

**THE THIRTIETH LEGISLATURE  
APPLICATION FOR GRANTS  
CHAPTER 42F, HAWAII REVISED STATUTES**

Type of Grant Request:

Operating                       Capital

Legal Name of Requesting Organization or Individual: Db:

Papahana Kuaola

Amount of State Funds Requested: \$ 1,000,000

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

This request is to pay for the re-assignment of a 30 year lease to the organization which includes the buildings and all property assets so that Papahana Kuaola can develop a long-range plan for the property.

Amount of Other Funds Available:

State: \$ 0

Federal: \$ 0

County: \$ 0

Private/Other: \$ 25,000

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

\$ 0

Unrestricted Assets:

\$ 300,345

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

Type of Business Entity:

501(C)(3) Non Profit Corporation

Other Non Profit

Other

Mailing Address:

P.O. Box 6484

City:

Kāne'ohe

State:

Hawai'i

Zip:

96744

Contact Person for Matters Involving this Application

Name:  
Kapalikū Schirman

Title:  
Co-Executive Director

Email:  
kapaliku@papahanakuaola.org

Phone:  
(808) 285-9335

Federal Tax ID#:

██████████

State Tax ID#

██████████



Authorized Signature

Kapalikū Schirman

Name and Title

1/14/2020

Date Signed

**received**  
01/16/2020 22

## Application Submittal Checklist

*The following items are required for submittal of the grant application. Please verify and check off that the items have been included in the application packet.*

- 1) Certificate of Good Standing (If the Applicant is an Organization)
- 2) Declaration Statement
- 3) Verify that grant shall be used for a public purpose
- 4) Background and Summary
- 5) Service Summary and Outcomes
- 6) Budget
  - a) Budget request by source of funds ([Link](#))
  - b) Personnel salaries and wages ([Link](#))
  - c) Equipment and motor vehicles ([Link](#))
  - d) Capital project details ([Link](#))
  - e) Government contracts, grants, and grants in aid ([Link](#))
- 7) Experience and Capability
- 8) Personnel: Project Organization and Staffing



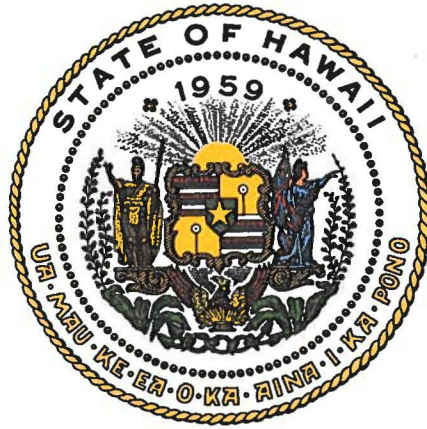
AUTHORIZED SIGNATURE

Kapali Kū Schirman

PRINT NAME AND TITLE

4/15/20

DATE



## 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

**PAPAHANA KUAOLA**

was incorporated under the laws of Hawaii on 05/19/2006 ; 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 12, 2020

Director of Commerce and Consumer Affairs



**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.

**Papahana Kuaola**

(Typed Name of Individual or Organization)

  
\_\_\_\_\_  
(Signature)

**1/14/20**  
(Date)

**Kapalikū Schirman, Co-Executive Director**

(Typed Name)

(Title)

## Application for Grants

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

### **I. Certification – Please attach immediately after cover page**

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

If the applicant is an organization, the applicant shall submit one (1) copy of a certificate of good standing from the Director of Commerce and Consumer Affairs that is dated no earlier than December 1, 2019.

#### **2. Declaration Statement**

The applicant shall submit a declaration statement affirming its compliance with Section 42F-103, Hawaii Revised Statutes. ([Link](#))

#### **3. Public Purpose**

The applicant shall specify whether the grant will be used for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes. ([Link](#)) **This grant serves a public purpose. By re-assigning the lease to the organization, it can continue to provide aina based educational programs for the community for generations to come.**

### **II. Background and Summary**

This section shall clearly and concisely summarize and highlight the contents of the request in such a way as to provide the State Legislature with a broad understanding of the request. Please include the following:

1. A brief description of the applicant's background;  
**Papahana Kuaola (PK) is an aina based educational organization focused on restoration of our cultural values, practices, health and people.**

**Papahana Kuaola is committed to creating a functional model of economic sustainability and environmental health in which Hawaiian knowledge is the means of decision-making to ensure we perpetuate Hawaiian culture and native ecosystems. PK's approach to cultural sustainability is through the development and operation of educational programs on the property.**

2. The goals and objectives related to the request;  
**To purchase the re-assignment of a 30 year lease that includes all property assets so that Papahana Kuaola can build a long term strategy for improvements that include a hydroponic farm that will provide sustainable income for programs.**

3. The public purpose and need to be served;  
**The public purpose is to ensure the future sustainability of Papahana Kuaola's multi-faceted programs that look to ensure that the future we build today will sustain us into tomorrow ; Focusing upon economic self-sufficiency without sacrificing ourselves and our relationships to 'aina ; Focusing upon environmental sustainability through direct community engagement with the natural environment and not restricting them from it with no trespassing signs. Most importantly we do it in a way that has meaningful impact on their personal lives. Hawaiian knowledge provides the course of action. With these things in mind we look forward to developing the following projects ...**

**1)'Ili 'ilikauhale is our base project as it builds the foundation for all projects to follow. 'Ili'ilikauhale is located entirely in and deals directly with our 63 acre parcel being leased from KSBE in He'eia. This is the center of our educational and community programming, our administrative center, a test site for economic sustainability projects and the future site of a kauhale, complete with a contemporary function-specific house complex and a resident 'ohana . Our goal: to restore and reestablish relevant aspects of the kauhale system of human and natural resource relationship and management to our 63 acre He 'eia parcel. We intend to use this model in the development of curriculum and the implementation of meaningful educational programs. Targets: Native Hawaiian students (primarily 7th grade-university), families, cultural groups and practitioners, community organizations and other Hawai' i residents. Geographically, we will primarily focus on the residents of He 'eia and the greater Ko'olaupoko district .**

**2)Kupualau is our curriculum and program development initiative. It is an integral part of every project we undertake. At its core, Papahana Kuaola educates and advocates for a healthy Hawai'i, focusing on people and our relationship to 'aina and each other . Education is our primary purpose. Therefore, we look at every opportunity as an educational opportunity. Curriculum development is key to the educational experience we provide. Basically, we have established general educational goals that are age specific and cater to a variety of contact situations which are intensive daily contact, once a week involvement, monthly workdays and one-time fieldtrips. We will aim to maximize contact hours and favor contact situations with multiple visits. Goal: to produce and implement educational programs and curriculum that emphasizes modern issues and problem-solving skills through Hawaiian knowledge. Targets: Native Hawaiians, lifelong learners, families, cultural groups, community organizations and other residents. Geographically our focus will be centered but not limited to the Ko'olau areas.**

**3)Lelekamanu is our outreach and service project division and encompasses a variety of educational opportunities that occur outside of the ahupua'a of He'eia. These include field trips to marine and terrestrial conservation areas and active restoration sites, partnering with other community organizations on malama 'aina-based initiatives and participating in native vegetation restoration projects throughout Hawaii'i and the Pacific. Goal: to take the lessons of Papahana Kuaola to the wider community, with emphasis on restoration projects that improve ecological, cultural and physical health and well-being. Targets: elementary schools, communities, civic clubs, service groups and companies.**

**4)Hanaola is our sustainable living project. Built upon the lessons of Papahana Kuaola, these economic endeavors aim to reach a broad market with products that are innovative while exemplifying a lifestyle respectful of kanaka, 'aina and akua. Eventually, we will look to this project to sustain our efforts in 'Ili'ilikauhale, Lelekamanu and Kupualau while providing much needed diversification to our island. Goal: to provide a model of innovative economic development that is environmentally sustainable and culturally minded. Targets: local, national and international markets.**

4. Describe the target population to be served; and  
**The target population includes all children, youth, families and seniors who are interested in preserving our precious natural resources.**
5. Describe the geographic coverage.  
**The geographic coverage is the entire island of Oahu.**

### **III. 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; **The board and staff will work with the current lessee to reassign the lease and all property assets to Papahana Kuaola. In addition, the organization will work with community experts to build the hydroponic farm.**
2. Provide a projected annual timeline for accomplishing the results or outcomes of the service;  
**If funding is approved, the lease could be transferred within 90 days and the hydroponic farm developed in 12-18 months.**

3. Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and **The board will monitor the lease re-assignment and development of the hydroponic farm to ensure that the project can be completed on time and on budget.**
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.  
**Papahana Kuaola will share the lease reassignment agreement with the state and provide quarterly updates on the status of the construction of the hydroponic farm.**

#### **IV. Financial**

##### **Budget**

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.
  - a. Budget request by source of funds ([Link](#))
  - b. Personnel salaries and wages ([Link](#))
  - c. Equipment and motor vehicles ([Link](#))
  - d. Capital project details ([Link](#))
  - e. Government contracts, grants, and grants in aid ([Link](#))
2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2021.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$1,000,000				\$1,000,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2021. **Papahana Kuaola will seek additional funding from the Harold KL Castle Foundation, the Harry and Jeanette Weinberg Foundation and other local foundations.**
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, grants, and grants in aid it has been granted within the prior three years and will be receiving for fiscal year 2021 for program funding. **Not applicable**
6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2019. **The balance of unrestricted current assets is \$300,345**

## **V. Experience and Capability**

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

The applicant shall demonstrate that it has the necessary skills, abilities, knowledge of, and experience relating to the request. State your experience and appropriateness for providing the service proposed in this application. The applicant shall also provide a listing of verifiable experience of related projects or contracts for the most recent three years that are pertinent to the request.

A strong community relationship has been forged with the community since the inception of Papahana Kuaola. To date, we have cared for over 70 acres of land, reforested over 10 acres, serviced over 150,000 contacts representing over 500,000 hours of community support through our projects. We believe that this demonstrates that our communities are hungry for services that we offer, fueled by the desire to take care of our few remaining cultural and natural resources.

### **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. **The property includes several structures that are used for programs. This grant will ensure that we can re-assign the lease to Papahana Kuaola to enable PK to begin to make improvements to the property to include a hydroponic farm.**

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

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

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

**PK possesses the capacity to properly and effectively manage 'aina as well as fiscal responsibility. This is evidenced by a consistent growth in both funding and numbers served over the past five years.**

**Incremental increases of 20-40% annually demonstrates our organizational strength and capacity. The collective skill set of PK's staff is the organizations overall strength. Each member of our team is an individual leader in their own right looking to improve on our communities and environment.**

**Beyond the growth of the overall program, PK has secured outside resource services to help manage and ensure all appropriate labor and fiscal laws are adhered to. Primarily, this comes in the form of outsourced Human Resource department and Bookkeeping.**

**PK has a long term vision and has successfully implemented the organizational plan up to date.**

**PK is constantly monitoring performance through data collection, pre and post surveying of students that enter the program and analysis of data. In addition, PK compiles quarterly and annual reports that address operational objectives, numbers served and outcomes.**

## **2. Organization Chart**

The applicant shall illustrate the position of each staff and line of responsibility/supervision. If the request is part of a large, multi-purpose organization, include an organization chart that illustrates the placement of this request. **See attached**

## **3. Compensation**

The applicant shall provide an annual salary range paid by the applicant to the three highest paid officers, directors, or employees of the organization by position title, not employee name.

**Co-Executive Director \$75,00-\$90,000**

**Co-Executive Director \$50,00-\$75,000**

**Operations Manager \$50,000-\$75,000**

## **VII. Other**

### **1. Litigation**

The applicant shall disclose any pending litigation to which they are a party, including the disclosure of any outstanding judgement. If applicable, please explain. **None**

### **2. Licensure or Accreditation**

The applicant shall specify any special qualifications, including but not limited to licensure or accreditation that the applicant possesses relevant to this request. **None**

### 3. Private Educational Institutions

The applicant shall specify whether the grant will be used to support or benefit a sectarian or non-sectarian private educational institution. Please see [Article X, Section 1, of the State Constitution](#) for the relevance of this question. **Not applicable**

### 4. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2020-21 the activity funded by the grant if the grant of this application is:

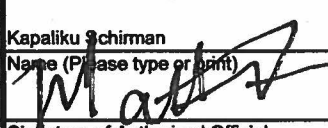
- (a) Received by the applicant for fiscal year 2020-21, but
- (b) Not received by the applicant thereafter.

**Once funding is available for the lease to be re-assigned, no additional funds will be needed to complete the project.**

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2020 to June 30, 2021

Applicant: **Papahana Kuaola**

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
<b>A. PERSONNEL COST</b>				
1. Salaries				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
<b>TOTAL PERSONNEL COST</b>				
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>				
<b>C. EQUIPMENT PURCHASES</b>				
<b>D. MOTOR VEHICLE PURCHASES</b>				
<b>E. CAPITAL</b>	<b>\$1,000,000.00</b>			<b>\$650,000.00</b>
<b>TOTAL (A+B+C+D+E)</b>	<b>\$1,000,000.00</b>			<b>\$650,000.00</b>
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	\$1,000,000.00	Kapaliku Schirman (808) 285-9335		
(b) Total Federal Funds Requested	\$0.00	Name (Please type or print) Phone		
(c) Total County Funds Requested	\$0.00			
(d) Total Private/Other Funds Requested	\$650,000.00	Signature of Authorized Official Date 1/15/2020		
<b>TOTAL BUDGET</b>	<b>\$1,650,000.00</b>	Kapaliku Schirman, Co-Executive Director Name and Title (Please type or print)		

## BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2020 to June 30, 2021

Applicant: Papahana Kuaola

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Not Applicable				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL:</b>				
<b>JUSTIFICATION/COMMENTS:</b>				

## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2020 to June 30, 2021

Applicant: **Ραπανα Κιαοια**

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Not Applicable			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				
<b>JUSTIFICATION/COMMENTS:</b>				

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

## BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2020 to June 30, 2021

Applicant: Papahana Kuaola

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: 2018-2019	FY: 2019-2020	FY:2020-2021	FY:2020-2021	FY:2021-2022	FY:2022-2023
PLANS						
LAND ACQUISITION			\$900,000.00	\$300,000.00		
DESIGN						
CONSTRUCTION			\$100,000.00	\$350,000.00		
EQUIPMENT						
<b>TOTAL:</b>			\$1,000,000.00	\$650,000.00		
<b>JUSTIFICATION/COMMENT</b> For Reassignment of a 30-Year Lease and Property Assets to Papahana Kuaola and to build a hydroponic farm.						

**GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID**

**Applicant: Papahana Kuaola**

**Contracts Total: -**

	<b>CONTRACT DESCRIPTION</b>	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)</b>	<b>CONTRACT VALUE</b>
1	Not Applicable				
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# PAPAHANA KUAOLA 2020 ORGANIZATIONAL CHART

