

**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:

Mana Training Center

Amount of State Funds Requested: \$ 233,460

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

Amount of Other Funds Available:

State:                      \$ \_\_\_\_\_

Federal:                 \$ \_\_\_\_\_

County:                 \$ 150,000

Private/Other: \$ 50,000

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

\$ 0

Unrestricted Assets:

\$ 3,000

New Service (Presently Does Not Exist):     Existing Service (Presently in Operation):

Type of Business Entity:

501(C)(3) Non Profit Corporation

Other Non Profit

Other

Mailing Address:

PMB 344 PO Box 30800

City:

Honolulu

State:

HI

Zip:

96820

Contact Person for Matters Involving this Application

Name:

Thor Salanoa II

Title:

Executive Director

Email:

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Phone:

(808) 594-3435

  
Thor Salanoa II (Jan 16, 2025 22:27 PST)

Authorized Signature

Thor Salanoa II, Executive Director

Name and Title

1/16/2024

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

  
[Thor Salanoa II \(Jan 16, 2025 22:27 PST\)](#)  
AUTHORIZED SIGNATURE

Thor Salanoa II, Executive Director  
PRINT NAME AND TITLE

01/16/2025  
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:** MANA TRAINING CENTER

**Issue Date:** 01/13/2025

**Status:** **Compliant**

Hawaii Tax#:

New Hawaii Tax#:

FEIN/SSN#: XX-XXX4646

UI#: No record

DCCA FILE#: 321156

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	Compliant
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.

**Mana Training Center**

(Typed Name of Individual or Organization)

  
Thor Salanoa II (Jan 16, 2025 22:27 PST)

(Signature)

**Thor Salanoa II**

(Typed Name)

1/16/2024

(Date)

Executive Director

(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 grant will be used for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes. It directly supports the public by: improving access to essential services; facilitating community development; ensuring inclusivity and equity; and strengthening local nonprofit organizations' capacity to serve. These outcomes align with the broader goal of enhancing the well-being, quality of life, and sustainability of Hawaii's communities.

### **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. Briefly describe applicant's background;**

Founded in 2022, the Mana Training Center (MTC) empowers Native Hawaiian and Pacific Islander (NHPI) youth by combining academic support and athletic training to promote holistic development. MTC plays a critical role in uplifting low-to-moderate-income NHPI communities, creating pathways to success while encouraging meaningful contributions to society.

These communities face distinct challenges in educational and career advancement, stemming from geographic isolation, economic barriers, and the need to balance traditional cultural values with contemporary demands. NHPI youth in these areas often have limited access to quality education and athletic programs, leaving them at a disadvantage compared to peers from more affluent regions.

MTC actively addresses these challenges by equipping young athletes with the tools to excel academically and athletically, while remaining rooted in their cultural heritage. Our initiatives

focus on college readiness and culturally relevant support, creating opportunities to bridge the educational and economic divides that impact NHPI communities.

Through monthly training sessions, academic programs, and cultural workshops, MTC prepares NHPI youth and their families for post-secondary educational opportunities. These efforts not only enhance educational and economic outcomes but also promote cultural pride and growth, ensuring that NHPI traditions continue to thrive in the modern world.

2. Project's goals and objectives;

### **Project 1 - Hire Full-Time Staff:**

**Goal:** To enhance the capacity and impact of MTC's programs by ensuring consistent, high-quality delivery of academic, athletic, and cultural support services, thereby facilitating greater success and engagement among NHPI youth and their families.

#### **Objectives:**

1. **Improve Program Quality and Continuity:** Transitioning to full-time staff ensures dedicated personnel who can focus on program planning, execution, and continuous improvement, eliminating gaps in service delivery caused by reliance on part-time volunteers.
2. **Expand Program Reach and Impact:** Full-time staff can devote more time to recruiting participants, building partnerships, and developing resources, enabling MTC to serve more student-athletes and their families effectively.
3. **Cultivate Stronger Relationships with Participants:** Full-time staff can dedicate time to personalized support and mentorship, building deeper connections with NHPI youth and addressing individual academic, athletic, and cultural needs.
4. **Enhance Administrative and Strategic Capabilities:** Full-time staff can take on administrative responsibilities, such as grant reporting, program evaluation, and stakeholder engagement, freeing up time for strategic planning and long-term organizational growth.
5. **Achieve Consistent Program Outcomes:** Having dedicated, qualified professionals in leadership roles ensures alignment with MTC's mission, creating a stable foundation for achieving measurable outcomes in education, athletics, and cultural preservation.

This transition underscores MTC's commitment to sustaining and scaling its programs to meet the critical needs of NHPI youth while building a more robust and resilient organization.

### **Project 2 – Purchase New Equipment And Technology:**

**Goal:** To enhance the quality, accessibility, and impact of MTC's academic and athletic training programs by upgrading to modern exercise equipment and computer technology, thereby empowering NHPI youth to achieve their full potential in education, athletics, and cultural preservation.

#### **Objectives:**

1. **Improve Program Effectiveness:** Providing newer, high-quality exercise equipment will enhance athletic training outcomes by offering tools that align with current standards for

safety and performance. Updated computer technology will support academic success through access to educational resources, tutoring platforms, and college readiness tools.

2. Expand Service Offerings: New equipment and technology will allow MTC to introduce advanced training methods, create virtual learning opportunities, and host hybrid workshops, ensuring broader engagement and inclusion for NHPI youth and their families.
3. Increase Accessibility: Equipping MTC with modern resources will ensure that all participants, regardless of their socio-economic background, have access to tools that support equitable opportunities for academic achievement and athletic excellence.
4. Enhance Participant Engagement: Updated resources will create a more dynamic and engaging environment, motivating student-athletes to participate consistently in training sessions and workshops, thereby encouraging a greater sense of commitment and achievement.
5. Support Measurable Outcomes: New equipment and technology will enable better tracking and evaluation of student-athlete progress, from physical fitness benchmarks to academic performance, ensuring that program goals are met effectively.
6. Align with Cultural Values: Enhanced technology will support cultural workshops by providing tools for digital storytelling, cultural research, and community connection, preserving and sharing NHPI traditions with future generations.

This investment underscores MTC's dedication to creating an environment where NHPI youth can thrive academically, athletically, and culturally, while ensuring the organization's capacity to meet the growing needs of its community.

### **Project 3 -Rent A Dedicated Education & Training Facility:**

Goal: To provide a stable, centralized location for MTC's programs, creating an optimal environment for academic education, athletic training, and cultural activities that meet the specific needs of NHPI youth and their families.

#### Objectives:

1. Ensure Program Consistency and Accessibility: Renting a dedicated facility will offer a reliable and consistent space for MTC's monthly training programs, workshops, and cultural activities, eliminating scheduling conflicts and ensuring uninterrupted service delivery.
2. Enhance Program Effectiveness: A dedicated facility will enable MTC to tailor the environment for both academic and athletic activities, providing the necessary resources, equipment, and space to support diverse program needs.
3. Promote a Sense of Community and Belonging: Having a permanent space will create a safe and welcoming hub for NHPI youth and their families, encouraging stronger community connections and deeper engagement in MTC's programs.
4. Expand Service Capacity: A dedicated facility will allow MTC to increase the number of participants served and offer additional programs, such as one-on-one tutoring, group study sessions, and specialized athletic training.

5. Support Holistic Development: The facility will provide integrated spaces for academic learning, physical training, and cultural workshops, promoting balanced growth in alignment with MTC's mission to empower youth academically, athletically, and culturally.
6. Increase Operational Efficiency: Centralizing operations in a single location will streamline program delivery, reduce logistical challenges, and enable better coordination among staff, participants, and families.
7. Enhance Visibility and Credibility: A dedicated facility will serve as a physical representation of MTC's commitment to the NHPI community, strengthening its reputation as a reliable and impactful organization.

This investment will allow MTC to establish a stable foundation for long-term growth and ensure that NHPI youth receive the comprehensive support they need to succeed academically, athletically, and culturally.

3. Public purpose and need served;

These three MTC projects -- hiring full-time staff, acquiring new equipment and technology, and renting a dedicated education and training facility -- serve a critical public purpose by addressing significant gaps in education, athletics, and cultural preservation for NHPI youth. These initiatives directly respond to the needs of historically underserved communities, promoting: equity; personal development; and cultural pride.

Their public purpose and need are outlined below:

1. Hiring Full-Time Staff:

Public Purpose: This project ensures the consistent delivery of high-quality educational, athletic, and cultural programs for NHPI youth. Full-time staff provide the stability and expertise necessary to meet the growing demand for services, while nurturing deeper relationships and offering tailored support to participants and their families.

Public Need: NHPI youth and their families face challenges such as: geographic isolation; economic barriers; and limited access to resources. Dedicated MTC staff improve program quality, expand outreach, and build sustainable organizational capacity, addressing critical needs in: academic readiness; athletic development; and cultural preservation.

2. New Equipment and Technology:

Public Purpose: This project enhances the quality and accessibility of MTC's programs by equipping participants with modern tools that promote: academic success; athletic performance; and cultural engagement. It provides equitable access to resources, facilitating an inclusive environment where all participants can thrive.

Public Need: NHPI youth often lack access to safe, high-quality athletic equipment and up-to-date technology for academic advancement. Upgrading these resources

improves program outcomes, encourages participation, and supports cultural preservation through digital storytelling and community engagement.

3. Renting a Dedicated Education & Training Facility:

Public Purpose: A dedicated facility provides a safe, centralized, and stable space for NHPI youth and their families to access integrated educational, athletic, and cultural programs. It creates a sense of community, belonging, and pride, while enabling MTC to serve a greater number of participants effectively.

Public Need: NHPI youth often face inconsistent access to safe and supportive spaces for growth. A permanent facility: removes barriers related to scheduling conflicts; enhances program quality; and provides a hub for holistic development. It supports educational equity, physical well-being, and cultural continuity, ensuring that NHPI traditions are preserved for future generations.

Overall Public Purpose and Need: Collectively, these projects advance equity, empower underserved populations, and strengthen the NHPI community by addressing critical disparities in access to education, athletics, and cultural resources. They ensure that NHPI youth are equipped with the tools, skills, and support they need to achieve success while honoring and preserving their cultural identity.

By investing in these initiatives, MTC promotes community resilience, social cohesion, and intergenerational knowledge transfer, benefiting not only NHPI families but also the broader public by promoting diversity, inclusion, and shared cultural appreciation.

4. Target population to be served: Oahu's low-to-moderate-income household NHPI student-athletes
5. Describe geographic coverage: Island of Oahu

### **III. Service Summary and Outcomes**

Detailed discussion of applicant's approach to the request. Clearly and concisely specify: results; outcomes; and measures of effectiveness.

1. Describe: scope of work; tasks; and responsibilities;

**Project 1: Hire Full-Time MTC Staff Scope of Work:** The scope of this project focuses on recruiting, hiring, and onboarding full-time staff to ensure consistent delivery of MTC's academic, athletic, and cultural programs. The project will establish a robust team capable of managing daily operations, enhancing program quality, expanding participant engagement, and encouraging organizational growth. Full-time staff will be integral in implementing MTC's mission to empower NHPI youth and their families.

**Tasks:**

1. **Recruitment and Hiring:**
  - Develop and post detailed job descriptions for full-time positions, including Program Coordinator, Academic Advisor, Athletic Trainer, and Cultural Specialist.
  - Conduct a transparent and inclusive recruitment process, including outreach to NHPI and culturally aligned communities.
  - Screen candidates, conduct interviews, and make hiring decisions in alignment with organizational goals.
2. **Onboarding and Training:**
  - Design a comprehensive onboarding process to familiarize new hires with MTC's mission, values, and program offerings.
  - Provide job-specific training in areas such as program delivery, participant engagement, and administrative tasks.
  - Ensure staff receive cultural competency training to effectively serve NHPI youth and their families.
3. **Program Development and Delivery:**
  - Collaborate with staff to design, plan, and execute academic, athletic, and cultural programs.
  - Develop monthly training schedules, academic workshops, and cultural activities tailored to participant needs.
  - Coordinate with community partners, families, and schools to enhance program relevance and impact.
4. **Administrative and Strategic Support:**
  - Manage daily operations, including scheduling, resource allocation, and participant communication.
  - Handle administrative responsibilities such as grant reporting, program evaluations, and stakeholder engagement.
  - Contribute to strategic planning efforts to ensure program sustainability and scalability.
5. **Participant Support and Mentorship:**
  - Provide one-on-one mentorship and personalized support for NHPI youth, addressing their academic, athletic, and cultural development needs.
  - Facilitate strong relationships with participants and their families to create a supportive community network.
  - Monitor and document participant progress to assess program effectiveness and refine approaches.

**Responsibilities:**

1. **Program Coordinator:**
  - Oversee the planning, implementation, and evaluation of all MTC programs.
  - Coordinate logistics, track participation, and ensure alignment with organizational goals.
2. **Academic Advisor:**
  - Provide academic support, including tutoring, college preparation, and guidance on educational pathways.
  - Develop and implement workshops focused on academic success and post-secondary opportunities.
3. **Athletic Trainer:**
  - Design and lead athletic training sessions, ensuring they meet safety standards and performance goals.
  - Monitor participants' physical progress and provide individualized coaching as needed.

4. Cultural Specialist:
  - Develop and facilitate cultural workshops, ensuring activities align with NHPI traditions and values.
  - Serve as a liaison with community elders and cultural practitioners to integrate traditional knowledge into programs.
5. Administrative Staff:
  - Manage day-to-day operations, including data entry, scheduling, and communications.
  - Support grant reporting, stakeholder engagement, and program evaluations.

This staffing project ensures MTC’s ability to deliver impactful, culturally grounded, and high-quality programs that empower NHPI youth and strengthen their communities. Full-time staff will provide the dedicated expertise and continuity necessary for long-term success.

**Project 2: Purchase New Equipment and Technology Scope of Work:** The scope of this project involves acquiring modern exercise equipment and advanced computer technology to enhance the quality, accessibility, and impact of MTC’s academic and athletic programs. The new resources will support NHPI youth in achieving academic excellence, athletic performance, and cultural preservation, while addressing existing disparities in access to high-quality tools and technologies.

**Tasks:**

1. Needs Assessment:
  - Conduct a thorough evaluation of current equipment and technology to identify gaps in resources for academic and athletic programs.
  - Gather input from staff, participants, and community stakeholders to prioritize needs.
2. Procurement Planning:
  - Develop a procurement plan detailing specifications, quantity, and budget for new equipment and technology.
  - Research and select vendors that align with MTC’s budget, quality standards, and delivery timelines.
3. Acquisition of Resources:
  - Purchase modern exercise equipment, including strength training machines, cardio equipment, and tools for athletic conditioning.
  - Acquire updated computer technology such as laptops, tablets, and software for academic support, tutoring, and cultural workshops.
  - Ensure all purchases meet safety standards and programmatic requirements.
4. Installation and Setup:
  - Arrange for the delivery, installation, and setup of all equipment and technology at MTC’s facility or designated training locations.
  - Test equipment and technology to ensure proper functionality and compatibility with program needs.
5. Staff Training and Orientation:
  - Train staff in the use and maintenance of new equipment and technology.
  - Develop guidelines and best practices for integrating resources into program activities.
6. Program Integration:
  - Incorporate new equipment into athletic training programs, offering advanced training methods and safer practices.
  - Use updated technology to enhance academic workshops, virtual learning sessions, and cultural activities such as digital storytelling.
7. Monitoring and Maintenance:

- Establish a maintenance schedule to ensure the longevity and functionality of equipment and technology.
- Monitor usage and collect feedback from staff and participants to refine program integration.

**Responsibilities:**

1. **Project Manager:**
  - Lead the needs assessment, procurement planning, and overall execution of the project.
  - Coordinate with vendors, oversee installation, and ensure the project stays on budget and on schedule.
2. **Athletic Program Coordinator:**
  - Identify athletic equipment needs, provide input on procurement decisions, and integrate new resources into training sessions.
  - Train staff and participants in the safe and effective use of athletic equipment.
3. **Academic Program Coordinator:**
  - Define technology requirements for academic programs, including software for tutoring, virtual learning, and college readiness.
  - Facilitate training in new technology for both staff and participants.
4. **IT Specialist:**
  - Assist with the setup, configuration, and troubleshooting of new computer technology and software.
  - Provide ongoing technical support and ensure data security.
5. **Administrative Support:**
  - Handle vendor communications, maintain procurement records, and oversee budget tracking.
  - Collect feedback from participants and staff to evaluate the project's impact.

By upgrading equipment and technology, this project will create an enriched learning and training environment that empowers NHPI youth to excel academically and athletically while promoting cultural pride and engagement. The resources will provide equitable opportunities and ensure MTC programs remain dynamic, effective, and relevant to participants' needs.

**Project 3: Rent a Dedicated Education & Training Facility Scope of Work:** This project focuses on securing and maintaining a centralized, dedicated facility to host MTC's academic, athletic, and cultural programs. The facility will provide a reliable and well-equipped space tailored to the specific needs of NHPI youth and their families, supporting program consistency, fostering community engagement, and enabling MTC to expand its services and impact.

**Tasks:**

1. **Facility Selection:**
  - Identify potential rental properties that meet the space, accessibility, and location requirements for MTC's programs.
  - Evaluate facilities for suitability, including space for classrooms, athletic training, and cultural workshops.
  - Conduct cost-benefit analysis and negotiate rental terms with landlords.
2. **Lease Agreement and Setup:**
  - Finalize lease agreements, ensuring terms align with budgetary constraints and operational needs.
  - Coordinate initial setup, including furnishing classrooms, installing exercise equipment,

- and setting up technology for academic and cultural activities.
- Ensure the facility meets safety standards and accessibility requirements for all participants.
- 3. Program Integration:
  - Develop a schedule for academic, athletic, and cultural activities within the facility.
  - Optimize the layout and utilization of spaces to support program goals and participant engagement.
  - Host orientation sessions for staff, participants, and families to familiarize them with the facility.
- 4. Operational Management:
  - Establish facility management procedures, including maintenance, scheduling, and security protocols.
  - Hire or assign personnel to oversee daily facility operations and address logistical issues as they arise.
- 5. Community Engagement:
  - Use the facility as a hub to develop a sense of community among NHPI youth and their families.
  - Host events, workshops, and community gatherings to encourage participation and strengthen connections.
- 6. Monitoring and Evaluation:
  - Track participant attendance and engagement to assess the facility's impact on program outcomes.
  - Gather feedback from participants and staff to identify areas for improvement and ensure the space meets evolving needs.
  - Conduct regular reviews to evaluate the facility's role in achieving MTC's mission and goals.

Responsibilities:

1. Project Manager:
  - Oversee the selection, leasing, and setup of the facility.
  - Coordinate with landlords, contractors, and vendors to ensure timely and cost-effective completion of setup tasks.
2. Facility Coordinator:
  - Manage day-to-day facility operations, including scheduling, maintenance, and security.
  - Act as the point of contact for staff, participants, and families regarding facility-related inquiries.
3. Program Coordinators:
  - Plan and implement academic, athletic, and cultural programs within the facility.
  - Ensure that the facility's spaces and resources are optimized for program delivery.
4. Administrative Support:
  - Handle lease agreements, budget tracking, and communications with the property owner or management.
  - Maintain records of facility use and compile data for impact assessments.
5. Community Liaison:
  - Build relationships with local stakeholders to enhance the facility's role as a community hub.
  - Coordinate community events and promote the facility as a space for cultural engagement and learning.

Expected Outcomes: A dedicated facility will serve as a stable foundation for MTC's programs, ensuring consistent delivery and accessibility while facilitating a sense of belonging and pride among NHPI youth. This project will enable MTC to expand its reach, improve operational efficiency, and provide participants with a high-quality environment tailored to their academic, athletic, and cultural development.

2. Provide annual project timeline for accomplishing results or outcomes;

### **Quarter 1 (Jul 1, 2025 – Sep 30, 2025): Planning and Initial Setup:**

#### Key Activities:

- Complete Line of Credit application to ensure financial readiness.
- Establish accounting and grant management contracts for fiscal oversight.
- Set up payroll services for 2 full-time employees (FTEs).
- Approve the budget for equipment acquisition and complete an inventory of current needs.
- Begin initial purchasing of prioritized equipment.
- Identify potential facilities that meet operational and programmatic requirements, negotiate lease terms, and sign a lease agreement by the end of Quarter 1.

#### Expected Outcomes:

- Financial and operational systems are in place to support program implementation.
- Budgetary needs and initial equipment inventory are identified and partially addressed.
- Secured lease for a dedicated education and training facility.

### **Quarter 2 (Oct 1, 2025 – Dec 31, 2025): Recruitment and Equipment Procurement:**

#### Key Activities:

- Conduct regular reviews of budget utilization and grant management progress.
- Recruit and onboard new staff members, focusing on programmatic expertise.
- Procure and receive new equipment and technology.
- Integrate purchased equipment into academic and athletic training programs.
- Develop a detailed plan for relocating to the new facility.

#### Expected Outcomes:

- New staff and resources enhance operational and programmatic capacity.
- Acquired equipment and technology are ready for use.
- Relocation plans are finalized and scheduled.

### **Quarter 3 (Jan 1, 2026 – Mar 31, 2026): Relocation and Program Expansion:**

#### Key Activities:

- Transition to the newly leased facility.
- Set up academic support spaces, athletic training areas, and office spaces.
- Ensure full functionality of equipment and systems in the new location.
- Launch expanded academic and athletic programs to serve more NHPI youth.

#### Expected Outcomes:

- Fully operational education and training facility supporting MTC's mission.

- Expanded capacity to serve NHPI youth with holistic academic and athletic programming.
- Improved participant engagement through new resources and infrastructure.

**Quarter 4 (Apr 1, 2026 – Jun 30, 2026): Program Evaluation and Sustainability Planning:**

**Key Activities:**

- Conduct a comprehensive evaluation of new programs and facilities' effectiveness.
- Gather feedback from youth participants, families, and staff to assess progress.
- Adjust programming and resource allocation based on evaluation findings.
- Develop sustainability plans, including securing additional funding and partnerships to support ongoing operations.

**Expected Outcomes:**

- Program adjustments and enhancements based on data-driven evaluations.
- Clear roadmap for long-term sustainability and growth of MTC programs.
- Strengthened community partnerships and increased visibility of MTC's impact.

This timeline ensures that MTC achieves its goals of empowering NHPI youth while encouraging cultural pride and academic-athletic excellence.

3. Describe quality assurance and evaluation plans. Specify how applicant plans to: monitor; evaluate; and improve its results;

**Monitor:**

- Develop a Monitoring and Evaluation (M&E) Plan: MTC will create an M&E plan at the project's outset. This will include defining: indicators of success; determining how to collect data; setting a timeline for review; and identifying who will be responsible for the monitoring tasks.
- Regular Reviews and Check-Ins: MTC will hold regular meetings to: review progress on tasks; address challenges; and make necessary adjustments to ensure project remains on track.
- Surveys and Feedback: Regular feedback will be collected from staff, volunteers, and project beneficiaries, using methods such as: questionnaires; focus group discussions; and one-on-one interviews.
- Documentation and Reporting: To maintain accountability and transparency, MTC will document all project aspects.

**Evaluate:**

- Internal Audits: MTC will conduct regular internal audits to: ensure all operations are compliant with agreed standards; identify areas for improvement; and monitor the project's financial management.
- Risk Management: MTC will continuously assess and manage project risks by identifying potential issues and developing strategies to mitigate them.

- Professional Development and Training: MTC will provide staff with ongoing professional development and training opportunities to ensure their skills and knowledge remain relevant to effectively manage the project.

**Improve:**

- Continuous Improvement: The MTC Board of Directors will review the M&E data and audit results to identify trends, issues, and areas of improvement. They will use these insights to update strategies, approaches, and activities for the project's continuous improvement.
  - Partner Collaboration: MTC will collaborate on external project evaluation with partners and stakeholders to gather a broader perspective on the project's performance and identify potential improvements.
  - Reporting to Funders: Regular reports will be prepared for the project's funders – and other stakeholders -- providing updates on progress, spending, and challenges. Feedback from funders can help guide improvements and adaptations to the project.
4. List the measure(s) of effectiveness reported to the State agency. Measure(s) will provide standard and objective way for State to assess the program's achievement or accomplishment.

**Project 1: Hire Full-Time MTC Staff:**

1. Program Continuity and Quality:
  - o Percentage of programs delivered as scheduled without interruption (target: 95% or higher).
  - o Participant satisfaction scores from post-program surveys (target: 85% or higher satisfaction).
  - o Number of new programs or enhancements introduced within a reporting period (target: 2–3 per year).
2. Participant Engagement and Retention:
  - o Participant retention rates across academic, athletic, and cultural programs (target: 80% or higher).
  - o Number of one-on-one mentoring sessions provided per quarter (target: 30+).
3. Staff Performance and Impact:
  - o Completion of staff evaluations showing alignment with program goals and mission (target: 100% of staff evaluated annually).
  - o Increase in participant enrollment due to expanded outreach efforts by staff (target: 10% annual increase).

**Project 2: Purchase New Equipment and Technology:**

1. Program Effectiveness:
  - o Improvement in participants' athletic performance, measured through pre- and post-assessments (e.g., strength, endurance, and flexibility benchmarks).
  - o Academic improvement metrics, such as increases in GPA or standardized test scores, for participants using new technology (target: measurable improvement for 70% of participants).
2. Resource Accessibility:

- Number of participants using new equipment and technology regularly (target: 80% of enrolled participants).
- Number of new academic, athletic, or cultural activities introduced using the upgraded resources (target: 3–5 new activities annually).
- 3. Participant Satisfaction and Feedback:
  - Positive feedback on new resources collected through surveys and focus groups (target: 85% or higher satisfaction).
  - Reduction in participant-reported barriers to accessing quality resources (target: 50% decrease).

**Project 3: Rent a Dedicated Education & Training Facility:**

1. Program Consistency and Accessibility:
  - Percentage of scheduled activities conducted on-site without disruptions (target: 95% or higher).
  - Increase in the number of participants served compared to prior years (target: 20% annual increase).
2. Facility Utilization and Engagement:
  - Average monthly utilization rate of the facility (target: 75% or higher capacity).
  - Number of new programs or workshops conducted in the facility annually (target: 10+).
3. Community Impact:
  - Number of community events hosted at the facility (target: 6+ annually).
  - Percentage of participants reporting a stronger sense of community and belonging due to the facility (target: 80% or higher).
4. Operational Efficiency:
  - Reduction in logistical challenges or program delays attributed to facility availability (target: 50% decrease).
  - Compliance with safety and accessibility standards (target: 100%).

**Summary:** These measures of effectiveness will provide the State agency with clear, objective, and quantifiable data to assess MTC’s achievements and ensure alignment with program goals. Each measure is designed to track progress, demonstrate impact, and highlight areas for continued improvement.

**IV. Financial**

**Budget**

1. Submit a budget, using enclosed budget forms, to detail request costs.
  - 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. Provide anticipated quarterly funding requests for the fiscal year 2026.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$61,980	\$57,160	\$57,160	\$57,160	\$233,460

3. List all other sources of funding applicant will seek in FY 26.  
 Healy Foundation  
 First Hawaiian Bank Foundation  
 Administration for Native Americans  
 City & County of Honolulu GIA
4. List all state and federal tax credits granted within the prior three years. List all state and federal tax credits applicant has applied for or anticipates applying for pertaining to any capital project.  
N/A
5. List all federal, state, and county government contracts, grants, and GIAs applicant has been granted in prior three years and will be receiving for FY 26 for program funding.  
N/A
6. Provide balance of its unrestricted current assets as of December 31, 2024.  
 \$3,000

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2025 to June 30, 2026

Applicant: Mana Training Center \_\_\_\_\_

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
<b>A. PERSONNEL COST</b>				
1. Salaries	105,000		105,000	
2. Payroll Taxes & Assessments	21,000		8,033	
3. Fringe Benefits				
<b>TOTAL PERSONNEL COST</b>	<b>126,000</b>		<b>113,033</b>	
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island				
2. Insurance	1,440			
3. Lease/Rental of Equipment				
4. Lease/Rental of Space	48,000		6,000	
5. Staff Training				
6. Program Supplies	7,000		6,967	40,000
7. Telecommunication				
8. Utilities	6,000			
9. Accounting Services	15,000		12,000	
10. Grant Management	24,000		12,000	
11. IT Services	220			
12. Office Supplies	1,200			
13. Marketing				10,000
14.				
15.				
16.				
17.				
18.				
19.				
20.				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>102,860</b>		<b>36,967</b>	<b>50,000</b>
<b>C. EQUIPMENT PURCHASES</b>	<b>4,600</b>			
<b>D. MOTOR VEHICLE PURCHASES</b>				
<b>E. CAPITAL</b>				
<b>TOTAL (A+B+C+D+E)</b>	<b>233,460</b>		<b>150,000</b>	<b>50,000</b>
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	233,460	Tiffany Iiga-Saole (808) 392-9893		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested	150,000	 Thor Salanoa II (Jan 16, 2025 22:27 PST) 1/16/2025		
(d) Total Private/Other Funds Requested	50,000	Signature of Authorized Official Date		
<b>TOTAL BUDGET</b>	<b>433,460</b>	Thor Salanoa II, Executive Name and Title (Please type or print) Director		

## BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2025 to June 30, 2026

Applicant: Mana Training Center

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Program Director	1	\$60,000.00	100.00%	\$ 60,000.00
Program Coordinator	1	\$45,000.00	100.00%	\$ 45,000.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL:</b>				105,000.00

**JUSTIFICATION/COMMENTS:** The Program Director oversees the planning, implementation, and evaluation of programs within an organization to ensure they align with its goals and objectives. The Program Coordinator supports the planning, implementation, and administration of programs within an organization. They handle scheduling, communication with stakeholders, tracking progress, and ensuring all program activities run smoothly.

## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2025 to June 30, 2026

Applicant:     Mana Training Center    

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Computer	1	\$1,600.00	\$ 1,600.00	
Video Camera and lens	1	\$3,000.00	\$ 3,000.00	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>	2		\$ 4,600.00	
<b>JUSTIFICATION/COMMENTS:</b>				

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

# BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2025 to June 30, 2026

Applicant: \_\_\_\_Mana Training Center\_\_\_\_

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	N/A					
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
<b>TOTAL:</b>						
<b>JUSTIFICATION/COMMENTS:</b>						



## **V. Experience and Capability**

### **1. Necessary Skills and Experience**

MTC has a proven track record of delivering successful athletic, academic, and cultural programs for NHPI youth, demonstrating its capacity to achieve the proposed grant outcomes. Key data from MTC’s past activities highlights strong participant engagement, skill development, and cultural enrichment, which align with the grant's goals.

#### Key Data from Previous Programs:

##### 1. Youth Participation and Retention:

- Over the past year, MTC enrolled and retained over 100 NHPI youth in monthly training programs with a retention rate of 92%, exceeding national averages and indicating high participant commitment.

##### 2. College Readiness and Academic / Athletic Skill Development:

- MTC delivered 50+ workshops on resume writing, interviewing, and financial literacy, where 85% of participants reported greater job application confidence and 78% demonstrated improved job readiness. Educational support also led to academic improvements, with 80% of participants reporting better grades.

##### 3. Cultural Knowledge and Identity:

- In 40 cultural workshops led by NHPI cultural practitioners, 88% of participants felt a stronger sense of cultural identity, and 91% showed increased interest in cultural preservation. Additionally, 84% reported improved mental health and self-esteem, highlighting the positive impact of cultural engagement.

##### 4. Community Service and Engagement:

- MTC organized community service events with 95% participant engagement in projects like environmental cleanups. Feedback showed 87% felt a stronger community connection and desire to contribute further, developing civic responsibility. These events also established valuable local partnerships, creating future job placement pathways.

##### 5. Evaluation and Reporting:

- MTC consistently produces comprehensive evaluation reports, with past programs achieving a 90% completion rate across all activities and high participant satisfaction, underscoring MTC’s commitment to continuous improvement and accountability.

Proven Outcomes and Community Impact: MTC’s programs effectively address NHPI youth needs in job readiness, cultural identity, and community involvement. The data reveals MTC’s success in equipping youth with essential skills and cultural pride, improving their future prospects and sense of belonging.

This foundation of demonstrated success in related activities underscores MTC’s readiness to

achieve the grant’s outcomes. MTC’s impact-focused approach bridges educational and economic gaps, supporting NHPI youth to thrive academically, professionally, and culturally.

- 2. Facilities:** Presently, MTC operates out of a well-equipped training facility that includes spaces for: athletic training; academic tutoring; and cultural workshops. The facility accommodates in-season and off-season activities, ensuring year-round participant engagement. MTC also leverages technology to provide virtual workshops and extend its reach to participants in remote areas of Oahu.

## **VI. Personnel: Project Organization and Staffing**

### **1. Proposed Staffing, Staff Qualifications, Supervision and Training**

**Program Director Thor Salanoa II:** Dedicated coach with over 10 years of experience empowering student athletes to build confidence athletically and academically, while honoring our proud Polynesian culture. Committed to instilling youth with discipline, respect and responsibility in the classroom, on the field and out in our community.

#### Coaching Experience:

- 2024 Polynesian Bowl D-Line Coach | Team Makai
- 2022 Varsity D-Line Coach | Aiea High School
- 2018 Varsity Receivers Coach | Radford High School
- 2015 JPS All Star 8th grade/Varsity D-Line Coach
- 2014-2017 Varsity D-Line Coach | Mililani High School
- 2013 Varsity D-Line Coach | Radford High School
- Personal and position specific training coach
- Expertise in Hudl program (athlete team filming tools)

#### Coaching Accolades:

- 2022 OIA Division 1 runner up (Aiea High School)
- 2015 OIA Red runner up (Mililani High School)
- 2014 OIA Red Champion coach (Mililani High School)
- 2014 Division 1 State Champion coach (Mililani High School)
- Coached/Trained two Division 1 Defensive Player of the Year
  - Rex Manu | Mililani HS (University of Oregon)
  - Tevarua Tafiti | Punahou HS (Stanford University)
- Coached/Trained five players who made 1st Team All-State
- Coached/Trained six players who received full ride athletic scholarships to Division 1 colleges

#### Playing Experience:

University of Utah | 2008-2009

Snow College | 2009-2010

Playing Accolades:

- 2008 full ride athletic scholarship to University of Utah
- 2008 College Sugar Bowl Champion (#2 Nationally Ranked FBS)
- 2007 1st Team All-State Defensive End (Radford High School)
- 2006 OIA White Champion (Radford High School)
- 2006 Division 2 State Runner Up (Radford High School)

Education:

Admiral Arthur W. Radford High School | 2003 - 2007

4361 Salt Lake Blvd Honolulu, HI 96818

Diploma Received Honors: Cum Laude

**MTC Program Coordinator Erin Lalau:** Creative and results-driven videographer and graphic designer specializing in youth football, with a passion for showcasing the dedication and progress of student-athletes through compelling visual storytelling. Skilled in capturing athletes' skills and achievements to maximize their college recruitment potential. Proven expertise in creating high-quality personalized highlight films and dynamic graphic content that have successfully opened doors to collegiate opportunities for youth in the Polynesian community.

Experience: Videographer and Editor, Graphic Designer | 2018 – Present Honolulu, HI

- Utilized professional editing software (Final Cut Pro) to create dynamic, engaging, and polished content and highlight videos.
- Filmed and edited content focused on youth sports, training, lifestyle and family, growing a loyal audience of subscribers and followers.
- Developed and executed creative concepts for entertainment and highlight videos.
- Managed all aspects of production, including filming, sound design, color grading, post-production editing and graphic designing.
- Built and managed a YouTube channel and Instagram account with a focus on family entertainment and youth football highlights.
- Scripted, filmed, and edited engaging content, growing channel visibility and engaging audiences across multiple social media platforms and demographics.
- Monitored analytics to optimize video content for maximum reach and viewer retention, increasing subscriber growth.
- Produced and edited personalized highlight reels for youth football players, showcasing key plays, skills, athleticism and strength.
- Collaborated with athletes, coaches, and parents to tailor each video to emphasize strengths, helping players successfully secure college recruitment and scholarships.
- Filmed and edited full game, training, camp, showcase and competition footage, as well as training footage.
- Maintained strong client relationships, ensuring timely deliveries and high client satisfaction.

Skills:

- Video Production & Editing: Final Cut Pro
- Graphic Designing & Production: PicMonkey, Canva, Procreate, Adobe Express
- Camera Operation & Filming Techniques: DSLR, mirrorless cameras, zoom lens

- Visual Storytelling & Editing: Highlight reels, full game, training, camp, showcase and competition footage, promotional and entertainment videos
- Client Communication & Project Management: Collaborating with families and guests, athletes, coaches, and parents
- Social Media & Video Optimization: X (formerly known as Twitter), Instagram, YouTube, Threads for promotion
- Lighting & Sound: On-location lighting setups and sound recording

Portfolio:

- [youtube.com/bt2ube](https://www.youtube.com/bt2ube)
- [instagram.com/telightz](https://www.instagram.com/telightz)

Achievements:

- Helped youth football players gain college recruitment attention through high-quality highlight films.
- Increased engagement on social media for athletes through optimized video content and graphic designs.

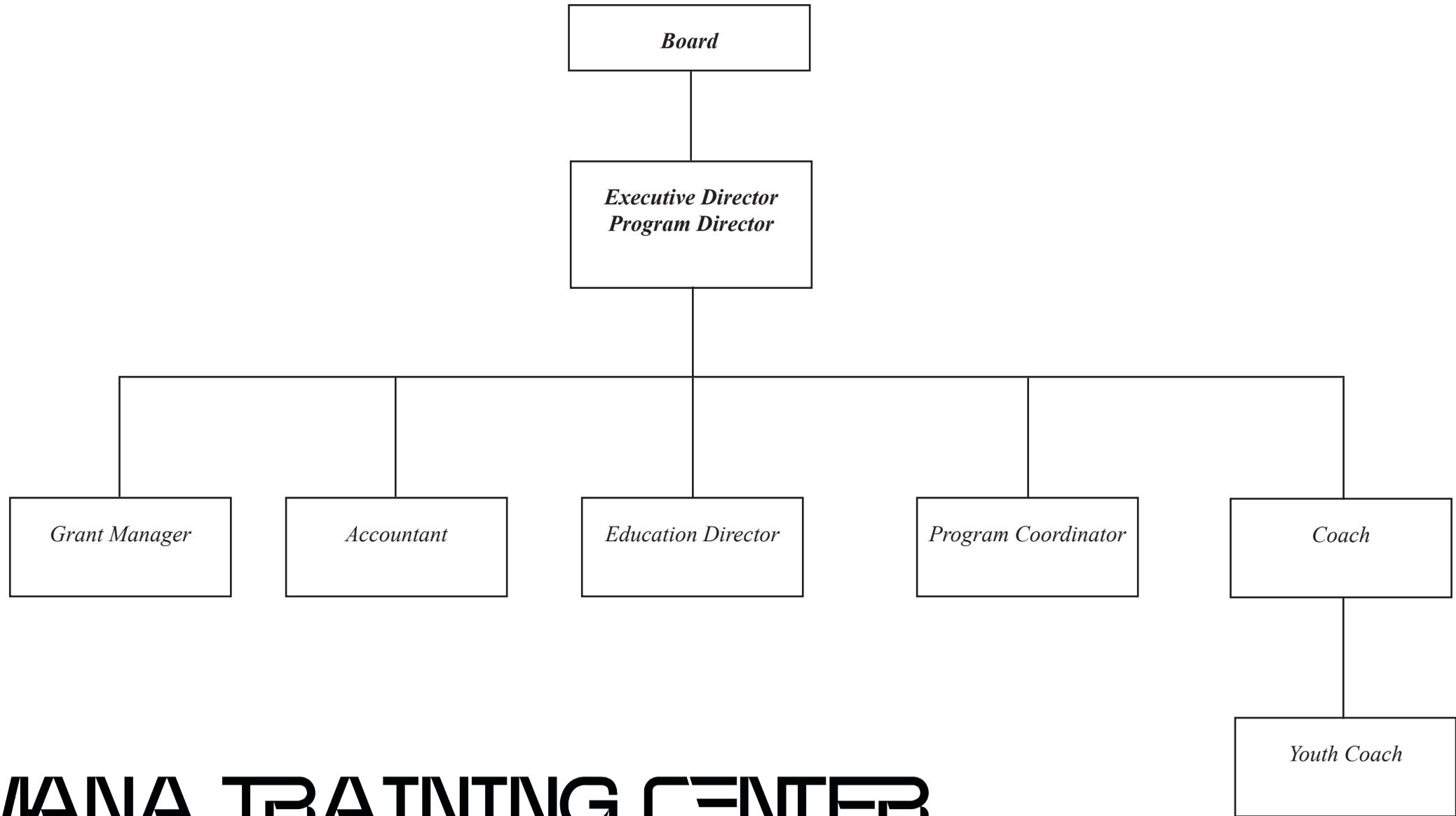
## **2. Organization Chart**

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

See Attachment

## **3. Compensation**

MTC does not have paid officers, directors, or employees.



# MANA TRAINING CENTER

## **VII. Other**

### **1. Litigation**

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**

Specify whether 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**

Provide a plan for sustaining FY 26 activity funded by grant if the grant is:

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

MTC recognizes the importance of long-term financial sustainability and is actively pursuing diverse funding sources. With a focus on securing a state grant for the coming year, we are also committed to establishing a framework to obtain funding from alternative sources in subsequent years.

Current Strategies: Over the past year, our efforts have concentrated on engaging with multiple grant makers to secure financial support. We are confident that our ongoing initiatives will enhance our sustainability and ensure our mission continues to thrive.

#### Planned Strategies for Sustainability:

1. Professional Development: We are investing in professional development opportunities to enhance the fundraising skills of our board and staff. This includes workshops and training sessions designed to improve our team's effectiveness in securing funds.
2. Foundation Engagement: We are cultivating and maintaining strong relationships with both local and mainland foundations. By understanding their priorities and aligning them with our mission, we hope to secure ongoing support.
3. Corporate and Small Business Partnerships: Building stronger connections with local corporations and small businesses is a priority. We are developing mutually beneficial

partnerships that can provide sustained financial contributions.

4. Individual Donor Engagement: Expanding our efforts to engage individual donors is crucial. Through targeted outreach and personalized communication, we plan to grow our donor base and increase individual contributions.

Implementation Plan: To effectively implement these strategies, we have hired a dedicated grant writing team. This team will work closely with our organization to develop and execute a strategic fundraising plan. Their expertise will be instrumental in creating a successful grant-seeking program that ensures our financial stability beyond the state grant period.

Conclusion: By focusing on these strategies, MTC is poised to achieve financial sustainability. Our commitment to professional development, strategic partnerships, and robust donor engagement will allow us to secure the necessary resources to continue our important work well into the future.

# Mana Training Center\_233460\_OP

Final Audit Report

2025-01-17

Created:	2025-01-17
By:	Marie Villa (marivia7@gmail.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAANChGbSB_A143FO0gAmYfn_KvHzo63-68

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-  Document created by Marie Villa (marivia7@gmail.com)  
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