

House District 21

Senate District 9

THE TWENTY-SIXTH LEGISLATURE
HAWAII STATE LEGISLATURE
APPLICATION FOR GRANTS & SUBSIDIES
CHAPTER 42F, HAWAII REVISED STATUTES

Log No: 33-C

For Legislature's Use Only

Type of Grant or Subsidy Request:

GRANT REQUEST – OPERATING

GRANT REQUEST – CAPITAL

SUBSIDY REQUEST

"Grant" means an award of state funds by the legislature, by an appropriation to a specified recipient, to support the activities of the recipient and permit the community to benefit from those activities.

"Subsidy" means an award of state funds by the legislature, by an appropriation to a recipient specified in the appropriation, to reduce the costs incurred by the organization or individual in providing a service available to some or all members of the public.

"Recipient" means any organization or person receiving a grant or subsidy.

STATE DEPARTMENT OR AGENCY RELATED TO THIS REQUEST (LEAVE BLANK IF UNKNOWN):

STATE PROGRAM I.D. NO. (LEAVE BLANK IF UNKNOWN):

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:
Hawaii Forest Institute

Dbas: N/A

Street Address: 35-1095 Stevens Road, Laupahoehoe, HI 96764

Mailing Address: P.O. Box 66, O'okala, Hawaii 96774

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name HEATHER GALLO-SIMMONS

Title Executive Director

Phone # (808) 933-9411

Fax # (253) 550-3062

e-mail heather.hfia@hawaiiforest.org

3. TYPE OF BUSINESS ENTITY:

- NON PROFIT CORPORATION
- FOR PROFIT CORPORATION
- LIMITED LIABILITY COMPANY
- SOLE PROPRIETORSHIP/INDIVIDUAL

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

HONOLULU ZOO CHILDREN'S DISCOVERY FOREST

4. FEDERAL TAX ID #: 

5. STATE TAX ID #: 

7. AMOUNT OF STATE FUNDS REQUESTED:

FY 2012-2013: \$ 100,000

8. STATUS OF SERVICE DESCRIBED IN THIS REQUEST:

- NEW SERVICE (PRESENTLY DOES NOT EXIST)
- EXISTING SERVICE (PRESENTLY IN OPERATION)

SPECIFY THE AMOUNT BY SOURCES OF FUNDS AVAILABLE AT THE TIME OF THIS REQUEST:

STATE \$0
FEDERAL \$0
COUNTY \$0
PRIVATE/OTHER \$4,400

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:



AUTHORIZED SIGNATURE

HEATHER GALLO-SIMMONS, EXECUTIVE DIRECTOR
NAME & TITLE

1/24/2012
DATE SIGNED

Application for Grants and Subsidies

If any item is not applicable to the request, the applicant should enter "not applicable".

I. Background and Summary

This section shall clearly and concisely summarize and highlight the contents of the request in such a way as to provide the State Legislature with a broad understanding of the request. Include the following:

1. A brief description of the applicant's background;

In 2003, the Hawai'i Forest Institute's (HFI) founding member, the Hawai'i Forest Industry Association, now in its 23rd year, incorporated the Hawai'i Forest Institute as a 501(c) (3) nonprofit organization. The Institute's mandate is to improve and internationally promote the health and productivity of Hawai'i's forests by generating:

- Educational programs in forest management practices and forestry related enterprises;
- Information dissemination and other scientific and educational endeavors related to forestry; and
- Support for scientific research in forestry, reforestation, forest species, forest habitats and forest products.

Hawai'i Forest Institute leads innovative projects such as the Hawai'i Forest Journal, now in its sixth year, created to promote awareness of the many aspects of Hawai'i's forests, as well as the Pana'ewa Zoo Discovery Forest, a forest demonstration project that provides education, recreation, and volunteer opportunities for community residents and visitors.

2. The goals and objectives related to the request;

Hawai'i Forest Institute plans to establish a Children's Discovery Forest at the Honolulu Zoo, near the zoo entrance adjacent to the future site of a Native Hawaiian Village. This forest demonstration project will encompass a place that serves as an outdoor educational setting where visitors can learn about the importance of the sustainability of native and Polynesian-introduced plantings within a framework of Hawaiian cultural values. The vast cultural, natural, and historical attributes of Hawai'i's coastal flora and geology will be shared,

demonstrating the bond that must be formed between people and 'āina if both are to thrive.

The Discovery Forest will be a representation of natural systems, creating a scene of Hawai'i before the arrival of humans. The project will demonstrate culturally significant plant and tree species that once grew near traditional shoreline villages of O'ahu. This replication of these coastal ecosystems will provide habitat for Hawaiian plants, birds, and invertebrates. The exhibit will be designed to demonstrate culturally significant Hawaiian plant species, the significance of place, and the kuleana of mālama 'āina by integrating traditional Hawaiian forest ecosystems, forest stewardship opportunities, and innovative land-based education for residents and visitors.

3. State the public purpose and need to be served;

Wilderness is rarely so organized, and a demonstration garden is an effective way for visitors of all ages to reconnect with the Hawaiian forest and nature in general. Hawai'i's native forests are our nation's most endangered, and the lowland ecosystems have been the most severely impacted. By reintroducing elements of the forest, this project will return community rewards in the form of environment and cultural educational benefits, forest stewardship volunteer opportunities, and private and public partnerships.

Values of aloha, mālama 'āina, pono, and lōkahi are essential components of this project. The project involves taking care of the land, water, air, and each other in spiritual harmony and creating opportunities for learning about and perpetuating rare Hawaiian plants and native forest ecosystems.

Hawai'i is one of the most biologically diverse areas in the world, with many endemic species. Coastal dryland habitats are among the most threatened and endangered ecosystems in the world. In Hawai'i, over 95% of the State's dry habitats have been destroyed and over 25% of the federally listed endangered plant taxa in the Hawaiian flora are from dry forest ecosystems. Hawai'i's remaining dryland habitats have been severely impacted by deforestation, fire, development, and invasions by alien species.

Due to a growing problem of nature deficit disorder among our youth, there is a need to bring children to nature. Nature deficit disorder refers to the trend that children are spending less time outdoors, resulting in a wide range of behavioral problems. This project will address this problem by providing both youth and adult volunteer opportunities in project planning and implementation and through school and other community group visits and community service projects. The zoo has many volunteer and educational activities coordinated by the Honolulu Zoo Society, including education programs, zoo tours, outreach to schools, and

community service projects. There will be many opportunities to coordinate educational opportunities with existing efforts.

4. Describe the target population to be served; and

An estimated 750,000 visitors to the Zoo per year will benefit from this high-profile community project. In addition, children and teens from Hawai'i public, private, and charter schools will benefit from the hands-on educational programs that will be offered through the Discovery Forest.

The Children's Discovery Forest will provide community volunteer opportunities in all phases of the project. Letters of support have been received by the following groups: Conservation Council for Hawai'i, Paepae o He'eia, Mānoa Heritage Center, Scenic Hawai'i, Inc., Umemoto Cassandro Design Corporation, Kualoa-Heeia Ecumenical Youth Project, Hawai'i Forest Institute, Hawai'i Forest Industry Association, Oahu Resource Conservation & Development Council, and Polynesian Voyaging Society.

5. Describe the geographic coverage.

The Children's Discovery Forest will not only benefit residents of Hawai'i, it will be a global resource for visitors from different parts of the United States and other countries, to come and learn about the cultural and natural aspects of Hawai'i's native forests. A project website will document the project worldwide.

II. Service Summary and Outcomes

The Service Summary shall include a detailed discussion of the applicant's approach to the request. The applicant shall clearly and concisely specify the results, outcomes, and measures of effectiveness from this request.

1. Describe the scope of work, tasks and responsibilities;

Three award-winning landscape architects, Jason Umemoto, Leland Miyano, and Leonard Bisel created a Schematic Concept Plan and will be leading the landscape design planning process. Plans for the exhibit include three zones demonstrating native plants, strand vegetation, and Polynesian-introduced "canoe plants" species and cultivars. Community involvement will be a key component in this project.

Grant-in-aid funds will be used for the planning, design, and implementation of the Children's Discovery Forest, as well as for other related costs.

2. The applicant shall provide a projected annual timeline for accomplishing the results or outcomes of the service;

The landscape planning and approval process will be carried out in four phases, led by Umemoto Cassandro Design Corporation (representing Umemoto, Miyano, and Bisel):

Phase I: Develop a Schematic Landscape Design Plan (2 months)

Phase II: Develop Construction Drawings and Permit Documents (6 months)

Phase III: Landscape Bidding Coordination and Negotiation (2 months)

Phase IV: Field Observation and Design Intent Review (2 months)

3. The applicant shall describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and

The Executive Director will meet regularly with the architects and the Board to review the specific and measurable quality goals of the project, as well as to ensure that the Children's Discovery Forest is meeting both time and budgetary constraints.

With the dedication of the HFI, Zoo Director Manuel Mollinedo and his team, the collaboration of award-winning landscape designers and community partners, an innovative Design Plan will be created. The Groundbreaking Celebration will help to garner support for the project; raise awareness of the importance of protecting Hawai'i's natural resources; and draw project partners, volunteers, residents, and visitors. The Umemoto Cassandro design team will work with HFI and HFIA through the planning and construction process. Once the project is built, it will continue to evolve and provide a unique, high-profile community resource for many years to come.

4. The applicant shall list the measure(s) of effectiveness that will be reported to the State agency through which grant funds are appropriated (the expending agency). The measure(s) will provide a standard and objective way for the State to assess the program's achievement or accomplishment. Please note that if the level of appropriation differs from the amount included in this application that the measure(s) of effectiveness will need to be updated and transmitted to the expending agency.

Measures of effectiveness

1. Number of visitors benefiting from the project: 750,000 visitors per year.
2. Number of partners and volunteers involved: 15 partners and 75 volunteers.
3. Number of plants introduced: 1,200 trees, palms, shrubs and groundcovers.
4. Number of articles printed: 3 articles printed.
5. Number of postings on line calendars: Postings on 18 online calendars.
6. Advertizing Equivalency Value (AEV) of project promotions: \$10,000
7. Attendees to Groundbreaking Celebration: 50 attendees

The Executive Director will meet with the architects on a regular basis to evaluate the progress toward, and financial costs associated with the completion of the Children's Discovery Forest.

III. Financial

Budget

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.

The budget forms are attached.

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2012-2013.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
15,000	45,000	30,000	10,000	\$100,000

3. The applicant shall provide a listing of all other sources of funding that they are trying to obtain for fiscal year 2012-2013.

A proposal with the Hawaii Tourism Authority is pending. Other foundations and corporations will be approached for support during fiscal year 2012-2013 for the Children's Discovery Forest. In addition, Hawai'i Forest Institute anticipates receiving funds through special events, as well as through donations from individuals and friends of HFI.

4. The applicant shall provide a listing of all state and federal tax credits that have been granted within the prior three years. Additionally, the applicant shall provide a listing of all state and federal tax credits they have applied for or anticipate applying for pertaining to any capital project, if applicable.

Not Applicable

IV. Experience and Capability

A. Necessary Skills and Experience

The applicant shall demonstrate that it has the necessary skills, abilities, knowledge of, and experience relating to the request. State your experience and appropriateness for providing the service proposed in this application. The applicant shall also provide a listing of verifiable experience of related projects or contracts for the most recent three years that are pertinent to the request.

The staff, board and volunteers that comprise the Hawai'i Forest Institute represent many diverse backgrounds with one thing in common – all have an appreciation for the direct connection between sound environmental stewardship and responsible natural resource management. Members of the Board bring a vast wealth of expertise to the organization, including President Dr. Travis Idol, Professor at the University of Hawai'i's Department of Natural Resources and Environmental Management, Dr. J. B. Friday, Extension Forester at the University of Hawai'i College of Tropical Agriculture and Human Resources, and Aileen Yeh, Horticulturist at Aileen's Nursery and the Hawai'i Agriculture Research Center.

Dr. Travis Idol, Honolulu Zoo Discovery Forest Chair is an Associate Professor in Natural Resources and Environmental Management at University of Hawai'i-Mānoa. He holds a Bachelor of Science Degree in Biology from Wake Forest University and a Master of Science Degree and a Ph.D. in Forestry from Purdue University. Dr. Idol's awards include best paper in session award, 2004 Soil Science Society of America annual meeting; 2005 Betty Crocker Landscape Award Winner, Best Community Garden Award, Scenic Hawaii; and 2006 Government Landscape Award Winner, Hawaii Outdoor Circle. His projects include New Innovations in Native Forest Restoration and An Integrated Strategy to Restore Degraded Dry Forests in Hawaii. Dr. Idol will lead the efforts of the Discovery Forest Committee throughout the planning process and during the planning, promotion, and implementation of the Groundbreaking Celebration.

HFIA and HFI Executive Director and Project Manager, Heather Simmons has a Bachelor's Degree in Environmental Studies and an Associate's Degree in Graphic Technology. She has over 13 years of experience managing community programs; administering grants; and producing outreach and public relations materials. She will manage the project, administer project funds, write reports, assist with project promotions, and ensure all activities are implemented in compliance with all contracts and legal requirements.

Leland Miyano, Landscape Designer is an artist, landscape designer and author born and raised in Hawai'i. He received his Fine Arts degree from the University of Hawai'i-Mānoa. His books include A Pocket Guide to Hawai'i's Flowers, Hawai'i's Beautiful Trees and with Douglas Peebles, Hawaii: A Floral Paradise. Miyano designed his own 1-acre Kahalu'u garden, featured in Martha Stewart Living, as well as some of the gardens at The Contemporary Museum in Honolulu. He is a protégé of internationally known Brazilian landscape designer Roberto Burle Marx. Miyano received the 2008 Catherine E. B. Cox Award of Excellence in the Visual Arts from the Honolulu Academy of Arts resulting in his one-person exhibition, Historia: Naturalia et Artificialia. He received the Scenic Hawaii/Betty Crocker Landscape Award with Jason Umamoto in 2011 and the Garden Club of America Mrs. Oakleigh Thorne medal in 2002; only one other Hawai'i person has ever won this honor, the late Robert Allerton in 1959. Miyano

is part of the Umemoto Cassandro Design Team creating the Discovery Forest landscape plan and permit documents.

Jason Umemoto, Landscape Architect is Principal at Umemoto Cassandro Design Corporation in Kailua. He received a Certificate of Land Use and Environmental Planning at University of California, Irvine and a Bachelors of Science Degree in Landscape Architecture at California Polytechnic State University-San Luis Obispo. Umemoto is a member of the American Society of Landscape Architects (ASLA), Council of Landscape Architectural Registration Boards (CLARB), and Scenic Hawaii. His awards include ASLA Hawaii Chapter Honor Award, Willows Restaurant in 2000; ASLA Hawaii Chapter Honor Award, Friendship Garden in 2003; ASLA Hawaii Chapter Merit Award, Hualalai Canoe Club in 2009; ASLA Hawaii Chapter Honor Award, Aliomanu Residence in 2009; and ASLA Hawaii Chapter Award of Excellence, East-West Center Master Plan in 2009. Umemoto is part of the Umemoto Cassandro Design Team.

Leonard Bisel, Landscape Architect is Principal at Leonard Bisel Associates in Hilo. He received his Bachelor of Science Degree in Landscape Architecture at Cal-Poly San Luis Obispo. He is a member of the American Society of Landscape Architects, Landscape Industry Council of Hawaii, and Big Island Association of Nurserymen. Bisel is part of the Umemoto Cassandro Design Team.

For the past 9 years, the Hawai'i Forest Institute has been committed to keeping the public informed about many aspects of forestry in Hawai'i. All of HFI's projects are aimed at bringing well researched and current information about Hawai'i's forests to the public. HFI has also successfully completed Phase I of another native and agro discovery forest demonstration project at the Pana'ewa Rainforest Zoo and Gardens in Hilo, Hawai'i. Seventy-five volunteers played an integral role in implementing this project by assisting with site preparation, construction of a dry stream bed, outplanting seedlings, and the placement of landscape boulders and stone groundcovers.

HFI has been assisting HFIA manage the endangered 76-acre dryland forest at Ka'ūpūlehu in North Kona for the past six years. Cultural and environmental education and forest stewardship opportunities are being provided through the Ka'ūpūlehu outreach program. Over the past six years, 4,000 volunteers have contributed 15,000 hours participating in forest stewardship activities. Over 6,000 native seedlings have been outplanted and 18 acres have been restored. HFI has been providing support for restoration and environmental and cultural education at the 70-acre La'i'Ōpua Preserve since June 2010.

B. Facilities

The applicant shall provide a description of its facilities and demonstrate its adequacy in relation to the request. If facilities are not presently available, describe plans to secure facilities. Also describe how the facilities meet ADA requirements, as applicable.

The Children's Discovery Forest will be located near the Honolulu Zoo entrance, with the basic garden layout divided by the zones of strand vegetation, dryland and mesic forest species, and Polynesian-introduced species. There are two areas fronting birdcages that will be a mix of faster growing species to screen the birds for their privacy and comfort. The three zones will have their own mounds dividing the areas and to follow existing drainages. The pathways will be laid out to create nodal areas and to visually separate plantings and isolate species of particular interest. The path by the Polynesian-introduced zone is angular to emphasize the influence of man, while the other paths are curvilinear to reflect meandering lines more common in nature. Landscape boulders will provide some retention of the mounds and will represent natural outcrops. In this concept, there is a partial lo'i wall inset into a mound for a kalo demonstration garden. Each zone will have a tapestry of plants to cover the ground, reduce maintenance, grouped for common water and light demand, and create aesthetic interest. The Children's Discovery Forest will be ADA compliant.

V. Personnel: Project Organization and Staffing

A. Proposed Staffing, Staff Qualifications, Supervision and Training

The applicant shall describe the proposed staffing pattern and proposed service capacity appropriate for the viability of the request. The applicant shall provide the qualifications and experience of personnel for the request and shall describe its ability to supervise, train and provide administrative direction relative to the request.

Heather Simmons is the Executive Director of the Hawai'i Forest Industry Association and Hawai'i Forest Institute. She provides administrative and program support for both Board of Directors and is responsible for all operations including preparing annual reports, work plans, and budgets; administering projects and programs; writing grant proposals and administering funds; and recruiting, training, and supervising staff, contractors, and volunteers. She coordinates with government agencies, non-profit organizations, community groups, and local businesses to assess forestry needs and identify, plan, and implement projects. She develops public information pieces and coordinates media relations. Accomplishments include:

- Managed the restoration and outreach activities at a 76-acre forest preserve at Ka'ūpūlehu in Kona;
- Managed the restoration and outreach activities at a 70-acre endangered species preserve at La'i'ōpua in Kona;
- Managed the restoration of the 150-acre Kaloko Makai Dryland Forest Preserve in Kona;
- Managed the creation and maintenance of a forest demonstration project at the Pana'ewa Zoo in Hilo;
- Served as publisher of three Hawai'i Forest Institute's Hawai'i Forest Journals; and
- Administered the 2007 through 2010 annual Hawaii's Woodshow™.

B. Organization Chart

The applicant shall illustrate the position of each staff and line of responsibility/supervision. If the request is part of a large, multi-purpose organization, include an organizational chart that illustrates the placement of this request.

HFI is a statewide organization governed by a volunteer Board of Directors. HFI provides its services through contractors, therefore does not have any employees.



VI. Other

A. Litigation

The applicant shall disclose any pending litigation to which they are a party, including the disclosure of any outstanding judgment. If applicable, please explain.

Not Applicable

B. Licensure or Accreditation

Specify any special qualifications, including but not limited to licensure or accreditation that applicant possesses relevant to this request.

Not Applicable

BUDGET REQUEST BY SOURCE OF FUNDS
(Period: July 1, 2012 to June 30, 2013)

Applicant: Hawaii Forest Institute

BUDGET CATEGORIES	Total State Funds Requested (a)	(b)	(c)	(d)
A. PERSONNEL COST				
1. Salaries				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
TOTAL PERSONNEL COST				
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES				
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL	158,000			
TOTAL (A+B+C+D+E)	158,000			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	100,000	Heather-Gallo Simmons (808) 933-9411		
(b) Private Funding	21,400	Name (Please type or print) Phone		
In-Kind Donations	36,600	[REDACTED] 1/24/2012		
(d)		Signature of Authorized Official Date		
TOTAL BUDGET	158,000	Heather-Gallo Simmons, Executive Director Name and Title (Please type or print)		

**BUDGET JUSTIFICATION
PERSONNEL - SALARIES AND WAGES**

Applicant: Hawaii Forest Institute

Period: July 1, 2012 to June 30, 2013

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Not Applicable				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				\$ -
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Applicant: Hawaii Forest Institute

Period: July 1, 2012 to June 30, 2013

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Not Applicable			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
Not Applicable			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

**BUDGET JUSTIFICATION
CAPITAL PROJECT DETAILS**

Applicant: Hawaii Forest Institute

Period: July 1, 2012 to June 30, 2013

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED FY:2012-2013	OF FUNDS REQUESTED FY:2012-2013	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2010-2011	FY: 2011-2012			FY:2013-2014	FY:2014-2015
PLANS				10000		
LAND ACQUISITION						
DESIGN						
CONSTRUCTION			100000	48000		
EQUIPMENT						
TOTAL:			100,000	58,000		
JUSTIFICATION/COMMENTS: Grant-in-aid funds will be used for the planning, design, and implementation of the Children's Discovery Forest, as well as for other related costs. Once completed, the Children's Discovery Forest will serve as an outdoor educational setting where visitors can learn about the						

**DECLARATION STATEMENT
APPLICANTS FOR GRANTS AND SUBSIDIES
CHAPTER 42F, HAWAI'I REVISED STATUTES**

The undersigned authorized representative of the applicant acknowledges that said applicant meets and will comply with all of the following standards for the award of grants and subsidies pursuant to section 42F-103, Hawai'i Revised Statutes:

- (1) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant or subsidy is awarded;
- (2) Comply with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
- (3) Agree not to use state funds for entertainment or lobbying activities; and
- (4) Allow the state agency to which funds for the grant or subsidy were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and ensuring the proper expenditure of the grant or subsidy.

In addition, a grant or subsidy may be made to an organization only if the organization:

- (1) Is incorporated under the laws of the State; and
- (2) Has bylaws or policies that describe the manner in which the activities or services for which a grant or subsidy is awarded shall be conducted or provided.

Further, a grant or subsidy may be awarded to a non-profit organization only if the organization:

- (1) Has been determined and designated to be a non-profit organization by the Internal Revenue Service; and
- (2) Has a governing board whose members have no material conflict of interest and serve without compensation.

For a grant or subsidy used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant or subsidy was awarded and disposes of the land in fee simple or by lease, the organization shall negotiate with the expending agency for a lump sum or installment repayment to the State of the amount of the grant or subsidy used for the acquisition of the land.

Further, the undersigned authorized representative certifies that this statement is true and correct to the best of the applicant's knowledge.

Hawaii Forest Institute
(Typed Name of Individual or Organization)



1/24/2012
(Date)

(Signature)

Heather Simmons
(Typed Name)

Executive Director
(Title)