

**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:

*Paupena Community Development Inc.*

Amount of State Funds Requested: ~~\$700~~ *125,000.00*

Brief Description of Request (Please attach word document to back of page if extra space is needed):

*Paupena seeks \$125,000.00 operations funding to implement primarily a community-needs assessment, whose resulting database will serve to justify housing-related grant requests; thereby mitigating Hawaii's housing/homeless crisis.*

Amount of Other Funds Available:

State: \$100,000.00  
Federal: \$50,000.00  
County: \$  
Private/Other: \$100.00

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

\$47,500

Unrestricted Assets:

\$181,101.00

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:

City: *P.O. Box 402 Kula* State: *HI.* Zip: *96790*

Contact Person for Matters Involving this Application

Name: <i>Kekoa ENOMOTO</i>	Title: <i>chairwoman of the board</i>
Email: <i>paupena.kekoa@gmail.com</i>	Phone: <i>(808) 270-2713</i>

Federal Tax ID#: [REDACTED] State Tax ID#: [REDACTED]

*Kekoa Enomoto* *Kekoa ENOMOTO*  
*chairwoman of the board* *1.17.20*  
Authorized Signature                      Name and Title                      Date Signed

**received**  
1/17/20 3:46pm



**STATE OF HAWAII  
STATE PROCUREMENT OFFICE**

**CERTIFICATE OF VENDOR COMPLIANCE**

This document presents the compliance status of the vendor identified below on the issue date with respect to certificates required from the Hawaii Department of Taxation (DOTAX), the Internal Revenue Service, the Hawaii Department of Labor and Industrial Relations (DLIR), and the Hawaii Department of Commerce and Consumer Affairs

**Vendor Name:** PA'UPENA COMMUNITY DEVELOPMENT, INC.

**Issue Date:** 01/14/2020

**Status:** Compliant

Hawaii Tax#:   
New Hawaii Tax#: GE093008486401   
FEIN/SSN#: XX-XXX1775   
UI#: No record   
DCCA FILE#: 272665

**Status of Compliance for this Vendor on issue date:**

Form	Department(s)	Status
A-6	Hawaii Department of Taxation	Compliant
	Internal Revenue Service	Compliant
COGS	Hawaii Department of Commerce & Consumer Affairs	Exempt
LIR27	Hawaii Department of Labor & Industrial Relations	Compliant

**Status Legend:**

Status	Description
Exempt	The entity is exempt from this requirement
Compliant	The entity is compliant with this requirement or the entity is in agreement with agency and actively working towards compliance
Pending	The entity is compliant with DLIR requirement
Submitted	The entity has applied for the certificate but it is awaiting approval
Not Compliant	The entity is not in compliance with the requirement and should contact the issuing agency for more information



## Pa`upena Community Development Inc.

P.O. Box 403, Kula, Maui, Hawai`i 96790

Telephone/Text: (808) 276-2713

Email: paupena.kekoa@gmail.com

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### DECLARATION STATEMENT

Pa`upena Community Development Inc. affirms its compliance with Hawai`i Revised Statutes §42F-103, as follows:

- (a) Grants and subsidies shall be awarded only to individuals who, and organizations that:
- (1) Are 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 or subsidy is awarded;
  - (2) Comply 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;
  - (3) Agree not to use state funds for entertainment or lobbying activities; and
  - (4) Allow the state agency to which funds for the grant or subsidy 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 or subsidy.
- (b) In addition, a grant or subsidy may be made to an organization only if the organization:
- (1) Is incorporated under the laws of the State; and
  - (2) Has bylaws or policies that describe the manner in which the activities or services for which a grant or subsidy is awarded shall be conducted or provided.
- (c) Further, a grant or subsidy may be awarded to a nonprofit organization only if the organization:
- (1) Has been determined and designated to be a nonprofit organization by the Internal Revenue Service; and
  - (2) Has a governing board whose members have no material conflict of interest and serve without compensation.
- (d) If a grant or subsidy is used by an organization for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant or subsidy 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 or subsidy used for the acquisition of the land. This restriction shall be registered, recorded, and indexed in the bureau of conveyances or with the assistant registrar of the land court as an encumbrance on the property. Amounts received from the repayment of a grant or subsidy under this subsection shall be deposited into the general fund.

The undersigned authorized representative certifies that this statement is true and correct to the best of her ability.

  
\_\_\_\_\_  
Kekoa Enomoto, Chairwoman of the board (date)

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*Pa`upena Community Development's vision is to fulfill Prince Kuhio's century-old dream for native Hawaiians to reconnect with Waiohuli ahupua`a in thriving agricultural and pastoral communities, and to share this paradigm throughout the pae`aina.*



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### **PUBLIC PURPOSE**

**Pa`upena Community Development Inc. seeks a Hawai`i legislative Grant-In-Aid for the public purpose of mitigating the state's housing and homeless crisis, especially among the native Hawaiian population.**

**Services to be supported by the grant include:**

**(1) Advocacy to repatriate trust lands to native Hawaiian beneficiaries of the 1921 Hawaiian Homes Commission Act federal trust, and away from non-Hawaiian/nonbeneficiary permittees of these lands.**

**(2) Lectures, workshops and conferences to educate, motivate and mobilize beneficiaries about how to access Maui trust lands.**

**(3) A community-needs assessment to create a database that will help justify federal, state, county and other grant funding to build quality housing on trust lands, especially on 5,000 Upcountry Maui trust lands heretofore permitted to a non-Hawaiian/nonbeneficiary rancher for less than \$3 per acre monthly, for a quarter-century.**

**The target group is 9,047 beneficiaries on waitlists for residential, agricultural and pastoral Hawaiian homestead awards on Maui.**

**The cost of the operational grant and budget is \$125,000.**

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### **BACKGROUND AND SUMMARY**

A brief description of the applicant's background is that Pa`upena Community Development Corporation, or CDC, is a 3-year-old, Maui-based IRS 501(c)(3) nonprofit beneficiary organization under the auspices of the 1921 Hawaiian Homes Commission Act federal trust. Pa`upena CDC's mission is to provide resources and services to empower fellow Hawaiian Homes trust beneficiaries to build homes and self-sufficient communities. The organization's projects have included (1) implementation, on behalf of a Native Hawaiian Community Development Financial Institution, a \$100,000 USDA Socially Disadvantaged and Veteran Farmers and Ranchers grant project in 2017-18; (2) a current \$47,000 Department of Hawaiian Home Lands grant project to build water-catchment systems on six Upcountry Maui homestead farms for the purpose of collecting water-intake data; (3) a \$1,325 Council for Native Hawaiian Advancement grant project to register voters in 2019, and (4) starting 2/1/20, a \$179,000 Enterprise Community Partners/HUD community-needs-assessment grant project.

The goals related to the request are (1) to repatriate trust lands to native Hawaiian homelands beneficiaries; (2) to educate, motivate and mobilize beneficiaries about how to access Maui trust lands, and (3) to create a database to justify federal, state and other grant funding to build quality housing on trust lands.

The objectives related to the request are advocacy before the Hawaiian Homes Commission, county councils and the state Legislature; lectures, workshops and conferences, and a community-needs assessment to create a housing-related database.

The public purpose and need to be served are to mitigate the state's housing and homeless crisis, especially among the native Hawaiian population.

A description of the target population to be served is 9,047 beneficiaries with 50 percent native Hawaiian blood quantum who are on waitlists for Hawaiian homestead awards on Maui. They include 3,785 residential waitlisters, 4,654 agricultural waitlisters, and 608 pastoral waitlisters.

The geographical coverage is the island of Maui.

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*Pa`upena Community Development's vision is to fulfill Prince Kuhio's century-old dream for native Hawaiians to reconnect with Waiohuli ahupua`a in thriving agricultural and pastoral communities, and to share this paradigm throughout the pae`aina.*

## **Phase One: Data Collection (Survey Implementation, Focus Group and Interviews, Monitoring)**

### **Deliverables:**

1. Training materials for field staff and survey manager.
2. Online monitoring dashboard demonstrating key metrics for survey progress and field staff performance.
3. Data issue logs to support ongoing data quality control and field staff follow-up.
4. Regular project updates for key stakeholders.
5. Mail-out paper survey instrument for those on the DHHL waitlist.

## **Phase Two: Data Cleaning, Compilation, Analysis and Reporting**

### **Deliverables:**

1. Data tables with summary statistics for each survey question for the two surveys.
2. A preliminary 2- to 4-page briefing sheet containing key findings and data visualizations (for distribution to homestead leaders, programs and members, congressional representation and other interested parties).
3. Draft report of analyses, results and recommendations.

## **Phase Three: Collaborative Action Planning and Presentation of Results**

### **Deliverables:**

1. Preliminary action plan.
2. Final data tables and summary statistics for both surveys.
3. Final briefing sheet and data visualization.
4. Final report and executive summary (1-2 pages) of results, analysis and recommendations.
5. Complete set of collected survey data with personally identifiable information removed to protect confidentiality, and data aggregated at appropriate population levels (in CSV, Excel workbook, or other formats that Paupena prefers).
6. Series of video-presentations in homestead communities on six major islands, to promulgate the findings, methodology and value, or benefits, of the community-needs-assessment project.

## SERVICE SUMMARY AND OUTCOMES

A description of the scope of work, tasks and responsibilities involves Big Water Consulting, a Seattle-based firm experienced in indigenous data collection. The consultant will orient, train and guide Pa`upena principals; process and evaluate data, and present data-collection results to Pa`upena CDC and community stakeholders on Maui and throughout the state. In turn, Pa`upena CDC's administrator will serve as the survey manager, who will hire and help train nine survey field-staff members.

Regarding the scope of work, tasks and responsibilities, and a projected annual timeline for accomplishing the results or outcomes of the service, Big Water Consulting's objective is to assist the Pa`upena Community Development Corporation in producing a comprehensive dataset to determine the current and future housing needs of native Hawaiians on Maui, and to facilitate the design and development of a new community on land reserved for native Hawaiians as authorized by the Right of Entry granted to Pa`upena by the Department of Hawaiian Homelands (DHHL). In order to meet this objective, Big Water will:

- 1) Coordinate and conduct comprehensive training for local survey manager and field staff **7/1/20 through 7/31/20;**
- 2) Supervise the manager and field staff throughout the duration of the data-collection phase of the project and provide technical assistance as necessary **7/1/20 through 9/30/20;**
- 3) Clean collected data and prepare data tables summarizing household survey data **10/1/20 through 10/14/20;**
- 4) Code qualitative data and present findings **10/15/20 through 10/31/20;**
- 5) Synthesize and summarize data and information gathered via the household survey in a final written report, including key findings, homestead programmatic recommendations and objectives learned **11/1/20 through 11/30/20;**
- 6) Prepare visualization handouts and briefing materials summarizing key takeaways from project **12/1/20 through 12/31/20;** and
- 7) Present survey results to Pa`upena staff, homestead leadership, and project stakeholders on Maui and throughout the archipelago **1/1/21 through 6/30/21.**

A description of the project's quality assurance and evaluation plans for the request, i.e., specifically how Pa`upena CDC plans to monitor, evaluate and improve its results is that, in collaboration with Pa`upena, Big Water will coordinate weekly check-in calls and prepare interim deliverables. Virtual meetings, emails and phone calls will be conducted to ensure tasks and deliverables are completed properly and on time.

A list of the measures of effectiveness that will provide a standard and objective way for the State to assess the program's achievement or accomplishment, and that will be reported to the state expending agency, through which grant funds are appropriated, is, as follows:

## NECESSARY SKILLS AND EXPERIENCE

With regard to advocacy to repatriate trust lands to Hawaiian Homes beneficiaries and also to the necessary skills, abilities, knowledge of, and experience relating to the GIA request, three years of Pa`upena advocacy culminated when DHHL awarded to the CDC a Right Of Entry to 127 acres of Upcountry trust lands. During the three years of advocacy, Pa`upena presented PowerPoints at Hawaiian Homes Commission meetings, and mentored and flew waitlist beneficiaries to testify at O`ahu commission meetings.

In the context of lectures, workshops and conferences to educate, motivate and mobilize beneficiaries on how to access Maui trust lands, a listing of verifiable experience of related projects or contracts for the most recent three years that are pertinent to this GIA request includes, as follows:

- 7/9/17 through 1/27/18 — Pa`upena co-hosted a series of 17 ag- and ranching-related lectures and workshops, to educate beneficiaries and the community on how to steward trust and other lands.
- 9/22/17 — Pa`upena presented a three-day "Puwalu O Ka Hua Mahi`ai: The Fruitful Farmer" conference with presenters representing HC&S, Maui County Farm Bureau, Maui Nui Botanical Gardens, Sakugawa Ranch and more.
- 3/31/19 — Pa`upena began a series of five meetings to educate Ke`anae, Wailua and Hana beneficiaries on 985 East Maui homeland acres that remain fallow.
- April 2019 — Pa`upena undertook a \$47,000 DHHL water-catchment grant project to research water resource and storage; thereby providing data for the eventual build-out of Upcountry Maui homelands.
- 8/25/19 — For the annual Homestead Summit in Honolulu, Pa`upena produced and distributed 20 DVDs and uploaded a 23-minute YouTube video to teach individual beneficiaries and beneficiary organizations how to fill out the DHHL land-use-request form in order to access homeland tracts; on YouTube, see Pa`upena Land Use Workshop.

In the context of a community-needs assessment to create a housing-related database, and concerning experience and appropriateness for providing the service proposed in this GIA application, Pa`upena has produced and distributed surveys. The CDC passed out the housing-, farming- and/or ranching-related surveys after the above-mentioned lectures, workshops and conferences plus at organizational meetings and homestead events, where the CDC hosted a vendor and/or informational booth.



## FACILITIES

With respect to adequate facilities in relation to the GIA request, Pa`upena CDC will rent, as of 1/20/20, office space in a brand new 7,000-square-foot commercial co-share structure unprecedented on Maui. Pa`upena will share with Credit Edge Solutions LLC a 295-square-foot, ground-floor office outfitted with desks, filing cabinets, laptop and printer.

Besides offices, the co-share facility provides three spacious meeting areas available for survey interviews, focus-group sessions, lectures and workshops. The meeting areas can accommodate an aggregate 200 people for conferences and community presentations on Pa`upena's data-collection project. And the meeting areas feature refrigerators and microwave ovens for snacks and meals.

York and Assurity life insurance companies. She is a 15-year waitlist beneficiary eager to serve all beneficiaries. She has excellent communication skills that will serve her well in her roles to train, supervise and provide administrative direction relative to the request

Fiscal officer Leilani Muller has five decades of accounting experience with West Coast entities, such as the Social Security Administration, manufacturing firms and other companies.

Big Water Consulting principal Kevin Klingbeil is a lawyer, who graduated summa cum laude from the University of Missouri with a double major in English and geography. He describes himself as a "forward-looking and driven leader with diverse experience in the governmental, nonprofit and private sectors spearheading program development and management." He says he "utilizes innovative approaches and multicultural experience to establish relationships with diverse stakeholders, including agency representatives, international colleagues, and tribal government representatives." He also "offers unique insights into integrated sustainable development, public service provision, environmental, housing and regulatory issues backed by sound interpretation of legislation, policies and regulations."

#### COMPENSATION

Pa`upena CDC pays its two employees salary ranges, as follows: administrator \$14,040 to \$55,575, and fiscal officer \$14,040 to \$41,730.

(LITIGATION — N/A)

#### LICENSURE OR ACCREDITATION

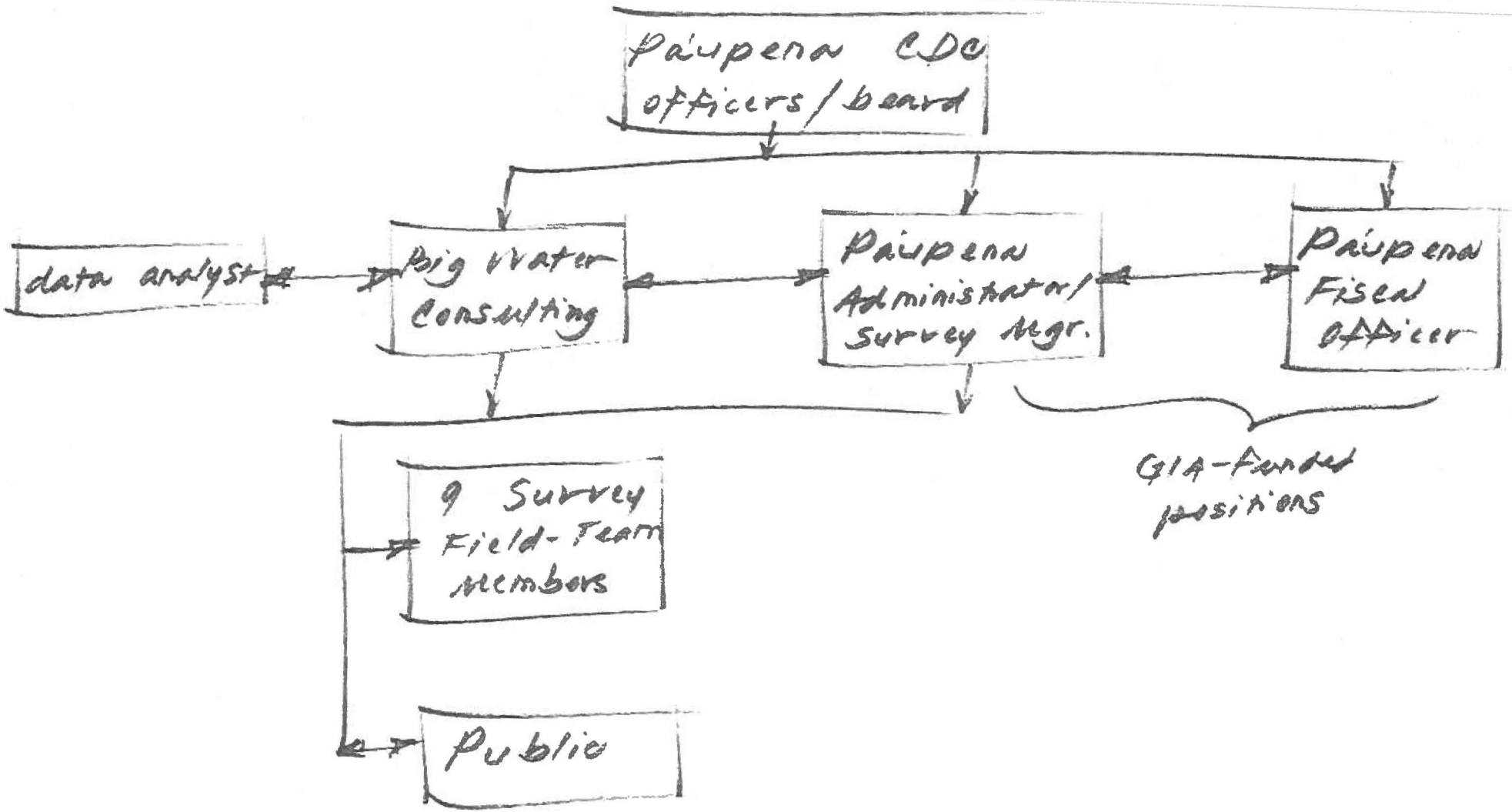
Pa`upena board chairwoman Kekoa Enomoto holds a Master of Journalism degree from the University of California at Berkeley. The 29-year newspaperwoman has interviewing skills that can play a role in the community-needs-assessment initiative.

(PRIVATE EDUCATIONAL INSTITUTIONS — N/A)

#### FUTURE SUSTAINABILITY PLAN

Pa`upena CDC anticipates using the collected data as the basis to apply for a three-year \$1.2 million Administration for Native Americans grant, to create a roadmap for beneficiary-driven homelands housing developments.

# ORGANIZATION CHART



## PROPOSED STAFFING, STAFF QUALIFICATIONS, SUPERVISION AND TRAINING

A description of the proposed (1) staffing pattern and (2) service capacity appropriate for the viability of the request involve a two-person, full-time staff led by an administrator, whose responsibilities include, but are not limited to, the following:

- Administering the nonprofit.
- Shepherding grant projects, including (1) helping facilitate the \$47,000 Department of Hawaiian Home Lands (DHHL) water-catchment/water-intake-monitoring grant project, through 12/31/20, and (2) serving as survey manager of the \$179,000 Enterprise Community Partners/HUD community-needs-assessment (data collection) grant project, prospectively through 6/30/21.
- Keeping corporate records and files.
- Representing Pa`upena CDC at Hawaiian Homes Commission meetings, Maui County Council hearings, SCHHA (Sovereign Council of Hawaiian Homestead Associations) Homestead Summits, SCHHA trips to Washington, D.C., etc.
- Helping arrange events, such as the biannual Pa`upena puwala (conference).
- Seeking HUD housing-counselor certification.
- Providing intake services for SCHHA loans and foreclosure-prevention procedures.
- Assisting with grant writing, as in uploading grant-submission documents.
- Reproducing business cards, brochures, agendas, minutes, fliers, etc., of the nonprofit, and of its affiliated entities: Maui Homestead Farmers & Ranchers Association, and Maui/Lana`i Mokuuni Council.

The second position is a fiscal officer, whose duties may include, but are not limited to, the following:

- Executing all fiscal/accounting activities of the nonprofit, particularly record keeping and periodic report writing for grant projects.
- Assisting the administrator to administer the nonprofit, especially in:
  - Keeping finance-related corporate records and files.
  - Helping with grant writing, especially procuring/uploading finance-related grant-submission documents.
  - Representing Pa`upena CDC at Hawaiian Homes Commission meetings, Maui County Council hearings, SCHHA Homestead Summits.
- Providing intake services for SCHHA loans and foreclosure-prevention procedures.

Regarding the personnel's qualifications, experience and ability to supervise, train and provide administrative direction relative to the request, administrator Tina-Lei Kaha's corporate experience ranges from customer service with Maui Teachers Federal Credit Union and United Airlines, and former work with New

## BUDGET

Pa`upena CDC's anticipated quarterly funding requests for the fiscal year 2021 are, as follows:

Quarter 1 — \$62,500

Quarter 2 — \$50,000

Quarter 3 — \$6,250

Quarter 4 — \$6,250

Total Grant — \$125,000

Pa`upena has not applied, nor does it anticipate applying, for state and federal tax credits.

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2020 to June 30, 2021

Appa'upena Community Development Corporation

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 two employees 1st 60% 2nd 40%	69,225			
2. Payroll Taxes & Assessments inc 1(a)				
3. Fringe Benefits inc 1(a)				
<b>TOTAL PERSONNEL COST</b>	<b>69,225</b>			
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island	7,800			
2. Insurance	1,300			
3. Lease/Rental of Equipment	0			
4. Lease/Rental of Space	3,600			
5. Staff Training	2,135			
6. Supplies	1,900			
7. Telecommunication	840			
8. Utilities	0			
9. Lectures / Workshops	9,200			
10. GIA match	29,000			
11. Office of Hawaiian Affairs match	100,000			
12. Pa'upena CDC match				162
13. Enterprise Community Partners grant		50,000		
14.				
15.				
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20.				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>155,775</b>	<b>50,000</b>		<b>162</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>225,000</b>	<b>50,000</b>		<b>162</b>
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	225,000	Lelani Muller 510-825-2908		
(b) Total Federal Funds Requested	50,000	Name (Please type or print) Phone		
(c) Total County Funds Requested	0	Signature of Authorized Official Date		
(d) Total Private/Other Funds Requested	162	Kekoa Enomoto Chairwoman of the Board		
<b>TOTAL BUDGET</b>	<b>275,162</b>	Name and Title (Please type or print)		

## BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2020 to June 30, 2021

Applicant: Pa'upena Community Development Corporation

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Adminstrator	1	\$55,575.00	74.74%	41,535
Fiscal Officer	1	\$41,730.00	66.36%	\$ 27,690
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<b>TOTAL:</b>				<b>\$ 69,225</b>
<b>JUSTIFICATION/COMMENTS:</b>				

GOVERNMENT CONTRACTS, GRANTS, AND/OR GRANTS IN AID

Applicant: Pāpūana Community Development Inc.

Contracts Total: 6

CV  
2017  
3 years

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	Gap data collection	2.1.20 - 1.31.20	Enterprise Community Partners	U.S. / HUD	\$50,000.00
2	Project 'IKE NUI (lot of data) community-needs assessment	7.1.20 - 6.30.21	DMA	State	\$100,000.00
3		7.1.20 - 6.30.21		State	\$125,000.00
4	Project PAHU WAI (water catchment)	4.2019 - 12.31.20	DHHA	State	\$47,000.00
5	Lei Kalikimaka (holiday wreath workshop)	NOV. 2017	DMA	State	\$500.00
6	Lei Makatiki (holiday wreath workshop)	9.30.19	DMA	State	\$600.00
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