

House District 21

Senate District 10

THE TWENTY-EIGHTH LEGISLATURE
APPLICATION FOR GRANTS
CHAPTER 42F, HAWAII REVISED STATUTES

Log No:

For Legislature's Use Only

Type of Grant Request:

GRANT REQUEST - OPERATING

GRANT REQUEST - CAPITAL

"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.

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

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:

Hawai'i Forest Institute

Dba: N/A

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

Mailing Address: P.O. Box 66
O'okala, HI 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 hfi@hawaiiforest.org

3. TYPE OF BUSINESS ENTITY:

- NON PROFIT CORPORATION INCORPORATED IN HAWAII
- FOR PROFIT CORPORATION INCORPORATED IN HAWAII
- LIMITED LIABILITY COMPANY
- OTHER
- SOLE PROPRIETORSHIP/INDIVIDUAL

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

COMPLETION OF PHASE I: POLYNESIAN-INTRODUCED ZONE OF THE
HONOLULU ZOO CHILDREN'S DISCOVERY FOREST



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4. FEDERAL TAX ID #: [REDACTED]

5. STATE TAX ID #: [REDACTED]

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2016: \$ 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	<u>\$12,800</u>

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

[REDACTED]

AUTHORIZED SIGNATURE

HEATHER SIMMONS, EXECUTIVE DIRECTOR

NAME & TITLE

1/19/15

DATE SIGNED

Application for Grants

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. Please 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. Since its establishment 11 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 seventh 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 Keauhou Bird Conservation Center Discovery Forest, Ka'ū.

2. **The goals and objectives related to the request;**

Hawai'i Forest Institute is establishing a Children's Discovery Forest at the Honolulu Zoo, inside the zoo entrance adjacent to the future site of a Native Hawaiian Village. This forest demonstration project is serving as an outdoor educational setting where children of all ages learn the importance of the sustainability of native and Polynesian-introduced plantings within a framework of Hawaiian cultural values. The Discovery Forest is a representation of natural systems, creating a scene of Hawai'i before the arrival of humans and encompasses culturally significant plant and tree species that once grew near traditional shoreline villages of O'ahu. This replication of these coastal ecosystems is providing habitat for Hawaiian plants, birds, and invertebrates.

This project is providing 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. HFI is collaborating with its early childhood advisory committee, other local educators from schools and community organizations 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 just inside 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 continue to return community rewards in the form of environment and cultural educational benefits, forest stewardship volunteer opportunities, and private and public partnerships. A project website documents 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;

Plans for the exhibit include three zones demonstrating Polynesian-introduced "canoe plants" species and cultivars, Native species, and Strand vegetation. The landscape design plan for all three zones was completed in 2013 by award-winning landscape architects PBR Hawaii & Associates, Inc. and landscape designer Leland Miyano. The site work (heavy equipment work) for Phase I, the Polynesian-introduced Zone was initiated in 2014 and is scheduled for completion in February 2015.

Grant-in-aid funds will be used to complete construction of the Phase I Polynesian-introduced Zone, including landscaping, additional seedlings, soil, amendments, supplies, interpretive signs and plant IDs, establishment of a main interpretive kiosk, and other related costs.

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

The site work for Phase I construction of the Polynesian-introduced Zone is scheduled for completion in February 2015. Upon completion of Phase I site work and upon adequate funding HFI will continue to enhance the Polynesian-introduced Zone with interpretive signage, educational materials, and volunteer and educational activities to plant additional seedlings and maintain the plantings. An \$80,000 grant from State Grant-in-Aid funds will enable HFI to complete Phase I approximately 12 months following the release of the funds.

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

HFI President Dr. Travis Idol, Treasurer William Yuen, Executive Director Heather Simmons, and Project Coordinator Nicole Evans will coordinate regularly with the landscape designer and landscape architects to review specific and measurable project goals, as well as to evaluate the financial costs associated with the Children's Discovery Forest. Landscape designer Leland Miyano and PBR HAWAII & Associates, Inc. will continue to work with HFI throughout the construction process.

HFI will track the annual number of project partners, volunteers engaged, and seedlings outplanted. HFI anticipates that 15 partners and 80 volunteers will be actively involved with the project during the grant period. HFI also expects to receive a 90% positive overall rating on volunteer/outreach evaluation surveys completed at the conclusion of each volunteer/outreach and education event.

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

- Submit press release announcing grant award.
- Promote first volunteer stewardship event via multi-media avenues.
- Plan and host volunteer/student service learning event to engage 20 volunteers in learning activities while planting 250 seedlings and pulling weeds.
- Initiate drafting content for interpretive signage and plant ID signs.
- Initiate development of educational brochure and three lesson plans.
- Print newsletter article and update webpage.

Second Quarter

- Promote second volunteer stewardship event via multi-media avenues.
- Plan and host volunteer/student service learning event to engage 20 volunteers in learning activities while planting 250 seedlings and pulling weeds.
- Finalize content and initiate layout design for interpretive signage and plant ID signs.
- Finalize educational brochure and lesson plans.

Third Quarter

- Promote third volunteer stewardship event via multi-media avenues.
- Plan and host volunteer/student service learning event to engage 20 volunteers in learning activities while planting 250 seedlings and pulling weeds.
- Finalize design and layout for interpretive signage and plant ID signs.
- Print educational brochure for distribution on site and at community outreach events.

- Print lesson plans for distribution on site and to local schools.
- Update webpage with event photos and educational and interpretive materials.

Fourth Quarter

- Promote fourth volunteer stewardship event via multi-media avenues.
- Plan and host volunteer/student service learning event to engage 20 volunteers in learning activities while planting 250 seedlings and pulling weeds.
- Produce and install two interpretive signs, main kiosk and 25 plant ID signs.
- Evaluate volunteer surveys for project improvement.
- Print newsletter article and update webpage.

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 2016.**

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$15,000	\$15,000	\$25,000	\$25,000	\$80,000

- 3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2016.**

The total cost to complete Phase I: Polynesian-introduced Zone of the Children’s Discovery Forest is estimated at \$136,800, of which a total of \$12,800 has been committed through in-kind services. In addition, HFI has submitted a request for \$44,000 to the McNerny Foundation. An \$80,000 State Grant-in-Aid award would enable HFI to complete the Polynesian-introduced Zone by: Planting 1,000 seedlings; Providing stewardship learning opportunities for 80 volunteers; and Producing two interpretive signs, a main interpretive kiosk, 25 plant ID signs, an educational brochure, and three lesson plans.

A \$130,800 FY 2015/16 City Grant-in-Aid proposal is pending for Phase II: Dryland Mesic Zone. HFI has raised \$271,425 for the project to date from Hawai’i Tourism Authority, Pettus Foundation, Cooke Foundation, Atherton Family Foundation, City & County of Honolulu Grant-In-Aid, Samuel N. & Mary Castle Foundation, Division of Forestry & Wildlife, and HFI’s MAHALO ‘ĀINA Fundraiser, which was allocated for the landscape design plan, the site work for Phase I: Polynesian-introduced Zone, and outreach and education. To date 123 community volunteers have participated in creating the project.

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 a listing of all government contracts and grants it has been and will be receiving for program funding.**

Hawaii Tourism Authority	\$ 134,100.00
Pettus Foundation	\$ 10,000.00
Cooke Foundation	\$ 20,000.00
Atherton Family Foundation	\$ 15,000.00
City & County of Honolulu	\$ 56,250.00
Samuel N. & Mary Castle Foundation	\$ 25,000.00
Division of Forestry & Wildlife	\$ 10,000.00
MAHALO 'ĀINA Fundraiser	\$ 1,075.00
	\$ 271,425.00

6. **The applicant shall provide the balance of its unrestricted current assets as of December 31, 2014.**

Unrestricted current assets as of December 31, 2014: \$33,000

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 Phase I of the Pana'ewa Zoo Discovery Forest project in 2011, Phase II in 2013, and Phase III in 2014. Over 465 community volunteers have participated in creating native and agro-forest demonstration gardens. Phase III included interpretive signage, plant ID signs, and additional native and Polynesian-

introduced plant species. 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'ūpūlehu Dryland Forest for the past 11 years. 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'ūpūlehu 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, over 8,500 native seedlings have been outplanted and over 45 acres of dryland forest has been restored.

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 Children's Discovery Forest is 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'upulehu 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 organization 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 \$72,176). HFI will hire an independent contractor (billed hourly at \$23 per hour for 34 hours per week) 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 the applicant possesses relevant to this request.

This does not apply.

C. Federal and County Grants

The applicant shall separately specify the amount of federal and county grants awarded since July 1, 2014.

Hawaii County Department of Research and Development: \$25,000 for the MAHALO 'ĀINA HPR Radio Series.

D. Private Educational Institutions

The applicant shall specify whether the grant will be used to support or benefit a sectarian or non-sectarian private educational institution. Please see Article X, Section 1, of the State Constitution for the relevance of this question.

This does not apply.

E. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2015-16 the activity funded by the grant if the grant of this application is:

- (1) Received by the applicant for fiscal year 2015-16, but**
- (2) Not received by the applicant thereafter.**

Ongoing maintenance of the Children's Discovery Forest will be made through HFI's MAHALO 'ĀINA: *Give Back to the Forest* program in partnership with the Hawai'i Forest Industry Association (HFIA). The goal of MAHALO 'ĀINA is to expand our community partnerships and gain support for the protection and perpetuation of Hawaii's forest ecosystems. Funds raised through MAHALO 'ĀINA will help support the activities of the Children's Discovery Forest, including propagation, outplanting, and long-term care of plantings; site maintenance; cultural and environmental education programs; and coordination and promotional activities.

F. Certificate of Good Standing (If the Applicant is an Organization)

If the applicant is an organization, the applicant shall submit one (1) copy of a certificate of good standing from the Director of Commerce and Consumer Affairs that is dated no earlier than December 1, 2014.

HFI's Certificate of Good Standing is attached.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2015 to June 30, 2016

Applicant: Hawai'i Forest Institute - Completion of Phase I

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
A. PERSONNEL COST				
1. Salaries	\$0	\$0	\$0	\$0
2. Payroll Taxes & Assessments	\$0	\$0	\$0	\$0
3. Fringe Benefits	\$0	\$0	\$0	\$0
TOTAL PERSONNEL COST	\$0	\$0	\$0	\$0
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	\$0	\$0	\$0	\$0
2. Insurance	\$0	\$0	\$0	\$0
3. Lease/Rental of Equipment	\$0	\$0	\$0	\$0
4. Lease/Rental of Space	\$0	\$0	\$0	\$0
5. Staff Training	\$0	\$0	\$0	\$0
6. Supplies	\$0	\$0	\$0	\$0
7. Telecommunication	\$0	\$0	\$0	\$0
8. Utilities	\$0	\$0	\$0	\$0
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	\$0	\$0	\$0	\$0
C. EQUIPMENT PURCHASES	\$0	\$0	\$0	\$0
D. MOTOR VEHICLE PURCHASES	\$0	\$0	\$0	\$0
E. CAPITAL	\$80,000	\$0	\$0	\$56,800
TOTAL (A+B+C+D+E)	\$80,000	\$0	\$0	\$56,800
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	\$80,000	Heather Simmons (808) 933-9411		
(b) Total Federal Funds Requested	\$0	Name (Please type or print) Phone		
(c) Total County Funds Requested	\$0	January 19, 2015		
(d) Total Private/Other Funds Requested	\$56,800	Signature of Authorized Official Date		
TOTAL BUDGET	\$136,800	Heather Simmons, Executive Director		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2015 to June 30, 2016

Applicant: Hawai'i Forest Institute

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

Period: July 1, 2015 to June 30, 2016

Applicant: Hawai'i Forest Institute

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

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

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2015 to June 30, 2016

Applicant: Hawai'i Forest Institute - Completion of Phase I

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: 2013-2014	FY: 2014-2015	FY:2015-2016	FY:2015-2016	FY:2016-2017	FY:2017-2018
PLANS	\$0	\$0	\$0	\$0	\$0	\$0
LAND ACQUISITION	\$0	\$0	\$0	\$0	\$0	\$0
DESIGN	\$0	\$0	\$0	\$0	\$0	\$0
CONSTRUCTION	\$0	\$12,800	\$80,000	\$44,000	\$0	\$0
EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL:	\$0	\$12,800	\$80,000	\$44,000	\$0	\$0
JUSTIFICATION/COMMENTS: Grant-in-aid funds will be used to complete construction of Phase I: Polynesian-Introduced Zone of the Honolulu Zoo Children's Discovery Forest. Funds will be used for landscaping, additional seedlings, soil, amendments, supplies, interpretive signs and plant IDs, main interpretive kiosk, and other related costs.						

GOVERNMENT CONTRACTS AND/OR GRANTS

Applicant: Hawai'i Forest Institute

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1.	Grant for MAHALO 'ĀINA HPR Educational Radio Series	August 14, 2014 through July 31, 2015	Hawaii County Department of Research and Development	Hawaii County	\$25,000
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
				TOTAL	\$25,000

**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS PURSUANT TO
CHAPTER 42F, HAWAI'I 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 pursuant to Section 42F-103, Hawai'i 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 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 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.
- 2) If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F-103, Hawai'i 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 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, Hawai'i 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, Hawai'i Revised Statutes, for grants used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant 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 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)

January 19, 2015

(Date)

Heather Simmons

(Typed Name)

Executive Director

(Title)

**Hawai'i Forest Institute
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
Nicolas Koch, Director
Sheri S. Mann, Director
Mike Robinson, Director
Peter T. Young, Director

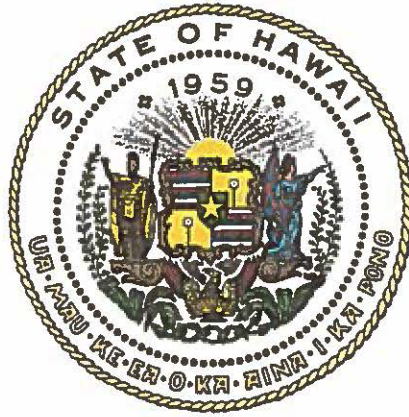
Executive Director
Heather Simmons

Honolulu Zoo Discovery Forest Committee
Dr. Travis Idol, Co-Chair
William Yuen, Co-Chair
Peter T. Young, HFI Director
Robert Osgood, Consultant
Leland Miyano, Landscape Designer
Ray Higa, PBR Landscape Architect
Ron Kodama, Horticulturalist
Heather Simmons, HFI Executive Director
Nicole Evans, Project Coordinator

Public Relations Firm
Current Events

Project Coordinator
Nicole Evans

Early Childhood Advisory Committee
Sherry Robinson, Chair
Travis Idol
Leland Miyano
Melissa Kim Mosher
Nicole Evans
Heather Simmons



Department of Commerce and Consumer Affairs

CERTIFICATE OF GOOD STANDING

I, the undersigned Director of Commerce and Consumer Affairs of the State of Hawaii, do hereby certify that

HAWAII FOREST INSTITUTE

was incorporated under the laws of Hawaii on 09/11/2003 ; that it is an existing nonprofit corporation; and that, as far as the records of this Department reveal, has complied with all of the provisions of the Hawaii Nonprofit Corporations Act, regulating domestic nonprofit corporations.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Department of Commerce and Consumer Affairs, at Honolulu, Hawaii.

Dated: December 05, 2014

Director of Commerce and Consumer Affairs

