

House District 7

Senate District 4

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:
Waikoloa Dry Forest Initiative Inc.

Dbn:

Street Address: Quarry Road, Waikoloa, HI 96738

Mailing Address:
PO Box 384087
Waikoloa, HI 96738

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name JENNIFER LAWSON

Title Executive Director

Phone # (808) 494-2208

Fax # _____

E-mail jen@waikolodryforest.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:

OPERATIONAL AND PROJECT SUPPORT FOR OUTREACH AND EDUCATIONAL PROGRAMS THAT PROMOTE UNDERSTANDING AND STEWARDSHIP OF SOME OF HAWAII'S RAREST FOREST AND SPECIES AND TEACH A BROAD COMMUNITY OF ADULTS AND CHILDREN ABOUT THE CORRELATION BETWEEN HEALTHY ECOSYSTEMS AND HEALTHY PEOPLE.

4. FEDERAL TAX ID

5. STATE TAX ID #:



7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2015: \$ 83,900.00

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 \$45,000
 FEDERAL \$
 COUNTY \$2,375
 PRIVATE/OTHER \$25,000

TYPE, NAME & TITLE OF AUTHORIZED REPRESENTATIVE:



JENNIFER LAWSON, EXECUTIVE DIRECTOR
NAME & TITLE

JANUARY 18, 2017
DATE SIGNED

Application for Grants

I. Background and Summary

1. A brief description of the applicant's background;

The Waikoloa Dry Forest Initiative (WDFI) was formed by a group of Waikoloa Village residents that wanted to ensure that the unique lowland dry forest in which their community was built, would persist and thrive for many generations. Our mission is to preserve, protect and restore a native dry forest ecosystem through land management, outreach, education and grassroots advocacy. WDFI became an officially incorporated 501(c)(3) nonprofit in 2011, but a committee working with the Waikoloa Village Outdoor Circle began working toward establishing an independent forest preserve in 2005. Today, WDFI manages a 275 acre lowland dry forest preserve and restoration project that protects some of the last remaining lowland dry forest. WDFI is comprised of a five member volunteer Board of Directors, one full time executive director, a full-time preserve manager, seasonal interns, and many volunteers. We are a very efficient group with lots of enthusiasm and dedication to our mission and we are consistently accomplishing ambitious land management and outreach goals in our community. We have been able to secure cost-share grants with federal and state agencies and have been the recipients of government and private foundation grants that have helped us to grow and develop our programs over the past five years. We have developed ongoing programs which include invasive species control, wildfire mitigation, native plant propagation and planting, outreach and education. WDFI's outreach and education efforts include hosting the Wiliwili Festival annually, six years of our Waikoloa Future Foresters educational program for children, and our Visitors and Volunteers program which includes interpretive tours through the forest preserve, educational visits from school groups and service days from local and visiting organizations and individuals. We are truly a grassroots organization working closely with our community to accomplish forest conservation initiatives that have positive impacts on our environment and our people.

2. The goals and objectives related to the request;

WDFI is requesting operational support to promote and restore native Hawaiian forest and to provide high quality, educational experiences for visitors, volunteers and the larger public. In our efforts to conserve some of the last remaining dryland forest, we know that our task is too large to be successful alone. We believe that providing opportunities for the public to experience nature with knowledgeable guides and user-friendly interpretive materials will give people the information, access and experience to become better stewards of our island's fragile ecosystems. There are many lessons to be learned in the driest regions of our island's that have implications for land management and stewardship in a variety of environments, especially in the face of a changing climate, and we are eager and willing to share our knowledge and experiences with the public. Our goals also include maintaining and improving the quality of our educational

programs and resources that aim to teach a broad community of adults and children about the native lowland dry forest, the species that comprise them, mauka-makai relationships, and the correlation between healthy ecosystems and healthy people.

Objective one: Create a streamlined educational experience to increase the impact of our outreach and education efforts. This will include the development and installation of a series of informative panels within the Waikoloa Dry Forest Preserve, development and production of outreach materials such as brochures, forest guides and displays, and updates to our current website and outreach materials to help streamline the style and increase the impact of our educational materials. We will also be completing our visitor's center in 2017 and outfitting it with educational panels and activities that will be used for on-site teaching by our staff and partnering teachers. This project will also include the development of a self-guided tour complete with signs and online guides that can be accessed through a mobile application, along some of our already established trails in the preserve. We are aiming to make the Waikoloa Dry Forest Preserve accessible to visitors in a manner that limits the impacts on the land and maximizes the information, plant species and beautiful sights encountered by the visitor.

Objective two: Maintain and improve ongoing collaborative educational programs. The funds requested will also support our ongoing efforts to engage with our local and visiting community by continuing initiatives led by WDFI. Our ongoing programs include the Waikoloa Future Foresters afterschool program for fourth and fifth-grade students, field trips for K-12 classes, in-class presentations and assembly presentations at local schools and a native plant landscaping and educational program with State Parks and Hapuna Beach Prince Hotel and Resort. Our staff and Board are committed to these programs that benefit local students, residents and visitors to our island, while encouraging sustainable practices and forest conservation. We do not have dedicated funding for an outreach and education coordinator this year, so our current staff and collaborators at Waikoloa Elementary and State Parks will be working together to maintain the programs.

3. The public purpose and need to be served;

Hawaiian dryland forests are among the rarest ecosystems in the world and provide habitat for a substantial portion of Hawaii's endangered species. These forests are important to the functioning of our ecosystems and watersheds as well as the cultural identity and history of our people. Our outreach and educational programs were formed because there is a general lack of understanding of the dry forest in Hawai'i, the services that they provide, the species that they include and the devastated state that they are currently in. We have an opportunity to improve public understanding of the benefits of forests within our communities by providing training opportunities, interpretive tours and presentations about native dryland forests in Hawai'i. Our programs aim to connect people with their environment so that our citizens can learn more about the unique environment of Hawai'i and the importance of native landscapes on our islands.

Providing the public with opportunities to visit the Waikoloa Dry Forest Preserve also provides context to lessons taught in our schools and gives children and adults up-close, in person, access to the unique and inspiring species of the lowland dry forest.

The Waikoloa Dry Forest Preserve is home to some of the rarest dry forest plant species and some of the most magnificent remaining Wiliwili trees in the lowlands of Hawai'i Island. Forest preserves and restoration efforts like ours are critical to the survival of many plant and animal species that are unique to Hawai'i. With the loss of the dryland forests we also risk losing Hawaiian culture and practices that have developed around, and with, the dryland forest. WDFI's efforts protect and promote many native species that have been extirpated from much of their natural range. Forest restoration also reduces erosion, offsets carbon emissions, increases water quality and reduces fuels in areas that are now prone to wildfire due to colonization by invasive grasses. We educate our community about these special places and inspire volunteerism and stewardship through experiential learning. The public can also benefit from our experience in restoration and use the information learned in the forest preserve to help solve real environmental issues outside of our immediate forest. Our programs allow us to reach many different organizations and community members, educate them about our forest and provide memorable, meaningful experiences in the dry forest that translate into sustainable practices and good stewardship.

4. Describe the target population to be served;

WDFI serves a growing number of adults and children by providing opportunities to experience, learn and participate in a forest restoration effort. There are roughly 6,500 residents in Waikoloa and it is no longer just a retirement community. There are many working families living in the village now and there are more than 100 children in each grade level at Waikoloa Elementary and Middle School. We think it is important that these kids have safe, outdoor activities without having to leave Waikoloa, so we host programs and activities for children and community work days for families. We also serve as a resource for many local and visiting groups that are interested in learning from the forest and our restoration efforts while giving something back to the land. There is a growing interest in dryland forest out there and few places to experience them with interpretive tour and service components; we see this as an opportunity to reach our land management goals while educating the community. Our work is also located in the vicinity of several resorts which gives us the opportunity to educate and engage part-time residents and visitors that may otherwise not be exposed to native Hawaiian ecology.

5. Describe the geographic coverage.

The project takes place within the Waikoloa Dry Forest preserve in Waikoloa Village in the South Kohala district of Hawai'i Island. The property is owned by the Waikoloa Village Association, which is a homeowners association in Waikoloa Village, and has been leased for the purpose of conservation to the Waikoloa Dry Forest Initiative

through 2087. Our programs reach residents and visitors on Hawai'i Island, particularly North Kona, South Kohala and North Kohala, but also reach people in other districts and islands and many visitors form out of state. As we invest in outreach in areas outside of Waikoloa Village we are seeing big increases in the number of visitors from outside the region and state which gives us the opportunity to educate those visiting the lowland dry areas about the sensitive ecology.

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;

Our Executive Director will oversee the projects and be responsible for all deliverables for this project but will be working with a committee of volunteers, staff and collaborating educators to develop the vision and content needed to create a streamlined suite of educational materials related to the dryland forest. The first step toward meeting our objectives will be to re-visit the goals, objectives, scope and style of our outreach and educational programs so that we can approach a graphic designer with a strategic plan for expanding our reach, message and quality of educational materials. The graphic designer will work closely with our staff to develop the look of our panels, brochures, signs, website, plant guides and other outreach materials. Our staff will develop the technical content which will be reviewed by other professionals in the field and previewed by test groups of adults and children who will give important feedback about the effectiveness and overall aesthetics of our new approach to outreach and education.

As we develop the new materials for our outreach and education programs, our team will also be maintaining and improving our ongoing programs. We will give presentations at local schools designed to educate students and teachers about their environment and inspire them to become more involved in natural resource management and conservation of native Hawaiian species through field trips and service learning opportunities provided by WDFI and our partners. We will reach thousands of students through a minimum of eight presentations in schools and classrooms during the first and third quarters of FY2018. During quarter one, we will begin the new year of our Future Foresters after-school program which will include 32 fourth and fifth-grade students. We will pick the students up from school and bring them out to the forest where we co-teach with our Waikoloa Elementary School teachers who have been partnering with us to host the free program. New lessons and activities will be developed by WDFI staff leading up to the new-year and continued throughout the school year. We will also continue our obligations to our *Hapuna Dry Forest Initiative*, a plant landscape and public education program, that we have ongoing with State Parks and Hapuna Beach Prince Hotel. This includes consultation, development of technical content for interpretive signs and native plant propagation training. The end product of this collaboration will be educational signs

near native plant installations at Hapuna Beach that will incorporate the new designs developed through the funding of this request.

We hope to launch the new outreach materials by the third quarter when we will also finalize the designs and content for our permanent signs, panels and activities in the Waikoloa Dry Forest Preserve. We will also be designing a self-guided tour that will be accompanied by a handout or mobile application that visitors can access through their phones while hiking in the dry forest. We hope to install our panels and launch the self-guided tour during the beginning of the fourth quarter of FY 2018.

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

Action	Q1	Q2	Q3	Q4
Host "re-envisioning" meeting with outreach and education committee	•			
Review and hire graphic designer	•			
Develop technical content for interpretive panels, brochures, signs etc.	•	•		
Coordinate Future Foresters, host field trips, and provide support for ongoing collaborative project with State Parks	•	•	•	•
K-12 in-class presentations	•		•	
Launch new outreach materials at events and presentations			•	
Finalize designs for permanent displays and procure signs and supplies for installation of panels			•	•
Install on-site signs, panels and permanent displays; complete self-guided tour				•

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

All deliverables will be overseen by the Executive Director who will track progress and keep staff and contractors on-track to reach project timelines. Throughout the year, we will have meetings with our Outreach and Education Committee to ensure that our projects are on track and that we are producing useful, educational and compelling materials to further our mission. We will also be testing our new outreach materials on our Future Foresters and collaborators prior to finalizing designs which will help to ensure that our new materials are suitable for a variety of ages and backgrounds.

As a means of monitoring our effectiveness, we also track participation in all of our programs. We track the number of volunteers and visitors separately and also record the amount of time that people spend in the forest preserve. We also ask visitors and volunteers for zip codes so that we can assess the level of participation locally, island and state wide and also by tourists and part time residents. Visitors that come to the preserve as part of a class or other community group are also recorded so that we can look at

participation levels by school, grade level or community organization over time. Repeat visits indicate that our programs are interesting, effective and important to particular people or groups in our community. With so many partners and collaborators, we are constantly checking in with our network to ask for feedback and suggestions regarding our field trips, presentations and outreach materials which helps us to continually improve our efforts.

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.
 - Outreach and Education Products
 - Streamlined graphic design updates for existing website, brochure, handouts and plant guides
 - Permanent interpretive panels
 - Signage for self-guided tour
 - Application for self-guided tour
 - Outreach and Education Measures
 - Number of participants, volunteers and visitors and visitor demographic data for educational programs
 - Visitor satisfaction and education survey data
 - Testimonials of group leaders, community leaders, cultural practitioners, teachers students and tourists
 - Financial Sustainability Measures
 - Provide reports of fundraising efforts, campaign outcomes and funds generated
 - Provide summaries of funds applied to this project

III. Financial

Budget

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

Attached

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
\$41,950		\$41,950		83,900

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

WDFI has secured funding from the Forest Stewardship Program and the Dorrance Foundation for use in fiscal year 2018 and have several grant proposals pending. In addition to increasing our membership and private donations that support our work in the Waikoloa Dry Forest we will be seeking funding from the following sources for fiscal year 2018:

- State of Hawai'i:
 - Kaulunani Urban and Community Forestry Program
- County of Hawai'i:
 - County of Hawai'i Non-Profit Grant
 - Hawai'i Tourism Authority
- Foundations:
 - Hawai'i Community Foundation FLEX Grants
 - Vance Wall Foundation
 - Bill Healy Foundation
 - Cooke Foundation
 - Atherton Family Foundation
 - Will J Reid Foundation
- Corporate:
 - Young Brothers
 - Hawaii Water Service Company
- Private
 - Sales from commercial enterprise (thrift shop)
 - Fundraising campaigns

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.
 - Department of Land and Natural Resources, Division of Forestry and Wildlife Forest Stewardship Program (FY2012-2019)

- Kaulunani Urban and Community Forestry Grant (FY2017)
 - County of Hawai'i Non-Profit Grant (FY2016-2017)
6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2016.

Total Unrestricted Assets **\$18,047.14**

IV. Experience and Capability

A. Necessary Skills and Experience

Prior to the formation of WDFI, volunteers that later formed the 501(c)(3) wrote management plans for a federal cost share program through the USDA NRCS Habitat Incentives Program. A total of \$181,816 were awarded in reimbursements to help with the construction of our fence and initial pest control and planting. We were named cooperator of the year in 2011. In 2010, a similar contract was approved through the State's Forest Stewardship Program. Our Executive Director renegotiated the terms of this project in 2013. This ten year project will total \$465,380 in cost share reimbursements which aid many aspects of our work including native plant propagation, planting, fuels reduction and outreach.

Since WDFI was formed in 2011 we have been expanding our programs and our community of supporters. In early 2012, WDFI was granted a 75 year extension to our lease of the 275 acres of land that we have turned into a forest preserve. Our team has the knowledge, expertise and enthusiasm to keep moving the project and the organization forward. For the past five years our Executive Director, Jen Lawson, has been developing programs, raising funds, managing the preserve and successfully growing the organization and our community of supporters. Jen has seven years of experience working in conservation and community education in Hawai'i. Her degree in botany and her experience in natural resource management, endangered species management and outdoor education has been an asset in the formation of the forest preserve, developing management plans and implementing forest restoration activities. She has also successfully managed contracts, grants, staff and volunteers for the past five years.

Since 2012 our staff has grown to include part-time restoration, outreach and education coordinators, seasonal interns and most recently a full-time preserve manager. Our Preserve Manager, Robert Yagi, has training in botany and natural resources management and has taken over day-to-day operations in the forest preserve which includes weed management, fuels management, native plant propagation as well as leading tours, volunteer excursions and field trips for children.

In addition to our staff resources our Executive Director has cultivated a network of strong partnerships. She is a founding member of the Dry Forest Hui o Hana. The hui is a unique group made up of federal, state and non-profit groups that are working in west

Hawai'i, mauka and makai, to conserve cultural and natural resources. Our group represents Waikoloa Dry Forest, Pu'u Wa'awa'a Forest Reserve, Ka'upulehu Dryland Forest, The Nature Conservancy Marine Program at Kīholo Bay, Mauna Kea Forest Restoration Project and Kaloko Honokōhau National Historical Park. We pool our resources, expertise and energy once a month and make sizeable progress toward the management goals unique to each site. This partnership improves communication between agencies and helps managers stay on top of current issues, policies, threats, research and conservation priorities. Jen's is also a member of the South Kohala Coastal Partnership Working Group and a partner in the Wai 2 Kai initiative funded through the UH Sea Grant. Working together with a large number of community members and scientists ensures that our staff and efforts are relevant in the larger conservation picture in Hawai'i.

In addition to our staff and professional network, we also have a dedicated Board of Directors who continue to find creative ways to raise money for our non-profit so that we can continue to work towards our program priorities and goals. Our Board provides supervision of our Executive Director and maintains fiduciary responsibility for the organization.

B. Facilities

The Waikoloa Dry Forest Initiative staff work out of a combination of home offices and office space at the Waikoloa Stables. We rent this space from the Waikoloa Village Association primarily for our thrift shop *The Dusty Donkey Emporium* and also have an office space there for our staff. Additionally, we will be constructing an on-site pavilion early in 2017 which will provide a sheltered, shady space for our staff and partnering educators to teach. Some of the projects associated with this request will enhance this pavilion with permanent interpretive signs and educational activities.

V. Personnel: Project Organization and Staffing

A. Proposed Staffing, Staff Qualifications, Supervision and Training

Executive Director-Jen Lawson

Our Executive Director holds a BS in Biology (Botany) and has been managing the Waikoloa Dry Forest Preserve and all associated programs for the past four years. Jen successfully manages contracts, grants and staff. Project timelines and priorities will be set by the Executive Director. She will continue to provide support and oversight to all staff and report to the Board of Directors.

Preserve Manager-Robert Yagi

Our newest staff member holds Bachelor's Degree in biology and experience in natural resources management and is an expert in native Hawaiian flora. Robert is responsible for the overall management of the Waikoloa Dry Forest preserve and assists

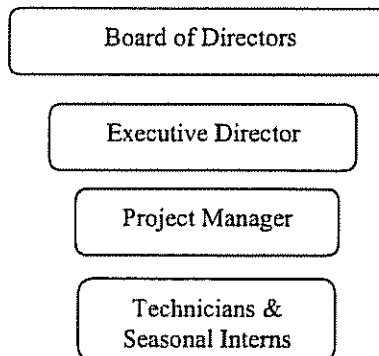
in the development and implementation of our educational programs. He also regularly leads excursions and gives presentations on behalf of WDFI. The preserve manager reports to the Executive Director.

Restoration Technicians and Seasonal Interns

Our part-time restoration technicians are experienced in natural resource management and work under the supervision of the Preserve Manager. We hope to hire seasonal interns this summer and perhaps host an AmeriCorps member in FY 2017. These interns are mentored by both the Executive Director and the Preserve Manager and assist with both land management and outreach and educational programs.

B. Organization Chart

Waikoloa Dry Forest Initiative



C. Compensation

All Board members are uncompensated volunteers. Our Executive Director's annual salary is \$60,500. Our Preserve Manager's salary is \$45,000. Our highest paid part-time technician's wage is \$18/hr.

VI. Other

A. Litigation

Not Applicable

B. Licensure or Accreditation

Not Applicable

C. Private Educational Institutions

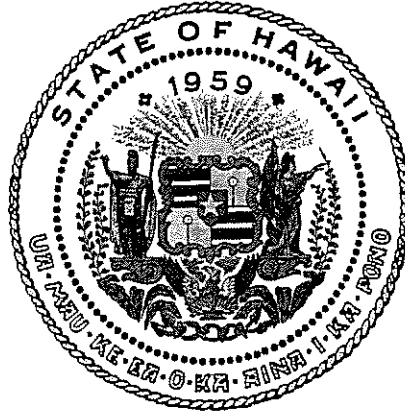
This grant will not be used to support or benefit a sectarian or non-sectarian private educational institution.

D. Future Sustainability Plan

As an organization that just hit its five year mark in 2016, we are focusing a lot of our planning on organizational sustainability. We have made a lot of progress developing programs, restoring forest and garnering public support for our efforts so we have a lot of motivation to continue fundraising. In addition to some private foundation grants for 2017-2018, we have some funding secured through the Forest Stewardship Program through FY2019 which supports our forest restoration work and some educational components of our work. Although we will continue to apply for grant funding from a variety of government and private sources, we are focusing more of our efforts on raising funds among our community of supporters and investing some of our resources into pursuing commercial enterprises that will provide reliable funding to our programs. We have cultivated a small group of major donors and a wide base of small donors whose contributions added up to more than 25% of our income in 2016. Additionally, we opened up a thrift shop in 2016 from which 100% of proceeds support WDFI's primary mission. Over the next year, we hope to continue to grow these two approaches to fundraising and become even less reliant on grant funding. Although moving forward, the operational support requested here will need to be raised through a combination of other grants and campaigns, the projects proposed in this request do not necessitate another round of funding as they will be completed in FY2018.

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

Attached



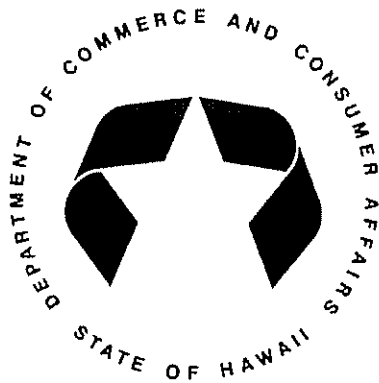
Department of Commerce and Consumer Affairs

CERTIFICATE OF GOOD STANDING

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

WAIKOLOA DRY FOREST INITIATIVE INC.

was incorporated under the laws of Hawaii on 06/15/2011 ; 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 18, 2017

Catherine P. Owaiki-Cole

Director of Commerce and Consumer Affairs

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2017 to June 30, 2018

App

Waikoloa Dry Forest Initiative

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	41,500		4,750	59,250
2. Payroll Taxes & Assessments	3,370			5,232
3. Fringe Benefits	6,530			10,084
TOTAL PERSONNEL COST	51,400		4,750	74,566
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	2,500			
2. Insurance	3,000			
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				14,000
7. Telecommunication				
8. Utilities				
9. Graphic Design	6,000			
10. Production of signs & panels	15,000			
11. Printing of outreach materials	6,000			
12. Future Foresters supplies				6,000
13. Outreach events				15,000
P				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	32,500			35,000
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	83,900		4,750	109,566
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	83,918	Jennifer Lawson (808) 494-2208		
(b) Total Federal Funds Requested	0	Name (Please type or print) Phone		
(c) Total County Funds Requested	4,750	Signature of Authorized Official Date		
(d) Total Private/Other Funds Requested	109,566	Jennifer Lawson		
TOTAL BUDGET	198,234	Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2017 to June 30, 2018

Applicant: Waikoloa Dry Forest Initiative

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Executive Director/Project Coordinator	1	\$60,500.00	50.00%	\$ 30,250.00
Preserve Manager	1	\$45,000.00	25.00%	\$ 11,250.00
				\$ -
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TOTAL:				\$ 41,500.00
JUSTIFICATION/COMMENTS:				
The Executive Director will be responsible for outreach and education program development and deliverables and oversee all contractors and staff involved in the projects proposed with the assistance of the preserve manager.				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2017 to June 30, 2018

Applicant: Waikoloa Dry Forest Initiative

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:			\$ -	
JUSTIFICATION/COMMENTS:				

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

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2017 to June 30, 2018

Applicant: Waikoloa Dry Forest Initiative

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						
TOTAL:						
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS AND / OR GRANTS

Applicant: Waikoloa Dry Forest Initiative

Contracts Total: 475,981

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	Forest Stewardship Program: Waikoloa Dry Forest Restoration Project	FY 2010-2019	DLNR	State	465,381
2	County Non-profit grant: Ho'ola Hou	FY 2017	County	Hawaii	4,750
3	Kaulunani: Wiliwili Festival	FY 2017	DOFAW	State	5,850
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**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS PURSUANT TO
CHAPTER 42F, HAWAII REVISIED STATUTES**

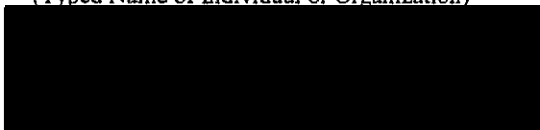
The undersigned authorized representative of the applicant certifies the following:

- 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.

Waikoloa Dry Forest Initiative
(Typed Name of Individual or Organization)



1/10/17
(Date)

Jennifer Lawson Executive Director
(Typed Name) (Title)