

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

Type of Grant Request:

Operating                       Capital

Legal Name of Requesting Organization or Individual: HALEIWA MAIN STREET      Dba: NORTH SHORE CHAMBER OF COMMERCE

Amount of State Funds Requested: \$ **\$60,000.00**

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

Request for operating funds to operate Visitor and Business Center in Haleiwa, Hawai'i that provides valuable cultural, environmental, and public safety information to tourists and visitors of the north shore area. The Visitor and Business Center promotes economic development of the north shore area by providing referrals to local businesses and convenient access to basic services that small businesses often need, such as copies, fax, laminating, and common business forms.

Amount of Other Funds Available:

State: \$ 0  
Federal: \$ 0  
County: \$ 0  
Private/Other: \$ 0

Total amount of State Grants Received in the Past 5

Fiscal Years: \$ 0  
Unrestricted Assets: \$ \$35,912.91

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:

66-434B Kamehameha Hwy  
City: Haleiwa                      State: HI                      Zip: 96791

Contact Person for Matters Involving this Application

Name: Michael C. Biechler	Title: Chair/President
Email: president@gonorthshore.org	Phone: 808-637-4558

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



Authorized Signature

Michael C. Biechler, Chair/President

Name and Title

1/19/2024

Date Signed



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:** HALEIWA MAIN STREET

**DBA/Trade Name:** North Shore Chamber of Commerce

**Issue Date:** 01/19/2024

**Status:** **Compliant**

Hawaii Tax#: [REDACTED]

New Hawaii Tax#:

FEIN/SSN#: XX-XXX5444

UI#: XXXXXX2630

DCCA FILE#: 59507

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	Exempt
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

## 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 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.

See 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.

Haleiwa Main Street dba North Shore Chamber of Commerce will use the GIA grant for a public purpose pursuant to Section 42F-102, Hawai'i Revised Statutes.

### **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;

Haleiwa Main Street dba North Shore Chamber of Commerce is a 501(c)3 non-profit organization working full time to make the North Shore a better place to live, work, and play. The NSCC is governed by its Board of Directors in compliance with its by-laws, and conducts its meeting according to Robert's Rules of Order. Day-to-day activities are managed by the President and Governance Committee in partnership with paid staff, that typically includes an Executive Director and Administrative Assistant/Visitor and Business Services Center Receptionist. The current Board of Directors members are:

Mike Biechler, Chair/President - North Shore Law Offices  
Carol Philips, Vice-President - North Shore Surf Girls  
Marcia Murphy, Treasurer - Pacific One Mortgage  
Mike Sweetman, Recording Secretary - Law Offices of Einwechter & Hyatt  
Mary Wood, Director - Community Member  
Bill Martin, Director - Island X Hawaii  
T.J. Cuaresma, Director - Tita Ei Nei Productions  
Lamont Brown, Director - Maya's Tapas and Wine  
Nicolas Vargas Calvo, Director - World Class Notary  
Thomas Naylor, Director - Ke Nui Kitchen  
Erica Lehmkuhl, Director - Seaside Realty  
Dave Fuga, Director - KT Protection Systems / Manu O Ke Kai Canoe Club

NSCC's membership is open to individuals, businesses, and organizations that support the mission of the organization. NSCC has approximately 150 members, including over 100 local businesses ranging in size from sole proprietorships to over 500-plus employees.

The NSCC was started in January 1985 by a group of local business people, spearheaded by Charline Terukina. The Haleiwa-Waialua Business and Professional Association, as it was called at that time, had a broad mission "to enhance the betterment of the North Shore...." In 1988 the name changed again to North Shore Business Association, then a year later to the Haleiwa Main Street Business Association to implement the main street program. NSCC and its member businesses were instrumental in the creation and passage of Haleiwa's designation as a Special Design District on May 1, 1984, which was intended to perpetuate and enhance the rural character of the existing community by protecting the historic buildings and ensuring that all new development in Haleiwa be compatible with the plantation design and architecture of the historic buildings. The creation of the Haleiwa Main Street Program in 1989 was closely linked with the Special Design District and made it possible for the organization to be eligible for funding through the State Historic Preservation Dept. which administered and funded the Main Street Program.

In August of 1990, the name was changed simply to Haleiwa Main Street. Funding for the Main Street Program lapsed in 1995 and the organization then continued on as an all-volunteer effort until 2004. During this period, Joe Lazar of Haleiwa Joe's was president for six years dedicating countless hours to the management of the organization, which was later continued by Antya Miller, Kalani Fronda, and many other volunteers. In 2002, Haleiwa Main Street began doing business under the name North Shore Chamber of Commerce and adopted its current mission statement. Our mission is to promote, maintain, and encourage the historic, cultural, civic, and economic welfare of the North Shore community through research, education, advocacy, and related activities.

In 2010, NSCC opened its Visitor and Business Services Center located in the historic Mutual Telephone Exchange Building, which now serves approximately 5,000 guests annually, predominantly in the areas of tourist information, education, and encouraging responsible tourism, business printing and office services, and business referrals.

In addition to our historic preservation work, NSCC has a track record of successful promotion of highly regarded, responsible, authentic tourism experiences in our region and facilitating projects that benefit both the North Shore community and an estimated 4 million tourists who visit O'ahu's north shore region annually by providing year-round opportunities for residents and businesses to meet, network, and build long-lasting relationships. A sample of a few of these successes include:

- Secured \$2.8 M in City and County funding for the Haleiwa Walkways & Off-Street Parking Plan
- Secured \$1.7M toward the long-term Laniakea Traffic Solution
- Landscaped Weed Circle in partnership with the North Shore Outdoor Circle
- Landscaped the triangle coming into Haleiwa, known as Ka Iwa Garden
- Publishing and distributing 40,000+ copies each year of the North Shore Tourist Map promoting local businesses and attractions
- Published 22,000 copies of the "Did You Know?" place mat promoting local agriculture with funding from the Hawaii Dept. of Agriculture
- Secured \$600,000 USDA grant for repair and improvement of the North Shore irrigation system including the Lake Wilson outlet tunnel
- Secured \$250K in City & County of Honolulu funding toward Haleiwa Beach Park Restoration
- Hosting annual events for the community residents, visitors, and tourists, such as:
  - Memorial Day Ceremony – NSCC organizes and hosts a meaningful Memorial Day ceremony each year at the Haleiwa War Memorial to honor veterans and fallen heroes from the North Shore community. This event brings together local residents, businesses, and veterans' families in a show of support and gratitude.
  - Haleiwa 4<sup>th</sup> of July Festival – NSCC sponsors and promotes the annual 4th of July celebration in Haleiwa. This event features live music, food vendors, a classic car show, and fireworks, creating a festive atmosphere that draws an estimated crowd of 15,000+ locals and visitors each year.
  - Haleiwa Town Christmas Parade – NSCC organizes the annual Haleiwa Town Christmas Parade, a cherished north shore tradition featuring beautifully decorated floats, local businesses, school bands, and Santa Claus.
  - Christmas Tree Lighting – NSCC collaborates with the North Shore Marketplace to host a Christmas tree lighting ceremony each year. This event marks the start of the holiday season and provides a gathering place for families and friends to celebrate together.

- NSCC Christmas Community Awards Fundraiser – This fundraiser dinner features a silent auction, live music, ono food and drinks, and awards, in a beautiful setting located in Waimea Valley. The north shore community awards include, Kama’aina of the Year, Educator of the Year, Local Farm of the Year, and more.

2. The goals and objectives related to the request;

- Promote economic development in the target area from Ka’ena point to Lā’ie;
- Educate visitors and tourists regarding cultural, environmental, and public safety information.

3. The public purpose and need to be served;

The Visitor and Business Services Center, located in the historic Mutual Telephone Exchange Building, which now serves approximately 5,000 guests annually, predominantly in the areas of tourist information, education, and encouraging responsible tourism, business printing and office services, and business referrals.

The Visitor and Business Services Center serves multiple public purposes. The Visitor and Business Center is a repository for cultural and historic documents, images, and items that reflect the vibrant history of the north shore of O’ahu, particularly during the plantation era. Many of these documents, images, and items are on public display in the Visitor and Business Center lobby. The Visitor and Business Services Center also serves the important public function of providing valuable cultural, environmental, and public safety information to tourists and visitors of the north shore area. The Visitor and Business Services Center promotes economic development of the north shore area, which is a historically underserved community with no convenient access to basic services that small businesses often need, such as copies, fax, laminating, and common business forms. The Visitor and Business Services Center provides these services to businesses and members of the north shore community at-large. Additionally, the Visitor and Business Services Center promotes economic development in the area via a working relationship with the City and County of Honolulu Office of Economic Revitalization (“OER”) by providing a conference room to the OER free of charge where the OER conducts monthly small business connection events designed to connect small businesses with available resources.

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

- North Shore residents
- Small businesses located on or operating around the North Shore

- All visitors and tourists to the North Shore

5. Describe the geographic coverage.

The NSCC's service area focuses on the greater north shore of O'ahu region, from Ka'ena Point mauka to Wahiawa and around the windward coast to Lā'ie. The majority of guests seeking business services are from this greater north shore of region, which is the target population for business services. However, the visitor services target all people of O'ahu and the world.

### **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;

*Scope* - The Visitor and Business Services Center currently operates weekdays from 10am to 4pm providing information to visitors and tourists, business services to the local community, and cultural, economic, environmental, and historic education to over 5,000 people per year.

*Tasks* - The tasks involved are: opening and closing of the Visitor and Business Services Center; tracking guest residency/visitor location information, services used; providing referrals to local businesses, government, and nonprofit organizations; performing business administration services (fax, copy, etc.).

The Visitor and Business Services Center hires local employees and will complete all work according to the terms of the Grant.

*Responsibilities* – The operation of the Visitor and Business Services Center is performed by the NSCC's fulltime Administrative Assistant/Visitor and Business Services Center Receptionist. The Administrative Assistant/ Receptionist position is overseen by the Executive Director, who reports to the Governance Committee and, ultimately, the Board of Directors. They will work collectively to ensure that reporting and adjustments are made in a timely manner and that all services are for the benefit of the visitors and businesses we serve and meet the charitable goals of the NSCC.

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

The Visitor and Business Services Center currently operates weekdays from 10am to 4pm. When fully funded, the NSCC intends to expand the hours of operation until 5pm on each weekday. Based on past experience operating the Visitor and Business Center

over the past 13 years, the usage of the Visitor and Business Center is fairly consistent throughout the year, with slight variations during slower months of tourism. However, generally, the services the Visitor and Business Center provides occur in a fairly even distribution throughout the year. As such, the results and outcomes of are expected to be accomplished in equal proportion each month for the duration of the 12-month fiscal year covered by the grant, i.e. approximately 8.33% of the services will be provided in each month.

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

The NSCC monitors the quantity and types of services provided at its Visitor and Business Services Center through manual tracking of the number of individuals who enter the Visitor and Business Services Center and the services provided to each guest. For example, the Visitor and Business Services Center tracks and keeps records regarding (i) how many guests request tourist or visitor information, (ii) how many guests are seeking restrooms accommodations in the area, (iii) the number of referrals to local businesses, (iv) number of referrals to government or nonprofit sector services, and (v) the number of guests seeking fax, copy, scan, and/or lamination services. The Visitor and Business Center staff also regularly seeks feedback from guests as to what services they are looking for and how NSCC can improve its services.

The NSCC will continue to monitor in this manner for the duration of the grant period and will compile the relevant statistics for the period of the grant and compare those numbers to the preceding fiscal year to evaluate the success of the program and improve the amount and/or quality of services.

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.

- Number of people served (avg. per day)
  - Currently the Visitor and Business Services Center serves over 5,000 people per year, an average of 21 people per day.
- Amount of services provided (count per service – e.g. visitor information, fax, copy, scan, laminate)
- Referrals provided (count per type)



## 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](#))*

See itemized budget attached.

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
\$15,000	\$15,000	\$15,000	\$15,000	\$60,000

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

- *Hawai'i Tourism Authority Community Enrichment Program (pending application for \$95,000 towards development of a mobile phone application for a historic walking tour of Haleiwa)*
- *Atherton Foundation, administered by Hawai'i Community Foundation (forthcoming application for approximately \$30,000 for renovations to Visitor and Business Center)*
- *Historic Hawai'i Foundation (forthcoming application for approximately \$30,000 for renovations to Visitor and Business Center)*

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.*

NSCC has not applied for or received any state or federal funds tax credits in the past three years and does not anticipate applying for any tax credits pertaining to any capital projects.

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.*

The NSCC has not received any federal, state, or county funded government contracts, grants in aid, or grants in the prior three years and does not currently have any such funds that it will be receiving in fiscal year 2025.

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

\$35,912.91

**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.*

In additional to successfully operating the Visitor and Business Services Center for the past 13 years, we are proud to highlight the extensive organizational capacity of the NSCC in executing projects related to historic preservation, education, and community and economic development. Our track record demonstrates our commitment to preserving the north shore's unique cultural heritage while fostering educational and economic initiatives that engage the community. Over the years, we have successfully managed multiple grants and projects, establishing a proven history of effective implementation and impactful outcomes.

1. Historic Preservation Successes:

- a) Preservation Advocacy: The NSCC played a pivotal role in the creation of the Haleiwa Special Design District. Through our advocacy efforts, we ensured the implementation of regulations that protect Haleiwa's distinctive architecture, preserving its historic charm and country town feel.
- b) Community Engagement: We have a standing Historic Preservation Committee made up of members of the community and have organized numerous community events, blessings, and dedications to raise awareness about the existence and importance of Haleiwa's historic structures and places. These initiatives have encouraged active community participation, fostering a sense of pride and ownership among residents regarding Haleiwa's heritage.
- c) Awarded the Historic Hawaii Foundation's Preservation Award for our work saving and restoring the Haleiwa Mutual Telephone Company

Building, which now serves as our office and the NSCC Visitor and Business Services Center.

- d) Historic Plaque Project: NSCC placed educational plaques on 19 selected historical structures in the Haleiwa Special Design District that best exemplify the historic architecture of Haleiwa.

2. Educational Initiatives:

- a) Local Partnerships: We have established strong partnerships with local non-profit organizations such as Kamehameha Schools, Hi'ipaka LLC (OHA run LLC responsible for management of Waimea Valley), Waialua Haleiwa Historical Society, as well as local schools, and numerous City and County of Honolulu offices and departments. The NSCC has received consistently positive feedback from these partners regarding its civic, historical, cultural and economic initiatives.
- b) Historical Tours and Workshops: The NSCC has organized historical tours led by local historians and experts, providing valuable insights into Haleiwa's past. These educational activities have been well-received by residents and tourists, enhancing their understanding of our town's heritage.

3. Grant Management:

- a) Proven Grant Management: We have a proven track record in managing grants related to historic preservation, emergency preparedness, coastal resiliency planning, and economic development. NSCC has managed grants for its past historic preservation programs from HTA, Historic Hawai'i Foundation, the Atherton Foundation, City and County of Honolulu, the Hawai'i Community Foundation, the Hawai'i Department of Defense, and many others. Our team is experienced in grant applications, fund utilization, reporting, and ensuring compliance with grant requirements.
- b) Transparent Reporting: We are committed to transparency and accountability. Our organization meets all record keeping best practices and provides detailed and timely reports to grantors, demonstrating the effective use of funds and the impact achieved.

The NSCC's organizational history and expertise in managing grants exemplifies our dedication to fiscal responsibility, recordkeeping, and reporting the use of grant funds for our many initiatives and programs. With our demonstrated capabilities, the NSCC is well-equipped to execute the proposed project to create a Guided Tour Phone App for Historical Haleiwa Town. We are confident that our experience, commitment, and passion for preserving our town's heritage will ensure the successful implementation of this innovative and impactful initiative.

## 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 North Shore Chamber of Commerce's Visitor and Business Center occupies a circa 1930 plantation era structure that was originally used as the Mutual Telephone Company building in Haleiwa. The Visitor and Business Center is located at 66-434B Kamehameha Hwy., Haleiwa, HI, 96712, on a portion of the Waialua Community Association's property, which the NSCC occupies pursuant to a 30-year lease ending 2038. The Visitor and Business Center facility contains a lobby used for greeting and providing information to tourists/visitors and performing business services for the community, a conference room that can be rented by the community, a staff office, and a restroom for members of the public. The building also houses the NSCC's substantial archive of historical documents, objects, and art from the north shore region. The Visitor and Business Center provides wheelchair access and a parking lot with designated handicapped and bus stalls.

## **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.*

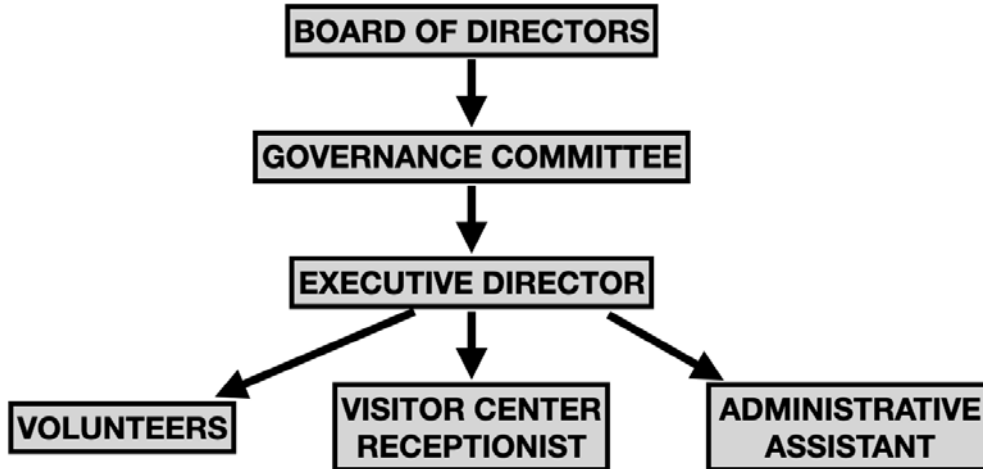
Currently the position of Executive Director is vacant. The NSCC is conducting its search for its next Executive Director and has received resumes from multiple qualified candidates. The NSCC Board of Directors anticipates conducting interviews for the vacant position within the next three to five weeks. The next Executive Director will possess, at minimum:

- Strong knowledge of the culture and values of the Northshore community.
- Proven experience in nonprofit management, including successful grant writing and securing funding.
- Proficiency in financial management, budgeting, and reporting.
- Familiarity with community engagement, business development, and advocacy efforts.

The NSCC also employs an Administrative Assistant/Visitor and Business Services Center Receptionist who is proficient in computer and business services, has a strong knowledge of the culture and values of the North Shore community, and is trained in performing the daily tasks of operating the Visitor and Business Services Center.

### **2. Organization Chart**

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



**3. Compensation**

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

- |   |          |
|---|----------|
| 1. Executive Director (currently vacant)                    | \$55,000 |
| 2. Administrative Assistant/<br>Visitor Center Receptionist | \$40,000 |

**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.*

The Chamber has been successfully operating the its Visitor and Business Services Center since 2010 using membership dues, various fundraising events, and donations. However, the use of the NSCC's scare resources for the operation of the Visitor and Business Center limits the NSCC's ability to use those funds for its other charitable goals and purposes. In the event the GIA grant is received for fiscal year 2024-25 but is not received in subsequent years, the NSCC will do everything within its resources to maintain the operations of the Visitor and Business Services Center.

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

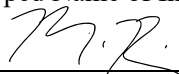
The undersigned authorized representative of the applicant certifies the following:

- 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.

Haleiwa Main Street dba North Shore Chamber of Commerce  
(Typed Name of Individual or Organization)

 1/19/24  
(Signature) (Date)

Michael C. Biechler Chair/President  
(Typed Name) (Title)

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2024 to June 30, 2025

HALEIWA MAIN STREET dba NORTH SHORE  
App CHAMBER OF COMMERCE

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	40,000	0	0	0
2. Payroll Taxes & Assessments	6,000	0	0	0
3. Fringe Benefits	5,000	0	0	0
<b>TOTAL PERSONNEL COST</b>	<b>51,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>B. OTHER CURRENT EXPENSES</b>	0	0	0	0
1. Airfare, Inter-Island				
2. Insurance	1,200	0	0	0
3. Lease/Rental of Equipment	0	0	0	0
4. Lease/Rental of Space	0	0	0	0
5. Staff Training	0	0	0	0
6. Supplies	820	0	0	0
7. Telecommunication	0	0	0	0
8. Utilities	3,860	0	0	0
9. Lease Rent	3,120	0	0	0
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>9,000</b>			
<b>C. EQUIPMENT PURCHASES</b>				
<b>D. MOTOR VEHICLE PURCHASES</b>				
<b>E. CAPITAL</b>				
<b>TOTAL (A+B+C+D+E)</b>	<b>60,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	60,000	MICHAEL C. BIECHLER (808) 892-1111		
(b) Total Federal Funds Requested	0	Name (Please type or print) Phone		
(c) Total County Funds Requested	0	1/19/24		
(d) Total Private/Other Funds Requested	0	Signature of Authorized Official Date		
<b>TOTAL BUDGET</b>	<b>60,000</b>	MICHAEL C. BIECHLE Chair/President Name and Title (Please type or print)		





## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2024 to June 30, 2025

Applicant: HALEIWA MAIN STREET dba NORTH SHORE CHAMBER OF COMMERCE

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
<b>NOT APPLICABLE</b>			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:			\$ -	
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
<b>NOT APPLICABLE</b>			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:			\$ -	
JUSTIFICATION/COMMENTS:				

## BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2024 to June 30, 2025

Applicant: HALEIWA MAIN STREET dba  
 NORTH SHORE CHAMBER OF COMMERCE

**NOT APPLICABLE**

### 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						
<b>TOTAL:</b>						

JUSTIFICATION/COMMENTS:

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

HALEIWA MAIN STREET dba NORTH SHORE  
 Apr CHAMBER OF COMMERCE

Contracts Total: \$0.00

CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1 Not Applicable				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				
24				
25				

## 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



Michael C. Biechler - Chair/President

1/19/24

AUTHORIZED SIGNATURE

PRINT NAME AND TITLE

DATE