

Grant Application Instructions Fiscal Year 2026 (July 1, 2025 to June 30, 2026)

- 1) Fill out the application form in its entirety.
- 2) Submit (1) completed original of the application via email to GIATestimony@capitol.hawaii.gov.
- 3) Applications should be:
 - a) Submitted as an attachment
 - b) Attachments should be a single consolidated file in PDF format.
 - c) Attachments should be named to include the legal name of the requesting organization, the underscore character (_), the total amount of funds requested without dollar sign nor commas, the underscore character (_), and whether the application is requesting operating or capital improvement project funds, accordingly: [name organization]_\$\$\$\$_OP/CIP.pdf. For example "Nonprofit X_100000_CIP" or "Nonprofit Y_5000_OP". The name of the organization in the file should match the name of the organization in the application. For organizations that start with the word "The", please name the file as such: "Nonprofit, The_12345_OP".
 - d) Email size including attachments should not exceed 150MB.
 - e) All signatures in the application must be executed by either signing and scanning a hard copy or via Adobe E-Sign to be considered a valid original of the application.
- 4) Applications may be submitted effective immediately. The deadline for receipt of applications is **January 17, 2025 at 4:30pm (HST)**.

Please contact the House Committee on Finance staff at 586-6200 or Senate Committee on Ways and Means staff 586-6800 if you have questions.

Your application will be posted on the Legislature's website.