

## 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

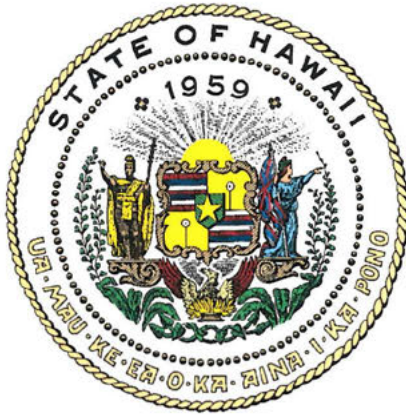
Eric Enos, Executive Director

PRINT NAME AND TITLE

1/19/2023

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

KAALA FARM, INC.

was incorporated under the laws of Hawaii on 03/09/1983 ; 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 19, 2023

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:

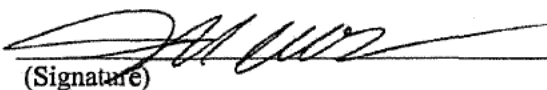
- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawaii Revised Statutes:
  - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide 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; and
- 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.
- 4) The use of grant-in-aid funding complies with all provisions of the Constitution of the State of Hawaii (for example, pursuant to Article X, section 1, of the Constitution, the State cannot provide "... public funds ... for the support or benefit of any sectarian or nonsectarian private educational institution...").

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.

Ka'ala Farm, Inc.

(Typed Name of Individual or Organization)

  
(Signature)

1-5-2023

(Date)

Eric Enos

(Typed Name)

Executive Director

(Title)

### **Public Purpose Statement**

The grant will be used for public purposes pursuant to HRS Section 42F-102.

Specifically, the **WAI'ANAIE VALLEY RANCH FIRE MITIGATION PROJECT** aims to:

- Protect human health and safety
- Protect infrastructure and structures
- Protect agricultural areas and other commercial interests
- Protect scenic vistas
- Protect, preserve, and restore cultural resources
- Protect, preserve, and restore natural resources

## 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, 2022.*

See attached.

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

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

See attached.

#### **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](#).*

See attached.

### **II. Background and Summary**

Wildfires in Hawai'i have been increasing in both frequency and intensity over the past century (Trauernicht et al., 2015). Hawai'i's leeward coast is especially at risk due to its dry conditions and non-native grasslands. Wildfires can be extremely detrimental to a place and its people due to increased erosion (Neary et al., 2005), poor water quality, coral reef degradation, and loss of recreational and fishing opportunity (Bartley et al., 2014; Franco et al., 2016; Prouty et al., 2010).

This project focuses on the ahupua'a (historical land division) of Wai'anae Kai, located on the leeward side of O'ahu. According to the USDA Forest Service, populated areas in Wai'anae Kai are at a 90% higher risk from wildfires when compared to Hawai'i's communities and a 97% higher risk when compared to the US. This makes Wai'anae Kai a top priority for wildfire management.

One major fire in Wai'anae Kai occurred in August 2018 and trapped two school buses full of families at Ka'ala Farm; it took over an hour for firetrucks to respond. Eric Enos, the Executive Director of Ka'ala Farm, Inc., recounted the event:

*"Mid-day 3 sets of fires were started below us. We were trapped for hours like an apocalypse. The wind was fierce but blowing downhill but the fire still jumped the road and headed to us. We had a bucket brigade and shovels fighting as families huddled with children. Where to go if the wind shifted? No fire trucks responded for over an hour as companion fires were started in adjoining valleys and resources were worst case scenario. The entire town of Wai'anae was black with smoke as the junk yard of acres of cars exploded like a bomb. Breathing was difficult, and people were evacuated. Eventually we were able to get the buses and families out...along a road blackened and smoldering. The wind was whipping ash and heat, difficult to breathe and see."*

This fire ended up scorching nearly 9,000 acres of land in Wai'anae and Mākaha valleys, including important agricultural land. Fortunately, no lives were lost in this fire, yet it is too easy to imagine how things could have been worse. The risk of destructive wildland fires will only increase as climate change continues to create drier conditions for the Wai'anae Kai ahupua'a. In order to keep Wai'anae's communities safe in the future, Ka'ala Farm, Inc. plans to implement the Wai'anae Valley Ranch Fire Mitigation Project.

**1. A brief description of the applicant's background;**

Ka'ala Farm, Inc. (KFI) is a 501(c)(3) non-profit organization that provides cultural and environmental educational programs in the Wai'anae Kai ahupua'a (upper Wai'anae Valley) for school children, families, and interested groups. KFI was started in 1976, incorporated in 1983, and received tax-exempt status in 1988. Situated on approximately 100 acres of land containing pre-contact lo'i (wet-land taro) in the back of Wai'anae Valley, KFI is a stable, enduring anchor that has served the Wai'anae community for over forty years. The mission of KFI is to:

*"Reclaim and preserve the living culture of the Po'e Kahiko (people of old) in order to strengthen the kinship relationships between the 'āina (land, that which nourishes) and all forms of life necessary to sustain the balance of life on these venerable lands."*

KFI grew out of a community vision firmly rooted in the larger cultural kīpuka that is Wai'anae and is dedicated to creating additional kīpuka – places where our ancestral knowledge lives on through youth, where thriving ahupua'a are living examples of healthy, maintained watersheds, and where our Hawaiian traditions are carried forth in a way that makes our people and our communities stronger. Every year, learning comes alive for more than 3,000 'ōpio (youth), mākuā (adults), kūpuna (elders), and 'ohana

(families) who come to the Cultural Learning Center at Ka'ala where they learn the importance of aloha 'āina (love, care, and respect for our land).

Ka'ala Farm is an integral part of the movement to build healthy communities and healthy watersheds. Over the past four decades, KFI has developed expertise in the ancestral knowledge of growing food, managing valuable land and water resources, and bringing people together in a spirit of shared responsibility. These skills are desperately needed in modern Hawai'i, as our island population faces a growing set of social and environmental challenges. KFI strives to reconnect community members with the 'āina (land) and to cultural practices to counteract the effects of lifestyle change and disconnection from traditional practices and food. In recognition of the integral links between preserving the natural environment and sustaining human life, KFI works to ensure natural resources are protected and available for educational, cultural, and community uses for generations to come.

KFI also works to convene a diverse group of stakeholders around land and resource issues, playing a unique and invaluable role on the Wai'anae Coast. Grounded in the physical setting of Ka'ala Farm, KFI represents the community in on-going discussions about water, land use planning, and implementation responsibilities.

### **Wai'anae Valley Ranch Management**

KFI and another Wai'anae-based non-profit organization, Ho'omau Ke Ola are joint lessees of the State-owned Wai'anae Valley Ranch, a 1,122-acre former cattle ranch that makes up about 18% of the ahupua'a. Wai'anae Valley Ranch contains a wealth of cultural and natural resources, including the Wai'anae Kai cultural landscape, which is noted as "one of the most intact cultural landscapes of O'ahu." Historically, this area was known as an "āina momona," a place of abundance that provided kalo, 'uala, fish and other foods and resources for thousands of native Hawaiian people.

However, due to poor management of the cattle ranch, this large parcel has turned into a place of destruction rather than abundance. The majority of the ranch lands are covered in invasive trees and dry grasses that provide tremendous amounts of fuel to wildfires. Whereas just across the road, KFI's taro patches serve as a firebreak and have played a key role in keeping their workers and volunteers safe during previous fire outbreaks (Figure 1). Over the past 30+ years, KFI has seen what works and what doesn't work when it comes to fire management in Wai'anae Kai. They are prepared and motivated to implement the actions proposed in this project to protect their community and its resources.





**Figure 1.** Ka'ala Farm, Inc. 15 years ago after the Lualualei Fire. The land that they work on and have restored withstood the fire. Whereas nearby invasive grasslands erupted into flames.

### **2019 State GIA**

KFI previously applied for the 2019 State GIA asking for \$1,000,000 to plan and implement fire mitigation strategies at Wai'anae Valley Ranch. They were awarded a total of \$200,000. Half of the grant money was allocated to installing perimeter fencing and the other half was allocated to improving the ranch road. The perimeter fencing was installed in the upper portion of the Ranch that borders Wai'anae Valley Road. The purpose of this fencing was to prevent entry onto the Ranch by arsonists, as well as provide predator proofing for the proposed sheep paddocks. Kuahiwi Fencing and Wildlife Service LLC was contracted for grading, removing the old unusable fencing, and installing 4,000 ft of new fencing. This job was completed, and final payments were made in August 2022.

Ala Kona Corp. was contracted for the ranch road improvements. The road was badly eroded and inaccessible; it needed to be improved to carry out the rest of the fire mitigation projects and provide access onto the ranch for emergency responders and ranch maintenance vehicles. 4,750 linear feet by 10 feet width of the road was

completed and final payments made in August 2022. The improvements that were made included strategic grading to avoid historic sites, laying down road material, and using hot asphalt at key sections where water and stream erosion gutted the road. A remaining 2,350 feet of the road was not completed because of insufficient funding. This project aims to complete the remainder of the 7,100-foot ranch road.

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

The purpose of this grant application is to fund the **WAI'ANAE VALLEY RANCH FIRE MITIGATION PROJECT**. This project began in 2019 with the State GIA awarding KFI \$200,000 to implement fire mitigation strategies. The original request was asking for \$1,000,000, so this is a follow up to request the remaining funds needed to complete this project. The goal of this project is to reduce wildfire risk and likelihood in the Wai'anae Kai ahupua'a through conceptual planning, reduced fire fuel loads, and improved access into Wai'anae Valley Ranch. Both fuel reduction and roads (which serve as firebreaks) were identified by the Hawai'i Wildfire Management Organization in 2019 as key wildfire hazard mitigation strategies for O'ahu. Each goal has specific objectives, which are described in detail below.

### **Conceptual Planning**

Creating a conceptual plan for Wai'anae Valley Ranch is a process that will involve various stakeholders, landowners, businesses, government agencies, community groups, and community members throughout Wai'anae Kai. The final plan will identify top priorities and action items for the ranch, including fire prevention and mitigation strategies. This will increase collaboration which will lead to focused efforts and streamlined results.

#### **Objectives:**

- 1) Create a conceptual plan for Wai'anae Valley Ranch
  - a. KFI will contract Townscape, Inc. (TSI) to create a conceptual plan for the ranch. This will include creating relevant maps and graphics as well as a written document outlining the vision for the ranch and the actions steps to get there. TSI will also work with various stakeholders to create a priority list for fire mitigation strategies in Wai'anae Kai.
- 2) Complete any necessary environmental documents
  - a. Included in the contract with TSI will be funding to complete the environmental documents that may come with future construction activities related to fire prevention (i.e. sheep paddocks).

### **Reduce Fire Fuel**

Non-native grasses and trees such as guinea grass (*Megathyrsus maximus*) and koa haole (*Leucaena leucocephala*) contribute to excessive wildfires by providing a major source of fuel. Both of these invasive plant species are widespread throughout Wai'anae Valley Ranch. In order to control the spread of future wildfires, KFI's goal is to

reduce fire fuel, which can lower fire intensity and increase the ability of firefighters to put the fire out (Cheney & Sullivan, 2008; Moriarty et al., 2015).

Objectives:

- 1) Construct sheep paddocks along Wai'anae Valley Road.
  - a. Sheep will help to control the amount of fuel (invasive grasses) through managed grazing. The sheep pasture will be split into three paddocks, which will all be located along five known fire ignition points. Each field will be around 700,000 sq ft (~16 acres).
  - b. Fencing
    - i. Perimeter Fence: 4,000 ft of perimeter fencing was installed and completed in August 2022. The fencing will be able to keep predators, mainly wild dogs, from entering and killing the sheep.
    - ii. Internal Fence: hog wire and t-posts will be used for permanent internal fencing that will delineate the field. A predator proof fence is unnecessary inside the sheep pasture and hog wire is less expensive.
    - iii. Electric Netting: Movable fencing will be used to create three paddocks within the field. Electric netting is necessary so that lambs will not be able to duck under it and escape. These are mobile in case we need to modify the grazing area (e.g., higher elevation paddocks may regrow grass faster/thicker, so can be smaller than lower elevation paddocks).
      1. Multiple paddocks will provide more control than a single large field. Also, the electric net fencing can be used to target grazing areas, e.g., along the roadway fence lines, to reduce accessible fuel loads and fires.
  - c. Water: water lines will run along interior fence lines to minimize breakage by trampling. One water storage tank and trough will be provided per paddock with enough for five gallons of water per sheep per day.
  - d. Grazing rotation: Each paddock will be left to rest and regrow for 30 days before re-introducing sheep for grazing. This allows for adequate regrowth without allowing for overgrowth and fire fuel. Resting a field also allows for any potential parasites to die within the field before re-introducing sheep. Grazing will occur in each paddock for 15 days before moving to the next paddock. Since there are three paddocks, this will allow for 30 days regrowth between grazing.
  - e. Herd size: 50% - 60% of grazing capacity will be allocated to adult animals, with the remaining 40% - 50% allocated to lambs. Sheep will be supplied from the North Shore Livestock Company. We will ask them to view the site and recommend the number of animals needed. The sheep will be the Dorper breed because they are originally from South Africa and are accustomed to arid conditions. They are also self-shedding and therefore do not require shearing, which is labor intensive.
  - f. Herd management

- i. North Shore Livestock Company will be consulted during the startup (~6 months). KFI staff will learn from the Livestock Company and eventually take complete control over management. When the sheep are purchased, they will consult with North Shore Livestock Company to set up a program of veterinary care. They will identify a main veterinary contact, plan for annual vaccinations, and plan for how to treat minor injuries.
  - ii. All males will be castrated and separated from the herd except for one, which we will keep for studing. At 6-8 months of age, the males will be sold. Females will be sold once they are no longer productive in terms of reproduction. Sheep will be sold for meat to Kalaeloa Slaughterhouse.
  - iii. Sheep will be trained to respond to a call by blowing a whistle during feeding time. This ensures that if a sheep escapes, KFI will be able to call them back and recapture them.
  - iv. All animals will be tagged so that they are identifiable.
  - v. Sheep are very sensitive and can die suddenly for any number of reasons including high stress. There is potential for loss to the herd from poachers as well. KFI has budgeted some funds for replenishing the herd.
- g. Manpower and maintenance: once the sheep learn their routine, only one person will be necessary to do a daily 30-minute welfare check: making sure that there are no injuries, water lines and troughs are functioning, and fencing is intact.
- h. Funding for the sheep paddocks also includes an archaeological walk through conducted by Ross Cordy, the former Branch Chief for Archaeology in the State of Hawai'i's Historic Preservation Division. He has conducted and published lots of research in Wai'anae Valley and has previously mapped archeological sites on Wai'anae Valley Ranch. He will be contracted for another walk through of the ranch to determine the best location for the sheep paddocks that won't disturb the various sites. Erecting the fencing will have to be done carefully to ensure that the fence posts will not go into any house sites, religious sites, or burials. The same is true for water troughs which will have to be located well away from any site. One historical house site was previously destroyed by the former owners of the ranch due to a nearby water trough. Parts of their fence also impacted a few other sites. With the guidance of Ross Cordy, great care will be taken to ensure that the sheep paddocks have no impact on any historic and cultural sites.
- i. Reducing fuel amounts in the valley will require frequent maintenance and active management. Creating sheep pastures will require a lot of work in the beginning to set up the fencing and water lines. However, once everything is up and running it will be a really low-cost, efficient way to maintain fuel reduction.
- 2) Install a BWS water meter and a water line to supply the sheep pastures.

### **Improving access**

KFI plans to improve access to the ranch through repairing the ranch road, purchasing an ATV, and creating signage for the start of the road. Repairing the ranch road will allow vehicular access further into the ranch and will allow the transportation of more equipment and materials. This will be necessary for when KFI begins to restore the ranch lands. The ATV will be used to transport people, equipment, and materials needed in ongoing and future fire mitigation and restoration projects that are identified in the conceptual plan. Adding signage to the start of the road will allow for pono access into the ranch through educating volunteers about the significance of the valley and helping them set the right intention when entering the property.

#### **Objective:**

- 1) Improve the existing ranch road.
  - a. In August 2022, a large portion of road improvements were completed (4,750 linear ft by 10 ft wide). There is 2,350 ft left of the road that remains unpaved and severely eroded. KFI will contract Ala Kona Corp. to pave the remainder of the road.
  - b. Road improvements will also allow for kūpuna and handicap access to the historical sites on the ranch.
- 2) Purchase an ATV and trailer
  - a. KFI will purchase an ATV with a trailer that will be used to transport people, equipment, and materials into the ranch. The ranch is 1,122 acres of undeveloped land that will require off-roading to reach most of the sites. The ATV and trailer will be housed across the street at Ka'ala Farm.
- 3) Add signage near the Wai'anae Valley Ranch entrance.
  - a. Two types of signage will be created and placed near the entrance to the ranch. The first type will be educational signs on Wai'anae Kai ahupua'a and its history, and the second type will be reminders of appropriate behavior in the back of the valley. This will encourage pono practices on the ranch lands through reminders of the cultural and historical significance of the valley. The signs will be designed by KFI staff and will match the environment around them.

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

The Wai'anae Valley Ranch Fire Mitigation Project will protect the community of Wai'anae from the threats posed by wildfires, including threats to human safety, infrastructure, agriculture, cultural resources, and native forest ecosystems. In addition, wildfires cause increased rates of erosion, landslide danger, and an increase of sediment deposited into streams and nearshore coral reef ecosystems. These impacts have serious implications for tourism as well as commercial, recreational, and cultural use by local communities. Increased wildfire risk also means increased costs for Hawai'i's fire response community and local government. Human health can also be impacted by wildfires as a result of degraded air quality from smoke during fires and from high levels of wind-born dust that can be present for months after a fire.

Although it is not feasible to eliminate all wildfires from Wai'anae, the occurrence and impacts of fires can be reduced through prevention, preparedness, and pre-fire management. The Wai'anae Valley Ranch Fire Mitigation Project will reduce the likelihood of and risk from wildfires through conceptual planning, reducing fire fuel loads, and improving access into the ranch.

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

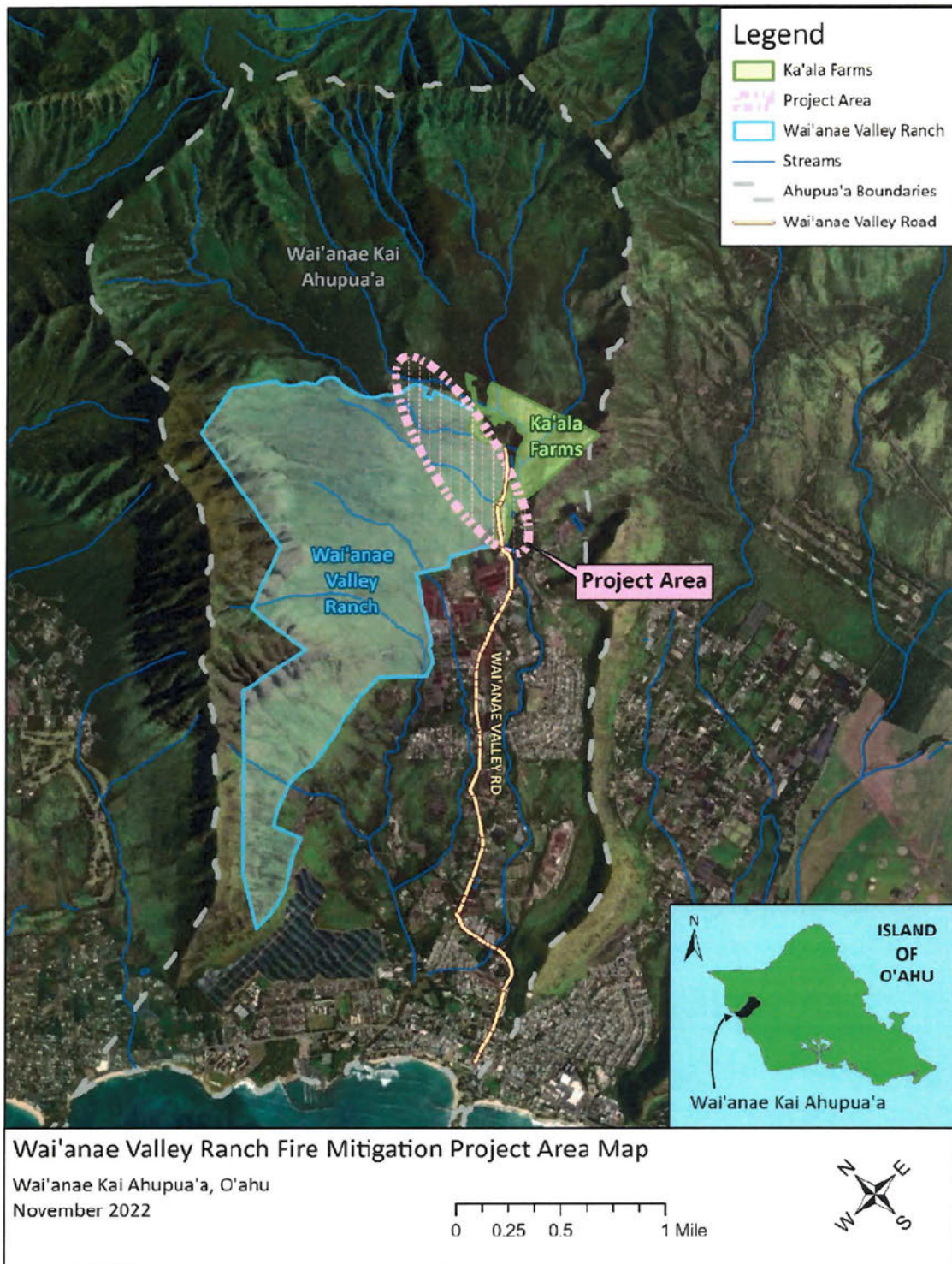
This project will directly serve the Wai'anae Kai community. According to the U.S. Census of 2020, there are approximately 13,700 people living within the Wai'anae Kai census tracts. Landowners, residents, and other stakeholders will experience direct benefits from decreased frequency and intensity of fires. Through conceptual planning and the environmental review process, the Wai'anae community will also have the ability to participate in the planning process for the ranch.

Emergency responders who respond to wildfires will also benefit from this project. This project has the potential to decrease fire likelihood, which will allow the HFD to assist in other emergencies or other fires occurring in neighboring valleys.

This project will serve thousands of O'ahu's annual visitors who pass through the island's West coast. Visitors come to Hawai'i to enjoy the natural beauty of the Islands, including clean air and water. The increasing frequency and severity of wildfires threatens this valuable tourist economy.

**5. Describe the geographic coverage.**

The Wai'anae Valley Ranch Fire Mitigation Project will take place in the ahupua'a of Wai'anae Kai, on the leeward side of O'ahu. Specifically, the signage, road improvements, and sheep paddocks will all occur in the upper portion of Wai'anae Valley Ranch, in the area circled in pink on Figure 2. This area makes up approximately 150 acres out of the 1,122-acre ranch. The conceptual planning, however, will cover the entire 1,122 acres of ranch lands.



**Figure 2.** Wai'anae Valley Ranch Fire Mitigation Project Area Map.

### **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;*

<b>Task</b>	<b>Person/party responsible</b>	<b>Action steps</b>
Contract planning services	KFI	<ul style="list-style-type: none"> <li>- Meet with Townscape, Inc. (TSI) to discuss planning needs for the year</li> <li>- Contract with TSI for their planning services</li> </ul>
Create a conceptual plan for Wai'anae Valley Ranch	TSI	<ul style="list-style-type: none"> <li>- KFI to work closely with TSI to create a conceptual plan for Wai'anae Valley Ranch</li> </ul>
Create signage	KFI	<ul style="list-style-type: none"> <li>- Design educational signage on the history/cultural significance of the valley and on pono practices on the ranch lands</li> <li>- Order and post signage at the entrance to Wai'anae Valley Ranch</li> </ul>
Install BWS water meter	KFI and Board of Water Supply	<ul style="list-style-type: none"> <li>- Contact BWS and discuss best location to install water meter for sheep paddocks</li> <li>- Complete and submit application to BWS</li> <li>- Installation</li> </ul>
Construct sheep pastures	KFI, Ross Cordy, & Kuahiwi Fencing and Wildlife Service LLC	<ul style="list-style-type: none"> <li>- Contract Ross Cordy for an archaeological walk through to determine best location for the sheep paddocks</li> <li>- Contract Kuahiwi Fencing and Wildlife Service LLC for installation of water lines, water tanks, troughs, fencing, gates, and gravel</li> </ul>
Implement managed grazing	KFI and North Shore Livestock Company	<ul style="list-style-type: none"> <li>- Purchase sheep from North Shore Livestock Company</li> <li>- Consult North Shore Livestock Company during first 6 months of sheep management</li> </ul>
Improve ranch road	KFI & Ala Kona Corp.	<ul style="list-style-type: none"> <li>- Contract Ala Kona Corp. to complete the remainder of the road</li> </ul>

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



**April 2023:** Receive approval of GIA proposal

**May – December 2023:** GIA grant processing

**January – December 2024:** Conceptual planning, purchase ATV, create and post signage, contract for road improvements, and contract for archaeological walk through.

**January – December 2025:** Install BWS water meter and contract for construction of sheep paddocks, implement managed grazing.

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

The quality assurance and evaluation plan for the Wai'anae Valley Ranch Fire Mitigation Project will consist of ensuring that the following approach is used to monitor, evaluate and improve this project.

Monitoring of the project will be conducted by Mr. Eric Enos, the Executive Director of Ka'ala Farm, Inc. Mr. Enos will dedicate a KFI staff person to act as Project Manager (PM). The PM will have primary oversight for the implementation of this project and will meet with the contracted planning firm on a regular basis to monitor progress and document completion of objectives. The use of funds will be monitored, and quarterly progress reports will be submitted to the applicable State department. The PM will coordinate project activities with the contracted planning firm, DLNR DOFAW, Ho'omau Ke Ola, community members, and other organizations and agencies as needed. This will ensure that project activities are well coordinated and executed.

Evaluation of the project will occur during progress update meetings and during the review of the quarterly progress reports.

Improvements to the planning process will be identified via the monitoring and evaluation process by Ka'ala Farm and the contracted planning firm. The project will be adjusted in response to any identified issues and concerns.

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 following measures of effectiveness will be reported at the end of the fiscal year 2024:

- 1) Scope: did KFI accomplish all its objectives? If not, why?

- 2) Schedule: was KFI able to hit its milestones on time? If not, how far behind schedule was it?
- 3) Budget: did KFI complete their project within budget? Was it over or under and by how much?
- 4) Evaluation: KFI will summarize their monitoring and evaluation notes throughout the project.
- 5) Volunteer/staff satisfaction: KFI will gather feedback through surveys from their volunteers and staff members on their thoughts of the project and if it served the community's needs.
- 6) Quality: based off the monitoring and evaluation, were any improvements made on the project? If so, what were they?

#### **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)*
2. *The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2024.*

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$125,000	\$125,000	\$125,000	\$125,000	\$500,000

3. *The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2024.*
  - Federal: Institute of Museum and Library Services for \$50,000 to implement fiber arts workshops.
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.*

KFI has not received any state or federal tax credits in the past three years. KFI also has not applied for any tax credits and does not anticipate applying for any in the future.

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 2024 for program funding.*

#### Federal

- The Administration for Native Americans (ANA) grant for \$1.1 million. This grant is spread out over three years and is effective from October 1, 2022 to September 30, 2025.
- The Institute of Museum and Library Services grant for \$100,000, effective from July 1, 2022 to June 30, 2023.

#### City

- Grant-in-aid for \$124,873, from 2020 to 2022.

6. *The applicant shall provide the balance of its unrestricted current assets as of December 31, 2022.*

Current balance of unrestricted assets: \$116,796.

## **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.*

Ka'ala Farm, Inc., founded in 1976, has had over 45 years of work experience in Wai'anae Valley. Many of its staff and board members have spent even more years being raised in Wai'anae too. KFI has become well acquainted with the history and characteristics of the entire ahupua'a. They have witnessed the changes in the back of the valley and have learned to adapt to them. In more recent years, KFI has seen three large wildfires on both KFI land and the Wai'anae Valley Ranch land. These wildfires were the Kukahi Fire in 2012, the Wai'anae Kai Baby Girl Fire in 2016, and the Wai'anae Kai Stray Dog Fire in 2018. During the 2018 fire, as mentioned, KFI staff and two busloads of young students were trapped at Ka'ala during the duration of the fire. They formed a bucket brigade and did whatever they could to keep themselves safe. Because of their familiarity with Wai'anae Kai and experience dealing with wildfires and the aftermath of wildfires, KFI is the most qualified group to manage any fire mitigation projects in the valley.

Ka'ala Farm, Inc. has already begun implementing some projects to help prevent the spread of wildfires. KFI staff regularly maintain fire breaks by clearing any brush along the roadways with weedwhackers. The 45 lo'i (wetland taro patches) are also regularly maintained and act as a safe haven from future wildfires. KFI is already using sheep for

managed grazing of invasive grasses on the Ka'ala Farm parcel. They have one field with 10 sheep that is managed by KFI staff. The staff have also already worked with the North Shore Livestock Company who taught them how to slaughter the sheep after they are no longer needed for grazing or reproduction.

Ka'ala Farm, Inc. has worked closely with Townscape, Inc. over the past 15 years to develop master plans, conceptual plans, wildfire plans, and more, for both Ka'ala Farm Cultural Learning Center and Wai'anae Valley Ranch. Because of their long relationship, TSI knows much about the history of the valley and about KFI's vision for the Wai'anae Kai ahupua'a. This will allow TSI to work more efficiently and effectively when completing the contracted planning services. Ka'ala Farm staff, as well as some of the board members, have been involved in previous planning efforts for Wai'anae. They have become very familiar with the planning process and are well aware of what information to provide to TSI in order for them to complete a conceptual plan and any environmental documents.

Mr. Eric Enos is the Executive Director of KFI. As the founder of Ka'ala Farm, Mr. Enos has over four decades of natural resource management experience and community engagement experience. He has positive relationships and partnerships with many key land managers in the region, including the Wai'anae Mountains Watershed Partnership, DLNR DOFAW, and the U.S. Army Garrison Hawai'i Environmental Division.

The Board of Directors for KFI includes a diverse group of five people. A brief description of each board member's experience and capabilities is provided below.

**President - Dr. Benton Keali'i Pang Ph.D.**, is a Native Hawaiian who received his master's and doctorate degrees in Hawaiian ethnobotany under the guidance of Dr. Isabella Aiona Abbott. He worked as the Natural Resource Manager for the Kaho'olawe Island UXO Clearance Project and since 1999, he has been a botanist with the U.S. Fish and Wildlife Service. He co-founded the Hawaiian conservation organization, 'Ahahui Mālama I Ka Lōkahi and holds life memberships with the Sierra Club, the Hawaiian Academy of Sciences, and the Hawaiian Botanical Society. He has been a board member with Ka'ala Farm, Inc. since 1993.

**Secretary- Lynette "Loke" Wakinekona, Ed.D**, is a lifelong member of the Wai'anae community. She is a Project Coordinator for PLACES (Place-Based Learning and Community Engagement in Schools) a program of SEEDS at UH Manoa. They work directly with community youth through local schools connecting science and culture. This project has been successful in reaching young people and making them aware of our community needs and the importance of its history and our cultural traditions. She is also a serving board member of INPEACE, a community grassroots educational organization working with pre-school aged keiki and strengthening families in the Wai'anae community.

**Treasurer – Kay Fukuda, Ph.D.**, is a Specialist with the University of Hawai'i. For 15 years she has directed place-based programming on the Waianae Coast. She credits

participating teachers and community partners for the development of each program. Kay is wholeheartedly committed to place-based teaching and learning which she believes provides deeply intentional connections and real challenges and learning for both student and teacher. As important, connections with place highlight the necessary interdependence of school and community – and allows the best of each to emerge.

**Directors:**

**Josiah Jury** is a lifelong Wai'anae resident who has lived in the Wai'anae Valley Homestead for the past 18 years, with 12 of those years as a lessee. He has been a board member of the Wai'anae Valley Homestead Community Association for the past four years, and he currently serves as President. He is the co-owner of Kuahiwi Fencing & Wildlife Services LLC, a Native Hawaiian small business established in 2019. They offer services in conservation and wildlife control to a wide array of customers ranging from private property owners to state and federal government contracts.

**Kanoe Enos, Special Project Strategy Manager, Queen Lili'uokalani Trust.** Kanoe grew up in Mākaha and considers himself blessed to be raised and guided by passionate parents and grandparents. He received his BA in Hawaiian Studies from the University of Hawai'i at Mānoa and his MSW from the Myron B Thompson School of Social Work. He is a very firm believer in and an advocate of the Native Hawaiian community. Kanoe's love for his community and 'āina is the reason he sits on the Ka'ala Board. He is a strong supporter of mālama 'āina.

**Related Projects/Contracts from the Past Three Years**

*Pua Kaiāulu* is a five-week internship program for 20 Wai'anae Coast public high school students. They are led by Alaka'i who are either going to college or already in college and are also from the Wai'anae Coast. Students chose a focus to guide their summer field work and experiences and are exposed to and interact with researchers and practitioners connected to that focus. As an example, students chose to look at either (1) fire mitigation, (2) cultural and environmental significance of water, (3) land use and policy, or (4) significance of ancestral practices. Within each focus area, students learn mo'olelo, politics and history, cultural significance, and connection to environmental science/natural resources relating to their focus.

Ka'ala Farm, Inc. participates in the Wai'anae Wildfire Organization. They have formed the Wai'anae Wildfire Hui, which KFI staff participates in monthly. All of the participants provide updates on activities and ways to support each other. UH Natural Resources, PALS/PLACES, HECO, and various community farmers are some of the participants in this hui. KFI also co-hosted an animal husbandry workshop with the Hawai'i Wildfire Management Organization for folks who are using sheep grazing as a fire mitigation method.

**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.*

The Ka'ala Farm Cultural Learning Center is located in the eastern sector of the Upper Wai'anae Valley, near the mauka end of Wai'anae Valley Road. The 100+ acres of land that KFI manages under license with the State Department of Hawaiian Homelands is part of one of the largest intact cultural landscapes on O'ahu, where Native Hawaiians once cultivated kalo and other crops on hundreds of acres of irrigated pondfields and dryland fields. Today, the site includes a Cultural Learning Center, with restored lo'i kalo, dryland fields, a native dryland forest, and a traditional Native Hawaiian hale.

Over the years, Ka'ala Farm has witnessed many wildfires in the valley and has worked with partners such as DLNR DOFAW to implement wildfire prevention and suppression management activities. Additionally, KFI has an agreement with the State DLNR to joint lease the 1,122-acre Wai'anae Valley Ranch property with Ho'omau Ke Ola. Together, these lands encompass a significant proportion of the most fire-prone lands in the valley.

In addition to the mauka lands managed by KFI, the KFI administrative office is located at 86-088 #107 Farrington Hwy, Wai'anae, HI 96792.

## **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.*

The project team leaders will consist of the following:

- **Mr. Eric Enos, Executive Director KFI**  
As the founder of Ka'ala Farm, Mr. Enos has over four decades of natural resource management experience and community engagement experience. He has positive relationships and partnerships with many key land managers in the region, including the Wai'anae Mountains Watershed Partnership, DLNR DOFAW, and the U.S. Army Garrison Hawai'i Environmental Division. Mr. Enos has demonstrated successful project management and application of knowledge that will be essential for this project.
- **Mr. Benton Keali'i Pang, President KFI Board**  
Mr. Pang has been a board member with Ka'ala Farms, Inc. since 1993 and serves as the current Board President. He has expertise in ethnobotany and natural resource management and is co-founder of Ahahui Mālama I Ka Lōkahi, a Hawaiian conservation organization. He also holds life memberships with the Sierra Club, the Hawaiian Academy Science, and the Hawaiian Botanical

Society. His background provides evidence of successful project management and application of knowledge.

## 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.*

See attached (link).

## 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.*

- 1) Executive Director  
Annual Salary: \$50,000
- 2) Administrative Coordinator  
Annual Salary: \$49,500
- 3) Farm Manager  
Annual Salary: \$32,700

## 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.*

There have been previous filings in the court system regarding Native rights and the specific claims to the State-owned property known as Wai'anae Valley Ranch. These claims have been dismissed with prejudice by the courts.

### 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.*

**Wai'anae Mountains Watershed Partnership (WMWP)** – Ka'ala Farm is one of partners of WMWP, whose overall goal is to cooperatively develop and implement management strategies for the Wai'anae Mountains, mauka to makai. The partnership brings people together to responsibly manage watershed areas, native species and

their habitats, and historic, cultural and socioeconomic resources for all who benefit from the continued health of all the Wai'anae Mountains ahupua'a.

Other partners include the Honolulu Board of Water Supply, DLNR, Gill-Olson Joint Venture, MA'O Organic Farms, U.S. Army Garrison Hawai'i, and Navy Region Hawai'i.

### **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.*

Grant funds will NOT be used 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 2023-24 the activity funded by the grant if the grant of this application is:*

- (a) Received by the applicant for fiscal year 2023-24, but*
- (b) Not received by the applicant thereafter.*

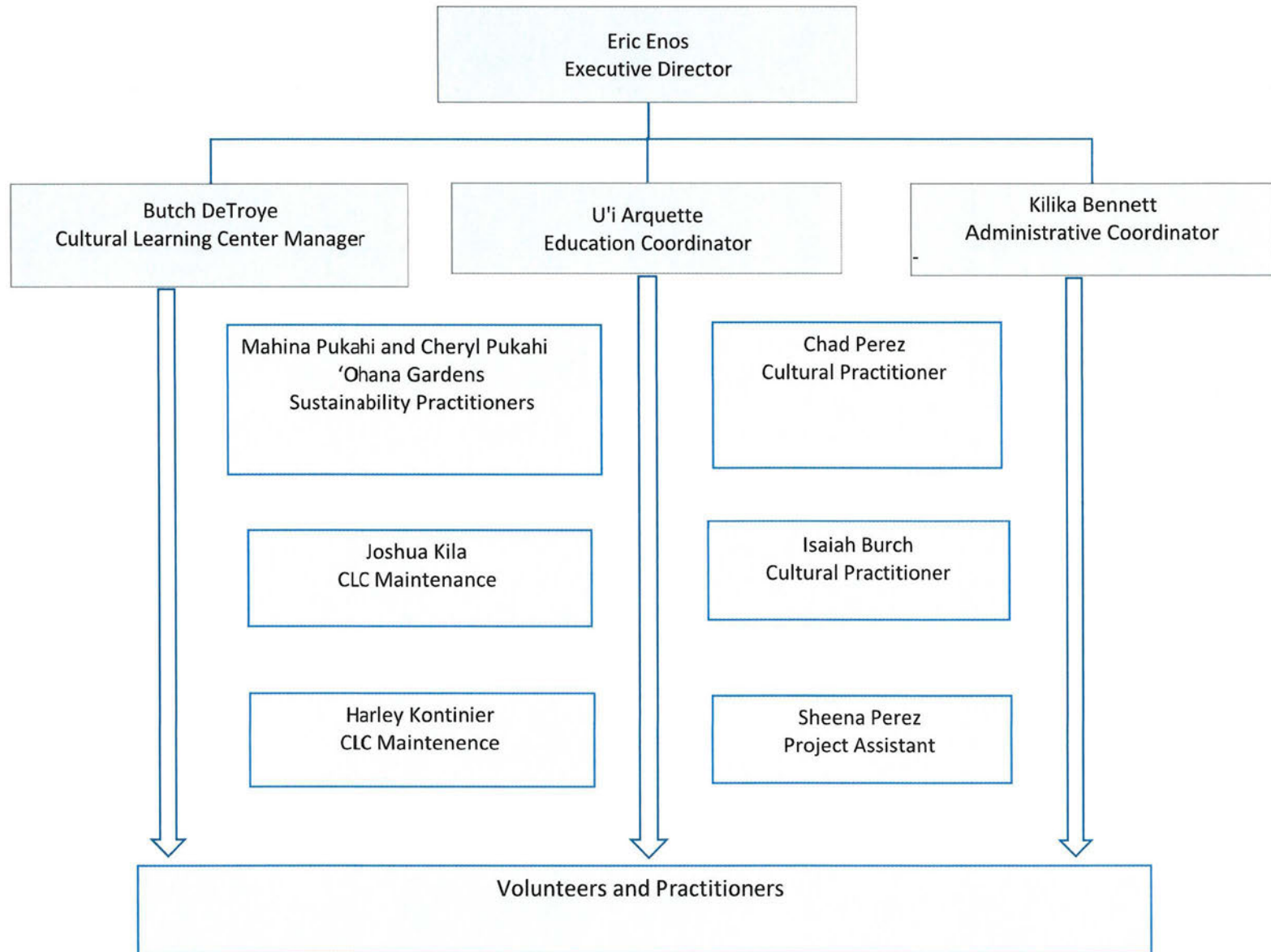
This CIP grant request is to provide funding for one year of work on the Wai'anae Valley Ranch Fire Mitigation Project, which includes the implementation of priority objectives. However, Ka'ala Farm, Inc. recognizes that additional funding will be required to continue implementing important fire management projects as well as for maintenance of projects. As a non-profit organization that has been operating for over forty years, KFI has the necessary experience required to seek and obtain funding from a variety of sources. KFI is currently reaching out to partners and key organizations/agencies to garner support for this project and to identify potential future funding sources. KFI plans to seek funding from sources that have a vested interest in the community and resources of Wai'anae Kai, such as: The Honolulu Board of Water Supply, the State Department of Land and Natural Resources, the State Office of Hawaiian Affairs, the State Commission on Water Resources Management, and the Hawaiian Electric Company. Ka'ala Farm, Inc. has also submitted an operating GIA to fund a grant administrator position and planning services in addition to this capital request. The grant administrator, with new plans created for Wai'anae Valley Ranch, will work to secure diverse sources of funding for the following years.



## References

- Bartley, R., Bainbridge, Z. T., Lewis, S. E., Kroon, F. J., Wilkinson, S. N., Brodie, J. E., & Silburn, D. M. (2014). Relating sediment impacts on coral reefs to watershed sources, processes and management: A review. *Science of The Total Environment*, 468–469, 1138–1153. <https://doi.org/10.1016/j.scitotenv.2013.09.030>
- Cheney, P., and Sullivan, A. eds. 2008. *Grassfires: Fuel, Weather and Fire Behaviour*. CSIRO PUBLISHING.
- Franco, C., Hepburn, L. A., Smith, D. J., Nimrod, S., & Tucker, A. (2016). A Bayesian Belief Network to assess rate of changes in coral reef ecosystems. *Environmental Modelling & Software*, 80, 132–142. <https://doi.org/10.1016/j.envsoft.2016.02.029>
- Moriarti, K., Okeson L., and Pellant M. 2015. Fuel breaks that work. Great Basin Fact Sheet Series. No. 5. [http://www.sagegrouseinitiative.com/wp-content/uploads/2015/07/5\\_GBFS\\_Fuel-Breaks.pdf](http://www.sagegrouseinitiative.com/wp-content/uploads/2015/07/5_GBFS_Fuel-Breaks.pdf)
- Neary, D. G., Ryan, K. C., & DeBano, L. F. (2005). *Wildland fire in ecosystems: Effects of fire on soils and water*. U.S. Department of Agriculture, Forest Service, Rocky Mountain Research Station. <https://doi.org/10.2737/RMRS-GTR-42-V4>
- Prouty, N. G., Field, M. E., Stock, J. D., Jupiter, S. D., & McCulloch, M. (2010). Coral Ba/Ca records of sediment input to the fringing reef of the southshore of Moloka'i, Hawai'i over the last several decades. *Marine Pollution Bulletin*, 60(10), 1822–1835. <https://doi.org/10.1016/j.marpolbul.2010.05.024>
- Trauernicht, C., Pickett, E., Giardina, C.P., Litton, C.M., Cordell, S., and Beavers, A., 2015. The Contemporary Scale and Context of Wildfire in Hawai'i 1. *Pacific Science*, 69(4), pp.427-444.

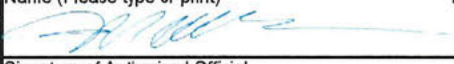
**Ka`ala Farm, Inc**  
Organizational Chart



## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2023 to June 30, 2024

Applicant: Ka'ala Farm, Inc.

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	40,000			
2. Payroll Taxes & Assessments	6,000			
3. Fringe Benefits	4,000			
TOTAL PERSONNEL COST	<b>50,000</b>			
B. OTHER CURRENT EXPENSES				
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	<b>0</b>			
C. EQUIPMENT PURCHASES	<b>20,000</b>			
D. MOTOR VEHICLE PURCHASES	<b>15,000</b>			
E. CAPITAL	<b>465,000</b>			
<b>TOTAL (A+B+C+D+E)</b>	<b>550,000</b>		<b>0</b>	<b>0</b>
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	550,000	Eric Enos	(808)291-2014	
(b) Total Federal Funds Requested	0	Name (Please type or print)	Phone	
(c) Total County Funds Requested	0		1/19/2023	
(d) Total Private/Other Funds Requested	0	Signature of Authorized Official	Date	
<b>TOTAL BUDGET</b>	<b>550,000</b>	Eric Enos, Executive Director Name and Title (Please type or print)		

## BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2023 to June 30, 2024

Applicant: Ka'ala Farm, Inc.

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL:</b>				
<b>JUSTIFICATION/COMMENTS:</b> Ka'ala Farm, Inc. (KFI) submitted a separate operating grant application with salary funding requests.				

## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2023 to June 30, 2024

Applicant: Ka'ala Farm, Inc.

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Sheep for grazing	40.00	\$450.00	\$ 18,000.00	18000
Signage	4	\$500.00	\$ 2,000.00	2000
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>	<b>44</b>		<b>\$ 20,000.00</b>	<b>20,000</b>

**JUSTIFICATION/COMMENTS:** Ka'ala Farm, Inc. currently has 10 sheep but will need to purchase 40 more after construction of the sheep paddocks on the Wai'anae Valley Ranch lands. These sheep will be used for fire fuel management. Signage will be posted at the entrance to the ranch to encourage pono access onto the ranch lands.

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
ATV (with trailer)	1.00	\$15,000.00	\$ 15,000.00	15000
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>	<b>1</b>		<b>\$ 15,000.00</b>	<b>15,000</b>

**JUSTIFICATION/COMMENTS:** ATV will be used to access and haul equipment/materials across the 1,122-acre undeveloped ranch lands for restoration projects.

## BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2023 to June 30, 2024

Applicant: Ka'ala Farm, Inc.

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: 2021-2022	FY: 2022-2023	FY:2023-2024	FY:2023-2024	FY:2024-2025	FY:2025-2026
PLANS			50000			
LAND ACQUISITION						
DESIGN						
CONSTRUCTION			415000			
EQUIPMENT						
<b>TOTAL:</b>			<b>465,000</b>			
<p><b>JUSTIFICATION/COMMENTS:</b> Ka'ala Farm, Inc. is requesting funding for the construction of sheep paddocks, the installation of a BWS ag water meter, and improvements to an existing unpaved road. These projects will help to reduce the likelihood of wildfires in Wai'anae Valley by increasing security over the ranch lands, improving HFD access, and reducing fire fuel load. Funding is also requested to create a conceptual plan for the ranch and complete any necessary environmental documents.</p>						

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

Applicant: KAALA FARM, INC.

Contracts Total: 1,324,873

	<b>CONTRACT DESCRIPTION</b>	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)</b>	<b>CONTRACT VALUE</b>
1	The Administration for Native Americans (ANA) grant for place-based learning for youth to increase their voice in policy and community decisions impacting the Wai'anae Coast.	10/1/2022 to 9/30/2025	U.S. Department of Health & Human Services -- Office of the Administration for Children & Families	U.S. - Federal	1,100,000
2	Establishes KFI as a Living Museum. Funds are for the documentation and preservation of ancient archaeological sites located on KFI property.	7/1/2022 to 6/30/2023	Institute of Museum and Library Services	U.S. - Federal	100,000
3	City Grant-in-Aid for salaries, contractual services, and program activity supplies.	2020 to 2022	Honolulu City Council	City and County of Honolulu	124,873
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					

## 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



Eric Enos, Executive Director

1/19/2023

AUTHORIZED SIGNATURE

PRINT NAME AND TITLE

DATE