we have set all questions at the maximum limit to provide you as much flexibility in your answers as possible. Please note, we are not looking for 10,000-character responses. 10,000 characters = 1,600 words or 3.5 pages single-spaced.

You can collaborate on your application using the blue “Collaborate” button in the upper right-hand corner.

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A. Evaluation – Scoring Breakdown

Each applicant may be awarded up to 100 points. The points will be distributed as follows:

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<thead>
<tr>
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</thead>
<tbody>
<tr>
<td>A. Basic Information &amp; Purpose</td>
<td>0 Points</td>
<td>15 Points</td>
<td>30 Points</td>
</tr>
<tr>
<td>B. Background, Capacity &amp; Need</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>C1. Service Description</td>
<td></td>
<td></td>
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<tr>
<td>C2. Outreach &amp; Collaboration</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Total Points</th>
<th>0</th>
<th>15</th>
<th>20</th>
<th>10</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exceeds Expectation</td>
<td>0</td>
<td>13 to 15</td>
<td>18 to 20</td>
<td>9 to 10</td>
</tr>
<tr>
<td>Meets Expectation</td>
<td>0</td>
<td>10 to 12</td>
<td>15 to 17</td>
<td>7 to 8</td>
</tr>
<tr>
<td>Good</td>
<td>0</td>
<td>7 to 9</td>
<td>11 to 14</td>
<td>5 to 6</td>
</tr>
<tr>
<td>Fair</td>
<td>0</td>
<td>4 to 6</td>
<td>6 to 10</td>
<td>3 to 4</td>
</tr>
<tr>
<td>Poor</td>
<td>0</td>
<td>1 to 3</td>
<td>1 to 5</td>
<td>1 to 2</td>
</tr>
<tr>
<td>Not Acceptable</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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</table>

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>F. Financial Capacity</td>
<td>20 Points</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Points</td>
<td>10</td>
<td>10</td>
<td>10</td>
</tr>
<tr>
<td>Exceeds Expectation</td>
<td>21 to 25</td>
<td>9 to 10</td>
<td>9 to 10</td>
</tr>
<tr>
<td>Meets Expectation</td>
<td>15 to 20</td>
<td>7 to 8</td>
<td>7 to 8</td>
</tr>
<tr>
<td>Good</td>
<td>10 to 14</td>
<td>5 to 6</td>
<td>5 to 6</td>
</tr>
<tr>
<td>Fair</td>
<td>5 to 9</td>
<td>3 to 4</td>
<td>3 to 4</td>
</tr>
<tr>
<td>Poor</td>
<td>1 to 4</td>
<td>1 to 2</td>
<td>1 to 2</td>
</tr>
<tr>
<td>Not Acceptable</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
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</table>

B. Evaluation Breakdown

<table>
<thead>
<tr>
<th>Level</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exceeds Expectation</td>
<td>All application requirements are met, and several are exceeded, application response clearly and effectively articulates support and or service need and is an exemplar</td>
</tr>
<tr>
<td>Meets Expectation</td>
<td>All application requirements are met and application response clearly articulates support and or service need</td>
</tr>
<tr>
<td>Good</td>
<td>Several (but not all) application requirements are met and/or application response reasonably articulates support and or service need</td>
</tr>
<tr>
<td>Fair</td>
<td>A few application requirements are met and/or application response somewhat articulates event</td>
</tr>
<tr>
<td>Poor</td>
<td>Most (but not all) application requirements are not met and/or application response poorly articulates support and or service need</td>
</tr>
</tbody>
</table>
C. Eligibility Requirement Questions – Phase 1

The applicant shall provide information and upload the required documents to meet the solicitation minimum eligibility requirements to gain full access to the application.

Basic Information (0 Total Points)

1. **Organization Name** – The applicant shall provide its nonprofit organization name. If your organization name has an ‘okina or kahakō, please use it.

2. **Service Type – Service Description** - The applicant shall provide the name of and/or describe the service type or nature of the service (i.e., accounting, auditing, grant writing, human resources, payroll, program evaluation)

3. **Organization Headquarter Location** – The applicant shall indicate the island location of the organization’s headquarters, Choose one: O‘ahu, Hawai‘i Island, Maui, Kaua‘i, Moloka‘i, or Lāna‘i.

4. **Amount Requested** – The applicant shall indicate the funding amount being requested from OHA for the proposed support service. The maximum amount requested is $25,000 (No minimum) with the expectation to expend over one year from grant agreement execution.

5. **Authorized Signatory – Legal and Financial Agreements** – The applicant shall identify individuals who have signing authority over legal agreements and reporting (Final Report and Grantee Agreement) for the organization.

   Use the following format: List the first name, last name, and title.

6. **Litigation** – The applicant shall disclose any pending litigation to which they are a party, including disclosure of any outstanding judgment. If none, indicate with N/A.

7. **Governing Board and Executive Team** – The applicant shall list the organization’s governing board and executive team.

   Use the following format: List the first name, last name, and title.

8. **Licenses or Permits** – Provide a list of applicable licenses or permits required for the services and the applicant’s status in applying for each license or permit, if applicable.

   If not applicable, indicate with N/A.

9. **Native Hawaiian Serving Organization** – The applicant shall select yes or no self-declaring if their organization serves majority Native Hawaiian clients and or participants.

10. **COVID-19 Preparedness and Response Plan** – The applicant shall certify that if awarded this grant, the applicant, now grantee, will develop and implement a COVID-19 Preparedness & Response Plan (Plan) that is in compliance with the federal, state and applicable county mandates that are in place during the grant period. The purpose of the Plan is to minimize or
eliminate exposure to SARS-CoV-2 (commonly referred to as COVID-19) for all grant-related participants (e.g., project participants, contractors, employees, community members). The Plan must provide general safeguards for program/project location(s) as well as federal, State of Hawai‘i, and applicable county mandates where grant project will be located and implemented. The applicant agrees to incorporate such safeguards and mandates into its implemented Plan. As the COVID-19 situation evolves, the applicant agrees that it will, in a timely fashion, update the Plan to conform to federal, state, and applicable county mandates. The Plan must be made immediately available to OHA upon request.

Eligibility Documents to Upload (0 Total Points)

The applicant is required to upload the following documents:

1. IRS Letter of Determination – The applicant must have IRS tax-exempt nonprofit status and be registered to do business in the State of Hawai‘i. The applicant shall upload the organization’s IRS Letter of Determination verifying tax-exempt nonprofit status. See Attachment A for Sample IRS Letter of Determination.

2. Certificate of Vendor Compliance (CVC) – The applicant shall upload the Certificate of Vendor Compliance issued by the State of Hawai‘i. To obtain this document, applicants must register with Hawai‘i Compliance Express online at http://vendors.ehawaii.gov. Applicants must be registered and compliant with Hawai‘i Compliance Express (HCE). We do not accept your DCCA. See Attachment B for Sample HCE Certificate of Vendor Compliance.

3. Application Authorization Form – The applicant shall upload the Application Authorization Form. This form needs to be completed and signed by the organization’s authorized signatory. The authorized signatory has the legal power delegated by the applicant organization’s authoritative body (such as the Board of Directors) to sign and submit the OHA Grant Application. See Attachment C for Sample Application Authorization Form.

4. Board Governance Certification Form – The applicant shall upload the Board Governance Certification Form. The organization’s Board Chair or other designated representative of the organization’s Board must sign this form. The certification verifies that Board members are not compensated, and that the organization has bylaws and/or policies that govern how business is conducted which includes conflicts of interest and nepotism policies. See Attachment D for Sample Board Governance Certification Form.

D. Application Questions – Phase 2

1. Purpose Statement (0 Total Points)

The applicant shall provide a short statement that describes the proposed support service needed. The statement should include the support service needed and the impact on the applicant organization.

Use the following format: “The purpose of this support service is to pay for X which strengthens my organization (or which not only strengthens my organization, but X others)
2. Background, Capacity, Experience & Need (15 Total Points)

Give the evaluators a sense of organizational capacity to utilize the support services grant effectively or the organizational capacity need for the support services grant. The applicant shall clearly describe the:

- organization mission;
- governing structure;
- existing resources in place for the requested support services (i.e., accounting, auditing, grant writing);
- existing organizational capacity or need;

3. Service Need & Benefit (30 Total Points)

a. Service Description (20 Points)

The applicant shall describe the service (e.g., accounting) or activities surrounding service (e.g., grant writing workshops for multiple entities) needs over the one-year period including how the service will strengthen the applicant and additional Native Hawaiian community-based organization(s).

b. Outreach & Collaboration (10 Points)

The applicant shall describe outreach efforts to other Native Hawaiian community-based organizations, collaboration efforts.

Use the following format:

- Marketing/Promoting: The applicant shall describe the marketing/promoting plan that encourages collaboration with other Native Hawaiian community-based organizations for the service.
- Collaboration: The applicant shall demonstrate their ability to collaborate with other organization(s) in the implementation of the service and to show buy-in from other agencies of the service opportunity
  - The applicant shall specify how the collaborating organization(s) intends to support the applicant’s service.

4. Service Contract Management & Evaluation (25 Total Points)

The applicant shall describe its service or contract management process to ensure the service provider and related activities are managed appropriately (e.g., grant writer, accountant, auditor, human resources provider) and service deliverables are met.

Use the following format: List the first name, last name and title of the identified individual who will be managing and evaluating the services described.
5. Alignment with OHA’s 2020-2035 Strategic Plan Framework (20 Total Points)

The applicant shall demonstrate that the applicant Native Hawaiian organization as a whole aligns with OHA’s 2020-2035 Strategic Plan Framework’s Strategic Foundations and Strategic Directions. No one foundation and direction are valued higher than another and the application score will not increase based on your selection.

a. Strategic Foundations (10 Points)

The applicant shall demonstrate how the applicant organization’s mission or purpose is aligned with one or more of OHA’s Strategic Foundations.

Use the following format: First, list the name of the foundation(s). Second, demonstrate how the applicant organization’s mission or purpose aligns with the selection.

OHA’s Strategic Foundations are as follows:

- ‘Āina
  OHA aims to strengthen our ancestral connection to ‘āina through responsible stewardship to preserve legacy lands and to responsibly develop economically viable lands.

- Mo‘omeheu
  OHA aims to strengthen Native Hawaiian’s connection to culture by supporting opportunities to engage in ‘ōlelo and ‘ike activities and initiatives.

- ‘Ohana
  OHA aims to promote 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.

b. Strategic Directions (10 Points)

The applicant shall demonstrate how the applicant organization’s mission or purpose aligns with one or more of OHA’s Strategic Directions.

Use the following format: First, list the name of the direction(s). Second, demonstrate how the applicant organization’s mission or purpose aligns with the selection.

OHA’s Strategic Directions and accompanying strategies are as follows:

- Educational Pathways
  OHA’s Strategy 1 is to support development and use of educational resources for all Hawaiian lifelong learners in schools, communities and ‘ohana.

  OHA’s Strategy 2 is to support education through Hawaiian language medium and focused Charter Schools.
Health Outcomes

OHA’s Strategy 3 is to advance policies, programs and practices that strengthen Hawaiian wellbeing, including physical, spiritual, mental, and emotional health.

OHA’s Strategy 4 is to advance policies, programs and practices that strengthen the health of the ‘āina and mo‘omeheu.

Quality Housing

OHA’s Strategy 5 is to advance policies, programs and practices that strengthen Hawaiian resource management knowledge and skills to meet the housing needs of their ‘ohana.

OHA’s Strategy 6 is to support implementation of the Hawaiian Homes Commission Act and other efforts to meet the housing needs of ‘ohana.

Economic Stability

OHA’s Strategy 7 is to advance policies, programs and practices that strengthen ‘ohana abilities to pursue multiple pathways toward economic stability.

OHA’s Strategy 8 is to cultivate economic development in and for Hawaiian communities.

6. Support Service Budget (10 Total Points)

a. Budget (5 Points)

The budget shall provide adequate information to justify those costs that are relevant to the proposed service delivery. Justifications explain the appropriateness and relevance of project costs and planned outcomes.

Budget columns include the following:

- Budget Category: See Attachment E for Budget Category Table
- OHA Funds Requested: Amount requested from OHA
- Other Funds (if any)
- Description and Justification: See Attachment E for Budget Category Table

OHA reserves the right not to fund any budget expenses it deems inappropriate, unreasonable, or unallowable. See Attachment H for Ineligible Costs and/or Support Services. Download the OHA budget form, once complete upload the completed document. Do not tamper with form.

See Attachment F for Sample Completed Budget & Budget Justification Form.
See Attachment G for Budget & Budget Justification Form.

b. Vendor Quotes (5 Points)
The applicant shall upload a copy of all vendor quotes, invoices, and estimates for budget items listed under the “OHA Funds Requested” column. Past service quotes/invoices and online screenshots/photos of cost are acceptable. The upload shall demonstrate that the funds requested are accurate and justified based on 3rd party quotes, estimates, invoices, and/or work orders.

8. Supporting Documents – Optional Upload (0 Total Points)

The applicant may choose to include additional documents to support the “ask”, however, OHA strongly encourages applicants to be judicious in selecting the type and number of items to include in the application.

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SECTION VI. REVIEW & RECOMMENDATION

A. Evaluation – Phase 3

1. Rejection of Applications
   OHA reserves the right to consider only those applications submitted by all requirements outlined in this solicitation that comply with the service specifications. An application offering any other set of terms and conditions contradictory to those included in this solicitation may be rejected without further notice.

2. Additional Materials and Documentation
   Upon request from OHA, each applicant shall submit any additional materials and documentation reasonably required by OHA in its review of the applications. Once the applicant submits their application and the deadline closes, OHA will not add any additional information to the applicant’s submission.

3. Evaluation of Applications and Communication of Status
   The evaluation of applications received in response to this Solicitation shall be conducted comprehensively, consistently, fairly, and impartially. An evaluation committee of designated reviewers shall review and evaluate applications. The evaluation committee may be comprised of OHA employees and/or community representatives with experience in and knowledge of program services. All eligible applications will be reviewed, evaluated and subject to the recommendation of award. Aggregated scoring sheets for each applicant will be published post award announcement and all evaluation decisions are final and not appealable. The status of all applications (e.g., received, eligible, evaluated, awarded, non-awarded) will be posted to the OHA website.

B. Recommendation – Phase 4

1. Recommendation of Award
   The recommendations of an award shall be presented to OHA’s Board of Trustees for approval. Email notification of award or non-award will be sent to applicants via the OHA’s Grants Portal.

   Aggregated scoring sheets for each applicant in the cycle will be published with non-awarded applicants having the opportunity to strengthen and re-submit application in the next cycle.

C. Contracting – Phase 5

   Applicants should read and be familiar with the Grant Agreement (see Section VII. Attachments) as shortening the time between award and contracting will enable the applicant, now grantee, to receive the award in accordance with the above-described process.

SECTION VII. ATTACHMENTS

A. Sample – IRS Letter of Determination
B. Sample – HCE Certificate of Vendor Compliance (CVC)
C. Sample – Application Authorization Form
D. Sample – Board Governance Certification Form
E. Budget Category Table
F. Sample – Completed Budget & Budget Justification Form
G. Budget & Budget Justification Form
H. Ineligible Costs and/or Support Services
I. Sample – OHA Kākoʻo Grant Agreement

The attachments are samples only, the actual form is provided to you in the application via the Grants Portal.

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Attachment B – Grant Solicitation

Attachment A – Sample IRS Letter of Determination

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**INTERNAL REVENUE SERVICE**
P. O. BOX 2508
CINCINNATI, OH 45201

**DEPARTMENT OF THE TREASURY**

**Employer Identification Number:**
12-1234567

**DLN:**
600328003

**Contact Person:**
Kimo Realoha

**ID# 31518**

**Contact Telephone Number:**
(877) 888-8888

**Accounting Period Ending:**
December 31

**Public Charity Status:**
170(b) (1)(A) (vi)

**Form 990 Required:**
Yes

**Effective Date of Exemption:**
February 22, 2010

**Contribution Deductibility:**
Yes

**Addendum Applies:**
No

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Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c) (3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Sincerely,

Robert Choi
Director, Exempt Organizations
Rulings and Agreements

Letter 947 (DO/CG)

Attachment B – Grant Solicitation
Attachment B – Sample HCE Certificate of Vendor Compliance (CVC)

Attachment B – Grant Solicitation
Attachment C – Sample Application Authorization Form

ATTACHMENT C. APPLICATION AUTHORIZATION FORM

<table>
<thead>
<tr>
<th>Organization</th>
<th>Legal Entity Name (ex. H&amp;B Foundation, Inc. dba Na Mele Hawai'i)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address</td>
<td>Street Address</td>
</tr>
<tr>
<td></td>
<td>City Zip</td>
</tr>
<tr>
<td>Mailing Addr</td>
<td>Mailing Address (if different from Street Address)</td>
</tr>
<tr>
<td></td>
<td>City Zip</td>
</tr>
</tbody>
</table>

The authorized signatory below certifies that they have legal power delegated by an organization’s governing body (such as the Board of Directors) to sign and submit the OHA grant application and that the organization’s governing body will review the application prior to submittal.

Authorized Representative Signature
Authorized Representative (Type or Print Name)

Title of Authorized Representative
Date of Authorization

Email Address of Authorized Signatory
Attachment D – Sample Board Governance Certification Form

BOARD GOVERNANCE CERTIFICATION

On behalf of ____________________________ (the “Organization”), I hereby certify that:

1) The members of the Organization’s governing board have no material conflict of interest and serve without compensation;

2) The Organization’s governing board has bylaws or policies that describe the manner in which business is conducted and policies relating to nepotism and management of potential conflict of interest situations; and

3) The Organization employs or contracts with no two or more members of a family or kin of the first or second degree of consanguinity (i.e., a spouse, parent, child, grandparent, grandchild, or sibling of another employee or contractor of the Organization). If the Organization employs or contracts with two or more members of a family or kin of the first or second degree of consanguinity, the Organization shall disclose such employment or contractual relationship to OHA, along with the Organization’s efforts to mitigate concerns over nepotism or conflicts of interest arising from the relationship, and OHA shall then determine whether the Organization may proceed with its grant application.

By signing below, I confirm that I am authorized to certify the Organization’s compliance with the requirements of HRS §10-17(c)(2), as listed above, and that I am responsible for the certification made herein. I understand that the Office of Hawaiian Affairs (OHA) may make a written request(s) for additional information from the Organization, in fulfillment of OHA’s responsibilities under HRS Chapter 10.

Authorized Board Representative Signature  Title of Authorized Board Representative

Authorized Board Representative (Print Name)
Attachment E – Budget Category Table

<table>
<thead>
<tr>
<th>Personnel – Salaries &amp; Wages &amp; Other Costs</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Description:</strong> Salaries, wages and other costs of employees.</td>
</tr>
<tr>
<td><strong>Justification:</strong> Provide computations, price quotes, narrative descriptions, and a justification for each cost under this category.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Contractual Services</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Description:</strong> Costs of all contracts for professional services.</td>
</tr>
<tr>
<td><strong>Justification:</strong> Explain and justify why these services are being contracted.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Insurance</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Description:</strong> Costs of insurance related to the organization</td>
</tr>
<tr>
<td><strong>Justification:</strong> Provide computations, price quotes, narrative descriptions, and a justification for each cost under this category.</td>
</tr>
</tbody>
</table>
Attachment B – Grant Solicitation

Attachment F – Sample Completed Budget & Budget Justification Form

### ATTACHMENT F. SAMPLE BUDGET

<table>
<thead>
<tr>
<th>YEAR 1</th>
<th>Applicant</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUDGET CATEGORY - Item</td>
<td>Requested OHA Funds Budget</td>
</tr>
<tr>
<td><strong>PERSONNEL - Salaries</strong></td>
<td></td>
</tr>
<tr>
<td>Reporting Analyst</td>
<td>$ 5,000</td>
</tr>
<tr>
<td></td>
<td>$ -</td>
</tr>
<tr>
<td></td>
<td>$ -</td>
</tr>
<tr>
<td><strong>PERSONNEL - Other Costs</strong></td>
<td></td>
</tr>
<tr>
<td>Fringe</td>
<td>$ 3,000</td>
</tr>
<tr>
<td></td>
<td>$ -</td>
</tr>
<tr>
<td><strong>CONTRACTUAL SERVICES - Administrative</strong></td>
<td></td>
</tr>
<tr>
<td>Professional Services: Audit</td>
<td>$ 9,000</td>
</tr>
<tr>
<td>Professional Services: Bookkeeping</td>
<td>$ 2,000</td>
</tr>
<tr>
<td></td>
<td>$ -</td>
</tr>
<tr>
<td></td>
<td>$ -</td>
</tr>
<tr>
<td><strong>CONTRACTUAL SERVICES - Programmatic</strong></td>
<td></td>
</tr>
<tr>
<td>Program Evaluation Services</td>
<td>$ 5,000</td>
</tr>
<tr>
<td></td>
<td>$ -</td>
</tr>
<tr>
<td></td>
<td>$ -</td>
</tr>
<tr>
<td></td>
<td>$ -</td>
</tr>
<tr>
<td><strong>OTHER EXPENSES - Insurance</strong></td>
<td></td>
</tr>
<tr>
<td>General Liability</td>
<td>$ 1,000</td>
</tr>
<tr>
<td></td>
<td>$ -</td>
</tr>
<tr>
<td></td>
<td>$ -</td>
</tr>
<tr>
<td><strong>REQUESTED OHA FUNDS BUDGET:</strong></td>
<td><strong>$ 25,000</strong></td>
</tr>
<tr>
<td>Other Funds</td>
<td>$ -</td>
</tr>
<tr>
<td><strong>Total Project Cost:</strong></td>
<td></td>
</tr>
</tbody>
</table>

Attachment B – Grant Solicitation

Attachment G – Budget & Budget Justification Form

### ATTACHMENT G. BUDGET JUSTIFICATION FORM

#### YEAR 1

<table>
<thead>
<tr>
<th>BUDGET CATEGORY - Item</th>
<th>Requested OHA Funds Budget</th>
<th>Other Funds (if any)</th>
<th>Description &amp; Justification</th>
</tr>
</thead>
<tbody>
<tr>
<td>PERSONNEL - Salaries</td>
<td>$ - $</td>
<td>$ -</td>
<td></td>
</tr>
<tr>
<td>PERSONNEL - Other Costs</td>
<td>$ - $</td>
<td>$ -</td>
<td></td>
</tr>
<tr>
<td>CONTRACTUAL SERVICES - Admin</td>
<td>$ - $</td>
<td>$ -</td>
<td></td>
</tr>
<tr>
<td>CONTRACTUAL SERVICES - Prog</td>
<td>$ - $</td>
<td>$ -</td>
<td></td>
</tr>
<tr>
<td>OTHER EXPENSES - Insurance</td>
<td>$ - $</td>
<td>$ -</td>
<td></td>
</tr>
<tr>
<td>REQUESTED OHA FUNDS BUDGET:</td>
<td>$ -</td>
<td>$ -</td>
<td></td>
</tr>
<tr>
<td>Other Funds</td>
<td>$ -</td>
<td>$ -</td>
<td></td>
</tr>
<tr>
<td>YEAR 1 Total Project Cost:</td>
<td>$ -</td>
<td>$ -</td>
<td></td>
</tr>
</tbody>
</table>
Attachment H – Ineligible Costs and/or Support Services

In general, the following type of costs, including the related services associated with are ineligible for the Kākoʻo Grant program and will not be considered, in no particular order of ineligibility:

- Salaries, wages, payroll related taxes and/or benefits of applicant organization employee(s);
- Services that are denominated in any other currency than U.S. $ dollars (e.g., crypto, euro, yen, yuan, won);
- Legal, court or other related costs or fees (e.g., bail, bond fees, judgements, fines, interest on unpaid costs);
- Debt or debt service-related costs (e.g., financing costs, interest, points, loan payment, line of credit repayment);
- Fundraiser or fundraising costs;
- Construction or permitting fees;
- Services that are not compliant with federal, state, or county laws;
- Services that are rendered out of or by an organization that is based out of the state of Hawaiʻi;
- Promoter, manager or other entertainment related services;
- Administrative costs related to role as an OHA contractor;
- Sponsorships of individuals or teams;
- Travel agent or other related costs associated with travel;
- Purchase of raw or improved land or buildings;
- Purchase of motorized vehicles which includes boats;
- Out-of-state travel;
- Purchase of alcohol, food, tents, chairs, tables, speakers;
- Entertainment or gratuities;
- Indirect costs;
- Lei, makana (gifts), hoʻokupu (offerings) or similar cost purposes; and/or
- Face painting, bouncy houses, prizes/awards or other games of chance.

Attachment B – Grant Solicitation

Attachment I – OHA Kākoʻo Grant Agreement SAMPLE (Page 1 of 3)

Kākoʻo Grant Agreement

Organization Name:

Project Name:

1. Recipient is a non-profit community-based organization in good standing with Hawaiʻi Compliance Express determined to be exempt from federal income taxation by the Internal Revenue Service, who is able to provide the services and/or conduct the activities specified in Recipient’s grant request submitted to OHA.

2. Recipient maintains current licenses and permits applicable to and required for conducting the activities or providing the services for which this grant has been awarded.

3. Recipient agrees to use the funds received for the purposes approved in the approve budget form and will not use these funds for purposes of entertainment or perquisites (privileges, gain, or profit).

4. All activities undertaken with these funds shall comply with all applicable federal, state, and county statutes and ordinances, including applicable building codes and agency rules.

5. Recipient will indemnify and hold harmless OHA, its officers, agent, and employees from and against any and all claims arising out of or resulting from the activities carried out or projects undertaken with these funds and that Recipient will purchase sufficient insurance to provide this indemnification if requested to do so by OHA.

6. Recipient is an “independent contractor” and shall be responsible for securing and/or paying for all applicable federal, state and county taxes and fees that may become due and owing by Recipient by reason of this Grant.

7. Funding this grant request does not in any form or manner further obligate or impose any legal obligations upon OHA for Recipient’s activity(ies) or services.

8. Recipient agrees that any changes to the Primary Contact’s name, phone number and email shall be communicated to the Grants Program in a timely manner (1-3 business days).

9. Recipient understands that any changes to awarded project must be approved and communicated to the Grants Program in a timely manner (1-3 business days).

10. Recipient agrees to acknowledge OHA’s support in any publications (e.g., annual report, evaluation), and/or other materials that promote; an initial Press Release copy is due to the Grants Program within fourteen (14) days of notification of award.

11. Recipient understands that a Revised Budget Form reflecting the Amount Awarded only if it differs from the Amount Requested is due to the Grants Program with fourteen (14) days of notification of award.

Updated 4.10.2023
Organization Name:

Project Name:

12. Recipient agrees to make available to OHA all records the applicant may have relating to the operation of the applicant’s grant related activity, business, or enterprise, to allow the office to monitor the applicant’s compliance with HRS Section 10-17.

13. Recipient shall not use the grant for purposes of entertainment or perquisites.

14. Recipient confirms that it has sufficient funds available for the effective operation of the activity for the purpose for which the grant is awarded.

15. Recipient represents that the Recipient presently has no interest and promises that the Recipient shall not acquire any interest, direct or indirect, that would conflict in any manner or degree with the performance of the services under this Agreement.

16. Recipient shall disclose any outside activities or interests, including ownership or participation in any activity that conflicts or may conflict with the best interests of OHA. Prompt disclosure is required if the activity or interested party is related, directly or indirectly, to any activity that the Recipient may be involved with on behalf of OHA.

17. Recipient understands that failure to comply (warning: two (2) e-mails and one (1) phone call) with any of the conditions or promises stated above may disqualify Recipient from future funding opportunities within the Kākoʻo Grant Program for a period of three (3) years. (Refer to Noncompliance Policy).

18. Recipient understands that a person authorized to sign on behalf of Recipient organization must sign this Agreement and should this form not be properly signed, OHA may unilaterally terminate the award.

19. Recipient’s disbursement plan for the one-year award is projected to be:

<table>
<thead>
<tr>
<th>Total</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>25%</td>
<td>Initial Disbursement</td>
</tr>
<tr>
<td>XX%</td>
<td>TBD</td>
</tr>
<tr>
<td>XX%</td>
<td>TBD</td>
</tr>
<tr>
<td>10%</td>
<td>Final Disbursement</td>
</tr>
</tbody>
</table>

Updated 4.10.2023

Attachment B – Grant Solicitation

Attachment I – OHA Kākoʻo Grant Agreement SAMPLE (Page 3 of 3)

Kākoʻo Grant Agreement

Organization Name:

Project Name:

Authorized Signatory Certification

Date

Print Name

Date

By signing this document, you certify that you have read and understood the terms of this Grant Agreement.

PROVIDER'S STANDARD OF CONDUCT DECLARATION

For the purposes of this declaration:

"Agency" means and includes the State, the legislature and its committees, all executive departments, boards, commissions, committees, bureaus, offices, and all independent commissions and other establishments of the state government but excluding the courts.

"Controlling interest" means an interest in a business or other undertaking which is sufficient in fact to control, whether the interest is greater or less than fifty per cent (50%).

"Employee" means any nominated, appointed, or elected officer or employee of the State, including members of boards, commissions, and committees, and employees under contract to the State or of the constitutional convention, but excluding legislators, delegates to the constitutional convention, justices, and judges. (Section 84-3, HRS).

Updated 4.10.2023