

**THE THIRTIETH LEGISLATURE
APPLICATION FOR GRANTS
CHAPTER 42F, HAWAII REVISED STATUTES**

Type of Grant Request:

Operating Capital

Legal Name of Requesting Organization or Individual: Db:
Kanu Hawaii

Amount of State Funds Requested: \$ 125,000

Brief Description of Request (Please attach word document to back of page if extra space is needed):
The Volunteer Week Hawaii (VWH) campaign launched in late-2017, with the first official celebration in April 2018. The campaign was shaped as our local take on National Volunteer Week, observed annually since 1974, and defined as an opportunity to encourage people to get engaged in their communities and recognize volunteers for their contributions. It serves as an impetus to get involved, bringing visibility and support to community organizations. Moreover, it creates a network of organizations, encourages collaboration, and calls attention to the importance of volunteers.

Amount of Other Funds Available:

State: \$ _____

Federal: \$ _____

County: \$ _____

Private/Other: \$ _____

Total amount of State Grants Received in the Past 5
Fiscal Years:

\$ 99,000

Unrestricted Assets:

\$ 8,500

New Service (Presently Does Not Exist): Existing Service (Presently in Operation):

Type of Business Entity:

501(C)(3) Non Profit Corporation

Other Non Profit

Other

Mailing Address:

1050 Queen Street, Suite 100

City: State: Zip:

Honolulu HI 96814

Contact Person for Matters Involving this Application	
Name: Keone Kealoha	Title: Executive Director
Email: development@kanuhawaii.org	Phone: (808) 206-8446 x11

Federal Tax ID#: ██████████	State Tax ID# ██████████
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Keone Kealoha, Executive Director

1/16/2020

Authorized Signature

Name and Title

Date Signed



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

G. D. r
PRINT NAME AND TITLE

1/16/20
DATE



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, 2019.

Please see attachments

2. Declaration Statement

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

Please see attachments

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](#))

(1) The name of the requesting organization or individual

Kanu Hawaii

(2) The public purpose for the grant

Kanu Hawaii will facilitate Volunteer Week Hawaii 2021, a localized celebration of National Volunteer Week. In 2019, Volunteer Week Hawaii (VWH) was the largest volunteer focused campaign in Hawaii. This will have a lasting and meaningful impact in communities across Hawaii through creating tangible connections, inspiring deeper relationships, and assisting nonprofits with mission achievement.

(3) The services to be supported by the grant

This grant will grow and solidify VWH as an annual week of service that unifies communities and islands across Hawaii. The services include outreach, community development, training, and digital resources.

(4) The target group

The target group includes residents, visitors, nonprofits, schools, businesses, and government agencies throughout Hawaii. In 2019, VWH engaged over 5,000 volunteers, 8% of which were visitors. We also worked with 90 nonprofit partners on seven islands. A few existing partners are Surfrider Foundation, Malama Kauai, Hawaii Foodbank, the Sierra Club, Kupu, and the Red Cross. The business community supported VWH 2019; our corporate partners include Southwest Airlines, Alaska Airlines, Young Brothers, Goodfellow Bros, HEI, and Rezgo. Furthermore, VWH has been officially recognized by the Hawaii State Legislature from 2018 to 2021. Governor Ige and Mayors Caldwell, Kim, Kawakami, and Victorino issued Proclamations in support of Volunteer Week Hawaii 2019. For 2021, we will continue to expand on our current partnerships.

(5) The cost of the grant and the budget

The budget for VWH 2021 is \$250,000 and our ask is \$125,000 (50% of total). Our grant request consists of two main areas: human capital and organizational capacity. Human capital pertains to Kanu staff (Program Director, Volunteer Coordinator, Development Specialist) and fringe benefits. Human capital will ensure the correct skills, knowledge, and experience are available to execute the project efficiently. Human capital must leverage organizational capacity to complete these goals. We will harness infrastructure and technology to create improved processes, networks, and communication. Through these two main areas, we will achieve our desired outcomes.

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;

Kanu Hawaii began in 2007 with a statewide focus on catalyzing community action, growing civic engagement, and instilling environmental stewardship as integral components to a thriving Hawaii. Our values of kuleana, aloha, pono, and malama 'aina are deeply rooted in our mission: to provide tools and opportunities for people to connect with one another — to take action that builds more compassionate and resilient communities across Hawaii. Kanu Hawaii has a long history of implementing statewide campaigns and building community networks. Since 2007, Kanu has amassed a membership base of more than 17,000 individuals, with members representing every zip code across Hawaii.

Recently, Kanu has focused on Community Resilience, Civic Engagement, and Volunteer Week Hawaii. With a primary focus on Volunteer Week Hawaii, Kanu has successfully organized and facilitated programs in 2018 and 2019 with upward trends in participation and growth.

2. The goals and objectives related to the request;

Volunteer Week Hawaii, the largest state level celebration of National Volunteer Week in the United States after only two years, should be supported by the state of Hawaii while it seeks to establish itself as a recognized annual event. VWH includes five goals that each meet the needs of the state and have a direct benefit by generating tax revenue, reducing financial exposure to the state, or building civic engagement through strengthening our communities at both the neighborhood and statewide level. The five goals include:

Goal 1: Gain national exposure for Volunteer Week Hawaii

As the largest state level celebration of National Volunteer Week, Hawaii will be recognized at the national level. This exposure will result in consistent national media coverage each year.

Goal 2: Support Hawaii's nonprofit sector through volunteer recruitment and retention

Volunteers are the lifeblood of all nonprofits: they are board members, donors, and essential people that augment staff. Based on feedback from volunteer coordinators from both nonprofit and business sectors, recruitment and retention are two barriers to success for various projects. VWH offers an opportunity for organizations to get exposure beyond their typical volunteer base. Also, VWH promotes and shares suggestions for volunteer appreciation, an essential element in retention. By introducing volunteers to nonprofits and other organizations, VWH serves as a catalyst for long-term volunteer engagement and retention and directly supports all nonprofits across Hawaii and empowers them to fulfil their missions. By building this capacity we are better able to meet the needs of community issues statewide while generating more annual revenue via the AG and DCCA annual filing requirements.

Goal 3: Increase civic participation

In 2018, only 52.7% of registered voters cast ballots in the general election. According to the Hawaii Business (HB) Change Reports, Hawaii has one of the lowest voter turnouts in the country, which "is a symptom of general disengagement from politics and civic activities in the Islands" (HB, UH Manoa Public Policy Center). It is argued that this may be a result of disinterest and a lack of time to become informed, but is detrimental because "voting is the way we're going to perfect a better Hawaii, continue to make it a good place to live" (HB, League of Women Voters of Hawaii). In addition to low voter turnout, it is recognized that in Hawaii the degradation of environmental and social structures is more common in communities lacking cohesion (Kamehameha Schools).

Offering an annual campaign focused on volunteerism brings attention to these challenges and provides a space to collectively address them by engaging different demographics in community-focused acts of service. As people care more about what happens in their own backyards, they are more empathetic and engaged. Volunteering

highlights where there are systemic issues and groups that need assistance, educating people through experience and encouraging them to increase civic and voter participation.

Goal 4: Improve community resiliency

There is a high probability that Hawaii will experience a catastrophic natural disaster in the future, even more devastating than past events. It is internationally recognized that “volunteerism as a universal social behaviour is a critical resource for community resilience” (UN Volunteers Program, 2018). The City and County of Honolulu echoes this at the local level, expressing that “well-connected communities are better positioned to respond to and bounce forward from times of shock and stress” (Ola Oahu Resilience Strategy, 2019). Therefore, building community-based relationships is the best investment we can make at the state level to increase our chances of bouncing back successfully. VWH provides an opportunity to increase community resilience through providing events for people to get to know their neighbors and local organizations, increasing awareness of potential vulnerabilities, and growing overall cohesion across stakeholder groups.

Furthermore, the biggest challenge identified during the 2018 disasters (flood, eruption, hurricanes, and fires) was the disconnection between the community and the government. VWH creates spaces for government representatives and agencies to work and build personal relationships directly with community members through acts of service.

Goal 5: Engage visitors and increase voluntourism

For VWH 2019 we began to explore how to integrate visitors into the campaign, recognizing that voluntourism is now a multibillion-dollar industry globally (Reuters, 2015) and efforts in Hawaii are not commensurate with potential. In 2017, the highest proportion (27.4%) of travelers to Hawaii by age were in the 25 to 40 range, roughly the millennial segment (HTA Annual Visitor Research Report). Moreover, across countries of origin, the millennial segment “seek[s] authentic local culture, food, thrilling activities and self-driving experiences” (HTA, 2019). VWH is an innovative model and the 2021 campaign provides an excellent opportunity to launch our greater push for visitor engagement, in particular for millennials.

Voluntourism also embodies the state’s brand identity of “foreign yet familiar;” many people engage in different forms of volunteerism in their communities at home, yet rarely have an opportunity to do so in places they visit. Voluntourism creates a relationship and sense of responsibility between the visitor and communities they serve, organizations they support, fellow volunteers, and activities they participate in. These authentic connections with place and novel experiences are essential in visitors’ decision to return to Hawaii. These experiences also help local communities become more receptive to visitors given their positive contributions and the personal connections made during shared experiences.

3. The public purpose and need to be served;

The Volunteer Week Hawaii (VWH) campaign launched in late-2017, with the first official celebration in April 2018. The campaign was shaped as our local take on National Volunteer Week, observed annually since 1974, and defined as an opportunity to encourage people to get engaged in their communities and recognize volunteers for their contributions. It serves as an impetus to get involved, bringing visibility and support to community organizations. Moreover, it creates a network of organizations, encourages collaboration, and calls attention to the importance of volunteers in the prosperity of our communities.

Hawaii consistently ranks low in rate of volunteerism at 28% or 41st in the nation (Corporation for National and Community Service [CNCS], 2018). Volunteer retention at 53% and volunteer hours at 26 hours per resident per year are also poor, at 51st and 45th in the nation, respectively (CNCS, 2015). We seek to improve engagement numbers to increase grassroots support to communities and bolster the success of Hawaii's nonprofit sector. Prior to 2018, Hawaii did not have an annual, anchor campaign centered on volunteerism. Moreover, National Volunteer Week was not celebrated by any other states at a comprehensive scale.

In 2019, the volunteer contributions during this week-long campaign equated to \$533,765.83 of impact (volunteer time is valued at \$26.87 per hour in Hawaii [Independent Sector, 2019]). Given the expansion and success of VWH in just two years (2018: 2,500 volunteers at 60 events hosted by 25 partners on five islands; 2019: 5,000 volunteers at 130 events hosted by 90 partners on seven islands), we anticipate continued growth over the next several years. For VWH 2021 our main targets are to support 175 events across eight islands engaging at least 10,000 volunteers. VWH has also been officially recognized via legislative resolution for 2018 through 2021. In 2019, VWH was further institutionalized by proclamations from the governor and all four mayors as a means to grow our aloha and strengthen community relationships.

Volunteerism provides a unique opportunity to bring together diverse stakeholders from nonprofits, businesses, schools, community organizations, and government agencies in a concerted effort to practice acts of aloha and strengthen neighbor to neighbor relationships. A sampling of the volunteer events that occurred during VWH 2019 include beach cleanups, food drives, lo'i kalo and loko i'a restoration, school garden projects, habitat restoration, home construction, and invasive species removal, among others. Some key metrics from this community engagement work are 3,433 native plants out-planted, 10,583 pounds of trash removed, 8 community gardens installed and maintained, and 10 lo'i kalo weeded and cleared. Volunteer activities also assist in filling gaps in public and private sector services. For example, during VWH 2019, several volunteer events removed invasive species from sensitive ecosystems, resulting in more than four acres cleared. Since most of this occurred on public lands, it met a need not fulfilled by government entities.

In addition, to better understand the global impact of our local actions, Kanu Hawaii directly tied United Nations Sustainable Development Goals and Aloha+ Challenge Goals to each volunteer event during VWH 2019 based on alignment of activities. To frame the UN SDGs in a local context further, we co-hosted the first of a series of “ABCs of the SDGs” discussions; this series welcomed the public to learn about how local organizations tie their programs to the SDGs. Demonstrating how Hawaiian communities are contributing to the global perspective provides more context to the importance and validity of the work completed.

Furthermore, following VWH 2019, Kanu Hawaii collected a comprehensive set of metrics from event partners to better understand volunteer engagement, organizational procedures, and event impacts. This information was compiled into the first of an annual series of State of Volunteerism in Hawaii reports. This publicly accessible report is designed to amalgamate a variety of quantitative and qualitative data into an easy to understand format that will track changes in volunteerism in Hawaii over time. It includes an overview of volunteerism, challenges, comparison of volunteerism in Hawaii to national data, evaluation of sector-based engagement, and future goals for VWH. Our goal is to use data from VWH to understand larger trends and opportunities within Hawaii’s communities. Following VWH 2021, an updated State of Volunteerism in Hawaii report will be published. The report will be distributed to key stakeholders and available to the public.

4. Describe the target population to be served; and

Beneficiaries of VWH include many stakeholders: individual volunteers, nonprofit organizations, local businesses, schools, government entities, and communities where projects take place. In 2019, 5,000 volunteers benefited from participating in VWH through engaging in communities, becoming familiar with local organizations, and connecting with fellow volunteers. More than 90 hosts of volunteer events also benefited from participation in the 2019 campaign through increased exposure of their organizations, engagement of new volunteers, and networking opportunities. The 108 unique communities where VWH activities took place in 2019 benefited through improvements to the physical environment, provision of social services, and preservation of cultural significance. We seek to improve engagement numbers in 2021 to increase impact and support.

5. Describe the geographic coverage.

VWH is a statewide campaign inclusive of all communities across the state, from Honolulu’s urban core to uninhabited Kahoolawe. Given that VWH is a statewide campaign, one of its core goals is to connect with organizations that work in diverse communities across the islands and direct support to their projects. During VWH 2019, volunteer activities occurred at more than 100 unique sites, thereby benefiting many local communities. Encouraging volunteer service in communities results in the strengthening of connections and increased cohesion between residents, organizations, and local businesses. For the 2021 campaign, we aim to expand event offerings into

more communities to not only spread benefits but also make participation more accessible.

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;

VWH introduces volunteers to nonprofits and other organizations, serving as an impetus to long-term volunteer engagement and retention. Kanu Hawaii acts as a facilitator by outreaching to organizations to grow the VWH network, providing a digital platform for volunteers and event hosts, sharing opportunities through social and traditional media, and collecting metrics.

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

VWH 2021 will take place in April, in alignment with National Volunteer Week. While the campaign itself is just one week out of the year, planning, partnership development, and ongoing support of volunteerism in Hawaii occur throughout the entire year.

Timeline:

July – September (grant cycle begins)

- Evaluate VWH survey data & write annual "State of Volunteerism in Hawaii" report
- Maintain and build network and partnerships
- 50 VWH events identified

October - December

- Reconnect with partners & continue to build network
- Secure 75% of VWH funding through grants & sponsorships
- Develop updated PR & marketing strategies
- Release annual "State of Volunteerism in Hawaii" report
- Identify "intermediary" facilitators on neighbor islands
- 100 VWH events identified
- Revise 2020 metrics survey

January - March

- Convene planning meetings with stakeholders
- Host volunteer coordinator trainings
- Launch traditional & social media marketing plans
 - VWH coverage in local newspapers, on television & radio programs, & in in-flight magazines
 - Promotional videos & other social media content distributed to partners

- 175 VWH events identified
 - Share metrics survey with stakeholders to collect feedback, revise, & distribute final version to all VWH event partners
 - Table in high-traffic areas to increase resident & visitor awareness of VWH
- April – June (grant cycle ends)
- Facilitate VWH
 - Assist partners in ensuring day-of-event success
 - Kanu Hawaii staff & internal volunteers attend partners' events
 - 10,000 volunteers participate
 - Host end-of-week celebration
 - Collect volunteer metrics and feedback surveys
 - Evaluate efficacy of digital platform
3. **Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and**

Kanu Hawaii plans to monitor, evaluate, and improve results through data collection and feedback from surveys. At the end of each VWH, this data and feedback will be analyzed by Kanu Hawaii staff and presented to Board Members to evaluate potential opportunities. At this time, adjustments to program activities will be modified and a new strategy and updated timeline will be completed.

During the VWH pilot campaign in 2018, metrics collection was limited due to the number of participants, partners, and events. In 2019, collection of a comprehensive baseline of metrics from event hosts was implemented via an online platform that Kanu facilitates. These metrics included the following: number of volunteers, basic demographics of volunteers (e.g. age and gender), length of events, number of resident vs. visitor volunteers, number of new vs. returning volunteers, key impacts of events (e.g. pounds of trash collected from a beach, number of meals packed, area of invasive species removed), and implementation of and interest in zero waste event practices. Volunteer satisfaction was generally collected through interviews and other in-person interactions, though not formally recorded or measured. In 2019, satisfaction of partners was collected through the survey instrument and measured based on likelihood to partner again for VWH 2020 and open-ended feedback. On a scale of one to five, with five being most likely to partner in 2020, the average response was 4.75. For VWH 2021, Kanu will use a similar method to collect partner satisfaction but will request more specific feedback and conduct direct follow-ups.

For VWH 2021 metrics will be modified and there will be a formalized collection of volunteer satisfaction and feedback while maintaining accessibility and ease of use for partners and participants. This will be done with a mixed methods survey to gather both quantitative and qualitative metrics. A second survey will be developed to directly collect volunteer satisfaction based on likelihood to return to organizations and satisfaction with both Kanu Hawaii as a facilitator and organizations that host events. Additional metrics for success that we would like to collect include overlap of volunteer engagement and

financial donations, frequency of skills-based vs. general volunteering, and future plans for volunteer projects.

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 measures of effectiveness reported to the State agency will include the total number of participating events and volunteers. This will be collected through our digital platform and survey feedback. In addition, all program outcomes will be analyzed and compiled into an updated State of Volunteerism in Hawaii report.

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](#))

Please see attachments

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2021.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$31,000	\$38,000	\$28,000	\$28,000	\$125,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2021.

In addition to this funding request, Kanu Hawaii has also sought funding from the City and County of Honolulu Grants in Aid Fund for fiscal year 2021. We also plan to apply to foundation grants (HEI, Atherton, HTA, etc.), gain support through sponsorships, and increase earned income.

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.

Kanu Hawaii has no state or federal tax credits granted within the prior three years. Additionally, there are no state and federal tax credits we have applied for or anticipate applying for pertaining to any capital project.

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 2021 for program funding.

Kanu Hawaii was awarded a grant from the Department of Agriculture in 2017 titled, "Eat Local (Social Media) - EATLOCAL17_SOCIALMEDIA" in the amount of \$99,000. We are also the fiscal sponsor of a grant from the County of Kauai's Office of Economic Development titled, "Home Energy Efficiency for Low Income Households on Kauai" in the amount of \$15,000.

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2019.

Kanu Hawaii has a balance of \$8,500 unrestricted current assets.

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.

Kanu Hawaii has a dedicated Executive Director with many years of experience in developing community-based programs. Our Executive Director has over 12 years of community organizing in Hawaii. He was the co-founder of Malama Kauai on the island of Kauai and directed that organization for 10 years prior to taking on the directorship of Kanu Hawaii in 2017. Further, he was involved through Malama Kauai as one of the primary community responder organizations during the 2018 Kauai Floods during which he helped to obtain and direct resources or direct community relief efforts totaling over \$750,000. He oversaw a staff of 10 employees during his directorship tenure with Malama Kauai and now currently oversees an office of one F/T staff with an additional P/T contract worker at Kanu Hawaii.

Moreover, in 2019, Kanu Hawaii successfully executed VWH and solidified it as the largest, annual volunteer campaign in Hawaii. Our current network of more than 90 partner organizations offers a substantial base for outreach.

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.

Kanu Hawaii has a permanent office at Impact Hub Honolulu located at 1050 Queen Street, Suite 100, Honolulu, HI 96815. Impact Hub Honolulu is a coworking, event, office, and community space designed to facilitate sustainable impact in Hawaii and abroad through collaboration and empowering communities. The office and common areas provide a productive workspace to complete outreach, host events and trainings, connect with community groups, and fulfil all other VWH project needs.

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.

Kanu Hawaii's staff consists of the Executive Director and an AmeriCorps VISTA Development Specialist. Prior to Kanu, our Director co-founded and directed the nonprofit Malama Kauai, gaining over a decade of community organizing and volunteer management experience. Our Development Specialist has a background in corporate finance and now works full-time on fund development for Kanu Hawaii and our programs. We will expand by 2021 to replace AmeriCorps VISTA members with full-time staff to complete program objectives. The transition into full-time staff members will help institutionalize VWH as an annual event.

Our board is composed of four professionals that work in technology, marketing, energy, sustainability, and education. Given their diverse backgrounds, all of our board members are well-suited to contribute their expertise to our program areas, specifically VWH. This includes offering marketing suggestions and resources, shaping our digital materials, broadening our partnerships within and beyond the nonprofit sector, and encouraging their employers to engage in Kanu Hawaii's campaigns.

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.

Staffing includes an Executive Director and the AmeriCorps VISTA Development Specialist. Kanu Hawaii's Executive Director, reporting to the Board of Directors, provides overall strategic and operational kuleana for Kanu Hawaii's staff, programs, expansion, and execution of the mission. Kanu Hawaii's AmeriCorps VISTA Development Specialist builds financial capacity for a variety of community building, poverty fighting, educational, and sustainable economic development related programs to strengthen our communities and resiliency. The AmeriCorps VISTA is primarily responsible for building and improving tools and systems that enhance the organization's effectiveness in generating revenue through grants, earned income opportunities, and donations.

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.

Executive Director - \$60,000
Volunteer Coordinator - \$42,000
Fund Development Specialist - \$42,000

Volunteer Coordinator and Fund Development Specialist salaries currently represent the expected cost during the grant period. However, AmeriCorps VISTA members pay range is currently \$6,000 each.

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.

Kanu Hawaii is not involved in any pending litigation.

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.

There is no specific licensure or accreditation required for community engagement. However, Kanu Hawaii has over a decade of successful community organizing

experience in Hawaii and draws upon a network of over 17,000 members and countless community partners to achieve the outcomes proposed in this application.

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.

Kanu Hawaii will not use the grant to support or benefit a sectarian or non-sectarian private educational institution.

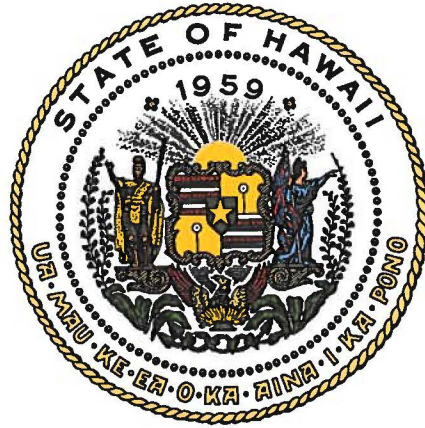
4. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2020-21 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2020-21, but
- (b) Not received by the applicant thereafter.

A key element of Volunteer Week Hawaii is sustainability; we strive to integrate sustainable practices into the planning and execution process to ensure continued impact over time. As an organization, we plan to institute a succession plan by clearly defining roles, identifying community talent, and implementing realistic timelines and onboarding. As a program, we will focus on feedback, data tracking, and management. Accessible data through a process-based approach to tracking and management is important for continued success, so we will implement Salesforce to accurately store, understand, and analyze data. This will improve communication with stakeholders and further expand capacity for VWH.

Financially, for VWH 2019, we received support from sponsorships and foundation grants. Several of these contributions have been renewed for VWH 2020; simultaneously, we plan to diversify our donors to be able to offer more support to our partners and grow the reach and impact of the campaign overall. Our financial model to support VWH is comprised of government grants (50%), foundation grants (20%), corporate sponsorships (16%), earned income (9%), and individual donations (5%). There are a number of foundations that support environmental, community building and networking, volunteerism, and resilience efforts. Our work with corporate sponsors such as Alaska Airlines, Southwest Airlines, Goodfellow Bros., and Young Brothers during VWH 2019 demonstrated that the business community is supportive of this campaign. We see new opportunities for earned income in working with businesses on corporate social responsibility (CSR) and contracts. Moreover, with our increased exposure and visibility, we intend to grow our individual donor support as well. Therefore, we will continue to diversify our funding to ensure success if the grant is not received after the 2020-21 fiscal year.



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

KANU HAWAI'I

was incorporated under the laws of Hawaii on 08/22/2006 ; 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, 2020

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.

Keone Kealoha on behalf of Kanu Hawaii
(Typed Name of Individual or Organization)

(Signature)

Keone Kealoha
(Typed Name)

January 16, 2020
(Date)

Executive Director
(Title)

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2020 to June 30, 2021

Applicant: Kanu Hawaii

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
A. PERSONNEL COST				
1. Salaries	72,000		40,563	
2. Payroll Taxes & Assessments	10,000			
3. Fringe Benefits	10,000		16,148	
TOTAL PERSONNEL COST	92,000		56,711	
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	0			
2. Insurance	2,000		500	
3. Lease/Rental of Equipment	7,000		3,500	
4. Lease/Rental of Space	12,000		3,000	
5. Staff Training	6,000		1,500	
6. Supplies	1,000		375	
7. Telecommunication	3,000		1,500	
8. Utilities	1,000		300	
9. Storage	1,000		642	
10. Contract Services			10,710	
11. Program Activities			40,000	
12. Travel			930	
13. Indirect Costs			1,373	
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	33,000		64,330	
C. EQUIPMENT PURCHASES			3,650	
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	125,000		124,691	
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	125,000	Keone Kealoha (808) 206-8446 x11		
(b) Total Federal Funds Requested	0	Name (Please type or print) Phone		
(c) Total County Funds Requested	124,691	1/16/20		
(d) Total Private/Other Funds Requested	0	Signature of Authorized Official Date		
TOTAL BUDGET	249,691	Keone Kealoha, Executive Director Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2020 to June 30, 2021

Applicant: Kanu Hawaii

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Executive Director		\$60,000.00	50.00%	\$ 30,000.00
Volunteer Coordinator		\$42,000.00	50.00%	\$ 21,000.00
Fund Development Specialist		\$42,000.00	50.00%	\$ 21,000.00
				\$ -
				\$ -
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TOTAL:				72,000.00
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2020 to June 30, 2021

Applicant: Kanu Hawaii

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				0

JUSTIFICATION/COMMENTS:

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				0

JUSTIFICATION/COMMENTS:

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2020 to June 30, 2021

Applicant: Kanu Hawaii

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: 2018-2019	FY: 2019-2020	FY:2020-2021	FY:2020-2021	FY:2021-2022	FY:2022-2023
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:	0	0	0	0	0	0
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Kanu Hawaii

Contracts Total: 114,000

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	Eat Local Social Media Grant	06/16/17-12/31/18	DoA	State	99,000
2	Home Energy Efficiency for Low Income Households on Kauai	05/15/18-12/21/18	County OED	Kauai	15,000
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