

House District 45 _____

Senate District 23 _____

**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):

AGRICULTURE

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

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:
Oahu Resource Conservation & Development Council

Dbn:

Street Address: 92-1770 Kunia Road, Kunia, HI 96759

Mailing Address: P.O. Box 209, Kunia, HI 96759

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name DUANE K. OKAMOTO

Title Executive Director _____

Phone # (808) 622-9026

Fax # _____

e-mail duane.okamoto@oahurcd.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:

SUPPORTING OAHU AGRICULTURE AND PROTECTING THE ENVIRONMENT THROUGH COST EFFECTIVE CONSERVATION PRACTICES

4. FEDERAL TAX ID #: _____

5. STATE TAX ID #: _____

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2015: \$ 208,759

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 \$ _____

FEDERAL \$ _____

COUNTY \$ _____

PRIVATE/OTHER \$ _____

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

AUTHORIZED SIGNATURE

DUANE K. OKAMOTO, EXECUTIVE DIRECTOR _____

NAME & TITLE

1/30/14

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 Oahu Resource Conservation & Development Council (ORCD) is a 501(c)(3) founded in 1997. Our Mission is: To improve the quality of life of the people of Oahu by encouraging and assisting local leadership to develop and carry out activities that conserve and sustain our natural, human, cultural, and economic resources.

We work closely with the USDA/Natural Resources Conservation Service (NRCS), the Soil and Water Conservation Districts (SWCD) and the agriculture industry on Oahu. We focus on improving the viability of the industry through the management and conservation of our natural resources and the collaborative development of the agricultural sectors on Oahu.

2. The goals and objectives related to the request;

Goal 1: Develop an awareness within the agricultural community of the benefits of conservation planning;

Objective 1: Conduct two conservation workshops (field days).

Objective 2: Enhance the agriculture industry and public awareness of conservation practices by enhancement of the ORCD website.

Goal 2: Using funds from the Legislative GIA program, develop subsidized conservation plans for farmers and ranchers;

Objective 1: Conduct focused outreach to Native Hawaiian and immigrant farmers to inform them of the benefits of conservation planning and the availability of subsidies for conservation planning services.

Objective 2: Develop materials for distribution to Windward and West Oahu Soil & Water Conservation Districts to include with their application forms to inform applicants of the subsidy.

Objective 3: Distribute conservation planning and subsidy information to HDOA, DLNR, DHHL, OHA, Department of Planning and Permitting and Department of Health.

Objective 4: Provide a minimum of 18 new or updated conservation plans within the grant period.

Goal 3: Provide funds from the Legislative GIA program to subsidize the implementation of Best Management Practices (BMP) that reduce erosion and pollution on agricultural lands. Examples of BMP include but are not limited to Cover Crops, •Vegetative Barriers – e.g. vetiver grass, Terraces, Sediment Basins, Grassed Waterways, Repair/Renovations to Access Roads, and Windbreaks.

Objective 1: Establish an application process to award subsidies for BMPs contingent upon a 20-35% project match by applicants. Low income Native Hawaiian and immigrant farmers will be required to provide a 15% match.

Objective 2: Award up to \$50,000 for BMP implementation. Innovative measures using Hawaii grown or produced materials will be given preference.

Objective 3: Establish a long-term monitoring and evaluation process whereby all recipients of subsidy funds must agree to provide status reports on implemented conservation measures for a period up to 3 years following receipt of assistance.

3. The public purpose and need to be served;

Soil erosion is a problem throughout Hawaii and the U.S. and experts believe that soil loss may be the greatest threat to the long term survival of humanity. 90% of the land-based diversity of biological species is in the soil. Without the complex biological process sustained by living soils, life above ground would not exist. Soil loss leads to moisture loss, which leads to vegetation loss, and increasing rates of soil erosion. This process is a downward spiral known as desertification and it is occurring all over the world. Healthy soils retain moisture and nutrients and provide everything needed for plants and animals to flourish. Ultimately, living soils support our every need and are our best hope for sequestering carbon on a global scale. Controlling soil erosion will: 1) sustain or improve crop yields; 2) reduce drainage costs; 3) retain nutrients and chemicals where applied; 4) reduce hazards when working on eroding soil, and 5) help improve water quality.

Without healthy soil, Hawaii will lose its ability to attain food security and will continue to rely on the massive imports of mainland and foreign food, further exacerbating the invasive species problem and shifting our dollars to sellers outside of Hawaii.

An added benefit is that farmers and ranchers who complete a conservation plan can receive an exemption from permit fees charged by the City and County of Honolulu Planning and Permitting Department. These permit fees can amount to several thousands of dollars and hours of time. Presently, there are a very limited

number of conservation planners and the wait time for completion of plans in some cases may be more than a year.

4. Describe the target population to be served; and

In the past five years more than 3,000 acres of agricultural land on Oahu have become available or will soon be available and central Oahu, the North Shore, and the Leeward and Windward coasts of Oahu have seen a dramatic increase in the number of people interested in becoming farmers. The City and County of Honolulu has recently completed the first phase of identifying Important Agricultural Lands on Oahu. While the actual number of acres that will receive the IAL designation is unknown, it is safe to assume that several thousand acres of land will become available for farming when the process is complete. There are also on-going discussions about the acquisition of 20,000 acres of Dole agricultural lands by the State. Many of the farmers and prospective farmers are either new to farming, or new to Hawaii (recent immigrants). These individuals are often unfamiliar with environmental rules and regulations and may not have the knowledge to implement effective conservation practices nor the means to develop their conservation plans.

Unless these new farmers adopt sound conservation practices, they may incur fines from the City and County of Honolulu Department of Planning and Permitting or the Hawaii Department of Health which can be several thousands of dollars and effectively stop all work on the farm. A conservation plan is required for a state lease and failure to complete a plan in a timely manner can endanger their leases with state agencies or private landowners. Equally important, the information provided in a conservation plan assists farmers to improve stewardship of soil and water resources, helping to maintain healthy topsoil, which is a key component in the economic usefulness of agricultural lands.

5. Describe the geographic coverage.

The project focus is the West and Windward Soil and Water Conservation districts. The West District includes Ewa Beach, Kapolei, Haleiwa, Hauula, Kaawa, Kealia, Kunia, Pearl City, Wahiawa, Mililani, Waialua, Nanakuli, Waianae, and Waipahu. There are 466 farm operations in the West District. The highest concentration of farms are in the 96792 zip code area comprising Nanakuli & Waianae (193 farms) and 96712 comprising Haleiwa (59 farms). The Windward District includes Hauula, Punaluu, Kaawa, Kualoa, Kahuku, Kailua, Kalaheo, Ahuimanu, Heeia, Kaneohe, Waiahole, Laie, and Waimanalo. There are 466 farm operations in the Windward District. The highest concentration of farms are in the 96744 zip code district comprising Ahuimanu, Heeia, Kaneohe, and Waiahole (162 farms) and 96795 comprising Waimanalo (117 farms). These are the most agriculturally productive lands on Oahu and it is critical that these lands

and water systems within the districts be protected from erosion, and contamination.

The third Soil and Water Conservation District on Oahu is the South District. This district extends from Hawaii Kai to Pearl City. It is comprised largely of urban zoned lands and therefore has comparatively few agricultural enterprises. According to the National Agricultural Statistics Service, there are 258 farm operations in this district. We will extend our outreach to this district and are hopeful that there will be a few project participants from this district.

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;

The legislative grant-in-aid will be used primarily to provide a subsidy for costs related to the development of a conservation plan and implementation of Best Management Practices. Typically, the range of cost for a conservation plan is approximately \$3,000-\$6,500 per plan. A number of factors influence the cost including the number of acres, location, slope, soil type, irrigation, adjoining lands, prior land use, existing or planned buildings, easements, animals, crop, etc. While the savings obtained by the permit exemption or the avoidance of fines is substantial, it is still a significant cost for a farmer and the cost for implementing Best Management Practices can also be high.

We are proposing to use the grant-in-aid to subsidize the personnel cost of the plan development and BMP implementation based upon a sliding scale and established preferences and priorities. We expect to provide a preference for awarding subsidies to Native Hawaiian and immigrant farmers in the West and Windward SWCDs and a priority for small and mid-size farms.

Subsidy Schedule for Conservation Plans		BMP Cost Share Match
90%	1-5 acre farms	15-20% of BMP project cost
80%	6-10 acre farms	15-25% of BMP project cost
70%	11-20 acre farms	15-30% of BMP project cost
50%	21-50 acre farms	15-35% of BMP project cost
20%	51-200 acre farms	15-50% of BMP project cost
0%	Over 200 acre farms	Not eligible

- Activity

Outreach: Workshops (field days) will be held in the two Soil and Water Conservation Districts. We will also participate at SWCD and NRCS events and issue press releases promoting the project.

Tasks

One field day scheduled in Kunia, one on Leeward Coast.

Responsibility

Oahu RCD Project Manager and staff

- Activity

Enhance ORCD website with information about conservation practices

Tasks

Identify and develop sources of information

Responsibility

ORCD Conservation Specialist and website consultant.

- Activity

Working with the farmer or rancher, develop a conservation plan that meets their specific needs.

Tasks

A Conservation Plan is a written record of management decisions and the conservation practices and systems that will be used, developed, and maintained on a farm or ranch. Carrying out the plan will help achieve the goals of protecting the environment and natural resources. After soil, water, air, plant, and animal resources are inventoried and evaluated, an ORCD Conservation Specialist will review and offer possible alternatives for consideration. The alternatives chosen are recorded in a conservation plan, which becomes the road-map to help the farmer achieve his/her goals and maintain the resources of their land. Complete 18 new or updated conservation plans.

Responsibility

ORCD Conservation Specialists and Project Assistant

- Activity

Market and promote subsidy program to farmers and ranchers and various referral sources.

Tasks

Develop and distribute promotional materials;

Identify and encourage participation in both the conservation planning and the BMP subsidy program;

Evaluate and select recipients for subsidy awards.

Responsibility

Project Manager and Conservation Specialist and Project Assistant

- Activity

Establish a long-term monitoring and evaluation process

- Tasks

Create report forms and procedures;

Obtain commitment from all subsidy recipients to provide reports for a period of 3 years;

Conduct analysis of reports and provide findings to Legislature.

- Responsibility

Project Manager

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

Timelines and Milestones

Month 0: Upon notification to proceed.

Activity: Notify project partners; meet with West and Windward Soil and Water Conservation district (SWCD) boards; set up project files and financial records; establish Field Day schedule; develop metrics, survey and evaluation form for attendance and Field Day participation; establish criteria for BMP subsidy program and application process.

Month 1:

Activity: Complete questionnaire for measurement of behavior/attitudinal changes resulting from Field Day attendance, completion of conservation plan, and implementation of BMP's; outreach to partners to create awareness of subsidy program.

Month 1-9:

Activity: Work with SWCDs to identify farmers needing conservation plans.

Month 1-12:

Activity: On-going update of project partners; project administration and reporting; quality assurance review of conservation plans.

Month 2:

Activity: Announce start of acceptance of applications for subsidy program.

Month 2-12:

Activity: Develop conservation plans; award subsidies; conduct implementation monitoring visits; document files with photos of conservation practices.

Month 3:

Activity: Field Day scheduled in Kunia.

Month 4:

Activity: Field Day scheduled in Leeward Coast.

Month 12:

Activity: On-site visit to evaluate progress of subsidy recipients' work on BMPs.

Month 13:

Activity: Project debriefing with staff-lessons learned.

Month 13+:

Activity: Monitoring of farms receiving assistance through Legislative GIA program.

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

Our project will provide information, training and consultation to farmers in low and moderate income communities, develop conservation plans specific to their operational needs, and assist them financially to implement their conservation plans.

- Field Days and public informational meetings will increase farmers' understanding of BMPs, resulting in the adoption on a larger scale.
- Increase understanding of barriers to conservation plan development and implementation. Surveying the 18 farms we will be working with will provide insight into barriers and successes. Results will be used by ORCD, the West and Windward Oahu SWCDs to increase their respective abilities to work with farmers to develop and implement plans. Results will also be useful to the City and County Department of Permitting and Planning, Hawaii Departments of Health, Agriculture and Land and Natural Resources.
- Conducting the review of plan and BMP implementation rates is a way of monitoring progress in the Project Area. Farms will be evaluated with 10 indicating full implementation and maintenance of conservation practices; 5 indicating partial implementation and maintenance; and 1 indicating no implementation.
- Complete new or updated conservation plans for at least 18 farms. These conservation plans will address soil and water resources and will be presented to the West and Windward SWCDs for review and approval. Farmers will be able to obtain an exemption for a grading and grubbing permit, thereby saving money. The plan will contribute to better soil and water quality.
- Metrics on attendance and field day participation, as well as an evaluation form will be used to evaluate the Field Days, and to gather feedback on behavior change.
- RUSLE2 (Revised Universal Soil Loss Equation 2) estimates soil loss caused by rainfall. It takes into consideration soil types, rainfall patterns and topography. It is the most commonly used tool to estimate soil loss in agricultural settings. RUSLE2 will be used to compare baseline soil loss with soil loss after the installation of in-field BMPs. The results (reported in tons / acre / year) will be used to estimate load reductions for the project.
- "Before and After" photographs will be used to document baseline conditions and demonstrate the effectiveness of the implemented practices, while also providing guidance for continued operation and maintenance activities.

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.

- No. of workshops conducted;
- Survey of farmers/ranchers assisted with conservation planning;
- Assessment of conservation plan and BMP implementation;
- No. of conservation plans completed;
- Soil loss measured in tons/acre/year.

III. Financial

Budget

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

We are requesting \$94,118 for conservation plan development, implementation, and evaluation, \$50,000 for the materials cost of implementation of BMP practices, 39,317 for computers, GPS equipment, and printers, a 4-wheel drive truck for on-site visits to farms and ranches, and \$25,324 for workshops, outreach, consultants, and administrative costs.

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
\$82,088	\$62,995	\$33,348	\$30,328	\$208,759

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

City & County of Honolulu, Grant-In-Aid Program
 Extension Risk Management Education
 Ulupono Initiative
 Western Sustainable Agricultural Research & Education

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.

Oahu RC&D selected this approach because it builds upon our foundation of accomplishment and experience. It is also in response to the interests of the West and Windward Soil and Water Conservation Districts and the farmers in their districts. With the development of the 1,200 acres of Agribusiness Development Corporation lands on the former Galbraith Estate, the proposed 150 acre Hawaii Department of Agriculture agriculture park, the 200+ acre Kamehameha Schools agriculture park, the opening of Field 3 at the Hawaii Agriculture Foundation agriculture park, and the State's intent to purchase 20,000 acres of agricultural land, there will be a high demand for conservation plans, information, and assistance with implementation.

Since 1997, ORC&D has been working with farmers to promote land stewardship while assisting in the adoption of conservation practices that protect soil, water, air, plant and animal resources. Our conservation planners help farmers recognize resource concerns on their property, choose the best management practices and implement those practices. We are currently managing a grant fund which is similar to the one we are proposing with the major difference being this grant's focus on smaller farms, and Native Hawaiian and immigrant farmers. Our experience is that these farmers are least aware of the benefits of a conservation plan and conservation practices.

Our experience in working with the Native Hawaiian and immigrant communities has convinced us of the need to provide customized assistance in order to create examples of implemented conservation practices that will serve as models for others in the community to follow.

We also have extensive experience in presenting workshops on conservation, financial management, business planning, marketing, and other topics of interest. We have learned how to effectively organize and promote these workshops to obtain maximum participation.

Recent work has focused on assisting rural enterprises and farmers by fostering education and adoption of sound conservation practices. Several current projects engage farmers in imperiled watersheds, supporting their efforts to reduce soil erosion and water loss and to help them comply with soil erosion regulations. In

2012, ORC&D staff conducted 174 site visits to local farms, resulting in improved stewardship practices on more than 12,000 acres. Recommendations made during these visits reduced soil erosion by more than 5,000 tons through the application of conservation practices like cover crops, terracing and vegetative barriers. We also conducted 16 workshops on topics of interest to the farming community and the general public. Workshops and field days addressed the following topics: agricultural land preservation, aquaponics, agri-tourism, marketing and value-added products, organic farming, integrated pest management, backyard gardening, inoculated deep litter systems for piggeries and conservation planning for new farms. More than 5,300 people received information directly from ORC&D through participation at workshops or conferences where staff made presentations.

We have developed a strong focus in agriculture, and work closely with farmers across Oahu to support resource protection and economic viability. In any given month, we typically attend six to eight meetings involving farmers or other members of the agricultural community. Highlights demonstrating our experience in providing agricultural education and services include:

- Conservation Planning (\$150,000). Worked collaboratively with the SWCDs and NRCS to provide conservation planning assistance to farmers island-wide. Completed or assisted with 36 plans, hosted or participated in 20 field day events, and attended 48 outreach events.
- Oahu Agricultural Development Program: Awarded \$377,265 to 13 agribusinesses to help them expand their operations. Grantees included 1 Pacific Islander, 2 women, and 8 Asian Americans. Reviewed approximately 150 applications during this period, and visited approximately 40 farms. Also produced the Hawaii Agribusiness Guidebook, translated into Lao and Chinese, and conducted six training workshops reaching over 100 farmers.
- Accelerating Cover Crop Technology Adoption through Field Demonstrations using Sunn Hemp, Oats, and Buckwheat in Rotational Commercial Crops (\$1.3 million). Headed a partnership to promote use of cover crops statewide. Of 19 farms that participated in demonstration plantings and field days, 2 were owned by Pacific Islanders and 6 by Asian Americans. Cover crop guidelines and seeding rates have been translated into Ilocano, Tagalog, Cambodian, Korean, and Chinese.
- Integrated Pest and Risk Management Training for At-Risk Farmers (\$175,000). Partnered with Crop Care Hawaii, Inc. to deliver on-farm training to 183 papaya and coffee farmers, a high percentage of whom were of Filipino descent.
- Waimanalo Stream Restoration. Provided technical and financial support to small farmers and landowners in Waimanalo to install conservation practices that reduce sediment and nutrient load in streams. Managed 11 contracts (9 to socially disadvantaged farmers) worth approximately \$180,000, and have held 3 field days reaching 154 people, over half of whom are farmers.

- We worked with farmers in the Honouliuli watershed to reduce soil erosion.
- From 2004 to 2007, we led an effort to develop a watershed based plan for the Kapakahi Stream.

Oahu RC&D partners with the following organizations to provide services to farmers:

City and County of Honolulu
Hawaii Association of Conservation Districts
Hawaii Farm Bureau Federation
State of Hawaii (various departments)
USDA-Farm Service Agency
USDA-Natural Resources Conservation Service
USDA Rural Development
Ulupono Initiative
Windward Oahu and West Oahu Soil and Water Conservation Districts

Oahu RC&D has an active Board of Directors with representatives from government (1) private business (5), and agricultural research (1). All of the directors have worked with the agricultural industry for at least five years. Six of the seven directors have worked in agriculture for more than 20 years. The board meets every other month to review the budget, on-going projects, new proposals, and other administrative matters.

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.

Oahu RC&D is located at 92-1770 Kunia Road. We are co-located with the Hawaii Farm Bureau Federation, the Hawaii Agricultural Research Center, and Crop Protection Services. We occupy a 400 square foot space divided into one private office and an open office space for three other employees. We have an internet connection linking our employees' computers to a dedicated server, a landline telephone system, and our own printer and copier. For larger printing and copying jobs, we have access to the multi-function, large volume, building copier. We have the latest versions of office productivity software and Geographic Information System software.

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.

Duane K. Okamoto, the Executive Director, has an MBA and was previously the Deputy Director for the Hawaii Department of Agriculture and the Agriculture Liaison for the City & County of Honolulu. He was the Western Region Administrative Officer for the U.S. Peace Corps and headed the Honolulu management consulting department of Grant Thornton LLP. He will be responsible for managing the project, specific outreach to the Native Hawaiian and immigrant communities and general outreach to the agricultural community, developing and administering the evaluation and survey instruments, directing the selection and distribution of the BMP subsidies, and providing any required reports.

Sandra Mitani, our Finance Manager, has over 20 years of experience working with non-profit organizations and is proficient with a variety of office software. She has a BA in Mathematics and Statistical Psychology. Ms. Mitani will be responsible for maintaining the financial records for the project, assisting at the workshops, and helping to develop the promotional materials.

Our conservation specialist and project assistant, Hannah Bergemann and Amanda Camacho, have a B.S. in Environmental Science, Policy and Management and a B.S. in Bioenvironmental Engineering, respectively. They have worked on landowner assistance programs, forestry programs, estimated crop irrigation requirements, and developed conservation plans. Their primary responsibilities will be the development of conservation plans and BMP implementation monitoring.

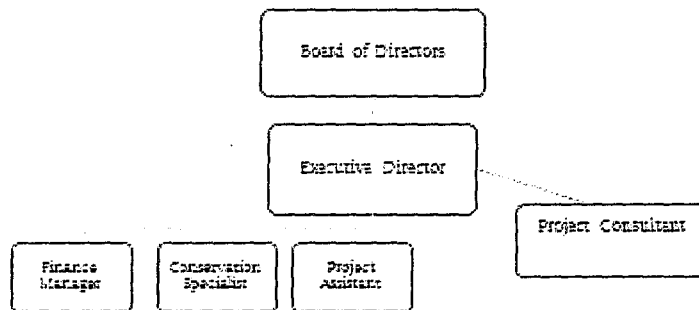
Bob Maglasang is a recently retired ORCD employee with an extensive background in conservation planning on the Big Island and Oahu. He has BAs in Mathematics and Meteorology and is a Certified Arborist. He is currently working with ORCD on a limited basis and will work on the project in an expanded consultant role providing his technical knowledge to some of our more complex plans.

Oahu RC&D has internally prepared monthly financial statements that are reviewed by a board appointed finance committee and annual reviewed statements prepared by a CPA. We have a legal advisor who reviews contracts and other legal documents.

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.

Oahu Resource Conservation & Development Council



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.

Executive Director	\$65,000.
Finance Manager	48,840.
Conservation Specialist	38,440.

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.

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, 2014 to June 30, 2015)

Applicant: _____ Oahu Resource Conservation & Development Council

BUDGET CATEGORIES	Total State Funds Requested (a)	(b)	(c)	(d)
A. PERSONNEL COST				
1. Salaries	78,432			
2. Payroll Taxes & Assessments	(Inc. in salaries)			
3. Fringe Benefits	15,686			
TOTAL PERSONNEL COST	94,118			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance	500			
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies	1,420			
7. Telecommunication	1,200			
8. Utilities	900			
9. Materials for Best Management Practices	50,000			
10. Mileage and parking	1,980			
11. Financial review	1,800			
12. Printing	1,300			
14. Conservation Consultants	13,920			
15. Website Consultant	2,304			
16. Equipment	7,000			
17. 4-wheel drive truck	32,317			
18.				
19.				
20.				
TOTAL OTHER CURRENT EXPENSES	114,641			
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	208,759			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	208,759	Duane K. Okamoto (808)622-9026		
(b)		Name (Please type or print) _____ Phone		
(c)		Signature of Authorized Official _____ Date 1/30/2014		
(d)		Duane K. Okamoto Executive Director		
TOTAL BUDGET	208,759	Name and Title (Please type or print)		

BUDGET JUSTIFICATION PERSONNEL - SALARIES AND WAGES

Applicant: _____

Oahu Resource Conservation & Development Council

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)
Project Manager	1.0	\$65,000.00	33.30%	\$ 21,645.00
Finance Manager	1.0	\$48,840.00	40.00%	\$ 19,536.00
Conservation Specialist	1.0	\$38,440.00	56.00%	\$ 21,526.40
Project Assistant	0.7	\$21,840.00	72.00%	\$ 15,724.80
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				78,432.20
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Oahu Resource Conservation & Development Council

Applicant: _____

Period: July 1, 2014 to June 30, 2015

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Computers	2	\$3,000.00	\$ 6,000.00	6000
Printer	1	\$418.00	\$ 418.00	418
Printer	1	\$157.00	\$ 157.00	157
GPS	1	\$425.00	\$ 425.00	425
			\$ -	
TOTAL:	5		\$ 7,000.00	7,000

JUSTIFICATION/COMMENTS:

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
4 wheel drive truck for site visits to farms	1.00	\$32,317.00	\$ 32,317.00	32317
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:	1		\$ 32,317.00	32,317

JUSTIFICATION/COMMENTS:

BUDGET JUSTIFICATION CAPITAL PROJECT DETAILS

Applicant: _____

Oahu Resource Conservation & Development Council

Period: July 1, 2014 to June 30, 2015

Not Applicable

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	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						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS:						

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

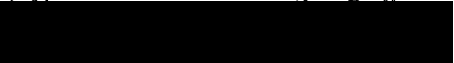
The undersigned authorized representative of the applicant certifies the following:

- 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.

Oahu Resource Conservation & Development Council
(Typed Name of Individual or Organization)



(Signature)

1/30/14
(Date)

Duane K. Okamoto
(Typed Name)

Executive Director
(Title)