

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

Angela M. Britten
Chief of Operations & Philanthropy
PRINT NAME AND TITLE

1/18/2024
DATE



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: Hawaiian Islands Land Trust

DBA/Trade Name: Hawaii Land Trust

Issue Date: 01/05/2024

Status: Compliant

Hawaii Tax#: [REDACTED]

New Hawaii Tax#:

FEIN/SSN#: XX-XXX3223

UI#: No record

DCCA FILE#: 121112

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

**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, 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.

Hawaiian Islands Land Trust (dba Hawaii Land Trust)
(Typed Name of Individual or Organization)

Angela M. Britten
(Signature)
Angela M. Britten
Angela M. Britten
(Typed Name)

1/18/2024
(Date)
Chief Operations & Philanthropy Officer
(Title)



January 5, 2024

PUBLIC PURPOSE STATEMENT OF APPLICANTS FOR GRANTS PURSUANT
TO CHAPTER 42F-102, HAWAII REVISED STATUTES

The undersigned authorized representative of the applicant certifies that the requested grant shall be used for public purpose pursuant to Section 42F-102, Hawaii Revised Statutes, and that within this grant request the State shall find:

- 1) the name of the requesting organization or individual;
- 2) the public purpose for the grant;
- 3) the services to be supported by the grant;
- 4) the target group; and
- 5) the cost of the grant and the budget.

Angela M Britten
Angela M. Britten

Angela M. Britten, CFRE

Hawaiian Islands Land Trust (dba Hawaii Land Trust, abbreviated HILT)
Chief Operations & Philanthropy Officer

January 5, 2024
~~January 8, 2023~~

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

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

3. Public Purpose
The applicant shall specify whether the grant will be used for a public purpose pursuant to [Section 42F-102, Hawaii Revised Statutes](#).
SEE ATTACHED

II. Background and Summary

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;

Hawaiian Islands Land Trust (dba Hawaii Land Trust, abbreviated HILT) is a 501c3 nonprofit organization. We are the state of Hawaii's only local, statewide land trust, and the first to be nationally accredited by the Land Trust Accreditation Commission. HILT was established in 2011 through the merger of four separate island land trusts on Hawaii Island, Kauai, Maui, and Oahu.

HILT's mission is to protect and steward the lands that sustain Hawaii and to perpetuate Hawaiian values by connecting people to aina. In pursuit of our mission, we have protected 22,553 acres across Hawaii, through 8 public preserves owned and stewarded by HILT, 52 conservation easements protecting agricultural, ecological, and cultural resources on private lands, and 5 facilitated conservation transactions. We protect lands that are integral to Hawaii's wellbeing and character, upholding our kuleana to these lands, and the communities they are in, through thoughtful stewardship that deepens community connection to, and builds reciprocal relationships with, aina.

The abundant ocean waters and fertile lands of Hawaii have nurtured and sustained its people for generations and have capacity to do so in perpetuity. Modernization and urbanization are fragmenting and transforming Hawaii's historic landscapes, environment, and character. A sharp rise in digital device use keeps kids and adults indoors, impacting health. As a result, many in Hawaii are disconnected from land, and therefore do not care for land or practice Hawaiian values and culture, which is based on the understanding that humans and the land exist in a reciprocal relationship.

Hawaii's identity, values, culture, and economy is based in the health of the land. Losing Hawaii's coastlines, fertile agricultural lands, and historic landscapes to overdevelopment will inextricably alter Hawaii, sacrificing the very core of what makes Hawaii so special.

We work in three programmatic areas: Protect, Steward, and Connect. We permanently protect land using conservation easements and conservation purchases. New landowners and new government policies cannot change that protection. We prioritize the protection of coastlines, wahi kupuna, and lands that grow healthy food for Hawaii's people, and partner to conserve mauka forests and ranches. Our 8 public preserves on Hawaii Island, Kauai, Maui and Oahu welcome thousands of residents, visitors, and students every year to learn about, enjoy, and help care for these lands, creating generational commitments and a shared value system around land stewardship.

The places that HILT protects and stewards provide the very essence and foundation for our quality of life in Hawaii. The land is a lasting link to the past and our living legacy for the future. We preserve and keep open to the public coastlines, native ecosystems, and cultural landscapes. We safeguard local farms and ranches that feed Hawai'i. We utilize both groundbreaking science and traditional wisdom to restore disturbed landscapes, reviving native species and the land's ancient functions and stories.

Voluntary land protection provides the landowner, and community surrounding and connected to a property, with a win-win method to preserve areas that are integral to Hawaii's health. Protecting and restoring wahi kupuna creates sanctuaries for Hawaii's native plants and animals, many of which are found nowhere else in the world, preserves and often revives the function of ancient cultural sites, and increases Hawaii's resilience to the effects of climate change. Protecting beloved coastlines safeguards the marine environment offshore, and provides places for Hawaii's people to swim, surf, picnic, and play. Protecting farms and ranches ensures Hawaii's ability to feed ourselves. Throughout our work, we engage communities and offer multiple ways to care for and connect to places of deep significance throughout the islands. When we get our hands dirty caring for a place, we grow to know and love that place. Malama aina grows aloha aina. Through HILT's work, we perpetuate Hawaiian values where people care for the land and it cares for us.

2. The goals and objectives related to the request;

HILT is respectfully requesting \$200,000 to support the adaptive reuse restoration of the historic beach cottage at Waihee Refuge, transforming it into a Cultural Education Center, enhancing HILT's aina-based education programs serving more than 3,000 Maui students annually.

HILT took ownership of the 277-acre Waihee Coastal Dunes and Wetlands Refuge (Waihee Refuge) on Maui, Senate District 5; House District 14 in 2004. Once populated with two ancient Hawaiian villages, an inland fishpond and several heiau, Waihee Refuge is among the most significant cultural sites in the state and is one of the earliest sites of human occupation known in the Hawaiian Islands, dating back approximately 1,000 years. Waihee Refuge boasts 93 state-listed archaeological sites.

The Refuge spans almost the entire makai section of the Waihee ahupuaa and features 105 acres of the last unmodified sand dunes on Maui, coastal wetlands, marine shoreline, near-shore reef systems, and riparian habitat. The Waihee shoreline is a favorite retreat for endangered Hawaiian monk seals and nesting green sea turtles. Offshore, the extensive coral reef is one of the largest remaining fringing reefs on Maui. HILT's active restoration and educational outreach programs have enhanced critical native wildlife habitat at Waihee Refuge, while preserving the area's rich cultural resources.

Built into the landscape of Waihee Refuge is a historic beach cottage we believe to have been designed by renowned Hawai'i architect Charles W. Dickey and built in 1937. The three-bedroom, two-bathroom house was originally home to the Plantation Manager of the Wailuku Sugar Company, which operated its Waihee Dairy on the site from 1919-1970.

The beach cottage at Waihe'e Refuge has endured 85 years of coastal weather damage, leaving it unsuitable for use by HILT staff and visitors. The structure is currently utilized as a storage space.

The goal of the project is to breathe new life into the historic beach cottage as a Cultural Education Center. Adaptive reuse restoration is the process of adapting a heritage building for new uses, while retaining its historic features. The project will transform the historic home into a valuable cultural, environmental, and educational public resource for over 15,000 children, scientists, residents, and visitors to Waihee Refuge annually. It will be a space where conservation, culture, history, and science can be experienced, not just taught.

The Center will feature a classroom where more than 3,000 pre-K through post-secondary students can participate in aina-based education activities such as: learning about the area's history, geology, and biology; as well as about land conservation techniques, ancient land management practices, and climate science. Mea kupuna (ancestral items) found at Waihee Refuge, maps, historic photographs, and other educational materials will also be on display. Access to cultural educational materials will add depth and flexibility to HILT's programming. Culture-based education programs

are proven to positively impact children's socio-emotional wellbeing, school motivation, and foster greater cultural affiliation and civic engagement.

The Center will also include office space, a private bedroom and bathroom for visiting scientists, artists, and neighbor-island HILT staff, and a public restroom for visitors to the site. The project will also ensure a secure location to continue storing iwi kupuna until they can be reinterred following the proper cultural protocols.

3. The public purpose and need to be served;

The Cultural Education Center will enhance HILT's aina-based educational programming at Waihee Refuge for more than 3,000 Maui students in grades pre-K thru post-secondary and tens of thousands of residents and visitors who visit the refuge annually.

Waihee Coastal Dunes & Wetlands Refuge is one of HILT's eight community preserves which provide space for recreation and cultural practice to nearly 30,000 residents and visitors each year. Our aina-based education programs engage more than 5,000 students in grades K thru post-secondary each year. In 2021 HILT secured MOUs with Waihee Elementary School on Maui and Hauula Elementary School on Oahu to use its Waihee Refuge and Maunawila Heiau as satellite campuses. The students and teachers will engage throughout the school year in aina-based activities that enhance their classroom lessons. We offer a variety of opportunities for the public to connect with the land including Talk Story on the Land, a free, guided hiking series at HILT preserves on Hawaii Island, Kauai, Maui, and Oahu that serves more than 1,000 residents and visitors as well as at least 72 community volunteer days, serving over 1,500 residents, visitors, and families who learn about the area's ecology and history while providing much-needed stewardship work.

HILT maintains its community preserves for the benefit of the community. We know that natural open spaces are vital to a community's wellbeing and prosperity. These open spaces, with restored habitats and resilient coastlines also provide neighboring communities with increased protection from wave inundation, flooding, reef degradation, and erosion.

4. Describe the target population to be served; and

The students that participate in HILT's aina-based education program come from across the island – over 90% of Maui's students are within a 30-minute bus ride of Waihee Refuge. According to the Hawaii State Dept of Education, there are more than 19,500 students enrolled in public school on Maui for the 24/25 school year. 90% of that is 17,500. While we couldn't accommodate every student at Waihee within a single year, we do endeavor to reach more than 3,500 in 2024 and grow the program conservatively over the next 5 years.

According to the 2022 census, Maui's resident population is estimated at just over 165,300 people. The Hawaii Tourism Authority estimates that Maui sees about 3 million tourists each year. Approximately 15,000 residents and visitors to the islands visit

Waihee Refuge. Most walk along the 2.5 mile coastal trail, many participate in volunteer opportunities, guided hikes with HILT staff, or fish, surf, and camp. Each person who visits the refuge regardless of how or why they are there will benefit from the new Education Center through a broadened understanding of Waihee and it's special attributes and a deeper appreciation for Hawaii's aina and culture.

5. Describe the geographic coverage.

Waihee Coastal Dunes & Wetlands Refuge encompasses 277 acres on Maui's northern shore, just 10 minutes north of historic Wailuku.

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;

HILT is working with Oahu-based firm, Architects Hawaii Limited (AHL), to complete plans for the restoration of the Cultural Education Center. AHL is a multi-disciplinary architectural firm with experience in architecture, historic architecture, planning, existing building services, interior design, and sustainable design. With 75 years of experience designing in Hawaii, many of AHL's buildings are now recognized as historically significant by the National and Hawaii Register of Historic Places.

The proposed work will follow all Secretary of Interior Standards for the Treatment of Historic Properties by replacing damaged elements of the beach cottage with like-sized materials, restoring historic elements, and ensuring that any necessary changes are compatible with the existing structure. Each of these unique adaptive reuse restoration elements have been considered and detailed in the construction cost estimates for the project budget, completed by J. Uno and Associates.

Phase 1 of the project began in February 2022. All of phase 1 actions are complete:

- A team from Architects Hawaii Ltd., Marin Chock & Carden, and Coffman Engineers surveyed the current condition of the building and identified locations for a septic tank system and an accessible restroom adjacent to the Dickey House. (Complete)
- Schematic designs of necessary repairs to existing structure, required code upgrades, and modifications required for reuse as a Cultural Education Center. (Complete)
- Schematic designs for the new restroom. (Complete)
- Schematic designs for the new septic tank system. (Complete)
- Construction cost estimation by J. Uno and Associates. (Complete)
- Artist renderings. (Complete)
- Design development schematics reviewed and approved. (Complete)
- Permitting applications complete and submitted. (Complete)

Phase 2 of the project will begin in August 2023 and continue till the entire project has been completed we estimate by March 2025.

- Construction blueprints by October 2023. (Complete)
- Archeological Monitoring Plan finalized. (Underway)
- Obtaining the appropriate permitting including a Maui County Special Management Area permit and State Historic Preservation Division review; County of Maui building, grading, plumbing electrical permits; Hawaii DLNR Office of Conservation and Coastal Lands permit waiver; and a Hawaii Department of Health permit for a new sewer system. We expect to receive all permits by June 2024. (Underway)
- Installation of a photovoltaic (PV) system and battery beginning in June 2024. The PV and battery exemplify HILT’s commitment to environmental sustainability and will be added to an existing PV system already in place at the site. The enlarged PV system and battery will also contribute to long-term electrical cost savings for HILT.

We expect the bulk of the construction, repairs, and modifications to begin in July 2024, including:

- Retiring the old cesspool and installation of a new septic system to serve the Cultural Education Center and adjacent comfort station.
- Repairing and restoring existing windows, doors, frames, interior and exterior walls, roof, cabinetry, concrete slab, ceiling finishes, etc. at the 1,776 SF beach cottage. Damaged elements will be replaced with like-sized materials such as replacing the plywood decking of the removed lanai, roof sheathing, and double-pitched roof eaves. These critical repairs will also effectively strengthen the structure against threats such as hurricanes and other natural disasters.
- Hazardous materials mitigation, including removal of lead paint.
- Modifications required for adaptive reuse, such as installation of new hardware (door handles with locks, grab bars in restrooms, etc.) and an HVAC system to cool the office, classroom, and History Room spaces. An HVAC system will keep the space cool for visitors and staff and protect mea kupuna and other historic items stored at the beach cottage.
- Construction of a new 114 SF comfort station (restroom)
- Building code upgrades, including electrical and plumbing upgrades in the beach cottage, as well as tying the utilities into the new adjacent restroom and PV/battery system.
- Install furnishing and learning tools (maps, timelines, display cases, digital learning tools, etc.) and install a native rain garden that highlights many of the plants and their uses that can be seen within the Refuge.

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

HILT 2023-2024 Cultural Education Center		
TIMELINE	ACTIVITIES	RESULTS OR OUTCOMES

7/1/2024 - 9/30/2024	- Retire old cesspool and install new septic	Ensure the Cultural Education Center and adjacent comfort station (restroom) will serve Waihee's visitors and not negatively impact the area or coastline
7/1/2024- 3/31/2025	<ul style="list-style-type: none"> - Repairing and restoring existing windows, doors, frames, interior and exterior walls, roof, cabinetry, concrete slab, ceiling finishes, etc. - Modifications required for adaptive reuse, such as installation of new hardware (door handles with locks, grab bars in restrooms, etc.) - Building code upgrades, including electrical and plumbing upgrades in the beach cottage, as well as tying the utilities into the new adjacent restroom and PV/battery system. 	The beach cottage, having undergone adaptive reuse restoration, serves as a Cultural Education Center and the building itself is a link to the area's history.
7/1/2024- 7/31/2024	Hazardous materials mitigation, including removal of lead paint.	The beach cottage is a safe place for students and visitors to participate in aina education
7/1/2024- 9/30/2024	Construction of a new 114 SF comfort station (restroom)	Visitors to Waihee Refuge have a restroom to use while on site. Currently all visitors must use a rented porta-potty
2/1/2025- 5/31/2025	<ul style="list-style-type: none"> - Complete finishing work - Furnish - Install educational tools (maps, timelines, display cases, digital learning tools, etc.) - Install native rain garden surrounding Cultural Education Center 	The historic beach cottage is transformed to a Cultural Education Center serving all visitors and students at Waihee

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

HILT has sought out and has hired the most qualified consultants to partner with us on this project to ensure the highest outcome is achieved. Architects Hawaii Ltd, has provided the adaptive reuse restoration assessment and plans; Thorne Abbott of Coastal Planners Hawaii, with more than 35 years of experience working on Maui is pursuing permitting; Tanya Lee Grieg of Aina Archeology has been consulted and will be hired for monitoring of the areas that will be graded for the installation of the PV

system and the new septic tank; and Colleen Medeiros has been hired as project manager. We've begun soliciting proposals for the project from Goodfellow Bros., Johnson Controls, ELCCO, and others. HILT's board also includes professionals with many years of experience working in the construction industry. All this combines to ensure the highest, best outcomes for the project.

- 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.**

HILT will provide the following measures of effectiveness to the State for assessment of the program's achievement and accomplishment:

- Copies of building plans
- Copies of building permits
- Photos of construction and restoration in progress
- Photos of construction and restoration completed

HILT welcomes visits by any staff or elected official during and after the project.

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](#))
SEE ATTACHED
 - b. Personnel salaries and wages ([Link](#))
SEE ATTACHED
 - c. Equipment and motor vehicles ([Link](#))
SEE ATTACHED
 - d. Capital project details ([Link](#))
N/A – Not a capital request
 - e. Government contracts, grants, and grants in aid ([Link](#))
SEE 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
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\$50,000	\$50,000	\$50,000	\$50,000	\$200,000
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3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2025.

HILT actively engages a wide array of funding partners to financially support the organization as it implements its comprehensive statewide land protection initiatives and other mission-critical programs and projects. HILT's team members actively participate in donor cultivation activities with the intent of establishing mutually beneficial relationships with government agencies, foundations, trusts, and individual donors. For FY2025, HILT has received or will seek the financial assistance from the following funding sources for all of its mission related activities:

PUBLIC

Department of the Interior
 Department of Land & Natural Resources DoFAW
 Hawaii Tourism Authority
 Honolulu City & County
 National Oceanic & Atmospheric Administration
 US Department of Agriculture NRCS
 US Department of Agriculture ACEP

PRIVATE:

The Atherton Family Foundation
 Cooke Foundation LTD
 The Dorrance Family Foundation
 The Freeman Foundation
 G. N. Wilcox Trust
 Hauoli Mau Loa Foundation
 Hawaii Community Foundation
 Hawaii Life Charitable Fund
 Healy Foundation
 HEI Charitable Foundation
 Fred Baldwin Memorial Fund
 Laurence H Dorcy Hawaiian Foundation
 Makana Aloha Foundation
 McInerny Foundation
 S. W. Wilcox Trust
 Saunders Family Charitable Foundation
 The Strong Foundation
 Sydney E Frank Foundation

Private Individuals and Corporate donors (HILT earns 50% of its income from individual and corporate donations)

This list includes sources from which we receive or request funding for programs and activities outside the scope of this request.

Specific to the Cultural Education Center HILT has made requests to the following:
PUBLIC

National Historic Preservation Fund (confirmed)

Maui County (confirmed)

US Department of Agriculture (pending)

(this is a \$1.5 million appropriation that requires a 50% match. The State's contribution would greatly assist in reaching that goal. If the goal isn't reached, HILT will forfeit the appropriation.)

PRIVATE

Strong Foundation (confirmed)

Historic Hawaii Foundation (confirmed)

Agilent (pending)

Clarence TC Ching Foundation (pending)

And a variety of individual donors

- 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.**

HILT has not received any state or federal tax credits within the prior three years.

- 5. The applicant shall provide a listing of all federal, state, and county government contracts, grants, and grants in aid it has been granted within the prior three years and will be receiving for fiscal year 2025 for program funding.**

SEE ATTACHED

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

As of December 31, 2023, HILT's unaudited unrestricted assets are \$12,361,736 the majority of which is comprised of our land holdings.

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.

HILT's team of highly experienced land stewards and educators collectively hold over four decades of professional experience, specializing in all facets of land conservation in Hawai'i.

HILT's President and CEO, Olu Campbell, has worked in various capacities in the public and private sectors on topics such as conservation, community empowerment, education, Native Hawaiian rights, food systems, climate change, housing and development, law, and business. Since 2018, he has served as the Community and Government Relations Manager for Kamehameha Schools, where he worked to address systemic issues through advocacy and capacity building among Native Hawaiian organizations. He previously was a Legacy Lands Specialist for the Office of Hawaiian Affairs (OHA), where he conducted community-driven land-use planning and stewardship for about 26,000 acres of culturally and ecologically significant lands. Olu earned his Juris Doctor with an Environmental Law and Native Hawaiian Law Certificate from the William S. Richardson School of Law at the University of Hawai'i at Mānoa and his bachelor's degree in biology with a Hawaiian Language Certificate from the University of Hawai'i at Mānoa. He currently serves on the Honolulu Economic Revitalization Commission and recently concluded his term as a member of the State of Hawai'i Department of Land and Natural Resources (DLNR) Forest Stewardship Committee, on which he served since 2018. He was the Co-Chair of the Hawai'i State Bar Association's Environment, Energy and Resources Section, and Second Vice President of the O'ahu Council of Hawaiian Civic Clubs.

HILT's Chief of Operations and Philanthropy, Angela Britten, CFRE, has worked with HILT for over eight years. Angela has eighteen years of experience in fundraising and is past president of the Association of Fundraising Professionals – Aloha Chapter. During her tenure at HILT, she has managed and overseen all of organization's fundraising programs including grant writing and reporting. Angela ensures that the organization's programs are results and impact oriented and that those results and impacts are reported accurately and timely to donors and stakeholders.

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.

HILT's fee-simple preserves represent each aspect of our mission and services. They are the lands that we, as a connected community, mobilized to protect, so that we may share access to these vital resources in perpetuity. They are the lands that we study, steward, and restore, developing best management practices that can be shared with land managers across the State. Finally, they represent the special places across Hawaii with which we seek to foster a connection, because we understand that people must know a place to be inspired to protect it. HILT has owned and stewarded Waihee Coastal Dunes & Wetlands Refuge, upon which the historic beach cottage stands, since 2004.

Maui

Waihee Coastal Dunes and Wetland Refuge

Size: 277 acres

Year Protected: 2004

Land Protection Strategy: Owned by HILT, Conservation Easement held by Maui County

Conservation Values: Recreation, archeological and cultural preservation, education, and habitat for native plants and animals

Land Features: Coastal wetlands, dunes, marine shoreline, near-shore reef systems and riparian habitat

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.

While HILT relies on the extensive experiences of our team of land conservation professionals to carry out the organization's mission and programs, the demand for HILT's services across our islands has outstripped our current capacity to meet them. HILT operates with fourteen (14) dedicated full-time employees, four (4) part-time employees, and is assisted by over 1,500 volunteers.

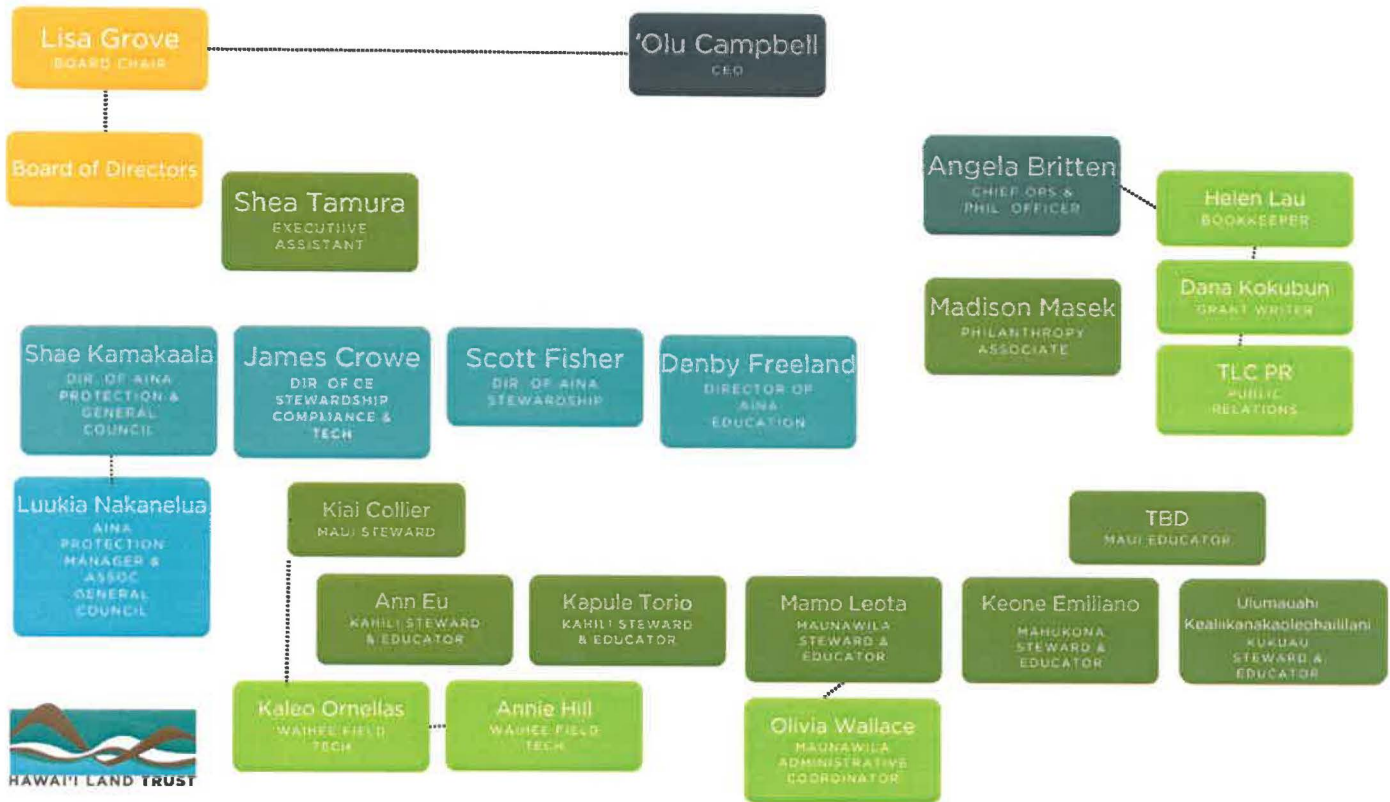
Additionally, HILT relies on the expertise of a variety of contractors to provide some of the deliverables under the project. These include permitting professionals, archeologists, construction contractors, engineers, and architects.

All hired contractors will be required to produce deliverables specific to their project purview, and in accordance with our grantor requirements.

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.

ORGANIZATIONAL CHART
(AS OF 11.13.23)



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.

President & CEO: \$120,000-\$140,000

Chief Operations & Philanthropy Officer: \$100,000-\$120,000

Director of Aina Protection: \$100,000-\$120,000

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.

HILT is involved in two pending litigations, both being where HILT is not the subject of either litigation, rather HILT is procedurally named as a co-defendant as the holder of the two conservation easements that protect the lands subject to the lawsuits. We are currently in the discovery phases of the litigations and there is no outstanding judgment. For both pending litigations, HILT is represented by a private law firm, with legal fees fully covered by our legal defense insurance policies we have in place.

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 HILT is the first land trust in the State of Hawai'i to receive national accreditation from the Land Trust Accreditation Commission®.

The Land Trust Accreditation Commission® was incorporated in 2006 as an independent program of the Land Trust Alliance® to build and recognize strong land trusts, foster public confidence in land conservation, and help ensure the long-term protection of land. The Commission is governed by a board of directors comprised of land conservation and nonprofit management professionals from across the United States..

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 sectarian or non-sectarian 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.**

As a land trust with a mission spanning perpetuity, HILT recognizes the need for a long-term fiscal sustainability plan. This request will help fund HILT's annual Statewide Stewardship Program, leveraging financial resources from a variety of public and private sources. This request is part of a broader, organization-wide fundraising campaign designed support HILT's mission-related programming while reaching new donors, stewarding existing supporters, and supporting land acquisition.

We have built long-term program sustainability growing organizational reserve funds while also maintaining a prudent and careful financial management system.

Should HILT receive a grant for fiscal year 2025, but not receive a GIA grant thereafter, HILT will prioritize the cultivation of additional prospective sources of funds at this request level.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2024 to June 30, 2025

Applicant: Hawaiian Islands Land Trust

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				24,500
2. Payroll Taxes & Assessments				
3. Fringe Benefits				6,615
TOTAL PERSONNEL COST				31,115
B. OTHER CURRENT EXPENSES				
1. Constuction Document Drafting				245,000
4. Permitting and Cosultation Fees				50,000
5. Project Manager				50,000
6. Archeological consulting & monitoring				25,000
7. Fixtures & Furniture				50,000
8. Landscaping				25,000
9. Educational & Donor signage				15,000
10. Travel & meetings				5,000
TOTAL OTHER CURRENT EXPENSES				465,000
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL	200,000	1,500,000	250,000	534,798
TOTAL (A+B+C+D+E)	200,000	1,500,000	250,000	999,798
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	200,000	Angela M Britten (808) 791-0731		
(b) Total Federal Funds Requested	1,500,000	Name (Please type or print) Phone		
(c) Total County Funds Requested	250,000	<i>Angela M Britten</i> 1/18/2024		
(d) Total Private/Other Funds Requested	999,798	Signature of Authorized Official Date		
TOTAL BUDGET	2,949,798	Angela M. Britten, Chief Operations & Philanthropy Officer Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES Period: July 1, 2024 to June 30, 2025

Applicant: Hawaiian Islands Land Trust

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
President & CEO	1	\$145,000.00	10.00%	\$ 14,500.00
Chief of Operations & Philanthropy	1	\$100,000.00	10.00%	\$ 10,000.00
				\$ -
				\$ -
				\$ -
TOTAL:				24,500.00
JUSTIFICATION/COMMENTS: To relieve the burden on our stewardship staff, HILT will hire consultants to complete the majority of the project needs. These consultants will be directly managed by HILT's Chief of Operations, and HILT's President and CEO will provide overall project oversight. HILT is <u>NOT</u> requesting CIP funding to cover HILT staff time.				

Applicant: Hawaiian Islands Land Trust

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
N/A No Equipment requested.			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
N/A No Motor Vehicles requested			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS Period: July 1, 2024 to June 30, 2025

Applicant: Hawaiian Islands Land Trust

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	\$ 86,175	\$ 100,000		\$ 58,825		
LAND ACQUISITION	N/A					
DESIGN						
CONSTRUCTION	\$ 198,798	\$ 250,000	\$ 200,000	\$ 2,200,000		
EQUIPMENT						
TOTAL:			\$ 200,000			
JUSTIFICATION/COMMENTS: HILT is requesting \$200,000 from the State Grant in Aid CIP program to contribute to the construction of a Cultural Education Center at Waihee Refuge.						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Hawaiian Islands Land Trust

Contracts Total: 1,754,000

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kaula/ Maui County)	CONTRACT VALUE
1	Department of Agriculture (pending)	N/A	USDA	US	1,500,000
2	Office of Innovations (confirmed)	9/1/2023 - 8/30/2024	Office of Innovations	Maui County	100,000
3	Mayor's Office (confirmed)	9/1/2023 - 8/30/2024	Mayor's Office	Maui County	150,000
4	National Historic Preservation Fund (confirmed)	8/22/2022-7/22/2023	National Parks Service	US	4,000
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