

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

Chelsey Jay, Executive Director
PRINT NAME AND TITLE

January 17, 2025
DATE

**THE THIRTIETH LEGISLATURE
APPLICATION FOR GRANTS
CHAPTER 42F, HAWAII REVISED STATUTES**

Type of Grant Request:

Operating Capital

Legal Name of Requesting Organization or Individual: Hoa 'Āina O Mākaha

Amount of State Funds Requested: \$ 154,924

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

Hoa 'Āina O Mākaha (HAOM, Land Shared in Friendship) is a 5-acre community garden and learning center that provides 'āina-based education to Mākaha Elementary School students and their families, as well as families living on the Wai'anae Coast. HAOM was founded in 1979 by well-known Jesuit priest Luigi "Gigi" Cocquio on a barren, abandoned piece of land, and has a lengthy lineage as one of the first place-based programs in Hawai'i. Our free place-based education programs provide hands-on experiences at the farm that teach participants how to grow and prepare healthy foods, make healthy life choices, connect with their roots in Hawaiian culture, and gain a deeper sense of the relationship between individual, community, and the environment. Located adjacent to Mākaha Elementary School, the farm provides experiential education to the school's students through the Na Keiki O Ka 'Āina Program and to visiting students from other schools through the Ke Ala Learning Center Program. The U-Pick Farm to Basket Experience Program connects people with their food and how to grow it. Each year, HAOM's programs benefit over 2,000 children and families, including approximately 400 Mākaha Elementary students.

Amount of Other Funds Available:

State: \$0

Federal: \$ 47,475.96

County: \$0

Private/Other: \$ 341,895.59

Total amount of State Grants Received in the Past 5 Fiscal Years:

\$ 0

Unrestricted Assets:

\$ 336,138.83

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:

84-225 Ala Naauao Place
Wai'anae, HI 96792

Contact Person for Matters Involving this Application

Name: Chelsey Jay

Title: Executive Director

Email: makanaleij@gmail.com

Phone: (808) 220-4166



Authorized Signature

Chelsey Jay, Executive Director

Name and Title

January 17, 2025

Date Signed



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: HOA'AINA 'O MAKAHA *

DBA/Trade Name: HOA'AINA 'O MAKAHA *

Issue Date: 01/15/2025

Status: **Compliant**

Hawaii Tax#: 40539682-01
New Hawaii Tax#: GE-0457609216-01
FEIN/SSN#: XX-XXX2820
UI#: No record
DCCA FILE#: 79381

Status of Compliance for this Vendor on issue date:

Form	Department(s)	Status
A-6	Hawaii Department of Taxation	Compliant
8821	Internal Revenue Service	Compliant
COGS	Hawaii Department of Commerce & Consumer Affairs	Exempt
LIR27	Hawaii Department of Labor & Industrial Relations	Compliant

Status Legend:

Status	Description
Exempt	The entity is exempt from this requirement
Compliant	The entity is compliant with this requirement or the entity is in agreement with agency and actively working towards compliance
Pending	A status determination has not yet been made
Submitted	The entity has applied for the certificate but it is awaiting approval
Not Compliant	The entity is not in compliance with the requirement and should contact the issuing agency for more information

**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS PURSUANT TO
CHAPTER 42F, HAWAII REVISIED STATUTES**

The undersigned authorized representative of the applicant certifies the following:

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

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

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

(Typed Name of Individual or Organization)



(Signature)

(Date)

(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, 2024.

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](#).

Grant funds received for this request shall be used for a public purpose pursuant to Section 42F-102 of the Hawaii Revised Statutes.

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;

Hoa 'Āina O Mākaha (HAOM, Land Shared in Friendship) is a 5-acre community garden and learning center that provides 'āina-based education to Mākaha Elementary School students and their families, as well as families living on the Wai'anae Coast. HAOM was founded in 1979 by well-known Jesuit priest Luigi "Gigi" Cocquio on a barren, abandoned piece of land, and has a lengthy lineage as one of the first place-based programs in Hawai'i. Our mission is to create peaceful communities in harmony with nature through the eyes, hands, and hearts of the children. Wai'anae Coast communities face many challenges including high levels of poverty, child abuse, and unmet health needs. HAOM's free place-based education programs address these needs through hands-on experiences at the farm that teach participants how to grow and prepare healthy foods, make healthy life choices, connect with their roots in Hawaiian culture, and gain a deeper sense of the relationship between individual, community, and the environment. Located adjacent to Mākaha Elementary School, the farm teaches gardening skills to the school's

students through the Na Keiki O Ka 'Āina Program and to visiting students from other schools through the Ke Ala Learning Center Program. Each year, HAOM's programs benefit over 2,000 children and families, including approximately 400 Mākaha Elementary students.

2. The goals and objectives related to the request;

Goals:

- Help students understand the interconnection of life on our 'āina.
- Provide and promote a deeper understanding and appreciation of native Hawaiian culture.
- Improve and increase awareness of health and nutrition by introducing and promoting whole healthy foods and snacks in an enjoyable and exciting format that is fun.
- Expose educators to experiential, more kinesthetic curriculum delivery models and methodologies.

Objectives (2025-26 school year):

- Serve 2,000 children and families through Nā Keiki O Ka Aina, Ke Ala, U-Pick, and other programs.
- Produce 5,000 pounds of nutrient-dense, fresh, local produce to be shared with program 'ohana and the broader community at little to no cost.

3. The public purpose and need to be served;

Wai'anae Coast communities—Mākaha, Wai'anae, and Nānākuli—face many challenges. According to US Census data, one in five persons live below the poverty level, more than two times the statewide average, while 14.7% of families live in poverty compared with 6.5% statewide. In Mākaha, the number of people in poverty is nearly three times the state average: 31.2% vs. 11.2%, while the median household income is \$47,470 compared to a statewide income of \$84,857 (US Census).

Another challenge is that much of Wai'anae is a food desert and many members of the community are food insecure. Most of the Wai'anae coast is classified as low income, low access according to the USDA's Food Access Research Atlas. Moreover, Wai'anae has the third highest ranking on the 2023 Food Insecurity Index for Honolulu County published by the Hawai'i Department of Health. In addition, 61.7% (vs. 54.6% statewide) of the population consumes less than 3 servings of fruits or vegetables per day.

Poor lifestyle habits exacerbate the effects of limited access to fresh foods. According to data from the Hawai'i Behavioral Risk Factor Surveillance System, 68.9% (vs. 58.4% statewide) of the population is obese or overweight, 20.6% (vs. 12.2%) smoke, 21.4% (vs. 17.1%) binge drink, and only 45.1% (vs. 55.4%) engage in more than 150 minutes per week of aerobic exercise. These poor lifestyle habits are reflected in diminished health outcomes: Wai'anae Coast residents suffer more from diabetes (19.9% vs. 9.4% statewide), coronary heart disease (4.6% vs. 2.4%), and high blood pressure (34.3% vs. 27.4%). Mental health is also a challenge, with 19.6% (vs. 14.7%) of people reporting

mental illness in their household, 34.7% coming from households subject to domestic violence (vs. 18.2%) and 50.7% subject to emotional abuse (vs. 36.3%).

4. Describe the target population to be served; and

About half of HAOM participants are children under the age of 12 and about 54.5% of the families are Native Hawaiian or part-Hawaiian compared with 27.1% statewide. Ninety-five percent of Mākaha Elementary School's 386 students are economically disadvantaged and approximately 99% are eligible for free or reduced-cost lunch. Main ethnic groups are 63% Native Hawaiian, 13% White, 9% Filipino, and 9% other Pacific Islander. Students lag statewide performance in the language arts (26% vs. 52%), math (23% vs. 40%), and science (27% vs. 41%). Absenteeism is also a challenge, with only 44% of students attending 90% of classes compared to the statewide average of 75%. Moreover, enrollment has dropped precipitously from 456 students in 2022-23 to 386 in 2023-24.

In a typical year, HAOM's programs benefit over 2,000 children and families, including Mākaha Elementary students and their teachers and 1,300 students, pre-K through 5th grade, from schools in the Wai'anae community and beyond.

5. Describe the geographic coverage.

Wai'anae, HI 96792 and especially Mākaha.

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;

HAOM's two main programs are the **Nā Keiki O Ka 'Āina Program** and the **Ke Ala Learning Center Program**. Founded in 1987, the Nā Keiki O Ka 'Āina or "school in garden" program serves 450-500 students from Mākaha Elementary School each year. The school is conveniently located adjacent to the HAOM property sharing a connecting gate and fence line. The program was initiated upon the request of Mākaha Elementary School principal Hazel Sumile in 1987. The hands-on program teaches gardening skills, scientific concepts, and traditional Hawaiian cultural practices; encourages teamwork, problem-solving, and critical thinking; and promotes healthy eating and lifestyles. It helps children connect with the land, spend time in a nurturing environment, experience the interconnectedness of all life, and have fun while feeling safe to explore their interests and express themselves.

Students follow a curriculum planned with Mākaha Elementary teachers to meet Hawai'i Department of Education standards. They plant fields of corn, beans, lettuce, green onions, won bok, pak choi, peanuts, kalo and a variety of herbs used for cooking and for medicinal use as well as Native Hawaiian plants. Students gain valuable STEM

knowledge as they explore the science of soil, water, minerals, compost, and plant biology. STEM learning is complemented by cultural lessons in which students learn how Native Hawaiians have used different plants for cultural and medicinal purposes, as well as learning about Polynesian migration, the formation of the islands, and the nine Wai'anae ahupua'a. Students then harvest what they have planted and take home the fresh produce along with recipes. In addition to cultivating fresh produce, students learn how to care for the animals at the farm, including goats, chickens, ducks, geese, turtles, and rabbits; learn about pollination at the bee apiary; and how to raise fish in the tilapia tank.

Through the Ke Ala Learning Center Program, about 1,300 students, pre-K through 5th grade, and 40 teachers conduct field trips to the farm for learning activities. These include monthly visits by 42 special education students using their garden activities to strengthen their independent living skills and an average of 50 students who visit each week for half-day outdoor learning activities. The Ke Ala program helps students to experience the interconnection of life on our 'āina, acquire a deeper understanding and appreciation of native Hawaiian culture, and increase their awareness of health and nutrition. It also exposes educators to experiential, more kinesthetic teaching methods.

During the COVID-19 pandemic, HAOM staff pivoted to meet the needs of the community related to food insecurity and health. The result was the **U-Pick Farm-to-Basket Experience Program** for the community which started in February 2021 and has become a permanent program. At U-Pick events, 'ohana learn how to plant food crops, harvest fruits and vegetables, and prepare recipes from produce that comes from the farm. They also learn about the health benefits of the produce and are welcome to harvest produce from designated fields, take plants for their home gardens, and sample tea and other value-added products made from the farm's produce. These events have increased the community's access to locally grown, nutrient-dense foods.

The **Kūpuna U-Pick Program** was started in January 2024. It hosts kūpuna (elders) from our community once a month on the farm and is planned and implemented by haumāna (youth) from the Papahana 'o Kaiona Alternative Learning Program (9th-10th grade) with support from HAOM staff. The youth prepare the fields as well as help the kūpuna to harvest fresh fruits and vegetables, wash and weigh them, and share how kūpuna can use the produce they take home. The program accomplishes multiple goals: 1) it reduces seniors' social isolation while helping them to develop gardening skills and increase their food security; 2) it promotes intergenerational learning; and 3) it gives haumāna the opportunity to learn and practice skills such as organizing, teaching, and teamwork, while feeling a sense of kuleana (responsibility) for the program. Kūpuna are the foundation and heart of any 'ohana and community and can impart deep 'ike (wisdom) and aloha if we just listen and pay attention to them.

To achieve the goals described above, HAOM conducts the following activities:

In the Nā Keiki O Ka 'Āina Program, weekly classes of K-6 graders engage in hands-on lessons that integrate curricula objectives in math, science, health, and social studies. Fourth grade students focus on Hawaiian culture and history. Goals and related activities for the two core programs are:

Goal 1: Help students understand the interconnection of life on our 'āina.

Activities: Provide children from Mākaha Elementary and various schools across O'ahu with opportunities to learn about plant and animal life cycles and their importance and impact on our ecosystem through interactive, hands-on activities. Children learn about the finite nature of our environment and why it is important to steward the land. They are also able to participate in hands-on activities that enable them to experience the many forms of renewable energy.

Goal 2: Provide and promote a deeper understanding and appreciation of native Hawaiian culture.

Activities: Students whose social studies/history curriculum is focused on Hawaiiiana receive hands-on, highly interactive lessons about the Polynesian triangle, ocean voyaging and migration, and traditional native Hawaiian land use and management. Students also learn about Native Hawaiian plants and animals and work to grow and maintain the Hawaiian garden at the farm.

Goal 3: Improve and increase awareness of health and nutrition by introducing and promoting whole healthy foods and snacks in an enjoyable and exciting format that is fun.

Activities: Provide children with hands-on opportunities to harvest vegetables that they will take home to eat with their families; and, during their time on the farm allow them to taste fresh, healthy fruits and vegetables.

Goal 4: Expose educators to experiential, more kinesthetic curriculum delivery models and methodologies.

Activities: Provide teachers with opportunities to explore curriculum delivery methods that are interactive and metaphorical. The purpose is to make learning in their classrooms more dynamic and to subsequently have a greater impact on their students.

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

HAOM's Nā Keiki O Ka 'Āina Program and the Ke Ala Learning Center Program are conducted throughout the school year, while U-Pick Farm-to-Basket Experience Program events are held once per month. In the case of the Nā Keiki O Ka 'Āina Program, classes from Mākaha Elementary School come over at least once per week in general. The school is adjacent to HAOM and shares a gate for convenient access to the community farm and learning space.

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

For HAOM's core programs, outputs such as the number of participants, types of activities, and pounds of food produced are tracked. In addition, outcomes are tracked including changes in students' attitudes towards trying new fruits and vegetables; changes in healthy behaviors such as consumption of fruits and vegetables; increased knowledge of gardening; increased knowledge of nutrition; increased sense of stewardship/respect for the 'āina; skills in complex thinking; and positive relationships with adults. Throughout its 45-year history, HAOM has consistently achieved positive outcomes in these areas—helping thousands of students to increase their knowledge, learn healthy new behaviors,

become good stewards of the land, and grow into contributing members of society as adults.

HAOM uses qualitative and quantitative methods to measure program impact. We record the number of students on class visits to the farm, and the number of attendees at workshops and events. We also use post-activity surveys to determine changes in participant attitudes and behaviors regarding the community, healthy eating, and knowledge of Hawaiian culture.

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

The following measures of effectiveness will be reported to the relevant State agency:

- Number of program participants for the Na Keiki O Ka 'Āina Program (Mākaha Elementary), the Ke Ala Learning Center Program (visiting students from other schools), and the U-Pick Farm-to-Basket Experience Program.
- Total number of pounds of food produced and distributed

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 2026.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$38,731	\$38,731	\$38,731	\$38,731	\$154,924

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2026.
 - Kamehameha Schools
 - HMSA Foundation

- Honu'apo
- Kosasa Foundation
- Cooke Foundation
- Atherton Family Foundation
- Bank of Hawai'i Foundation
- First Hawaiian Bank
- Kaiser Permanente

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.

N/A

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 2026 for program funding.

- Inflation Reduction Act Urban and Community Forestry (Trees for People) Grow Good Hawai'i awarded this grant with Hoa 'Āina O Mākaha as a subawardee to facilitate educational activities about urban and community forestry (FY2025) - \$200,000 (over five years)
- USDA Nutrition Incentive Program (Produce Prescription) 'Elepaio Social Services (nonprofit arm of Wai'anae Coast Comprehensive Health Center) awarded this grant with Hoa 'Āina O Mākaha as a subawardee to run agriculture and nutrition workshops for patients based at the farm (FY2025) - \$57,508

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2024.

\$336,138.83

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.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. (3,000 character count limit)

Hoā 'Āina O Mākaha (HAOM) was founded in 1979 as a 501(c)3 non-profit organization in beautiful Mākaha valley with a mission of, Creating peaceful communities in harmony with nature through the eyes, hands, and hearts of the children. Our work focuses on community self-reliance, supporting 'ohana, and peacemaking in Wai'anae through innovative and engaging educational programs. HAOM is a 5.5-acre community and educational farm that provides 'āina-based education to keiki and families in Wai'anae and beyond. HAOM's programs address multiple community needs through hands-on experiences at the farm that teach participants how to grow and prepare 'ai pono (healthy food), make healthy life choices, connect with their roots in Hawaiian culture, and gain a deeper sense of the relationship between individual, community, and 'āina.

HAOM has an extensive history as one of the first place-based nonprofit programs in Hawai'i reaching students from around the world and thousands of community members over the past 45 years. People who visit our farm are quenched by the famous Kaiāulu wind of Wai'anae as we grow our kaiāulu (community) through the process of planting food and turning our hands down to the soil with each other. HAOM has been running its core educational program, Nā Keiki O Ka 'Āina since 1987 in partnership with Makaha Elementary School teaching generations of keiki from this school on our farm for almost 40 years.

As an expansion of this program, HAOM's Ke Ala Learning Center program was created to reach keiki and families from across O'ahu and beyond since 1996. Ke Ala is a classroom without walls holding space for over 2,000 students every year teaching concepts related to animal and plant care, the cultural history of Hawai'i, mahi'ai practices, and health and nutrition.

Since 2021, HAOM has run 25+ U-Pick Farm to Basket events for the community where 'ohana can come onto the farm to learn how to plant food crops, harvest fruits and vegetables, take home plant starters, taste farm fresh samples, and share recipes.

HAOM has been a safe and peaceful gathering space for the community for almost 50 years, which is a testament to the organization's dedication to its unique mission, commitment to this community, and extensive experience leading place-based educational activities for keiki and 'ohana.

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.

HAOM is located in residential Mākaha Valley on 5.5 acres of land next door to Mākaha Elementary School. HAOM has a 15-year License Agreement with the Wai'anae Coast Comprehensive Health Center until 2033 to steward the land. Our educational farm is accessible to our community and program participants for educational purposes and provides a free source of fresh vegetables and fruits. HAOM staff are on the farm Monday through Friday and some Saturdays running programs during the day. HAOM has multiple structures on the farm consisting of a traditional hale, learning gazebo, animal area,

workshop, nursery, washing station, Peace Center/office, small kitchen, restrooms, and quonset residence.

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.

HAOM has a 7-person team that includes the Executive Director, Production Manager + Caretaker, Program Manager, Mahi'ai Educator, Program Assistant, Farm Maintenance Specialist, and Groundskeeper. Six out of the seven staff members come from the Wai'anae community and thus are intimately familiar with the area, its people, and the challenges faced by this community. The Program Manager has been with the organization for over 15 years, while the Production Manager and Groundskeeper have each been with HAOM for more than six years. The Executive Director is from Wai'anae and spent the last 10 years working at another 'āina-based education nonprofit in West O'ahu before joining the HAOM team in July of 2023. In addition to the seven staff, HAOM contracts an Accountant to assist the ED with overall organizational financial management and contracts a Grant Writer to search and secure funding for the organization. Our highly experienced team all work with our program participants to provide educational services for the community.

Executive Director: Provides overall organizational leadership, fiscal management, and operational oversight for the organization ensuring compliance and accountability for reporting and evaluation of short and long-term outcomes. Provides supervision, support, and guidance for staff and reports to the Board of Directors. The ED joined the HAOM staff in July of 2023 and grew up in Wai'anae where she attended Nānāikapono Elementary School and is a 2007 graduate of Kamehameha Schools. She received a BS degree in Environmental Science and Resource Management from the University of Washington and a Master's degree in Educational Foundations from the University of Hawai'i at Mānoa. For 10 years, the ED served the West O'ahu community as an Education Coordinator and then Program Director at Mālama Learning Center working to organize environmental stewardship programs, creating opportunities for the community to access 'āina in meaningful ways, and building the capacity of the next generation before transitioning to HAOM to serve as the Executive Director.

Production Manager + Caretaker: The Production Manager works in a variety of settings within agriculture including animal production, seed and chemical production, and the food sector. This position is responsible for overseeing day to day activities as they relate to the successful production of the farm fruits, vegetables, value-added products, and other products from the farm. The Production Manager supports the planning, coordination, and implementation of educational programs at the farm and partnerships and oversees all farming and produce activities. The Production Manager

has been working at HAOM for over six years managing the production of food on the farm as it directly relates to the programs while also growing our educational programs for students and families. In addition, this person also serves as the Caretaker living on site, which is a key and essential part of the farm operations ensuring an ongoing presence on site to promote safety, upkeep, and security measures at the farm.

Program Manager: The Program Manager organizes programs and activities for HAOM and develops/expands programs to support the organization's strategic direction. This position presents opportunities for keiki and 'ohana to explore, experience, and develop a relationship with the land through its care and oversees coordination, planning, and implementation of all education programs on the farm in alignment with the mission and goals of HAOM. The Program Manager has been with HAOM for over 15 years and has extensive experience teaching and providing direct services to this community.

Mahi'ai Educator: The Mahi'ai Educator develops and delivers thoughtful and meaningful educational program activities and lessons for program participants (keiki to kūpuna), which include, but are not limited to - youth groups, school groups, partner organizations, teachers, and 'ohana in order to enhance cultural, ecological, and social health and well-being and strengthen community. This position works closely with the HAOM Executive Director and programs team to co-develop unique 'āina-based lessons for the community and supports the overall farm operations. The Mahi'ai Educator will provide engaging experiences through a cultural lens centered around HAOM values and mālama 'āina

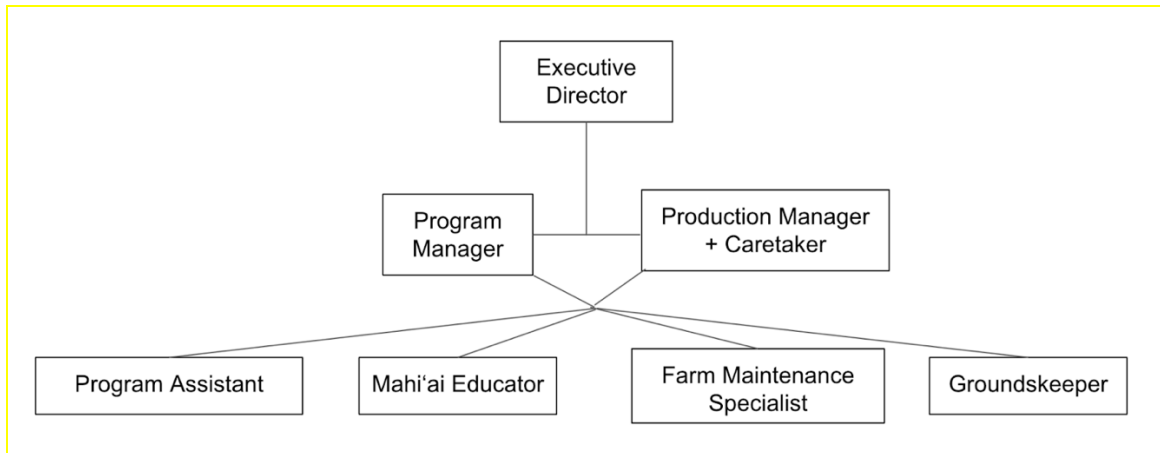
Program Assistant: As part of the HAOM staff team, the Program Assistant will continue the organization's 45-year legacy of helping children and their families on the Wai'anae Coast rediscover Hawaiian culture, the love for the land, and the love for each other and for the world. The focus of the Program Assistant role is to support all aspects of HAOM's farm and education programs.

Farm Maintenance Specialist: The Farm Maintenance Specialist position assists the Production Manager and HAOM staff with various tasks related to the maintenance, upkeep, and safety of the farm, facilities, and equipment. This position will be responsible for performing a variety of day-to-day maintenance tasks on site that will enhance and support the overall farm operations.

Groundskeeper: The Groundskeeper creates and maintains an inviting and aesthetic environment all guests can enjoy, where each feels safe and is able to experience a sense of place. Responsibilities include general maintenance and upkeep of the grounds, animal area, and assisting with field care and harvests as needed.

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.

Executive Director: \$75,000-\$80,000

Production Manager + Caretaker: \$51,000-\$52,000

Program Manager: \$51,000-\$52,000

VII. Other

1. Litigation

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

N/A

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.

N/A

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 2026 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2026, but
- (b) Not received by the applicant thereafter.

As seen from our list of current and potential funders, HAOM enjoys broad support throughout the community, including from private foundations and government, as well as individuals. The HMSA Foundation, for example, recently invited HAOM to join a small cohort of organizations that will be provided with financial and other support over multiple years.

In addition to seeking financial and other support broadly throughout the community, strong partnerships have been one of the keys to HAOM's successful delivery of our programs over many years. Our core partnership is with **Mākaha Elementary School**. As noted above, this partnership began 36 years ago and by now has a large alumni community.

Another important partnership is HAOM's relationship with the **Wai'anae Coast Comprehensive Health Center (WCCHC)** and its nonprofit arm, **'Elepaio Social Services**. WCCHC is the largest Federally Qualified Health Center on the island of Oahu, serving more than 37,000 patients, with over 203,500 visits across seven locations. HAOM has provided fresh fruits and vegetables every week for several years as a part of WCCHC's food distribution drives. The **Mana Kū Produce Prescription Program** is a new initiative which uses food as "medicine" and is funded by a \$500,000 grant from the US Department of Agriculture. The program aims to strengthen household food security, increase fresh fruit & vegetable consumption, and improve chronic disease management among WCCHC patients. HAOM will conduct agricultural and culinary workshops as part of the educational component of the program.

Honu'apo, a Native Hawaiian organization committed to improving the health of Native Hawaiians and the community at large, is another important partner. Honu'apo's programs are closely aligned with those of HAOM. Its Keiki Ola Pono nutrition education program for preschool-aged children and their families, for example, encourages participants to eat more fresh fruits and vegetables — especially locally grown produce. HAOM is one of a handful of Honu'apo's West Oa'hu partners. As described above, HAOM is also partnering with 9th and 10th graders from the **Papahana 'o Kaiona Alternative Learning Program** for the Kūpuna U-Pick Pilot Program. In addition to these major partnerships, HAOM works closely with numerous community organizations and schools based on the Wai'anae Coast and beyond through the Ke Ala Learning Center Program.

Another important partnership is with **Grow Good Hawaii for the Trees for People Project**, which is funded by a **\$5 million, five-year grant from the USDA Forest Service Urban & Community Forestry Program**. Working together with Grow Good and **'Elepaio Social Services / Wai'anae Coast Comprehensive Health Center**, HAOM will be helping to promote agroforestry and distribute 1,600 (mostly food) trees to

Wai'anae Coast communities to help strengthen their food security, as well as contribute to biodiversity, increased canopy, and other environmental, social, health, and economic-related benefits.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2025 to June 30, 2026

App

Hoa 'Aina O Makaha

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	89,924			244,660
2. Payroll Taxes & Assessments	10,000			46,879
3. Fringe Benefits	20,000			75,000
TOTAL PERSONNEL COST	119,924			366,539
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance - Vehicle/Other	1,000			4,000
3. Lease/Rental of Equipment	1,000			4,000
4. Lease/Rental of Space				
5. Staff Training/PD	1,000			2,000
6. Program Supplies	7,000			13,000
7. Telecommunication	3,500			
8. Utilities/Occupancy	4,500			11,630
9. Printing (Program Materials)	1,000			4,000
10. Contract Services	8,000			32,000
11. Maintenance Equipment	6,000			
12. Equipment				
13. Property Tax	1,000			2,165
14. Miscellaneous	1,000			
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	35,000			72,795
C. EQUIPMENT PURCHASES				5,000
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	154,924			444,334
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	154,924	Chelsey Jay 808-220-4166		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested		Signature of Authorized Official Date		
(d) Total Private/Other Funds Requested	444,334	Chelsey Jay, Executive Director		
TOTAL BUDGET	599,258	Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2025 to June 30, 2026

Applicant: _____ Hoa 'Aina O Makaha _____

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	\$80,000.00	10.00%	\$ 8,000.00
Production Manager	1	\$51,840.00	50.00%	\$ 25,920.00
Program Manager	1	\$51,840.00	50.00%	\$ 25,920.00
Mahi'ai Educator	1	\$42,240.00	35.00%	\$ 14,784.00
Program Assistant	1	\$38,400.00	25.00%	\$ 9,600.00
Farm Maintenance Specialist	0.625	\$22,800.00	25.00%	\$ 5,700.00
Groundskeeper	0.5	\$16,416.00	0.00%	\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				89,924.00

JUSTIFICATION/COMMENTS: Hoa 'Aina O Makaha is requesting funding to support our current staff members at our organization who plan and implement our farm operations and educational programs that support the community of Wai'anae and beyond. All positions at Hoa 'Aina O Makaha spend about 80% of their time in the delivery of services to program participants with the exception of the Executive Director and Groundskeeper. The Executive Director spends about 50% of time supporting farm operations and educational program development and delivery

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2025 to June 30, 2026

Applicant: ___Hoa 'Aina O Makaha_____

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:2023-2024	FY:2024-2025	FY:2025-2026	FY:2025-2026	FY:2026-2027	FY:2027-2028
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION	50000	30000				
EQUIPMENT						
TOTAL:	50000	30000				
JUSTIFICATION/COMMENTS Hoa 'Aina O Makaha is a 45-year old organization with many of the structures on the property needing renno						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

App

Hoa 'Aina O Makaha

Contracts Total:

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)
1	USDA Nutrition Incentive Program (Produce Prescription)	02/01/2025-08/31/2026	Waianae Coast Comprehensive Health Center	U.S. Federal
2	Inflation Reduction Act Urban & Community Forestry (Trees for People)	07/01/2024-03/31/2029	Grow Good Hawaii	U.S. Federal
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