



## Application for Grants Brief Description of Request

Malama Maunalua (MM) is requesting funding for 4 projects: 1) creating opportunities for the community of the Maunalua Bay region to participate in the various restoration and scientific projects active in the region - in other words, facilitating greater Citizen Science opportunities; 2) work with schools and youth organizations to create learning opportunities in the field, combined with classroom learning, for students to practice the principles they are learning in STEM classes; 3) creating an outreach campaign to teach the community what they can do to minimize their environmental footprint; 4) creating a lessons learned document on the lessons for each objective to share outside the region.

## 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



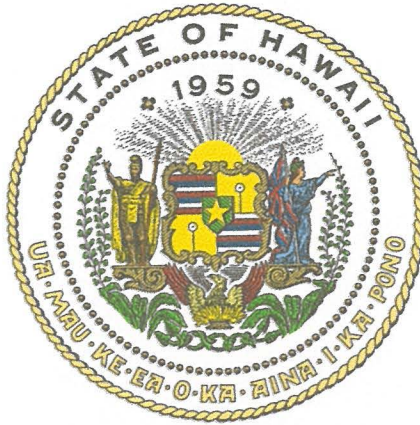
AUTHORIZED SIGNATURE

DOUG HARPER, EXECUTIVE DIRECTOR

PRINT NAME AND TITLE

1/8.19

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

**MĀLAMA MAUNALUA**

was incorporated under the laws of Hawaii on 03/31/2010 ; 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 10, 2019

Director of Commerce and Consumer Affairs



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

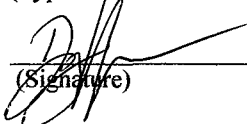
The undersigned authorized representative of the applicant certifies the following:

- 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.

Malama Maunaloa  
(Typed Name of Individual or Organization)

  
(Signature)

1/9/19  
(Date)

Doug Harper  
(Typed Name)

Executive Director  
(Title)

### Verification that grant be used for a public purpose

**§42F-102 Applications for grants.** Requests for grants shall be submitted to the appropriate standing committees of the legislature at the start of each regular session of the legislature. Each request shall state:

- (1) The name of the requesting organization or individual:

**Malama Maunalua**

- (2) The public purpose for the grant;

**In the coming years, the Maunalua Bay region will see a sharp increase in ecological research and restoration. From the Hawaii Institute of Marine Biology's planting of climate change resistant coral, to PaclOOS's and Surfrider's increasing water quality testing in the region, to Malama Maunalua's algae habitat restoration and green infrastructure planning, lots of work is taking place to improve the health of the region. What is lacking is a widescale effort to incorporate the community. If the community is uninformed about what is taking place, they will not assist in areas they are needed and they will not care. By engaging and incorporating them in the process and work, the community as a whole – from government to residents to scientists – benefit by having a cohesive unit working together to improve the region. Most funding opportunities ignore the importance of incorporating the community. As a result, the projects are weaker and the public suffers. This project will address that issue and enhance the many projects taking place in the Maunalua Bay region leading to better science, improved restoration, and a healthier environment for all residents and tourists.**

- (3) The services to be supported by the grant;

**The goal of Malama Maunalua's project, *Community Education and Engagement for a Resilient Maunalua Bay* is to create an educated and engaged community participating in the restoration and science taking place in the Maunalua Bay region. The objectives for include:**

- a. *Incorporating the community in scientific measurements.* MM will incorporate the community in helping researchers take measurements, assess locations, and conduct research so researchers can expand the work they are doing, leading to better science, and provide a way for the community to get engaged and informed on the projects active in their region.**
- b. *Provide schools and youth scientific opportunities.* MM will work with schools and youth groups to provide them opportunities to bring their students into the field to practice the principles they are learning in class. MM will also conduct education in the classroom to enhance the 'real-world' experience.**
- c. *Educate the public on what they can do to improve the health of Maunalua Bay.* MM will educate and empower the community to undertake these actions, and enhance and support the work already taking place by researchers, community groups, and the government.**
- d. *Document lessons learned:* MM will document the lessons learned so they can be shared with other regions for them to incorporate and follow when trying to better involve the community in work.**

(4) The target group;

**The main population served will be the general public, and in particular schools and youth. The public as a whole will be engaged and educated on the work taking place, with opportunities for their involvement highlighted. Schools and youth will be specifically targeted and incorporated into scientific education.**

**Researchers and land-use professionals will be secondarily benefiting through increased support for their work (e.g. more people helping take water quality measurements).**

(5) The cost of the grant and the budget.

**Cost: \$101,929**

**Personnel Costs: \$98,929**

**Supplies: \$3,000**

I verify the above description to be for a public purpose and benefit the public.

  
Doug Harper  
Executive Director

4/9/19  
Date

**State of Hawaii Grant in Aid  
2019-2020  
Malama Maunalua**

**Title:** *Community Education and Engagement for a Resilient Maunalua Bay*

**I. Certification**

1. **Certificate of Good Standing:** See attached
2. **Declaration Statement:** See attached
3. **Public Purpose:** See attached

**II. Background and Summary:**

**1. A brief description of the applicants background;**

Founded in 2006, Mālama Maunalua is a community-based non-profit restoring and conserving Maunalua Bay through community kuleana. Malama Maunalua engages the public, researchers, resource managers and academic institutions to address issues confronting the Bay, from resource extraction to watershed management. By building partnerships across sectors, Malama Maunalua improves collaboration, information sharing, and community engagement, ultimately leading to a healthier Maunalua Bay.

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

The goal of Malama Maunalua's project, *Community Education and Engagement for a Resilient Maunalua Bay* is to create an educated and engaged community participating in the restoration and science taking place in the Maunalua Bay region. The objectives for include:

- a. *Incorporating the community in scientific measurements.* There are numerous scientific projects taking place in Maunalua Bay that lack one thing: man power. Incorporating the community in helping researchers take measurements, assess sites, and conduct research allows the researchers to expand the work they are doing, leading to better science, and provides a way for the community to get engaged and informed on the projects active in their region. 'Citizen science,' which is the focus of this objective, is considered one of the best ways to engage the community, and instill a sense of place and an environmental ethic while also increasing scientific coverage.
- b. *Provide schools and youth scientific opportunities.* The state of Hawai'i, along with most states in the country, have placed an emphasis on improving Science, Technology, Engineering and Mathematics (STEM) education. The best way to do that is to provide youth and schools real-world opportunities to demonstrate what they are learning in the classroom. This helps 'bring home' the concepts they are learning, piques their interest in STEM fields, and provides a greater understanding of the state of the environment. It also makes them better stewards of the environment by giving them a greater understanding of the health of the Bay and human impacts on it. Malama Maunalua (MM) will work with schools and youth groups to provide them opportunities to bring their students into the field to practice the principles they are learning in class. MM will also conduct education in the classroom to enhance the 'real-world' experience.



- c. *Educate the public on what they can do to improve the health of Maunalua Bay.* MM, as well as numerous other organizations in the region, are committing significant resources to improving the health of Maunalua Bay and the surrounding watersheds. Informing the public what is taking place is critical to elicit support for the activities, but is also important for getting them to modify their behaviors so they impact the environment less. A lot of the work taking place would be enhanced by landowners and residents undertaking simple actions. Educating and empowering them to undertake these actions will enhance and support the work already taking place by researchers, community groups, and the government. It also instills in residents an environmental ethic increasing their inclination to improve how they interact with the environment.
- d. *Document lessons learned:* The activities proposed here will be applicable across the state. Therefore, MM will document the lessons learned so they can be shared with other regions for them to incorporate and follow when trying to better involve the community in work.

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

In the coming years, the Maunalua Bay region will see a sharp increase in ecological research and restoration. From the Hawaii Institute of Marine Biology's planting of climate change resistant coral, to PacIOOS's and Surfrider's increasing water quality testing in the region, to Malama Maunalua's algae habitat restoration and green infrastructure planning, lots of work is taking place to improve the health of the region. What is lacking is a widescale effort to incorporate the community. If the community is uninformed about what is taking place, they will not assist in areas they are needed and they will not care. By engaging and incorporating them in the process and work, the community as a whole – from government to residents to scientists – benefit by having a cohesive unit working together to improve the region. Most funding opportunities ignore the importance of incorporating the community. As a result, the projects are weaker and the public suffers. This project will address that issue and enhance the many projects taking place in the Maunalua Bay region leading to better science, improved restoration, and a healthier environment for all residents and tourists.

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

The main population served will be the general public, and in particular schools and youth. The public as a whole will be engaged and educated on the work taking place, with opportunities for their involvement highlighted. Schools and youth will be specifically targeted and incorporated into scientific field education.

Researchers and land-use professionals will be secondarily benefiting through increased support for their work (e.g. more people helping take water quality measurements).

### **5. Describe the geographic coverage**

The project will cover the watersheds that feed into Maunalua Bay, which is defined as Black Point to Portlock. These include the watersheds of Kamilo Iki, Kamilo Nui, Niu, Kuliouou, Portlock, Wailupe, and Waialae Nui, as well as Maunalua Bay.

## **III. Service Summary and Outcomes**

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

Malama Maunalua will lead the *Community Education and Engagement for a Resilient Maunalua Bay*. The tasks and responsibilities are as follows:

**Objective 1:** Incorporating the community in scientific measurements.

- a) *Task: Compile scientific research that could incorporate community support.* Malama Maunalua (MM) will compile scientific research being conducted in the Maunalua region. To achieve this, Malama Maunalua will meet with experts active in Maunalua Bay and Hawai'i. The researchers will highlight the what, when, where, and how of any research that the community can help with.
- *Responsibility:* The MM Director of Science and Planning (DSP) will lead this effort in conjunction with support from MM's Outreach and Education Coordinator (OEC).
- b) *Task: Conduct outreach to the community to solicit volunteers:* MM will partner with community organizations, businesses, and social groups to share the opportunities, while also utilizing social media, such as MM's website and twitter. Volunteers will be trained and connected to the right parties to undertake the necessary actions
- a. *Responsibility:* MM's OEC will lead this effort, with support from the DSP.

**Objective 2:** Provide schools and youth scientific opportunities

- a) *Task: Reach out to area schools and youth groups.* The OEC will identify and partner with schools and youth groups in the Maunalua Bay region to identify what science the schools might be interested in undertaking, based on school resources, curriculum, and student age. MM already has a list of simple, scientific projects that schools and youth can undertake which will serve as a basis for most schools.
- *Responsibility:* The MM OEC will lead this effort in conjunction with support from MM's DSP and MM's Habitat Restoration Coordinator (HRC).
- b) *Task: Modify scientific lessons based on school needs and research opportunities.* Based on the needs and resources of the school, and the capabilities of MM, MM will either utilize an existing scientific lesson or modify/create one to be utilized. The work will be done in partnership with educators.
- *Responsibility:* The MM OEC will lead this effort in conjunction with support from MM's DSP.
- c) *Task: Provide educational materials and lessons.* MM will do in-class lessons, develop and provide educational materials, and guide any research efforts for the school.
- *Responsibility:* The MM OEC will lead this effort in conjunction with support from MM's HRC, DSP, and Executive Director (ED).

**Objective 3:** Educate the public on what they can do to improve the health of the Bay.

- a) *Task: Compile list of community efforts that can be undertaken to aid in restoring the health of Maunalua Bay:* Compile a list of simple actions that landowners and residents can do to improve the health of the region. This will include everything from the basic (e.g. timing of fertilizer application), to more resource intensive (e.g. installing rain barrels). MM will work with experts on land-use planning, Bay ecological health, green infrastructure, etc. to identify what problems exist

that can be addressed by modifications in resident actions and what those modifications entail.

- *Responsibility:* The MM OEC will lead this effort in conjunction with support from MM's DSP.
- b) *Task: Conduct an outreach and education campaign to the community:* MM will create a campaign around getting the community to minimize their environmental footprint. Outreach and materials will be shared with organizations, businesses, neighborhood boards, and through social media.
  - *Responsibility:* The MM OEC will lead this effort.

**Objective 4:** Draft a lessons learned document

- a) *Task: Evaluate and document lessons learned.* Throughout the process of implementing the Plan, the team will constantly assess what is working and not working to create a lessons learned document. This will be undertaken by the DSP, ED, HRC, and OEC meeting to review successes and failures every month and speaking with partners to assess the direction of the efforts.
  - *Responsibility:* The OEC will lead this effort in conjunction with support from MM's DSP, ED, and HRC.
- b) *Task: Hold partner meeting to gather lessons learned:* Similarly, at the conclusion of the drafting of the lessons learned, MM will sit down with key partners who participated in the drafting process to gather their assessment of how it worked and to review the draft lessons learned document. The document will be shared through social media and with any organization interested in learning more.
  - *Responsibility:* The OEC will lead this effort in conjunction with support from MM's DSP and ED.

<b>Goal: Community Education and Engagement for a Resilient Maunalua Bay</b> to create an educated and engaged community in the restoration and science taking place in the Maunalua Bay region.			
<b>Objective 1:</b> Incorporating the community in scientific measurements			
<b>Tasks:</b>	<b>Responsible Party</b>	<b>Start Date</b>	<b>End Date</b>
<i>Compile scientific research that could incorporate community support</i>	Lead: Director of Science and Planning	Month 1	Month 3
<i>Conduct outreach to the community to solicit volunteers</i>	Lead: Outreach and Education Coordinator	Month 2	Month 5
<b>Objective 2:</b> Provide schools and youth scientific opportunities			
<b>Tasks:</b>	<b>Responsible Party</b>	<b>Start Date</b>	<b>End Date</b>

<i>Reach out to area schools and youth groups</i>	Lead: Outreach and Education Coordinator	Month 1	Month 3
<i>Modify scientific lessons based on school needs and research opportunities</i>	Lead: Outreach and Education Coordinator	Month 4	Month 7
<i>Provide educational materials and lessons</i>	Lead: Outreach and Education Coordinator	Month 8	Month 12
<b>Objective 3:</b> Educate the public on what they can do to improve the health of the Bay.			
<b>Tasks:</b>	<b>Responsible Party</b>	<b>Start Date</b>	<b>End Date</b>
<i>Compile list of community efforts that can be undertaken to aid in restoring the health of Maunalua Bay</i>	Lead: Outreach and Education Coordinator	Month 1	Month 3
<i>Conduct an outreach and education campaign to the community:</i>	Lead: Outreach and Education Coordinator	Month 4	Month 12
<b>Objective 4:</b> Draft a lessons learned document			
<b>Tasks:</b>	<b>Responsible Party</b>	<b>Start Date</b>	<b>End Date</b>
<i>Evaluate and document lessons learned</i>	Lead: Outreach Coordinator	Month 8	Month 11
<i>Hold partner meeting to gather lessons learned</i>	Lead: Outreach Coordinator	Month 11	Month 11

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

The projected timeline of tasks:

<b>Tasks:</b>	<b>Objective</b>	<b>Start Date</b>	<b>End Date</b>
<i>Compile scientific research that could incorporate community support</i>	1	Month 1	Month 3
<i>Reach out to area schools and youth groups</i>	2	Month 1	Month 3
<i>Compile list of community efforts that can be undertaken to aid in restoring the health of Maunalua Bay</i>	3	Month 1	Month 3

<i>Conduct outreach to the community to solicit volunteers</i>	1	Month 2	Month 12
<i>Modify scientific lessons based on school needs and research opportunities</i>	2	Month 4	Month 7
<i>Conduct an outreach and education campaign to the community:</i>	3	Month 4	Month 12
<i>Provide educational materials and lessons</i>	2	Month 8	Month 12
<i>Evaluate and document lessons learned</i>	4	Month 8	Month 12
<i>Hold partner meeting to gather lessons learned</i>	4	Month 11	Month 12

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

The tasks of the Outreach and Education Coordinator, the Habitat Restoration Coordinator, and the Director of Science and Planning will be reviewed and overseen by Malama Maunalua’s Executive Director. In-person reviews will take place on at least a monthly timeframe.

In addition, the Malama Maunalua Board of Directors will be informed of all activities on a monthly basis. The Board consists of 8 leaders from the community and will serve as a second level of quality assurance and evaluation.

Finally, workshops held will include a review of the process with leading community members, managers, and researchers to assess that the work is being undertaken in an accurate and effective manner.

In each case, recommendations for improvements will be made as necessary. The Executive Director will then follow-up to ensure they are implemented as intended to ensure an overall high-level of quality.

**4. List the measures 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 measures of effectiveness include:

Month 1-4

- Compilation of scientific research and needs taking place in Maunalua Bay;

Month 5-8

- Identification of scientific opportunities for the community;
- Lesson plans for students around science in the Bay;

- Meetings with schools and youth groups;
- Month 9-12
- # of community members participating in restoration and science in the Bay;
  - # of schools working with Malama Maunalua to improve hands-on science education to students
  - 1 lessons learned document;

**IV. Financial**

**Budget**

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

See Attached for:

- a) Budget request by source of funds;
- b) Personnel salaries and wages;
- c) Equipment and motor vehicles;
- d) Capital project details;
- e) Government contracts, grants and grants in aid.

- 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:
\$25,482	\$25,483	\$25,482	\$25,482	\$101,929

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

- 2019-2020 City and County Grant in Aid;
- Atherton Foundation;
- National Oceanic and Atmospheric Administration Bay Watershed Education and Training Grant

- 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.**

Malama Maunalua is a 501(c)(3) non-profit and therefore does not receive state or federal tax credits.

- 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.**

- Malama Maunalua was awarded a State GIA in 2018 titled, *An Integrated and Comprehensive Regional Management Plan for Maunalua*, though the final confirmation and obligations of funds is not complete.
- Restoring Maunalua Bay through Science, Community Engagement, and Education, CT-DCS-1900046
- Restoring Maunalua Bay with Community Service Learning and Science, CT-DCS-1800041

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

- As a 501(c)(3) non-profit, Malama Maunalua does not have any unrestricted assets.

#### **IV. Experience and Capability**

##### **1. Necessary Skills and Experience**

Malama Maunalua has been addressing the science and management of Maunalua Bay and its watersheds since 2006. Since its inception, it has had numerous successes and achievements, including:

- MM has created an on-line database for scientific and management documents related to Maunalua Bay. It is a first of its kind for the Bay.
- MM creates hands-on restoration opportunities for over 2,000 volunteers annually. In 2018, there were over 7,500 volunteer hours dedicated to restoration efforts in the Bay. Furthermore, core volunteers spend an average of 500 hours a year monitoring the worksites and updating the data for the Habitat Restoration Program.
- MM worked with over a dozen schools in providing hands-on educational experiences in the Bay covering topics ranging from ecological science to the Bay's history and culture.
- MM has made significant progress at maintaining IAA at one of the three most highly infested areas in the Bay, 28 acres of nearshore habitat at Paiko Beach, through monthly large-scale community restoration events. Research shows that the removal of the IAA allows for the sediment to flow to the open ocean, thereby promoting the return of native algae and seagrass.
- In 2009-2011, MM and The Nature Conservancy were awarded a \$3.4-million NOAA grant to implement large-scale removal of invasive alien algae in Maunalua Bay. This was one of approximately 50 awards out of 800 proposals in the country. The project met all of its objectives on time and on budget. As a result of this project's success, NOAA awarded MM the Environmental Heroes Award.
- In 2012, MM was awarded the one of only 46 (and the only award in Hawaii) Urban Waters grants by the Environmental Protection Agency to install major demonstrations of best practices run-off reduction methods at Koko Head District Park (in partnership with the City & County of Honolulu Departments of Urban Forestry and Environmental Services) and at Koko Marina Shopping Center.
- In 2009-2010, MM was awarded and implemented a grant from the Hawaii Department of Health to develop a plan for the Wailupe Watershed.

- MM has been recognized for our work, including C&C Good Neighbor Award and the Betty Crocker Award.
- MM has managed multiple grants awarded by the Hawaii Community Foundation, including the Wallace Alexander Gerbode Foundation, Harold K.L. Castle Foundation, and the Atherton Family Foundation among others.
- MM has over 7 years of experience in leading community invasive algae removal, such as proposed in this Grant Activity. In addition, MM has developed and implemented maintenance and monitoring protocols to produce meaningful science regarding the effectiveness of the program.
- MM is viewed as a leader in the community on decisions involving the Bay. Our staff is involved with numerous regional committees including Scenic Highways, PaclOOs advisory group, Hawaii Conservation Alliance Watershed Snapshot, Maunalua Recreational Advisory Council, plus attends neighborhood board meetings and others gatherings as needed.
- MM is strong partners with groups and academia in the region, including Hui Nalu, Polynesian Voyaging Society, Livable Hawaii Kai Hui, Hawaii Kai Chamber of Commerce, Fishpond Heritage Center, Division of Aquatic Resources, Hawaii Pacific University, Kapioloni Community College, University of Hawaii, National Oceanic and Atmospheric Institute, Conservation International, and the Nature Conservancy.

## 2. Facilities

Malama Maunalua will not require any facilities for the implementation of this project. Where space is needed for meetings or workshops, MM will work with partners to secure available space. MM is in the process of securing office space with the Honolulu Waldorf School, which may provide space for community meetings and workshops. But in any event, MM will rely on partner conference rooms as it has done successfully in the past.

MM also has a storage unit in Hawaii Kai and one at the Thompson residence in Niu Valley should they be needed.

## V. Personnel: Project Organization and Staffing

### 1. Proposed Staffing, Staff Qualifications, Supervision and Training

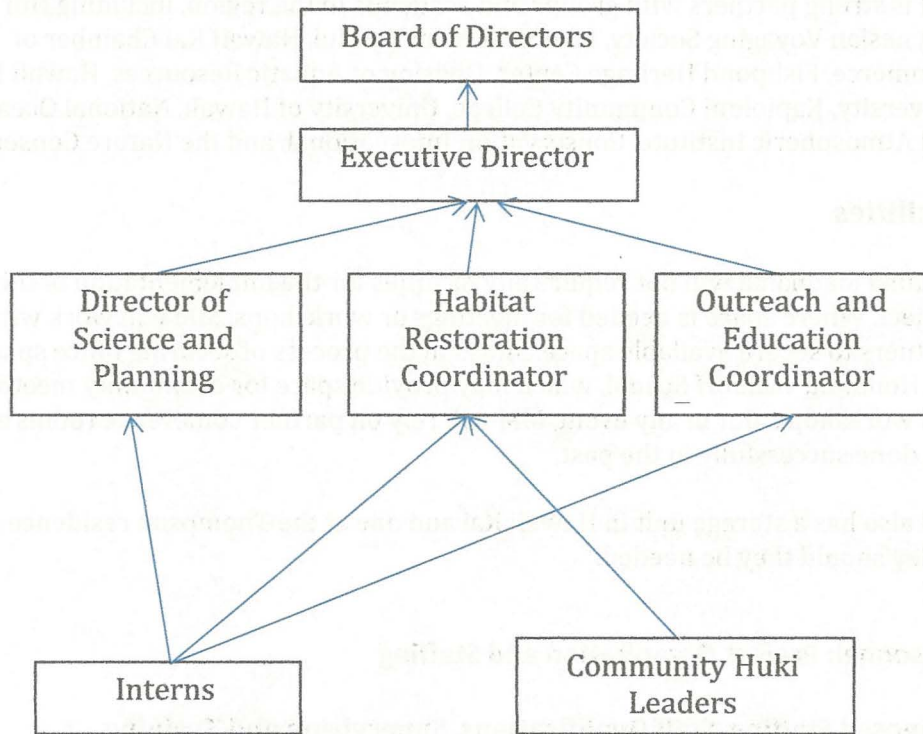
Oversight of the project will be undertaken by the Board of Directors. The Board, through monthly meetings with the Executive Director, will provide quality assurances to ensure that the project is on-time, on budget, and meeting its objectives.

Further, the Executive Director will be the direct project manager overseeing the actions of the Outreach Coordinator and the Director of Science and Planning (DSP). The ED will meet monthly, at a minimum, with the staff to assess progress and challenges, make modifications as necessary to successfully implement the project, and keep the Board informed.



The ED and the DSP are both already on staff and have a track record of successes. Their Curricular Vitae are attached. The position of Outreach Coordinator is currently being advertised by MM and will be on board by the start of the State GIA.

**2. Organization Chart**



The Executive Director, Director of Science and Planning, Habitat Restoration Coordinator, and the Outreach and Education Coordinator will all receive funding from the State GIA. The Board is unpaid and the interns and Huki Community Leaders are unpaid or will be compensated separately from this GIA.

**3. Compensation**

The highest paid employees of MM are (salary only, not included: taxes, HR fees, etc.):

- Executive Director: \$93,000
- Director of Science and Planning: \$67,000 (part-time)
- Habitat Restoration Coordinator: \$35,000

- Outreach and Education Coordinator: \$41,000

**VI. Other**

**1. Litigation**

There is no active or pending litigation against Malama Maunalua, its staff, or its Board of Directors.

**2. Licensure or Accreditation**

Not Applicable.

**3. Private Educational Institutions**

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

**4. Future Sustainability Plan**

The majority of the costs proposed in this project are one-time costs that can be easily incorporated into future plans for MM. For instance, once existing scientific research is compiled, materials for schools developed, and partnerships with various schools and community members established, it will require a minimal amount by MM to update and adapt in future years. Consequently, costs can be easily incorporated into core organizational expenses.

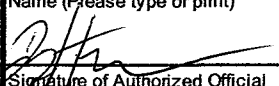
Further, MM has been in existence for over 10 years and plans on continuing to operate. Once the project is completed, MM will continue to seek private funding and grants to maintain core organizational functionality. As such, the benefits of this grant will be carried out and continued in future years without an additional large grant from the State of Hawai'i.

In sum, there is not a significant need for additional funding following the successful implementation of this project.

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2019 to June 30, 2020

Applicant: \_\_\_\_\_ Malama Maunulua

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	70,705			
2. Payroll Taxes & Assessments	15,588			
3. Fringe Benefits	12,636			
<b>TOTAL PERSONNEL COST</b>	<b>98,929</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	3,000			
7. Telecommunication				
8. Utilities				
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<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>3,000</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>101,929</b>			
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	101,929	Doug Harper	808.285.7509	
(b) Total Federal Funds Requested		Name (Please type or print)	Phone	
(c) Total County Funds Requested			Date	
(d) Total Private/Other Funds Requested		Signature of Authorized Official	Date	
<b>TOTAL BUDGET</b>	<b>101,929</b>	Doug Harper, Executive Director		
		Name and Title (Please type or print)		

**BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES**

Period: July 1, 2019 to June 30, 2020

Applicant: \_\_\_Malama Maunalua

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Executive Director	1	\$92,700.00	15.00%	\$ 13,905.00
Director of Science and Planning	0.66	\$65,000.00	20.00%	\$ 13,000.00
Habitat Restoration Coordinator	1	\$36,000.00	5.00%	\$ 1,800.00
Education and Outreach Coordinator	1	\$42,000.00	100.00%	\$ 42,000.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL:</b>				<b>70,705.00</b>
<b>JUSTIFICATION/COMMENTS:</b>				

## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2019 to June 30, 2020

Applicant: \_\_\_\_\_ Malama Maunalua

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

**JUSTIFICATION/COMMENTS:**

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

**JUSTIFICATION/COMMENTS:**

## BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2019 to June 30, 2020

Applicant: \_\_\_\_\_ Malama Maunalua

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: 2017-2018	FY: 2018-2019	FY:2019-2020	FY:2019-2020	FY:2020-2021	FY:2021-2022
PLANS	N/A	N/A	N/A	N/A	N/A	N/A
LAND ACQUISITION	N/A	N/A	N/A	N/A	N/A	N/A
DESIGN	N/A	N/A	N/A	N/A	N/A	N/A
CONSTRUCTION	N/A	N/A	N/A	N/A	N/A	N/A
EQUIPMENT	N/A	N/A	N/A	N/A	N/A	N/A
<b>TOTAL:</b>	N/A	N/A	N/A	N/A	N/A	N/A
<b>JUSTIFICATION/COMMENTS:</b>						

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

Applicant: \_\_\_\_\_ Malama Maunalua

Contracts Total: 222,660

	<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	2019 City and County Grant in Aid (algae removal)	10/2018-8/2019	City and County of Honolulu	City and County of Honolulu	122,660
2	2019 State of Hawaii Grant in Aid (Green Infrastructure)	expected 2018-2019, funds not allocated as of yet	DLNR	State of Hawaii	100,000
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