

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

Andrea Buckman ANDREA BUCKMAN

AUTHORIZED SIGNATURE

PRINT NAME AND TITLE

1/19/2024

DATE



STATE OF HAWAII
STATE PROCUREMENT OFFICE

CERTIFICATE OF VENDOR COMPLIANCE

This document presents the compliance status of the vendor identified below on the issue date with respect to certificates required from the Hawaii Department of Taxation (DOTAX), the Internal Revenue Service, the Hawaii Department of Labor and Industrial Relations (DLIR), and the Hawaii Department of Commerce and Consumer Affairs (DCCA).

Vendor Name: UHIWAI O HALEAKALA

Issue Date: 01/16/2024

Status: **Compliant**

Hawaii Tax#:

[REDACTED]

FEIN/SSN#:

XX-[REDACTED]

UI#:

DCCA FILE#:

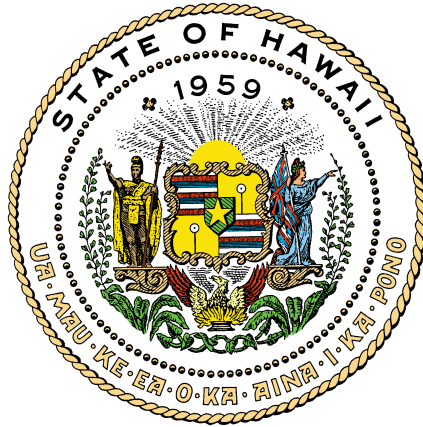
295000

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



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

UHIWAI O HALEAKALĀ

was incorporated under the laws of Hawaii on 08/13/2018 ; 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 16, 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.

-Uhiwai O Haleakalā

(Typed Name of Individual or Organization)

Andrea Buckman
(Signature)

1/19/2024
(Date)

Andrea Buckman

(Typed Name)

Executive Director

(Title)

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

Applicant: Uhiwai O Haleakala

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Executive Director	100%	\$137,280.00	50.00%	\$ 68,640.00
Project Coordinator	100%	\$125,840.00	50.00%	\$ 62,920.00
Natural Resource Manager	100%	\$114,400.00	50.00%	\$ 57,200.00
Operations/Community Engagement Manager	100%	\$91,520.00	50.00%	\$ 45,760.00
Field Crew Leader	100%	\$91,520.00	75.00%	\$ 68,640.00
Field Crew	100%	\$74,880.00	75.00%	\$ 56,160.00
Field Crew	100%	\$74,880.00	75.00%	\$ 56,160.00
Field Crew	100%	\$74,880.00	75.00%	\$ 56,160.00
PR/Outreach Liaison	100%	\$91,520.00	50.00%	\$ 45,760.00
Program Assistant	100%	\$80,080.00	50.00%	\$ 40,040.00
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				557,440.00
JUSTIFICATION/COMMENTS: 50% of all manager and admin staff and 75% of all field staff. (Executive Director, Project Coordinator and Natural Resource Manager spend a large amount of time of the 50% FTE in the field with the Field Crew)				

Applicant: Uhiwai O Haleakalā

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
40' containers for storing fence materials on site	3.00	\$10,000.00	\$ 30,000.00	30000
Office Trailers	3	\$30,000.00	\$ 90,000.00	90000
			\$ -	
			\$ -	
			\$ -	
TOTAL:	6		\$ 120,000.00	120,000

JUSTIFICATION/COMMENTS:

40' containers to securely house valuable equipment, tools, vehicles, and technology essential for conservation.
Purchase/convert 3 office containers, creating space and storage dedicated to management staff, field staff, and outreach/volunteer staff.

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
4x4 ATV	2.00	\$40,000.00	\$ 80,000.00	80000
Compact Truck 4WD	1.00	\$50,000.00	\$ 50,000.00	50000
Flat Bed Truck	1.00	\$50,000.00	\$ 50,000.00	50000
Trailer to transport ATV/supplies/seedlings	1.00	\$8,000.00	\$ 8,000.00	8000
			\$ -	
TOTAL:	5		\$ 188,000.00	188,000

JUSTIFICATION/COMMENTS:

Purchase dedicated vehicles to fill gaps in access (flatbed, ATV/UTV, compact truck, 4x4 SUV, trailer) allowing for safe transport in rugged terrain.

Applicant: Uhiwai O Haleakalā

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2022-2023	FY: 2023-2024	FY:2024-2025	FY:2024-2025	FY:2025-2026	FY:2026-2027
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION			100000			
EQUIPMENT			120000			
TOTAL:			220,000			

JUSTIFICATION/COMMENTS:

Construction: Installation of 2 reservoirs x \$40,000 each. Equipment: 40' containers to securely house valuable equipment, tools, vehicles, and technology essential for conservation. Purchase/convert 3 office containers, creating space and storage dedicated to management staff, field staff, and outreach/volunteer staff.