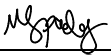# Application Submittal Checklist

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) Hawaii Compliance Express Certificate (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

signature	MEA ALOHA SPADY,	JANUARY 19, 2024
	EXECUTIVE DIRECTOR	
AUTHORIZED SIGNATURE	PRINT NAME AND TITLE	DATE

Application for Grants

If any item is not applicable to the request, the applicant should enter "not applicable".

I.　Certification – Please attach immediately after cover page

1.　Hawaii Compliance Express Certificate (If the Applicant is an Organization)

If the applicant is an organization, the applicant shall submit one (1) copy of a Hawaii Compliance Express Certificate from the Comptroller of the Department of Accounting and General Services that is dated no earlier than December 1, 2023.

See attached. aio Foundation shall serve as the fiscal sponsor for the Kupaa Foundation for the purposes of this grant.

2.　Declaration Statement

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

See attached, Page 5. aio Foundation shall serve as the fiscal sponsor for the Kupaa Foundation for the purposes of this grant.

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.

This grant will be used for a public purpose.
1. The public purpose is to increase charitable giving across Hawai`i to support the mission and sustainability of Hawai`i 501(c)3 nonprofits.
2. The service is providing a platform that specializes in efficiently and effectively deepening engagement and commitment to Hawai`i nonprofits.
3. The primary target groups are: Hawai`i nonprofit organizations, Hawai`i donors, private foundations, students and youth groups. The secondary target groups are the general public and businesses seeking social initiatives.

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;
   The aio Foundation is the fiscal sponsor of Kupa`a Foundation. The aio Foundation is a 501(c)3 nonprofit that supports programs that empower Hawaii.

The aim of aio Foundation is to provide young people with skills and knowledge to be self-sustaining, community-minded individuals who work toward making the islands a better place for future generations to come.

The Kupa`a Foundation drives civic engagement through new, innovative tools, programs and platforms. Our vision is a Hawai`i where every voice is heard, every issue is brought to light, and every community member is empowered to act. Over time, the tools, programs and platforms we develop will fill gaps in the current landscape and be the connective tissue for an engaged and informed society working together for positive change in Hawai`i.

2. The goals and objectives related to the request;
In 2024, the Kupa`a Foundation will launch our first platform: Give Makana. A customized and uniquely developed web software, the Give Makana digital platform is where individuals can support Hawai`i nonprofits doing work in areas that align with issues they care most about.

Goals & Objectives:
   1. Complete software development for Give Makana.
   2. Make Give Makana available for registration for 501(c)3 nonprofit organizations. The objective is to provide a new way to connect with and expand support for nonprofits serving Hawai`i.
   3. Open Give Makana to the public by making it available on web and mobile. The objective is to invite the public to engage with nonprofits in Hawai`i.
   4. Provide a customized platform that is unique inside the Hawai`i market. The goal is to complement existing fundraising infrastructure and maximize efficiency of existing systems so organizations can maintain or increase impact capacity and devote more resources directly to serving community needs. Actions taken on Give Makana will be mapped and collected for data analysis. Every nonprofit is mapped to the Aloha + Challenge, the UN Sustainable Development Goals and the CHANGE framework. This data will be prepared for availability to partners to inform collective efforts. Over time, this will have a twofold

3. The public purpose and need to be served;

Give Makana will activate untapped giving potential by matching individuals with issues they care about through one-of-a-kind web software. The unique capabilities of Give Makana will also enable individuals to discover and explore beyond existing loyalties. Nonprofits are increasingly efficient and impactful by forging avenues of collaboration and Give Makana's AI and mapping will introduce individuals to new information and new organizations of interest. This expansion of philanthropic engagement impacts systems level change that the Aloha+ Challenge and the CHANGE Framework are looking to achieve. This platform will be an effective catalyst for progress and could become a state model that other states can learn from.

Individual giving is at an all-time low, with a 20% decline in the last 30 years. This results in lost revenue for nonprofits who are facing increasing demands. This is a missed opportunity for community impact. A new solution is needed so that donors feel meaningfully engaged through the entire donor cycle; from being matched with the right organizations based on their own interests and input, to how they direct their gift and the information they receive after the gift on how their gift was efficiently and effectively applied to create impact. The generosity of the community in 2020 during the first wave of Covid and again with the generous response to the crisis in Maui demonstrates the giving spirit in Hawai`i.  There is untapped giving potential in the market.  Give Makana will provide a portal of philanthropy to potential donors year-round, increasing the capacity and stability of the maximum number of nonprofits in Hawai`i.

Research shows that the current prospective donor pool prefers digital experiences that are convenient and easy. While the overall trend in charitable giving is downward, online giving has seen upward growth at double digit rates across all generations. Meanwhile, only 0.23% of organic nonprofit-specific website visitors make a donation, generating an average of $0.77 per visitor.

Give Makana is removing barriers to nonprofits irrespective of size or age and is inclusive of staff of all bandwidths, providing marketing power to supplement their efforts and equalizing the landscape so no issue, no individual and no organization is disengaged or at a disadvantage. The platform provides new and unique ways for donating funding, and this is a component of a significant ecosystem Give Makana creates. Nonprofits not only have the ability to provide updates on how funding was invested, including with direct emails to donors, but nonprofit storytelling will also be covered by the Kupa`a Foundation.  Additionally, the Kupa`a Foundation maintains a unique relationship with aio Media, enabling access to existing audiences of HAWAII Magazine, Hawaii Home & Remodeling, HONOLULU Magazine, Hawaii Business Magazine and ESPN Hawaii.

<u>With Give Makana, nonprofits have broadened access to funds, increasing their financial sustainability outside of traditional funding, such as government contracts.</u>

Give Makana will:

- Develop and provide a new and innovative quiz to uniquely match each individual to nonprofits based on their interests and expressed areas of concern.

- Develop and provide an interactive, searchable directory of Hawai`i nonprofits.
- Automate donor management tasks through digital tools and AI.
- Function as an educational tool for prospective donors to learn about Hawai`i nonprofits.
- All nonprofits and issues will be mapped to the CHANGE Framework and the UN Sustainable Development Goals (encapsulating the Aloha+Challenge), providing valuable data and insight to the giving landscape in Hawai`i

4. Describe the target population to be served;

The target population to be served is all Hawai`i 501(c)3 nonprofits legally in good standing with the IRS and Hawaii Department of Attorney General and all donors and prospective donors giving to Hawai`i based 501(c)3 nonprofits.

Examples of segmented target population:

Nonprofit organizations: Local non-profits and/or changemaking organizations who focus on environment, social services, health, arts, culture and more, who can utilize the platform for improved fundraising exposure. Any nonprofit benefiting Hawaii communities is encouraged to participate.

General public: Anyone in the local community interested in discovering nonprofits to support in an interactive, personalized manner.

First-time donors: Teens, college students, and young professionals looking to align charitable giving with their passions, interests, values and life states. The platform can encourage engagement in philanthropy early-on and foster life-long habits. Those starting their careers who may have discretionary income for the first time are also a key audience. Give Makana can help to connect new graduates, young entrepreneurs and early rising stars to causes related to professional growth and business sectors they work within. Users can explore corporate social responsibility programs or donate based on personal career journeys. The goal is to empower and activate these donors by aligning philanthropy with vocational development during a key life stage.

Underrepresented Donor Demographics: Communities of color, LBGTQ youth, disabled activists and more. The platform emphasizes inclusiveness and strives to promote equity in philanthropy.

Relatives and friends of existing donors: Those who would explore charities meaningful to their personal support system, facilitating shared experiences around philanthropic passions.

Businesses Seeking Social Initiatives: Local companies looking to engage employees in corporate social responsibility efforts, matching gift programs, or

other charitable initiatives who can partner with Give Makana to direct their efforts.

5. Describe the geographic coverage.
The Kupa`a Foundation will be focused on the issues and people of Hawai`i. The service geographic area is the state of Hawai`i.

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;

Project Overview: The Kupa`a Foundation will develop Give Makana, an online platform that connects donors with local charities and provides tools to manage giving.

Scope of Work:
Planning & Strategy
- Conduct user research on needs and pain points
- Map core user journeys and workflows
- Outline platform requirements and features
- Develop sitemaps, user flows, and wireframes
- Create product roadmap and release plans

Design Phase
- Create visual brand identity and style guide
- Design layouts, interfaces and components
- Iterate designs based on usability testing feedback

Development Phase
- Set up hosting infrastructure and development environment
- Implement front-end views and templates
- Develop back-end architecture and integrations
- Build in features like user accounts, nonprofit profiles, donation tracking etc.
- Implement security protections and compliance
- Enable responsive design across devices

Testing & Deployment
- Develop test cases and scripts for quality assurance
- Conduct accessibility audit and improvements
- Set up staging environment for UAT testing
- Fix bugs and optimize performance issues

- Deploy platform into production environment

Promotional Marketing Campaign
- Messaging and Positioning: Create clear messaging that conveys the unique value proposition and differentiators of the new platform. Emphasize how it improves the giving experience. Develop positioning statements and taglines that resonate with your target donors and nonprofits.
- Website and Landing Pages: Ensure the website and all landing pages clearly explain the platform and have easy call-to-actions for registering and learning more. Optimize pages for keywords to increase results ranking in search engines.
- Content Marketing: Create a content marketing strategy with assets that educate potential users on where and why to act. Share content on social media and ads to drive traffic to the site.
- Public Relations: Activate relationships with partner publications for coverage through stories and interviews about the new platform. Distribute press releases to general, tech and nonprofit news outlets.
- Paid Social Media Ads: Run paid ads on Facebook, Instagram and LinkedIn targeting donors, charities and cause-driven content. Retarget people who've visited your site.
- Partnerships: Partner with influencers, nonprofits, companies and foundations who can help promote the platform to their audience. Offer custom onboarding, training and support.
- Referral Programs: Encourage early adopters to refer others by offering rewards or matches.

Post Launch
- Develop toolkits and user guides
- Provide training for users and admins
- Monitor site analytics and user feedback
- Prioritize and build roadmap for future iterations
- Continually test and release new features

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

July 30: Phase 1 and 2 complete.
- Nonprofit portal to include registration, profile, marketing and donor data.
- Donor-centric quiz
- Nonprofit directory
- Nonprofit Feature section to amplify nonprofit marketing messages and storytelling
- Community Spotlight section to feature original pieces about nonprofit engagement and storytelling
- Donation functionality to one or more nonprofits with a competitively low fee
- Peer-to-peer fundraising

- Nonprofit match options
- Monthly recurring donation option
- Proactive sms/email notifications for significant giving days, such as Giving Tuesday, Breast Cancer Awareness, Red Nose Day, Indigenous Peoples' Day and Earth Day.
- Ongoing support and refinement.

December 1: Phase 3 complete.
- AI content creation tools for nonprofits. Through submission of nonprofit documents, our AI tool can suggest how the nonprofit can speak about its programs and initiatives based on the platform's discovery experience.
- Donor engagement and management tools for nonprofits.
- Ongoing support and refinement.

June 1: Phase 4 complete.
- Mobile application.
- Ongoing support and refinement.

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

   The Kupa`a Foundation oversees the Give Makana program and platform.   The contracted software development team joins a standing weekly meeting with the Kupa`a Foundation to monitor, evaluate, and improve results. The team will follow the below methodology:

   Project Quality Assurance Methodology

   - Agile development - We will utilize bi-weekly sprints, daily standups, retrospectives, and regular stakeholder demos to ensure alignment and continuously incorporate feedback.
   - User acceptance testing with stakeholders - Key stakeholder representatives will test all major feature releases in a staging environment and provide feedback on user flows, UI/UX, and overall functionality before launching.
   - Target audience feedback checkpoints with donor and nonprofit audiences - At alpha, beta, and post-launch stages, we will conduct focus groups and send surveys to understand audience needs, solicit feedback, and quantify satisfaction.
   - Post-launch pulse surveys - To continually improve, we will send them to new and returning users, asking their likelihood to recommend and top ways we can improve their experience.

   Additionally, we will analyze usage analytics to prioritize enhancements that demonstrate value.

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, the measure(s) of effectiveness will need to be updated and transmitted to the expending agency.

The Kupa`a Foundation will benchmark key metrics to optimize and improve effectiveness of the platform. Metrics will guide how nonprofits and their information are introduced and connected with site users to drive increased engagement and donations.

Metrics:
1. Launch the Give Makana Platform on or before July 30, 2024 (and continue subsequent phased upgrades by timeline dates above).
2. User growth: Create a directory of a minimum of 500 Hawai`i 501(c)3 nonprofits and have active registration and profile maintenance by at least 100 Hawai`i 501(c)3 nonprofits by December 1, 2024.
3. User engagement: Track homepage visits, page views, frequency of logins/visits and actions taken, with the goal of 50,000 homepage views in FY 2024-2025.
4. Conversions: Track donation conversation rate from visitors and look for an increase in donation conversation from time of launch to June 1, 2025.
5. Satisfcation: Conduct at least one survey to measure user satisfaction to contribute to the development and evolution of the platform.

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)

    Budget request by source of funds, attached.
    Personnel salaries and wages, attached.
    Equipment and motor vehicles, not applicable.
    Capital projects details, not applicable.
    Government contracts, grants, and grants in aid, not applicable.

2.   The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2025.

Quarter 1: $121,715
(The core development will happen in 2024 and will be critical for launching the platform.)

Quarter 2: $61,460

Quarter 3: $35,120

Quarter 4: $31,705

3.   The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2025.

Source of Funding	Total Amount FY 2025
Private Foundations	$125,000
Private Donors	$20,000
Corporation Foundations or Donations	$50,000
Nonprofit registration fees (eligible for sponsorship)	$100,000

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.
NA

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 2025 for program funding.
NA

6.   The applicant shall provide the balance of its unrestricted current assets as of December 31, 2023.
The Kupa`a Foundation begins its financial accounts in January 2024.

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 Kupa`a Foundation's leadership has combined experience in the nonprofit sector, finances, government relations, and media.

Mea Aloha Spady, Executive Director
Mea Aloha Spady is a Native Hawaiian, born, raised and educated in Hawai`i. After studying psychology, political science and conflict resolution at the University of Hawai`i, she served as a U.S. delegate for the World Youth Congress who authored the first youth voice resolution on the United Nations Millennium Development Goals (the precursor to the United Nations Sustainable Development Goals), sponsored by the United Nations Development Program and hosted by the United Nations Children's Fund. Locally, she has served with Child & Family Service, American Red Cross, Hawaii Literacy, Aloha United Way, Ho`ola Na Pua and Hawai`i People's Fund. Nationally, she has served as an AmeriCorps NCCC and was placed with New Orleans Area Habitat for Humanity in the rebuilding of New Orleans 9th Ward and St. Bernard Parish post-Hurricane Katrina. Internationally, she has served with Women in Law & Developmnent in Africa on human rights, family and domestic disputes and land disputes, and provided training in non-violent conflict resolution. In her career she has served in seven different management roles and has overseen teams from 1 – 50 employees. She holds a professional certificate for Leadership Management from Harvard University. Most recently, she worked in sales for Hawaii Business Magazine and she will oversee the Memorandum of Agreement including partnerships with aio.

The team developing the Give Makana platform and programming, for which this grant will support, is comprised of:

Jaime Kinoshita Oliveira, President, aio Digital
Jaime Kinoshita Oliveira co-founded and evolved aio Digital into a full-service digital transformation firm with offerings spanning design, software/web development, marketing, and communications.
Jaime's role in Give Makana is shaping the vision and oversight of the product using her experiences crafting digital strategies, architecting enterprise e-commerce projects, and building websites and product managing software. Her finance and web development background provides a balance of understanding operations and building audience-centric digital products that drive top-line revenue.
Jaime is also involved in the community, serving as Chair of the Japanese Cultural Center of Hawaiʻi and director of the aio Foundation, Center For Tomorrow's Leaders, and Friends of the Missing Child Center – Hawaiʻi. Her extensive fundraising experience through serving on nonprofit boards and collaboration with fellow board members and stakeholders was the inspiration to create Give Makana.

Aaron Namba, Director of Software Development & Research, Upspring
Aaron Namba has 20 years of experience designing and developing software for operations management and bookkeeping and 17 years of experience building digital solutions for nonprofits in Hawaiʻi. During the pandemic, he also served as the lead developer on the AlohaSafe Alert team that worked with the State Hawaiʻi Department

of Health to implement Exposure Notifications for the state. Aaron is serving as the software architect and product manager of Give Makana.

Chase Conching, Principal & Creative Director, Library Creative
Chase Conching leads the agile team of designers and developers at Library Creative. From its inception, Library Creative has proven to deliver standout results and executed complex creative projects for its nonprofit and community-focused clients. Chase has extensive experience in brand strategy, graphic & web design, and creative consultation. Chase uses this experience to create thoughtful, highly strategic campaigns that get results.

Chase is a member of the Honolulu chapters of the American Marketing Association and American Advertising Federation and serves as President of AIGA, the professional association for design. He has previously served on the boards of the Salvation Army Echelon, the Chamber of Commerce of Honolulu Young Professionals, and the American Heart Association's Beat Executive Leadership Team.

Chase oversees Give Makana's brand strategy and design and lends his expertise in artificial intelligence (AI). AI features will include content assistants that coach nonprofits to write compelling content showcasing their work and allow Give Makana to keep donors engaged proactively.

Julie Hirano Kaneko, Director Marketing & Communications, aio Marketing & Communications
Julie Hirano Kaneko leads aMC (aio Marketing & Communications) with more than 15 years of experience in the field. Her work spans working with Hawaiʻi-based organizations in nonprofit, construction, health care, tourism, government, technology, and more, providing services ranging from public relations, digital marketing, events, and crisis communications.
In addition to her professional commitments, she has served on the board of directors for local nonprofit HUGS (Help, Understanding & Group Support) for nearly ten years on its public relations and development committee and gala committee to support its annual fundraising goals.
Along with her team, she was recognized by the Public Relations Society of America's Hawaiʻi Chapter for the Koa Anvil Best of Show Award for the Hawaiʻi Community Foundation's centennial anniversary campaign. PRSA Hawaiʻi also recognized her for projects with the Hawaiʻi Tourism Authority, Military Affairs Council, Kiewit Infrastructure West, Lantern Floating Hawaiʻi, and The Queen's Medical Center.

Bryce Saito, Senior Web Developer, Upspring
Bryce Saito is the lead developer for Give Makana and is responsible for the full-stack and API development. He was also the front-end developer on the AlohaSafe Alert app in collaboration with the Hawaiʻi State Department of Health. Besides AlohaSafe Alert, Bryce has built web applications that handle multiple users, customized products, editable data with forms, etc. Some of his other experience includes integrating

payment service providers such as Stripe and PayPal, which will be a key part of the Give Makana platform.

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 Kupa`a Foundation pays rent for up to two individuals to have space at aio Digital to work alongside software development and marketing contractors.

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.

Please see above.

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.

Kupa`a Foundation employs one staff member: the Executive Director. All contractors shall report to the Executive Director.

3. Compensation

The applicant shall provide an annual salary range paid by the applicant to the three highest paid officers, directors, or employees of the organization by position title, not employee name.

Executive Director - $89,000.00.

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.

The aio Foundation and the Kupa`a Foundation do not currently have pending litigation to disclose.

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.

NA.

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.

The grant will not be used to support or benefit a private educational institution.

4.   Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2024-25 the activity funded by the grant if the grant of this application is:

   (a)   Received by the applicant for fiscal year 2024-25, but

   (b)   Not received by the applicant thereafter.

Building custom web software is the highest expense for FY 2024-2025. The software will continue to undergo phased development and evolution in FY 2025-2026. The Give Makana platform will be a fee for service platform. Either nonprofits will pay nominal fees to register and utilize the platform and its tools or private donors, foundations, or corporate gifts will sponsor fees. This revenue model enables Give Makana to generate sustainable funding. Through partnerships and community collaboration, Kupa`a Foundation will also seek private funding to fill any funding gaps.

STATE OF HAWAII
STATE PROCUREMENT OFFICE

CERTIFICATE OF VENDOR COMPLIANCE

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

Vendor Name:	**AIO FOUNDATION**
Issue Date:	**01/17/2024**
Status:	**Compliant**

Hawaii Tax#:
New Hawaii Tax#: ███████████
FEIN/SSN#:   XX-XXX8794
UI#:   No record
DCCA FILE#:   109100

Status of Compliance for this Vendor on issue date:

Form	Department(s)	Status	
A-6	Hawaii Department of Taxation	Compliant	
8821	Internal Revenue Service	Compliant	
COGS	Hawaii Department of Commerce & Consumer Affairs	Compliant	
LIR27	Hawaii Department of Labor & Industrial Relations	Compliant	

Status Legend:

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

DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS PURSUANT TO
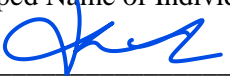## CHAPTER 42F, HAWAI'I REVISED STATUTES

The undersigned authorized representative of the applicant certifies the following:

1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawai'i Revised Statutes:
   a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant is awarded;

   b) Complies with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;

   c) Agrees not to use state funds for entertainment or lobbying activities; and

   d) Allows the state agency to which funds for the grant were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and ensuring the proper expenditure of the grant.

2) If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F-103, Hawai'i Revised Statutes:
   a) Is incorporated under the laws of the State; and

   b) Has bylaws or policies that describe the manner in which the activities or services for which a grant is awarded shall be conducted or provided; and

3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawai'i Revised Statutes:
   a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and

   b) Has a governing board whose members have no material conflict of interest and serve without compensation.

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, Hawai'i Revised Statutes, for grants used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant was awarded and disposes of the land in fee simple or by lease, the organization shall negotiate with the expending agency for a lump sum or installment repayment to the State of the amount of the grant used for the acquisition of the land.

Further, the undersigned authorized representative certifies that this statement is true and correct to the best of the applicant's knowledge.

___aio Foudnation_____

(Typed Name of Individual or Organization)

_____   1/16/24_____

(Signature)   (Date)

____Jaime Oliveira_____   Secretary_____
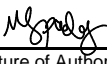
(Typed Name)   (Title)

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2024 to June 30, 2025

Applicant: Kupaa Foundation (aio Foundation as fiscal sponsor)

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	44,500	0	0	25,000
2. Payroll Taxes & Assessments	0	0	0	0
3. Fringe Benefits	8,880	0	0	0
TOTAL PERSONNEL COST	**53,380**	**0**	**0**	**25,000**
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	0	0	0	0
2. Insurance	0	0	0	0
3. Lease/Rental of Equipment	0	0	0	0
4. Lease/Rental of Space	3,600	0	0	0
5. Staff Training	0	0	0	0
6. Supplies	0	0	0	0
7. Telecommunication	0	0	0	0
8. Utilities	0	0	0	0
9. Software Development	181,020	0	0	22,788
10. Marketing & Promotion	12,000	0	0	50,000
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	**196,620**			**72,788**
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	**250,000**			**97,788**

SOURCES OF FUNDING		Budget Prepared By:
(a) Total State Funds Requested	250,000	Mea Aloha Spady 808-352-8679
(b) Total Federal Funds Requested	0	Name (Please type or print) Phone
(c) Total County Funds Requested	0	January 19, 2024
(d) Total Private/Other Funds Requested	97,788	Signature of Authorized Official Date
TOTAL BUDGET	**347,788**	Executive Director
		Name and Title (Please type or print)

Application for Grants

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2024 to June 30, 2025

Applicant: Kupaa Foundation (aio Foundation as fiscal sponsor)

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Executive Director	FTE 1.0	$89,000.00	50.00%	$ 44,500.00
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
TOTAL:				44,500.00

JUSTIFICATION/COMMENTS: The Executive Director will oversee the launch of Give Makana and will ensure its success in this startup phase. At a later date, part time and/or full-time staff will be added when there it is necessary for growth/scale and when sustainable funding is secure.

Application for Grants