



## Application Submittal Checklist

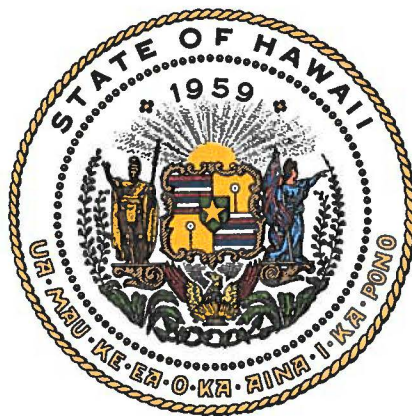
*The following items are required for submittal of the grant application. Please verify and check off that the items have been included in the application packet.*

- 1) Certificate of Good Standing (If the Applicant is an Organization)
- 2) Declaration Statement
- 3) Verify that grant shall be used for a public purpose
- 4) Background and Summary
- 5) Service Summary and Outcomes
- 6) Budget
  - a) Budget request by source of funds ([Link](#))
  - b) Personnel salaries and wages ([Link](#))
  - c) Equipment and motor vehicles ([Link](#))
  - d) Capital project details ([Link](#))
  - e) Government contracts, grants, and grants in aid ([Link](#))
- 7) Experience and Capability
- 8) Personnel: Project Organization and Staffing

  
AUTHORIZED SIGNATURE

BETH ROBINSON, PRESIDENT  
PRINT NAME AND TITLE

1/16/19  
DATE



## 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

KOHALA EQUINE EDUCATION CENTER, INC.

was incorporated under the laws of Hawaii on 11/30/2011 ; 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 27, 2018

Director of Commerce and Consumer Affairs

**DECLARATION STATEMENT OF  
APPLICANTS FOR GRANTS 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 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.

Kohala Equine Education Center Inc

\_\_\_\_\_  
(Typed Name of Individual or Organization)

  
(Signature)

  
(Date)

Beth Robinson  
(Typed Name)

President  
(Title)



## Section 42F-102 Acknowledgement

The undersigned hereby confirms and acknowledges that the grant will be used for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes, as stated above.

Kohala Equine Education Center, Inc.  
(Typed Name of Individual or Organization)

Beth Robinson 1/16/19  
(Signature) (Date)

Beth Robinson President  
(Typed Name) (Title)

## Application for Grants

*If any item is not applicable to the request, the applicant should enter "not applicable".*

### **I. Certification – Please attach immediately after cover page**

#### **1. 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, 2018.

#### **2. Declaration Statement**

The applicant shall submit a declaration statement affirming its compliance with Section 42F-103, Hawaii Revised Statutes. ([Link](#))

#### **3. Public Purpose**

The applicant shall specify whether the grant will be used for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes. ([Link](#))

### **II. 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;**

KOHALA EQUINE EDUCATION CENTER, Inc (KEEC) is a volunteer-run non-profit organization accepted as a sponsored project of the North Kohala Community Resource Center in 2008, and incorporated in 2012. KEEC obtained federal 501(c)(3) status in 2017. **Our mission is to provide community facilities in North Kohala for agriculturally based educational, cultural and recreational programs, with priority given to those involving horses and horsemanship skills.**

KEEC has a nine-member Board of Directors elected by the membership. Over half of the Board members have been with the organization from its inception, committed to seeing the development of facilities to fruition. Capacity building has been an important objective for the Board, with key positions held by members under 40 years of age, who hold the vision that one day their own young children will be using the facility and perhaps

servicing in leadership roles themselves.

After evaluating locations including a state-owned parcel for which KEEC received Agreement in Concept from BLNR in 2010, KEEC reached an agreement in 2012 to license 10 acres from the predecessor of Kohala Institute, which manages an intact ahupua'a of approximately 2,400 acres at 'Iole (including the historic Bond Estate). 'Iole has four cattle ranches grazing their lands, and Kohala Institute runs and hosts a variety of complementary educational, cultural and recreational programs synergistic with KEEC's mission .(www.kohalainstitutue.org).

KEEC's initial license area was makai of the highway, a portion of a larger acreage leased to Ponoholo Ranch, and for several years the site of the Kohala Country Fair drawing over 3,000 attendees from all over Hawai'i Island. After KEEC completed extensive design and permitting for a Phase 1 outdoor arena, Kohala Institute requested that KEEC move to a different 10-acre license area mauka of the highway and compensated KEEC for its sunk costs in the original site.

KEEC's current 10-acre license area is part of a larger parcel on which other agricultural organizations and businesses are in operation. Other licensees on this TMK include Kohala Ride Wild Club/4-H; Island Harvest macadamia nut orchards; and Kohala Mountain Fish Company aquaculture facilities.

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

This GIA capital funding proposal seeks \$ 2,543,220 for KEEC to build a multipurpose agricultural education facility including a covered full-sized arena and classrooms, at Iole in North Kohala. This indoor facility is Phase II of the Kohala Equine Education Center's goals.

Previously achieved objectives include design for the facilities by Mainland professional arena planner Lynn Long, who visited the site and interviewed prospective users across Hawai'i Island; architectural drawings by Jack Hoyt; grading plan by Jim Pedersen, CPE; and bids for both project phases from licensed contractors.

The current site is within the area for which macadamia nut producer Island Harvest has a conservation plan with Mauna Kea Soil and Conservation District, and KEEC has been working with them on approval for the entrance road to be built early in 2019, which will be shared with Kohala Ride Wild Club/4-H. This process will facilitate the additional permitting for Phase II as required by the landowner under the license agreement.

Phase I facilities are focused on horsemanship and cattle-working and are planned to be completed by KEEC in 2019 prior to the start of the State's 2019-2020 fiscal year and receipt of funds. Phase I will provide a panel arena of approximately 150' X 300'

with suitable footing for horse and human health and safety. KEEC already owns two portable round pens and in addition to the entry road is completing fencing and clearing of trees.

The State GIA request is for Phase II facilities, the goal of which is to address broader agricultural education needs, populations served, and geographical reach. Wind and rain are big factors to be considered in agricultural education activities. The design for Phase II includes a covered arena and viewing areas, restrooms, and one enclosed classroom, with room for future classroom expansion. Paved parking on the Iole Road side of the KEEC site will allow for community rentals for large events.

### **3. The public purpose and need to be served;**

Three public purposes and needs will be served by the Kohala Equine Education Center Phase II facility:

- Support food security and self-sufficiency goals, district- and state-wide.
- Provide a venue for therapeutic horsemanship programs for special needs populations and veterans.
- Provide classroom, meeting room and event space for the rural, isolated North Kohala community.

#### Agricultural Education to Support Food Self-Sufficiency

The North Kohala Community Development Plan (CDP) has as its goal: **“To manage the future growth of the district in a manner that is consistent with the Kohala lifestyle and ideals of being a rural community with a strong cultural heritage, an agricultural base, and a small town feel.”** The document says that establishing agricultural and cultural education programs are strategies to achieve this goal.

Since the adoption of the North Kohala CDP in 2008, dedicated individuals and organizations have continued to work towards the goal of increasing agricultural production in Kohala. However, the agricultural educational programs in the district are currently focused on food that can be grown, rather than on raising animals.

KEEC was formed in 2009 to address that need. For Hawaii's ranching operations, horsemanship and livestock handling skills are vocational, not just recreational. With the consumer becoming more oriented towards purchasing locally raised, humanely produced meat, KEEC's educational activities will contribute to the sustainability of the ranching industry and thereby to food security and self-sufficiency across the State.

Kohala has people with the equestrian and livestock management skills to be passed on to youth and to newcomers to ranching, to fulfill the CDP objectives. Two of the 25 largest cow-calf operations in the U.S. ranch in North Kohala, with a third not far behind. Hawi has one of only two dairy farms in the state. Over a dozen other producers in the district raise cattle, lamb, pigs, and goats for wholesale and retail markets.

Riding lessons are offered and roping practice takes place at several privately owned



arenas in Kohala, but these are not open to the public. KEEC board member Fern White has taught an estimated 500 Kohala residents to ride (in a district with a population around 6,000), and has organized countless events at leased facilities over the years. Although her Lio Lapa'au facilities are designed to serve her own clients, White is adamant that *"the job of providing a public facility is just too big for one person to undertake, especially with multiple fields of equine activity in addition to traditional riding, training and events. No one individual should be responsible to provide for a larger community"*

In order to serve *community* equestrian and animal husbandry educational needs, KEEC adopted the Honoka'a Rodeo Arena model of having a club or membership organization to provide, maintain and operate community facilities as a suitable and proven solution that can be adapted for our district.

The County-operated facility at the Panaewa Recreational Complex (Hilo) and the Honoka'a and Honaunau rodeo arenas, which are user managed but enjoy County support, are outdoor facilities. Wind and rain are big factors to be considered where horses and livestock are present. There are very few covered arenas on the Big Island, and all of them are private, not open to the community. Thus KEEC's Phase II facility will attract users from across the island.

As broader agricultural educational needs were identified by the community and other non-profit organizations, KEEC evolved its Phase II to add classrooms, so the facility will serve not only the ranching community, but also provide a location for any agricultural education in support of the community development plan goals.

Kohala schools are actively pursuing private-public partnerships to bring agricultural education into the schools as well as to contribute to sustainable agriculture in the district.

- Kohala Elementary School pioneered with a Discovery Garden program in 2010 to teach sustainable agricultural practices, STEAM subjects, wellness and nutrition, and the Hawaiian value of *pono*. In 2017, Kohala was selected as the first school complex in the State of Hawaii to pilot a Farm to School project bring fresh local food into the cafeteria.
- Kohala High School does not have facilities to offer animal husbandry and would be an eager program partner for after-school programs.
- Kohala again has a thriving 4-H club with an equine focus, demonstrating the potential to expand to 4-H offerings in agriculture, leadership, health, environment and technology.

### Serving Special Needs Children and Veterans

Besides the agricultural needs, KEEC's initial surveys conducted in 2009 confirmed a demand for a facility to support programs that use horses to provide humans with therapy for physical and psychological issues. Several KEEC members have completed

study and certification programs and are currently using their horses, both ridden and interacting on the ground, to provide therapeutic riding as well as to teach leadership, communication and social skills.

Current successful programs that could be expanded with the availability of a covered facility include Lio Lapaau and Kohala Youth Ranch, which in addition to serving youth, offers equine assisted psychotherapy for Hawaii Island Veterans in conjunction with the PTSD Health and Research Center.

#### Public Space for Community Needs

There is a shortage of classroom and meeting space in North Kohala , especially for evening meetings and classes, and larger events and activities. When not in use for agricultural education, the arena surface can be rolled and tables and chairs brought in so the facility will be available to the public for weddings, graduation celebrations, and fundraisers.

#### **4. Describe the target population to be served; and**

##### Ranchers, Livestock Producers, and Horse Owners

KEEC conducted a survey in 2009 to attempt to quantify the potential user base for a multi-purpose agricultural education facility with an emphasis on horses.

The surveys indicate the majority of horse owners, including multi-generational local ranching families who work at Parker Ranch, Ponooho Ranch and Kahua Ranch, lack facilities to train their own horses and teach their children. Newer residents were attracted to rural neighborhoods because it suited their interest in horses; their subdivisions on what were formerly ranch lands were built with riding trails, but lack actual equestrian facilities.

##### School Age Children In North Kohala and Veterans Island-Wide

Kohala 4-H and FFA programs have the potential to once again become the largest in the County, befitting the district's agricultural heritage and future. There are around 800 students in the North Kohala K-12 public school complex, a robust home school community, and approximately 50-75 students who commute to private school in Waimea. 65-70% of public school students qualify for reduced or free lunch.

The facility will also provide a venue to provide therapeutic riding and equine assisted learning programs independent of weather conditions.

##### General North Kohala Population – Meeting and Event Space

With a covered facility and classroom space, the KEEC facility will potentially be used by every resident of North Kohala, along with residents of other districts on the island, and even island visitors.

**5. Describe the geographic coverage.**

KEEC's primary day-to-day focus is to serve residents of North Kohala. North Kohala is at the end of the road on the northernmost tip of Hawaii Island. It is large in land area (133 square miles) and small in population (6,322 in 1,800 households). We are isolated, rural and agricultural and, like most Hawaiian communities, a blend of seven diverse ethnic cultures- Hawaiian, Japanese, Chinese, Portuguese, Puerto Rican, Caucasian and Filipino.

As South Kohala also has no County arena or agricultural education facility, our secondary area of service would be this neighboring district.

Larger events like the Kohala Country Fair and rodeo competitions would draw attendance from the entire island of Hawai'i. The Kohala Country Fair has been without a venue for the past three years. Kohala Country Fair annually attracted an estimated 3,000 attendees from around Hawaii Island. Rodeos at the County arenas can attract in excess of 1,000 participants and spectators.

Private arenas on the Island that host equestrian and livestock handling events, clinics, and courses draw attendees from across the State, and even from the Mainland and other countries. At the Iole location, Kohala Institute's Grace Center could provide affordable overnight accommodations for users from outside of Kohala.

**III. Service Summary and Outcomes**

The Service Summary shall include a detailed discussion of the applicant's approach to the request. The applicant shall clearly and concisely specify the results, outcomes, and measures of effectiveness from this request. The applicant shall:

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

The covered multipurpose facility and associated parking for which funding is sought will be constructed on the Iole Road side of KEEC's 10-acre license area, to the west of the uncovered arena.

Plans have already been completed by Lynn Long, Professional Arena Designer; Jack Hoyt, Architect; and Jim Pedersen, CPE. Detailed design for permitting will be part of the 2019-2020 scope of work.

Once funding amounts are secured, contractor bids will be finalized and KEEC and landowner Kohala Institute will obtain required building permits.

Fencing and entry road have already been funded and will be completed early in 2019. Additional site work for the facility proposed in this request includes tree removal, grading and roadways.

The facilities to be constructed consist of a General Steel clear span building of 125' wide main span, 10' cattle chute extension on makai side, 24' extension on the mauka side provides open area for bleachers/spectators which will be available for future expansion of classrooms. Exterior solid metal sheet walls are only on makai side with doors on East side. Mauka side and West end are open, no exterior walls.

Interior improvements will include one enclosed classroom of 30' X 32' with adjacent restrooms including one ADA-compliant; elevated announcer booth; roping-size arena with suitable footing for horse and human safety.

A paved parking area for users of the multipurpose facility and event spectators will provide around 100 parking stalls. Parking for horse trailers will be on grassy areas next to the arena.

Contractors will be supervised by KEEC's Facilities Committee and Architect Jack Hoyt.

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

Quarter 1	Quarter 2	Quarter 3	Quarter 4
Finalize contractor bids	Complete site work including tree removal, grading, roads.	Erect steel structure.	Complete interior construction.
Obtain permits	Complete concrete work for parking and footings	Begin interior construction.	Install arena.
Begin sitework			Report to State and other funders

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

KEEC has been working on this capital project since securing the site in 2012. Throughout this planning and earlier phases KEEC has worked only with licensed professionals including contractors, architect, engineer and surveyor.

The Architect and Facilities Committee will be expected to present a monthly progress report and final report to the Board including inspections and status of County and NRCS compliance. The State of Hawaii and other funders will be provided all requested documents and interim and final reports.



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 Board of KEEC will monitor project status, construction timelines, and budget and report to the State agency through which grant funds are appropriated in a timely manner as required by the expending agency.

#### **IV. Financial**

##### **Budget**

1. **The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.**
  - a. **Budget request by source of funds ([Link](#))**
  - b. **Personnel salaries and wages ([Link](#))**
  - c. **Equipment and motor vehicles ([Link](#))**
  - d. **Capital project details ([Link](#))**
  - e. **Government contracts, grants, and grants in aid ([Link](#))**

Attached.

2. **The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2020.**

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$121,686	\$639,477	\$1,522,863	\$250,194	\$2,534,220

3. **The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2020.**

Three funders who have provided support in previous years will be approached for significant grants:

- Dorrance Family Foundation
- Atherton Foundation
- Russell Family Foundation

Fundraiser activities, along with individual donors, will also continue to be important contributors.

- 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.**

Not applicable

- 5. The applicant shall provide a listing of all federal, state, and county government contracts, grants, and grants in aid it has been granted within the prior three years and will be receiving for fiscal year 2020 for program funding.**

Not applicable

- 6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2018.**

\$15,428.33

## **V. Experience and Capability**

### **1. 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.**

Lynn Long Planning and Design, LLC provided the initial design of the facility and site layout. Lynn's firm specializes in Equestrian Site and Facility Design to optimize safety for animals, usability for people, and financial and operational sustainability. Public facilities she designed include Evergreen State Fair Equestrian Park in Washington; Murrieta Equestrian Park in California; and Salisbury Equestrian Park in Colorado. Her current project is at the Bishops Lodge Resort in Santa Fe, New Mexico.

John Hoyt has been the principal architect of Jack Hoyt Architect & Associates for the last 35 years. He has lived in Kapaau for twenty years and is active in community projects including as president of the Affordable Housing Group. He was architect and project manager for the Kapaau Veterinary Center commercial building and the Kohala

Town Center apartment complex, the only new commercial buildings built in North Kohala in the last two decades.

The Kohala Equine Education Center Board of Directors has significant experience in building and operating arena facilities and as business owners, ranchers, equine professionals, and educators.

KEEC President Beth Robinson is a Broker-in-Charge with Hawaii Life Real Estate and lifelong horse enthusiast. Forty years ago between college and graduate school she worked as an analyst for the Joint Budget Committee of the Colorado State Legislature, and is delighted to put her knowledge of the appropriations process to use in this capital project.

KEEC Vice President Jon Adams is a 40 year resident of North Kohala. In that time he founded 7 successful businesses, including Kohala Pacific Realty and Aina Ola construction, builder of 37 homes predominantly affordable housing. Past board member of the Kohala Community Development Plan Action Committee, 30-year member of North Kohala Lion's Club, Founder of the North Kohala Merchants Association and the Kohala Golf Club.

KEEC Secretary Jill Kupitz is has a Bachelors of Equine Science with an Industry Concentration from Colorado State University and over 30 years of experience in the equine industry. With an MBA from University of Phoenix Jill manages Pacific Aina, a landscape maintenance and development company in Kamuela, as well as trains horses in North Kohala.

KEEC Treasurer Katie Adams grew up in North Kohala and her special needs son's success with therapeutic riding is the basis of her commitment to KEEC's mission. She manages a retail business in Hawi.

Facilities Committee Chair Matthew Medeiros will provide day to day project supervision. Matthew has worked in construction his entire life, both for the family company and a number of other local construction companies, and has managed the family ranch for 20 years. He imagines his daughter running KEEC one day.

Membership Chair Fern White is a full time high school STEM/English teacher and Instructional Coach. s National Board Certified since 2003; Hawaii's 2005 Character Educator of the Year and Hawaii Speech League Coach/Communicator of the Year 2008. Lead the electric vehicle program. Currently, Fern coordinates and mentors the high school's robotics program. Fern is dual certified riding instructor: American Riding Instructor Assn. (ARIA) and North American Riding for Handicapped Assn. (NARHA). Fern continues to provide riding instruction and is renowned clinician.

Activities and Events Chair Wakan Zephier is a tribal member of the Sisseton Wahpeton Dakota Sioux Tribe where she spent much of her young adulthood participating in and

organizing indigenous wellness programs including multi-day horseback rides. Horses are known as the "Four Legged Healer" to the Sioux people.

Board Member Bernelle Ho'opai Camara is a 4th-generation paniolo who grew up on Kahua Ranch in Kohala. She is a skilled horsewoman and pa'u parade rider. Her oldest son has been a roping and rodeo competitor since kindergarten, and is about to graduate high school. She manages an ecotourism company in Kohala.

Board Member Christopher Langan is a former fire fighter and EMT with the Hawaii County Fire Department and owner/operator of several ecotourism enterprises. He has bred and raised horses his entire life and is deeply committed to seeing the community continue to support a rural lifestyle.

KEEC will use only licensed contractors with relevant experience for all site and construction work. Permits will be submitted and work supervised by architect Jack Hoyt and KEEC's Facilities Committee.

## **2. 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.**

KEEC has a 10-acre site under license from Kohala Institute at Iole, for which a licensed surveyor performed a topographical survey. Facility site plans created using that survey map by arena designer Lynn Long and architect Jack Hoyt demonstrate the adequacy of the site for the facilities proposed. SEE ATTACHED.

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

### **1. 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.**

Kohala Equine Education Center, Inc. is a membership organization with a volunteer nine-member Board and no employees/staff.

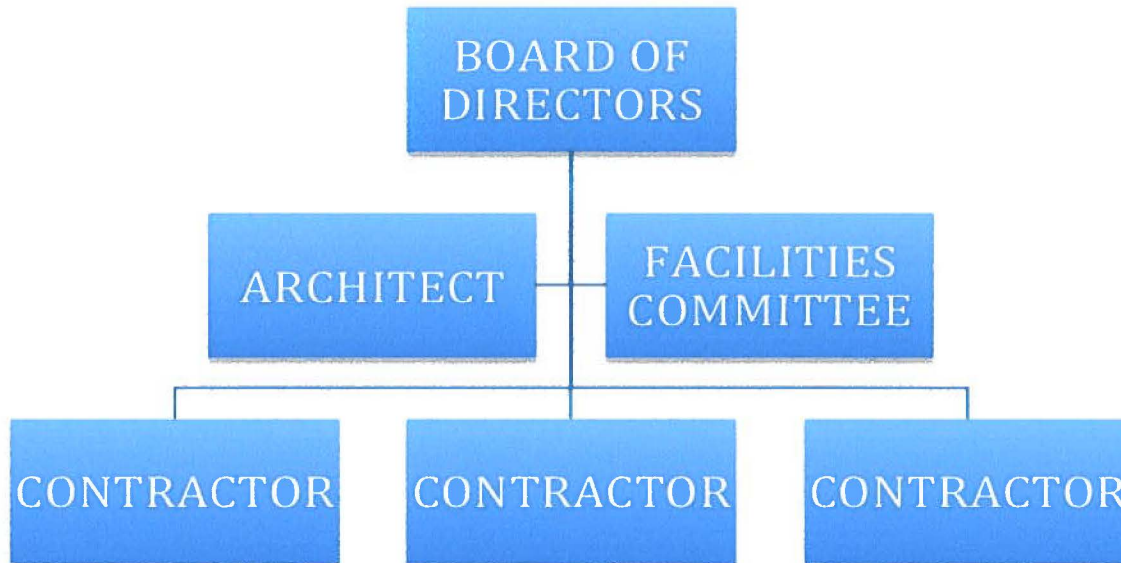
Each member has a work commitment for facilities maintenance in addition to paid dues. Members who cannot or do not wish to meet their work commitment personally



may “buy out” for a fee, which is used by Facilities Committee to hire hourly labor for facility maintenance tasks.

## 2. 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.



## 3. Compensation

The applicant shall provide an annual salary range paid by the applicant to the three highest paid officers, directors, or employees of the organization by position title, not employee name.

Kohala Equine Education Center, Inc has no paid officers, directors or employees.

## VII. Other

### 1. 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.

None

## **2. 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.**

Applicant has no licensure or accreditation but will use a licensed architect and licensed contractors for the construction.

## **3. 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.**

Kohala Equine Education Center, Inc. will not use this grant to support or benefit a sectarian or non-sectarian private educational institution.

## **4. Future Sustainability Plan**

**The applicant shall provide a plan for sustaining after fiscal year 2019-20 the activity funded by the grant if the grant of this application is:**

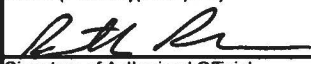
- (a) Received by the applicant for fiscal year 2019-20, but**
- (b) Not received by the applicant thereafter.**

To date, membership dues, grant funding, and fundraisers have funded KEEC. GIA Capital support is requested for a facility that will allow for rental income to cover the organization's on-going operating costs. In other words, our operating budgets project that Phase II facility rental income together with membership dues will be sufficient to eliminate the need for operating grants and fundraising going forward.

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2019 to June 30, 2020

Applicant: KOHALA EQUINE EDUCATION CENTER INC

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. Salaries				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
<b>TOTAL PERSONNEL COST</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>C. EQUIPMENT PURCHASES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>D. MOTOR VEHICLE PURCHASES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>E. CAPITAL</b>	<b>2,534,220</b>	<b>0</b>	<b>0</b>	<b>281,580</b>
<b>TOTAL (A+B+C+D+E)</b>	<b>2,534,220</b>	<b>0</b>	<b>0</b>	<b>281,580</b>
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	2,534,220	BETH ROBINSON 808-443-4588		
(b) Total Federal Funds Requested	0	Name (Please type or print) Phone		
(c) Total County Funds Requested	0			
(d) Total Private/Other Funds Requested	281,580	1/16/19 Date		
<b>TOTAL BUDGET</b>	<b>2,815,800</b>	BETH ROBINSON PRESIDENT Name and Title (Please type or print)		



## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2019 to June 30, 2020

Applicant: Kohala Equine Education Center Inc

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>			\$ -	

**JUSTIFICATION/COMMENTS:**

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>			\$ -	

**JUSTIFICATION/COMMENTS:**

NO EQUIPMENT OR MOTOR VEHICLES INCLUDED IN REQUEST



## BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2019 to June 30, 2020

Applicant: KOHALA EQUINE EDUCATION CENTER, INC

<b>FUNDING AMOUNT REQUESTED</b>						
<b>TOTAL PROJECT COST</b>	<b>ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS</b>		<b>STATE FUNDS REQUESTED</b>	<b>OTHER SOURCES OF FUNDS REQUESTED</b>	<b>FUNDING REQUIRED IN SUCCEEDING YEARS</b>	
	<b>FY: 2017-2018</b>	<b>FY: 2018-2019</b>	<b>FY:2019-2020</b>	<b>FY:2019-2020</b>	<b>FY:2020-2021</b>	<b>FY:2021-2022</b>
PLANS	IN KIND	IN KIND	0	0	0	0
LAND ACQUISITION	NA	NA	0	0	0	0
DESIGN	0	IN KIND	91242	0	0	0
CONSTRUCTION	0	9000	2442978	281580	0	0
EQUIPMENT	0	0	0	0	0	0
<b>TOTAL:</b>	<b>0</b>	<b>9000</b>	<b>2,534,220</b>	<b>281,580</b>	<b>0</b>	<b>0</b>
<b>JUSTIFICATION/COMMENTS:</b>						
Based upon bids from General Steel, Red River Arenas, and local contractors						

**GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID**

Applicant: KOHALA EQUINE EDUCATION CENTER, INC

Contracts Total:\$0

-

	<b>CONTRACT DESCRIPTION</b>	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)</b>	<b>CONTRACT VALUE</b>
1	NONE				
2					
3					
4					
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6					
7					
8					
9					
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11					
12					
13					
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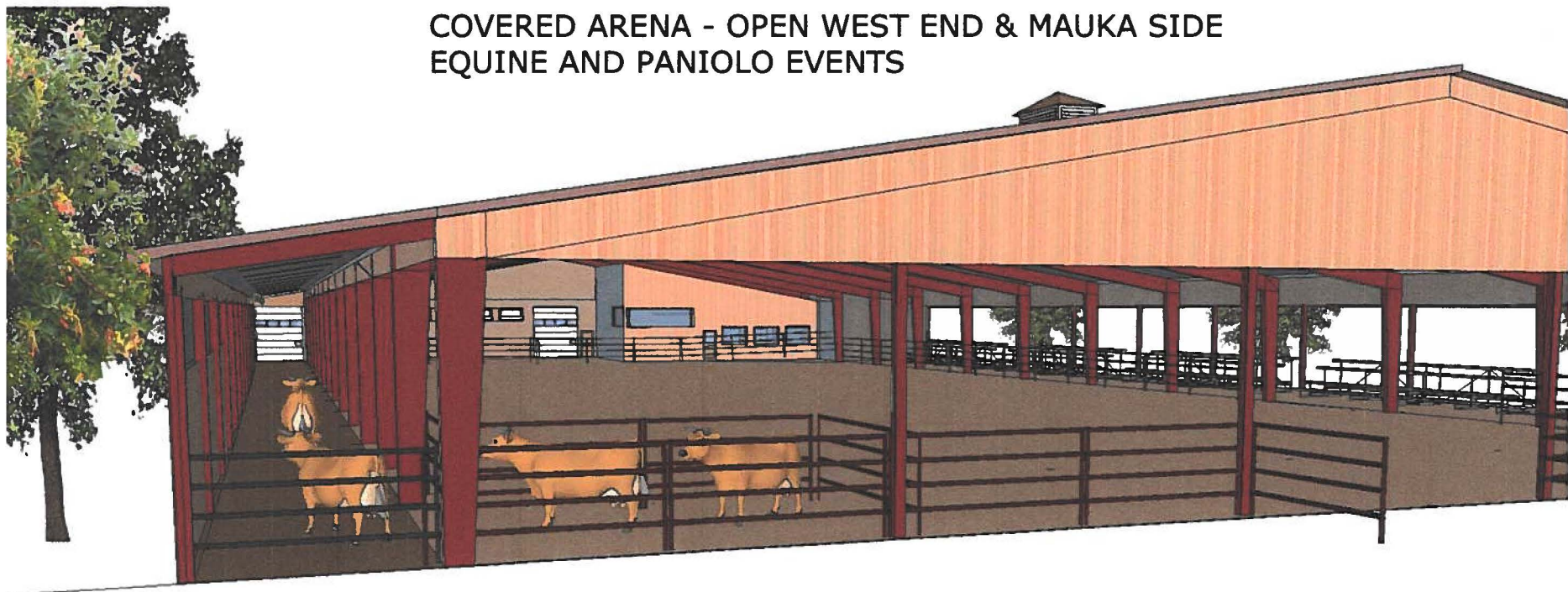
EAST END AND MAUKA SIDE. CLASSROOMS,  
RESTROOMS ENCLOSED EVENT AREA AT CORNER







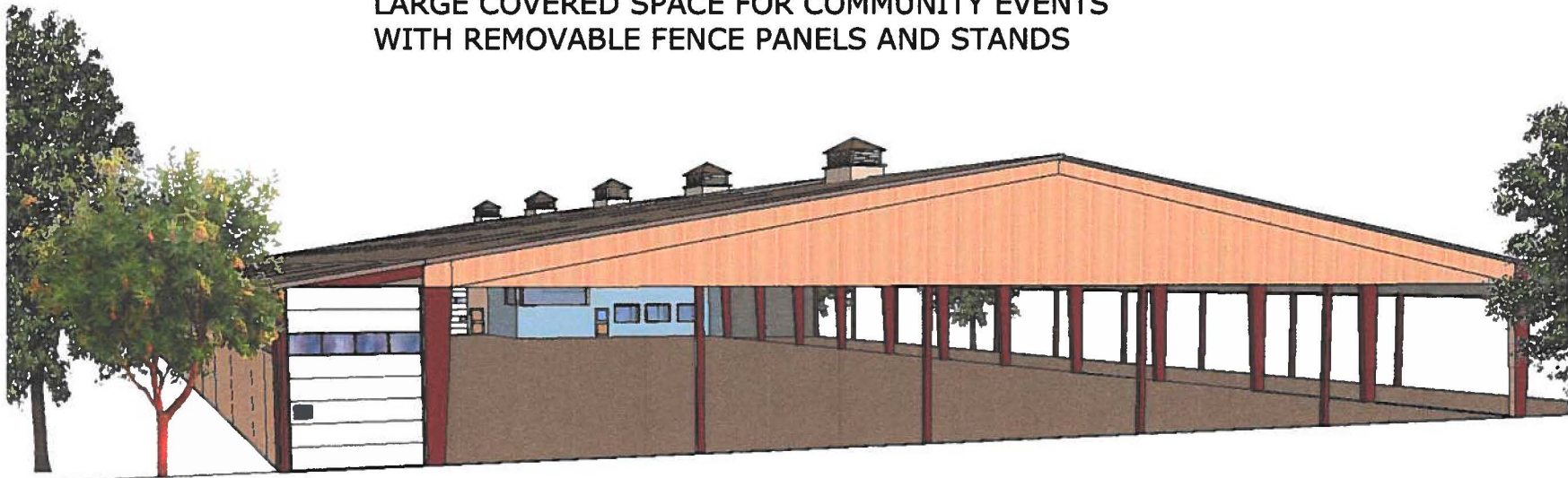
COVERED ARENA - OPEN WEST END & MAUKA SIDE  
EQUINE AND PANIOLLO EVENTS



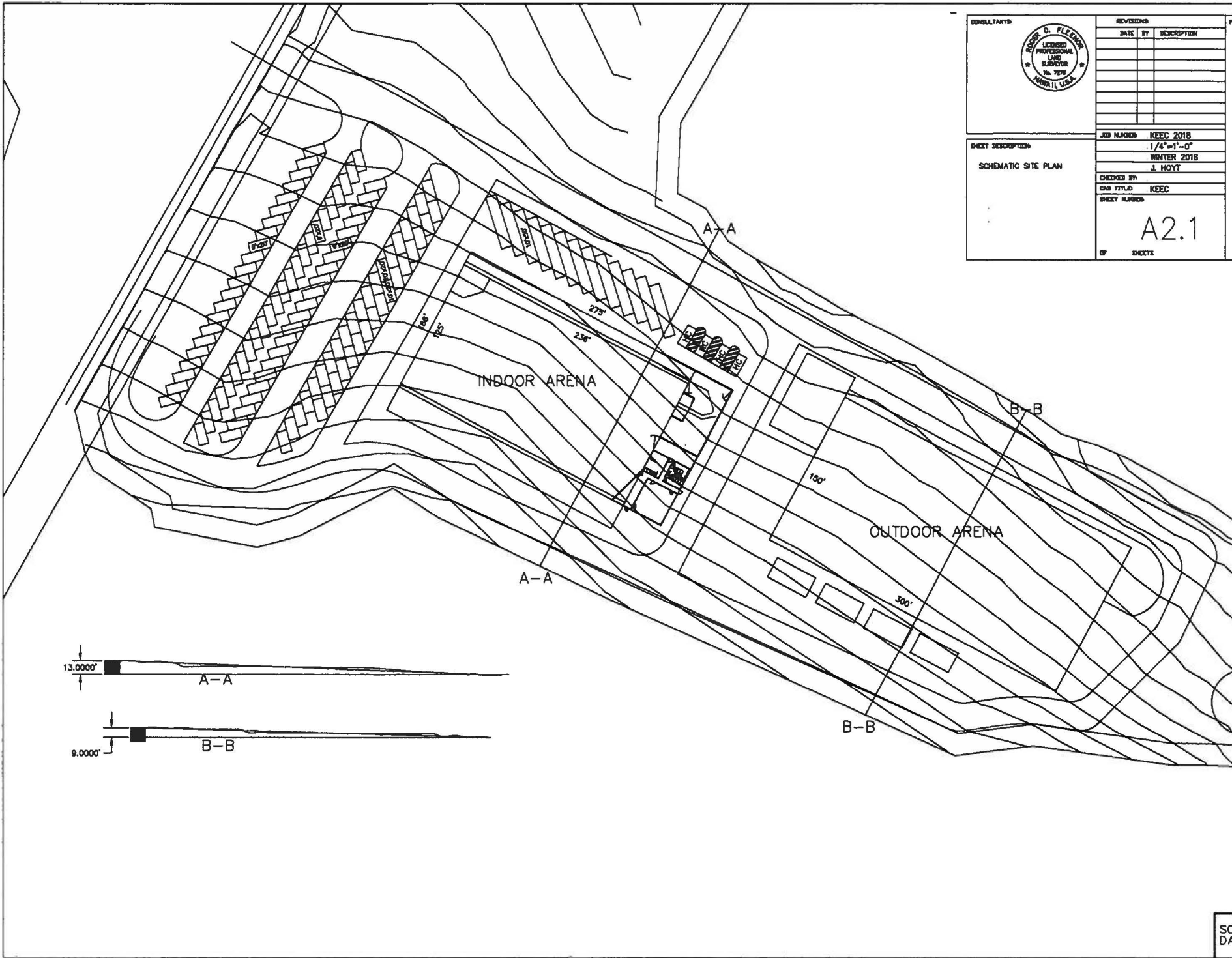




**LARGE COVERED SPACE FOR COMMUNITY EVENTS  
WITH REMOVABLE FENCE PANELS AND STANDS**







CONSULTANTS		REVISIONS	
		DATE	DESCRIPTION
SHEET DESCRIPTION		JOB NUMBER	KEEC 2018
		SCALE	1/4"=1'-0"
SCHEMATIC SITE PLAN		CHECKED BY	WINTER 2018
		CAD TITLE	J. HOYT
SHEET NUMBER		CHECKED BY	KEEC
		CAD TITLE	KEEC
SHEET NUMBER		A2.1	
		OF SHEETS	

DAVID Y. IGE  
GOVERNOR

ARTHUR F. SOUZA  
COMPLEX AREA  
SUPERINTENDENT



DR. CHRISTINA M. KISHIMOTO  
SUPERINTENDENT

JANETTE SNELLING  
PRINCIPAL

STATE OF HAWAII  
DEPARTMENT OF EDUCATION  
KOHALA HIGH SCHOOL  
P.O. BOX 279  
KAPAAU, HAWAII 96755

January 15, 2019

To Whom It May Concern:

It is my pleasure to submit this letter in support of the Kohala Equine Education Center. The center would be a tremendous asset to the North Kohala Community. As the principal of Kohala High School, I envision many opportunities for authentic learning to occur for our students. The equine center would provide a needed venue for students to participate in activities to acquire life skills and community service.

Family and student engagement are areas of focus that are important to Kohala High School. The partnership with the Kohala Equine Education Center will allow learning to extend beyond the school day and will broaden the nature of opportunities for our families.

Thank-you for your consideration of such a worthwhile effort to sustain a healthy community.

Sincerely,

A handwritten signature in black ink, appearing to read "Janette Snelling".

Janette Snelling  
Principal

AN AFFIRMATIVE ACTION AND EQUAL OPPORTUNITY EMPLOYER

Kohala High School does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups-ESE only. The following persons have been designated to handle inquires regarding the nondiscrimination policies: Janette Snelling, Principal, P.O. Box 279 Kapaa, HI 96755 Ph (808)889-7117 email: janette\_snelling@notes.k12.hi.us

DAVID Y. IGE  
Governor

ARTHUR F. SOUZA  
Complex Area Superintendent



CHRISTINA M. KISHIMOTO  
Superintendent

DANNY P. GARCIA  
Principal

STATE OF HAWAII  
DEPARTMENT OF EDUCATION  
KOHALA ELEMENTARY SCHOOL  
P O. BOX 819  
KAPA'AU HAWAII 96755

***"All students at Kohala Elementary School will be empowered to reach their full potential."  
-Kohala Elementary School Faculty & Staff***

January 14, 2019

To: Lorraine Rodero Inouye, State Senator - District 4

Re: Kohala Equine Education Center

This letter is in support of the construction and development of the Kohala Equine Education Center (KEEC). As Principal of Kohala Elementary School, I sincerely appreciate the concept of expanding educational opportunities beyond our classrooms. Kohala has a deep-rooted history of the *paniolo* culture – ranching, rodeo, animal husbandry, leatherwork, etc. – that must be made accessible to the community at large, including the school-aged children.

KEEC has been a long time vision for the Kohala community. With neighboring towns like Waimea and Honoka'a having their own community arenas, a multi-purpose equine educational center located in Kohala is a natural fit for the people of this region.

I humbly ask for your consideration in offering support for this program.

Mahalo Nui Loa,

A handwritten signature in blue ink, appearing to read "Danny P. Garcia".

Danny P. Garcia  
Principal

DAVID Y. IGE  
GOVERNOR

ALAN G BROWN  
PRINCIPAL



DR. CHRISTINA M KISHIMOTO  
SUPERINTENDENT

ARTHUR F SOUZA  
COMPLEX AREA SUPERINTENDENT

**STATE OF HAWAII**  
DEPARTMENT OF EDUCATION  
*KOHALA MIDDLE SCHOOL*  
P.O. BOX 777  
53-4155 AKONI PULE HIGHWAY  
KAPAAU, HAWAII 96755  
PHONE: (808) 889-7119  
FAX: (808) 889-7121

January 11, 2019

To whom it may concern,

I am pleased and honored to be writing a letter of support for the Kohala Equine Education Center. As the Principal of Kohala Middle School I am acutely aware of the need for our students to have a variety of healthy activities in and out of school. Kohala is the best area in Hawaii but it is a remote area. As a community we are always challenged to provide alternative choices for the kids that will provide physical exercise and also opportunities for learning, leadership, and collaboration.

In addition to students learning essential work and play competencies, this Center would support our Kohala families by providing a much needed respite for parents after the school day ends. While Kohala has a variety of athletic and academic programs supporting parents after school, there are a lot of kids who need just what the Equine Center offers.

Please help Kohala to continue to be a place which will always seek ways to put an emphasis on making the next generation be the best generation.

Sincerely,

A handwritten signature in black ink, appearing to read "Alan Brown".

Alan Brown, Principal  
Kohala Middle School

**E kulia i ka nu'u**  
**Strive for the highest**

The Hawaii State Department of Education (HIDOE) and its schools do not discriminate on the basis of race, sex, age, color, national origin, religion or disability in its programs and activities. Please direct inquiries regarding HIDOE nondiscrimination policies as follows: ADA/Section 504 inquiries: Krysti Sukita, ADA/504 Specialist, Civil Rights Compliance Office, Hawaii State Department of Education, PO Box 2360, Honolulu, Hawaii, (808) 586-3322 or relay, [crco@notes.k12.hi.us](mailto:crco@notes.k12.hi.us). Title VI, Title IX, and other inquiries: Anne Marie Puglisi, Director, Civil Rights Compliance Office, Hawaii State Department of Education, PO Box 2360, Honolulu, Hawaii, (808) 586-3322 or relay, [crco@notes.k12.hi.us](mailto:crco@notes.k12.hi.us). (3/16/18 CRCO).

## Kohala Equine Education Center (KEEC)

### Letter of Support

My name is Scott Craven,

My family has been involved with ranching and farming on the island of Hawaii since 1849 and continues to do so today. Our family operates a cow-calf operation with approximately 1,200 cows on over 25,000 acres. Many of my family members have worked over the years for McCandless Ranch, Kealakekua Ranch, Palani Ranch, Parker Ranch, Kuhua Ranch, and Kukaiau. Ranching is in our blood and we have always believed that agriculture is the backbone of our island community and an extremely large part of our collective identity.

We farmers and ranchers are extremely proud of our heritage and history. Over the years we have sustained our island, as well as the State of Hawaii, with much needed quality produce and protein. During World War 2 we supplied our state, and more importantly, our troops in the Pacific Theatre with the sustenance needed to survive and overcome any obstacle that threatened our way of life and that of our country. More recently, during the Great Recession, ranching and farming provided our local community with low cost quality products to help everyone make it through the challenging financial crisis. Needless to say, agriculture is the fabric of our community that keeps us together and makes not only our local community strong, but our entire State of Hawaii as well.

As time moves forward the ability to successfully manage ranches and farms becomes more and more challenging. Ranchers and farmers are faced with increasing costs of doing business, competing against mainland product grown on a massive scale, and such issues as estate planning. However, in the face of all of these challenges, farms and ranches continue to find a way to stay alive. For "us," that farm and the ranch, our backbone is the workforce that we hire to make our businesses run. Farming and ranching families have the ability to educate our personal children in what we do, but we have few opportunities to educate the larger community. The concept of the Kohala Equine Educational Center is of great interest to us because it can be an educational facility for the entire community on so many levels.

Having a "covered" facility where people can learn about horsemanship, animal health, human health, sustainability of farming, just to name a few, is invaluable. If KEEC can educate and cultivate more people to be a part of our industry as entrepreneurs, owners, or as employees, we are 100% behind it. Effective, thoughtful, and sustainable agricultural practices are greatly needed across our state and a facility such as the proposed KEEC and its programs can be where it starts.

Thank you for your thoughtful consideration to support KEEC,

Sincerely,

Scott Craven

Palani Ranch (Owner)





**Our Mission: Dedicated to providing free equine-assisted therapy and learning activities in a peaceful, healing environment, outdoors in nature and aligned with Hawaiian Spiritual teachings that nurture social, emotional, and behavioral growth through the therapeutic properties of the horse. To inspire all who participate to live happy and productive lives.**

The foundation for the program includes “Living Pono” and the Lokahi model of Hawaiian spirituality that integrates the harmonic relationship of self, community, nature, and spirit. The program focus is on supporting those members of our community that sometimes need a second chance in life. They include foster and other at-risk youth, military caregivers, Veterans that have been diagnosed with PTSD, depression, and substance abuse as well as other adults who are recovering from substance abuse.

Typical equine-assisted sessions are experiential, meaning that all participants engage in activities directly with the horses in order to learn more about themselves and others by connecting with nature and doing something positive and creative. All activities are performed on the ground and include things such as grooming, feeding, haltering and leading the horse, or just observing the natural herd interactions. This process is always fun, engaging, empowering and very healing. Because they are such social and intuitive animals, horses and the entire herd become instant metaphors for various life situations, attitudes and behaviors. The results and emotional benefits from working with horses in these sessions have been proven to be immediate and long lasting.

Activities are tailored to each group and focus mainly on the following areas: respect, responsibility, relationship skills, boundaries, empathy, choices and consequences, leadership skills, teamwork, confidence and self-esteem, problem solving and coping skills, along with promoting resiliency and better decision making.

Thus far, Kohala Youth Ranch has provided equine-assisted services for the following organizations: Kohala Elementary, Middle, and High Schools; Kohala Mission School, Mauna Loa School; St. Augustine’s Church; Boy Scout Troop 56; Ke Kama Pono Boy’s Safe House; Ke Kama Pono Girl’s Safe House; The Salvation Army Outreach; Epic Ohana; Sunday’s Child Foundation; The Lokahi Treatment Center; The Hilo Vet Center; The Kona V.A. Rural Health Clinic.

We are also working with the Kohala Equine Education Center (KEEC) to build a community equestrian facility at ‘Iole for educational and cultural programs. We have had to cancel programs in the past due to inclement weather so we look forward to using the planned covered arena in the future. Thus far, over 1,200 participant lessons have been provided since the program started in 2012.

According to Executive Director Lauren Rainier of Sunday’s Child Foundation on a recent visit, *“The kids had so much fun. It was a magical day! The connections made here at Kohala Youth Ranch will be remembered for a lifetime by our kids.”*

**Contact Joe Vitorino at (808) 895-6773; [www.kohalayouthranch.com](http://www.kohalayouthranch.com)**

**See our story in Ke’Ola: [https://issuu.com/keolamagazine/docs/ke\\_ola\\_2017\\_jan-feb/57](https://issuu.com/keolamagazine/docs/ke_ola_2017_jan-feb/57)**

# Kohala



# Hospital

*(A Subsidiary of Hawaii Health Systems Corporation)*

PO Box 10 \* Kapaau, Hawaii 96755 \* Telephone (808) 889 - 6211 \* Fax (808) 889 - 6978

**Eugene Amar Jr.  
Hospital Administrator**

January 9, 2019

To whom it may concern:

As a lifelong community member, I SUPPORT the Kohala Equine Education Center (KEEC) in their efforts to build an equine arena.

The North Kohala district has a rich paniolo and agricultural culture and history. The community provides horsemen and ranchers who want to share this knowledge. The arena would provide a dedicated space where training, education, and expertise in equestrian and livestock skills can be taught to future generations (and those interested). It will also provide an avenue where the community can get together to celebrate and appreciate our rich heritage and history.

If you require more information or have any questions please call me at (808) 889-6211.

Sincerely,

A handwritten signature in black ink, appearing to read 'E. Amar Jr.', written in a cursive style.

**Eugene "Gino" Amar Jr  
Kohala Hospital Administrator**

**Steve Hoffmann**

**PO Box 487**

**Hawi, HI 96719**

**January 9, 2019**

**To Whom it May Concern,**

**My name is Steve Hoffmann and I am an active member of the North Kohala Community. My volunteer activity includes directing the Kohala Coqui Coalition, President of the Kohala Lions Club and the Chair of the County Development Plan Action Committee.**

**As an active volunteer I am perhaps more aware of those projects that enhance our quality of life in Kohala and fill an important need. I believe the Kohala Equine Education Center is such a project, and I ask for your support to bring this project to life.**

**Thank you in advance for your support of this very important project. If I can answer any questions or be of further assistance please call me at the phone number listed below.**

**Mahalo nui loa,**

A handwritten signature in black ink, appearing to read 'S. Hoffmann', written in a cursive style.

**Steve Hoffmann**

**(808)498-0661**

January 7, 2019

To whom it may concern,

I have an autistic grandchild who loves horses.

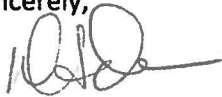
I have been taking him to Honokaa for many years for therapeutic horseback riding which he enjoys. Honokaa's arena is an hour drive from Kohala.

I have always wondered why Kohala does not have a community arena like all other communities on the Big Island. We need a facility here which would benefit special needs children.

I volunteer at the Kohala Elementary and Middle schools and I see many children who would use a community arena and education facility

I hope that you will support the Kohala Equine Education Center for the children in North Kohala.

Sincerely,

A handwritten signature in black ink, appearing to read 'Dixie Adams', with a long horizontal flourish extending to the right.

Dixie Adams

President Kohala Hospital Charitable Foundation  
Treasurer Kohala Hospital Auxiliary  
Founder North Kohala Student Cultural Enrichment Program  
35 year member Kohala Lions Club  
40 year resident of North Kohala

P.O. Box 307 Kapa'au HI 96755  
808-889-5730

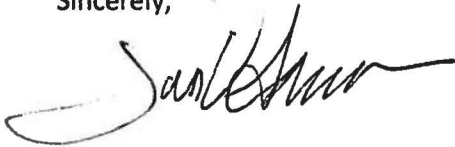
January 8, 2019

To whom it may concern,

As a 40-year resident of North Kohala and a long-time businessman in the area, it is evident to me that the "Paniolo Tradition" of the Big Island is alive and well in North Kohala. Unfortunately, we are the only district without a community arena to accommodate this group and their traditions.

I urge your support for the funding of the Kohala Equine Education Center arena project. It will provide a community facility that will be used for practice and education in all equine fields for generations to come.

Sincerely,

A handwritten signature in black ink, appearing to read "Jon Adams", with a long horizontal flourish extending to the right.

Jon Adams

PO Box 307  
Kapaau, Hawaii 96755