

House Districts 5, 8, 13, 43

Senate Districts 3, 5, 7, 21

THE TWENTY-NINTH LEGISLATURE  
APPLICATION FOR GRANTS  
CHAPTER 42F, HAWAII REVISED STATUTES

Log No:

For Legislature's Use Only

Type of Grant Request:

GRANT REQUEST - OPERATING

GRANT REQUEST - CAPITAL

"Grant" means an award of state funds by the legislature, by an appropriation to a specified recipient, to support the activities of the recipient and permit the community to benefit from those activities.

"Recipient" means any organization or person receiving a grant.

STATE DEPARTMENT OR AGENCY RELATED TO THIS REQUEST (LEAVE BLANK IF UNKNOWN):

STATE PROGRAM I.D. NO. (LEAVE BLANK IF UNKNOWN):

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual: ALU LIKE, Inc.

Dbas: ALU LIKE, Inc.

Street Address: 2969 Mapunapuna Place, Suite 200, Honolulu, Hawaii 96819

Mailing Address: 2969 Mapunapuna Place, Suite 200, Honolulu, Hawaii 96819

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name MERVINA K. M. CASH-KAEO

Title President/CEO

Phone # 808-535-6705

Fax # 808-524-1344

E-mail mecashk@alulike.org

3. TYPE OF BUSINESS ENTITY:

- NON PROFIT CORPORATION INCORPORATED IN HAWAII
- FOR PROFIT CORPORATION INCORPORATED IN HAWAII
- LIMITED LIABILITY COMPANY
- SOLE PROPRIETORSHIP/INDIVIDUAL
- OTHER

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

LEIHOLO, A GARLAND OF RESILIENCE, WILL PROVIDE ACCESS TO NATIVE HAWAIIAN LIBRARY MATERIALS AND RESOURCES TO UNDERSERVED URBAN AND RURAL COMMUNITIES ON THE ISLANDS OF MAUI (WAILUKU AND HANA), MOLOKA'I (HO'OLEHUA), HAWAI'I ISLAND (MILOLI'I) AND O'AHU (NĀNĀKULI). LIKE A GARLAND STRUNG WITH INDIVIDUAL FLOWERS, LEIHOLO WILL LINK PATRONS WITH LIBRARY AND COMMUNITY RESOURCES THAT BUILD THEIR SENSE OF PLACE, COMMUNITY AND SELF.

4. FEDERAL TAX ID #: [REDACTED]

5. STATE TAX ID #: [REDACTED]

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2018: \$253,820.00

8. STATUS OF SERVICE DESCRIBED IN THIS REQUEST:

- NEW SERVICE (PRESENTLY DOES NOT EXIST)
- EXISTING SERVICE (PRESENTLY IN OPERATION)

SPECIFY THE AMOUNT BY SOURCES OF FUNDS AVAILABLE AT THE TIME OF THIS REQUEST:

STATE \$253,820.00

FEDERAL \$ 19,315.00

COUNTY \$0

PRIVATE/OTHER \$0

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

AUTHORIZED SIGNATURE

MERVINA K. M. CASH-KAEO, PRESIDENT/CEO  
NAME & TITLE

1/19/17  
DATE SIGNED



RECEIVED

1/19/17 na

## Application for Grants

*If any item is not applicable to the request, the applicant should enter "not applicable".*

### I. 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;

ALU LIKE, Inc. is a 501(c)(3) whose mission is to Kōkua (help) Native Hawaiians who are committed to achieving their potential for themselves, their families and communities. For 41 years ALU LIKE has served as a Native Hawaiian Service Institution providing more than 877,000 direct and 67,563,157 indirect services throughout the State of Hawai'i. The Native Hawaiian Library Project will implement Leiholu and is one of seven ALU LIKE, Inc. service departments.

2. The goals and objectives related to the request;

The goal of Leiholu is to provide access to Native Hawaiian library materials and resources to underserved urban and rural communities on the islands of Maui, Moloka'i, Hawai'i and O'ahu. Leiholu will purposefully link patrons and families with library and community resources that build their sense of place, community and self.

Leiholu will foster a sense of place, community and self through increased access to place-based library resources and Hawaiian cultural activities, which puts the learner at the center. The four objectives for Leiholu are as follows:

Objective 1: Increase access to library and community resources to underserved urban and rural communities with high populations of indigent families.

Objective 2: Increase the availability of placed-based library and community resource materials focused on the Native Hawaiian Culture through three library sites on three islands and globally through Ulukau: The Hawaiian Electronic Library.

Objective 3: Increase the availability of placed-based activities that focus on the Native Hawaiian Culture.

Objective 4: Increase knowledge of self.

3. The public purpose and need to be served;

In their 2007 study, Unique Pathways to Resilience across Cultures, Unger and Associates found a high correlation between self-knowledge and resiliency (Adolescence 42 (166), 287-310). This and other studies suggest the important of Native Hawaiians and non-Hawaiians knowing who they are in terms of their culture, community and family as a way to increase their level of resiliency. From earlier partnerships with the State Library system, ALU LIKE found that many of our patrons were unable to access information on their Native Culture using their State library card due to the non-payment of late fines or replacement costs for lost books. Because of this challenge, ALU LIKE eliminated the need for State Library Card to borrow resources from our Native Hawaiian Library. This decision resulted in an increase in our lending rates.

In 2013 we conducted a survey with patrons and non-patrons, Hawaiian and non-Hawaiians to determine why people visit our libraries and what could be improved. Leiholu is based on the results of four of nine questions we asked in our 2013 needs assessment survey: 1) “What I like about ALU LIKE’s Native Hawaiian Library”, 2) “What I don’t like about ALU LIKE’s Native Hawaiian Library”, 3) “I would visit a library more often if” and 4) “I would like to have ALU LIKE’s Native Hawaiian Library offer the following workshops or services.” The following is a summary of survey responses by Island:

<b>“What I like about ALU LIKE’s Native Hawaiian Library”</b>								
Q1:	Hawaiian Resources	Collection	Internet Access	Staff	Location	Activities	Library Exists?	Misc.
%	34%	3%	2%	13%	5%	26%	26%	7%

The responses to this question strongly suggest that a successful project would need to include the Native Hawaiian culture as a major component of the delivery model. Thus, our project focuses on the Hawaiian history of place, the history of community from the perspective of Hawaiian Kupuna (Elders) and family genealogy.

<b>“What I don’t like about ALU LIKE’s Native Hawaiian Library”</b>								
Q2:	Like Everything	Facility Space	Facility Location	Slow Internet	Hours of Operation	Limited on-line access	Never Been	Misc.
%	12%	7%	20%	2%	6%	2%	3%	47%

These responses suggest that the location and hours of operation of our community library was not optimal for access. A follow up question on the survey that asked “I would visit a library more often if” (Q3) resulted in 31% of responses centered on better location, 18% asking for more information on services, and 12% asking for longer and weekend hours. Thus, we moved our service sites from Honolulu to Nānākuli. We were unable to logistically find affordable space in South Kona or Kaunakakai on Moloka`i so the Community Library remains in Miloli`i and Ho`olehua but we have increased our efforts to publicize location and activities. This project would allow us to expand the

satellite offices to include two on Maui (Wailuku and Hāna). Finally, we also changed the weekday hours of operation to latter in the day to accommodate students and individuals who work and weekend hours to further increase access. The last question we focused on the types of desired activities:

"I would like to have ALU LIKE's Native Hawaiian Library offer the following workshops or services."								
Q4:	Hawaiian Workshops	Read A Loud	Genealogy	Research	Job Readiness	Cooking	Met the Author	Misc.
%	34%	13%	5%	2%	2%	1%	1%	44%

These responses show a high percentage of those surveyed requesting Hawaiian based workshops. Thus, all workshops and other activities conducted under this project will be based on the Hawaiian Culture with a read aloud component in each workshop.

4. Describe the target population to be served; and

This project will target underserved urban and rural low-income communities through satellite libraries in Wailuku, Hāna, Ho`olehua, Miloli`i and Nānākuli.

5. Describe the geographic coverage.

Leiholu will serve the Islands of Maui, Moloka`i, Hawai`i Island and O`ahu through our satellite offices located in Wailuku, Hāna, Ho`olehua, Miloli`i, and Nānākuli.

## II. 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;

Leiholu is designed to increase access to library and community resources materials that focus on ancient and contemporary histories of specific communities. This is accomplished through the placement of our libraries in predominately Native Hawaiian communities, the purposeful placement of placed-based materials in those libraries and collaboration with community residents to provide access to non-written or undocumented community history.

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

The following is a timeline for activities that will accomplish the goals, outcomes and objectives for Leiholu:

<i>A Sense of Place</i>			
<b>July 2017</b>	<b>August 2017</b>	<b>September 2017</b>	<b>October 2017</b>
Workshop: Legends focusing on the town in which the library sits	Workshop: Legends focusing on the City in which the town sits	Workshop: Legends of the County in which the City sits	Workshop: Legends from across the State.
<i>A Sense of Community</i>			
<b>November 2017</b>	<b>December 2017</b>	<b>January 2018</b>	<b>February 2018</b>
Workshop: Kupuna Mo`olelo on Town	Workshop: Kupuna Mo`olelo on the importance of cultural knowledge and wisdom	Workshop: Kupuna Mo`olelo on Fishing Practices	Workshop: Kupuna Mo`olelo – Modern Place Names
<i>A Sense of Self</i>			
<b>March 2018</b>	<b>April 2018</b>	<b>May 2018</b>	<b>June 2018</b>
Workshop: Why my Mo`okuauhau (Genealogy) is important/How do I start?	Workshop: Available resources and how to access them.	Workshop: The use of technology to access family fact finding information.	Workshop: Organizing my genealogy for submission to programs.

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

Goals, outcomes and objectives will be evaluated using the following methods and tools:

- a. Sign in sheets

This tool will enable us to count the number of participants for all of our activities and to determine how many of those participants are Native Hawaiian. We will purposefully not ask participants to designate whether they are indigent. We are concerned that such a request will result in our participants wearing “a badge of poverty” which is unacceptable and provides no positive impact on their learning experience.

- b. Evaluation sheets for all activities

These evaluation sheets will focus on the content, facility and delivery of the activities to help us improve our services to the community.

- c. Pre and Post Surveys on knowledge base for all activities

The questions on the pre and post surveys are the same. The questions will be knowledge based and designed for each activity to help us determine whether there was an increase in the knowledge base with respect to the activity/workshop topic. These surveys will also help us determine if a topic is already well known or if the delivery of the topic needs to be changed, i.e., low post survey scores.

d. Reading list logs

The reading logs will not only create a permanent record of reading materials available on the activity topic, but will also provide us with a purchase list for future library acquisitions. This list can also help us track the circulation numbers for materials that already exist in our library collection.

e. Circulation log

The circulation log will help us track which library resources were borrowed after the start of this project to see if there was an increase in circulation that would warrant additional copies of existing resources.

f. Purchase log

The purchase log will track the number and types of purchases made for Leiholu.

g. Donation log

The donation log will help us track any increases in our placed-based collection due to donated materials.

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.

Leiholu will achieve the following 10 outcomes through 12 activities:

a. Outcome 1: There will be a 5 % increase in library patrons.

i. Activity 1: Provide five library sites on four islands;

- ii. Activity 2: Expand satellite library sites to include Wailuku and Hāna
- iii. Activity 3: Change the operational hours to allow for better after school, after work access and weekend access;
- b. Outcome 2: 90% of patrons will be Native Hawaiian.
  - i. Activity 1: Outreach efforts in Hawaiian communities.
- c. Outcome 3: There will be a 10% increase in circulation.
  - i. Activity 1: Purchase library resource materials that focus on genealogy, the ancient history and contemporary history of the service area of the community library.
- d. Outcome 4: 80% of participants will give the NHL a positive evaluation on facility location.
  - i. Activity 1: Patron satisfaction surveys
- e. Outcome 5: There will be a 5% increase in the placed-based collection of library resources.
  - i. Activity 1: Conduct culturally relevant activities that utilize library and community resources to provide a sense of place, a sense of community and a sense of self
- f. Outcome 6: A minimum of 25 “suggested reading” lists will be distributed at each workshop to encourage further reading on the workshop topics.
  - i. Activity 1: Create and distribute reading lists and lending boxes of relevant library materials that provide additional resources on workshop topics.
- g. Outcome 7: There will be 36 workshops that focus on place, community and self.
  - i. Activity 1: Collaborate with Community resources to provide culturally based and topic relevant information at each monthly workshop
- h. Outcome 8: There will be a minimum of 25 patrons at each workshop.
  - i. Activity 1: Attendance records.

i. Outcome 9: A minimum of 75 genealogy will completed to a standard that is acceptable for documentation to access Native Hawaiian only funding.

i. Activity 1: Provide electronic access to genealogy (mo`okuauhau) and other library resources.

j. Outcome 10: 75% of workshop attendees will have increased knowledge of place, community and/or self.

i. Activity 1: Pre and Post Knowledge Based Surveys

### III. Financial

#### Budget

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.
2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2018.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$63,455	\$63,455	\$63,455	\$63,455	\$253,820

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2018.

This is the only funding we are seeking for Leiholu for the 2018 fiscal year. The majority of our grants are multi-year federal grants that will not come up for renewal in the 2017 – 2018 budget years. We will be seeking funding from the following entities for the following projects in 2017 - 2018:

- a. State Department of Human Services Office of Youth Services: Continuation of our \$25,000 sub-contract to provide high risk reduction services to youth incarcerated in the Hawaii Youth Correction Facility;
  - b. State Department of Human Services TANF: Continuation of our \$150,000 contract to provide financial literacy services to individuals and families in transitional shelters.
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.

Not Applicable.

5. The applicant shall provide a listing of all federal, state, and county government contracts and grants it has been and will be receiving for program funding.

There are no federal, state or county government contracts or grants being received for Leiholu for the proposed Wailuku and Hana Satellite Native Hawaiian Libraries expansion. We will have approximately \$9,315 as of July 1, 2017 in funding from an Institute for Museum and Library Sciences (IMLS) for the Miloi`i, Ho`olehua and Nānākuli sites which ends on September 30, 2017.

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2016.

ALU LIKE has \$166,742.01 in unrestricted assets as of December 31, 2016. These funds are crucial to help us cover program expenses while we wait for reimbursement from grants that do not have drawdown capabilities.

## **IV. Experience and Capability**

### **A. 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.

ALU LIKE has provided more than 877,000 direct and 67,563,157 indirect services throughout the State of Hawai`i. The Native Hawaiian Library Project has been existence for 30 of ALU LIKE's 41 years of operation, serving more than 11,007 and accounting for 99% of ALU LIKE's indirect services. In the last three years, the Native Hawaiian Library Project has received the following funding: and has received the following funding for the last three years:

1. \$292,107: Institute for Museum and Library Science (09/01/12 – 8/31/14);
2. \$214,031: Institute for Museum and Library Science (09/01/13 – 8/31/14); and

3. \$132,159: Institute for Museum and Library Science (10/01/15 – 9/30/17)

**B. 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.

Leiholu will be based from four ALU LIKE facilities. Three located in the county of Maui, one located in Miloli`i on Hawai`i Island and one located in Nanakuli on the Island of O`ahu:

The Wailuku Office is located at 737 Lower Main Street, B-2, Wailuku, Hawai`i 96793 (808-242-9774). This office is ALU LIKE's central office on the Island of Maui that currently provides employment and training, Elders, Early Education services (scheduled to end on June 30, 2017) and scholarship services (both summer school and post high school). The departure of the Early Education program will result in available space for a satellite Native Hawaiian Library. Grant in Aid funding would make it possible for ALU LIKE to start up a satellite Native Hawaiian Library in our Wailuku office.

The Hāna Office is located at the Hāna Community Center, Rm D6, P.O. Box 682, Hāna-Maui, Hawai`i 96713 (808-248-7286). This office currently provides High Risk Reduction Activities for the Hana Community. Grant in Aid funding would make it possible to start up a satellite Native Hawaiian Library in the Hāna Community in our current office space.

The Ho`olehua Office is a current satellite Native Hawaiian Library site located on the Island of Moloka`I in the Ho`olehua Community Center. The facilities cost is subsidized through a partnership with the Ho`olehua Hawaiian Homestead Association which helps us maintain a presence when there is a gap in funding. Grant in Aid funding will allow ALU LIKE to continue the provision of workshops and expand the Native Hawaiian resources available to the community.

The Miloli`i Office is located in the Miloli`i Community Center. The space costs for this office is also subsidized which helps us maintain our presence when there is a gap in funding. This office currently provides High Risk reduction services and a satellite Native Hawaiian Library. Grant in Aid funding will allow ALU LIKE to continue the provision of workshops and expand the Native Hawaiian resources available to the community.

The Nānākuli Office is located at 89-137 Nānākuli Avenue, Waianae, Hawaii, 96792 (808-668-0553) which is on the Nānākuli Hawaiian Homestead. This office is currently the home of an ALU LIKE's satellite Native Hawaiian Library

and also provides Elder and High Risk Reduction programs. Grant in Aid funding will allow ALU LIKE to continue the provision of workshops and expand the Native Hawaiian resources available to the community.

## V. Personnel: Project Organization and Staffing

### A. Proposed Staffing, Staff Qualifications, Supervision and Training

The applicant shall describe the proposed staffing pattern and proposed service capacity appropriate for the viability of the request. The applicant shall provide the qualifications and experience of personnel for the request and shall describe its ability to supervise, train and provide administrative direction relative to the request.

The following staff will be responsible for the implementation of Leiholu:

Valerie Crabbe (.10 FTE Director): Ms. Crabbe is the Director for this project. She is responsible for the supervision of staff and reporting of results for Leiholu. Ms. Crabbe has administered numerous Federal, State, and County funded projects focused on high-risk youth and communities. Her Department has overseen the activities at ALU LIKE's community library for the last three years. Ms. Crabbe has a B.A. in Science, A teaching certificate from the University of Hawai'i at Manoa and is a practitioner of Hawaiian hula.

Leivallyn Kaupu (.48 FTE Miloli'i Program Specialist): Ms. Kaupu has a B.A. in Hawaiian Studies from the University of Hawai'i at Manoa. She currently runs the programs at ALU LIKE's Miloli'i Community Library. Her activities focus on educational attainment and family engagement for high risk youth.

Leina'ala Estrella (.48 FTE Hāna Program Specialist): Ms Estrella is a 1995 graduate of Hāna High and Elementary and a life-long resident of Hāna. She is a part-time program specialist in the Youth High Risk Reduction Project and has been an ALU LIKE employee for the past 16 years.

Kilia Purdy-Avelino (1.0 FTE Moloka'i Program Specialist): Ms. Purdy-Avelino has a Master's degree in Indigenous Language and Education and is a National Board Certified teacher. She received her Kahuawaiola Indigenous Teacher Education Certification from the University of Hawaii at Hilo as well as her Bachelors in Hawaiian Studies.

Elsie Ryder (.50 FTE Nānākuli Program Manager): Elsie will manage all of the Leiholu's activities on O'ahu. She has an Associate in liberal arts, is a hula practitioner, and has extension experience with the integration of cultural values and abuse prevention measures. Ms. Ryder has been with ALU LIKE for 11 years.

Kauluna`e Haumakua (.10FTE at 3 months): Ms. Hamakua is a program specialist in our Moloka`i Office who assists the Librarian Program Specialist with the implementation of workshops.

Uakea Weisbarth (.05FTE Admin. Asst. at 3 months): Has extensive administrative experience and speaks Hawaiian fluently. She has been with ALU LIKE for six years.

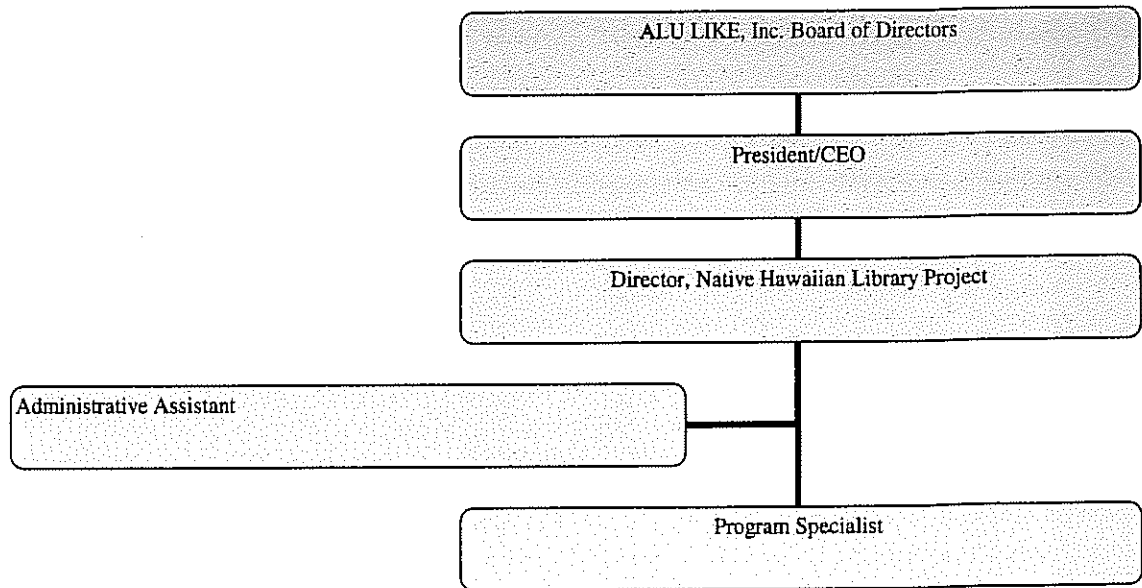
To be Hired (TBH) (1.0 FTE Wailuku Program Specialist): ALU LIKE will need to hire the full-time specialist for the Wailuku Office.

Attached are the resumes (Attachment "A") for all staff assigned to Leiholu.

**B. 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.

The following is the organizational chart for the Leiholu Project:



We have attached the organizational chart for our multi-program organization as Attachment "B."

**C. Compensation**

The applicant shall provide the annual salaries paid by the applicant to the three highest paid officers, directors, or employees of the organization by position.

The following are the annual salaries of the three highest paid employees of ALU LIKE, Inc.:

President/CEO: \$120,000  
Department Director: \$77,036.00  
Department Director: \$75,533.00

The Board and Officers of ALU LIKE, Inc. are volunteers and are not compensated for their time.

## **VI. Other**

### **A. 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.

ALU LIKE, Inc. has no pending litigation.

### **B. 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.

There are no licensure or accreditation requirements for this request

### **C. 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.

This funding will not be used to support or benefit a sectarian or non-sectarian private educational institution.

### **D. Future Sustainability Plan**

The applicant shall provide a plan for sustaining after fiscal year 2017-18 the activity funded by the grant if the grant of this application is:

- (1) Received by the applicant for fiscal year 2017-18, but

The 2017-2018 funding will allow us to expand our satellite libraries and increase the number of Native Hawaiian resources in each satellite Library. The grant will provide the staffing needed to conduct workshops and create the reading lists and library lending boxes that families and individuals can take home, read at their leisure and return when done.

(2) Not received by the applicant thereafter.

Without the Grant in Aid funding we are unable to expand our Library services to Wailuku or Hana. For our other satellite sites, patrons will still have access to library the resources at the satellite libraries on an honor system. Ho9wever, there will be no staff available to help them make their selections or to conduct workshops.

Funding to maintain our libraries is always a challenge due to the perception that the State libraries can provide the needed services. Thus, we developed the honor system to maintain access to Native Hawaiian resource materials when there is a gap in funding.

**E. Certificate of Good Standing (If the Applicant is an Organization)**

If the applicant is an organization, the applicant shall submit one (1) copy of a certificate of good standing from the Director of Commerce and Consumer Affairs that is dated no earlier than December 1, 2016.

Please see attached certificate as Attachment "C"

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2017 to June 30, 2018

App

ALU LIKE, Inc.

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	129,876	2,554	0	132,430
2. Payroll Taxes & Assessments	15,755	308	0	16,063
3. Fringe Benefits	35,210	667	0	35,877
<b>TOTAL PERSONNEL COST</b>	<b>180,841</b>	<b>3,529</b>	<b>0</b>	<b>184,370</b>
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island	1,800	75	0	1,875
2. Insurance	3,436	150	0	3,586
3. Lease/Rental of Equipment	954	65	0	1,019
4. Lease/Rental of Space	19,075	1,693	0	20,768
5. Staff Training	0	0	0	0
6. Supplies	1,060	201	0	1,261
7. Telecommunication	10,403	997	0	11,400
8. Utilities	5,708	411	0	6,119
9. Postage	260	50	0	310
10. Equipment Maintenance & Repair	148	69	0	217
11. Office Maintenance & Repair	456	12	0	468
12. Mileage & Parking	800	50	0	850
13. Library Materials	1,600	300	0	1,900
14. Payroll Processing Fee	552	72	0	624
15. Bank Service Fee	202	0	0	202
16. Professional Fees/License	3,349	992	0	4,341
17. Admin @ 10.1%	23,176	649	0	23,825
18				
19				
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>72,979</b>	<b>5,786</b>	<b>0</b>	<b>78,765</b>
<b>C. EQUIPMENT PURCHASES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>D. MOTOR VEHICLE PURCHASES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>E. CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL (A+B+C+D+E)</b>	<b>253,820</b>	<b>9,315</b>	<b>0</b>	<b>263,135</b>
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	253,820	Mervina K. M. Cash-Kaeo	(808) 535-6705	
(b) Total Federal Funds Requested	9,315	Name (Please type or print)	Phone	
(c) Total County Funds Requested	0	[REDACTED]	1/19/17	
(d) Total Private/Other Funds Requested	0	Signature of Authorized Official	Date	
<b>TOTAL BUDGET</b>	<b>263,135</b>	Mervina K. M. Cash-Kaeo, President/CEO		
		Name and Title (Please type or print)		

**BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES**

Period: July 1, 2017 to June 30, 2018

Applicant: \_\_\_\_\_

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Director of the Native Hawaiian Library Project	0.1	\$4,759.00	100.00%	\$ 4,759.00
Nanakuli Library Progrm Specialist	0.5	\$22,464.00	100.00%	\$ 22,464.00
Miloli'i Library Program Specialist	0.48	\$13,836.00	100.00%	\$ 13,836.00
Ho'olehua Library Program Specialist	1	\$31,332.00	100.00%	\$ 31,332.00
Hana Library Program Specialist	0.48	\$21,485.00	100.00%	\$ 21,485.00
Wailuku Library Prpgram Specialist	1	\$36,000.00	100.00%	\$ 36,000.00
Ho'olehua Library Program Specialist (2)	0.1	\$667.00	0.00%	\$ -
Administrative Assistant	0.05	\$347.00	0.00%	\$ -
Director of the Native Hawaiian Library (2)	0.1	\$1,540.00	0.00%	\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL:</b>				<b>129,876.00</b>
<b>JUSTIFICATION/COMMENTS:</b>				



## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2017 to June 30, 2018

Applicant: ALU LIKE, Inc

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
N/A no purchase of equipment			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
N/A no purchase of vehicles			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				
JUSTIFICATION/COMMENTS:				

## BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2017 to June 30, 2018

NOT APPLICABLE

Applicant: \_\_\_\_\_

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2015-2016	FY: 2016-2017	FY:2017-2018	FY:2017-2018	FY:2018-2019	FY:2019-2020
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
<b>TOTAL:</b>						
<b>JUSTIFICATION/COMMENTS:</b>						

**GOVERNMENT CONTRACTS AND / OR GRANTS  
NOT APPLICABLE**

Applicant: \_\_\_\_\_

Contracts Total: -

	<b>CONTRACT DESCRIPTION</b>	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)</b>	<b>CONTRACT VALUE</b>
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
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24					
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26					
27					
28					
29					
30					

**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.
  
- 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.

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.

ALU LIKE, Inc.  
(Typed Name of Individual or Organization)



(Signature)

1/19/17  
(Date)

Mervina K. M. Cash-Kaeo, President/CEO  
(Typed Name) (Title)

# **ATTACHMENT “A”**

Valerie N. Crabbe  
95-035 Kahoea St. #222  
Mililani, HI 96789  
Ph. # (808) 542-0617  
Email.-valcrabbe@hotmail.com

#### KEY STRENGTHS

- Knowledge, understanding, and experience with Hawaiian Culture
- Knowledge of federal grants management including budget development, monitoring, and reporting requirements
- Knowledge of Ho'ala Hou projects throughout Hawaii
- Able to communicate effectively both verbally and in writing
- Computer skills in word, excel, windows, and presentation programs
- Dependable, self-motivated, and can work independently as well as with others
- Knowledge of ALU LIKE, Inc. it's programs, projects, mission and able to practice it's core values

#### WORK EXPERIENCE

3/01-present Ke Ala Ho'olokahi/ALU LIKE, Inc.

*Program Manager II*

- Recruit and select personnel to fill authorized staff vacancies.
- Supervise, train, monitor, and evaluate staff to perform their duties
- Assist Director in the monitoring and evaluation of each grant's progress and outcomes
- Work with external evaluators to develop relevant assessment materials
- Prepare, write, and submit grant proposals to secure funding for project and/or dept.
- Provide work scope and budget for fundor as well as implement grant ensuring compliance of all funding requirements
- Established partnerships with community agencies and the ability to expand in other communities

5/06-12/08-Outrigger Hotel Showroom-Hula Dancer Tues.-Fri, at the dinner show of Society of Seven Showroom

6/89-10/00-Department of Education-Resource teacher in the Hawaiian Studies Program at various schools in the Central District

10/92-12/00-Bishop Museum-Cultural performer that generated the Aloha Spirit through the art of Hula

#### EDUCATION

University of Hawaii-Manoa, Teaching Certificate Program  
University of Utah-Bachelor of Science, Physical Education/Health  
Punahou School-Graduate

#### INTERESTS AND ACTIVITIES

President-Pearl Harbor Hawaiian Civic Club  
Active Member-Church of Jesus Christ LDS  
Mililani High School Sports Program-Head Coach Girls Varsity Volleyball

**Leivallyn Kaupu** PO BOX 26  
HONAU, HI. 96726808.315.6451 cell [leivallynmvwsma@gmail.com](mailto:leivallynmvwsma@gmail.com)  
[Leivallyn@kuaokala.org](mailto:Leivallyn@kuaokala.org)

**OBJECTIVE:** Miloli'i Native Hawaiian Library Assistant (Alu Like Inc., Native Hawaiian Library)

### **EDUCATIONAL HISTORY**

**University of Hawai'i at Manoa**  
2005 - 2010 Major: BA Hawaiian Studies  
Graduated: May 15, 2010

**Creighton University**  
Fall 2001 - Fall 2003 2500 California Plaza  
Omaha, NE. 68178

**Konawaena High School**  
August 1997 - June 2001  
Year Graduated: 2001  
Cum laude graduate

### **SERVICE/VOLUNTEER and YOUTH PROJECTS/MCA**

**Youth-Mapping (Atherton Branch)**  
Honolulu, HI.  
Miloli'i Team Leader, 1998-99  
Youth Building

**Miloli'i Summer Fun Program**  
Miloli'i, HI.  
Project Coordinator  
4 Years

**Miloli'i 'Opio (Youth) Group**  
Miloli'i, HI.  
*Vice-President*, Year 2006-2008

**Ho'opuloa Hawaiian Civic Club**  
Miloli'i, HI.  
*Vice-President*, Year 2007

**Pacific Voices Project Associate**  
Honolulu, HI.  
University of Hawai'i at Manoa  
*Media Technician*, 6 YEARS

**Miloli'i Coastal Watch Program**  
Pa'a Pono Miloli'i, DLNR  
Year: 2004

**Hui Kakou Lokahi**  
Miloli'i, HI.  
Vice - President, 2007

**Hinano Volleyball Club**  
Honolulu, HI.  
Women's A Coach, 2007-2008

**2011 Miloli'i Summer Fun Program**  
Miloli'i, HI.  
Program Coordinator and Instructor

**Pa'a Pono Miloli'i Inc.**  
*Secretary*, March 2011

**2012/2013 Miloli'i – Ho'opuloa Fishing Village Association**  
Miloli'i, HI.  
Secretary, 2012/2013

**WORK HISTORY**

**Klutznick Law Library**  
Library Creighton University  
*Student Work Program, Student Assistant*  
2001 – December 2001  
Duties: Shelving Books,  
Circulation Desk Assistant,  
Bar Coding

**Reinert-Alumni Memorial**  
Creighton University  
Gerry Chase – Supervisor  
August 402.280.2218  
*Student Assistant*  
[gchase@creighton.edu](mailto:gchase@creighton.edu)  
Duties: Shelving Books, Circulation  
Desk Assistant, Bar Coding  
Year: 2002

**The Nature Conservancy/Pa'a Pono**  
Scott Atkinson/Gilbert Kahele – Supervisor  
#10808.342.2335 (Scott)  
808.987.7958 (Gilbert)  
*Youth Coordinator for Marine Management Program*  
Duties: Developed/coordinated marine activities  
for the youths of Miloli'i, multi-media  
projects

**Alu Like, Inc.**  
32 Kino'ole St.,  
P.O. Box 606  
Hilo, HI. 96720  
808.961.2625  
*Miloli'i Summer Fun Program*  
Duties: Developed/coordinated  
marine management and cultural  
youth activities

**T.S. Dye and Colleagues, Archaeologists, Inc.**  
735 Bishop St., Suite 315  
Honolulu, HI. 96813  
Avenue 808.529.0866  
[colleagues@tsdye.com](mailto:colleagues@tsdye.com)  
*Field Worker* Duties: Data Recovery Excavate,  
Table Mapping  
Year: 2003 & 2005  
Treatment Plan for the Coastal  
Kaiholena, North Kohala

**Hire Abilities – Hawaii**  
**Infrastructure Grant**  
CDS 1776 University  
UA 4-6  
Honolulu, HI. 96822  
Susan Miller and Chin Lee  
Plain March 2003, October 2004  
808.956.3975 (Susan) "A Burial  
808.956.9142 (Chin) Portion of  
August - December 2006  
*Student Assistant*  
Media Specialist: Videography,  
Duties: Office work (answer phones,  
coordinated quarterly meetings)



Carolyn Leinaala Estrella  
P.O. Box 359  
Hana, Hawaii 96713

MAR 28 2011

**Objective** To continue to learn, teach and share my experiences in a culturally sensitive manner to youths.

**Experience** 2007 to Present Alu Like YAPP – Hana

**Program Assistant II**

- Assist with planning, organizing, implementing and presenting various project related curriculums to youths/families referred by agencies/schools and makua populations
- Provide assistance with counseling of youths on the dangers of substance use/abuse and violence
- Collaborate with agencies/schools
- Participates in workshops and conferences to promote activities and services of the project
- Attend staff development training sessions as mandated by project supervisor to improve quality of services to youths
- Provide data to Supervisor to assist with required reports
- Duties were not limited to the aforementioned, assisted management with other duties as needed

1999–2007 Hana Cultural Center – Promotion

**General Manager**

- Responsible for grants and reports,
- Develop, plan and implement cultural programs for youths, adults and visitors in a culturally sensitive manner,
- Attend monthly Board Meetings,
- Responsible to archive information i.e. input historical data, safe keep of documents and pictures,
- Able to communicate with customers, vendors, merchants for the Retail shop,
- Provide excellent customer service,
- Supervise staff and volunteers

2003 to 2006

Hotel Hana Maui

- **Reservation Clerk/Front Desk Clerk**
- Excellent verbal and written communication skills
- Telephone etiquette a must
- Book Hotel reservations, guest activities
- Sales and Marketing technique skills
- Greet guests upon arrival, check in to hotel
- Resolve guest complaints
- Able to multi task

**Education**

- 1995 Graduate of Hana High and Elementary, Hana, Maui
- 1995 – 1997 Attended Maui Community College – No Degree
- 2008 to present Returned to Maui Community College – (Part time) Major: Business Administration
- Computer Class through VITEC (Microsoft word, excel, PowerPoint, Microsoft publisher) - certificate

**Interests**

Spending time with my family, Hula, Photography, Event Planner/Coordinator

**Experiences**

Attended County Grant Informational Workshop

Attended Strategic Planning Workshop

Small Business Management Seminar

Hana Health Center Board of Directors

Hana Aloha Week Festivals Committee Member

Kula Ike No Ke Kai A Ulu Board of Directors

Hana Arts Board of Directors

\*Participated as a youth leader in Alu Like's- YAPP Program since Middle School, 1991 to 1995

\*Attended the Youth Leadership conference

References available upon request

**Kilia Purdy-Avelino**  
PO Box 84 Ho'olehua, Hawai'i 96729  
(808) 646-1592  
kpurdyavelino@gmail.com

**OBJECTIVE**

*to seek a position as Alu Like Ho'āla Hou Program Specialist*

**EDUCATION**

**UH-Hilo, Ka Haka 'Ula o Ke'elikōlani, Hilo, Hawai'i**  
Masters in Indigenous Language & Culture Education  
May 2012

**National University, La Jolla, California**  
Masters in Education w/ National Board Certification  
March 2007-June 2008

**UH-Hilo, Ka Haka 'Ula o Ke'elikōlani, Hilo, Hawai'i**  
Kahuawaiola Indigenous Teacher Education Certification  
May 2006

**UH-Hilo, Ka Haka 'Ula o Ke'elikōlani, Hilo, Hawai'i**  
Bachelors in Hawaiian Studies  
May 2005

**WORK EXPERIENCE**

July 2011 - present

**COLLEGE LECTURER**

University of Hawai'i Maui College, Moloka'i Campus  
P.O Box 440 Kaunakakai, HI 96748 (808) 553-4490  
*develop curriculum & teach Hawaiian Studies and Hawaiian language courses*  
Hawaii: Center of the Pacific (HWST107)  
Hawaiian Mythology (HWST270)  
Elementary Hawaiian Language (HAW101/102)  
Intermediate Hawaiian Language (HAW201/202)

April 1 - July 30, 2015

**COORDINATOR**

Aloha Productions, LLC/Children's Defense Funds, Freedom School - Molokai CORAL  
P.O Box 394 Holualoa, HI 96725  
*coordinate a pre-K through 12<sup>th</sup> grade 5-week summer school; built partnerships and brought in resources to support program; assisted in human resources - hiring, communicating with employees*

**Kilia Purdy-Avelino**  
PO Box 84 Ho'olehua, Hawai'i 96729  
(808) 646-1592  
kpurdyavelino@gmail.com

October 2013 -

**LIBRARY ASSISTANT**

Alu Like - Native Hawaiian Library, Molokai

*catalog books; manage borrowing/return of books; built partnerships and brought in resources to support program*

January 2011 – December 2011

**ADMINISTRATOR/EXECUTIVE DIRECTOR**

KHM International

P.O. Box 482188 Kaunakakai, HI 96748 (808) 553-8353

*Engage youth through curriculum development and programs; write and manage grants; assist Board in re-organization of KHM files and financials*

July 2007 – July 2010

**LITERACY RESOURCE TEACHER**

Kamehameha Schools Literacy Instruction & Support

567 S. King St. Honolulu, HI 96813 (808) 534-8364

*Teach in public DOE schools, grades K-3; curriculum development focused on writing with an integration of art & Hawaiian culture; work/collaborate with a KS-Literacy team, as well as DOE teachers*

**VOLUNTEER ACTIVITIES**

- Vice President: Ahupua'a o Moloka'i, 2015
- Hawaiian Cultural Representative: UHMC-Molokai Campus Advisory Council, 2015
- Grant Writer/Coordinator: Ho'okūkū Pela Hawai'i (Hawaiian Spelling Bee), 2015
- Grant Writer/Coordinator: 'Aha Ho'okūkū 'Ōlelo (Hawaiian Speech Competition), 2014
- President: Hui Mākua Pūnana Leo o Moloka'i, 2013-2014
- Founder/Program Director: OLA ('Ohana Learning Alliance) Moloka'i, 2011
- Vice President: Hui Mākua Pūnana Leo o Moloka'i, 2012-2013
- Grant Manager/Program Coordinator: Lawai'a 'Ohana Camp, 2011, 2013 & 2014

**TRAINING/EDUCATIONAL WORKSHOPS**

- First Aid & CPR Certified, 2015
- Hale Kuamo'o Curriculum Development, Oral Language Strategies Workshop, 2010
- Hawaii Writers Project, Summer Institute, 2009
- Katie Wood Ray, Study Driven Book Club, 2009
- Art Costa, Habits of Mind, 2009
- Glen Furuya, The Leadership Code, 2008
- Richard Gentry, Breaking the Code, 2008
- Moenahā Training for Trainers, Certification, 2008
- Vicki Spandel, 6+1 Traits of Writing, 2008
- International Reading Association World Conference, Atlanta, Georgia, 2008

## Elsie A. Ryder

95-085 Waihonu Pl. Mililani, HI 96789 · Phone (808) 389-6560

### Education

2003                      Leeward Community College                      Pearl City, HI  
Associate Degree in Liberal Arts

### Related Work Experience

**Manager I                      2011-Present                      ALU LIKE, Inc.                      Honolulu, HI**

Servicing youths and families with curriculum, integrating cultural values and substance abuse prevention methods  
Educate youth on prevention methods for Alcohol and Drug use  
Develop various curriculums and collaborate with other agencies and organizations  
Hawaiian language experience and proficiency  
Plan, organize and implement various curriculums in the schools, integrating Hawaiian culture and values.  
Participated in the following curriculum developments: The "I" in IEP, Safe and Drug Free Schools, Pono Choices –  
Pregnancy and STI Prevention Middle School Curriculum, E Ola Pono, Sci-HI – Science based, Ka Hana 'Imi Na'auao -  
Science and cultural base, Growing Pono Schools, HPPEP – Hawaii Preschool Positive Engagement Project and various  
Staff Development activities and opportunities.  
Knowledgeable about State of Hawaii Department of Health Alcohol and Drug Abuse Division (ADAD) Monitoring &  
Reporting standards  
Experience with the HISSAP Database  
Work closely with the State of Hawaii Office of Youth Services Division i.e. Hawaii Youth Corrections Facility, Kapolei  
Detention Home

**Program Specialist III                      2005 – 2011                      ALU LIKE, Inc.                      Honolulu, HI**

Service population by focusing on substance abuse prevention methods  
Help to train and in service, and supervise staff members on lessons and curriculum development  
Coordinate activities, field trips, in service training  
Assist in curriculum design and lessons for various grants  
Support various community events

**Hawaiian Studies Program                      1988 – 2005                      State of Hawai'i – DOE                      Honolulu, HI**

Serviced Students K-6 grade in Hawaiian culture                      Choir director for school's extracurricular activities  
Focused on Social Studies Standards                      Created and maintained Hawaiian cultural garden on campus  
Serviced approx. 600 – 800 student a year                      Trained other staff on lesson planning, and cultural  
Facilitated May Day Programs every other year                      enrichment

### Workshops & Trainings

Coalition Sustainability: don't Leave Your Change  
Creating and Aloha Response for Hawaii Youth and Families  
Ethics Prevention  
Experiencing Poverty: The Challenges & Choices  
Hawaii SAM marijuana education & advocacy initiative  
HIV training  
Informed Trauma Care  
Ke Alauala: A New Beginning: To Empower & Nurture Successful 'Ohana  
Managing Emotions Under Pressure  
NHEA conferences, multiple seminars on Pono, Sustainability, Emotions, etc.  
Positive Action Training of Trainers  
Substance Abuse Prevention Skills Training to Chance  
Workshops on Hawaiian values, culture, arts, and future.

Kaulunae Kalaninui'ai'oma'oma'okouu Hamakua

Box 1615 Kaunakakai HI, 96748

Telephone: (808) 560-6230

Cell Phone: (808) 213-1058

kaulunae@hawaii.edu

EMPLOYMENT GOALS: TO WORK AND GROW IN A PROFESSIONAL ENVIRONMENT WHERE MY KNOWLEDGE, EXPERIENCE, AND CREATIVITY CAN BE USED TO THEIR BEST.

#### QUALIFICATIONS/SKILLS

Reliable: attend work when scheduled. Good judgment in handling confidential materials and matters.

Flexible: in ways that allow changes in assignments, schedule and priorities

Friendly: strong interpersonal skills/ customer service skills

Helpful: take initiative to help without asking

Organized: time management/ problem-solving to maintain productivity

Strong written and verbal communication

Good keyboard/computer skills

#### WORK HISTORY

##### HULA SHORES

Po Box1020

1300 Kamehameha V Highway

Kaunakakai, Hawaii 96748

Phone: (808) 553-5347

Cocktail Server- 02/14-Current

##### MAUNALOA ELEMENTARY SCHOOL

PO Box 128

Maunaloa, HI 96770

Phone: (808) 552-2000 , 17

Sub EA: 11/2013-current

##### MOLOKAI MIDDLE SCHOOL

Street Address: 2175 Lihi Pali Avenue

Ho'olehua, HI 96729

Phone: (808) 567-6940 , 50

Sub EA: 02/2012-current

##### PAKOLEA REHAB

KUALAPU'U ELEMENTARY  
Street Address: 260 Farrington Avenue  
Kualapu'u, Hawaii, 96757  
Postal Mail: P.O. Box 260  
State: Kualapu'u, Hawaii, 96757  
Telephone: (808) 567-6900  
Sub EA: 08/2011- current  
Substitute educational assistant.

2.96  
1.29 yr  
1.35

OHANA HEALTH PLAN  
94-450 Mokuola Street  
Waipahu, Hawaii, 96797

Chore Service Worker: 03/2010-05/2010

Patient care for physical or mentally ill in a home setting.

PRIVATE CARE

Nurse's Aide: 2008-2010

Patient care for physically ill in a home setting which included: taking vitals, therapeutic exercises, providing skin care, hygiene, answering calls, delivering messages, serving meals, tidying up rooms, toileting, ect.

RAWLINS' CHEVRON

20 Maunaloa Highway, Kaunakakai, HI 96748  
Telephone: (808) 553-3214

Snack Bar Worker: 2006-2007

In charge of food and drinks availability and production, stocking supplies, as well as maintenance of the main store.

EDUCATION

UNIVERSITY OF HAWAII MAUI COLLEGE, MOLOKAI  
375 Kamehameha 5 Highway  
Po Box 440, Kaunakakai, Hawaii, 96748  
Telephone: (808) 553-4490

Major: Liberal Arts- 01/2013-03/2014

AS in Liberal Arts- 03/2014

Major: Human Services- 08/2011- 12/2011

Major: Nursing- 08/2006-12/2008  
Certified Nurse's Aide 2007-2009

Nursing/Therapy- 01/2009- 05/2011  
Certified Physical Therapy Aide 2011

Telephone: (808) 67-6950  
Degree: Dipl. June 2006

**VOLUNTEER**

**PATCH TRAINING 25hrs**

**KUALAPU'U SCHOOL EA 20hrs**

**HLIP "KUMU HULA" 50hrs**

**HOBBIE/SPECIAL INTERESTS**

**DANCING HULA**

O Hina I Ka Malama Halau Hula 2002-2006

Lahainaluna Hula Halau 2004-2005

Haku Hula 2005-ongoing

**TRAVELING**

**PLAYING MUSIC**

**HAWAIIAN LANGUAGE**

**MALAMA NA KUPUNA (caring for elderly)**

**HOSPITALITY AND TOURISM**

**REFERENCE AVAILABLE UPON REQUEST**



# Uakea A. Weisbarth-Tafaoimalo

89-314 Lepeka Ave. • Nānākuli, HI 96792  
uakeawt@gmail.com • (808) 497-3765

## ***Skills***

---

- Friendly, observant, quick learner and easily adaptable
- Computer proficient (Microsoft Office, Adobe CS3)
- Work well independently or with a group
- Great at multi-tasking
- Complete assignments quickly
- Quality work
- Good customer service/sales background
- Type 55 wpm

## ***Experience***

---

### **ALU LIKE, Inc.**

#### ***Administrative Assistant I***

September 2009-Current

- Assist with writing grants
- General clerical duties i.e. faxing, phone, email, copying, compile reports, filing
- Assist Program Specialist with activities and events and classes

### **YMCA of Honolulu**

#### ***Group Leader***

May-July 2009

- Provide a safe and fun environment for children
- Plan, implement and supervise activities daily for a group of 15 kids minimum
- Assist and chaperone on field trips

### **Midwest Corporation, Salt Lake City**

#### ***Handheld Agent***

May 2008-April 2009

- Check for damage to vehicle upon return
- Provide feedback from customers to supervisors
- Exemplify excellent customer service attitude at all times

### **Lane Bryant, Salt Lake City**

#### ***Sales Associate***

October 2007-January 2009

- Greet customers and inform them of sales and promotions
- Manage and monitor general store duties, e.g., dressing room, cash register
- Provide excellent customer service

### **Kamehameha Schools Explorations, Kapālama**

#### ***Educational Assistant***

Summer 2007

- Prepared, organized and assisted with lessons and field trips
- Oversaw and assigned responsibilities to student aides
- Monitored students

## ***Education***

### **University of Hawaii – West O’ahu**

- Sociology Major

Spring 2012-Current

### **University of Utah, Salt Lake City**

- Mass Communication, emphasis in Public Relations
- Minor in Ethnic Studies

August 2005- December 2008

### **Kamehameha Schools, Kapālama**

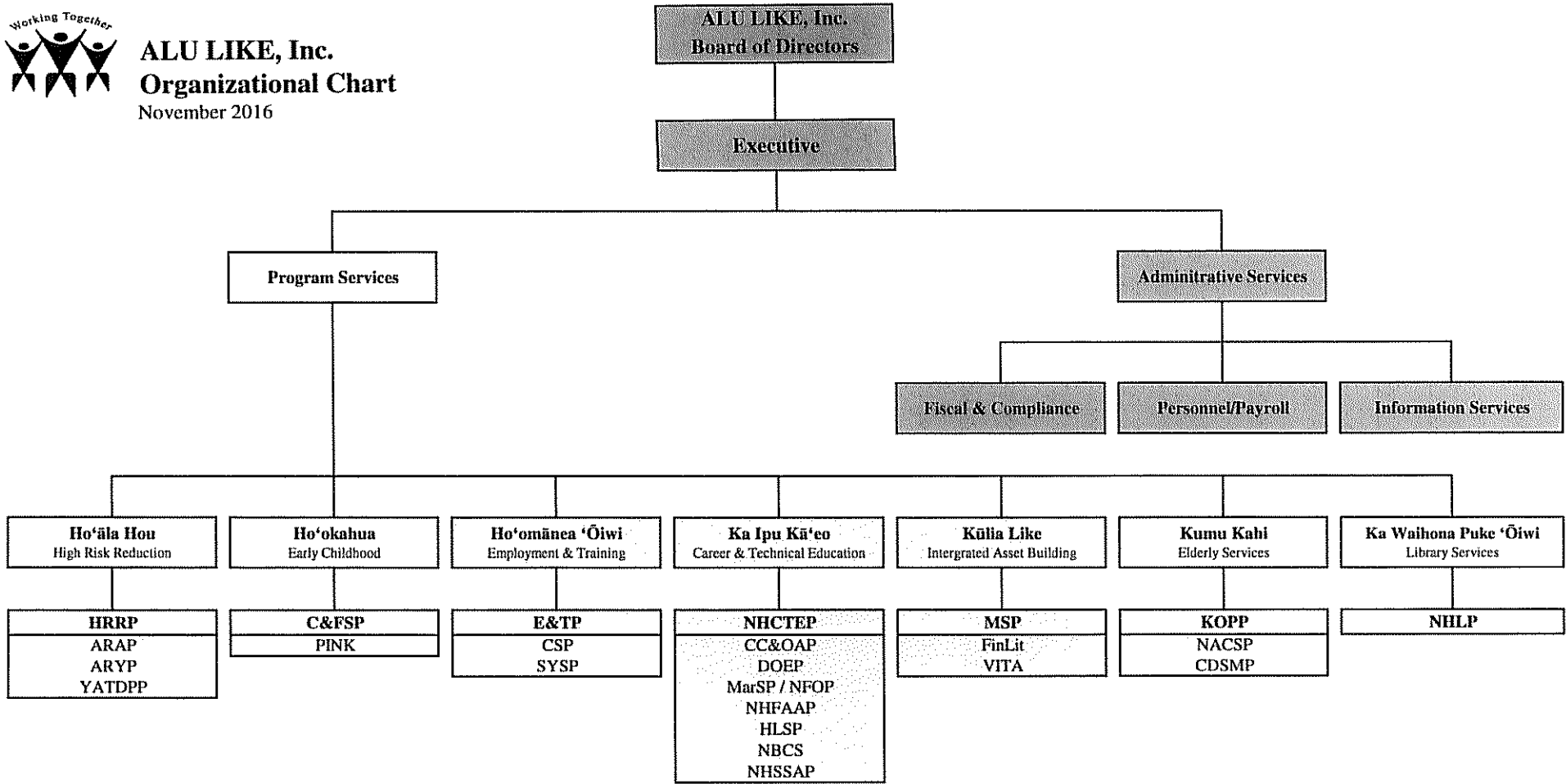
- High School Diploma

May 2005

# **ATTACHMENT “B”**



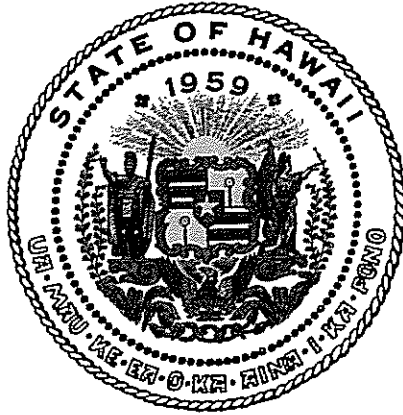
**ALU LIKE, Inc.**  
**Organizational Chart**  
 November 2016



- ARAP - At Risk Adult Projects
- ARYP - At Risk Youth Projects
- C&FSP - Child & Family Services Program
- CC&OAP - Community College & Other Adult Projects
- CDSMP - Chronic Disease & Self-Management Program
- CSP - Comprehensive Services Program (for Adults)
- DOEP - Department of Education Projects
- E&TP - Employment & Training Program
- FinLit - Financial Literacy
- HLSP - Hana Lima Scholarship Program
- HRRP - High Risk Reduction Program
- KOPP - Ke Ola Pono No Nā Kūpuna (Good Health & Living for Elderly) Program

- MarSP - Maritime Stewardship Program
- MSP - Multi-Service Program
- NACSP - Native American Caregivers Support Program
- NBCS - National Board Certification Scholarship
- NFOP - Native Fishery Observer Program
- NHCTEP - Native Hawaiian Career & Technical Education Programs
- NHFAAP - Native Hawaiian Financial Aid Assistance Programs
- NHLP - Native Hawaiian Library Program
- NHSSAP - Native Hawaiian Summer School Assistance Program
- PINK - Pūlama I Nā Keiki (Cherish the Children) Project
- SYSP - Supplemental Youth Services Program
- VITA - Volunteer Income Tax Assistance Program
- YATDPP - Youth Alcohol, Tobacco and other Drugs Prevention Project

# **ATTACHMENT “C”**



## Department of Commerce and Consumer Affairs

### CERTIFICATE OF GOOD STANDING

I, the undersigned Director of Commerce and Consumer Affairs of the State of Hawaii, do hereby certify that

ALU LIKE, INC.

was incorporated under the laws of Hawaii on 12/24/1974 ; that it is an existing nonprofit corporation; and that, as far as the records of this Department reveal, has complied with all of the provisions of the Hawaii Nonprofit Corporations Act, regulating domestic nonprofit corporations.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Department of Commerce and Consumer Affairs, at Honolulu, Hawaii.

Dated: January 17, 2017

Director of Commerce and Consumer Affairs

