

House District 21
Senate District 10

**THE TWENTY-SEVENTH LEGISLATURE
APPLICATION FOR GRANTS AND 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): LABOR, OFFICE OF COMMUNITY SERVICES

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 SIMMONS

Title Executive Director

Phone # (808) 933-9411

Fax # (253) 550-3062

e-mail heather.hfia@hawaiiiforest.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:

CONSTRUCTION OF THE PHASE III: DRYLAND MESIC ZONE OF THE HONOLULU ZOO CHILDREN'S DISCOVERY FOREST

4. FEDERAL TAX ID #: _____

5. STATE TAX ID #: _____

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2015: \$80,000

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 \$ 32,250

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

AUTHORIZED SIGNATURE

HEATHER SIMMONS, EXECUTIVE DIRECTOR
NAME & TITLE

1/28/14
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;

The Hawai'i Forest Institute (HFI) is a nonprofit organization incorporated in 2003 by a diverse group of volunteers who work together to promote awareness of the intrinsic value of Hawai'i's forests to the local and international community. Since its establishment 10 years ago, HFI has worked to fulfill its mission of promoting the health and productivity of Hawai'i's forests through forest restoration, educational programs, information dissemination, and support for scientific research. HFI's programs promote the environmental, cultural, and economic aspects of Hawai'i's forest resources.

Hawai'i Forest Institute leads innovative projects such as the Hawai'i Forest Journal, now in its sixth year, created to promote environmental stewardship and an awareness of the many aspects of Hawai'i's forests, as well as the Pana'ewa Zoo Discovery Forest, a forest demonstration project in East Hawai'i that provides education, recreation, and volunteer opportunities for community residents and visitors. Other programs include restoration, environmental and cultural education at Ka'ūpūlehu and La'i'Ōpua Dryland Forests, the Native Hawaiian Seed Bank Cooperative, and a youth education plan for Kapāpala Forest, Ka'ū.

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 children of all ages can learn about the importance of the sustainability of native and Polynesian-introduced plantings within a framework of Hawaiian cultural values.

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.

This project will provide children and teens from Hawai'i's private, charter, and public schools with hands-on service learning opportunities through outplanting of the seedlings and ongoing site maintenance. Once completed, HFI will collaborate with its early childhood advisory committee, other local educators from schools such as Waikiki Elementary School, and community organizations such as "The Green House" to develop age appropriate environmental curriculum and activities which coincide with the Children's Discovery Forest.

3. The public purpose and need to be served;

Wilderness is so rarely 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. 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. Many children in Hawai'i have never spent time in a native forest, while even fewer have had a hands-on "learn-while-doing" forest stewardship experience. 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 Children's Discovery Forest will be tailor-made to enhance the ages and educational/developmental needs of the student visiting groups. Children and teens will be able to experience nature in a safe setting, while hearing cultural stories of native and Polynesian introduced plants and learning the importance of being responsible stewards of the land. As children become more fully connected to their natural environment in educational and recreational settings, they become healthier, wiser, and more content, significant long-term benefits to their future well-being.

4. Describe the target population to be served; and

HFI estimates that the 750,000 visitors to the Honolulu Zoo each year will benefit from this high-profile community project that will be located near the zoo entrance. In addition, children and teens from Hawai'i private, charter, and public schools, particularly students from Title I schools, will benefit from the hands-on educational programs that will be offered through the Children's Discovery Forest.

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. 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. A project website will document the project worldwide. The Children's Discovery Forest will provide community volunteer opportunities in all phases of the project.

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. The applicant shall:

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

The Schematic Concept Plan, landscape design and planning phases were completed in 2013 by award-winning landscape architects PBR Hawaii & Associates, Inc. and landscape designer Leland Miyano. 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 to construct the Dryland Mesic Zone of the Honolulu Zoo Children's Discovery Forest. Funds will be used for site work, irrigation lines, seedlings, supplies and tools, and other related costs.

2. Provide a projected annual timeline for accomplishing the results or outcomes of the service;

Phase I, the landscape plans have been completed and all permits are in hand. Thanks to a group of Air Force volunteers and the Honolulu Zoo landscape maintenance crew, the groundbreaking planting site was cleared in preparation for the Groundbreaking Ceremony, which took place on April 20, 2013. A total of 75 volunteers from area

elementary, middle and high schools participated, along with UH Manoa graduate students, parents and invited guests. Thirty student volunteers assisted with planting native seedlings.

Through a \$56,250 grant from City Grant-in-Aid funds, HFI anticipates completing Phase II: Polynesian-introduced Zone of the Children's Discovery Forest in 2014.

An \$80,000 grant from State Grant-in-Aid funds will enable HFI to immediately begin construction on the Phase III: Dryland Mesic Zone by January 2015, which will take approximately 12 months to complete.

3. 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.

Leland Miyano and PBR HAWAII & Associates, Inc. will continue to work with HFI throughout the 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. 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.

First Quarter

- First press release announcing grant award distributed
- Site contouring and mounding completed
- Irrigation installation completed
- Newsletter article printed and webpages updated

Second Quarter

- Imported topsoil and sand installation completed
- Soil amendment installation completed
- Heavy equipment work completed
- Volunteer events promoted via multi-media avenues
- Newsletter article printed and webpages updated

Third Quarter

- Volunteer events promoted via multi-media avenues

- Two volunteer events/student service learning activities held with 40 volunteers engaged
- Weeds cleared and 250 seedlings outplanted
- Evaluate volunteer surveys

Fourth Quarter

- Volunteer events promoted via multi-media avenues
- Two volunteer events/service learning activities held with 40 volunteers engaged
- Weeds cleared and 250 seedlings outplanted
- Volunteer evaluation survey report completed
- Newsletter article printed and webpages updated
- Press release submitted announcing completion of Phase III

III. Financial

Budget

1. **The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.**
2. **The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2015.**

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$30,000	\$30,000	\$15,000	\$5,000	\$80,000

3. **The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2015.**

The total cost to establish the Phase III: Dryland Mesic Zone of the Children's Discovery Forest is estimated at \$202,150, of which a total of \$32,250 has been committed to date through private, philanthropic dollars/other. In addition, HFI has submitted requests totaling \$89,900 from 2014 City Grant-in-Aid Funds and the Division of Forestry and Wildlife (DOFAW). An \$80,000 grant from State Grant-in-Aid funds would complete funding, and enable HFI to immediately launch Phase III construction of the Dryland Mesic Zone, which is estimated to be completed by the end of 2015.

4. **The applicant shall provide a listing of all state and federal tax credits it has 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.**

This does not apply.

5. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2013.

Unrestricted current assets as of December 31, 2013: \$7,700

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.

HFI's many activities successfully incorporate sustainable management practices of environmental, cultural and historical resources. Some of these projects include:

Pana'ewa Zoo Discovery Forest

The Hawai'i Forest Institute (HFI) and the Hawai'i Forest Industry Association (HFIA), along with community partners completed the first phase of the Pana'ewa Zoo Discovery Forest project in December 2011 and completed Phase II in 2013. Phase I engaged over 180 community volunteers in creating native and agro-forest demonstration gardens at the Pana'ewa Rainforest Zoo & Gardens in Hilo, Hawai'i. Phase II included interpretive signage, plant ID signs, and additional native and Polynesian-introduced plant species. Funds to initiate Phase III, additional clearing and plantings, was recently secured. The project is providing education, recreation, and volunteer opportunities for community residents, visitors, and children of all ages.

Dryland Forest Restoration

HFI has been actively involved in restoration efforts at Ka'upulehu Dryland Forest. The outreach and education program *Ho'ola Ka Makana'a* (Healing the Place Budding Out of the Lava) involves restoring an endangered 76-acre dryland forest and sharing its historical, cultural, restoration, and scientific aspects with Hawai'i's youth. Youth receive hands-on, land-based, environmental and cultural learning experiences to effect positive change in the areas of responsibility, stewardship, and interdependency of all living things. In 2009, interpretive signage was added to the Kalaemanō Interpretive Center, a gateway to exploring the historic and environmental connections of the mauka (mountain) and makai (shoreline) environments of the Ka'upulehu area. In 2011, HFI expanded its outreach efforts to La'i'Ōpua Preserve in a collaborative project, *Ka Pilina Poina 'Ole* "Connection Not Forgotten". Over 500 youth per year participate in the forest stewardship program.

Kapāpala Canoe Forest

In partnership with the Department of Land and Natural Resource (DLNR), Division of Forestry and Wildlife (DOFAW), Imi Pono, HFIA, and the Three Mountain Alliance, HFI developed a plan for bringing youth to the Kapāpala Canoe Forest for cultural and environmental education. The Education Plan will be part of the Kapāpala Forest Management Area Plan and identifies objectives to involve youth through cooperative programs with the Department of Education, University of Hawai'i, and other school and educational institutions. The Plan includes a background of the cultural, geological, and biological characteristics of the Kapāpala Forest Management Area; a vision for future youth educational opportunities through input from stakeholders; a summary of resources and needs; and a list of projects directed towards the realization of the vision.

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. The applicant shall also describe how the facilities meet ADA requirements, as applicable.

The Children's Discovery Forest will be located at the Honolulu Zoo, with a creative layout design divided by the zones of Polynesian-introduced species and cultivars, dryland and mesic forest species, and strand vegetation. 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. There will be 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.

HFI/HFIA Executive Director, Heather Simmons has a Bachelor's Degree in Environmental Studies, an Associate Degree in Graphic Technology and over 20 years' experience managing community programs, administering grants, and producing outreach and public relations materials. As project administrator, she will process invoices, write reports, develop public relations materials, and ensure all activities are implemented in compliance with contracts and legal requirements.

Heather has successfully provided oversight toward the management, restoration and outreach activities at Ka'ūpūlehu Dryland Forest and La'i'Ōpua Dryland Preserve, and supervises the management of the restoration at Kaloko Makai Dryland Forest Preserve. In addition, Heather has managed the creation and maintenance of a forest demonstration project at the Pana'ewa Zoo in Hilo.

HFI has established a strong reputation for adhering to its mission through its close affiliation with HFIA, its well-respected board, and for its delivery of educational outreach programs. Under the leadership of Heather, HFI has established itself as a reputable organization that delivers effective educational programs promoting the health, productivity and cultural aspects of Hawai'i's forests. HFI has developed partnerships with other environmental, conservation and forest-related industry organizations to achieve credibility and integrity in the community.

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.

The organizational chart is attached.

C. Compensation

The applicant shall provide the annual salaries paid by the applicant to the three highest paid officers, directors, or employees of the organization by position.

HFI does not have any employees and its Directors are volunteers. HFI contracts with HFIA to provide project administration (provided by HFIA Executive Director/employee at an annual salary of \$68,000) and an independent contractor (billed hourly at \$23 per hour up to \$920 per month) to provide project and volunteer coordination.

VI. Other

A. Litigation

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

This does not apply.

B. Licensure or Accreditation

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

This does not apply.

BUDGET REQUEST BY SOURCE OF FUNDS
(Period: July 1, 2014 to June 30, 2015)

Applicant: Hawai'i Forest Institute (HFI)

BUDGET CATEGORIES	Total State Funds Requested (a)	Other Government Funding (b)	Private/Other (c)	
A. PERSONNEL COST				
1. Salaries	\$0	\$0	\$0	
2. Payroll Taxes & Assessments	\$0	\$0	\$0	
3. Fringe Benefits	\$0	\$0	\$0	
TOTAL PERSONNEL COST	\$0	\$0	\$0	
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	\$0	\$0	\$0	
2. Insurance	\$0	\$0	\$0	
3. Lease/Rental of Equipment	\$0	\$0	\$0	
4. Lease/Rental of Space	\$0	\$0	\$0	
5. Staff Training	\$0	\$0	\$0	
6. Supplies	\$0	\$0	\$0	
7. Telecommunication	\$0	\$0	\$0	
8. Utilities	\$0	\$0	\$0	
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	\$0	\$0	\$0	
C. EQUIPMENT PURCHASES	\$0	\$0	\$0	
D. MOTOR VEHICLE PURCHASES	\$0	\$0	\$0	
E. CAPITAL	\$80,000	\$89,900	\$32,250	
TOTAL (A+B+C+D+E)	\$80,000	\$89,900	\$32,250	
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	\$80,000	Heather Simmons (808) 933-9411		
(b) Other Government Funding	\$89,900	Name (Please type or print) Phone		
(c) Private/Other	\$32,250	Signature of Authorized Official Date		
TOTAL BUDGET	\$202,150	Heather Simmons, Executive Director Name and Title (Please type or print)		

BUDGET JUSTIFICATION PERSONNEL - SALARIES AND WAGES

Applicant: Hawai'i Forest Institute (HFI)

Period: July 1, 2014 to June 30, 2015

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: Hawai'i Forest Institute (HFI)

Period: July 1, 2014 to June 30, 2015

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
NOTA PPLICABLE			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION CAPITAL PROJECT DETAILS

Applicant: Hawai'i Forest Institute (HFI)

Period: July 1, 2014 to June 30, 2015

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2012-2013	FY: 2013-2014	FY:2014-2015	FY:2014-2015	FY:2015-2016	FY:2016-2017
PLANS	\$0	\$0	\$0	\$0	\$0	\$0
LAND ACQUISITION	\$0	\$0	\$0	\$0	\$0	\$0
DESIGN	\$0	\$0	\$0	\$0	\$0	\$0
CONSTRUCTION	\$0	\$32,250	\$80,000	\$89,900	\$0	\$0
EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL:	\$0	\$32,250	\$80,000	\$89,900	\$0	\$0

JUSTIFICATION/COMMENTS: Grant-in-aid funds will be used to construct the Phase III: Dryland Mesic Zone of the Honolulu Zoo Children's Discovery Forest. Funds will be used for site work, irrigation lines, seedlings, supplies and tools, and other related costs.

**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.

Hawai'i Forest Institute (HFI)

(Typed Name of Individual or Organization)

(Signature)

1/28/2014

(Date)

Heather Simmons

(Typed Name)

Executive Director

(Title)

Hawai'i Forest Institute
Organization-wide and Honolulu Zoo Children's Discovery Forest Organization Chart

Volunteer Board of Directors
Dr. Travis Idol, President
Dr. J.B. Friday, Vice President
William Yuen, Treasurer
Peter D. Simmons, Secretary
Don Bryan, Director
Dr. Robert Osgood, Director
Mike Robinson, Director
Nick Koch, Director
Peter T. Young, Director

Hawai'i Forest Industry Association
Full-time Executive Director
Heather Simmons

Contractors
Nicole Evans, Project Coordinator
Sherry Robinson, Development
Current Events, Public Relations
PBR Hawaii, Landscape Architects
Turf and Shrub Care Hawaii, Landscaping

Discovery Forest Committee
Dr. Travis Idol: UH Dept. of Agronomy & Soil Science
William Yuen: Attorney at Law
Dr. Robert Osgood: HFIA Director, Consultant
Peter D. Simmons: HFI Director, Retired Land Manager
Dr. J.B. Friday: UH Extension Forester
Leland Miyano: Landscape Designer
Ray Higa: PBR Hawaii Landscape Architect
Ronald Kodama: City & County of Honolulu Horticulturist
Heather Simmons: HFI and Executive Director

Early Childhood Advisory Committee
Sherry Robinson, Volunteer
Leland Miyano, Landscape Designer
Nicole Evans, Project Coordinator
Dr. Travis Idol, HFI President
Melissa Kim Mosher, Waikiki Elementary School
Karla Meek, The Green House Hawaii
Heather Simmons, HFI Executive Director