

House District \_\_\_\_\_

Senate District \_\_\_\_\_

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:  
Hawaii Ecotourism Association

Dbn:

Street Address:

Mailing Address:  
P.O. Box 61796  
Honolulu, HI 96839

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name ANNETTE KAHELALUII

Title HEA Treasurer

Phone # 808-235-5431

Fax # \_\_\_\_\_

E-mail annettesadventures@juno.com

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:

MOVING HEA'S SUSTAINABLE TOURISM CERTIFICATION PROGRAM FORWARD

4. FEDERAL TAX ID #: \_\_\_\_\_

5. STATE TAX ID #: \_\_\_\_\_

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2016: \$ 47,000

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 \$ \_\_\_\_\_  
 FEDERAL \$ \_\_\_\_\_  
 COUNTY \$ \_\_\_\_\_  
 PRIVATE/OTHER \$ \_\_\_\_\_

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

\_\_\_\_\_

ANNETTE KAHELALUII, HEA TREASURER  
Name & Title

1/30/2015  
DATE SIGNED



RECEIVED  
1-30-15 ✓

**The Twenty-Eighth Legislature  
Application for Grants and Subsidies  
Moving HEA's Sustainable Tourism Certification Program Forward**

**I. Background and Summary**

Hawaii Ecotourism Association

Hawaii Ecotourism Association (HEA) is a 501 (c) (3) non-profit organization whose mission is to protect Hawaii's unique environment and culture through the promotion of responsible travel and education programs aimed at the public and visitor industry relating to ecotourism issues. The Hawai'i Ecotourism Association (HEA) was formed as an outcome of the statewide Conference on Ecotourism held in Waikiki in October 1994, when it became apparent that no other statewide non-governmental organization had a mission to further the goals of sustainable and eco-friendly tourism in Hawaiian Islands. Conference planning committee members continued to meet throughout 1995 to form HEA and quickly added over 100 members. The Internal Revenue Service determined that HEA was exempt from federal income tax on January 15, 1997.

Today the membership is comprised of lodging operators, tour operators, travel agents, community and environmental organizations, travel writers and media experts, government agencies, economic development and non-profit organizations and educational institutions. Hawaii Ecotourism Association promotes communication and education about ecotourism and sustainable tourism issues; provides an information and resource network for visitors, residents, tour operators, resources managers, planners, students, educators, government agencies, and other professionals; promotes a visitor industry that is environmentally and culturally sensitive; promotes community-based, sustainable tourism development that benefits local residents; enhances visitor experiences through effective interpretation; and promotes resource conservation.

The mission of HEA is closely aligned with the Hawaii Tourism Authority's (HTA) Natural Resources Strategic Initiative, in the areas of Workforce Development and Hawaiian Culture. HEA has worked in collaboration with HTA and the University of Hawaii to further the objectives of the initiative for more than a decade. More recently, HEA has partnered with Na Ala Hele, The Coral Reef Alliance, and Surfrider Foundation.

Project Goal and Objectives

This proposal specifically addresses the State of Hawaii objective regarding the development of a certification program, a goal that has been established as a priority by the State of Hawaii in the Tourism Strategic Plan for 2005-2015. As stated in the plan on page 41, Hawaii Tourism Authority's goal is closely aligned with Hawaii Ecotourism Association's specific objective of "...developing certification programs which include requirements for adequate environmental and cultural knowledge for activity providers (see also Hawaiian Culture and Workforce Development)."

HEA has been engaged in a statewide effort to establish a sustainability evaluation system for various types of tours and activities that use Hawaii's natural and cultural resources since 2001.



The goal of this proposal is to obtain support to expand the certification program and to increase outreach efforts to residents, visitors and business operators. The specific objectives for this 2015-2016 funding include increasing the number of operators in the Sustainable Tourism Certification Program and expanding the outreach efforts to visitors, especially on islands other than Oahu. HEA also plans to focus on development to increase the sustainability and longevity of the organization during 2015-2016.

#### Public Purpose

HEA's Sustainable Tourism Certification Programs offers a comprehensive assessment program that serves the following public purposes:

- Educates commercial tour operators and community stakeholders on best management practices for the responsible use of natural and cultural resources;
- Ensures credibility using third party assessment for tour providers whose operations positively affect the natural and cultural resources, contribute to conservation, and help sustain local communities; and
- Increases visibility of certified operators and raises awareness amongst visitors and residents.

Enhancing this sustainable tourism program also provides more opportunities for resident-visitor interaction and boosts local economic development, while supporting the development of niche tourism markets such as small-scale ecotours, agricultural tourism, and heritage tourism activities. These niche markets have been targeted by the State as a means to enhance and diversify the tourism sector.

Certifying tour operators and offering education on natural and cultural resources will help preserve Hawaiian culture and conserve natural resources while also providing visitors a more informed, meaningful and authentic experience. Many of the currently certified businesses are well-known leaders in the tourism sector who are using best practices and raising standards, which serves as a role model to other operators. In addition, the best practices have been shown to raise awareness of the link between performance measures and sustainability. The certification procedures include education and guidance from the third party evaluators, encouraging businesses to strive to achieve higher degrees of sustainability. Education leads to the responsible use and protection of natural and cultural resources and as such, this process will help protect them while enhancing and diversifying the State's tourism sector.

The goal of this project is to certify twenty new operators and to recertify the current operators whose certification will expire in 2016. Assuming that at least 30 operators complete an average of 14 tours/ activities per week with 10 visitors per tour, we estimate that this project will benefit over 200,000 of Hawaii's visitors annually.

#### Target Population

Many residents have called for a more sustainable tourism sector and this certification program will assist in this effort. Anyone that takes a tour with a certified operator is indirectly made aware of the best management practices of the certification program, and, as required by one best practice, directly educated about the importance of natural and cultural resources to the residents of Hawaii.

Program outreach will assist in raising the awareness of all visitor industry stakeholders about the responsible use of natural and cultural resources. Educational trainings focused on topics such as Hawaiian culture and hospitality and Hawaii's natural environment, will be made available to HEA members. HEA's Sustainable Tourism Certification Program also provides opportunities for visitor industry professionals by offering motivation to improve and tools to help tour operators offer a sustainable tourism product, unique to Hawaii.

### Geographic Coverage

HEA's Sustainable Tourism Certification Program is statewide. Currently, HEA has a combined total 18 tour operators certified on Oahu, Maui, and Hawaii Island. Currently, outreach efforts are focused on Oahu and this project will allow outreach to be expanded on the other islands. We will continue to focus on incorporating the program statewide, especially building a stronger connection with Kauai.

## **II. Service Summary and Outcomes**

### Scope of Work, Tasks and Responsibilities

This certification project focuses on marketing and educational efforts aimed at operators that could be certified in the 2015-2016 project period as well as extended outreach efforts to residents and visitors. The specific tasks to be accomplished include:

- 1) Increase program outreach to all activity operators in order to promote the certification program statewide;
- 2) Recruit and train additional evaluators as needed on Kauai, Oahu, Maui, Molokai, Lanai and Hawaii island;
- 3) Certify new operators and renew the certifications for currently certified operators;
- 4) Provide program outreach to visitors, residents and operators.

A certification coordinator and an outreach coordinator will be contracted to complete these tasks. The services of an outreach coordinator will be contracted in order to educate and recruit new operators about the program and the services of a certification coordinator will be contracted to recruit and train evaluators and to certify/recertify operators.

### Timeline

#### Month 1

-Develop job descriptions and deliverables for the certification and outreach coordinator positions.

-Advertise the positions and evaluate the applicants.

#### Month 2

-Contract for the services of the certification and outreach coordinators.

-Finalize marketing/outreach strategy.

#### Month 3- Month 10

-Implement strategy.

-Hold monthly meetings with contractors and HEA Certification Committee to evaluate and track progress, adjusting as needed.

-Recruit and train evaluators in person or using a webinar.

-Submit progress report to HEA Board of Directors for their monthly meeting.



Month 11

-Hold meeting with contractors, HEA Certification Committee, and Board of Directors to review work completed to date to make sure everything is on track for completion.

Month 12

-Draft final report, finish up remaining certifications and outreach events.

Quality Assurance and Evaluation

Certification coordinator will train all evaluators and review all certification applications to ensure that evaluations are consistent. This is a crucial step that is needed in order to be sure evaluators are properly trained. Also regular webinars and meetings will be held with evaluators once the Certification Coordinator has trained them in person. This will help identify problems as they occur. In the past, operators with concerns quickly notified HEA about their concerns. Once an operator notifies HEA about a concern, the Certification Coordinator will address the concern immediately.

Training materials for evaluators and operators will also be loaded onto the HEA website. Most of these materials have already been drafted and just need to be better formatted before they are loaded onto the website. These materials will also help ensure quality is consistent across the evaluations.

The outreach coordinator will train all outreach volunteers. Multi media materials have already been developed for the outreach program, including educational hand-outs; brochures; a video; and rack cards.

Effectiveness Measures

Increases in the number of certified operators, the number of resident or visitors that are willing to book with or recommend a certified operator; and the number of HEA members now serve and will continue to serve as effectiveness measures.

**III. Financial**

Budget

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$9,500	\$14,600	\$14,600	\$8,300	\$47,000

Other Sources of Funding for Fiscal Year 2016

HEA has not applied for any other grants for 2016. Currently, HEA has members who pay annual dues and an annual fundraising event.

All State and Federal Tax Credits Granted Within the Prior Three Years

HEA has applied for no state and federal tax credits in the past three years and does not anticipate applying for any.

All Government Contracts and Grants Received and Will Receive

HEA received a grant for \$25,000 from the HTA Hawaiian Culture & Natural Resource Program from 3/1/13-5/31/14. No grants have been applied for or received since this time.

Current Balance of Unrestricted Assets

HEA's bank balance was \$24,653.57 as of January 28, 2015. HEA's only other assets are outreach materials consisting of brochures, displays, and small promotional items such as luggage tags and backpacks.

**IV. Experience and Capability**

**A. Necessary Skills and Experience**

In January 1999, HEA and Kapiolani Community College's Interpret Hawaii program launched E Malama, The Ecotourism Manual for Hawaii. Written by Barbara Mills and published by HEA, the manual was funded by a grant from the Employers Training Fund of the Department of Labor and Industrial Relations Workforce Division.

Another joint project with the UH Cooperative Extension Service which was funded by HTA in 2002 resulted in production and distribution of seven sets of brochures and posters entitled Ke Ala Moa'e -The Tradewind Trail that profiles the people, culture and history of Windward O'ahu communities from Kualoa to Kahuku, also known as Ko'olauloa. The information also was put on the web for download. A Keep It Hawaii certificate of merit was awarded to HEA and the UH Cooperative Extension Service for this project in the special category in 2004. In 2005, HEA joined with the Kaneohe Business Group to promote Kaneohe as a visitor destination for the day and received funding from HTA. Visitor maps of Kaneohe Bay were created and a webpage was developed.

The road to creating a statewide ecotour certification program tailored to the unique needs of the Hawaiian Islands started in 2001. With grant support from the Hawaii Tourism Authority (HTA), HEA worked with several other organizations to explore the creation of a certification program. Workshops were conducted on Oahu and Maui and the conclusion among the participants was that Hawaii was not ready for a formal ecotour certification program because a permanent funding source did not exist.

In 2006, HEA partially funded a graduate student to complete a survey of HEA members to explore their interest in a certification program. Her thesis concluded that members supported a certification program as long as it was simple and inexpensive. Members hoped that consumers would be willing to pay more for certified ecotourism products and/or services and that certification would promote ecotourism across the State. As a result of these conclusions, an HEA committee developed a review process for ecotour operators based on the descriptions of other certification programs in use around the world.

At that point HEA planned to expand the review process into an ecotour certification program. In 2009, HEA received funding from HTA's Natural Resources Program in order to develop at pilot Ecotour Certification Program that:



1. Educated commercial tour operators and community stakeholders on best management practices for the responsible use of natural and cultural resources;
  2. Ensured credibility using third party assessment for ecotour providers whose operations positively affect the natural and cultural resources, contribute to conservation, and help sustain local communities; and
  3. Increased visibility of ecotourism operators and raised awareness amongst visitors.
- HEA developed the pilot certification program by examining the effectiveness of other certification programs from around the world. In addition, previous research provided guidance to address the more localized aspects of the program.

The pilot Ecotourism Certification program addressed all the minimum requirements and operating principles that were identified in the other programs. An expected outcome for HEA's pilot certification project was to successfully certify ten currently operating ecotour businesses. HEA surpassed this goal as 14 companies were ultimately certified.

Another grant was obtained from HTA in 2013 to refine the pilot effort. The certification program was revised to include the West Hawaii Voluntary Standards for Marine Tourism, refined to address the concerns raised as a result of the pilot effort, and renamed the Sustainable Tourism Certification Program. Evaluators were trained on Oahu, Maui and Hawaii who then worked with the Certification Coordinator to certify the following tour operators:

Oahu: Atlantis Adventures; Bike Hawaii; Holokai Adventures; Kailua Sailboards & Kayaks; Ko Olina Ocean Adventures; Kualoa Ranch; Pacific Island Institute; Wild Side Specialty Tours  
Kauai: Island Sail Kauai  
Island of Hawaii: Atlantis Adventures; Fairwind Cruises; Hawaii Forest & Trail; Hawaiian Legacy Tours; Kapoho Kine Adventures; Volcano Discovery Hawaii  
Maui: Atlantis Adventures; Hawaiian Paddle Sport; Maui Kayak Adventures; Pacific Whale Foundation

The expected project outcomes of the 2013-2014 project, included

- Certifying 15 tour operators;
- Indirectly affecting 3000 visitors who travel with these operators every year;
- Reaching out to 500 residents and 500 visitors directly to educate them about the program;
- Surveying 250 visitors and 50 residents, including booking agent and tour operators.

All of these outcomes were exceeded, as was HEA's in-kind contribution to the project. Currently, HEA is working to certify more operators in 2015.

HEA is a small organization that has made slow, steady progress in developing a certification program with less than \$50,000 in grant funding to date and a large amount of volunteer labor. The sustainable tourism certification programs developed by Costa Rica and Australia, which served as models for HEA's program, relied on annual budgets of at least one million dollars in order to make progress. The list of HEA's certified operators includes many of the State's leading activity providers and also includes some small, specialty operators such as Volcano Discovery Hawaii. The dedication shown by HEA over the years has produced a certification program that is now ready to expand rapidly as a result of the investment made over a period of many years.

**B. Facilities**

Currently HEA has no permanent facilities. Partnerships with UH's Cooperative Extension Service and DLNR's Na Ala Hele provides HEA with the space needed to store the outreach materials that have been developed. Volunteers coordinate with these partners to get access to the outreach materials. All contractors provide their own workspace and equipment.



## **V. Personnel: Project Organization and Staffing**

### **A. Proposed Staffing, Staff Qualifications, Supervision and Training**

Two part-time consultants will be hired by the project. This project requires two different skills sets and neither position is of sufficient scope to warrant hiring an employee. In addition, since HEA does not have facilities, consultants that provide their own workspace and equipment are needed. Consultants who may currently be on HEA's Board of Director are required to resign from the Board in order to serve as consultants.

The first position is the certification coordinator, which is a consulting position that was filled for the HTA funded project in 2013-2014. Board of Director member Chris Barzman resigned from the Board in order to fill the position and Dr. Linda Cox served as his supervisor. Mr. Barzman has an MA degree from Hawaii Pacific University in Global Leadership & Sustainable Development. He did an excellent job working with Dr. Cox to revise the pilot certification program, recruiting/training evaluators and competing all the certifications in the recently completed HTA project. He has agreed to serve as the certification coordinator again on this project. Currently he works in Waikiki where he is employed by Expedia as a concierge; has connections with operators; and continues to manage HEA's certification program as a volunteer. No training is needed for the position because he has held it before and Dr. Cox has agreed to serve as his supervisor.

The second consultant will be an outreach coordinator. HEA needs to increase its outreach effort on islands other than Oahu and project personnel that knows operators on other island, especially Maui and Hawaii, is needed. The outreach coordinator will educate operators, resident and visitors about HEA and the certification program. The coordinator needs a working knowledge of possible outreach events and opportunities, along with a working knowledge of HEA and the certification program. A current Board of Director's member, Liz Foote, worked on the 2013-2014 HTA project by recruiting operators and by helping Dr. Cox and Chris Barzman revise the certification program to incorporate the West Hawaii Voluntary Standards developed by the Coral Reef Alliance where she was employed until recently. Ms Foote has an M.S degree in Science Education, has worked in Hawaii since 1998 doing outreach in environmental education and is now a consultant. She also does not need training because she has done this type of work before. Dr. Cox has worked with Ms Foote for many years and has agreed to serve as her supervisor.

### **B. Organization Chart**

HEA has a Board of Directors. The officers are as follows:

President - Aaron Lowe, Oahu Division of Forestry & Wildlife

Department of Land & Natural Resources

Vice President - Timothy McKeague, Atlantis Adventures

Secretary - Shannon Clancey Tuinei, Kailua Beach Citizen Patrol

Treasurer - Annette Kaohelaulii, Annette's Adventures

The remaining Board members include:

Chris Barzman, Expedia and Barzman Consulting

LiAnne Coon, Trilogy Excursions  
Liz Foote, Project S.E.A.-Link  
Tim Lara, Hawaiian Paddle Sports  
Winnie Law, Consultant

Linda Cox, Ph.D., serves as a special advisor to HEA and is employed by UH's Cooperative Extension Service as a Community Economic Development Specialist. Dr. Cox writes HEA's educational materials and grants. She also recruits student interns and volunteers to help with HEA's outreach efforts. She has managed and worked on all of HEA's grant funded projects since 2001. She receives no compensation from HEA.

**C. Compensation**

HEA is a very small organization with run by a committed set of volunteers. HEA hires an administrative assistant, Tiffani Van Ee, on a contract basis to deal with membership issues and the monthly payment to this contractor is \$300. HEA's Treasurer, Annette Kaohelaulii, supervises Ms Van EE. This is the only compensated position funded by HEA. All other previously compensated positions were associated with grant-funded projects.

**VI. Other**

**A. Litigation**

HEA has no pending litigation to which it is a party or outstanding judgments against it.

**B. Licensure or Accreditation**

No special qualifications, including but not limited to licensure or accreditation, are needed or relevant to the project proposed by HEA here.

**C. Federal and County Grants**

No federal or county grants have been awarded to HEA since July 1, 2014.

**D. Private Educational Institutions**

The grant will not be used to support or benefit a sectarian or non-sectarian private educational institution.

**E. Future Sustainability Plan**

HEA charges a fee for each certification application. The current fee is \$200, although this may change. All revenues generated by the fee will be invested back into the certification program. Currently, HEA relies primarily on membership dues to support the organization, as it has since its formation in 1995. However, the recent interest in the certification program is expected to attract new members who are interested in becoming certified. At the same time, the surveys



completed recently as part of the outreach effort indicated that residents and visitors are interested in supporting certified operators, once they are educated about HEA's certification program. Thus, the outreach efforts that will complement the certification effort as part of this project is expected to provide sufficient support for HEA to sustain itself, just as it has for the past 20 years.

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

A copy of HEA's certificate of good standing from the Director of Commerce and Consumer Affairs dated January 27, 2015 is attached.

From: **Linda Cox** lcox@hawaii.edu  
Subject:  
Date: **January 27, 2015 at 12:38 PM**  
To: **Annette Kaohelaulii** annettesadventures@juno.com



**Department of Commerce and Consumer Affairs**

**CERTIFICATE OF GOOD STANDING**

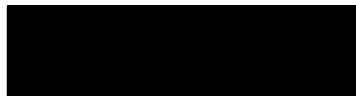
I, the undersigned Director of Commerce and Consumer Affairs of the State of Hawaii, do hereby certify that

**HAWAII ECOTOURISM ASSOCIATION**

was incorporated under the laws of Hawaii on 03/04/1996 ; 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: January 27, 2015



Interim Director of Commerce and Consumer Affairs



## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2015 to June 30, 2016

App

Hawaii Ecotourism Association

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
<b>A. PERSONNEL COST</b>				
1. Certification Coordinator (Consultant)	16,000			
2. Outreach Coordinator (Consultant)	18,000			
<b>TOTAL PERSONNEL COST</b>	<b>34,000</b>			
<b>B. OTHER CURRENT EXPENSES</b>				
1. Inter-Island travel expenses	6,000			
2. Mileage & parking	1,000			
3. Outreach event charges/expenses	2,500			
4. Printing & outreach material	2,500			
5. Supplies	1,000			
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>13,000</b>			
<b>C. EQUIPMENT PURCHASES</b>				
<b>D. MOTOR VEHICLE PURCHASES</b>				
<b>E. CAPITAL</b>				
<b>TOTAL (A+B+C+D+E)</b>	<b>47,000</b>			
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	0	Linda J. Cox	808-956-7602	
(b) Total Federal Funds Requested	0	Name (Please type or print)	Phone	
(c) Total County Funds Requested	0			
(d) Total Private/Other Funds Requested	0	Signature of Authorized Official	Date	
<b>TOTAL BUDGET</b>	<b>47,000</b>	<u>Annette Kaohelaulii, HEA Treasurer</u> Name and Title (Please type or print)		

## BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2015 to June 30, 2016

Applicant: Hawaii Ecotourism Association

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Certification Coordinator (consultant)		\$16,000.00	100.00%	\$ 16,000.00
Outreach Coordinator (consultant)		\$18,000.00	100.00%	\$ 18,000.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL:</b>				<b>34,000.00</b>
<b>JUSTIFICATION/COMMENTS:</b>				



## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2015 to June 30, 2016

Applicant: Hawaii Ecotourism Association

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
None			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>			\$ -	
<b>JUSTIFICATION/COMMENTS:</b>				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
None			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>			\$ -	
<b>JUSTIFICATION/COMMENTS:</b>				

## BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2015 to June 30, 2016

Applicant: Hawaii Ecotourism Association

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: 2013-2014	FY: 2014-2015	FY:2015-2016	FY:2015-2016	FY:2016-2017	FY:2017-2018
PLANS	0	0				
LAND ACQUISITION	0	0				
DESIGN	0	0				
CONSTRUCTION	0	0				
EQUIPMENT	0	0				
<b>TOTAL:</b>	<b>0</b>	<b>0</b>				
<b>JUSTIFICATION/COMMENTS:</b>						



# GOVERNMENT CONTRACTS AND/OR GRANTS

Applicant: Hawaii Ecotourism Association

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau )	CONTRACT VALUE
1.	No current contract or grants				0
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
				TOTAL	0

**DECLARATION STATEMENT OF  
APPLICANTS FOR GRANTS 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 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 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, 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 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 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.

Hawaii Ecotourism Association

(Typed Name of Individual or Organization)



(Signature)  
Annette Kaohelaulii

*Jan 30, 2015*

(Date)  
HEA Treasurer

(Typed Name)

(Title)