

**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:   
Ho'akeolapono Trades Academy and Institute

Amount of State Funds Requested: \$ 120,200

Brief Description of Request (Please attach word document to back of page if extra space is needed):  
The funds from this request will increase employment and advancement opportunities by providing young adults in Kaua'i with crucial knowledge and multidisciplinary, 21st-century trade skills. Funds address challenges of the state's decreased trades labor force and increase in construction projects. Program participants will receive paid internship opportunities; necessary safety gear hand/power tools and OSHA-10 certificates; and be placed into sustainable employment position within their targeted industries in Hawai'i.

Amount of Other Funds Available:

State: \$ \_\_\_\_\_  
Federal: \$ \_\_\_\_\_  
County: \$ \_\_\_\_\_  
Private/Other: \$ 450,000 (\$250,000 pending)

Total amount of State Grants Received in the Past 5

Fiscal Years: \$ 0  
Unrestricted Assets: \$ 8,000

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:

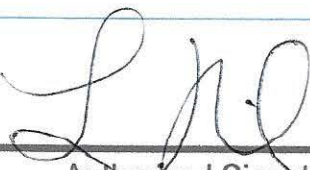
3-2600 Kaumualii Hwy Ste. 1300 #425

City: Lihue                      State: HI                      Zip: 96766

**Contact Person for Matters Involving this Application**

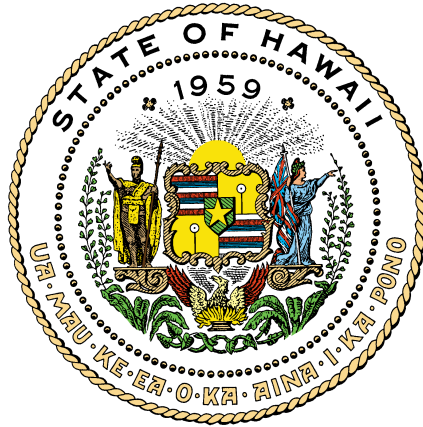
Name: Lawai'a Naihe	Title: Executive Director
Email: lawaianaihe@hoakeolapono.org	Phone: 808-652-4208

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

Lawai'a Naihe, Executive Director  
\_\_\_\_\_  
Name and Title

1/19/24  
\_\_\_\_\_  
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

HO'AKEOLAPONO TRADES ACADEMY AND INSTITUTE

was incorporated under the laws of Hawaii on 11/08/2021 ;  
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, 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.

Ho'akeolapono Trades Academy and Institute

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

\_\_\_\_\_  
(Signature)

1/19/24

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

Lawai'a Naihe

Executive Director

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

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

Rev 8/30/23

5Application for Grants



3-2600 Kaumualii Hwy Ste. 1300 #425, Lihue 96766 | info@hoakeolapono.org | (808) 652-4208

### Statement of Public Purpose

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

Ho'akeolapono Trades Academy and Institute (HTAI) shall use this grant for a public purpose pursuant to Section 42F-102. The public purpose of this grant is to provide

participants with trades skills, financial literacy as well as job placement. Ultimately, these skills will increase their hireability and increase the employment rate on Kaua'i.

A handwritten signature in black ink, appearing to read "Lawai'a", is written over a horizontal line.

Lawai'a Naihe  
Executive Director

1/19/24

Date

## 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
  - Budget request by source of funds ([Link](#))
  - Personnel salaries and wages ([Link](#))
  - Equipment and motor vehicles ([Link](#))
  - Capital project details ([Link](#))
  - Government contracts, grants, and grants in aid ([Link](#))
- 7) Experience and Capability
- 8) Personnel: Project Organization and Staffing



Lawai'a Naihe, Executive Director

1/19/24

AUTHORIZED SIGNATURE

PRINT NAME AND TITLE

DATE

## Application for Grants

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

### **I. Certification – Please attach immediately after cover page**

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

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

See attached Certificate of Good Standing dated January 17, 2024.

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

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

See attached Declaration of Statement.

#### **3. Public Purpose**

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

See attached Statement of Public Purpose.

### **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;**

Founded in 2021, Ho'akeolapono Trades Academy and Institute programs are designed to increase employment and advancement opportunities by providing young adults with crucial knowledge and multidisciplinary, 21st-century trade skills. Ho'akeolapono participants receive cutting-edge training in various trades and real-world problem-solving strategies that benefit lifelong learners and encourage self-sustainable Hawai'i.

Since 2021, our organization has managed private donation funds and several foundation and county grants at a local level to establish three CTE programs.

The three different programs on Kaua'i include an Nā Wāhine H.V.A.C. Training and Certification program, 12-week Internship Program (adults 17-24), and 9-12 (High School) Building and Construction Program.

The organization's year-one projects include multiple classroom builds, maintenance work, campus renovations, ADA-accessible decks, ramps, and staircases for Kanuikapono Public Charter School. We have cleared over 10 acres of land and built fencing, nurseries, raised beds, and sheds for Connections Public Charter School in Hilo. We have also assisted Aina Alliance in clearing over 400 acres of Department of Hawaiian Home Lands.

2. The goals and objectives related to the request;

The long-term goal of this 2024 request is that community members of Kaua'i be employed and self-sufficient in enhancing the Building through Innovation Internship program. In addition to increasing employment opportunities, the training project aims to build over four (4) houses for Department of Hawaiian Home Lands beneficiaries over the next two years.

Through the goal of increasing employment and advancement opportunities for young adults in the trades skills industry, the following objectives will be achieved:

- 1) 12 young adults will have paid internship opportunities to increase their knowledge and hands-on experience in the building and construction trades field;
- 2) Young adults will receive necessary safety gear, hand and power tools, OSHA certifications, and complete financial literacy workshops preparing them for career success;
- 3) Young adults will be placed into sustainable employment positions within the targeted industries in Hawai'i.

3. The public purpose and need to be served;

We are a newly established, innovative 501c3 tax-exempt organization on the island of Kaua'i. Due to the ongoing demand for highly trained professionals in our community, our career training programs are designed to increase employment and advancement opportunities by providing young adults with crucial knowledge and multidisciplinary, 21st-century trade skills.

The 12-week course will prepare one for a career in the building trades through classroom theory and hands-on experience. Our paid internships afford one with experience using hand tools, portable power tools, heavy machinery, blueprint reading, math, and other general construction equipment. In addition, participants receive computer literacy and OSHA-10 certifications, further bolstering their hireability. A paid internship also allows participants to meet financial needs while acquiring skills training from highly trained professionals.

Since 2018, Hawaii has lost 20,000 residents to the mainland due to the cost of living and lack of training. The labor force is down by about 15,000 people. Simultaneously happening in Hawai'i state is the constant out-sourcing of contractors and workers from the contiguous states due to a lack of qualified local workers in the various building and construction trades.

Since 2020, construction has risen 7% and is estimated to grow another 5% by 2025.

4. Describe the target population to be served; and

The target population for the Building through Innovation internship program is 12 Kaua'i residents, ages 17-24, with employment interests in the building and construction trades industry. The native Hawaiian community in Anahola identified a growing number of young adults who were either falling through the cracks at their traditional schools or wanted a career-ready option for their education. Population served also includes local community organizations and Native Hawaiian families with building and construction project needs.

9% of Kaua'i's population is Native Hawaiian. To date, we have served over 50 young adults throughout Hawai'i.

5. Describe the geographic coverage.

Residents in the geographic location of Kaua'i County can access HTAI's programs. Buildings projects serve multiple community organizations across Kaua'i Island.

Programs and projects primarily serve the central and east areas of Kaua'i and vary according to community needs. Program participants reside in the towns of Anahola, Kealia, Kapa'a and Lihue.

### **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;

This project will increase employment and advancement opportunities by providing young adults with crucial knowledge and multidisciplinary, 21st-century trade skills. The project objectives and corresponding tasks are as follows:



12 young adults will have paid internship opportunities to increase their knowledge and hands-on experience in the building and construction trades field. Our comprehensive internship, in addition to vocational training, holds financial management and investment literacy classes, including social and emotional health. We use a combination of formative, summative, and practical skills assessments to train our interns. A holistic route is embraced in this training program. Funding towards this project covers 12-week pay at \$15/hr per participant for four 12-week internship sessions.

Activities include recruiting and enrolling participants; scheduling and contracting qualified, licensed instructors for vocational sessions; developing participant curriculum packets and establishing partnerships with local businesses and community organizations for building and construction project needs.

Young adults will receive necessary safety gear, hand and power tools, OSHA certifications, and complete financial literacy workshops to prepare them for career success. Funding towards this project covers a tool belt, general construction hand tools, PPE, an OSHA-10 Certificate, and a Computer Literacy Certificate with a Chromebook. These tools and certifications are essential to completing the program and any employment opportunities.

Activities include purchasing a Chromebook, gear, and hand/power tools with case, coordinating and preparing participants for certification, and organizing career development workshops focused on building job skills such as resume writing, interview techniques, and professional networking. A qualified, licensed instructor will provide mentoring and skill-building sessions.

Young adults will be placed into sustainable employment positions within the targeted industries in Hawai'i. Our organization has partnered with multiple building contractors on Kaua'i Island to support job training internships and post-project job placement opportunities. Qualified instructors focus on building job skills such as resume writing, interview techniques, and professional networking to support the sustainability of employment.

Activities include integrating resume writing and job placement techniques into curriculum packets, maintaining the mentorship program, and connecting experienced professionals from the local community with job seekers to provide guidance, support, and networking.

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

July	Plan program, site visits, staff schedules, and instructor agreements Post recruitment program flyers
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	Open registration process Purchase all computers, materials, tools, and equipment
August- October	12-week Building through Innovation Internship program sessions Completed the instructor contract Completed curriculum packets Agreement with community organization/s for construction projects Re-established relationships with community mentors for job placement opportunities in specific trades Job placement with specific trade companies Data collection and reporting Begin recruitment for Fall program session
October- December	Fall Intersession workshops: Additional paid intern training opportunities for Building and Construction Data collection and reporting Begin recruitment for Winter program session
January- March	Winter Intersession workshops: Additional paid intern training opportunities for Building and Construction Data collection and reporting Begin recruitment for Spring program session
April-June	Spring Intersession workshops: Additional paid intern training opportunities for Building and Construction Data collection and reporting

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

Progress is tracked using both formative and summative assessments. Participants will receive certifications in OSHA-10, Computer Literacy, and EPA Universal. Weekly program evaluations allow us to navigate real-time data and adjust accordingly to the needs of our participants. We collect emotional, educational, and socioeconomic data to drive the future Ho'akeolapono program curriculum.

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

Objective	Indicator	Measurement tool
12 young adults will have paid internship opportunities to increase their knowledge and hands-on experience in the building and construction trades field	# of participants who demonstrate an increase in knowledge and skills	<ul style="list-style-type: none"> <li>- Participant attendance payroll logs</li> <li>- Participant project skills demonstration tests</li> </ul>
Young adults will receive necessary safety gear, hand and power tools, OSHA certifications, and complete financial literacy workshops preparing them for career success	# of participants who receive certifications and tools	<ul style="list-style-type: none"> <li>- Completed certificates</li> <li>- Participant sign-in sheets</li> </ul>
Young adults will be placed into sustainable employment positions within the targeted industries in Hawai'i	# of participants in employment positions in targeted industries in Hawai'i	<ul style="list-style-type: none"> <li>- Employment offer letters or other form of position communication</li> </ul>

## 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
\$30,050	\$30,050	\$30,050	\$30,050	\$120,200

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

Mochary Foundation	\$150,000	unsecured
Office of Hawaiian Affairs	\$200,000	secured
Department of Hawaiian Home Lands	\$100,000	unsecured

- 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.

N/A

- 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.

County Kaua'i	\$50,000	CY2022
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- The applicant shall provide the balance of its unrestricted current assets as of December 31, 2023.

Unrestricted Cash on Hand - \$7,640  
 Prepaid Expense - \$1000

## **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.

HTAI has provided workforce development programs in the building and construction industry in Kaua'i since its inception in 2021. The programs have expanded over the past three years.

During the first six months, three building and construction programs were designed and implemented, including a Nā Wāhine H.V.A.C. Training and Certification program, a 12-week Internship Program, and a 9-12 (High School) Building and Construction Program. The development of the H.V.A.C. Training and Certification program is designed to address multiple gender disparities

among females in the building and construction workforce. The Na Wahine program offers participants a safe, rigorous learning environment that fosters maximal learning and retention.

Community partnership with Aina Alliance has allowed the program to get into the community to assist with clean-up efforts and elderly housing renovations in the district of Anahola. HTAI has been an active member of the renovation efforts in Anahola since its creation.

The organization's year-one projects include multiple classroom builds, maintenance work, campus renovations, ADA-accessible decks, ramps, and staircases for Kanuikapono Public Charter School. We have cleared over 10 acres of land and built fencing, nurseries, raised beds, and sheds for Connections Public Charter School in Hilo.

To date, we have served over 50 individuals throughout Hawaii. As of September 2023, there were 18 graduates from the carpentry program and 12 from the Na Wahine HVAC program. Additionally, HTAI received 1st-Place in the 2022 Hogan Nonprofit Business Plan Competition for the sustainability and sensibility of its design.

Below is a list of verifiable experience-related projects or contracts:

Contracts

Office of Hawaiian Affairs FY2023

Purpose: To support the Building through Innovation Intern program scholarships, training and job placement in Hawai'i.  
Grant amount: \$200,000  
Contract: 4382  
Status: Ongoing

County of Kaua'i Office of Economic Development FY2022

Purpose: To support Na Wahine HVAC Training and Certification program  
Grant amount: \$50,000  
Contract: MOA  
Status: Completed

### Projects Experience

- Anahola Community Restoration (2021-2022): Through a partnership with Aina Alliance, helped remove over 300 abandoned cars and clean over 400 acres of the Anahola coastline.
- Kupuna Renovations Ahupua'a of Anahola (2021-2023) - Through partnerships with Kukulū Kumuhana O Anahola (KKOA) and Rae Nam, Ho'akeolapono gets into the community to assist with clean-up efforts and kupuna renovations in the Ahupua'a of Anahola.
- Kanuikapono Public Charter School Kaua'i (2021-2023) Projects include multiple classroom builds, maintenance work, campus renovations, ADA-accessible decks, ramps, and staircases on the school's campus.
- Connections Public Charter School Hilo (2021-2023) Projects include clearing over 10 acres of land and building fencing, nurseries, raised beds, and sheds
- Hawaii Community Assets Office Remodel (2023) This project was a complete renovation of the HCA office building. This project took five months to complete.
- Aina Alliance Security Projects (2023)
  - 2- 320 Sq Ft. Security offices to monitor beach access from two beach access locations
  - Security Access Gate- is located at the Aina Alliance beach access road entrance.
- Anahola, DHHL Community Kupuna Remodels (2023) We have done over \$15,000 of remodeling at no cost for multiple kupunas, including:
  - Complete ADA bathroom overhaul for a recovering stroke survivor
  - ADA ramp for a heart attack survivor in a wheelchair

## **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.

We are currently holding our in-door classes at a community residence in Lihue, while our on-the-job training classes are held at off-site project location construction sites. There is adequate classroom space and Wi-Fi to support the

Ho'akeolapono curriculum and interns. All community sites comply with state and local codes and regulations, the Occupational Safety and Health Administration (OSHA) guidelines and school policies.

In August 2024, we will hold our inaugural 9-12 High school program-freshman class through a partnership with Kanuikapono Public Charter School. We will host all Ho'akeolapono programs, internships, and courses at the Kanuikapono campus in Anahola, Kaua'i, until 2027. Then, we will transition to our campus.

We are working with DHHL on acquiring 5 acres of land. We have identified the plot and are scheduled to present it to the DHHL commission in February 2024. We have gotten approval from the land manager to access the land to do the due diligence necessary to build our campus. We anticipate the building process to take approximately two years to develop our campus.

## **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.

Our staff consists of two (2) full-time and one (1) part-time employees.

#### **Executive Director**

The Executive Director provides leadership and guidance for the entire organization and its programs. This position is responsible for the organization's overall operations, including daily operations, programs, finances, planning, and community relations. The current director is an accredited educator with over ten years of teaching experience and four years of administration leadership. Experience includes hiring, training, supervising organization staff, overseeing program operations, and being a journeyman carpenter with over 20 years of building and construction skills.

#### **Office Manager**

The Office Manager supports the Executive Director in administrative tasks. Responsibilities include scheduling meetings and appointments, making office supplies arrangements, tracking fiscal invoices and payments, managing vendor and service provider documents, and providing general administrative support for organization functions. The current office manager is a resident of Kaua'i and earned an associate's degree in Hawaiian Studies and Liberal Arts.

**Social Media/Marketing Director**

The Social Media Director is responsible for creating social media plans and timelines. Duties include meeting with clients to assess their needs, developing content for social media and website pages and creating a posting schedule. The current media director earned a bachelor's degree in Media and Communications and is the vice president of the Hō'ike Community Television Board for Kaua'i.

**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.

See attached chart.

**3. Compensation**

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

Executive Director-	\$65,000- Full Time
Office Manager-	\$42,000- Full Time
Social Media/Marketing Director-	\$25,000- Part Time

**VII. Other**

**1. Litigation**

The applicant shall disclose any pending litigation to which they are a party, including the disclosure of any outstanding judgment. If applicable, please explain.

None.

**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:

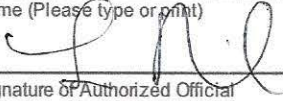
- (a) Received by the applicant for fiscal year 2024-25, but
- (b) Not received by the applicant thereafter.

HTAI continues to raise funds to support the workforce development programs and operating expenses beyond the GIA grant period. HTAI has multiple construction labor requests for community organization facilities, and the need for skilled workers in Kaua'i is only growing. The organization solicits donations, utilizes state funding through collaboration with schools, and holds fundraising events to ensure consistent funding. Mochary Foundation has worked with HTAI since August 2021 and has pledged over \$500,000 in tools, equipment, organizational start-up, building materials and intern scholarships. The expansion of three different programs allows for flexibility in financial security provided through each program.

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2024 to June 30, 2025

Applicant: Ho'akeolapono Trades Academy and Institute

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	49,750			
2. Payroll Taxes & Assessments	10,000			
3. Fringe Benefits				
<b>TOTAL PERSONNEL COST</b>	<b>59,750</b>			
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island				
2. Insurance	1,200			
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				100,000
5. Staff Training				
6. Supplies	5,000			
7. Telecommunication	750			
8. Utilities	1,500			
9. Professional Contractual Services	40,000			39,500
10. Accounting/Legal Services	12,000			
11. Intern Program Activities				310,500
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>60,450</b>			<b>450,000</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>120,200</b>			<b>450,000</b>
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	120,200	Jessell Tanaka <span style="float: right;">808-634-6384</span>		
(b) Total Federal Funds Requested	0	Name (Please type or print) <span style="float: right;">Phone</span>		
(c) Total County Funds Requested				
(d) Total Private/Other Funds Requested	450,000	Date <span style="float: right;">1/19/24</span>		
<b>TOTAL BUDGET</b>	<b>570,200</b>	Lawai'a Naihe <span style="float: right;">Executive Director</span>		
		Name and Title (Please type or print)		

## BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2024 to June 30, 2025

Applicant: Ho'akeolapono Trades Academy and Institute

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Executive Director	1	\$65,000.00	25.00%	\$ 16,250.00
Office Assistant	0.5	\$42,000.00	50.00%	\$ 21,000.00
Social Media Director	0.5	\$25,000.00	50.00%	\$ 12,500.00
				\$ -
				\$ -
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				\$ -
				\$ -
<b>TOTAL:</b>				<b>49,750.00</b>
<b>JUSTIFICATION/COMMENTS:</b>				

## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2024 to June 30, 2025

Applicant: Hoakeolapono Trades Academy and Institute

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

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

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

Applicant: Ho'akeolapono Trades Academy and Institute

Contracts Total: 50,000

	<b>CONTRACT DESCRIPTION</b>	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)</b>	<b>CONTRACT VALUE</b>
1	Couty of Kauai- Office of Economic Dev CY22	4/1/22-3/31/23	OED	Kauai	50,000
2					
3					
4					
5					
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21					
22					
23					
24					
25					
26					
27		10			Application for Grants

# Ho‘akeolapono Trades Academy & Institute Internship Project Chart

**Board President**  
Lucianne Viernes

**Executive Director**  
Lawai‘a Naihe

**Implementation Team**

**Administration Team**

**Instructor**  
(Contracted)  
Kaiola Lingaton  
(Carpenter)

**Curriculum Instructor**  
(Contracted)  
Alex Wong

**Social Media/Marketing**  
Alexandria Jones

**Secretary/Intake**  
Kinohi Naihe

**Accounting and Bookkeeping**  
(Contracted)  
Natalie Iwasa CPA, CFE  
Gusto - Payroll

**Intern Leads**  
Kawai Lingaton (Apprentice)  
Jericho Castro (Apprentice)

**Contractor Partnerships**  
(MOU)  
Kalani Construction  
Unlimited Construction

**Grant Writer/Reporter**  
(Contracted)  
Jessell Tanaka