

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

Type of Grant Request:

Operating                       Capital

Legal Name of Requesting Organization or Individual: Db a:  
Wai'anae Economic Development Council

Amount of State Funds Requested: \$ 834,410.00

Brief Description of Request (Please attach word document to back of page if extra space is needed):  
Wai'anae Economic Development Council (WEDC) proposes to build upon its mission and vision through this community development project by establishing bricks-and-mortar facilities located within the Nānākuli Village Center comprised of the first shared community workspace and economic and tech career development hub on the Wai'anae Coast. Aligned with the mission and vision set forth by the Nānākuli Hawaiian Homestead Community Association and the Hawaiian Community Development Board, the proposed shared community workspace and innovation center/tech career development hub compliments the existing community-focused entities within the Village Complex.

Amount of Other Funds Available:

State: \$ 0  
Federal: \$ 387,030.00  
County: \$ 0  
Private/Other: \$ 0

Total amount of State Grants Received in the Past 5

Fiscal Years:  
\$ 315,000.00

Unrestricted Assets:  
\$ 88,766.00

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

Type of Business Entity:

501(C)(3) Non Profit Corporation  
 Other Non Profit  
 Other

Mailing Address:

P.O. Box 194  
City: Waianae State: HI Zip: 96792

Contact Person for Matters Involving this Application

Name: Joseph	Title: Lapilio
Email: j.lapilio@thewedc.com	Phone: (808) 265-3975

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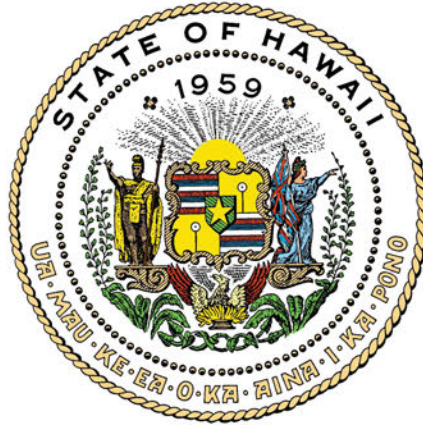
  
Authorized Signature

Joseph Lapilio, President & CEO

Name and Title

1/20/23

Date Signed



## 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

WAIANA E ECONOMIC DEVELOPMENT COUNCIL

was incorporated under the laws of Hawaii on 08/21/2014 ;  
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 18, 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.

Wai'anae Economic Development Council

\_\_\_\_\_  
(Typed Name of Individual or Organization)

\_\_\_\_\_  
(Signature)  
Joseph Lapilio

\_\_\_\_\_  
(Typed Name)

January 20, 2023

\_\_\_\_\_  
(Date)

CEO and Executive Director

\_\_\_\_\_  
(Title)

## 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 Certificate of Good Standing

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

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

See attached Declaration of Compliance Statement

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

The public purpose that this project addresses is to reduce the income disparity between households on the Wai'anae Coast and the State of Hawai'i. As an organization primarily serving the Wai'anae Coast, we are familiar with the economic disparities our community faces.

In 2022, the U.S. Department of Housing and Urban Development (HUD) concluded that "low income" for an individual living on O'ahu is considered \$73,150, nearly double the national average income of a full-time salary earner which is \$48,672. According to 2015-2019 Census data, the MHI for the four Census Designated Places (CDPs) of the Wai'anae Coast, including Nānākuli, Mā'ili, Wai'anae, and Makaha were all under the HUD designated low-income level, ranging from \$50,992 in Makaha to \$88,395 in Mā'ili. All but Mā'ili had MHIs lower than the state median of \$81,275 with the Wai'anae MHI nearly \$20,000 below the state median and Makaha about \$30,000 below the state median.

Although Native Hawaiian MHI data is currently unavailable, with Native Hawaiians having the lowest average family income compared to all other major ethnicities in the

state, it is suspected that the median income of Native Hawaiians on the Wai'anae Coast is even lower than the total CDP median incomes reported.

Economic disparity is also exacerbated by low employment rates, especially among our Native Hawaiian communities. According to 2015 Census data, the Wai'anae Coast had the lowest employment rate for Native Hawaiians in the state, 10 percentage points behind the Honolulu region and 9 percentage points behind that of the state (Ka Huaka'i, 2021). However, this data does not consider all community efforts to improve their economic condition. No formal data sources exist yet to quantify the informal, cash businesses we see through our resilient and innovative artisans, cultural practitioners, food vendors, and other home-based businesses. We see a great need to recognize and aid the efforts of these community members.

To address the issue of economic disparity and center on the resilient strength of our community, WEDC provides educational programming for individuals and small businesses to provide the tools and knowledge needed to create employment opportunities for themselves and others, consequently increasing income streams to our families and communities.

To exponentially grow our high impact community resilience and career development initiatives already in effect, WEDC plans to establish Nānākuli's first shared community workspace and economic and innovation center/tech career development hub within the Nānākuli Village Center.

This center of economic growth and career development will profoundly increase our team's capacity to serve our Wai'anae Coast communities, creating a stronger and more economically resilient Wai'anae Coast. As the employment and economic landscapes continue to evolve and react to major world events and calamities, more flexible workspaces are required to facilitate these changes. Shared office space offers the support, adaptability, and sense of community needed for startups and small businesses to weather any storm and thrive no matter what the world throws at them. A common thread that runs through all these shared spaces is a sense of openness, community, and collaboration. Aside from the synergistic possibilities, many of the benefits of shared spaces are practical in nature including ease of scalability, fully serviced facilities, cost-effective office solutions, and no long-term lease agreements<sup>1</sup>.

## **II. Background and Summary**

This section shall clearly and concisely summarize and highlight the contents of the request in such a way as to provide the State Legislature with a broad understanding of the request. Please include the following:

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

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<sup>1</sup> Launchpadcentre.com

The Wai'anae Economic Development Council (WEDC) was formed in 2014 by a coalition of community organizations to identify and develop economic opportunities on the Wai'anae Coast. WEDC's vision is to create a community with a thriving, diverse and sustainable economy. Through providing comprehensive programming in community planning, capacity building, financial services, and business development, we hope to reach economic parity with the State of Hawai'i; create a safe and nurturing social environment for residents, families, and organizations; ensure well-being for our children, youth and kūpuna; and fulfill the kuleana (responsibilities) as stewards to our environment, our culture and to history.

Our mission is to increase opportunities for Wai'anae Coast residents by developing the community's rich natural, cultural, historical, and human resources. WEDC is guided in this work by the values of aloha, integrity and mutual respect, and ongoing community summits that identify community goals. More specifically, WEDC has taken on the following roles and responsibilities:

- Building capacity by providing training and ongoing technical assistance.
- Improving access to financing, capital, and other resources.
- Facilitating the promotion and marketing of Wai'anae Coast products and services.
- Developing new companies, activities, and partnerships, particularly those that support existing businesses and/or stimulate further development.

Our Strategic Priorities for 2020-2023 include:

- Providing business training and technical assistance to support business and economic development.
- Improving access to capital by securing certification as a community development financial institution and providing business loans and funding to support community development projects.
- Organizing community organizations and leaders to identify community development initiatives that will support existing businesses and/or stimulate further economic development.

Aligned with our mission, roles and responsibilities, and strategic priorities, WEDC is providing the programs in 2023 listed below.

### Business Development

- Maolipreneur
  - Bulletin
  - Monthly Workshops
  - Symposiums
  - 1-on-1 Business Consulting

- Online Training
- Financial Literacy
  - Financial Lo'i
  - Workshops
  - 1-on-1 Consulting
  - Online Training
- Microloan Program
  - DBEDT Micro Loans
  - WEDC Pakini Loan Fund
- Marketing
  - Westside Stories Business Highlights
  - Wai'anae Coast Business Directory
  - Pop-Up Markets known as Made on the Wai'anae Coast
- Business Services
  - Management By Islanders: Bookkeeping, shared space, business training

2. The goals and objectives related to the request;

WEDC proposes to build on its vision and mission through this grant project by establishing two bricks-and-mortar facilities located within the Nānākuli Village Center comprised of the first shared community workspace and economic and tech career development hub. The benefits of coworking spaces far outweigh the negatives. Individuals who utilize shared workspaces noted a number of key benefits including cost savings, improved networking capabilities, increased creativity, increased flexibility, speed to market, ease of business scalability, use of state-of-the-art equipment and facilities, and a strong sense of community within the workspace.

The project's primary goal is to improve the economic well-being and self-sufficiency of the Wai'anae Coast and other low-income communities across the State of Hawai'i through the expansion of our culture-based financial, tech, and business development programming to Hawai'i families and individuals. Research shows coworking can improve productivity, with 71% of workers saying they feel more creative in a shared workspace, while 68% say they are able to focus more. Through our shared workspace concept, one of our goals is to establish a creative community culture throughout the Wai'anae Coast, where aspiring entrepreneurs can come together in a safe, collective space and co-develop business concepts and ready them for market.

Through the creation of this shared workspace, our team aims to reach or even exceed the following objectives for the fiscal year 2023-24:

- a) Exponentially extend the reach of our culture-based financial literacy program from 120 individuals to 240 individuals and families to increase the financial security of individuals and families as measured by credit score improvement by one full tier.

- b) Extend the reach of our culture-based small business programming from 60 to 100 participants to support the creation and development of businesses as measured by new business registrations.
- c) Create Wai'anae Coast's first shared community workspace and innovation center/tech career development hub to assist 150 aspiring entrepreneurs and budding innovators develop tech-related careers and businesses per annum.
- d) Create a business hub for 150 existing and emerging businesses with shared office spaces, back-office business support and tools, meeting/conference rooms, and business training and networking.

This project will greatly expand our capacity to serve our existing business and career development programs while creating new business and career development concepts and opportunities at our shared community workspace and innovation center/tech career development hub, allowing our team to serve a greater number of individuals, families, and budding entrepreneurs on the Wai'anae Coast.

3. The public purpose and need to be served;

The primary public purpose that this project addresses is to reduce the income disparity between households on the Wai'anae Coast and the State of Hawai'i. As an organization primarily serving the Wai'anae Coast, we are familiar with the economic disparities that our community faces. In 2020 the U.S. Department of Housing and Urban Development (HUD) concluded that "low income" for an individual living on Oahu is considered \$93,000, nearly double the national average income of a full-time salary earner which is \$53,490 (U.S. Bureau of Labor Statistics, 2023). According to 2015-2019 Census data, the MHI for the four Census Designated Places (CDPs) of the Wai'anae Coast, including Nānākuli, Mā'ili, Wai'anae, and Makaha were all under the HUD designated low-income level, ranging from \$50,992 in Makaha to \$88,395 in Mā'ili. All but Mā'ili had MHIs lower than the state median of \$81,275 with the Wai'anae MHI nearly \$20,000 below the state median and Makaha about \$30,000 below the state median.

Although Native Hawaiian MHI data is currently unavailable, with Native Hawaiians having the lowest average family income compared to all other major ethnicities in the state, it is suspected that the median income of Native Hawaiians on the Wai'anae Coast is even lower than the total CDP median incomes reported.

Economic disparity is also exacerbated by low employment rates, especially among our Native Hawaiian communities. According to 2015 Census data, the Wai'anae Coast had the lowest employment rate for Native Hawaiians in the state, 10 percentage points behind the Honolulu region and 9 percentage points behind that of the state (Ka Huaka'i, 2021). However, this data fails to consider all community efforts to improve their economic condition. No formal data sources exist yet to quantify the informal, cash businesses we see through our resilient and innovative artisans, cultural practitioners, food vendors, and other home-based businesses. We see a great need to recognize and aid the efforts of these community members.



To address the issue of economic disparity and center on the resilient strength of our community, WEDC provides educational and business development programming for individuals and small businesses to provide the tools and knowledge needed to become employment and opportunity creators for themselves and others, increasing income streams to our Wai'anae Coast families and communities. WEDC, through the generous support of the organization's funding partners, provides both economic literacy and business development programming to an established number of individuals per year focusing on those from Wai'anae coast.

### **Location**

WEDC's leadership considered several locations on the Wai'anae Coast before deciding to enter into discussions with management of the Nānākuli Village Center (address 89-102 Farrington Highway). This site is the ideal location for an Innovation Center and Tech Career Development Hub. Aligned with the mission and vision set forth by the Nānākuli Hawaiian Homestead Community Association and the Hawaiian Community Development Board, the proposed shared community workspace and innovation center/tech career development hub compliments the existing community-focused entities including Kamehameha Schools Kalaniho'okahā Community Learning Center, the Wai'anae Comp satellite health clinic and affordable drug pharmacy, and the affordable Hale Makana O Nānākuli rental housing complex.

With neighboring educational site such as the Nānākuli Public Library and Kamehameha Schools Kalaniho'okahā Community Learning Center, our Innovation Center and Tech Career Development Hub will further strengthen the learning and career development hub created by the State of Hawai'i and Kamehameha School in Nānākuli for the Wai'anae Coast.

### **Career Development and Job Creation**

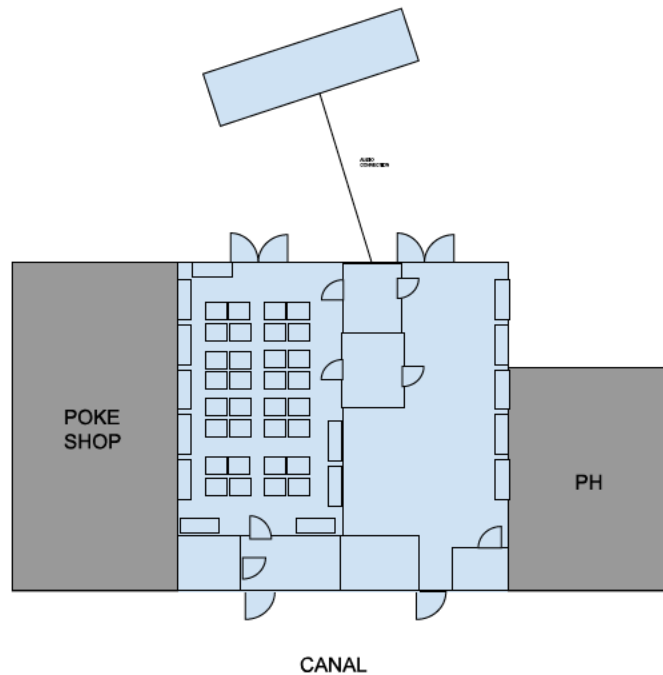
According to 2015-2019 Census data, the MHI for the four Census Designated Places (CDPs) of the Wai'anae Coast, including Nānākuli, Mā'ili, Wai'anae, and Makaha were all under the HUD designated low-income level, ranging from \$50,992 in Makaha to \$88,395 in Mā'ili. All but Mā'ili had MHIs lower than the state median of \$81,275 with the Wai'anae MHI nearly \$20,000 below the state median and Makaha about \$30,000 below the state median (purposely restated).

By creating our Innovation Center and Tech Career Development Hub on the Wai'anae Coast (WEDC's sphere of influence), our team of business developer and 21<sup>st</sup> century career builders look to create both traditional and tech entrepreneurs on the coast through business and career development initiatives. The U.S. Bureau of Labor and Statistics (BLS) project that occupations in the STEM field are expected to grow by 8% by 2029, with computer occupations most in-demand, compared with 3.7% growth for all occupations. Today, there are 210,407+ open jobs in technology in the U.S. for computer programmers, web developers, software developers, network architects and systems analysts and another 432,000+ jobs in IT (Information Technology) including 30,850+ remote technology jobs with average salaries of \$85,500. Podcasting, a career

that sits at the crossroads of technology, entertainment, marketing, and journalism is also a potentially lucrative career option with low to moderate startup costs.

### **Site Layout**

The layout of our proposed Innovation Center and Tech Career Development Hub concept and how it relates to the spaces we are planning on occupying with the Nānākuli Village Center is shown below. Beyond the internal buildout of the space, there is a large lanai area fronting the future site of the Innovation Center and Tech Career Development Hub allowing indoor-outdoor areas for aspiring entrepreneurs, both in mainstream and the tech industries, to come together and develop business concepts into operational, profitable, and meaningful local businesses.



### **Inspiring Creative Collaboration**

By creating a shared community workspace and innovation center/tech career development hub, our team will be able to serve a greater number of individuals and families seven (7) days per week through our business, economic, and career development programs. Additionally, Wai'anae Coast's aspiring entrepreneurs will have a shared workspace to collaborate with one another to collectively uplift the Wai'anae Coast's lāhui and create a robust business industry on the coast that melds education, technology, culture, tourism, food security/production, manufacturing, and other industries.

Our business development team will create a safe space where first time entrepreneurs can bring their business concepts and have our team of expert business developers help them develop their concepts into businesses that can support their 'ohana

(families). Our team can share countless stories of Wai'anae Coast families that have been helped by our business development programs. Our opportunity creation model includes many Hawaiian values and are delivered by business developers that are from the Wai'anae Coast.

4. Describe the target population to be served; and

The Wai'anae Economic Development Council exclusive serves the Wai'anae Coast, which is home to approximately 50,000 residents, an estimated 59 percent of which are Native Hawaiian (Ka Huaka'i, 2021). Our current funding from the Administration for Native Americans helps us provide services to this population. Through the proposed shared community workspace and innovation center/tech career development hub, our team will expand our target population to all low-income individuals and families on the Wai'anae Coast.

5. Describe the geographic coverage.

Our primary geographic coverage extends from Kahe Point to Ka'ena Point and includes the populated ahupua'a of Nānākuli, Lualualei, Wai'anae and Makaha. We have also served individuals, families, and businesses from other areas of West O`ahu.

### **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;

WEDC proposes the following scope of work, tasks, and responsibilities to offer our business development services and staff the organization's new 2,400 sq.ft. shared community workspace and innovation center/tech career development hub located within the Nānākuli Village Center (address 89-102 Farrington Highway). Directly aligned with both the mission and vision set forth by the Nānākuli Hawaiian Homestead Community Association and the Hawaiian Community Development Board, the proposed shared community workspace and innovation center/tech career development hub compliments the existing community-focused entities. Scope of work includes:

<b>WEDC's Shared Workspace and Innovation Center/Tech Career Development Hub, Nānākuli Village Center</b>		
<b>Scope of Work</b>	<b>Tasks</b>	<b>Responsibilities</b>
Open shared workspace and Innovation Center/Tech Career Development Hub to the public	Manage and maintain a steady work pace for project to ensure that the project is completed on-time, within specs, and within budget.	CEO, Chief Development Officer

<p>Community Outreach</p>	<p>Conduct community outreach activities to build public awareness of the shared community workspace and Innovation Center/Tech Career Development Hub. Conduct periodic community events/business pā'ina/social events to engage Wai'anae Coast residents.</p>	<p>CEO, Chief Development Officer, Program Director, Project Manager – Community Outreach, Executive Assistant, Financial Lo'i Program Manager.</p>
<p>Serve the Wai'anae Coast community through our business development, career development, financial literacy/security, and community development programs.</p>	<p>Implement all WEDC programming at the shared community workspace and Innovation Center/Tech Career Development Hub. WEDC plans to operate 7-days per week (closed on federal and state holidays). Adjustments to hours will be made to best serve our Wai'anae Coast communities.</p>	<p>CEO, Chief Development Officer, Program Director, Marketing and Communications Director, Project Manager – Community Outreach, E Mau Ke A'o Program Manager, Financial Lo'i Program Manager, Tech Career Program Manager, and Site Coordinators.</p>
<p>Project Evaluation</p>	<p>Conduct periodic project evaluation of all WEDC programming conducted at the shared community workspace and Innovation Center/Tech Career Development Hub.</p>	<p>Evaluation and Quality Assurance Evaluator, CEO, and Chief Programs Officer.</p>
<p>Revenue Generation/Fundraising</p>	<p>Conduct ongoing revenue generation/fundraising efforts including, but not limited to, grant procurement, corporate sponsorships, fee-for-service program offerings, site rentals on a slide-scale, community events, etc.</p>	<p>CEO, Chief Development Officer, Program Director, Marketing and Communications Director, Project Manager – Community Outreach, E Mau Ke A'o Program Manager, Financial</p>

		Lo'i Program Manager, Tech Career Program Manager, and Site Coordinators.
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2. Provide a projected annual timeline for accomplishing the results or outcomes of the service;

<b>Project Timeline</b>	
Month(s)	Results/Outcomes
1	Open community workspace and Innovation Center/Tech Career Development Hub to the Wai'anae Coast for 2024.
1-12	Conduct community outreach campaign to inform Wai'anae Coast residents of the programs offered at the shared community workspace and Innovation Center/Tech Career Development Hub.
1-12	Serve the Wai'anae Coast community through our business development, career development, financial literacy/security, and community development programs. Create cohorts for each of the programs offered at the Innovation Center and Tech Career Development Hub.
1-12	Conduct program evaluation throughout the entire project year and beyond.
1-12	Conduct ongoing revenue generation/fundraising efforts including, but not limited to, grant procurement, corporate sponsorships, fee-for-service program offerings, site rentals on a slide-scale, community events, etc.

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

This project will be evaluated by WEDC's Evaluation and Quality Assurance Evaluator that will lead data collection and analysis and monitor the progress to achieve the four (4) project objectives. Evaluation will follow the cycle of each program cohort and cycle, which will inform the next round of programming. Adjustments to program delivery and curriculum are made in real-time based on our findings to ensure that optimum results for our program participants are achieved. The objectives of our project will be measured generally by tracking the number of participants served and the number of events and opportunities offered. We will also focus on specific measures for each objective that will track the short-term and long-range impacts of our program offerings.

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.

<b>Measures of Effectiveness, WEDC's Innovation Center and Tech Career Development Hub</b>	
Measure(s)	Benchmark(s)
Operate one (1) 2,400sq.ft. Innovation Center and Tech Career Development Hub in the Nānākuli Village Center	1
Numbers of Wai'anae Coast Communities Served based on Zip Code	4
Number of community members served through our financial literacy programs	240
Number of small businesses and/or emerging entrepreneurs served through our business development programs and business services	150

#### **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
\$208,602.50	\$208,602.50	\$208,602.50	\$208,602.50	\$834,410.00

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2024.

##### **2024 List of Funders**

1. Administration for Native Americans, Social & Economic Development Strategies (SEDS) Grant Program
2. U.S. Small Business Administration, Small Business Grant Program

3. U.S. Small Business Administration, Grant to Community Organizations
4. City and County of Honolulu's Grant-in-aid Program
5. Office of Hawaiian Affairs
6. HEI Charitable Foundation
7. James & Abigail Campbell Family Foundation
8. Atherton Family Foundation
9. Hawai'i Community Foundation Donor Advised Funds
10. Hawai'i Community Foundation, Wai'anae Strong Fund
11. Cooke Foundation Ltd.
12. First Hawaiian Bank Foundation
13. Bank of Hawai'i Foundation
14. Central Pacific Bank Foundation
15. Kamehameha Schools

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.

Wai'anae Economic Development Council has not received state or federal tax credits within the past three years.

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.

Wai'anae Economic Development Council has secured and operated under the following federal and state grants and grants-in-aid over the prior three years:

- 2020, Native American CDFI Assistance Program, \$150,000
- 2021-23, Administration for Native Americans, \$372,850
- 2022-23, Department of the Interior Ho'ihi Grant Program, \$149,956
- 2023-23, State of Hawai'i Grant-in-aid Program, \$315,000

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

\$88,766.00

## **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.

The Wai'anae Economic Development Council is governed by a Board of Directors who volunteer and bring a wealth of experience and expertise in community economic development. The members of the board are also active members of the Wai'anae Coast community and bring a broad perspective to the planning and implementation of this project and the organization's larger goals. The members of the board of directors include:

Joseph Lapilio, President, and CEO of the Wai'anae Economic Development Council, has worked on the Wai'anae Coast for more than forty years. Joseph is a community and organizational development consultant. He served as executive director of the Wai'anae Coast Coalition for eleven years and coordinated community projects focused on economic development. He was appointed to the Governor's Economic and Community Navigator Task Force and is a member of the State House of Representatives Select Committee on Economic and Financial Recovery to help with post-COVID planning. Joseph is also the immediate past president of and the Native Hawaiian Chamber of Commerce, active in the community including the Wai'anae Coast Rotary Club, the Lualualei Hawaiian Civic Club, among others.

Daniel Gomes is Vice-President and a member of the Board of Directors. He is also a member of Ulu Mau Development LLC, a firm specializing in business development projects benefiting the Wai'anae Coast. Prior to this, Dan served as a business consultant at Wai'anae High School and managed the construction of the culinary arts facility at the school. He is retired from Pitney Bowes where he was the District General Manager. Dan is also the president of the board of directors for the Wai'anae Coast Comprehensive Health Center and a member of the board of directors for the Wai'anae Boys and Girls Club.

Annie Ferreira serves as Treasurer and a member of the Board of Directors. Annie graduated from Wai'anae High School and comes from a family of active community members and sees herself following in her father's footsteps, leaving a legacy of community development initiatives that will benefit the coast for years to come. Annie started her community work in Wai'anae with Model Cities and worked in a succession of jobs serving the community. She has served for fifteen years in the USDA Rural Development Housing Program.

Verna Landford-Bright is a member of the Board of Directors. She has lived on the Coast most of her life and is a Job Specialist with the City and County, Department of Community Services, WorkHawaii Program. Prior to this, Verna worked at the Wai'anae Mental Health Center. She volunteers for the Visitor Aloha Society of Hawaii and assists visitors in need. Verna is Co-Founder of the Wai'anae High School Alumni Foundation and was President for five years. Verna is a member of the Wai'anae Coast Comprehensive Health Center Research Committee and Secretary of Valley of Rainbows



Georgianna Navarro is a member of the Board of Directors. She has lived in the Wai'anae Moku for 70 years and is a resident of the Wai'anae Valley Hawaiian Homestead. She has worked in a variety of jobs primarily in the hospitality industry and received a Certificate in Hospitality Training from Leeward Community College. She is currently the President of Ka'anani'au O Wai'anae (a coalition of Westside Hawaiian Civic Clubs), a member of the Ho'omau Ke Ola Board of Directors and was previously president of the Makaha Hawaiian Civic Club. She is currently a planning committee member of Made on the Wai'anae Coast and a member of Wai'anae Moku 2030.

Stephanie Kawelo is a resident of the Wai'anae Valley Hawaiian Homestead. She has lived in Wai'anae since 1960 and graduated from Wai'anae High School in 1969. She is currently the Vice President for the Wai'anae Hawaiian Civic Club and Secretary for Ka'ananiau O Wai'anae. Stephanie retired from the Kuakini Medical Center after working there for 22 years.

Since its inception in 2015, the Wai'anae Economic Development Council has made business development one of its core activities and top priorities. These include workshops, seminars and quarterly business symposiums targeted towards existing and emerging businesses on the Wai'anae Coast. Each year, more than 120 businesses receive direct training and technical assistance from our organizations. An additional 400 other businesses and entrepreneurs receive indirect support from WEDC through information and referral services, educational articles in the monthly community newspaper, and through our network of community partners.

In 2021, the Wai'anae Economic Development Council was awarded a three-year Administration for Native American grant for business development and financial literacy training. We were also selected as a participating agency in the Small Business Administration's HUBS and SPOKES program which our team launched in 2022.

## **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 Wai'anae Economic Development Council does not currently have a physical facility that it operates out of. Once completed, the Innovation Center and Tech Career Development Hub soon-to-be located in the Nānākuli Village Center will serve as the Council's primary location for the delivery of its community programs and improvement initiatives.

## **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.

Joseph Lapilio serves as the organization's President and Chief Executive Officer. He is an experienced nonprofit executive and served in a number of organizations and has demonstrated experience in large projects. He holds an MPA from the University of Hawai'i at Mānoa and a B.A. in Community Development from Antioch University. Joseph will oversee the project and be responsible for contract/project management, contract and grant compliance and oversight of financial and personnel management (which are outsourced).

Nainoa Logan is WEDC's Chief Development Officer. Nainoa holds a B.A. in Finance from Brigham Young University Hawai'i. He is Bloomberg Certified where he received a Business and Entrepreneurship Certificate and is a Level One Chartered Financial Analyst Candidate. Nainoa has more than fifteen years of experience with training and assisting businesses and entrepreneurs, most of this taking place on the Wai'anae Coast. His tasks include developing and monitoring loan policies and procedures, preparing and overseeing business development services, preparing, and overseeing financial literacy programs, assisting with grant applications and fundraising, assisting with quality controls, serving as a liaison with the community and establishing programmatic partnerships and assisting with long term planning.

Ka'iulani Kauihou is a WEDC Program Manager, providing program planning and coordination, providing logistical support for business development and financial literacy activities, program data keeping. Ka'iulani is a long time Makaha resident, graduating from the Kamehameha schools and the University of Hawai'i at Mānoa. With degrees in both Hawaiian Language and Education, Ka'iulani founded Hi'ohia, a publishing company specializing in Hawaiian Language and Hawaiian Culture Resources. As a former Hawaiian Language Immersion teacher, Ka'iulani fell in love with curriculum development and continues to create programmatic content for WEDC's Financial Lo'i and Maolipreneur programs.

Shavone Lave a Program Director at WEDC. She holds a B.S. in Criminal Justice from Chaminade University and earned her MBA from the University of Phoenix. More recently, Shavone owned and operated a bakery on the Wai'anae Coast and was the principal of a bakery consulting company prior to joining the Wai'anae Economic Development Council. The Business Developer conducts business training and technical assistance services, conducts outreach in the community and with local businesses, provides consultation services as needed. Provides reports to the Program Director and serves as a liaison with the community and to build support for program activities.

Momi Nelson is WEDC's Administrative Director. Prior to joining WEDC, Momi was a Business Development Representative with the Dreamzbitxbit Innovators Group, LLC where she served more than 100 business clients. She is training in QuickBooks Pro and is a certified Bookkeeper, Momi is proficient with Tax Act Professional software, preparing small and corporate tax returns for clients to file electronically or manually. She provides bookkeeping services, manages our contracts, human resources and payroll administration. She assists with logistical, preparation and follow up support for administrative (agency) activities. Manages our recordkeeping, and assists the President/CEO with online, phone and written communication

Carol Pelekai serves as WEDC's Community Outreach Manager. Carol has lived in Nānākuli on the Hawaiian Homestead for over 53 years. She has her Associates Degree from the Fashion Institute of Design and Merchandising of Los Angeles. Her work experience has focused on developing national youth programs and large event planning. She has organized 50,000+ people conventions in New York, Washington DC, Seattle, Los Angeles and in Hawai'i. She retired in March 2016 after 34 years working for the SGI-USA, a nonprofit national organization. Carol is very passionate about helping people and creating events of all sizes; such as parades, conventions, concerts, special events, parties and corporate events. Carol has also volunteered in the community for the last 25 years. She provides community outreach support for the Wai'anae Economic Development Council. Her projects consist of Community Outreach, Connect96792 Community Directory and the Nānākuli Community Makeke Pop Up events that bring together businesses, food producers, and services, to create a thriving economy in Wai'anae.

As WEDC's Marketing Director Lei'a Haff brings almost a decade of experience. Her experience spans from individual clients, private companies, small companies, large companies, and nonprofits across ten different types of industries in a handful of states. With her passion and love for marketing, Lei'a brings a unique perspective to the WEDC team. She provides both leadership for the execution and monitoring of comprehensive development and marketing plans. Lei'a holds a B.A. from the University of Hawai'i – West O'ahu and an M.A. from Southern New Hampshire University in Marketing and is currently attending Oxford University to continue her education in Digital Marketing and Marketing Strategy. She currently holds over 25 different certificates in marketing outside of school activities. She has earned several awards and recognitions in both the community and marketing.

Umi Jensen is the Program Evaluator for the Wai'anae Economic Development Council. She supports data collection and analysis and monitors program progress and impact to support program improvement and telling our story. She is a graduate of Kamehameha Schools, Stanford University, and the University of Hawai'i at Mānoa with degrees in Ethnic Studies and Education, and soon, a PhD in Educational Psychology.

In addition to the WECS staff identified above, the organization will need to hire additional support staff to staff the Innovation Center and Tech Career Development Hub soon-to-be located in the Nānākuli Village Center. Staffing will include:

- One (1) FTE Site Administrator to provide general management and oversight over the Innovation Center and Tech Career Development Hub.
- One (1) FTE Program Assistant to provide support for CDFI Programs conducted out of the Innovation Center.
- Two (2) Receptionists/Office Assistants to provide general operating support during business hours.

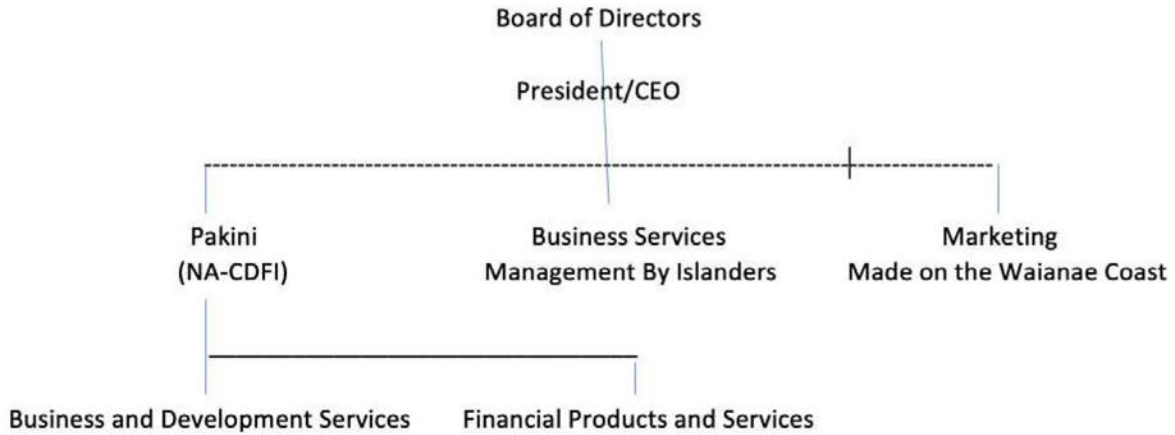
Additionally, the following independent contractors will be needed to provide specialized services at the Tech Career Development Hub. Independent contractors include:

- One (1) Digital Trainer to provide training on popular digital media platforms.
- One (1) Web Designer/Instructor to provide both basic web-design training and to create websites for existing or start-up businesses, nonprofits, and community organizations on the Wai'anae Coast.
- One (1) Graphic Designer to provide logo and other graphic design services to existing or start-up businesses, nonprofits, and community organizations on the Wai'anae Coast.
- One (1) Videographer to provide video related services to existing or start-up businesses, nonprofits, and community organization on the Wai'anae Coast.
- One (1) Video Editor to provide editing services to existing or start-up businesses, nonprofits, and community organizations on the Wai'anae Coast.

## **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.

**WEDC Organization Chart**  
State of Hawaii GIA - 2022



**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.

The President and CEO is paid a base salary of \$150,000 per year. If this grant-in-aid is awarded, funding from the award will pay for 15% (\$22,500) of the position. Funding for the remainder of the salary will be paid by Administration for Native Americans, the SBA HUBS and SPOKES program, and other sources.

The Chief Program Officer is paid a base salary of \$130,000 per year. If this grant-in-aid is awarded, funding from the award will pay for 25% (\$32,500) of the position. Funding for the Chief Program Officer’s salary will be paid by Administration for Native Americans, the SBA HUBS and SPOKES program, and anticipated Department of Treasury CDFI Technical Assistance Grant, and other sources.

The Program Director - CDFI is paid a base salary of \$92,000 per year. If this grant-in-aid is awarded, funding from the award will pay for 100% of this position during the project period. Funding for salary prior to and beyond the project period will be paid by Administration for Native Americans, the SBA HUBS and SPOKES program, and other sources.

**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 are no pending litigations to which WEDC or any of its staff are a party. There are no outstanding judgements on WEDC or any of its staff.

## **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.

WEDC does not hold any special qualifications, licenses, or accreditation relevant to this request. However, we are classified by the Department of Treasury, Native American Community Development Financial Institution (NA-CDFI) Program as an Emerging NA-CDFI. We are in the process of completing the requirements necessary to receive certification.

## **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.

This grant will not be used to support or benefit a sectarian or nonsectarian 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.

The Wai'anae Economic Development Council maintains commitments for federal funding that will provide for business development services through FY24. The funding from this proposal will provide financial support for an expansion of our existing services and for rent, utilities, and other operating costs for a shared office space, innovation center, and tech career hub that will serve as training sites and incubators for Wai'anae Coast businesses and entrepreneurs that require support during their formation or as ongoing back-office support for those functions they need to outsource.

These functions will include, but are not limited to, bookkeeping and accounting, marketing support, general office reception and clerical support, office and meeting spaces, fund development and fundraising, and event and meeting planning and

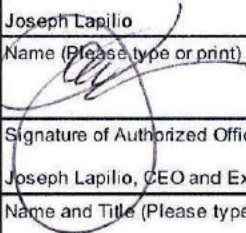
support. In addition, the Wai'anae Economic Development Council offers fiscal sponsorship services for emerging nonprofits or for specific and temporary nonprofit activities.

Our team strongly believes that we can create a self-supporting business center for our community that will be funded through the services and activities we provide that bring value to Wai'anae businesses and to the community. We anticipate that this start-up period will require two years for us to organize and develop. Should funding not be offered by the State of Hawai'i through its Grant-in-aid Program, our team will continue our fundraising efforts in earnest to raise the appropriate level of funding through other public and private sources.

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2023 to June 30, 2024

Applicant: Wai'anae Economic Development Council

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
<b>A. PERSONNEL COST</b>				
1. Salaries	477,000	291,000		
2. Payroll Taxes & Assessments	0	0		
3. Fringe Benefits	157,410	96,030		
<b>TOTAL PERSONNEL COST</b>	<b>634,410</b>	<b>387,030</b>		
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island	0	0		
2. Insurance	15,293	0		
3. Lease/Rental of Equipment	0	0		
4. Lease/Rental of Space	135,707	0		
5. Staff Training	0	0		
6. Supplies	25,000	0		
7. Telecommunication	6,000	0		
8. Utilities	18,000	0		
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<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>200,000</b>			
<b>C. EQUIPMENT PURCHASES</b>	<b>0</b>			
<b>D. MOTOR VEHICLE PURCHASES</b>	<b>0</b>			
<b>E. CAPITAL</b>	<b>0</b>			
<b>TOTAL (A+B+C+D+E)</b>	<b>834,410</b>	<b>387,030</b>		
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	834,410	Joseph Lapilio	(808) 265-3975	
(b) Total Federal Funds Requested	387,030	Name (Please type or print)	Phone	
(c) Total County Funds Requested	0		January 20, 2023	
(d) Total Private/Other Funds Requested	0		Signature of Authorized Official	Date
<b>TOTAL BUDGET</b>	<b>1,221,440</b>	Joseph Lapilio, CEO and Executive Director		
		Name and Title (Please type or print)		



## BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2023 to June 30, 2024

Applicant: Wai'anae Economic Development Council

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
President and CEO	1	\$150,000.00	15.00%	\$ 22,500.00
Chief Development Officer	1	\$130,000.00	25.00%	\$ 32,500.00
Project Director (CDFI)	1	\$92,000.00	100.00%	\$ 92,000.00
Program Assistant (CDFI)	1	\$60,000.00	100.00%	\$ 60,000.00
Receptionist/Office Assistant 1	1	\$45,000.00	100.00%	\$ 45,000.00
Receptionist/Office Assistant 2	1	\$45,000.00	100.00%	\$ 45,000.00
Site Administrator	1	\$60,000.00	100.00%	\$ 60,000.00
Business Developer	1	\$72,000.00	50.00%	\$ 36,000.00
Program Manager , Community Outreach	1	\$54,000.00	100.00%	\$ 54,000.00
Program Evaluator	1	\$60,000.00	50.00%	\$ 30,000.00
				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL:</b>				<b>477,000.00</b>
<b>JUSTIFICATION/COMMENTS: All WEDC personnel list above are essential employees necessary to implement, operate, and manage the proposed project.</b>				

## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2023 to June 30, 2024

Applicant: Wai'anae Economic Development Council

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

**JUSTIFICATION/COMMENTS:** No funding for equipment is being requested via this grant.

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

**JUSTIFICATION/COMMENTS:** No motor vehicles are being requested via this grant.

## BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2023 to June 30, 2024

Applicant: Wai'anae Economic Development C

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	0	0	0	0	0	0
LAND ACQUISITION	0	0	0	0	0	0
DESIGN	0	0	0	0	0	0
CONSTRUCTION	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0
<b>TOTAL:</b>	0	0	0	0	0	0
<b>JUSTIFICATION/COMMENTS:</b> No funding for construction is being requested.						

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

Applicant: Wai'anae Economic Development Council

Contracts Total: 987,806

	<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	Native American CDFI Assistance Program	2020	U.S. Dept of Treasury	U.S.	150,000
2	SEDS Program	2021-23	Administration for Native Americans	U.S.	372,850
3	Ho'ihi Grant Program	2022-23	Department of the Interior	U.S.	149,956
4	Grant-in-aid	2022-23	HI State Legislature	State of Hawaii	315,000
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## 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

Joseph Lapina, President and CEO January 10, 2023

PRINT NAME AND TITLE

DATE