



Peoples Advocacy For Trails Hawai'i

PO Box 62, Kailua-Kona, Hawai'i 96745
808 -326-7284 www.pathhawaii.org

Board of Directors

Cindy Armer
Linda Jane Kelley
Jane Bockus
Derinda Thatcher
Jeff McDevitt, MD
Mike Drutar
Jolene Head
Franz Weber
Hannah Ako
Kelly Hudik

Executive Director

Valerie Overlan

Strategic Project

Director
Tina Clothier

Program Director

Paul Burke

Mission

To safely connect
the people and
places on Hawaii
Island with pathways
and bikeways.

Serving
the Island of Hawai'i
since 1986

Senate Committee on Ways and Means
State Capitol, Room 208
Honolulu, HI 96813
Attn: GIA

Dear Senate Committee on Ways and Means Members,

Mahalo for the opportunity to submit this proposal for Grant In Aid funding.

We are submitting this Grant In Aid proposal for your consideration on behalf of PATH –Peoples Advocacy for Trails Hawaii with the support of the Mayor's Active Living Advisory Committee.

PATH is a 33 year old, grass roots bicycle and pedestrian advocacy organization. Our mission is to safely connect the people and places on Hawaii Island with pathways and bikeways.

Founded in 2013, the Mayor's Active Living Advisory Committee (MALAC) is a volunteer citizen-based committee that supports and advises the Mayor, and works with representatives of the County of Hawaii Departments and other partners to implement the Mayor's vision for fostering a healthy, safe and active Hawaii island community.

Our goal with this proposal is to promote the expansion of Hawaii County's Bikeshare program and encourage the continued development of alternative transportation, bike safety and bike ridership on Hawaii Island. The community impact of Bikeshare falls into four categories of benefits for the community and the riders, including: green transportation; healthier populations; financial vitality for the community; connecting people and places.

We believe that everyone should have the choice to safely take advantage of healthy and economical transportation options. Walking and biking are not just lifestyle choices. They complete our transport system and are the first and last leg of almost every trip. Expanded access to these options can improve the economic and social well being of a community and its residents.

Thank you, once again, for the opportunity to submit this proposal.

Tina Clothier
Strategic Project Director



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



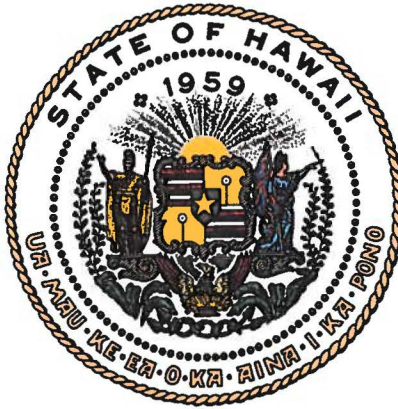
AUTHORIZED SIGNATURE

TINA CLOTHIER

PRINT NAME AND TITLE

1/11/2020

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

PATH PEOPLES ADVOCACY FOR TRAILS HAWAII

was incorporated under the laws of Hawaii on 06/10/1986 ; 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, HAWAI'I REVISED STATUTES**

The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawai'i 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, Hawai'i 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, Hawai'i 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, Hawai'i 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.

Peoples Advocacy for Trails Hawaii

(Typed Name of Individual or Organization)

Tina Clothier

(Signature)

January 3, 2020

(Date)

Tina Clothier
(Typed Name)

Strategic Projects Director
(Title)

Application for Grants

Please check the box when item/section has been completed. If any item is not applicable to the request, the applicant should enter "not applicable".

I. 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;
Peoples Advocacy for Trails Hawaii (PATH) was established in June 1986 as a not-for-profit 501(c) 3 organization advocating for bicycle and pedestrian infrastructure. For over 30 years, PATH has been recognized as the voice for pedestrian and bicycle safety across the island of Hawaii. PATH partners with several health agencies to promote active living and active transportation as a way to improve the health of our community. We also work with the State Department of Transportation, the County of Hawaii and their schools to promote the Safe Routes to School program, making it safer for children to walk to school and encouraging walking and biking through PATH's in-school bike and pedestrian education classes.

In 2015, the County of Hawaii Department of Research and Development asked PATH to launch and manage a bikeshare project in the County of Hawaii. We established Bikeshare Hawaii Island, a non-profit model project, as a low-cost, flexible transportation service that provides on-demand access to a network of rentable bicycles. Working with R&D and the Mayor's Active Living Advisory Committee, PATH began the planning process and bikeshare discussion examining strategies and best practices to implement bikeshare in Hawaii County. After months of consultation, we selected the same bikeshare system as the Honolulu City and County and have adopted a similar pricing structure. It is our shared belief that bikeshare users who travel between Oahu and Hawaii Island will have an immediate recognition of the product and comfort using the system.

With authorization from the Hawaii County Council, the County funded the Bikeshare Hawaii Island pilot project with \$250,000 and launched on August 29, 2016 with 3 stations and 32 bikes.

The Bikeshare Hawaii Island pilot project was expanded in 2019 with 3 new stations in Kona and 4 stations in Hilo. Bikeshare as a transportation option has been well received and we are getting requests for more stations. Our goal for this grant proposal is to add an additional 3 stations in Kailua-Kona and 2 more stations in Hilo (at Hawaii Community College and UH Hilo). The addition of these stations will move us closer to an appropriate station density in Kailua-Kona and Hilo in order to serve residents and visitor and generate user fees to cover operational costs.

Ultimately, the County Transit Department wishes to install additional stations at transit hubs in Kona, Hilo, Pahoa and Keaau to serve residents and visitors using transit and provide a "first and last mile" transportation option for their transit users. Ultimately, the Kona system is envisioned to have 15 stations and 135 bikes and the Hilo system to have 10 stations and 90 bikes.

For the purpose of this proposal, we are requesting \$310,100.00 to continue the expansion of the Kailua-Kona System with 2 stations and 18 bikes (to be placed at the Kona Aquatic Center and at the Mass Transit Hub at the Old Airport) and 2 stations and 18 bikes in Hilo (to be placed at Hawaii Community College and UH Hilo). We also wish to hire a Customer Service & Marketing staff person and add another part time Bike Balancer position and add the Hilo system to the Operations Manger's responsibilities. The Customer Service & Marketing position will be responsible for increasing the membership of the Hawaii Island Bikeshare program and will answer Customer Service questions and billing concerns. The half time Bike Balancer will help to cover our extended operational hours and cover weekend balancing duties. The Operations Manager is responsible for all aspects of the bikeshare operation. Lastly, we are requesting funds to purchase an all wheel drive truck with which to "balance" the bikes and make sure that there are adequate bikes at the stations and adequate empty docks in which to place incoming bikes.

2. The goals and objectives related to the request;

Our over-arching goal is to provide the residents and visitors to Kailua-Kona and Hilo with an additional transportation option for their short distance, short duration transportation needs. Our request relative to this grant proposal is for funding for 4 stations, 2 stations for Kailua-Kona to tie into the Mass Transit Hub and a County facility and 2 stations in Hilo to serve the students at Hawaii Community College and UH Hilo.

Our long-term goal is to demonstrate the ability of bikeshare to improve local environmental health, energy sustainability, quality of life, public health, and economic activity, and more affordable transportation options, among other key urban livability indicators. No other form of public transportation is able to unlock such wide-ranging benefits for the same modest level of capital and operating investment.

In addition, as part of the development of bikeshare systems in Hawaii County, we are working with the Mayor's Active Living Advisory Committee, the Mass Transit Department, the Planning Department and the Department of Public Works and the State Department of Transportation to increase multi modal transportation facilities by increasing the number of bike facilities i.e. bike lanes, widened shoulders and separated pathways throughout Hawaii County. We find that the development of the bikeshare program has shone a light on the need for roads built for multi modal transportation. Over the past two years, 15 miles of bike lanes and 2 miles of sidewalks have been added to Hawaii County roads.

3. The public purpose and need to be served;

Hawaii County's transportation challenges stem from geographic constraints, reliance on the automobile and in the past, a lack of urban planning. It is because of these issues along with a high degree of traffic congestion in Kailua-Kona and Hilo, and the need to develop sustainable transportation systems, that a bikeshare system was identified as potential alternative solution to meet resident, employee and visitor short distance transportation needs.

Hawaii County has recently passed its first ever Mass Transit Plan and Bikeshare is seen as an integral component of this plan, as it offers a first and last mile transportation option for transit user especially when Bikeshare stations are placed adjacent to transit stops and transit hubs.

Hawaii County residents and visitors alike can expect the following bikeshare benefits:

- Transportation efficiency: Bikeshare expands mobility, creates new bicyclists and reduces automobile use thereby saving everyday costs of owning and maintaining a motor vehicle.
- "Last mile" connectivity: Bikeshare systems in other cities with robust transit services have provided quick and convenient transportation connections between rapid transit stations and riders' final destinations.

- **Job creation:** The expansion in Kailua-Kona and Hilo is projected to create 1 new full-time job and 1 part-time positions in addition to the 3 positions that we currently have. As the system expands to other communities, like Pahoa and Waimea, additional jobs will be created.
- **Healthier communities:** bikeshare, by its very nature, will create an increase in physical activity. In its first six years, users of Paris' Velib system burned a combined 19 billion calories. PATH is currently working with the West Hawaii Community Health Center and their diabetes prevention program to encourage their clients to use the bikeshare bikes as part of their exercise program. This program is called RxBike. We offer their clients bike safety classes and a reduced annual membership in the bikeshare program. In 2019, PATH was recognized by AARP for this innovative program.
- **Cleaner and more sustainable communities:** Bikeshare use reduces VMT (vehicle miles traveled), GHG (greenhouse gas) emissions, air pollution and dependence on petroleum.
- **Economically productive cities:** Bikeshare has been linked to increased retail activity and contributes to more lively and active mixed use and retail districts.
- **Competitive communities:** In order to attract employers, a talented workforce, and visitors; communities must offer amenities that make a place livable and easy to navigate. Creating a bike able community is increasingly attractive to people looking for places to live and people seeking vacations without renting a car. Cities like Honolulu, Chicago and Seattle are investing in bicycle infrastructure and programs as a tool to entice a young and talented workforce who is increasingly attracted to vibrant, diverse urban places.

4. Describe the target population to be served;

Two primary bikeshare markets have been identified:

1. **Visitor market:** Visitor numbers are rebounding since the volcanic eruption has paused in mid 2018. Many of those visitors are repeat and have found that our membership subscriptions of unlimited 60 minute rides for \$25.00/month and unlimited 30 minute rides for \$15.00/month will allow them to get around in Kona or Hilo without having to have a car. While they are less sensitive to price, visitors value less expensive on-demand transportation. Due to their length of stay and interest in outdoor activities, the visitor market will use our bikeshare system. The large number of visitor-oriented destinations that are out of walking distance would be well served by bikeshare. Since August till December 2019, our membership subscriptions have increased 75% with a total 4,853 member rides.

2. **Commuter market:** Includes employees living and working in Kailua Village and downtown Hilo, as well as residents who use the transit system. We will also be working with the County's Mass Transit Department to allow for transit pass users to have access to the bikeshare bikes as a part of their monthly bus pass ticket. We are also currently researching a "cash card" program for residents who are not "banked" and therefore do not use credit cards. The development of these programs will be the responsibility of the

Customer Service and Marketing Representative. In future expansions we will place stations at the Transit Hubs and within easy access to businesses around the hubs.

3. With the addition of stations at Hawaii Community College and UH Hilo, we hope to build a substantial market of students traveling between campuses for classes. We will offer a greatly reduced membership for the students of \$25.00 per semester, which will allow them unlimited 60-minute rides.

5. Describe the geographic coverage.

The future phase expansion opportunities are defined based on four main factors:

- Connectedness of demand clusters/destination density
- Network barriers (both bikeway network barriers that can be improved and street grade challenges that may be difficult to overcome)
- Geographic constraints (e.g., topography, waterways, etc.)
- Connections to Hawaii County Transit Hubs (a feature of the Hawaii County Mass Transit Plan currently being developed)

This expansion phase recommended service areas in Kailua-Kona encompasses an area spanning from Old Airport Park to Kona Bali Kai. This service area would serve residents, visitors and commuters along Alii Drive and transit passengers arriving and departing from the transit hub. In East Hawaii, the expansion would serve the Hilo Community College and UH Hilo.

II. 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;

Bikeshare Hawaii Island’s Kona system will be expanded from the existing 7 stations and 63 bikes with the addition of 2 stations and 18 bikes to a total of 9 stations and 81 bikes. Bikeshare Hawaii Island’s Hilo system will be expanded from the existing 4 stations and 36 bikes with the addition of 2 stations and 18 bikes to a total of 6 stations and 54 bikes.

Once the stations and bikes have been ordered, it will take 16 weeks to build the equipment and another 4 weeks to ship the equipment to Hawaii. During this time, we will recruit and train our Customer Service & Marketing Representative and Bike Balancer.

The table below summarizes key tasks and events to complete implementation. A detailed work plan specific to each activity and including post-launch activities (i.e., system monitoring, growth planning, securing future funding, etc.) is being developed by PATH’s board, County Departments (Planning, DPW, R&D) and staff.

Bikeshare Hawaii Island Expansion Implementation Timeline

Interim Activities 2020	Pre-Expansion Activities 2020-21	Pre-Deployment Activities 2021
ID resources for program expansion	Operations Fundraising	Secure Operational Funding
Expand on communications and media strategy	Develop and implement a community outreach plan for station site selection	Hire additional staff and launch marketing campaign
Secure Letters of Support	Select Station Locations (Kailua-Kona & Hilo)	
Secure funding	Obtain permits and use agreements for station sites.	

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

Projected Date	Kona and Hilo Systems
January 2020	GIA proposal submitted

April 2020	Secure permit for Kona station and determine HCC & UH Hilo locations
After receiving award letter in and NTP in June 2020.	Work with state agency to develop contract
August- September 2020	order equipment and send deposit
December- January 2021	Kona & Hilo Equipment is delivered and stations are deployed Customer Service/Marketing Representative hired and trained

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

Bikeshare Hawaii Island will evaluate its work based on its ability to successfully accomplish the implementation activities within the projected timeframes.

The staff is responsible for implementing and monitoring the activities and working with the County and the Mayor’s Active Living Advisory Committee to successfully accomplish the tasks. Several reports can be made available on a daily basis; these include, but are not limited to:

- Trips per day, month, hour, weekend day, weekday (goal is 2.0 trips per bike per day in Kailua-Kona and 1 trip per bike per day in Hilo)
- Bicycle miles ridden
- Carbon Offset
- Calories Burned
- Top Riders by # of Trips
- Average Trip Duration

In addition, Bikeshare Hawaii Island will conduct periodic casual users and member surveys through a variety of methods (telephonic surveys, surveyors at stations, online website questionnaires, etc.) in order to identify and continually provide improvement strategies for its ridership. Membership renewals will also serve as an evaluation metric.

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 would need to be updated and transmitted to the expending agency.

To validate bikeshare ridership and revenue forecast, key productivity and cost effectiveness metrics were compared with the experience of existing bikeshare system in Honolulu (large system) and a similar sized system in Aspen Colorado (small system).

Productivity:

Like other transit systems, the goal of bike-share systems is to attract and move as many people as efficiently as possible, and a system's operating expenditure should be based on the number of people, as expressed in the number of trips, using it. Most transit systems express their costs in a similar way. A measure of the financial health of a system is the percentage of operating costs that are covered by membership and user fees. This metric, known as farebox recovery, measures the degree to which a bike-share system is self-sustaining. Most systems do not meet their operating costs through membership and user fees alone, although some do come close. This metric can be used to determine the degree to which other revenue sources, such as advertising revenue, government subsidies, and system sponsorship, will be needed to cover operating costs.

An average of 2-4 daily uses per bike is a realistic goal in small well-established systems. Since August 2019, with 6 stations and 54 bikes Kona's system was producing an average 1 trip per bike per day. In the first two weeks of October the usage was 2.5 per day per bike, and 5.22 per bike on Ironman race day. We anticipate that by adding 3 more stations and 27 more bikes in population areas along Ali'i Drive and Kuakini (meaningful origin and destination locations), the trips per bike per day will increase to a daily average of 1.5 per bike and higher during peak visitor months. We anticipated that 2 additional stations and 18 more bikes between HCC and UH Hilo will increase the usage to at least 1 trip per bike during the school year. As the Hawaii County Mass Transit Plan is implemented, and last mile connectivity is available in neighborhoods adjacent to the transit hubs and the resident population becomes more familiar and comfortable with using bikeshare we anticipate that our average daily use will be close to 2 trips per bike/per day.

Cost effectiveness:

Using the annual subscriptions per bike metric, Kailua-Kona is on the low end of its peers and is reflective of lower residential population in the initial service area compared to other systems in other cities. Kailua-Kona's residents will more likely serve as part of the "hourly user" vs. Member subscription market until the system is expanded, the utility of the system is realized, as the Hawaii County Mass Transit Plan is implemented, and last mile connectivity is available in neighborhoods adjacent to the transit hubs.

III. 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](#))

See Attachments

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2020 to June 30, 2021

Applicant: PATH- Peoples Advocacy for Trails 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	77,250		100,000	
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
TOTAL PERSONNEL COST	77,250		100,000	
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				4,340
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				5,130
5. Staff Training				
6. Supplies				894
7. Telecommunication				2,862
8. Utilities				
9. Shipping				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES				13,226
C. EQUIPMENT PURCHASES	202,850			
D. MOTOR VEHICLE PURCHASES	30,000			
E. CAPITAL				
TOTAL (A+B+C+D+E)	310,100		100,000	13,226
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	310,000	Tina Clothier 808-561-9212		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested	100,000			
(d) Total Private/Other Funds Requested	13,226	Signature of Authorized Official Date 1/11/20		
TOTAL BUDGET	423,226	Tina Clothier, Strategic Project Director Name and Title (Please type or print)		

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2020 to June 30, 2021

Applicant: PATH~Peoples Advocacy for Trails Hawaii

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Kiosk and solar panel	4.00	\$10,560.00	\$ 42,240.00	\$ 42,240.00
bikes	36	\$1,350.00	\$ 48,600.00	\$ 48,600.00
spare bike parts	1	\$6,726.00	\$ 6,726.00	\$ 6,726.00
technical panel	16	\$1,100.00	\$ 17,600.00	\$ 17,600.00
docking port	60	\$670.00	\$ 40,200.00	\$ 40,200.00
station parts	1	\$27,484.00	\$ 27,484.00	\$ 27,484.00
Shipping	1	\$20,000.00	\$ 20,000.00	\$ 20,000.00
TOTAL:	78		\$ 202,850.00	202,850

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
2019 Tacoma Truck	1.00	\$30,000.00	\$ 30,000.00	\$ 30,000.00
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:	1		\$ 30,000.00	30,000

JUSTIFICATION/COMMENTS:

2 stations and 18 bikes each for Kona and Hilo. Truck for balancing and for transport of bikes in need of major repair.

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Peoples Advocacy for Trails Hawaii- Bikeshare Hawaii Island project

Contracts Total: 530,682

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	Safe Routes to School Coordination	July 19-June 20	Dept. Public Works	HAW	28,882
2	Project Assistance Grant Bike Ed	July 19-June 20	Parks and Recreation	HAW	25,000
3	Safe Routes to School	Oct 18-Sept 19	DOT	State	15,000
4	Grant in Aid	May 18-Dec 19	HI State Legislature	State	280,000
5	Department of Financ Grant Bike Ed	July 17-Jan 18	Finance Department	HAW	16,800
6	Vision Zero Support	July 19-June 20	County Council	HAW	15,000
7	TAP Grant	July 18-June 19	DOT	HAW	150,000
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					
26					
27					
28					
29					
30					

- The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2019.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
	200,000	100,000	10,100	310,100

- The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2020-2021.

Funding Sources	Funding	Status
County Support	\$100,000	Secured
State Grant in Aid	\$310,100	Pending
Private/Other	\$13,126	Secured
Total	\$423,326	

- 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.

N/A

- 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.

\$280,000 Grant in Aid FY18/19 for Bikeshare Expansion

\$150,000 Transportation Alternative Program for Bikeshare Expansion

\$15,000 Contingency Funds for Vision Zero Planning (Council Members Eoff, Villegas, Lee Loy)

\$28,882 Safe Routes to School Coordinator contract with County of Hawaii (2017-2019)

\$25,000 County of Hawaii Project Assistance Grant for Bike Education (2017, 2018, 2019)

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

\$142,819.38

IV. 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.

Tina Clothier has 30 years of experience in non-profit management and has held executive positions several nonprofits including the American Cancer Society, Hawaii Pacific Division. She has a strong background in non-profit development, advocacy for built environment facilities for active living and active transportation as well as in bicycle and pedestrian safety education.

Nick Nelson has 13 years experience in bicycle repair and maintenance to help ensure safe and efficient operation of Bikeshare Hawaii Island. For the last 3 years Nick has overseen the bikeshare operation and is responsible for the following:

- Open and close daily operations
- Supervise the check-out and return of equipment, vehicles, and supplies
- Maintain regular communication with PATH Executive Director
- Record and report on daily operations
- Monitor bike fleet distribution
- Monitor and report traffic conditions as necessary
- Monitor bike and station status
- Record information related to system function and related incidents

The Mayor's Active Living Advisory Committee is comprised of the following individuals:

Roy Takemoto	Hawaii County Managing Director
Michael Yee	Director, COH Planning Department
April Suprenant	Deputy Director, COH Planning
Brad Kimura	Ki Concepts
David Yamamoto	Director, COH Public Works
Brenda Carriera	Director, COH Mass Transit
Natasha Soriano	Transportation Planner, COH Planning
Chris Seymour	Owner, Hilo Bike Hub
Paul Strauss	State Department of Health
Barett Otani	Executive Assistant, Mayor's Office
Carol Ignacio	Policy Lead, Blue Zones Project
Val Overlan	Executive Director, PATH

PATH Board of Directors:

Position	Last Name	First Name	Occupation
President	Armer	Cindy	Secretary, Keauhou Canoe Club
Vice President	Kelley	Linda Jane	Owner/Manager of Travel Tour Company
Secretary	McDevitt	Jeff	Physician
Treasurer	Ako	Hannah	First Hawaiian Bank
Director	Bockus	Jane	Race Director - Ultraman Championships

Director	Thatcher	Derinda	Realtor, Clark Realty
Director	Drutar	Mike	Realtor- Past President, West Hawaii Assoc. of Realtors
Director	Head	Jolene	Owner, Keauhou Veterinary Hospital
Director	Weber	Franz	League Cycle Instructor and General Manager of UNFI
Director	Hudik	Kelly	Manager Hale Halawai, COH County of Hawaii

Strategic decision-making is the responsibility of the PATH Executive Director, PATH's Strategic Project Director, the members of the Mayor's Active Living Advisory Committee and the PATH Board of Directors The Strategic Project Director is responsible for the day-to-day administrative duties of the program which includes finance, contract administration, resource development, human resources, IT systems, outreach and marketing functions.

It is projected that Bikeshare Hawaii Island will begin to recruit for additional positions in early 2021. These will include: Customer Service/Marketing staff and 2 additional bike balancers

Supervision of these positions will be the responsibility of the Strategic Projects Director and Operations Manager who both have extensive experience in small companies.

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.

Current facilities are 6 bikeshare stations and 54 bikes in Kona, 4 station and 36 bikes in Hilo and a 10x20 storage area at Great American Storage.

V. 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.

Strategic decision-making is the responsibility of the PATH Executive Director, the Strategic Projects Director, the members of the Mayor's Active Living Advisory Committee and the PATH Board of Directors The Strategic Projects Director or is responsible for the day-to-day administrative duties of the program which includes finance, contract administration, resource development, human resources, IT systems, outreach and marketing functions.

It is projected that Bikeshare Hawaii Island will begin to recruit for additional positions in early 2021. These will include: Customer Service/Marketing staff and 2 part time bike balancers.

Supervision of these positions will be the responsibility of the PATH's Strategic Projects Director and the Bikeshare Operations Manager who both have extensive experience in small and large companies.

2. Organization Chart

The applicant shall illustrate the position of each staff and line of responsibility/supervision. If the request is part of a large, multi-purpose organization, include an organization chart that illustrates the placement of this request.



3. Compensation

The applicant shall provide the annual salaries paid by the applicant to the three highest paid officers, directors, or employees of the organization by position.

Bikeshare Hawaii Island Operations Manager (Kona and Hilo): \$47,000

Bikeshare Kona & Hilo Maintenance Manager: \$43,476

Hilo Bike Balancer: \$15,000

VI. Other

1. Litigation

The applicant shall disclose any pending litigation to which they are a party, including the disclosure of any outstanding judgment. If applicable, please explain.

Applicant: Peoples Advocacy for Trails Hawaii (PATH) for Bikeshare Hawaii Island Project
PATH and Bikeshare Hawaii Island have no pending litigation or outstanding judgment.

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.

N/A

3. Private Educational Institutions

N/A

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.

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.

Bikeshare Hawaii Island will continue its efforts to raise funds from the County, private sector, particularly corporate sponsorships from Hawaii-based, and national companies