

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

Megan Talley Womble Megan Talley - Treasurer/Grants and Development 1/17/2024
Authorized Signature Print Name and Title 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: IWIKUA

Issue Date: 01/04/2024

Status: **Compliant**

Hawaii Tax#:

New Hawaii Tax#:

FEIN/SSN#:

UI#:

DCCA FILE#:

XX-XXX3452

XXXXXXX1235

255279

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, HAWAI'I REVISED STATUTES**

The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawai'i Revised Statutes:
 - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant is awarded;
 - b) Complies with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
 - c) Agrees not to use state funds for entertainment or lobbying activities; and
 - d) Allows the state agency to which funds for the grant were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and ensuring the proper expenditure of the grant.
- 2) If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F-103, Hawai'i Revised Statutes:
 - a) Is incorporated under the laws of the State; and
 - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant is awarded shall be conducted or provided; and
- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawai'i Revised Statutes:
 - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
 - b) Has a governing board whose members have no material conflict of interest and serve without compensation.
- 4) The use of grant-in-aid funding complies with all provisions of the Constitution of the State of Hawaii (for example, pursuant to Article X, section 1, of the Constitution, the State cannot provide "... public funds ... for the support or benefit of any sectarian or nonsectarian private educational institution...").

Pursuant to Section 42F-103, Hawai'i Revised Statutes, for grants used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant was awarded and disposes of the land in fee simple or by lease, the organization shall negotiate with the expending agency for a lump sum or installment repayment to the State of the amount of the grant used for the acquisition of the land.

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

Iwikua
(Typed Name of Individual or Organization)

Megan Talley Womble January 17, 2024
(Signature) (Date)

Megan Talley Treasurer
(Typed Name) (Title)

Application for Grants

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

I. Certification – Please attach immediately after cover page

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

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

See attached.

2. Declaration Statement

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

3. Public Purpose

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

This funding will be used for a 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;

Iwikua has been operational since 2015 under the direction of Executive Director - Joshua Mori. Our programming pillars work together cohesively to create a full-circle community intervention. Spiritual and cultural health, physical fitness, access to healthy food, and connection to land are integral components of a thriving, well-rounded, and contributing West Kaua'i community member.

Program pillars:

- Secure and sustainable food production (Na Mahi Ho'okō A'e)
- Physical and mental well-being for the individual and community (Makana Training Center)
- Cultural exchanges to create shared experiences with other indigenous communities (Indigenous Warriors Initiative - IWI Camp)

In 2020 our farm moved to the Waimea High School (WHS) campus, in a rare opportunity to collaborate with the school to impact more students and provide them with exposure to a productive and thriving farm. Iwikua's two-acre farm offers hands-on educational opportunities for West Kaua'i youth, providing a learning experience in aquaponics and farming, from seed to sale. In collaboration with (but NOT DOE-affiliated) Waimea High School, Iwikua has been established as an alternative learning space for students struggling to maintain a GPA for graduation. This program creates a supportive and nurturing environment, enabling students who struggle with traditional school methodologies to acquire new hard and soft skill sets. The goal is to facilitate a smooth transition into a positive post-high-school career environment.

Makana Training Center is a community fitness center that also serves as a community hub, farm store, and gathering space to facilitate classes, competitions, and educational workshops. Makana Training Center is an inclusive fitness space with affordable memberships for West Kaua'i community members.

Iwikua provides dynamic workforce development sites in partnership with value-aligned community organizations. Through internships, participants are equipped with the skills to operate a profitable farm enterprise or manage a fitness facility.

2. The goals and objectives related to the request;

As our organization and associated programming continue to grow and evolve, we will require additional funding for additional management positions:

- WHS Student Outreach Coordinator/Farm Program Director
- Makana Training Center Program Director

3. The public purpose and need to be served;

These positions are critical to public engagement and meaningful interactions with our target population:

A WHS Student Outreach Coordinator / Farm Program Director is a key member of the team moving forward. Iwikua is developing a farm curriculum that is closely tied to academic standards and framework. The farm is also an alternative learning space for students struggling with traditional methodologies and modalities associated with in-class learning. The Student Outreach Coordinator / Farm Program Director helps bridge the gap between the teachers, students, and the farm. This position is key to accurate data collection, and managing groups that visit the farm for educational purposes. By filling this position, we can have more meaningful and impactful interactions with both students and teachers. This position intersects with our IWI Camp/cultural programming as this position is in charge of coordinating with off-island groups that visit our farm.

A Program Director is vital for the growth of Makana Training Center and its associated programs. The director will focus on expanding the involvement and participation of the broader West Kaua'i community and streamlining afterschool programming for WHS and Waimea Canyon Middle School students. This involves organizing classes,

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2024 to June 30, 2025

App

Iwikua

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	60,800			
2. Payroll Taxes & Assessments	10,400			
3. Fringe Benefits	8,800			
TOTAL PERSONNEL COST	80,000			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES				
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	80,000			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	80,000	Megan Talley 808-639-0775		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested		<i>Megan Talley Womble</i> 1/19/2024		
(d) Total Private/Other Funds Requested	275,617	Signature of Authorized Official Date		
TOTAL BUDGET	355,617	Megan Talley - Treasurer/Grants and Development Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2024 to June 30, 2025

Applicant: _____ Iwikua _____

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
WHS Student Outreach Coordinator/Program Director	1	\$60,000.00	100.00%	\$ 40,000.00
Makana Trainin Center Program Director	1	\$60,000.00	1000.00%	\$ 40,000.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				80,000.00
JUSTIFICATION/COMMENTS: Iwikua will contribute \$20,000 to each salaried position and the starting salaries for each of these positions will be \$				

4. The applicant shall provide a listing of all state and federal tax credits it has been granted within the prior three years. Additionally, the applicant shall provide a listing of all state and federal tax credits they have applied for or anticipate applying for pertaining to any capital project, if applicable.

Not Applicable

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

We applied for a County Grant for the development of a fruit and food tree nursery on January 2, 2024. This application is still pending. Our last County Grant ran from 3/21-3/22, for the development of our CSA program.

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

\$9118.91

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.

Iwikua has been operational and managing nonprofit programming through grants since 2015. Verifiable Experience of related projects for the most recent three years:

Honor Bound College Exchange
College Experiential Visit
Hoops Camp
Track Club
Jingle Jamboree
Waimea Town Celebration
WHS Afterschool Lifting Program
Iwikua CSA
Greens N Things

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.

Iwikua's far sits on two acres at Waimea High School. Iwikua has a long-term lease and has been on the campus since 2020.

Makana Training Center is located in the heart of Waimea. Iwikua has a long-term lease with the owners and has occupied the space since 2016.

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.

Josh Mori brings 8 years of comprehensive experience in both for-profit and nonprofit sectors, with a focus on aquaponics and diverse agricultural practices. His expertise extends beyond farming, encompassing agroforestry, viticulture, and traditional Hawaiian Methodologies. In spring 2023, Josh instructed Native Food Systems at Montana State University. As an Executive Director, his experience aligns with the organization's goals of overall community wellness.

2. Organization Chart

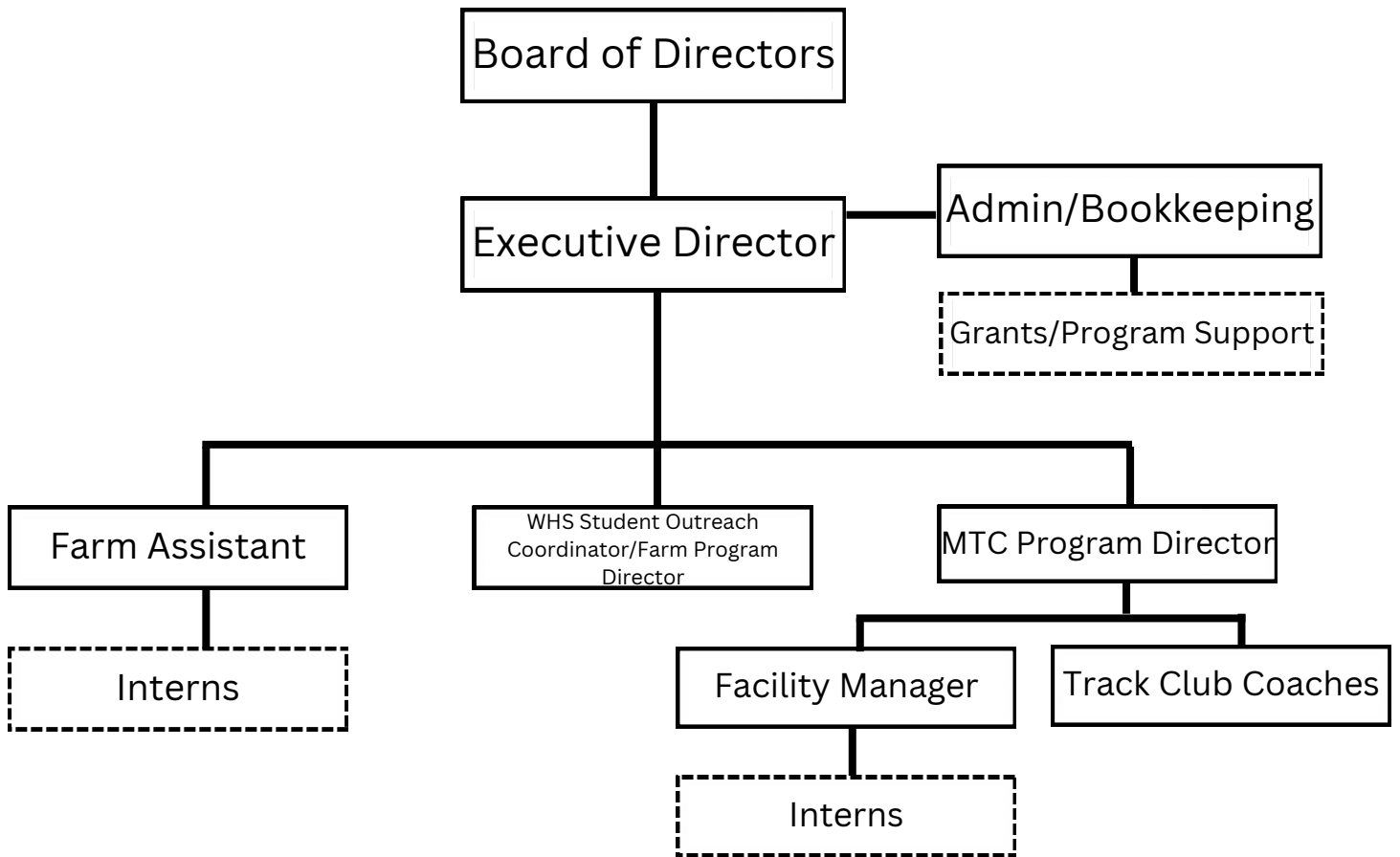
The applicant shall illustrate the position of each staff and line of responsibility/supervision. If the request is part of a large, multi-purpose organization, include an organization chart that illustrates the placement of this request.

See attached.

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: \$85,000
Administration/Bookkeeping: \$45,000
Farm Manager: \$33,743



**Iwikua
Organizational Chart
January 2024**

Contracted Position

Staff Position

the heart of Waimea, serves as a direct outlet for the local community to access fresh and organic produce.

For both of these positions, we would like to provide a \$60,000 base salary. Iwikua will put up one third of the funds for the fiscal year 2024-2025, as we have already raised the funds. We would like the GIA-OP to “bridge the gap” in funding.