

House District 26

Senate District 12

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:

Dbas: Kupu

Street Address: 677 Ala Moana Blvd., Suite 1200
Honolulu, HI 96813

Mailing Address: same as above

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name LUELLA COSTALES

Title Director of Development

Phone # 808-735-1221 ext 1045

Fax # 808-735-1223

E-mail luella.costales@kupuohawaii.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:

Kupu's Hawaii Youth Conservation Corps Summer and Community programs are team-based opportunities that engage and serve youth and young adults statewide, through cultural and environmental education, mentorship, job training, work experience and personal development opportunities.

The programs have become crucial and essential services that positively impact Hawaii's youth, communities, green job sector and economy, while addressing pressing social and environmental issues like poverty, homelessness, education, economic development, natural resource management and sustainability.

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2018: \$ 250,000

4. FEDERAL TAX ID #:

5. STATE TAX ID #:



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	\$ 0
FEDERAL	\$ 200,000
COUNTY	\$ 0
PRIVATE/OTHER	\$ 93,842



RECEIVED

1/20/17 *mw*

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:



MATTHEW BAUER, CHIEF OPERATING OFFICER

NAME & TITLE

1/20/2017

DATE SIGNED

APPLICATION FOR GRANTS AND SUBSIDIES

I. BACKGROUND & 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. BRIEF DESCRIPTION OF APPLICANT'S BACKGROUND

Kupu has dedicated its work to growing the minds and hearts of Hawai'i's youth since 2007, by connecting them with the land and culture in which we live. As a local 501(c)(3) non-profit organization, Kupu has grown over the past ten years, helping to fill the workforce gap in Hawai'i's green job sector with its crucial programs.

Through its statewide youth corps and internship programs, Kupu inspires, connects and trains the next generation of environmental leaders in Hawai'i. Program opportunities serve individuals of diverse backgrounds from 16 years old to young adults, from underserved youth to recent college graduates. Our innovative youth programs incorporate cultural education, teamwork, leadership and life skills development, and training opportunities in conservation, natural resource management, renewable energy, and other green sector jobs.

Working with more than 150 sites statewide, Kupu has engaged 3,252 young adults through conservation and sustainability programs, and contributed a cumulative total of more than \$73 million in economic benefit to the state over the past ten years.

Last year alone, Kupu:

- Contributed \$16.4 million in economic impact to the state through conservation and natural resource management partnerships;
- Engaged nearly 10,000 volunteers in community service;
- Served 320 youth and young adults through quality, team-based and individual-placed programs;
- Distributed \$520,338 in college funds for higher education opportunities; and
- Enabled 15 of Hawai'i's underserved youth who had dropped out of high school, obtain their high school equivalency diplomas.

Kupu has been recognized both locally and nationally for its programs, receiving the following accolades this past year:

- The Corps Network Award for its student engagement during the IUCN World Conservation Congress
- The Corps Network National Corps Member of the Year (Ronnie Keoni Kikala)
- Ho'okele Award (Kupu CEO John Leong)
- Green Hotels Initiative Recognition
- Strong Communities Award (FHLB Des Moines)

2. GOALS AND OBJECTIVES RELATED TO REQUEST

A Sustainable Hawai'i

Kupu and its programs envisions and enables a sustainable Hawai'i, where critical native habitats and areas of cultural significance are preserved, restored and protected for future generations.

Empowering the Next Generation of Leaders

Kupu's mission is "to empower youth to serve their communities through character-building, service-learning, and environmental stewardship opportunities that encourage pono (integrity) with Ke Akua (God), self and others."

The goals and objectives of this request are centered on supporting Kupu's Hawai'i Youth Conservation Corps (HYCC) Summer and Community programs in 2018. Support from a State GIA grant would allow Kupu to:

- Partner with environmental and historical sites statewide to host HYCC Summer and Community programs (Goal: at least 50 sites);
- Enlist youth and young adults statewide in meaningful, hands-on conservation-based activities and cultural education (Goal: at least 150 participants);
- Engage and inspire at-risk youth (who struggle with poverty, homelessness, lack of resources or traditional learning) to become productive community members;
- Contribute conservation-based service hours by participants, to protect and restore Hawai'i's natural resources (Goal: at least 45,000 hours);
- Distribute education awards for participants to use toward higher education upon completing the program (Goal: at least \$150,000);
- Provide continuing education opportunities through alternative high school diploma classes for under-resourced youth, and a college credit earning option for summer program participants;
- Create career pathways and potential job opportunities for young adults through education, job training, internship positions and caring mentorship; and
- Positively impact our state's economy through conservation work, service hours, education awards and job training and opportunities for Hawai'i's youth and young adults (Goal: at least \$3.5 million)

3. PUBLIC PURPOSE AND NEED TO BE SERVED

Kupu's HYCC programs changes lives and positively impacts our communities, while addressing many of our state's most pressing issues, including:

- Social issues such as high school dropout rates, under-resourced and under-skilled youth, high youth unemployment rates, and Hawai'i's brain drain;
- Natural resource conservation and environmental sustainability; and
- Limited resources of environmental agencies and organizations, especially on the neighbor islands.

Hawai'i's Ecosystems In Danger

Hawai'i faces exceptional environmental challenges that demand urgent, critical action. Due to our state's geographic isolation and climate conditions, our islands have evolved some of the rarest species on the planet, nearly all (90%), endemic to Hawai'i. Pollution, development and the expansion of highly invasive species are increasingly damaging Hawai'i's native plant and animal habitats, as well as the health of local watersheds and oceans. The state's dryland forests for example, where many native species thrive, have rapidly disappeared over the last century, with only 10 percent now left. As a result, the state's list of endangered species now make up one-third of all endangered species in the United States, dubbing Hawai'i as the "Endangered Species Capital of the World."

Public awareness of Hawai'i's environmental problems is still lacking, and there are inadequate funding and resources to help remedy these issues.

HYCC Programs Restore Environment

Kupu's HYCC programs work toward addressing and resolving many of these environmental challenges. Every year, HYCC participants - most of whom volunteer time and labor - contribute over 300 service hours each to conservation projects, helping to:

- Remove invasive plant species;
- Restore native plants and trees to their natural habitats;
- Maintain trails and control erosion on public lands; and
- Clean beaches and streams.

Invaluable Support to Neighbor Islands

This work is especially vital to neighbor island environmental agencies and organizations, which have less staffing and resources available to complete considerably large conservation projects, like the ones that HYCC supports.

For example, last year, Kupu's HYCC Summer Hawai'i Island program participants had the honor of serving as one of the first volunteer crews to restore the Kuamo'o battlefield and burial ground on the west side of Hawai'i Island after it was purchased for preservation purposes in December 2015 by Aloha Kuamo'o 'Aina, led by the Beamer 'ohana. With a limited staff of one dedicated to this site, the Trust for Public Land and Aloha Kuamo'o Aina welcomed 16 HYCC Summer program participants who cleared invasive plants and restored native plants at the entrance of the 47-acre historic site, restored adjacent portions of the historic Ala Kahakai Trail that stretches over 175 miles, and pulled invasive species to clear an archaeological site mauka of Kuamo'o, while learning from the archaeobotanist and field students studying the site. Throughout the trip, including during a hike from Lekeleke to Kuamo'o, they learned place names and mo'olelo and reflected on the cultural and historical significance of the area. Over one week, HYCC Summer teams completed work that would not be manageable for the site's staff to complete alone, even over several months.

Aloha Kuamo'o Aina noted after the service project:

"We were very impressed by this group of young people...Kupu participants exhibited positive attitudes and passion for restoration, conservation and each other. Each one of them are role models in their own communities to step up and become better stewards of 'aina. We need more projects like Kupu and Pili Kauwela where young people have opportunities to be of service, learn about place, explore careers in conservation and restoration, while earning educational stipends and wages."

HYCC Programs Inspire Change

Kupu's HYCC program instills a lifelong desire and commitment to live sustainably and give back through community service. Hawai'i's youth are inspired to pursue careers in the green workforce, cultivating the next generation of conservation and community leaders, broadening the individual's influence and impact on the environment.

Kupu's HYCC Summer and Community programs participants come from different backgrounds. The majority of Kupu's HYCC Community Program members are disadvantaged youth or young adults struggling with poverty, homelessness or foster care, bullying at school or at home, drug abuse, court involvement, or difficulty learning in traditional classroom settings. Most have either dropped out of school, have been referred by the court system or probation officers, or often simply lack the basic resources to succeed.

In 2011, Kupu established a year-round, O'ahu-based HYCC Community program in response to an identified need to engage this growing population of youth at risk of becoming a drain on the economy versus a benefit to society. The HYCC Community program serves this specific youth segment to help them broaden personal horizons, develop life skills, prepare them for the workforce and encourage a more positive outlook and inspiration. In addition to working with HYCC Community team leaders and partner site managers, Kupu engages staff, a cultural practitioner and Bachelors of Social Work students to provide mentorship and support for HYCC Community members. Based out of Kupu's training facility in Kewalo Basin (the "Netshed"), the program also offers an opportunity to earn a high school equivalency diploma to those who have not succeeded in a traditional educational setting.

Increasing Reach and Impact

Based on the success of the HYCC Community program, Kupu expanded the program to serve a larger community with a need for similar programs and services. In 2016, Kupu created a HYCC Community cohort on the Leeward Coast of O'ahu, where two of the largest public high schools have the highest dropout and lowest graduation rates in the state. Kupu has hired local staff who grew up on the Wai'anae Coast to run the program, and is fortunate to have partnered with the Boys and Girls Club of Nānākuli, which generously offered to provide a home base for Kupu operations in the community.

Kupu's HYCC Summer and Community programs are long-standing and proven models for success, unlike any other Corps program across the nation because of its integration of Hawaiian culture. Based on the Hawaiian concept of *ma ka hana ka 'ike*, "in doing, one learns,"

participants “learn” about our state’s Native Hawaiian culture, diverse environment and communities, while also learning more about themselves. By “doing” meaningful, hard work in the field, participants gain confidence and a deeper connection to the land, culture and community in which they live, and the valuable knowledge and hands-on experience they receive better prepares and qualifies them for higher education and job opportunities.

Increased Community Need

Although there is an ongoing and urgent need to expand these opportunities for our youth and young adults, limited funding and resources often prevent Kupu from being able to fulfill requests for HYCC labor support; as a result, Kupu is forced to turn away more than 65 percent of Hawai’i’s youth who apply for Kupu’s HYCC programs. Through the State’s Grant-In-Aid program, Kupu is hoping to fill funding gaps in order to provide quality support to environmental sites and impact more youth throughout our communities, statewide.

4. DESCRIBE THE TARGET POPULATION TO BE SERVED

Serving At-Risk Communities

The HYCC Community Program provides crucial services to underserved young adults, ages 16-24, who may be living in poverty or foster care, are homeless, dealing with drugs or crime, recently migrated to Hawai’i or struggling with learning in traditional school settings. Each program cohort primarily serves youth with disadvantaged backgrounds who lack the resources and support to succeed.

Many of the participants come from the most under-resourced communities on Oahu, including Kalihi Valley, a densely populated community comprised of over 17 cultures from a multitude of ethnic backgrounds (34% Micronesian, 24% Filipino, 19% Samoan, 10% Hawaiian, 5% Other Pacific Islander, 4% Asian, and 4% Other). This area hosts the largest number of new immigrants, migrants, and public housing residents in the entire state.

Generally, at least 80% of participants in each Community Program cohort are of Native Hawaiian or Micronesian ethnicity, two of the most socioeconomically marginalized groups in Hawaii. It is expected that approximately one-third (33%) of all Community Program participants will be of Native Hawaiian descent.

Upon completion of the 2015 HYCC Community cohort, Kupu reported that:

- 71% (of the 88% of participants who were unemployed) gained employment;
- 48% (of the 59% of participants who dropped out of school) earned their alternative high school diplomas; and
- 61% enrolled in further schooling.

Kupu continues to serve and support HYCC Community alumni even beyond their cohort period, to help them continue to the progress they started while participating in the program.

Opportunities Available Statewide

Kupu's HYCC Summer Program will serve 95 youth participants throughout the state between 17-20 years old, and 20 young adult team leaders, 21 years and older in 2017. Participants may opt to serve on Kaua'i, O'ahu, Maui, Moloka'i or Hawai'i Island with other team members, who together engage in conservation work at some of Hawai'i's most ecologically vulnerable and historically significant places.

Of the 2016 Summer Program participants, 74% self-identified as multi-racial. Including those, 58% identified as part or full Caucasian/White, 51% as part or full Native Hawaiian, 51% part or full Asian, 12% part or full Pacific Islander, 7% part or full African-American.

38%+ lived in households that were under the median household income for the state, and at least one third of them had a parent with an education level that was less than an associate degree.

Hard Workers Getting Things Done

Across the state, last year's HYCC program participants accomplished the following:

- Planted 5,351 native plants restored to natural habitats
- Cleared hundreds of acres of invasive species
- Maintained over 18 miles of hiking trails
- Protected and maintained over 2,930 feet of stream habitats
- 15 members earned their high school equivalency diploma;

5. DESCRIBE THE GEOGRAPHIC COVERAGE

Statewide Reach

Kupu's HYCC Summer program serves youth statewide, while the HYCC Community program is O'ahu-based. In 2016, 42 percent (35 participants) were from O'ahu; 23 percent (19) were from Hawai'i Island; 15 percent (13) from Maui; 13 percent (11) from Kaua'i; and 7 percent (6) from Moloka'i.

In 2017, Kupu plans to recruit 110 HYCC Summer program participants, including 18 team leaders and one alternate. This will include the following on each island (each team will be led by one team leader):

- O'ahu: Seven (7) teams of six (6) members, with seven (7) team leaders total
- Hawai'i Island: Six (6) teams of four (4) members, with six (6) team leaders total
- Maui: Two (2) teams of five (5) members, with two (2) team leaders total
- Kaua'i: Two (2) teams of five (5) members, with two (2) team leaders total
- Moloka'i: One (1) team of five (5) members, with one (1) team leader

Currently Kupu's HYCC Community program is O'ahu-based, serving cohorts located out of its Kewalo Basin and Leeward Coast facilities. Created based upon need, Kupu plans to offer up to seven (7) HYCC Community cohorts in 2017-18, serving 50-60 participants total.

Teams travel to the mountains, wetlands, and coastal environments to steward Hawai'i's forests, marshes, lo'i, taro fields, loko 'ia, fishponds, watersheds, and native habitats. Statewide partner worksites include the Department of Land and Natural Resources (DLNR) and The Nature Conservancy, while other partners per island include, but are not limited to:

- **Kaua'i:** *Waipa Foundation, Kokee Resource Conservation Program, Limahuli Garden & Preserve*
- **O'ahu:** *Hi'ipaka LLC, Hui o Koolaupoko, Kako'o Oiwi, Lyon Arboretum, Mālama Loko Eo Foundation, Waianae Mountains Watershed Partnership, Paepae O He'eia, Keiki O Ka 'Aina, Papahana Kua'ola, Mālama Pūpūkea-Waimea*
- **Maui:** *Pu'u Kukui Watershed Preserve, Kaho'olawe Island Reserve, Kealia Pond National Wildlife Refuge*
- **Moloka'i:** *Ka Honua Momona, Sustainable Moloka'i, Kalaupapa National Historical Park*
- **Hawai'i Island:** *Mauna Kea Forest Restoration Project, Big Island Invasive Species Council, Waikoloa Dry Forest Initiative*

II. SERVICE SUMMARY & OUTCOMES

The Service Summary shall include a detailed discussion of the applicant's approach to the request. The apply shall clearly and concisely specify the results, outcomes and measures of effectiveness from this request.

1. DESCRIBE THE SCOPE OF WORK, TASKS AND RESPONSIBILITIES

Scope of Work

Kupu's Hawai'i Youth Conservation Corps program will engage 150 youth and young adults in meaningful and immersive experiential service-learning over the course of the year. At least 25 teams of youth and adult leaders will work in different parts of the state, on environmental conservation projects to benefit communities, the environment, natural and cultural resource management agencies and nonprofits at over 50 sites statewide. Program participants will contribute 45,000 service hours to these efforts and places, and in return, Kupu will award more than \$150,000 in education funds that participants can apply to existing student loans or to pursue higher education.

The HYCC Summer Program

The HYCC Summer Program is a full-time, two-month, statewide team-based initiative, which commences in June and runs through July, each year. Youth between 17-20 years old may apply to become one of 100 team members, while those 21 and over may qualify to become a team leader for one of 18 HYCC Summer teams throughout the state.

Each participant commits to serving 300+ hours outdoors, assisting partner organizations with various conservation needs at sites throughout the state. Projects may include invasive species removal, outplanting, trail maintenance, historic preservation, cultural lessons and other opportunities to engage with and learn about the place and culture.

After completing the program, participants earn a \$1,222 higher education award plus cash stipend of \$500 for members and \$4,000 for team leaders. Through the program they also have the opportunity to receive college credits or fulfill the Hawai'i Department of Education's senior project requirement. The program offers invaluable experiences, where they learn principles of natural resource management; practice teamwork, leadership, and other soft skills; and gain a deeper cultural understanding, commitment to serving their community, and connection to their island's places and environmental issues.

HYCC Community Program

Similar to the HYCC Summer Program, the HYCC Community Program provides opportunities for participants to work outdoors to gain entry-level natural resource management and conservation work experience. Currently only offered on O'ahu, the program serves under-resourced youth and young adults between 16-24 years old and provides new experiences and supportive settings for them to reconnect with the land, other team members and themselves to learn, thrive and be inspired. Multiple cohorts are run throughout the year, either for eight-weeks or 25-weeks, the latter offering job training, personal development and C-Base opportunities to help those who dropped out of high school, a chance to obtain their high school diploma equivalency. Upon completion of the program, participants will also receive a volunteer award stipend, while team leaders also earn living allowances. Participants learn life skills related to personal identify, positive coping mechanisms, substance abuse awareness, sexual health education, financial literacy and healthy eating lessons. College and vocational training programs tours, resume development, mock interviews and goal planning workshops are also offered and help participants attain job readiness skills that help to supplement soft skills (ie: timeliness, attendance, communication, appropriate workplace behavior and team work) also enforced in the program. HYCC Community participants, many of which are of Pacific Island descent, found a deeper connection with their culture through workshops and integrated cultural protocol throughout the program.

Roles and Responsibilities

Kupu staff is heavily involved in developing and supporting HYCC programs create life-changing experiences for its participants, while helping to preserve and protect Hawai'i's environment and precious natural resources. They are tasked with the following responsibilities:

- Recruiting and outreach
- Selecting and enrolling participants
- Partner relations
- Program development
- Training and orientation
- Project coordination
- Providing mentorship and support to team leaders and participants
- Monitoring and evaluating program outcomes and feedback

Team Leaders are selected for their passion, leadership ability, logistical acumen, maturity, judgment, and experience in education, conservation and/or Hawaiian culture. They are in charge of:

- Supervising HYCC teams
- Ensuring safety
- Coordinating work days with sites
- Setting daily agenda and motivating teams
- Preparing for camp and leading members during extended stays in backcountry conditions
- Providing mentorship, guidance and case management support to participants
- Reporting to Kupu staff on team progress and updates

2. PROVIDE A PROJECTED ANNUAL TIMELINE FOR ACCOMPLISHING THE RESULTS/OUTCOMES OF THE SERVICE

The HYCC Summer is a full-time, approximately two-month program offered statewide, that starts in June and runs through July every year. The HYCC Community program is offered throughout the year as eight-week cohorts on the Leeward coast, and twenty-five week cohorts in Kewalo Basin/Ka'akako.

Please see Appendix A for a detailed annual timeline.

3. DESCRIBE ITS QUALITY ASSURANCE AND EVALUATION PLANS FOR THE REQUEST. SPECIFY HOW THE APPLICANT PLANS TO MONITOR, EVALUATE, AND IMPROVE THEIR RESULTS

Monitoring and Evaluations

Evaluation is extremely essential to Kupu as it provides an opportunity to identify successes, challenges, and determine whether its programs are achieving its objectives.

Kupu coordinators are in constant contact with its team leaders and partner sites to monitor each teams' progress and feedback, remedy any issues immediately, provide mentoring and support, and review and evaluate outcomes to constantly improve its relations, outreach and programs. Data is collected from Kupu's Team Leaders on a bi-weekly basis. Team Leaders are tasked with reporting the number of member service hours and the description and benefits of the work completed, inclusive of: amount of invasive species cleared; native plants re-introduced to habitats; acreage impacted, etc.

All program participants complete weekly journals in order to promote personal reflection on the individual's experiences and the growth that is occurring. Kupu has found that group debriefings encourage team-building, reflection on what was learned, and feedback for improvement. Pre- and post-quizzes are also administered to all members to gauge the amount of environmental conservation knowledge gained from the program. In addition, HYCC Community Program members complete pre and post wellness surveys that measure a dozen youth development areas, such as self-esteem, locus of control, ability to set and achieve goals, communication skills, etc.

Kupu also keeps in contact with past participants and requests survey information to gauge long-term progress, and determine support.

New Tracking System

Kupu is in the process of implementing a new, central database system which will help to streamline tracking progress and standardize survey tools. With expert guidance from consultants at the Consuelo Foundation, Kupu's HYCC Community program staff were able to update its evaluation plans and survey tools, which are currently being implemented.

Improvements

Through feedback from partner sites and participants, Kupu is able to adjust program needs and goals to provide mutually beneficial experiences for all parties. Such feedback has helped Kupu to enhance its programs efficiency and effectiveness of Kupu curriculum, training, and types of work projects prioritized for teams.

For example, after reviewing self-assessment evaluations by its HYCC Community program participants, Kupu identified that its original eight-week program period did not provide sufficient time for participants to thoroughly develop personal, educational and work skills. As a result, it piloted its first 25-week HYCC Community cohort in fall 2016 (three times longer than the original eight-week program), to better integrate field and experiential; classroom and academic; and vocational and workforce readiness opportunities for its HYCC Community participants.

4. LIST THE MEASURES OF EFFECTIVENESS THAT WILL BE REPORTED TO THE STATE AGENCY THROUGH WHICH GRANT FUNDS ARE APPROPRIATED.

The measures must 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 application, that the measures of effectiveness need to be updated and transmitted to expending agency.

Based on its HYCC program goals for FY 2017-18, Kupu will provide the following measures of effectiveness to ensure that grant funds and program impact are maximized:

- Number of HYCC youth program participants (goal: at least 150) and teams per island (goal: at least 26 teams statewide)
- List of partner sites engaged and positively impacted (goal: at least 50 partner sites engaged and positively impacted from HYCC programs)
- Number of total service hours contributed by participants to protect or conserve Hawai'i's natural and cultural resources (goal: 45,000 hours)
- Amount of education funds awarded to participants to pursue higher education opportunities (goal: at least \$150,000)
- Survey results and feedback from program participants (% who report growth in environmental awareness and desire to contribute positively to the community)

- Total estimated statewide economic impact by HYCC programs (goal: at least \$3.5 million by HYCC programs)

III. FINANCIAL

BUDGET

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.

Please see Appendices B1, B2 and B3. Forms not applicable: Equipment and Motor Vehicles (7) and Capital Project Details (8)

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2017.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
62,500	62,500	62,500	62,500	\$250,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2017.

In addition to private individual and corporate donors, Kupu will be applying for grant money from the following government sources to help fund its HYCC programs:

- City and County of Honolulu
- Consuelo Foundation
- Corporation for National and Community Service (CNSC)
- Department of Agriculture
- Department of Community Services
- Department of Land and Natural Resources (DLNR)
- Freeman Foundation
- Harold K. L. Castle Foundation
- Hawai'i Community Foundation (various funders)
- Hawai'i State Judiciary
- Hoag Foundation
- James & Abigail Campbell Family Foundation
- Kamehameha Schools
- Kaiser Foundation
- National Park Service
- U.S. Fish and Wildlife Service
- U.S. Department of Agriculture (USDA) U.S. Forest Service
- Victoria S. & Bradley L. Geist Foundation (Hawai'i Community Foundation)
- Walmart Foundation

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 listing of all federal, state and county government contracts and grants it has been and will be receiving for program funding.*

Kupu has received or anticipates receiving program funding from the following:

- City and County of Honolulu
- Corporation for National and Community Service (CNSC)
- Department of Agriculture
- Department of Community Services
- Department of Land and Natural Resources (DLNR)
- Hawai'i State Judiciary
- National Park Service
- U.S. Fish and Wildlife Service
- U.S. Department of Agriculture (USDA) U.S. Forest Service

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

Kupu's organizational asset figure is \$2,511,645, only a portion of which supports its HYCC program budget.

IV. EXPERIENCE & CAPABILITY

1. NECESSARY SKILLS & EXPERIENCE

The applicant shall demonstrate 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 experiences of related projects or contracts for the most recent three years that are pertinent to this request

Experience and Background

For the past 10 years, Kupu has successfully run the Hawai'i Youth Conservation Corps (HYCC). Accredited by the Corps Center of Excellence and 21st Century Conservation Service Corps for its high program standards, Kupu has also received various awards and recognition for its HYCC program, including, but not limited to:

- AmeriCorps Service Commission, Innovation in Civic Participation
- Audubon Society of Hawai'i, Environmental Education Award, Wildlife Society Hawai'i Chapter
- Green Hotels Initiative Recognition

- The Corps Network Award, Project of the Year (only Hawai'i organization to receive award)
- The Corps Network National Corpsmember of the Year Award (multiple Kupu program participants)
- U.S. Forest Service Regional Forester Award (first Hawai'i organization to receive award)
- White House Champions of Change Award (Kupu program participant: Jon Brito)

Kupu's founders – CEO John Leong, COO Matthew Bauer and Board Secretary Julianna Rapu-Leong – have also not only served in the HYCC program while it was run under DLNR, they also previously managed the program under Leong's sister company, Pono Pacific.

More than one-third of Kupu's employees have also participated in at least one of Kupu's programs, and/or have education backgrounds in environmental studies or work experience in natural resource management, sustainability, youth engagement and/or Hawaiian cultural initiatives, providing the knowledge, training and first-hand experience to understand, run and improve its HYCC programs.

Please see Section V and Appendix E for staff background and qualifications.

Testimonials

Kupu values the impact of its programs, not only the positive changes its participants have on the environment and community, but more importantly, the ability its programs have to inspire and transform youth and young adults. Here are a couple examples:

From Drugs and Probation to Job Supervisor

At 22 years old, Nathan had served several months in prison and faced another 20 years if he violated probation for a second time. He had struggled with substance abuse for seven years since he dropped out of high school in the 9th grade, which often left him homeless and led him to commit theft and sell drugs to support his habit. His grandmother came across the Kupu website, and referred Nathan to the Community program. Nathan joined HYCC Community where he was immersed in a new environment, doing hard conservation work and learning about his native Hawaiian culture. Learning valuable life lessons, Nathan reflected:

"I changed a lot in my self-esteem because of Kupu's HYCC Community program. This is the first time I've committed to anything and I feel like I'm actually accomplishing something and can't wait to accomplish more. It has helped me find my direction and gives me the opportunity to continue to grow positively. I would recommend this program to any youth who is trying to find their way in life."

Since completing the HYCC Community program, Nathan celebrated more than a year of sobriety, completed a semester-long course, earning a national workforce readiness certification and is working toward his GED. He is also employed and was recently promoted to supervises his work crew.

High School Dropout Turns College Graduate

Referred to HYCC Community by his high school counselor, 16-year old Brian had been unable to focus on academics since the passing of his father. He failed the 9th grade twice and was eventually released from school since he would not be able to earn enough credits to graduate within the allocated timeframe. With a desire to work with his hands and learn about the environment, Brian thrived at Kupu. In the field, he served 164 hours and helped his team clear 3,440 square feet of invasive species and out-plant 107 native plants throughout the island of O'ahu. His hard work earned him the honor of being recognized as his team's "Most Outstanding Member." More importantly, due to the mentoring he received and the hands-on experience with community service, Brian gained motivation, personal growth, and a sense of purpose.

Through the HYCC Community program, Brian joined the high school equivalency program, and became a dedicated student. After earning his high school diploma and completed the HYCC Community program, Brian enrolled in Leeward Community College, where he is about to graduate with a degree in Automotive Technology.

During Brian's HYCC Community graduation ceremony his mother shared:

"Brian has grown so much since he started Kupu. He went from a kid hating life to a motivated young adult who just earned his [high school equivalency] diploma. They have mentored him, taught him and helped him to realize his potential. I'm not going to lie, they do work these kids hard and many times Brian came home bone tired...but he loves what he's doing because he knows that conserving our beautiful state is hard work but will make such a difference for generations to come."

Few statistics can compare to stories like Nathan's and Brian's, which serve as motivation for Kupu, its partners and supporters, and confirm the need for them to continue to provide quality conservation and youth development programs like HYCC.

Please see Section C for HYCC Summer program testimonials.

Organizational and Program Growth

Since managing the program from 2007, Kupu has expanded its HYCC from 16 participants working at three partner sites on Kaua'i, to engaging an average of 150 participants who serve more than 50 partner sites, statewide every year.

Through the dedication and expertise of its staff and partners, and with the support of donors and funders, Kupu has grown tenfold over the past 10 years:

- Strengthening and expanding its programs and services from HYCC Summer to five additional comprehensive conservation-based and sustainability initiatives;
- Serving a total of 3,250 youth and young adults so far by providing quality environmental and cultural education, job training and life-changing experiences;
- Distributing more than \$500,000 in education awards for participants to use toward higher education each year;

- Removing approximately 20,000 acres of invasive species every year;
- Engaging nearly 10,000 volunteers annually, who serve up to 250,000 hours of community service; and
- Contributing more than \$73 million in cumulative economic benefits to the state.

2. FACILITIES

The applicant shall provide a description of its facilities and demonstrate its adequacy in relation to the request. If facilities are not presently available, describe plans to secure facilities.

Partner and Project Sites

Both HYCC Summer and Community programs work at outdoor sites where they are stationed for the majority of the programs.

Please see Section D for a list of past and potential FY 2017-18 HYCC program and partner sites.

HYCC Community Program

In addition to working in the field, Kupu's HYCC Community Program participants also spend once a week in a classroom setting for cultural lessons, workshops and other activities that provide the knowledge and skills to assist them in conservation service projects at partner sites. Cohorts from different districts meet at either of the following facilities that Kupu utilizes for this program:

- "The Netshed" in Kewalo Basin is an ADA-compliant, 8,000-square-foot facility that includes indoor-outdoor meeting space, kitchen equipment, audiovisual equipment, a classroom, recreational and exercises equipment, a stage, and restrooms with showers. A full-time Kupu Facility Manager works at the "Netshed" every weekday. The Netshed is uniquely located by the water and a marina, in central Kaka'ako along bus routes and with plenty of parking. It offers an open community space that welcomes any Kupu participant, alumni and community member during the week and for special events on weekends.
- The Nānākuli Boys & Girls Club is an ADA-compliant facility on O'ahu's Leeward Coast, that provides ample classroom and outdoor space.
- Kupu also owns three 15-passenger vans to help transport participants to and from the meeting facilities to work sites. Staff will also rent additional vans for summer programming.

Kupu Headquarters

Kupu's office headquarters are centrally located in Kaka'ako on O'ahu, in which 35 of its employees work, including its HYCC director, Summer Program staff, and Community Program manager. Office space includes multiple conference rooms, which are available to HYCC programs as meeting spaces for classes, workshops and other activities. Kupu rents out some of its leased office space to other nonprofits and small businesses that are mission-aligned with the organization.

V. PERSONNEL: PROJECT ORGANIZATION & STAFFING

A. PROPOSED STAFFING, 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.

Leadership Team

Kupu's founders and current leadership team – Chief Executive Officer John Leong and Chief Operating Officer Matthew Bauer – have not only served in the HYCC program, they have managed and grown the HYCC programs over the past decade, helping to expand program reach, offerings, support and impact on Hawai'i's youth, communities and economy. See Appendix X for personal background and experience.

Its Chief Financial Officer Janice Kim works in tandem with John and Matthew to ensure sound financial management of the HYCC programs.

Bettina Mok is Kupu's Director of Team-Based Initiatives and supervises and supports both Kupu's HYCC Community and Summer programs. She is responsible for long-term program expansion and building strategic partnerships.

Management Team

Kupu has two program managers who oversee each HYCC program, providing support to the program director and guidance and supervision to their program coordinators. Elizabeth Fujii is in charge of the HYCC Summer program, where she oversees administration and activities, manages staff and streamlines operations.

Christopher Walker manages the HYCC Community program, where he serves a leadership role developing and enhancing community partnerships, managing program budget, reporting on grants and contracts, expanding programs and projects and assisting with fundraising, outreach and contracting.

Facilities Manager Roy Carroll works with Christopher to supervise its Kupu's HYCC Community "Netshed" facility in Kaka'ako and all of its activities, which include direct engagement with program participants.

Coordination Team

There are three HYCC Summer program coordinators - Matthew Ching, Malia Heimuli and Sydney Tureaud - who assist Elizabeth with recruitment and outreach, partner relations, team leader support and mentoring.

Last year, Kupu hired a new program coordinator - Landon Kui o’iolani Adams - to run its HYCC Community program Leeward Coast cohorts, in addition to Kamuela Bannister who supervises cohorts out of the Kaka’ako Netshed facility. Both coordinators are in charge of recruitment and outreach, community and partner relations, supervising their team leaders, and social service support.

In partnership with Hale Kipa, Kupu also recently hired Mayling Chung as its employment coordinator after expanding its HYCC Community program. Mayling provides additional program services including job readiness training, personal development coordination, employment matching and post program support.

More than one-third of Kupu’s employees have also participated in at least one of Kupu’s programs, and/or have education backgrounds in environmental studies or work experience in natural resource management, sustainability, youth engagement and/or Hawaiian cultural initiatives, providing the knowledge, training and first-hand experience to understand, run and improve its HYCC programs.

Please see Section V and Appendix E for staff background and qualifications.

HYCC Program Team Leaders

Program Team Leaders are selected each year by thorough evaluation of the applicant’s prior experience, background check, physical abilities, and knowledge of culture and/or natural resource management. They help to oversee their respective HYCC Summer or Community team, serving as a daily point of contacts for site supervisors, mentors for youth participants and liaisons for Kupu staff.

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 organizational chart that illustrates the placement of this request.

Please see Appendix F for Kupu’s organizational chart (HYCC personnel highlighted).

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 Kupu:
Chief Executive Officer: \$102,000 / Chief Financial Officer: 97,500 / Chief Operating Officer: \$95,000

VI. OTHER

A. LITIGATION

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

N/A. Kupu is not involved in any litigations.

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.

Kupu is licensed or accredited by the following:

- Corps Center of Excellence
- 21st Century Conservation Service Corps

C. PRIVATE EDUCATIONAL INSTITUTIONS

The applicant shall specify whether a grant will be used to support or benefit a sectarian or non-sectarian private educational institution.

N/A. Kupu's grants do not support or benefit any sectarian or non-sectarian private educational institutions.

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 application is received by the applicant for fiscal year 2017-18, but not received by the applicant thereafter.

As the official administrator of the HYCC, Kupu has received contractual funding from AmeriCorps since its inception 10 years ago. This has provided a solid foundation for sustaining its HYCC Summer Program as well as building targeted programs that serve at-risk, underserved youth through its HYCC Community Program.

In order to fulfill community needs and meet increasing demand, Kupu must continue to expand its programs and offerings, which requires additional funding sources. In response, Kupu has hired a new development director to support its leadership team in cultivating new and existing relationships with individuals, corporations and foundations for philanthropic support to sustain and improve its operations.

Kupu's many project partners contribute host site fees to support the work of the HYCC teams. Kupu staff are also pursuing additional fee for service project opportunities to help sustain the HYCC programs and teams.

5. CERTIFICATE OF GOOD STANDING

Please see a copy of Kupu's certificate of good standing from the Director of Commerce and Consumer Affairs, as of January 20, 2017.

APPENDIX A –Kupu HYCC Program Timelines (July 2017-June 2018)

(SECTION II: SERVICE SUMMARY & OUTCOMES)

HYCC SUMMER		HYCC COMMUNITY
2017		
July-Aug.	<ul style="list-style-type: none"> Teams in the field (through end of July) Hoike/graduations (Aug.) Evaluations and reviews 	<p>Kewalo:</p> <ul style="list-style-type: none"> C-Base/Field work continues Interview, hire, train new Team Leaders <p>Leeward:</p> <ul style="list-style-type: none"> Complete Summer cohort Interview, hire, train new Team Leaders
Sept.-Oct.	<ul style="list-style-type: none"> Recruitment begins Fundraising efforts continue Program material updates Molokai team in the field (pending) Host site cultivation Staff development 	<p>Kewalo:</p> <ul style="list-style-type: none"> Train Team Leaders, recruit, plan upcoming cohort Begin new cohort <p>Leeward:</p> <ul style="list-style-type: none"> Train Team Leaders, recruit, plan upcoming cohort Begin new cohort
Nov.-Dec.	<ul style="list-style-type: none"> Recruitment continues Program planning Partner outreach Molokai team in the field (pending) Host site cultivation Staff development 	<p>Kewalo:</p> <ul style="list-style-type: none"> C-Base/Field Work Continue Recruit, plan for upcoming cohort <p>Leeward:</p> <ul style="list-style-type: none"> Complete cohort Recruit, plan for upcoming cohort
2018		
Jan.-Feb.	<ul style="list-style-type: none"> Recruitment continues Applications due (end of Feb.) Partner/host site review and selection Interviews and selection Molokai team in the field (pending) 	<p>Kewalo:</p> <ul style="list-style-type: none"> C-Base/Field Work Continue Begin second cohort <p>Leeward:</p> <ul style="list-style-type: none"> Begin second cohort MLK Day of Service Participation in Legislative opening day (poi pounding) Employer networking and matching (ongoing)
Mar.-Apr.	<ul style="list-style-type: none"> Program planning Participant enrollment and onboarding Volunteer recruitment Partner/host site preparations 	<p>Kewalo:</p> <ul style="list-style-type: none"> Complete first cohort C-Base/Field Work Continue Begin third cohort <p>Leeward:</p> <ul style="list-style-type: none"> Complete second cohort Begin third cohort Employer networking and matching (ongoing)
May-June	<ul style="list-style-type: none"> Orientations (all islands) Training (based on Oahu) Kupu Environmental Fair Teams in the field Pili Kauwela Service & Camping Week 	<p>Kewalo:</p> <ul style="list-style-type: none"> C-Base/Field Work Continue Complete second cohort <p>Leeward:</p> <ul style="list-style-type: none"> Complete third cohort Begin fourth cohort Employer networking and matching (ongoing)

APPENDIX B1: **BUDGET REQUEST BY SOURCE OF FUNDS**
 Period: July 1, 2017 to June 30, 2018

Applicant: Kupu

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
A. PERSONNEL COST				
1. Salaries	102,000	164,000	74,856	275,000
2. Payroll Taxes & Assessments	25,500	41,000	16,236	68,750
3. Fringe Benefits	20,400	32,800	16,236	55,000
TOTAL PERSONNEL COST	147,900	237,800	107,328	398,750
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	6,000	4,000		11,000
2. Insurance	1,000	0	2,000	0
3. Lease/Rental of Equipment				
4. Lease/Rental of Space	9,000			10,000
5. Staff Training	2,000	6,400		6,750
6. Supplies & Food	20,600	5,000	5,700	65,400
7. Telecommunication	0		2,000	0
8. Utilities	0			200
9. Vehicle/Van	3,000	4,950	1,500	58,000
10. Fuel	6,000	1,500	2,500	15,000
11. Volunteer Awards	15,000	26,000		41,500
12. Participant/Youth Training	1,000	9,000		31,000
13. Indirect (Evaluation, Database, Overhead)	38,500	12,800	3,952	167,250
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	102,100	69,650	17,652	406,100
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	250,000	307,450	124,980	804,850
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	250,000	Bettina Mok	808-735-1221 x1026	
(b) Total Federal Funds Requested	307,450	Name (Please type or print)	Phone	
(c) Total County Funds Requested	124,980		42,755	
(d) Total Private/Other Funds Requested	804,850	Signature of Authorized Official	Date	
TOTAL BUDGET	1,487,280	Matthew Bauer, Chief Operating Officer Name and Title (Please type or print)		

APPENDIX B2: BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2017 to June 30, 2018

Applicant: Kupu

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Program Manager A	55000	\$55,000.00	40.00%	\$ 22,000.00
Program Coordinator A	39000	\$39,000.00	50.00%	\$ 19,500.00
Program Coordinator B	39000	\$39,000.00	50.00%	\$ 19,500.00
Program Coordinator C	43000	\$43,000.00	50.00%	\$ 21,500.00
Team Leader - Summer (8 weeks)	25000	\$4,000.00	100.00%	\$ 4,000.00
Team Leader - Community leader (10-12 months)	30000	\$28,000.00	50.00%	\$ 14,000.00
Team Leaders - 21 additional leaders (18 Summer leaders & 3 Year Round Community leaders)	27500	\$156,000.00	0.00%	\$ -
Program Manager B	55000	\$55,000.00	0.00%	\$ -
Facility Manager	55000	\$58,000.00	0.00%	\$ -
Program Coordinator D	43000	\$43,000.00	0.00%	\$ -
Program Coordinator E	39000	\$39,000.00	0.00%	\$ -
Education Coordinator	39000	\$39,000.00	0.00%	\$ -
Administrative Coordinator	35000	\$17,500.00	0.00%	\$ -
				\$ -
TOTAL:				100,500.00
JUSTIFICATION/COMMENTS: The first 6 positions are included in the State GIA grant request. The remaining staff listed are working on the HYCC program but their salaries will be paid by other sources. A Director, Fundraising and Finance staff, and the COO also support HYCC programs (some of their time is reflected in the "Indirect" cost figure in the budget).				

APPENDIX B3: GOVERNMENT CONTRACTS AND / OR GRANTS

Applicant: Kupu

Contracts Total: 496,000

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	CNCS AmeriCorps partnership grant to engage youth and young adults in community service	9/30/16 - 9/30/17	Corporation for National and Community Service	U.S.	220,000
2	The Judiciary, State of Hawaii contract to serve adjudicated youth	7/1/15 - 6/30/17	The Judiciary/Courts	State of Hawai'i	90,000
3	City and County Grants in Aid grant	10/1/15 - 3/31/17	Dept. of Community Services	City & County of Honolulu	150,000
4	US Forest Service contract for youth corps team field work	9/30/16 - 9/30/17	US Dept. of Agriculture	U.S.	36,000
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APPENDIX C: TESTIMONIALS

(SECTION V: Experience and Capability)

Testimonials from HYCC Summer Program Members

"This program will benefit you in so many ways. You don't have to know anything about forestry or conservation and even if you do the things you will learn will change your life forever. There is no better feeling than meeting new people who have so much knowledge to share, connecting to our culture, and giving back to the land that takes care of us each and everyday. You will walk away from this program with a far greater respect for your culture, your ancestors and their knowledge, and simply this land that we call home. It is definitely something so unique and diverse and to me just be amazed at its beauty is a good enough reason as to why we should malama our land. Kupu is a sign for growth just like the Kupu fern that grows on the new lava flows and like the Kupu fern you can bet on learning and growing after this experience. Growing mentally, physically, and spiritually!"

"This program is a mind widening, heart opening, and very connecting to people, places, and the land. It has helped me better understand my purpose as a Hawaiian and help me connect to what makes us special and a jewel of life. I have a different look on these little things we do. Instead of just planting a tree, I see the canopy it makes and the shade and cover it makes for the smaller birds. Who drop seeds and make a bio diverse ground cover of fruitful plant. It's amazing what does when it doesn't always compete and lives in harmony."

"This program means a lot because it helps keep kids like me out of jail. Also it shows that there are other things to do that won't hurt anyone but makes a good impact on our community."

"KUPU is a program that provided an opportunity to students to explore and learn the different conservation areas in our island. They open our mind and hearts about the importance of our native plants and animals. You don't have to be Hawaiian to be able to understand the importance of our land, but its the passion and hard work you are willing to provide in order to protect what our ancestors reserve for us many years ago. Because of KUPU, I became more aware of the danger our native plants and animals are facing right now. And that one person can really make a difference. No work are little, every thing that we do for our aina is worth 3 generations ahead."

"I felt like I made a difference in my life and I loved everything we did. It really opens up your mind to what needs to be done in Hawai'i and how we can help to do that."

"It has really been an amazing program and I really feel fortunate to have been able to participate. The sites were some of the most beautiful places I've ever been and it felt so uplifting to be able to serve them. The people that Kupu connected me with are people I'll never forget because of the aloha they've put out. I couldn't have asked for a better summer. I'll never forget the joy and happiness and laughter this program gave to me from the first day at Camp Pālehua to my last day at Hakalau and then at our islands Ho'ike. We need more programs like HYCC out there to give teenagers a sense of place and purpose. Mahalo nui loa."

"I guess that the program has made me realize that although it may be short, it does not end here. Kupu is only the beginning of a whole world and community of conservation and environmental awareness working day in and day out globally for a more sustainable planet."

APPENDIX D: Kupu HYCC Statewide Partner Sites

(SECTION IV: Experience and Capability)

O'ahu

Ahahui Malama i ka Lokahi (Ulupo)
Department of Land and Natural Resources- Na Ala Hele
Trails Systems
Division of State Parks, Department of Land and Natural
Resources
Division of State Parks, Department of Land and Natural
Resources: Diamond Head
Hi'ipaka LLC
Ho'okua'aina
Hui o Ko'olaupoko
Kakoo Oihi
Keiki O Ka 'Aina
Kokua Kalihi Valley
Lyon Arboretum-University of Hawai'i at Manoa
Malama Loko Ea Foundation
Mālama Pūpūkea-Waimea
Oahu Army Natural Resources Program
Oahu DLNR/ DOFAW/ NARS
Paepae o He'eia
Papahana Kua'ola
State of Hawaii, Department of Land and Natural
Resources
US FISH & WILDLIFE SERVICE JAMES CAMPBELL NWR
Waianae Mountains Watershed Partnership

Maui

Ao'ao O Na Loko I'a O Maui (Ko'ie'ie)
CMMA - Jay and Lana'i (or add to Kealia, DLNR, or
fishponds)
DeBolt Gardens Foundation (Makawao)
DLNR-DOFAW-NARS-MAUI
E kupaku ka aina (fishpond) (Waihe'e)
Ka Ehu
Kealia Pond National Wildlife Refuge
Olowalu Cultural Reserve
The Nature Conservancy - Maui (Waikamoi)
Tri-Isle RC&D/Pu'u Kukui Watershed

Moloka'i

Kalaupapa National Historical Park
Kalaupapa National Historical Park
KHM International (Ali'i Fishpond)
Molokai Land Trust (Mokio, Kawaikapu)
The Nature Conservancy (Mo'omomi, Kamakou,
Pelekunu)
USDA NRCS Plant Materials Center

Lana'i

(projects completed)

Kahoolawe

(projects completed)

Kaua'i

Department of Land and Natural Resources
Division of Forestry and Wildlife
Kauai National Wildlife Refuge Complex/Hanalei/Huleia
National Wildlife Refuges
Koke'e Resource Conservation Program
Limahuli Garden & Preserve/National Tropical Botanical
Garden
Hawai'i State Parks
Waipa Foundation

Hawai'i Island

Ala Kahakai NPS
Big Island Invasive Species Committee
Big Island Invasive Species Committee
Hawai'i Division of Forestry and Wildlife
Hawai'i Forest Industry Association - Ka'ūpūlehu
Dryland Forest Preserve
Kohala Center
Kohala Institute
Mauna Kea Forest Restoration Project
Mauna Kea Watershed Alliance
U. S. Fish and Wildlife Service
Waikoloa Dry Forest
Zoological Society of San Diego dba San Diego Zoo
Global

APPENDIX E - Kupu Staff Background (SECTION V: Project Organization & Staffing)

Chief Executive Officer

John Leong is the chief executive officer of Kupu. A graduate of Punahou School and the University of Pennsylvania Wharton School of Business, John established the organization and its sister company, after participating in the DLNR's Youth Conservation Corps programs. He has received numerous professional and organizational awards including but not limited to: Bank of Hawai'i's Community Leader of the Year, Pacific Business News' Forty Under 40, Hawaii Business Magazine's 20 For the Next 20 and the Hawai'i Community Foundation's Ho'okele Award.

Chief Financial Officer

Matthew Bauer is chief operating officer for Kupu Hawai'i. He graduated from the University Laboratory School and University of Washington with a degree in Political Science. He has been the Director of Operations of Kupu since 2009. Previous to that, he served as Director of Operations of Pono Pacific Land Management. Matthew has helped develop and grow Kupu through increased funding and developing partnerships that have expanded programming and organizational capacity. Since 2011, he has developed new programming including the organization's HYCC Community Program, Sustainability Initiatives and Environmental Education Leadership Program.

Chief Financial Officer

Janice Kim, CPA, is chief financial officer has held executive positions at the Honolulu Coffee Company and PKF Pacific Hawaii LLP in Hawai'i and prior to that, at Price Waterhouse Coopers LLP, in Seattle. She received both her Bachelors in Business Administration and her Masters in Professional Accounting at the University of Washington. She has been a member of the Hawai'i State Society of CPA's and a member of the Aloha United Way Society of Young Leaders since 2011.

Director of Team-Based Initiatives

Bettina Mok serves as Kupu's director of team-based initiatives. She supervises and supports Kupu's HYCC community and summer programs. Prior to her current role, she served as regional youth programs director at the Student Conservation Association, a national youth conservation corps, that like Kupu, connects young adults to environmental service-learning opportunities. Bettina has more than 20 years of experience in the nonprofit sector with an emphasis in service-learning, environmental conservation and youth development. She holds a master's degree from Vermont's School of International Training.

HYCC Program Managers

Elizabeth Fujii started with the organization in 2016 as the Program Manager for Kupu's HYCC Summer programs, overseeing administration and activities and providing support to program coordinators and team leaders. Prior to joining Kupu she worked in public policy and organizational development in Washington, DC. A graduate of Washington University in St. Louis and 'Aiea High School, she was a member of the HYCC Summer program in 1998.

Christopher Walker started with the organization in 2013 as an HYCC Team Leader and now serves as the Program Manager for Kupu's HYCC Community programs, overseeing administration and activities and providing support to his program coordinators and team leaders.

HYCC Program Coordinators

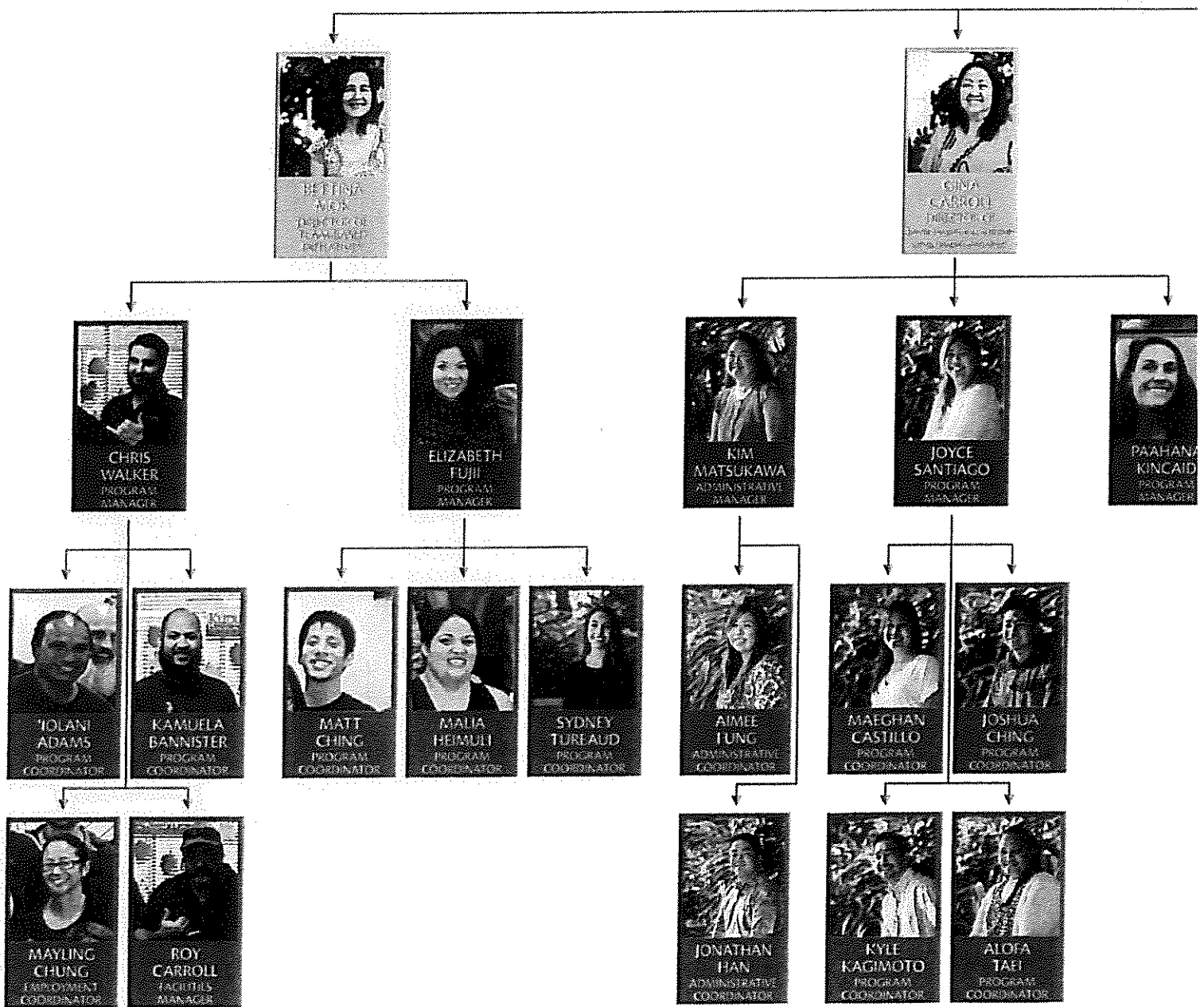
Matthew Ching, Malia Heimuli and **Sydney Tureaud** have all graduated from Kupu's HYCC Summer Programs and now serve as program coordinators for the same program, helping with program recruitment, partner relations and team leader support and mentoring.

Kamuela Bannister and **Landon Kui o'iolani Adams** serve as coordinators for the HYCC Community Program, respectively serving the Kaka'ako Netshed and Leeward Coast facilities. Both received training by Earl Kawa'a, providing them with a deeper connection and understanding of their native Hawaiian culture and practices, to be able to share with their teams.

HYCC Team Leaders

Team Leaders are selected each year by thorough evaluation of the applicant's prior experience, background check, physical abilities, and knowledge of culture and/or natural resource management.

APPENDIX F: ORGANIZATIONAL CHART (Section V: Project Organization & Staffing)



**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.

Kupu

(Typed Name of Individual or Organization)



1/20/2017

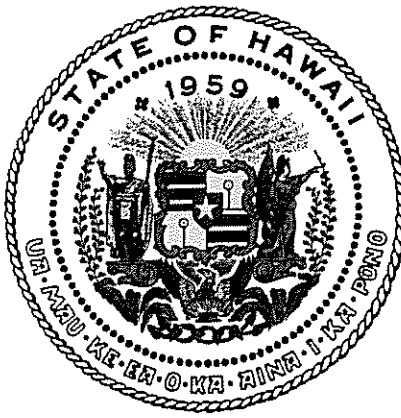
(Date)

Matthew Bauer

(Typed Name)

Chief Operating Officer

(Title)



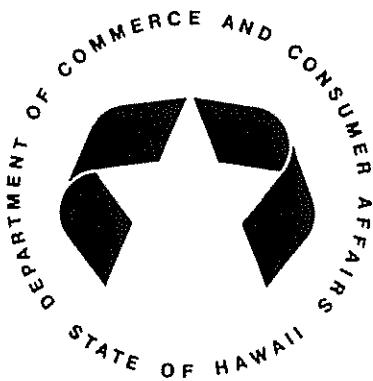
Department of Commerce and Consumer Affairs

CERTIFICATE OF GOOD STANDING

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

KUPU

was incorporated under the laws of Hawaii on 01/26/2007 ; 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 20, 2017

Director of Commerce and Consumer Affairs