

**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:

Namahana Education Foundation

Namahana Education Foundation

Amount of State Funds Requested: \$ 934,000

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

Namahana Education Foundation requests capital funds to construct Namahana School's essential main entry and exit roadway and parking infrastructure in order to meet Hawaii State Public Charter Commission facilities pre-assurances and open in Fall of 2025. Namahana School will be the first tuition-free public charter middle and high school on the North Shore of Kaua'i, serving the communities of Halele'a and Ko'olau with rigorous education that cultivates deep relationships with 'āina (natural environment), kanaka (self, family and community), and ao (cultures of the world).

Amount of Other Funds Available:

State: \$ _____

Federal: \$ _____

County: \$ _____

Private/Other: \$ 1,740,709

Total amount of State Grants Received in the Past 5

Fiscal Years:

\$ 125,000

Unrestricted Assets:

\$ \$1,740,709

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:

P.O. Box 1353

City:

Kilauea

State:

HI

Zip:

96754

Contact Person for Matters Involving this Application

Name:
Melanie Parker

Title:
Executive Director

Email:
melanie@namahanafoundation.org

Phone:
808-652-2002

Federal Tax ID#:

State Tax ID#



Authorized Signature

Melanie Parker, Executive Director

Name and Title

4/18/24

Date Signed

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

MELANIE PARKER
PRINT NAME AND TITLE

Executive
Director

1/18/24
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: NAMAHAHA EDUCATION FOUNDATION

Issue Date: 01/18/2024

Status: **Compliant**

Hawaii Tax#:

New Hawaii Tax#:

FEIN/SSN#:

XX-XXX3805

UI#:

No record

DCCA FILE#:

317449

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:

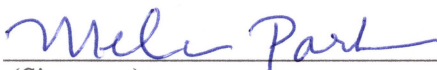
- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide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

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

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

Namahana Education Foundation

(Typed Name of Individual or Organization)



(Signature)

1/18/24

(Date)

Melanie Parker

(Typed Name)

Executive Director

(Title)

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](#).

Namahana Education Foundation (NEF) shall use this grant for a public purpose pursuant to Section 42F-102. The public purpose of this grant is to construct required roadways and parking for a tuition-free Hawaii Public Charter School that will serve students in grades 7-12th on the North Shore of Kaua'i. Namahana School's mission is to serve the communities of Halele'a and Ko'olau with rigorous 'āina-based education through cultivating relationships with 'āina, kanaka, and ao.

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 Hawaii Express Certificate from the Comptroller of the Department of Accounting and General Services attached

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;

Namahana Education Foundation (NEF) is an independent nonprofit organization incorporated in 2020 to advance Namahana School, a public charter school being constructed on Kaua'i. For Namahana School, NEF manages the fundraising and construction process for the school campus, as well as generates ongoing community support to cover the operational costs not met by the state's per-student allocation. NEF's leadership includes established community leaders, as well as award-winning

professionals in educational fundraising, real estate, nonprofit and philanthropic management.

In June 2022, Namahana School received conditional approval from the Hawai'i State Public Charter School Commission to serve 360 students in grades 7-12 and open in Fall 2025. Namahana School's mission is to serve the communities of Halele'a and Ko'olau with rigorous 'āina-based education through cultivating relationships with 'āina, kanaka, and ao. Namahana School will prepare students for professional and personal fulfillment, with skills that empower them to actively contribute to a resilient future on Kaua'i.

In the spring of 2023, NEF secured a permanent site for Namahana School, raising \$1.4 million in three months to purchase an 11.3 acre parcel of land in Kīlauea (TMK parcel (4)5-2-005:053). On December 12, 2023, with overwhelming support from the local community, NEF received approval for a Special Use Permit from the Kaua'i County Planning Commission. 60 individuals submitted oral or written testimony in favor of the school's application, including representatives of 26 local community organizations and businesses, as well as elected officials and residents from other parts of the island.

Following the publication of a competitive Request for Proposals, Group 70 International (G70) was brought on to develop a space program for the school, conduct a site and infrastructure feasibility analysis, complete preliminary design and master plan, and develop a construction budget. G70 facilitated several design charrettes with key stakeholders, and completed the conceptual design in September 2022 and the final master site plan for the Kīlauea site in 2023. In our next phase, Namahana Education Foundation (NEF) will work with G70 to complete the permit and design documents for final pricing and construction.

2. The goals and objectives related to the request;

Namahana Education Foundation is requesting \$934,000 for capital improvement funds to complete Namahana School's Phase I required roadways and parking in order to open Namahana School by Fall 2025. Meeting this goal will enable Namahana School to meet facilities pre-assurances required by the Hawai'i Public Charter School Commission to receive final approval to open.

Goal: To provide our North Shore middle and high school age students with access to a local tuition-free public education by designing, constructing and opening the school facilities by Fall 2025.

Objectives:

- 1) Complete construction documents and permit set for Phase I of the school campus.
- 2) Hire a General Contractor for Phase I construction
- 3) Receive permit approval from the County of Kaua'i to begin construction.

- 4) Complete construction of main campus roadway and walkways to support pick up and drop off and entry and exit to the main campus.
- 5) Complete construction of the school's Phase I parking lot to provide off-street parking for staff, students and parents.
- 6) Complete Inspections and receive certificate of occupancy

3. The public purpose and need to be served;

Namahana School is born out of a decades-long community dream to have a public middle and high school geographically situated on the North Shore of Kaua'i. Currently, there is no public middle or high school on the North Shore, all students must commute 2-4 hours daily to get to the nearest public high school, which results in physical and social impediments to their education and emotional growth. Students often cannot participate in extracurricular activities, and parents face challenges trying to participate in their children's school. With recent bus driver shortages, our local DOE public middle and high schools have been forced in the past to drop bus service to our North Shore families, making access to education even more difficult and sporadic. Over the last 30 years, the rural North Shore community (Anahola to Hā'ena) has faced continuous and substantial socio-economic stratification—a product of a burgeoning population, lack of affordable housing, increased cost of living, low-wage jobs, and displacement of multi-generational families from their communities. The lack of access to a local public middle and high school only exacerbates these economic and social inequities.

Namahana School was modeled to act as a solution to these challenges and aims to be the first geographically sited and uniquely structured public middle and high school to meet the educational needs of the Kaua'i North Shore community. Namahana School will prepare students for professional and personal fulfillment, with skills that empower them to actively contribute to a resilient future on Kaua'i. Namahana's mission is founded and driven by these three community-determined values: Aloha 'Āina (to practice a shared understanding of our kuleana for 'āina), Aloha Kanaka (to respect and mālama our community, our families, and ourselves), and Aloha i ke Ao (to perpetuate pono practices to navigate cultures of the world).

Namahana plans to utilize 'Āina-based Learning ('ĀBL) throughout the school and across the curricula. 'ĀBL is a dynamic approach to education in which learners can deepen their relationship with the land and its resources, cultivate connections within their communities, and build critical skills that can be applied to real-world issues and meet the needs of the whole community (from student to kūpuna). This experience-based learning style and knowledge-sharing offers students the opportunity to engage in holistic, community-driven solutions that can address 21st century social, economic, and environmental challenges. 'ĀBL will help to instill a sense of kuleana (responsibility) to mālama (care for) place, people, and planet with the flexibility to tailor learning plans to the interests and goals of each student.

Namahana's campus design is unique in that it prioritizes connections with the 'āina and community; our 'āina-based learning model is deeply grounded in real-life experiences

with and on the 'āina, in the very places many of our students and families have lived for generations. Namahana students will gain knowledge and skills from community organizations, kūpuna, local businesses, and other local leaders through field studies and internships. Students will also have opportunities to explore their interests, and work on addressing issues that directly affect the communities in which they live. All coursework of Namahana School will be designed to prepare students to successfully enter both college and/or a well-paying career in our community, depending upon the student's personal learning plans and interests. Finally, our 'ĀBL model and assessment practices differ from other place-based models in that students' learning must maintain and mālama (care for) relationships in the community.

4. Describe the target population to be served; and

Namahana School will open in 2025 with 120 students in grades 7th and 8th, phasing in additional grades in the following four years so that Namahana School will be in full operation by Year Five. The completed middle school will serve approximately 120 students and the completed high school will serve approximately 240 students, resulting in a total of 360 students at capacity. Namahana School will primarily serve students in the geographic location of Halele'a and Ko'olau on Kaua'i. We anticipate that the majority of Namahana students will come from Hanalei Elementary School and Kīlauea Elementary School with some possible enrollment coming from local private and homeschool entities. Based on an analysis of the total population from which our students will come, we anticipate these school enrollment percentages: 40% students eligible for the Free and Reduced-priced lunch program (FRL); 8% students receiving Special Education services, and 5% English Language Learners.

5. Describe the geographic coverage.

Namahana School will primarily serve students from the North Shore towns of Hā'ena, Wainiha, Hanalei, Princeville, Kīlauea, Moloa'a, and Anahola.

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;

Namahana Education Foundation is requesting funds to support the Phase I construction of the school's required entry and exit roadway and parking infrastructure, which will serve the entire school as a part of the school's master plan.

Scope of Work: The capital improvement grant would fund the following construction Phase I scope of work: 1) Constructing a new paved 24-foot wide driveway connecting the new road currently under construction at the east border of the site, to Ala

Namahana Parkway, which will provide two lanes of one-way traffic for school and emergency vehicle access. 2) Constructing two gravel surfaced parking lots providing 41 off-street parking stalls including handicap accessible parking stalls.

Tasks: To support the completion of the roadway and parking lots, the following tasks will be performed:

- 1) Complete construction documents and permit set for Phase I of the school campus.
- 2) Hire a General Contractor for Phase I construction
- 3) Submission of sitework and building permits
- 4) Start of construction in Summer/Fall of 2024.
- 5) Completion of the roadway
- 6) Completion of parking lots
- 7) Inspections and receipt of certificate of occupancy

Roles and responsibilities:

- NEF's architect, G70, will complete Phase I design and construction documents.
 - Namahana's Facilities Advisory Committee (FAC) will provide input and guidance during the Phase I design and construction document phase, review General Contractor candidates, and make a recommendation to the NEF board for hire. (see V.1 for FAC's membership and qualifications)
 - Namahana Education Foundation's board and Namahana School's Governing board will review and approve Phase I facilities construction drawings and permit set and NEF's board will hire the General Contractor.
 - Hanalei CDM will provide Construction Management (CM) Services for Phase I and monitor progress and ensure that the project is staying on schedule and within budget.
 - G70's Project Manager will facilitate meetings between Owner, Architect, and Contractor, handle change orders, and close out.
 - Namahana Education Foundation's Executive Director will work with the CM manager and G70's Project Manager to provide oversight and management of the Phase I project.
2. Provide a projected annual timeline for accomplishing the results or outcomes of the service;

The below table outlines key activities and timelines for the planning and construction of Namahana School's Phase I facilities:

FACILITIES PLANNING & CONSTRUCTION	
ACTIVITIES	TIMELINE
Phase I Design and Construction Documents	October 2023 - February 2024
Hire General Contractor	February 2024 - April 2024
Phase I Permitting	March 2024 - July 2024
Ground breaking for Phase I	July 2024
Construction Phase	August 2024 - May 2025
Final Inspections and Certificate of Occupancy	May 2025
Namahana School Opening	August 2025

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

During the construction phase, NEF’s Construction Manager (CM) will review and coordinate project scheduling with the construction contractor and conduct regular site visits to monitor construction contractor’s progress and ensure that each stage of the construction is started and completed according to our construction schedule. The CM will review any time extension requests or change orders and advise NEF on any anticipated schedule or cost impacts for the project. Any deviations from the anticipated schedule or budget will be reviewed and addressed immediately by the NEF Executive Director and Facilities Advisory Committee. The CM will also verify materials delivered to the site and coordinate and receive County inspections. At minimum, bi-weekly progress reports will be provided by the CM to NEF’s Executive Director and Facilities Advisory Committee. NEF’s Executive Director and Facilities Advisory Committee Chair will provide monthly progress reports to the NEF Board of Directors. G70’s Project Manager will facilitate bi-weekly Owner/CM/Architect/Contractor meetings, review and process monthly pay applications, review and process change proposals/change orders and coordinate the close out.

- 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.

NEF will assess and report on the effectiveness of the capital improvement project by reporting on the following measures:

Measure 1: Completion of construction documents and permit set

Measure 2: Selection of General Contractor

Measure 3: Receipt of Permit approval; and the commencement of construction

Measure 4: 100% of the school’s roadway and walkways have been completed

Measure 5: 100% of the school’s parking lot has been completed

Measure 6: Inspections have been conducted and approvals received.

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
\$233,500	\$233,500	\$233,500	\$233,500	\$233,500

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

State per-pupil funding for charter schools does not cover any pre-opening operating expenses, nor does it provide funding for facilities construction. As a result, communities must seek funds through other contributions and grants for both operational and capital expenses to start a charter school.

The \$934,000 that we are requesting for the construction of roadway and parking lots represents 20% of the total Phase I budget estimated at \$4.6 million. The cost of constructing the roadway is \$532,000 and cost of the parking lot area is \$402,000. NEF has raised \$1.7 million, which is being allocated toward pre-opening operating costs, facilities planning and design, and Phase I facilities construction. In addition to our GIA capital grant request, we are seeking the following additional sources of funding:

- NewSchool Venture Fund Innovative Public School: \$215,000 for pre-opening school operating costs. Submitted on 1/16/24.
 - Kauai North Shore Community Foundation: \$500,000 in funds available for pre-opening expenses for Namahana School via their Namahana School Fund.
 - Stillpath Funds: \$150,000/year for pre-opening Namahana School expenses. These funds are annual disbursements of a \$2.08 million grant that was generously gifted by Joan Porter for a north shore public charter middle/high school. These funds cannot be used for capital expenditures.
 - The remaining capital funds needed for Phase I construction will be raised through grants and a capital campaign.
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.
- None
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 have received the following state and federal grants:

Hawaii State GIA Operating Grant for \$125,000 for FY 2024 to conduct an Environmental Assessment (EA) of the school site and support the completion of pre-assurances required by the Hawai'i State Public Charter School Commission. NEF has engaged an environmental consultant, currently working on the Environmental Assessment, which will be completed prior to groundbreaking.

The Federal Charter School Program (CSP) grant: We received a 3-year grant from the federal Department of Education to support Namahana School's operating expenses for the next three years:

- \$206,468 for budget period 10/01/2023 - 09/30/2024
- \$431,506 for budget period 10/01/2024 - 09/30/2025
- \$373,303 for budget period 10/01/2025 - 09/30/2025

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

As of December 31, 2023, NEF's current unrestricted assets are: \$1,740,709.

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.

Namahana Education Foundation (NEF) has established a strong track record of fundraising and project management, having raised over \$4 million for the school since its inception. In 2023, NEF raised \$1.4 million in three months to secure the 11.3 acre site for Namahana School. Since then, NEF has managed the master planning and design process for the school's Kīlauea site and secured necessary entitlements for the project. We received a GIA operating grant and are currently managing the three-year \$1 million CSP federal funding contract with the DOE. NEF's board and staff bring extensive skills and experience in educational fundraising, financing, real estate, impact investing, community development, and nonprofit management. Namahana School's leadership and board include a highly capable and experienced School Leader and governing board consisting of school administrators, educators, former nonprofit directors, attorneys, and current and former corporate managers. The Facilities Advisory Committee, which provides oversight of the campus design and build out, consists of NEF and Governing board members and community members with expertise in facilities development, real estate, project management and educational programming (see VI.1 for qualifications of key personnel and leads).

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.

Namahana School's facilities will be located on 11.3 acres, directly in the heart of Kīlauea town. This new site is the ideal location for a public middle and high school, and will provide multiple benefits to the students and local community: 1) our middle and high school students can walk and bike to school, reducing traffic and easing the transportation burden for parents; 2) nearby businesses and local organizations can serve as walkable/easily accessible internship sites, many of whom have already provided letters of support to serve as internship sites; 3) because the site is located on the future main access road to Kīlauea which will connect directly with Kūhio Highway, parents and students who live north of Kīlauea will be able to access the school without driving through town; and 4) the site is adjacent to two future affordable housing developments which will increase housing options for our teachers.

The facility will be constructed in four phases: Phase 1 will include temporary classroom and administrative facilities to immediately house our 7th and 8th grade classes and 9th and 10th grades as needed. Temporary facilities will consist of portable structures that can be put into place in a very short period of time to ensure use by Fall 2025. A permanent roadway for the school and parking lots, which are the focus of this funding request, will also be constructed during Phase I. In each of the subsequent phases, NEF will build out permanent classrooms for the next two grades along with associated administrative buildings, maker's spaces, and common areas such as the resource center and learning commons/food service space. The site infrastructure, circulation, and buildings will be designed to meet ADA requirements and all applicable building and zoning regulations adopted by the County of Kaua'i, State of Hawai'i, Hawai'i Department of Education, Hawai'i Department of Health, and any other agency with jurisdiction. NEF is currently conducting an Environmental Assessment (EA) of the Namahana School campus site which will assess potential environmental impacts of the school campus development. The EA, which will be completed prior to the construction of Phase I will allow Namahana Education Foundation to access financing and apply for federal and state capital funding for the construction of Namahana school's facilities.

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.

The following is a list of key personnel who will be supporting this request:

Melanie Parker, Namahana Education Foundation Executive Director. Melanie brings 20 years of nonprofit and public sector experience spanning a variety of environmental nonprofits, county agency and public school programs. She managed Berkeley Unified School District's district-wide USDA-funded nutrition education program for 14 schools, where she supervised 28 classified instructors, facilitated curriculum development and staff trainings and worked with Nutrition Services to support the district's transition to locally grown produce and scratch-cooked meals. She served as member of the Superintendent's Advisory Committee to re-envision her program at a district-wide level, secure bridge funding and long-term sustainable funding streams while recommending an administrative, programmatic and curricular template to the BUSD Board of Education. While at the Center of Ecoliteracy's Food Systems Project, Melanie supported a Bay Area regional network of farm-to-school programs, organized a School Food Services Roundtable in support of Farm to School Lunch business planning, and developed a School-to Farm field studies program for 10 elementary schools. As a non-profit organizational development consultant, she has worked with a wide range of groups to provide facilitation, strategic planning and restructuring services. Prior to joining NEF, she served as Namahana School's Governing Board Chair and served as

Hanalei Elementary School's School Community Council Chair. The NEF Executive Director will provide oversight and management of the Phase I facilities, working in conjunction with the Construction Manager, architect, and Facilities Advisory Committee.

Bridget Thorpe, Chief Development Officer: Bridget brings extensive experience in communications and marketing in both the nonprofit and corporate sector. She worked with Schneider Electric advising global Fortune 500s on renewable energy, carbon, and sustainability marketing initiatives. Bridget also led a sustainable apparel venture through the PreX investment accelerator managed by Sultan Ventures on Oahu, the NASDAQ Milestones accelerator, as well as Ellen MacArthur Circularity Foundation programs, where she gained valuable skills pitching investors and developing a business from the ground up. She holds a Bachelor of Science in Business Operations and Entrepreneurship, from University of Colorado at Boulder and an MBA with an emphasis in Marketing and Corporate Governance from San Diego State University. Bridget will be overseeing the capital campaign, working with the Executive Director, Capital Campaign Fundraising Consultant, and Namahana Capital Campaign Steering Committee to raise funds for Phase I construction.

Facilities Advisory Committee Members

Adam Roversi, Facilities Advisory Committee Co-Chair: Adam currently serves as Housing Director for the County of Kaua'i, where he oversees sizable affordable housing and infrastructure projects from concept to completion including pre-development, site evaluation, contract negotiation, project oversight, and eventual move-in and management of completed projects. He also served five plus years as Deputy County Attorney for the County of Kaua'i, handling matters before the Planning Commission and the State Land Use Commission while working hand-in-hand with the County's Departments of Public Works and Planning. Adam also worked as a former licensed contractor on Kaua'i specializing in residential construction. Adam is serving as the Co-Chair of the Facilities Advisory Committee and is a member of the Namahana School Governing Board.

Billy Eckert, Facilities Advisory Committee Co-Chair: Billy brings extensive real estate and marketing experience, having been involved in over \$800 million dollars in real estate transactions and 10 years in sales and marketing in the surf industry. Billy has successfully guided hundreds of local, national and multinational clients with their real estate acquisitions and dispositions, and has consistently been an award-winning and top producing agent. Billy played a key role in the acquisition of land for Namahana School. Billy has volunteered at Hanalei School and HomeSchool Now and recently helped fund the repaving of the Hanalei basketball court via an earmarked donation to the Hanalei Initiative. Billy is serving as the Co-Chair of the Facilities Advisory Committee and is a member of the Namahana Education Foundation Board.

Dr. Kapua Chandler, Namahana School Leader, brings a wealth of knowledge, history, and talent to the position. Born and raised in Kīlauea, Kapua is a kupa'āina and lineal

descendant of Ko'olau and Halele'a. In 2018, Kapua led a community engagement process to create a north shore charter school, which led to the development of Namahana School's values, mission, vision, and educational model. For the past three years, Dr. Chandler has been providing high level leadership, facilitating key partnerships, working closely with 'āina-based educators, the governing board, and Big Picture Learning to develop a school model that is reflective of and responsive to the community. She completed her Ph.D. program from UCLA in Higher Education and Organizational Change and holds two master's degrees, in Higher Education and Organizational Change (M.A. from UCLA) and Educational Administration (M.Ed. from UH Mānoa). Her Bachelor's of Science is in Computer Science and Mathematics. Her research focuses on fostering success for Native Hawaiian and rural students, more specifically, how leadership and 'āina-based education impacts rural communities. She has dedicated her research to address access to higher education for Kaua'i's North Shore students. It has always been her intention to return home to Kaua'i to assist Kaua'i youth with access to higher education. On Kaua'i, she collaborated with the Kaua'i Community College to understand the issues of accessing higher education, reviewing data and holding focus groups to understand local patterns of access for the rural North Shore community. As School Leader, Dr. Chandler oversees all Namahana School operations.

Pam Murphy, Namahana School Governing Board Chair: Pam served on Mammoth Mountain Ski Resort's senior management team for nearly 20 years and in her tenure oversaw many divisions including marketing, resort operations, retail, rental, ticket sales, ski and snowboard school, events, hospitality, planning, sponsorships and more. As Senior Vice President she planned and administered annual operating budgets of \$25 million and held accountability for over \$100 million in annual revenues. As chair of the Mammoth Lakes Airport Commission, Pam worked closely with the Town of Mammoth, the environmental community, the FAA and Horizon Airlines and was instrumental in bringing commercial air service to Mammoth Lakes. Pam led major resort development projects for the company and played a key role in planning and developing Mammoth's world famous terrain parks and youth action marketing, thereby opening new growth opportunities for the resort. She is also credited with bringing large-scale events like Women's World Cup ski races to Mammoth. In her role as Governing Board Chair, Pam provides oversight and leadership for the Governing Board.

Marion Paul, Namahana School Governing Board Member: Marion brings 30+ years of experience in the nonprofit management sector. She is a non-profit consultant working to improve the island's nonprofit capacity. Marion most recently served as president of Kaua'i Planning and Action Alliance (KPAA). KPAA's flagship program was Keiki to Career Kaua'i, an island-wide collective impact initiative to create great futures for all of Kaua'i's youth. Under Marion's direction, Keiki to Career launched several important youth projects including the Kaua'i Resilience Project to combat youth suicide. Before joining KPAA, Marion also served as executive director of San Diego Social Venture Partners, a philanthropic group that invests funds and expertise in innovative nonprofits to help them grow and achieve their mission. Previously, Marion served as executive director of the Equinox Center, a nonprofit whose mission is to balance protecting the

San Diego region's environment with the need for economic growth. As executive vice president of Junior Achievement, Marion raised eight million dollars and built the programs to create a 10,000 square foot mini-city called BizTown, where students learn how to run businesses and manage their money. Marion is an active volunteer in the community. In addition to serving on the Namahana School Governing Board, she is also a member of the Facilities Advisory Committee.

Jack Lewis, North Shore Preserve: Jack brings over 17 years of project management in commercial construction projects on the mainland and in Hawai'i ranging \$800K - \$600MM. As Director of Development with the North Shore Preserve, he has been managing permit application, and construction for golf course renovation, utility/infrastructure projects, and vertical building construction with values totaling over \$50M. While at Hensel Phelps Construction Co. on O'ahu, he managed the design-build clinic renovation project for Tripler Army Medical Center from an RFP concept design for five spaces in the active hospital and completed approximately 30,000 SF of dental surgery, administration, physical therapy, and occupational therapy spaces for the hospital over approximately two years. Jack is serving as a member of the Facilities Advisory Committee.

Phase I Contractors:

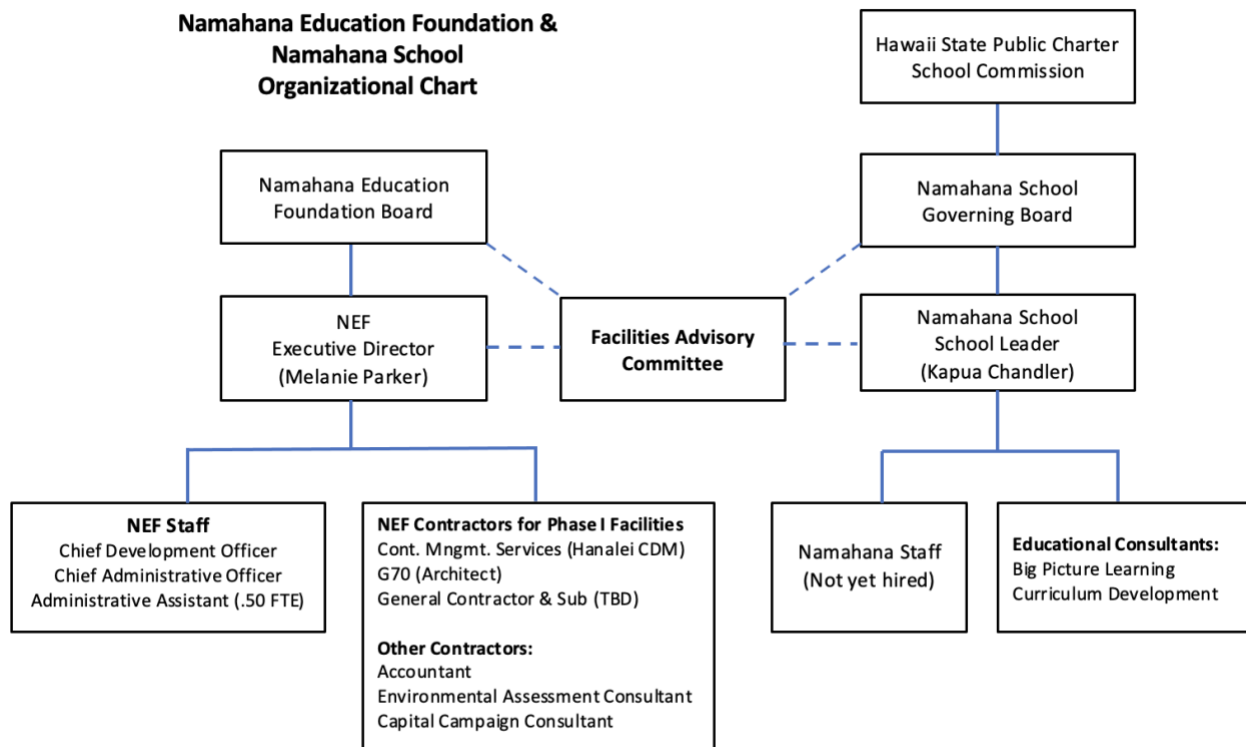
Jack Edghill, Construction Manager, Owner Hanalei CDM: Jack has been involved in residential and commercial construction for over 40 years. He started his own company in California over 25 years ago and obtained his Hawai'i Contractor's License in February 2005. In March 2012, he formed Hanalei CDM, Inc. Through his company Jack provides experienced construction management and supervision for all construction activities. He has extensive experience in problem-solving, project management, and managing subcontractors and staff. Jack's past experience has given him a comprehensive knowledge of construction protocols and standards. During his time with Howard CDM & Mammoth Mountain Ski Area, Jack served as Superintendent for Mammoth Village Project which included ground up construction of several large commercial buildings. He also served as Construction Manager for tenant Improvements for Starbucks, McCoy Sports, Panache, New York Deli, Unbound Snowboard Shop, Mammoth Daycare Center, Hyde Night Club, and remodels and renovations in large restaurant and retail spaces and the Nordic cross-country center. Jack also served as General Contractor for numerous commercial renovations including Mogul Restaurant, Berger's Burgers, Mammoth Dental Office, Roberto's Restaurant, Ocean Harvest Restaurant, Mammoth Gallery, and 8050 Discovery Center. Jack will be providing Construction Management Services for Namahana School's Phase I construction.

Group70 International (G70), Charles Kaneshiro: Charles Kaneshiro is President and COO of G70, Hawai'i's largest multidisciplinary design firm with extensive educational design experience, having designed more than 1 million square feet of K-12 educational facilities in Hawai'i and around the Pacific Rim. Charles specializes in the planning and design of educational and institutional facilities. He has effectively and successfully

guided projects from master planning to programming, design and construction. A former high school math and chemistry teacher, Charles has taught in both public and private schools. As one of the first LEED accredited professionals in Hawai'i and 2007-2009 Green Schools advocate for the USGBC Hawai'i Chapter, Charles has a passion for designing sustainable schools. Charles Kaneshiro is leading the G70 team to provide design and planning services for Namahana School's Phase I facilities.

2. Organization Chart

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



3. Compensation

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

Namahana Education Foundation Executive Director: \$100,000 - \$115,000
 Namahana Education Foundation Chief Development Officer: \$100,000 - \$115,00
 Namahana School Leader \$100,000 - \$115,000 (contracted position)

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.

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.

The applicant is a 501(c) 3 charitable organization.

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.

N/A

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.

Namahana Education Foundation is implementing a comprehensive fundraising plan to raise the funds needed to complete Phase I, which includes a \$7 million capital campaign to secure private, state and federal grants, as well as leverage other community partnerships for support. NEF has constructed a capital campaign committee comprised of respected and influential community members to lead the fundraising effort. NEF hired a capital campaign consultant to ensure the structure of the campaign is sound and to give advanced training to the Executive Director, capital campaign committee and staff. NEF is also currently exploring options to secure a bridge loan to provide any additional capital needed to complete Phase I until the required funds are secured. For the subsequent phases, NEF plans to apply for a USDA Rural Development Community Facilities loan and is conducting an Environmental Assessment and financial feasibility study to support the application. To support school pre-opening operating expenses beyond 2024-2025, NEF secured \$1 million in federal funding from the federal DOE's Charter School Program, which provides operating funds to support high quality start-up charter schools. Namahana

School also plans to apply for an additional CSP grant in the first year of school operations for \$1 million over three years for operating support.

In addition to the current funds raised by NEF, the Kauai North Shore Community Foundation (KNSCF) received a \$2.08 million grant from a private donor for operating expenses for Namahana School, payable at \$150,000 per year through 2032. NEF entered into an MOU with KNSCF and is currently receiving annual disbursements of \$150,000 to fund pre-opening operating costs for Namahana School. Once Namahana School is operational in August 2025, the school will receive state per-pupil funding starting in July 2025 from the Hawai'i State Charter School Commission to cover school operational costs.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2024 to June 30, 2025

Applicant: Namahana Education Foundation

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				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
TOTAL PERSONNEL COST				
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	934,000			
TOTAL (A+B+C+D+E)	934,000			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	934,000	Melanie Parker	808-652-2002	
(b) Total Federal Funds Requested		Name (Please type or print)	Phone	
(c) Total County Funds Requested		<i>Melanie Parker</i>	1/18/24	
(d) Total Private/Other Funds Requested		Signature of Authorized Official	Date	
TOTAL BUDGET	934,000	Melanie Parker, Executive Director		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2024 to June 30, 2025

Applicant: Namahana Education Foundation

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
N/A				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				
JUSTIFICATION/COMMENTS: We are not requesting any funds for personnel				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2024 to June 30, 2025

Applicant: Namahana Education Foundation

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
N/A			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:			\$ -	

JUSTIFICATION/COMMENTS: We are not requesting any funds for equipment

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
N/A			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:			\$ -	

JUSTIFICATION/COMMENTS: We are not requesting any funds for motor vehicles

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2024 to June 30, 2025

Applicant: Namahana Education Foundation

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2022-2023	FY: 2023-2024	FY:2024-2025	FY:2024-2025	FY:2025-2026	FY:2026-2027
PLANS						
LAND ACQUISITION	\$ 1,400,000					
DESIGN		\$ 280,000				
CONSTRUCTION			\$ 934,000	\$ 3,400,000		
EQUIPMENT.						
TOTAL:	\$ 1,400,000	\$ 280,000	\$ 934,000	\$ 3,400,000		
<p>JUSTIFICATION/COMMENTS: In addition to the \$1.4 million raised for land acquisition, NEF has raised \$1.7 million in unrestricted funds that will be allocated toward pre-opening operating expenses and Phase I capital expenses. These funds were raised through private grants and individual contributions; Other funds requested in 2024-25 will be raised through our capital campaign.</p>						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Namahana Education Foundation

Contracts Total: 1,136,277

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	Hawaii State GIA Operating grant	FY 2023-2024	State of Hawaii -- Hawaii State Public Charter School Commission	State of Hawaii	125,000
2	Charter School Program Developer Grant - 3 year grant for school operating funds	10/01/23 - 09/30/24 10/01/24 - 09/30/25 10/01/25 - 09/30/25			1,011,277
3					
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