

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



AUTHORIZED SIGNATURE

Leila Ng, CEO
PRINT NAME AND TITLE

01/18/2024
DATE

**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:

Amount of State Funds Requested: \$ \$70,000

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

Aloha Kitty TNR (Trap, Neuter and Return) has been actively working to reduce O`ahu's feral and free-roaming cat populations. AKTNR is requesting State Funds not only to continue this work but to aggressively increase TNR efforts island-wide. Many stakeholders will benefit from preventing feral and free-roaming cats from breeding, ultimately leading to reduction in numbers and preventing overpopulation.

Amount of Other Funds Available:

State: \$ _____

Federal: \$ _____

County: \$ _____

Private/Other: \$ 17,000

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

\$ 0

Unrestricted Assets:

\$ 17,000

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: 1003 Hala Drive

City: Honolulu State: HI Zip: 96817

Contact Person for Matters Involving this Application

Name: Leilani Ng	Title: CEO
Email: alohakittytnr@gmail.	Phone: 808-392-3881

Federal Tax ID#: <div style="background-color: black; width: 100px; height: 15px; margin-top: 5px;"></div>	State Tax ID#
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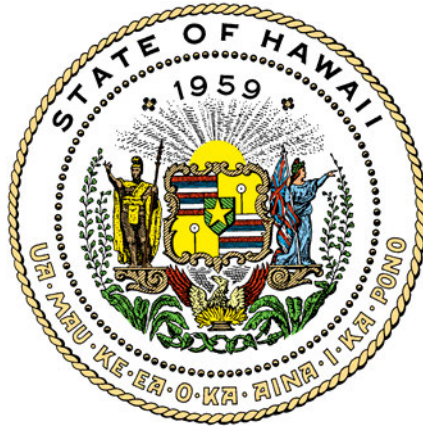
Authorized Signature

Leilani Ng

Name and Title

01/18/2024

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

ALOHA KITTY TNR

was incorporated under the laws of Hawaii on 11/17/2017 ; 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 17, 2024

Director of Commerce and Consumer Affairs

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

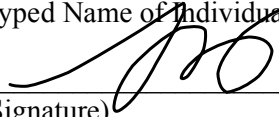
The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawai'i Revised Statutes:
 - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant is awarded;
 - b) Complies with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
 - c) Agrees not to use state funds for entertainment or lobbying activities; and
 - d) Allows the state agency to which funds for the grant were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and ensuring the proper expenditure of the grant.
- 2) If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F-103, Hawai'i Revised Statutes:
 - a) Is incorporated under the laws of the State; and
 - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant is awarded shall be conducted or provided; 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.

Aloha Kitty TNR
(Typed Name of Individual or Organization)


(Signature) 01/18/2024
(Date)

Leilani Ng CEO
(Typed Name) (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. 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.

Certificate of Good Standing - ATTACHED

2. Declaration Statement

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

Declaration Statement - ATTACHED

3. Public Purpose

The applicant shall specify whether the grant will be used for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes.

If awarded State Grant-in-Aid funds, Aloha Kitty TNR (AKTNR) certifies that the funds will be used for public purposes, as described below in I., Background and Summary, 3. The Public Purpose and Need to be Served. AKTNR (Trap, Neuter and Return) provides a vital community service by humanely reducing the number of feral and free-roaming cats born on O`ahu. TNR is a mechanism to address and manage these cat populations (colonies) that mitigates public health concerns and protects our natural resources. All feral and free-roaming cats that are sterilized through AKTNR are also vaccinated and microchipped. Healthy, non-reproducing cats pose less danger and disease risks to people and other animals. TNR is recognized for its positive impact on both the welfare of the cats and the community and contributes to a more humane and balanced approach to managing feral and free-roaming cat populations.

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;

Aloha Kitty TNR, a 501(c)(3) organization, was founded in 2017 by Leilani Ng with the mission of helping to keep O`ahu's feral and free-roaming cat populations under control. What began as trapping a few cats in her own neighborhood, evolved into an island-wide quest to curb the growth of feral and free-roaming cat populations. AKTNR has successfully TNR'd approximately 1,920 cats in 2022 and 845 cats in 2023 from areas all around O`ahu. AKTNR also routinely provides transport for hundreds of cats trapped by community partners in Waianae, Waimanalo, Hawaii Kai and Ewa Beach, to name a few areas. AKTNR has provided veterinary and convalescence care for roughly a hundred sick or injured cats. Most of these cats recovered successfully and were returned to their colonies. AKTNR has fostered and adopted over 200 kittens, with roughly 68 kittens in 2023, alone. Every animal cared for by AKTNR is sterilized, vaccinated and microchipped before being returned or adopted.

According to research, two unsterilized cats and their offspring can result in approximately 100–5,000 offspring in seven years (National Feline Research Council). National surveys regarding the management of stray and feral cat populations indicate that the majority of responses were in favor of humane, non-lethal options, such as TNR (Levy *et al.*, 2003). These findings likely reflect “compassion” for stray animals, as results of another survey found that more than one in ten households feed stray cats, at least occasionally (Tennet and Downs, 2008). Many of us have witnessed feral and free-roaming cats being fed in most neighborhoods on O`ahu, evidence that many of our community members have “compassion” for stray animals. Sterilization is vital to compassionately and responsibly manage feral and free-roaming cat populations to prevent overpopulation.

2. The goals and objectives related to the request;

Goal 1: Create, participate and collaborate in community/outreach events to educate and inform community members about TNR.

Objective 1: Establish strong and lasting collaborations with other animal welfare groups and Veterinarians to have access to more spay and neuter services. Securing regular, reasonable spay and neuter services from other Veterinarians and/or animal welfare groups will increase the number of cats that can be sterilized each week.

Objective 2: Recruit and train volunteers to conduct TNR in more neighborhoods and communities across the island.

Objective 3: Increase public engagement through educational and informational workshops regarding responsible pet ownership and TNR in the community.

Community members are encouraged to take an active role in the welfare and sterilization of feral and free-roaming cats in their neighborhoods.

Goal 2: Survey and monitor feral and free-roaming cat colonies around O`ahu.

Objective 1: Gather more accurate data and information on the number of feral and free-roaming cats on our island for the purpose of assessing the effectiveness of TNR and best management practices. To date, no real data exists on the numbers of these cats on O`ahu.

Objective 2: Utilize data collection to assess TNR as a sustainable, humane approach. Data can lead to implementing the best practices to provide a sustainable, long-term solution to managing feral and free-roaming cat populations.

3. The public purpose and need to be served;

The feral cat issue in Hawaii is not a new concern, but it is complex and requires a comprehensive and collaborative approach involving government agencies, conservation organizations, animal welfare groups, and the local community. TNR is a viable solution for many reasons, but most importantly because it addresses the root cause of overpopulation. TNR controls and stabilizes the population of feral and free-roaming cats by preventing unchecked breeding. TNR studies have shown decreases in cat population numbers, anywhere from 30-78% (Miller et al., 2014; Nutter, F.B., 2005; Spehar and Wolf, 2018) over a period of several years.

The number of cats TNR'd this past year by AKTNR reflects the limitations all TNR groups on O`ahu are facing. There has been a decrease in spay and neuter services provided by the Hawaiian Humane Society, a shortage of local Veterinarians available for surgeries and a lack of support from local, private Veterinarians. By bolstering support, education, advocacy and awareness for humane and responsible management of feral and free-roaming cat populations, we aim to expand resources available for TNR. Knowledge is the key to change, educating and empowering individuals and communities to work together in contributing to reducing the numbers of feral and free-roaming cats will amplify the impact of TNR, and build strong alliances that sustain successful outcomes.

AKTNR has been overwhelmed by many requests from O`ahu businesses and residents for assistance with TNR of feral and free-roaming cats in their vicinities. The need for TNR on O`ahu is enormous.

Residents of O`ahu, government leaders and natural resource advocates all have a stake in addressing our feral and free-roaming cat populations. Sterilized and vaccinated cats reduce disease transmission risks and display less nuisance behavior associated with mating/breeding. Controlling, and ultimately, decreasing

the numbers of feral and free-roaming cats on O`ahu will additionally preserve our endemic species and lessen biodiversity loss.

4. Describe the target population to be served; and

AKTNR serves all communities and neighborhoods of O`ahu. Growing our volunteer base and Veterinarian support will enable AKTNR to impact more communities and control more cat populations. All residents of O`ahu will benefit from decreasing the number of feral and free-roaming cats.

5. Describe the geographic coverage.

All of O`ahu, as described above.

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;

AKTNR is dedicated to reducing the number of feral and stray cats on O`ahu, and with State Grant-in-Aid funds TNR activities will be expanded into more neighborhoods leading to a faster stabilization of cat population numbers. Once these populations are stabilized and uncontrolled breeding is ceased, research has shown that the population numbers will decrease. By effectively training more TNR volunteers, providing the necessary tools (traps, techniques and sterilization) and securing more Veterinarian commitment the number of feral and free-roaming cats on O`ahu will decrease significantly in the next few years.

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

AKTNR works year-round doing TNR, however as described above, aggressively expanding TNR activities and capabilities now and during fiscal year 2024 will lead to a significant decrease in the number of feral and free-roaming cats in the next few years. The timeline for meeting all goals and objectives is one year from when funds are received.

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

Aloha Kitty TNR has regular Board meetings and will submit progress reports of grant-funded activities at each meeting. Any changes in strategies or updated objectives will be reviewed by the Board. AKTNR will utilize its website to communicate with community members regarding TNR activities in specific

neighborhoods. Data will be collected to track progress, effectiveness and outcomes, particularly for Geographic Information System (GIS) mapping. GIS data will be a crucial tool in evaluating O`ahu's cat populations and TNR strategies.

4. List the measure(s) of effectiveness that will be reported to the State agency through which grant funds are appropriated (the expending agency). The measure(s) will provide a standard and objective way for the State to assess the program's achievement or accomplishment. Please note that if the level of appropriation differs from the amount included in this application that the measure(s) of effectiveness will need to be updated and transmitted to the expending agency.

The number of cats successfully TNR'd each week and related metrics will be used to measure efficacy. As stated in this grant's goals, more private Veterinarian support will allow for more sterilizations per week, leading to faster population stabilization. These metrics and the progress of other grant funded activities will be provided to the State on a quarterly basis.

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 2025.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$17,500	\$17,500	\$17,500	\$17,500	\$70,000

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

AKTNR receives contributions from private donors and will actively seek funding from other grant opportunities.

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.

Not applicable

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.

Not applicable

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2023.

As of Dec. 31, 2023, the balance of unrestricted funds is \$17,000.

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 founder and CEO of AKTNR, Leilani Ng, has over a decade of experience in cat TNR. She has trained volunteers that collectively have over 12 years of experience and constant collaborations with other TNR groups, many of which have decades of TNR experience. AKTNR volunteers have diverse skill sets all contributing to successful TNR, appropriate medical care and fostering of feral and stray cats and kittens. AKTNR has developed solid working relationships with the Hawaiian Humane Society (Free-Roaming Cat Program), Petco Charities (adoption events) and Greater Good Charities (Good Fix Program).

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.

AKTNR is fortunate to have a network of foster home volunteers for temporary care fostering of feral and free-roaming cats and kittens. We currently have a medical foster home with four isolated kennels for recovery and rehabilitation. Funds from this grant will allow more training initiatives to increase our foster care capacity.

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.

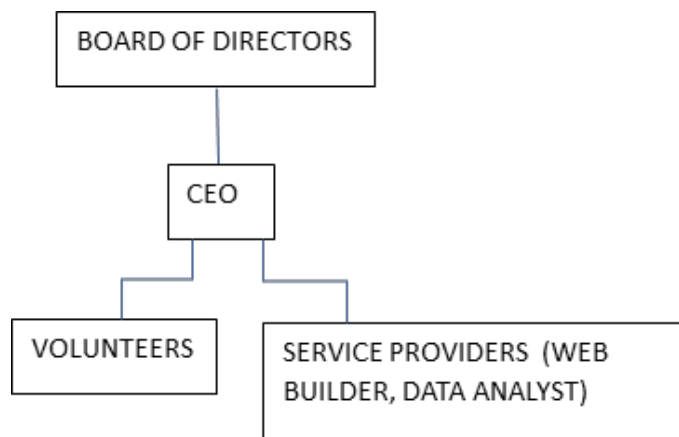
AKTNR has a dedicated team of volunteers with many years of animal experience and feral and free-roaming cat TNR experience. The Founder and CEO, Leilani Ng, has been involved with cat TNR for over a decade and has TNR'd roughly 8,000 cats since she began. Her knowledge and training of volunteers guides the organization's success.

The CEO is responsible for the critical functions of the program. This position trains and coordinates volunteers, schedules and completes all required documentation for sterilization surgeries, maintains database of microchip numbers and cat information (age, sex, location), schedules locations for TNR and communicates with collaborators.

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.

ALOHA KITTY TNR 2023 STRUCTURE



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.

CEO \$15,000

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.

Not applicable

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.

Not applicable

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.

Not applicable

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.

Should Grant-in-Aid funding be received for 2024-25 AKTNR can begin to aggressively stabilize the number of feral and free-roaming cats on O`ahu. This funding will be directly used to increase TNR capability and foster long-term solutions for colony management. With Grant-in-Aid funds AKTNR can expand our collaborative network to actively prevent overpopulation of feral and free-roaming cats.

AKTNR continuously fundraises and currently relies heavily on private donations, but this grant will allow the pursuit of different avenues of support. If

AKTNR does not receive additional funds after fiscal year 2024 we anticipate that successful TNR results (i.e., larger number of TNR'd cats) within the one-year period will sustain our aggressive TNR activities into subsequent years. Without additional funding, however, the business strategy of AKTNR may need to change to a fee-for-service model.

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2024 to June 30, 2025

Applicant: ___Aloha Kitty TNR

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
CEO	0.2 FTE	\$75,000.00	20.00%	\$ 15,000.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				15,000.00
JUSTIFICATION/COMMENTS: The duties and responsibilities of this position is vital to program operations.				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2024 to June 30, 2025

Applicant: ____ Aloha Kitty TNR

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Tru Catch 30LTD small animal traps	80.00	\$91.99	\$ 7,359.20	8000
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:	80		\$ 7,359.20	8,000
JUSTIFICATION/COMMENTS: Traps are required to meet grant goals. Budgeted cost estimates shipping costs to Hawaii.				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
Pre-owned mini-van	1.00	\$10,000.00	\$ 10,000.00	10000
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:	1		\$ 10,000.00	10,000
JUSTIFICATION/COMMENTS: Mini-van is essential to program success. Transport of trapped cats is required for sterilization.				

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2024 to June 30, 2025

Applicant: _____

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: 2022-2023	FY: 2023-2024	FY:2024-2025	FY:2024-2025	FY:2025-2026	FY:2026-2027
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS: <p style="text-align: center; font-size: 1.2em;">NOT APPLICABLE</p>						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: _____

Contracts Total: -

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	Not Applicable				
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