

House District _____
Senate District _____

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

Log No: _____

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:
KANUI KA PONO
Dbas:
KanuiKaponO Learning Center
Street Address:
4333 Kukuhihale Road, Anahola
Mailing Address:
P.O. Box 12
Anahola, HI 96703

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name Ipo Tono
Title Project Director, C.E.O.
Phone # (808) 822-9032
Fax # (808) 482-3055
e-mail ipotorio@kanuikaponO.org
ipotorio@yahoo.com

3. TYPE OF BUSINESS ENTITY:

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

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

LIKE AINA Native Planters
Entrepreneurial Center

4. FEDERAL TAX ID #: _____

5. STATE TAX ID #: _____

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2014: \$ 220,859

8. STATUS OF SERVICE DESCRIBED IN THIS REQUEST:

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

SPECIFY THE AMOUNT & SOURCES OF FUNDS AVAILABLE AT THE TIME OF THIS REQUEST

STATE \$ _____
FEDERAL \$ _____
COUNTY \$ _____
PRIVATE/OTHER \$ _____

Ipo Tono - Kauhane Chief Executive Dir. 1/28/13
NAME & TITLE DATE SIGNED

I. Background Summary

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

Kanu I Ka Pono Learning Center is a 501(c)(3) non-profit organization that has been serving the Kauai community since 2002. Our mission is to provide innovative cultural and educational programs to students of all ages island-wide as well as technical support to community-based groups. We have a staff of three members and numerous full-time and part-time volunteers.

The Kanu I Ka Pono Learning Center is located in the heart of Anahola, on a 10-acre campus uniquely designed to nurture and perpetuate native education and community renewal. We currently house and operate a 150-student Hawaiian-Focused Charter School, as well as a native and medicinal plant teaching garden, numerous after-school programs for youth, residential cultural programs, community meetings, and cultural community gatherings. Our permanent location was the outcome of strong fiscal planning as well as the culmination of strategic partnerships, including one with the Department of Hawaiian Homelands, who leases the property to Kanu I Ka Pono as a service to the Anahola community.

The greatest challenge for Kanu I Ka Pono has been in meeting the community's increasing demand for cultural and educational programs that are Hawaiian-based. We have provided a variety of these programs over the years to the school and community, but the needs of the community have now exceeded our existing capacity to deliver them in a comprehensive and sustainable manner. All of our programs are project- and place-based focused and are embedded with rigorous national standards. Their content and focus varies yet each program strand, delivered through the Hawaiian lens, aligns to: college and career readiness, emotional and social well-being, ohana strengthening, civic responsibilities, and leadership.

2. The goals and objectives related to the request:

Kanu I Ka Pono Learning Center aims to strengthen and formalize its existing nature-based programs into the **'Ike Aina Native Planters Entrepreneurial Training Center** that will serve the youth and adjudicated youth and adults of the Anahola community. The Center will provide programs, internships, mentorship, career training and local campus production work in the permaculture and agriculture sectors. The intent of the Center is to create sustainable career pathways for our Hawaiian youth and adults who will be trained to yield local, fresh produce for the Anahola community and the Anahola charter school. A sustainable future is therefore necessary for Kanuikapono Learning Center as well as for participants that complete our programs. With the help of financial support to anchor this sustainability, Kanu I Ka Pono will be able to provide these multiple services long after the grant funds are expended. The funds would be used directly for the Center's programs and targeted as follows:

A. Entrepreneurial Program Training

We will train our youth and young adult participants for business careers in the permaculture and agricultural sectors. We have designed both a curriculum as well as several real-based projects that focus on the agricultural and business aspects of becoming an entrepreneur. The curriculum includes:

- **Native Planting – Propagation & Harvest**
 - Composting and Soil Remediation
 - Propagation Methods and Caring Of
 - Cultural/Native Plants,
 - Nutritious Food Plants, and
 - Medicinal Plants
 - Aquaponics and Gardening
 - Culinary Arts
- **Landscape Design**
 - Backyard Design
 - Auto CAD
 - Engineering and Irrigation
- **Business and Marketing**
 - Business Planning
 - Marketing Strategies
 - Value-Added Production
 - Proposal Development
 - Contract Negotiation
- **Community Service and Mentorship Projects**
 - Anahola Highway Beautification (new)
 - Arbor Day 100 Native Plants Give-Away (new)
 - Anahola Food and Native Hardwood Forest (new)
 - Charter School Campus Beautification
 - Summer Intensive Internships

B. Pre-Planning, Planning, and Implementation

- Develop Program Infrastructure
- Finalize Curriculum and Project Application
- Develop and Train Resource Pool: Teachers, Student Leaders, Interns, Volunteers
- Develop Plant Stock and Sales Agreements
- Develop and Formalize Strategic Partnerships
- Create a Community-Shared Agriculture (CSA) Organization

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Note: An additional request for capital funds that address the need to make physical improvements to the campus (completion of a Hale Imu, Production-Dry Room, etc.) to implement the Center's programs will be submitted separately.

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

The purpose of our **Native Planters Entrepreneurial Center** is to:

- Support the public benefit need of sustainable career pathways for youth and adults;
- Support the effective rehabilitation of adjudicated youth and adults through career readiness and mentorship-community service programs;
- Increase public awareness, appreciation, and practice of Hawaiian traditional customs with regard to cultural landscape design, native plant propagation, and traditional medicinal and cultural plant usage;
- Promote healthy eating habits by providing local, fresh, and affordable vegetables each week to residents of the Anahola community and the charter school;
- Address the Anahola Charter School's need for a lunch program that targets students at-multiple-risk by providing a nutritious salad bar twice a week from the food grown in the native plant garden (over 65% of students are Title I-eligible)
- Improve the public image and increase community pride by launching the Anahola Highway Beautification Project, and other community service projects

4. Describe the target population to be served:

- Anahola Charter School Students
- Adjudicated Youth (island-wide)
- Adjudicated Adults (island-wide)
- Kauai Youth (Ages 18-20)
- Anahola Hawaiian Homestead Homeowners
- Anahola Residents

5. Describe the geographic coverage.

Targeted geographic coverage is the Kawaihau District (Wailua - Hanalei), however students and families' island-wide are eligible.

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

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The participants of the **'Ike Aina Native Planters Entrepreneurial Center** will write a business plan for their entrepreneurial venture along with a comprehensive marketing plan and operating budget. They will also develop practical skill-sets in plant propagation and maintenance, landscape architecture, soil remediation, and business management; monitor and analyze all aspects of planning, production and post-production, and co-create a CSA (community shared agriculture organization) for Anahola.

Please see the following page for a chart of the Scope of Work outlining all tasks, responsibilities, and timing:

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SCOPE OF WORK	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Recruit, Hire, Train Staff	X											
Permitting and Bidding		X										
Hire Contractors		X										
Recruit Participants			X	X								
Develop Curriculum		X	X									
Develop Business Plan						X	X					
SCOPE OF WORK	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Write Marketing Plan								X	X			
Create Biz Budget										X	X	
Study Plants				X	X	X	X	X	X	X	X	X
Plant Starts				X	X	X	X	X	X	X	X	X
Transplant/repot							X	X	X	X	X	X
Irrigate / Feed							X	X	X		X	X
Harvest								X	X	X	X	X
Package/Transport Natives								X	X	X	X	X
Sell Plants								X	X	X	X	X
Analyze Production						X		X			X	X
Study Medicinal Plants					X	X	X					X
Plant Medicinal Starts					X	X	X	X	X	X	X	X
Transfer Medicinal Starts								X	X	X	X	X
Maintenance				X	X	X	X	X	X	X	X	X
Harvest Medicinal Plants										X	X	X
Package/Transport										X	X	X
Sell Medicinal Plants								X	X	X	X	X
Analyze Medicinal Prod							X	X	X	X	X	X
Study Nutritious Plants				X	X	X	X					X
Plant Nutritious Starts				X	X	X	X	X	X	X	X	X
Transfer Nutritious Starts						X	X	X	X	X	X	X
Maintenance			X	X	X	X	X	X	X	X	X	X
Harvest Nutritious Plants							X	X	X	X	X	X
Package/Transport Nutritious Plants									X	X	X	X
Sell Nutritious Plants								X	X	X	X	X
Analyze Nutritious Production									X	X	X	X
Campus Beautification				X	X			X			X	X
Highway Beautification										X	X	X
Native Plant Give Away										X		X
SCOPE OF WORK	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Community Shared Agriculture (CSA)								X	X	X	X	X
Value-Added Production								X	X	X	X	X
Landscape Architecture						X	X					
Student Enterprise								X	X	X	X	X
Summer Internship	X	X	X									
Lunch Program						X	X	X	X	X	X	X

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

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in this application that the measure(s) of effectiveness would need to be updated and transmitted to the expending agency

QUALITY ASSURANCE AND EVALUATION

Area of Focus	Expected Outcomes	Monitoring	Evaluation	Continuous Improvement
Internships	A minimum of 12 young adults between the ages of 18-22 will complete the internship program	Ongoing reflection and satisfaction survey	Pre-post test	Feedback and available resources will determine support provided
Adjudicated Youth	A minimum of 12 Adjudicated youth complete at least one of the program strands	Ongoing reflection and satisfaction survey	Pre-post test	Feedback and available resources will determine support provided
Adjudicated Adults	A minimum of 12 Adjudicated adults complete at least one of the program strands	Ongoing reflection and satisfaction survey	Pre-post test	Feedback and available resources will determine support provided
Culinary Arts	A minimum of 20 students and 8 adults will participate in four workshops	Satisfaction and progress monitoring	Rubric, peer review	Participant feedback for future implementation
Native Plants and Aquaponic Workshops and Activities	A minimum of 60 students in grades 4-12 will participate in each module	At least 60% of participants complete the module	At least 50% of participants demonstrate proficiency	Participant feedback and resources available will determine adjustments for improvement
Business and Marketing Plan Development	60% of participants develop a business plan	Satisfaction and progress monitoring	Rubric, peer review	Review process will determine necessary improvements to the plan
Native Plant Stock and Production Plan	A minimum yield of 25,000 native plant starters	Monthly production analysis	The quality and quantity of plant stock will be evaluated against prod. Plan	Data driven decision-making will be used in prod. Planning and evaluation
Service Learning	Community beautification and campus beautification projects include more than 30 volunteers. A minimum of 100 native plants will be given away to the community to celebrate Arbor Day	Completed service learning projects will be showcased on the Kanuikapono website highlighting pictures and interviews	The project will be evaluated against how many volunteers participate and the amount of work completed at the end of each service-learning project. Participants will be surveyed on their satisfaction and	Results of the satisfaction survey will be used to improve the design and implementation of future service learning projects.

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			skills/knowledge gained	
Aquaponic System And CSA	By the 5 th month the Project will be able to provide a fresh salad bar for the school twice a week. by the seventh month production will provide a minimum of 75 lbs./week of mixed greens for sale	Weekly quality monitoring and maintenance	Customers and participants will complete a satisfaction survey	Results from the satisfaction survey will be used to improve the production and distribution of goods
Staff Performance	Goals and Objectives of the project are met	Project Management	Performance will be evaluated by a supervisor, peer, self, and participant survey	Performance meetings will be held quarterly
Curriculum Development	4 completed units that include assessment rubrics for each activity and artifact	Ongoing instructor and participant reflections	Knowledge and skills-based assessment conducted at the completion of each unit	After the completion of each unit participants and instructors will provide feedback and recommendations for future implementation

III. Financial Budget

- 1 The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request. (See Budget Form attachment)
- 2 The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2013-2014.

Quarter 1	Quarter 2	Quarter 3	Quarter 4
\$125,000	\$50,000	\$25,000	\$20,859

- 3 The applicant shall provide a listing of all other sources of funding that they are trying to obtain for fiscal year 2013-2014:

FUNDING MATRIX

Financial Development Loan Fund (FDLF)	CS Educational Support	Program
\$500,000	\$90,000	\$40,000

- 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. **NA**

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BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

(Period July 1st. 2013 to June 30 2014)

John Deere 3320 Compact Tractor (lease to own)	1			\$20,000
TOTAL				\$ 20,000

Justification/Comments: Tractor needed for grading, planting projects, irrigation, and maintenance.

DESCRIPTION OF MOTOR VEHICLE	# OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
15 Passenger Van (lease to own)	1			\$20,000
TOTAL				\$20,000

Justification/Comments: Van is needed to transport participants and merchandise to sales booths and other areas outreach agricultural sites.

BUDGET REQUEST BY SOURCE OF FUNDS

(Period July 1st. 2012 and June 30th. 2013)

BUDGET CATEGORIES	Total State Funds Requested (a)	Kamehameha School (b)	Office of Hawaiian Affairs (c)	Loan Alaska Growth (d)
A. PERSONNEL COST				
1. Salaries	11,430	49,515	\$20,000	54,600
2. Payroll Taxes & Assessments	8,914	5,520	1,600	6,240
3. Fringe Benefits	24,514	13,965	4,400	17,160
TOTAL PERSONNEL COST	44,859	69,000	26,000	78,000
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island		5,000	5,000	
2. Insurance		3,500		
3. Lease/Rental Equipment		2,500		
4. Lease/Rental Space				
5. Staff Training		10,000		
6. Supplies	3,500			
7. Telecommunications				
8. Utilities				
9. Contractors	10,000		5,500	
10. Stipends for Interns	15,000			
11. Program Supplies	7,500		3,500	
12. Design Team				20,000
TOTAL OTHER EXPENSES	\$ 36,000	\$ 21,000		\$ 20,000
C. EQUIPMENT PURCHASES	\$ 20,000			
D. MOTOR VEHICLE PURCHASES	\$ 20,000			
TOTAL (A+B+C+D)	\$ 220,859	\$ 90,000	\$ 40,000	\$ 500,000

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SOURCES OF FUNDING				
(a) Total State Funds Requested	220,859			
(b) Kamehameha Schools	90,000			
(c) Office of Hawaiian Affairs	40,000			
(d) Loan	500,000			
TOTAL BUDGET	\$ 850,859	Budget Prepared By: Nestor Figueroa Grant Specialist (808) 645-6038 on Jan 17, 2013. Name <u>Nestor Figueroa</u> Phone <u>(808) 645-6038</u> Signature of Authorized Official: _____ Date <u>Jan 29, 2013</u> Name and Title (Please type or print) <u>Nestor Figueroa Grant Specialist</u>		

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.

Kanu I Ka Pono Learning Center is a grass-roots tax-exempt non-profit that has been providing programs and services for over a decade. The organization has sustained a community-based learning center campus that serves over 150 charter school students, 20 charter school staff, families, community organizations, state agencies, and numerous programs throughout the islands.

The Learning Center is a strategic partner in several initiatives aimed at improving the educational, social, and economic well being of the island-wide community. In 2000, the organization wrote a detailed implementation plan for a Public Charter School in the Anahola community, and continues to provide support to the school in areas of capacity development, and culturally innovative programming. Kanu I Ka Pono Learning Center has successfully led several program design and implementation initiatives over the last decade and many of those programs have been sustained beyond the initial funding terms. The Chief Executive Officer has extensive experience in the areas of grant administration, program development, leading collaboratively, business, marketing, and curriculum development. Kanu I Ka Pono conducts an annual financial and program audit.

RELEVANT EXPERIENCE/CAPABILITY	
2000-2002	Summer Program Internship Partnership with KCC
2000-2002	Summer Program Internship Collaboration with Nā Pua No'eau, Kauai
2000 - Present	Provide programs and internships for the community
2001	Developed a Detailed Implementation Plan for a Hawaiian Focused Charter School in Anahola
2002 - Present	Collaborative Program Development for grades K-12 and teacher training with Waipa Foundation
2002 - Present	Provide career readiness programs and mentorships to charter school students
2006	Negotiated a long-term lease with DHHL to develop a community learning center
2007	Secured and administered \$450k in funding to develop phase 1 of the Learning Center Campus
2008	Secured and administered funding for Media Computer Lab and Center

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2010	Successful Completion of the Learning Center Campus - 30 year lease
2010 - Present	Designed and successfully piloted a College Career Readiness Mentoring Program for Architecture and Agriculture
2011-2013	Secured and administered \$300k in funding to develop phase 2 of the Learning Center Campus

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.

This project has exclusive land access and rights to use a greenhouse, grow-house, seven acres of suitable farmland, and office and meeting space equipped with equipment and technologies necessary for effective administrative operations.

Approximately one-third of this grant request is targeted to improve the existing facilities and infrastructure to provide sustainable longevity for the program. A Hale Imu, or traditional cooking house and storage shed is essential to post-production aspects of this project and will be built as part of this grant. At least 30% of materials used will be recycled materials. Once completed, the Hale Imu will be available for communal use.

Kamehameha Schools has donated a large and fairly new portable classroom worth more than \$250K to be renovated and retrofitted for a Production Dry Room and Lab. The Charter School will utilize this facility as an indoor laboratory/classroom for the nature-based programs during normal school hours for project-based instruction, and it will be made available to the community during non-instructional hours for production work. This building, like all buildings on the learning center campus, will conform to all county building codes, Department of Health, and ADA requirements.

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.

Project Director (CEO) - .20 FTE \$12,000

The Chief Executive Director, Ipo Torio-Ka'uhane will serve as the Project Director. Mrs. Ka'uhane holds a Masters Degree in Business Administration and Educational Leadership. She has over 10 years experience in grant administration, curriculum development/training, and community planning and development. The Project Director hires, trains, and supervises, mentors, and guides the entire project team. The Project Director monitors the progress of the project and ensures that all grant requirements are

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met. Finally the Project Director evaluates the overall effectiveness of the project and evaluates the performance of the Project Instructor and Project Coordinator.

Project Instructor - 1 FTE \$48,000

Must have a Bachelors degree related to permaculture or environmental science, and a minimum of three years teaching experience. The Project Instructor must have extensive knowledge, experience and skills in Native Plants propagation and cultural usage. Experience in working with adults, secondary students, and adjudicated youth in a project-based setting is desired. Additionally the Project Instructor must have an extensive background in curriculum development, coordinating teacher collaboration, teacher training, and teacher evaluation. The Project instructor will lead a collaborative curriculum development project, provide training for charter school science teachers, and direct vocational instruction to program participants.

Project Coordinator - .75 FTE \$33,750

Holds a Bachelors degree in one of the following: Rural Development, Agriculture Science, Permaculture Design and has at least 3 years of field, coordination, and management experience. The Project Coordinator hires, trains, supervises, and evaluates the performance of all personnel and contract consultants. The Project Coordinator is primarily responsible for all grants reporting requirements and managing the project budget. Additionally, the Project Coordinator must have the capacity to provide leadership to the project staff/volunteers, develop and implement a successful marketing strategy, coordinate workshops and activities, and monitor the progress, satisfaction, and effectiveness of the program.

Project Assistant - .5 FTE \$17,680

Must have at least 2 years of experience working in a permaculture or agriculture related field. The Instructor Assistant oversees the ongoing propagation, maintenance, and landscaping responsibilities as well as the care and maintenance of the facility. Additionally, the Instructional Assistant will assist with direct vocational training under the direction and supervision of the Project Instructor.

Payroll Taxes - (8% of salaries) \$8,914.40

Fringe Benefits - (22% of salaries) \$24,514.60

Medical Insurance, Vacation and Sick Leave, and Retirement Benefits will be provided for all project personnel.

Contract Consultants (Specialized Instructors) \$10,000

Experts and professionals are needed to assist with curriculum development and direct vocational instruction. Instructors will consult on the development of curriculum and assessment as well as provide direct instruction to participants and teachers.

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Stipends for Interns - \$15,000

Eight interns will be selected for a five-week intensive internship that will prepare interns for college and careers in related agriculture fields. The internship program will increase the sustainability of the program for the following year.

**BUDGET JUSTIFICATION
PERSONNEL - SALARIES AND WAGES**

Period July 1st 2012 to June 30th 2013

Position Title	Full Time Equivalent	Annual Salary	% Of Total Budget to Operations	Estimated Total Cost (\$)
Project Director (CEO)	1	60,000	20%	\$ 12,000.00
Project Instructor	1	48,000	75%	\$ 48,000.00
Project Coordinator	1	45,000	75%	\$ 33,750
Project Assistant	1	35,360	50%	\$ 17,680
			Subtotal	\$111,430
			Payroll	\$ 8,914
			Fringe (22%)	\$24,514
			TOTAL	\$ 144,859

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.

'Ike Aina Entrepreneurial Center Organizational Chart

**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS AND SUBSIDIES PURSUANT TO
CHAPTER 42F, HAWAII REVISIED STATUTES**

The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants and subsidies pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) 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;
 - b) Complies 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;
 - c) Agrees not to use state funds for entertainment or lobbying activities; and
 - d) Allows 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.
- 2) The applicant meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is incorporated under the laws of the State; and
 - b) 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.
- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
 - b) Has a governing board whose members have no material conflict of interest and serve without compensation.

Pursuant to Section 42F-103, Hawaii Revised Statutes, for grants or subsidies 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.

Kanu I ka Pono



1/28/13
(Date)

Ipo Torio-Ka'uhane Chief Executive Director
(Typed Name) (Title)

1/28/13