

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

Type of Grant Request:

GRANT REQUEST – OPERATING

"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:
 Dba: MAUI NATIVE HAWAIIAN CHAMBER FOUNDATION
 Street Address:
 11, SO. PUUNENE, AVE. KAHULUI, HI 96732
 Mailing Address: SAME

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name MERCER VICENS
 Title CHAIRMAN/CEO
 Phone # 808-870-1177
 Fax # N/A
 E-mail CVICENS@ABPROP.COM

3. TYPE OF BUSINESS ENTITY

NON PROFIT CORPORATION INCORPORATED IN HAWAII

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

THE MAUI NATIVE HAWAIIAN CHAMBER FOUNDATION IS SEEKING FUNDING TO REDUCE THE COSTS INCURRED BY THE MAUI NATIVE HAWAIIAN CHAMBER OF COMMERCE TO PRODUCE THE CHAMBER'S 11TH BUSINESS FEST ~~IN~~ IN THE MONTH OF OCTOBER, 2017. UN
 THIS EVENT REFERS TO THE "NATIVE AMERICAN TOURISM AND IMPROVING VISITOR EXPERIENCE ACT OR THE NATIVE ACT. - LEGISLATION THAT WAS SPONSORED BY U.S. SENATOR BRIAN SCHATZ OF HAWAII, WHO WILL BE OUR FEATURED KEYNOTE SPEAKER, RESPECTIVELY.

4. FEDERAL TAX ID #:
 5. STATE TAX ID #:



7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2017: \$ ~~102,100~~ ^{MV} \$107,100.

8. STATUS OF SERVICE DESCRIBED IN THIS REQUEST:

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

NEW SERVICE

SPECIFY THE AMOUNT BY SOURCES OF FUNDS AVAILABLE AT THE TIME OF THIS REQUEST:

STATE \$0
 FEDERAL \$0
 COUNTY \$0
 PRIVATE/OTHER, (501(C) 6 NON-PROFIT 501(C) 3 \$0



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MERCER VICENS, PRESIDENT

1/19/2017

Rev 12/2/16

Application for Grants

OPERATING GRANT

I. Background and Summary

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

The Maui Native Hawaiian Chamber Foundation (MNHCF) IS A 501(c) 3 organization founded by Native Hawaiian Businesses to provide other Native owned enterprises opportunities to achieve success through technical assistance and training, Our partner, the Maui Native Hawaiian Chamber of Commerce serves the native business community as an advocacy organization by working with Federal, State and County agencies to develop and promote policies that will benefit the small business community. For the purposes of this funding request, the MNHCF will be the applicant.

Founded in 2011, MNHCF and its partner organization are volunteer led with no paid staff. Gatherings and training opportunities are funded through a combination of sponsorships, donations and a small fee paid by attendees. Since our founding, we have coordinated annual gatherings with an average attendance of 250 small native owned businesses and community organizations. In addition, we have coordinated 20 (twenty) informational trainings on small business development and community action networking opportunities with successful business ventures and policy makers for an average 50 (fifty) attendees each quarter.

2. Goals and objectives related to the request:

MNHCF is requesting ^{w/ funding} [REDACTED] to support our training and technical assistance for this coming year. Delivery of the TTA will be in a conference format with speakers, breakout sessions, and small group discussions. Support for this event is based upon recent congressional legislation that would provide opportunities for native owned businesses to participate in tourism related activities.

Passed by the U.S. Congress in September 2016, the NATIVE AMERICAN TOURISM and IMPROVING VISITOR EXPERIENCE ACT (NATIVE) supports indigenous tourism initiatives in Alaska, Hawaii and other Native American Nations. Our intent is to provide attendees with access to the technical assistance necessary to take advantage of this opportunity to enhance and expand their businesses. The goal of this project is to advance native owned businesses in the tourism industry. We intend to accomplish this through skill building, access to experts in traditional practices and in the tourism industry in Hawaii as well as increased knowledge of existing and new federal programs that are available.

3. The public purpose and the need to be served;

According to the 2010 American Survey, the Native Hawaiian population makes up approximately 21% of the State of Hawaii, which puts us at the bottom half of the ethnic spectrum of Hawaii's diverse population. However, Native Hawaiians are either over represented in areas of shorter life span, unhealthy behavior, incarceration, and lower paying jobs, while under represented in areas of homeownership, higher education and entrepreneurship.

MNHCF planned project goal to enhance and expand the opportunity for native owned businesses focusing on increasing the economic status of Native Hawaiians in our community. Opportunities such as this project will provide participants with increased skills and knowledge that will help them increase their economic status and bring parity to an underrepresented segment of our states business community.

4. Describe the target population to be served.

With the successful passage of the NATIVE ACT, our target population are native owned small businesses will be our focused target. Increased knowledge of product and price preferences, ability to promote their native made products and services, and building their capacity to meet demands are just a few areas we can assist them in building on - through this event.

Of particular interest are the requirements built into the legislation that would support native owned businesses in product or service development that showcases our history, culture, and continuing vitality of the culture that would provide an authentic and respectful visitor experience.

5. Describe the geographic coverage.

MNHCF and the Maui Native Hawaiian Chamber of Commerce seeks the support of the Grant-In-Aid funds to provide this training opportunity to native owned business statewide.

This annual collaboration has successfully coordinated this training conference for Maui participants for the past five years. Our goal this year is to expand our reach to other existing native chambers on the neighbor islands and to provide other native owned businesses on our neighbor islands this very unique opportunity.

Applicant: Maui Native Hawaiian Chamber Foundation

II. Service Summary and Outcomes

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

Scope of Work:

MNHCF intends to convene a training conference for approximately 350 participants. Conference activities will focus on the development of a strategy to access and incorporate initiatives found in the Native American Tourism and Improving Visitor Experience ACT (NATIVE ACT) legislation recently passed by the U.S. Congress. The initiatives found in this legislation will help boost the ability of native owned businesses in Hawaii, Alaska and other Native American Nations to actively and properly promote our cultural history and practices and enhance the visitor experience in Hawaii.

Tasks and responsibilities include pre-event activities that is not part of this funding request, however must be initiated to ensure venue, speakers and facilitators are available. Tasks such as marketing of event through "Save the Date" strategies will be developed in advance of funding request to generate interest and participation. Securing the additional funding necessary will also be part of the pre-event activities.

Should MNHCF receive and award of funds through this request, tasks geared towards recruitment of participants, securing appropriate venue and the hiring of an event planner and project administrator will be completed and in place within 30 days of award.

Tasks and responsibilities will be delineated between event planning and event administration.

Developing registration forms and distribution of same, creating a database for tracking participant headcount and maintaining and updating same, creating conference materials and packets including the conference agenda and solicitation of additional funding shall be completed by event administrator. All fiscal expenditures and reporting shall be done by the event administrator with oversight responsibility held by MNHCF. Event administrator shall also be responsible for the development of a pre- and post-conference evaluation survey tool that will be used to assess our level of success in our delivery strategy.

Securing appropriate and necessary venue space, confirmation of speakers and facilitators and establishing a marketplace for participants to showcase their products and services shall be the responsibility of the event planner. developing and confirming list of speakers and facilitators, securing venue for large audience and small break out sessions, development of conference agenda and participant packets, securing additional sponsors and contributions. In addition MNHCF will also work to secure the

Applicant: Maui Native Hawaiian
Chamber Foundation

participation of traditional practitioners and protocol specialists to assist in guiding the discussion surrounding the objectives of this conference and its direct relation to the NATIVE ACT. and the development of an evaluation tool to help assess our level of success in our delivery strategy.

Administrative Tasks and Responsibilities.

In the past five years, MNHCF and its community partner the Maui Native Hawaiian Chamber of Commerce has recruited volunteers to assist in the development of its annual training conferences and have not incurred any significant administrative costs. However, this year, in our desire to bring this opportunity to our business community, our focused efforts will need some administrative responsibilities, and as such, we have included the costs of those activities in our request. Administrative tasks and responsibilities will include the ability for participants to make contact with a person either through phone, email or in person that will be able to assist them in registering, responding to questions regarding the conference topic and subject matter, development of conference packet includes copying and printing costs, office supplies and a dedicated space to work from.

Conference tasks and responsibilities will include registration of attendees, distribution of conference packets, maintaining a schedule of activities including speakers and facilitation of break outs and the collection and securing of evaluation surveys. Compilation of the surveys will be done after the event has been closed. Below is the estimated timeline for all activities related to this event. Timeline is based upon award notice and ability to proceed.

<i>Securing Event Planner and contracted administrator through negotiated contract agreements:</i>	<i>30 days</i>
<i>Securing event venue, negotiate contracts for facilitators, identifying And securing trainers and speakers</i>	<i>45 days</i>
<i>In conjunction with administrator, launch marketing and public relations Strategy to promote attendance</i>	<i>60 days</i>
<i>Develop and distribute registration packets; begin compiling reservations for event</i>	<i>30 days</i>
<i>Recruit and secure volunteer staff for event to staff registration Activities, organize and distribute conference packets, schedule Protocol activities</i>	<i>30 days</i>
<i>Finalize all necessary details for event, confirm attendance numbers and provide for logistics support pre and post conference</i>	<i>15 days</i>
<i>Compile all evaluation survey information, finalize for Reporting on effectiveness of delivering information</i>	<i>30 days</i>

Close all outstanding event invoices, contracts and
Agreements

60 days.

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

Initial planning work has already begun with identifying potential conference space, development of conference packet and securing the date and developing a speakers list. Should MNHCF be successful in securing GIA support, consultants and contractors will be secured to begin implementation. From pre-conference logistics and recruitment efforts, all activities are outlined and strategy for success shall be developed and followed. From funding award to close of event and finalization of all administration activities, the timeline for this event is six months from date of award and authorization to proceed.

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

As stated in the previous section, MNHCF shall develop a pre and post survey instrument that will provide us with level of knowledge and skills prior to conference activities and measure skill level and knowledge after the event. Evaluations shall be compiled and submitted in a report format and used by MNHCF to assess our success.

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.

The measure of effectiveness shall be measured through timely reporting using the outlined tasks and responsibilities to ensure a timely completion of all activities. The evaluation instrument used during the event shall serve as a tool to assess our success in delivering relevant information and training on the focus topic.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2017 to June 30, 2018

Applicant: Maui Native Hawaiian Chamber Foundation

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				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
TOTAL PERSONNEL COST	n/a	n/a	n/a	n/a
B. OTHER CURRENT EXPENSES				
1. Planner	30,000.	0	0	0
2. Administrative	14,000.	0	0	0
3. Air Fares	9,000.	0	0	0
4. Transportation	3,000.	0	0	0
5. room rental	8,000.	0	0	0
6. Breakout rm rental	4,000.	0	0	0
7. Audio Visual	4,800.	0	0	0
8. Program printing	3,500.	0	0	0
9. Name Badges	2,000.	0	0	0
10. Media Production	4,500.	0	0	0
11. Video Photographer	3,500.	0	0	0
12. Engineering support	500.	0	0	0
13. Specialty Leis	2,000.	0	0	0
14. Misc. Delivery	300.	0	0	0
15. Conferee gift bags	3,000.	0	0	0
16. SPEAKERS Gift bags	1,700.	0	0	0
17. MARKETING	10,000.	0	0	0
18. Stipends	600.	0	0	0
19. Postage Mailouts	700.	0	0	0
20. Protocol a.m. setup	2,000.	0	0	0
TOTAL OTHER CURRENT EXPENSES	107,100.			
C. EQUIPMENT PURCHASES	n/a	n/a	n/a	n/a
D. MOTOR VEHICLE PURCHASES	n/a	n/a	n/a	n/a
E. CAPITAL	n/a	n/a	n/a	n/a
TOTAL (A+B+C+D+E)	107,100.			
SOURCES OF FUNDING	107,100.	Budget Prepared By:		
(a) Total State Funds Requested	0	Mercer Vicens 870-1177		
(b) Total Federal Funds Requested	0	870-1177 Phone		
(c) Total County Funds Requested	0			
(d) Total Private/Other Funds Requested	0	Date 1/8/17		
TOTAL BUDGET	107,100.	Name and Title (Please type or print)		

"not applicable"

Applicant: N/A Maui Native Hawaiian Chamber Foundation

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
				\$ -00
				\$ -00
				\$ -00
				\$ -00
				\$ -00
				\$ -00
				\$ -00
				\$ -00
				\$ -00
				\$ -00
				\$ -00
				\$ -00
				\$ -00
				\$ -00
				\$ -00
				\$ -00
				\$ -00
				\$ -00
				\$ -00
TOTAL:				
JUSTIFICATION/COMMENTS:				

"not applicable"

Applicant: N/A Maui Native Hawaiian Chamber Foundation

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
			\$ -00	
			\$ -00	
			\$ -00	
			\$ -00	
			\$ -00	
TOTAL:				

JUSTIFICATION/COMMENTS:

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
			\$ -00	
			\$ -00	
			\$ -00	
			\$ -00	
			\$ -00	
TOTAL:				

JUSTIFICATION/COMMENTS:

"not applicable"

Applicant: Maui Native Hawaiian Chamber Foundation N/A

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2015-2016	FY: 2016-2017	FY:2017-2018	FY:2017-2018	FY:2018-2019	FY:2019-2020
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS:						

"not applicable" **GOVERNMENT CONTRACTS AND / OR GRANTS**

Applicant: N/A Maui Native Hawaiian Chamber Foundation

Contracts Total: -00

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					

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

The undersigned authorized representative of the applicant certifies the following:

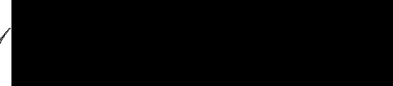
- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide 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.

MAUI NATIVE HAWAIIAN CHAMBER FOUNDATION

(Typed Name of Individual or Organization)

X 

1/19/2017

(Signature)

(Date)

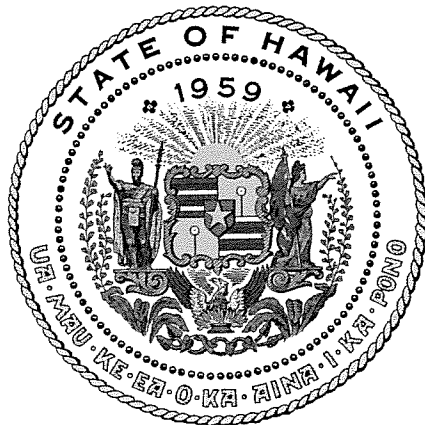
MERCER VICENS

PRESIDENT

(Handwritten signature)

(Typed Name)

(Title)



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

MAUI NATIVE HAWAIIAN CHAMBER FOUNDATION

was incorporated under the laws of Hawaii on 10/28/2010 ; 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 19, 2017

Director of Commerce and Consumer Affairs

