

**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:   
HNL Tool Library

Amount of State Funds Requested: \$ 51,263

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

HNL Tool Library requests state funds to grow, maintain, and expand access an inventory of shared tools for the economic and environmental benefit of Oahu residents.

Amount of Other Funds Available:

State:            \$ 0  
Federal:        \$ 0  
County:        \$ 0  
Private/Other: \$ \$134,105

Total amount of State Grants Received in the Past 5

Fiscal Years:  
\$ 0  
Unrestricted Assets:  
\$ 6,156

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:

200 Keawe Street

City:

Honolulu

State:

HI

Zip:

96813

Contact Person for Matters Involving this Application

Name:  
Benjamin Pilat


Title:  
Chief Operating Officer

Email:  
ben@hnltoolibrary.org

Phone:  
808-746-2299

Federal Tax ID#:

State Tax ID#

  
Authorized Signature

Benjamin Pilat, Chief Op. Officer  
Name and Title

1/20/2022

Date Signed

## 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



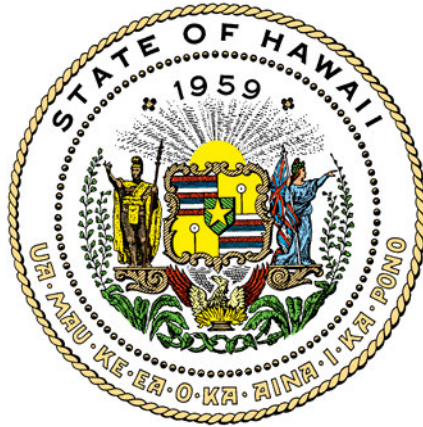
AUTHORIZED SIGNATURE

Benjamin Pilat, Chief Operating Officer

PRINT NAME AND TITLE

DATE

1/20/22



## 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

HNL TOOL LIBRARY

was incorporated under the laws of Hawaii on 10/21/2015 ; 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 14, 2022

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.

HNL TOOL LIBRARY

(Typed Name of Individual or Organization)

Benjamin Pilat  
(Signature)

1/20/22  
(Date)

Benjamin Pilat  
(Typed Name)

Chief Operating Officer  
(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, 2021.

***Please see attached COGS dated 1-14-22.***

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

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

***Please see attached Declaration Statement.***

#### **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](#).

***HNL Tool Library respectfully requests this grant to promote the economic and environmental well-being of Oahu residents and small businesses by expanding access to a shared inventory of tools and educational community workshops.***

### **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;

***Founded in 2015, HNL Tool Library is a Hawaii non-profit organization that promotes economic resiliency and environmental sustainability by offering access to a shared inventory of tools and equipment.***

***Our organization responds to critically urgent needs on Oahu related to the efficient utilization of natural, human, and capital resources:***

- ***Waste Stream***
  - ***In December 2021, Waimanalo Gulch Sanitary Landfill reported receiving 56,114 tons of un-recycled municipal solid waste the previous year.***  
[https://www.honolulu.gov/rep/site/env/envref/envref\\_docs/20211214\\_NewSpecialUsePermitWGSL.pdf](https://www.honolulu.gov/rep/site/env/envref/envref_docs/20211214_NewSpecialUsePermitWGSL.pdf)
- ***Greenhouse Gas Emissions***
  - ***In 2020, Oahu released 10.82 Million Metric Tons of CO<sub>2</sub> equivalents into the atmosphere that contribute to global climate change.***  
[https://health.hawaii.gov/cab/files/2021/04/2017-Inventory\\_Final-Report\\_April-2021.pdf](https://health.hawaii.gov/cab/files/2021/04/2017-Inventory_Final-Report_April-2021.pdf)
- ***Housing Affordability***
  - ***Housing costs are a 'severe' or 'moderate' burden for the majority of Oahu households, according to the county's 2019 Annual Report on the Status of Land Use on Oahu***  
[https://www.honolulu.gov/rep/site/dpp/pd/pd\\_docs/Annual\\_Report\\_FY2019\\_Final\\_201215.pdf](https://www.honolulu.gov/rep/site/dpp/pd/pd_docs/Annual_Report_FY2019_Final_201215.pdf)
- ***Economic Sustainability***
  - ***Aloha United Way reports that the percentage of financially vulnerable Hawaii households increased from 42% to an estimated 59% during COVID-19***  
<https://www.auw.org/sites/default/files/pictures/2020%20ALICE%20Flyer%20%20HDC%20FINAL%20%2081%29.pdf>

***At HNL Tool Library, we lend tools like a traditional library lends books. Members pay a small monthly or annual fee to access a shared inventory of tools and equipment. We believe that the more we share, the more we have.***

***Our organization saves the community money, space, and time while reducing the CO<sub>2</sub> emissions and pollution associated with global shipping and manufacturing. According to a 2018 report by the United Nations Resource Panel,***

***reusing and sharing products can reduce greenhouse gas emissions by up to 99% compared to purchasing new.***

***Tool library inventories of durable and repairable products are typically used one thousand to ten thousand percent (10 to 100 times more) compared to individual ownership. For example, the average power drill is used a total of 13 minutes in its lifetime, yet more than half of American households own one.***

***Accessing affordable tools allows Oahu residents and small businesses the ability to affordably accomplish necessary repairs, maintenance, renovations, custom fabrication, and creative vocations. Last year, HNL Tool Library completed more than 8700 tool loans and volunteers spent more than 2,100 hours repairing and maintaining an inventory of 1,400 tools.***

***Without access to our service, members of the community would spend valuable resources purchasing, renting, storing, and maintaining tools—or simply go without.***

***We work with a wide coalition of community supporters to accomplish our goals, including expert volunteers in the fields of electrical, mechanical and chemical engineering, architecture, computer science, education, carpentry, plumbing, metalwork, and digital fabrication as well as a diverse board of directors.***

**Source:** <https://www.resourcepanel.org/reports/re-defining-value-manufacturing-revolution>

2. The goals and objectives related to the request;

***The requested funding will provide for an expansion of services that consists of the following goals and objectives:***

- 1. Increase tool loans by 60% to 14,000 per year***
- 2. Expand hours of operation by 25% to allow greater community access to Tool Library resources***
- 3. Recruit 20 additional volunteers to serve as tool doctors, librarians, workshop instructors, and educational content creators***
- 4. Provide advanced tool repair training to all volunteers***
- 5. Catalog 900 additional tools into online inventory system***

**6. Hire one part-time Lending Library Manager to assist with the Lending Library Service Expansion and volunteer training (20 hours per week)**

3. The public purpose and need to be served;

***HNL Tool Library respectfully requests this grant to promote the economic and environmental well-being of Oahu residents and small businesses by expanding access to a shared inventory of tools and educational community workshops.***

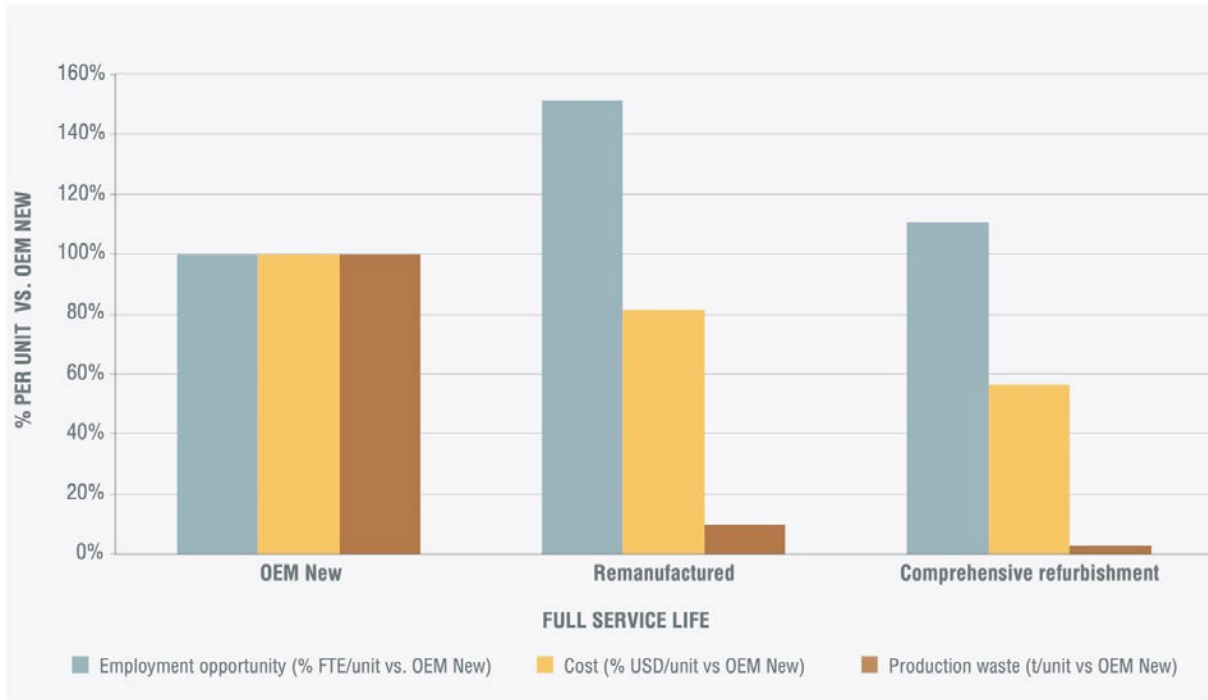
***Hawaii has one of the highest costs of living in the country. Both rent and homeownership are incredibly expensive for Hawaii residents, who on average spend at least 30 percent of their income on housing. Maintaining and repairing homes is an ongoing cost to Hawaii residents that adds to the overall cost burden of housing. HNL Tool Library empowers both renters and homeowners to save money by offering a low-cost plan to borrow tools to repair and maintain their own homes. HNL Tool Library offers free and low-cost educational workshops that provide the community with hands-on instruction for the safe operation of various tools offered. Aside from colleges and universities, our workshop program currently is the only supervised learning space available for this purpose on Oahu.***

***HNL Tool Library also works to address the critical need of environmental sustainability in Hawaii. Borrowing tools leads to a significant reduction in the consumption of goods that are environmentally damaging to create and often end up in landfills. In December 2021, Waimanalo Gulch Sanitary Landfill reported receiving 56,114 tons of un-recycled municipal solid waste during the previous year.***

***According to a 2018 report by the United Nations Resource Panel, comprehensive refurbishment nearly doubles an item's service life at just 55% of the cost and 3% of the production waste of new manufacturing—while adding 10% more jobs.***

Source: <https://www.resourcepanel.org/reports/re-defining-value-manufacturing-revolution>





Source: <https://www.resourcepanel.org/reports/re-defining-value-manufacturing-revolution>

**Comprehensive Refurbishment:** Comprehensive refurbishment takes place within industrial or factory settings, by which cores are returned fully-functioning, restored performance condition. As such, while comprehensive refurbishment restores original performance, value retention and utility are less than would be achieved through remanufacturing, and an *almost*, but *not full* new service life of the product is enabled.



Source: <https://www.resourcepanel.org/reports/re-defining-value-manufacturing-revolution>

4. Describe the target population to be served; and

**The target population we serve falls in Honolulu County’s median income category of \$85,857 or below. According to the US Census Bureau, there are 157,397 households on Oahu that fall into this category.**

***HNL Tool Library is a highly-inclusive organization that serves the island of Oahu. The proposed program expansion will focus on a targeted population that is diverse, ranging widely in age, gender, and interest, including:***

- ***Students and parents in STEAM courses***
- ***First-time homeowners rehabilitating properties***
- ***Renters without space to store tools***
- ***Kupuna seeking new activities***
- ***Small business owners with maintenance and fabrication needs***
- ***Teachers seeking continuing education***
- ***Homeowners engaging in disaster preparedness***
- ***Members of community gardens***
- ***Enlisted members of the military who move often***

***We seek to support underserved individuals and those without the financial means to purchase tools. Of our current lending library members, 34% of households report annual income below \$45,000 and 76% of workshop attendees have been female.***

5. Describe the geographic coverage.

***HNL Tool Library membership is open to all Oahu residents and businesses.***

### **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 new position of Lending Library Manager will supervise the cataloging of 900 additional tools into the online inventory system, provide the necessary support for a 25% expansion to the hours of operation, and provide advanced tool repair training to 20 additional volunteers during the funded period.***

***Working in consultation with the board of directors, HNL Tool Library's executive team will engage in community outreach and marketing to recruit additional***

**volunteers and increase the number of anticipated annual tool loans during the funded period by 60% to 14,000 per year.**

**Achieving these goals will require an increased ability to repair and maintain tools so they can be returned to active inventory as quickly as is feasible. Tool repairs and maintenance will be performed by trained Tool Doctors and Tool Librarians under the supervision of Lending Library Managers and HNL Tool Library executive staff.**

**Tools are digitally tracked throughout their maintenance journey as they are removed from circulation, diagnosed, repaired, and returned to service for the community to use.**

**In-house repairs commonly consist of blade replacements, motor brush replacements, tool housing repairs, battery diagnostics, and other electrical and mechanical repairs. Skills acquired by volunteers provide valuable workforce training, STEM education, and hands-on sustainability.**

**Trained tool doctors will be the skilled craftspeople that maintain and repair our inventory of tools and are responsible for:**

- **Inspect checked-in tools and return them to active inventory**
- **Perform preventive maintenance on a wide variety of hand and power tools**
- **Diagnose malfunctions and replace worn or damaged parts**
- **Adjust, sharpen, clean, lubricate, rewire, and rehabilitate tools as needed**
- **Determine tools' operational status to ensure safe functioning**
- **Contribute a spirit of aloha that helps make our members' projects possible**

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

**The results and outcomes of the grant will occur per the following annual timeline:**

- **July 2022: Recruit and train a new part-time Lending Library Manager**
- **August 2022: Begin expanded hours of operation (25% increase)**
- **September-November 2022: Recruitment Drive for 20 new volunteers**
- **January-February 2023: Hold volunteer trainings for new Tool Doctors**
- **March-May 2023: Catalog 300 tools per month into inventory**
- **June 2023: Promote availability of new tools to members**

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

***During the funded period, all work performed will be logged in myTurn™, the premier inventory software used by tool libraries around the world. Utilizing this cloud-based digital system is the primary method used for ensuring quality through monitoring and evaluation.***

***Tool check-ins, check-outs, and repairs are recorded in myTurn™ with timestamps and a wide variety of metadata and notes, allowing for real-time monitoring of tool locations and statuses. Loan reports are generated on a weekly basis, allowing for convenient evaluation of inventory needs.***

***Volunteer hours are recorded by the Lending Library Manager and are reported monthly to the Chief Operating Officer and Chief Financial Officer. The Board of Directors meets with executive staff quarterly to review data and adjust programs to plan for future needs and services.***

***Improvements will be identified and implemented via weekly staff meetings, monthly volunteer newsletters, and semi-annual staff retreats.***

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.

***The primary measures of the program's effectiveness are:***

- ***The percentage increase in the number of completed annual tool loans***
- ***The percentage increase in hours the library is open to the public***
- ***The number of volunteers acquired and trained during the request period***
- ***The number of cataloged tools available to borrow***
- ***The number of staff members before and during the request period***

***Additional measures of the program's effectiveness include:***

- ***The number of active members of HNL Tool Library***
- ***The number of tools repaired annually and saved from landfills***
- ***Dollar estimate of total community savings by borrowing vs. buying tools using data analysis of tools loans***

***Metrics are regularly reviewed by staff and board to determine program effectiveness and how resources should be allocated.***

**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 2023.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$12,815.75	\$12,815.75	\$12,815.75	\$12,815.75	\$51,263.00



3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2023.

***HNL Tool Library generates revenue from membership fees and seeks to build a broad coalition of funding support from foundations, corporations, and private donors in fiscal year 2023:***

***Bank of Hawaii Foundation  
Bill Healy Foundation  
Change Happens Foundation  
Clifbar Foundation  
Cooke Foundation  
First Hawaiian Bank Foundation  
Hawaii USA FCU  
Corporate Sponsorships  
Private Donations***

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 2023 for program funding.

***Not applicable.***

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2021.

***HNL Tool Library's balance of unrestricted current assets as of December 31, 2021 was \$6,156.02.***

## **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.

***HNL Tool Library has completed more than 20,000 tool loans and maintains an inventory of more than 1,400 tools with a market value of \$58,974. Volunteers contribute expert-level skills in the fields of mechanical, electrical, and chemical engineering as well as hands-on expertise in woodworking, metalworking, home repair, 3D printing, sewing, CAD design, and a wide range of other skills.***

- ***Tool loans completed in 2019: 2973***
- ***Tool loans completed in 2020: 4462***
- ***Tool loans completed in 2021: 8747***
- ***Projected FY 2023 tool loans with granted funds: 14,000***

***The executive leadership team hold degrees in Sustainability Studies and Theatrical Production and Design with experience in curriculum development, business and accounting, higher education, manufacturing, and STEAM technology.***

#### **Na Lei Aloha Foundation**

***In the past three years, the organization was awarded three grants from the Na Lei Aloha Foundation to support the growth of its operations, memberships, and volunteer engagement. HNL Tool Library received total funding of \$34,000 from the Na Lei Aloha Foundation and met all reporting deliverables including membership counts, loan data, and volunteer statistics.***

#### **Educational Workshop Program**

***Beginning in 2018, HNL Tool Library received \$9,840 to support the launch of an educational workshop program that has been attended by more than 700 people island-wide. Topics offered include basic home repair including carpentry, plumbing, and electrical as well as advanced woodworking and tool-specific training.***

**Complementary Membership Programs**

***Beginning in 2021, HNL Tool Library partnered with Honolulu Habitat for Humanity to offer complementary lifetime memberships to all homeowners. Also beginning in 2021, HNL Tool Library offered all employees of Re-use Hawaii complementary annual memberships. Combined, these programs are anticipated to reach more than 150 individuals in 2022.***

**Digital Fabrication Program**

***In 2021, HNL Tool Library received donations of digital fabrication equipment totaling \$9,500 to offer a mini-makerspace to members. As a result, HNL Tool Library is the only organization to offer laser cutting and engraving and 3D printing stations available for hourly use on Oahu.***

**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.

***HNL Tool Library is located at 200 Keawe Street in Kaka’ako and utilizes a 600 square foot workshop facility for classes and events. Tool loans are offered from a 400 square-foot facility that is open to the public and recently expanded in size to accommodate enhancements to the program in 2022. Together, these spaces provide for staff offices, classes and training, tool repair stations, tool storage, and a mini-makerspace consisting of 3D printers and CNC laser engraving workstations.***

**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.

**HNL Tool Library is seeking funding to hire a Lending Library Manager to assist with its Lending Library Service Expansion Program. This part-time position will complement one full-time staff member and two part-time staff members.**

**The Lending Library Manager will be responsible for:**

- **Staff and volunteer scheduling**
- **Assisting members with their accounts**
- **Volunteer training and supervision**
- **Educating visitors about HNL Tool Library's programs and mission**

**Candidates will:**

- **Have diverse experience with DIY projects and home repair**
- **Possess wide knowledge about tools for working with a variety of materials**
- **Demonstrate the ability to choose appropriate tools for specific tasks**
- **Hold advanced safety certifications e.g. OSHA and Red Cross**
- **Demonstrate excellent reading comprehension**
- **Excell with digital devices and computer-based tasks**

**The Lending Library Manager will work alongside Elia Bruno, Founder & Chief Financial Officer and Benjamin Pilat, Chief Operations Officer.**

**Qualifications and experience:**

**Elia Bruno, Founder & Chief Financial Officer  
BA in Sustainability Studies, University of Hawaii  
Time at HNL Tool Library: 7 years**

**Elia Bruno founded the HNL Tool Library in 2015 while pursuing a degree in Sustainability Studies at the University of Hawaii. Since then, Elia has guided the non-profit through strategic planning, volunteer recruitment, daily operations, fundraising, budgeting, partnership creation, and everything that goes along with creating and growing an impactful organization. Besides serving the HNL Tool Library as Chief Financial Officer, Elia Bruno also works as an accounting professional for Intuit.**

**Benjamin Pilat, Chief Operations Officer**  
**Master of Fine Arts, Boston University**  
**Time at HNL Tool Library: 2 years**

**Benjamin Pilat joined HNL Tool Library after heading the Production/Design program at Pepperdine University. Previously, he has developed curriculum, taught, and/or designed at Chaminade University, Colorado Mesa University, Yale University, and Juilliard. After serving 6 years as the Lighting Director of Los Angeles Ballet, Pilat later researched LED lighting and digital lighting control as well as methods of digital fabrication including 3D Printing and CNC laser engraving.**

## 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.



## 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.



***The three highest annual salaries paid by the organization in FY 2022 were:***

***Chief Operating Officer (full time): \$26,000***

***Chief Financial Officer (part time): \$12,000***

***Social Media & Outreach Manager (part time) \$4,800***

## **VII. Other**

### **1. Litigation**

The applicant shall disclose any pending litigation to which they are a party, including the disclosure of any outstanding judgment. If applicable, please explain.

***No litigation pending.***

### **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.

***Not applicable.***

### **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.

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

### **4. Future Sustainability Plan**

The applicant shall provide a plan for sustaining after fiscal year 2022-23 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2022-23, but
- (b) Not received by the applicant thereafter.

***HNL Tool Library’s Lending Library program is—and will continue to be—primarily sustained by its earned revenues, which have grown steadily since the program started.***

***In 2020, revenues grew by 64%, while in 2021 they grew by 90%. These revenues are primarily made up of membership fees and sale of supplies and of excess tool inventory.***

***Receiving this grant support will allow the organization to meet current demand for its program, which in turn will help the organization to grow its earned revenues in the upcoming years.***

***Lending Library program income in 2019: \$13,651***

***Lending Library program income in 2020: \$22,091***

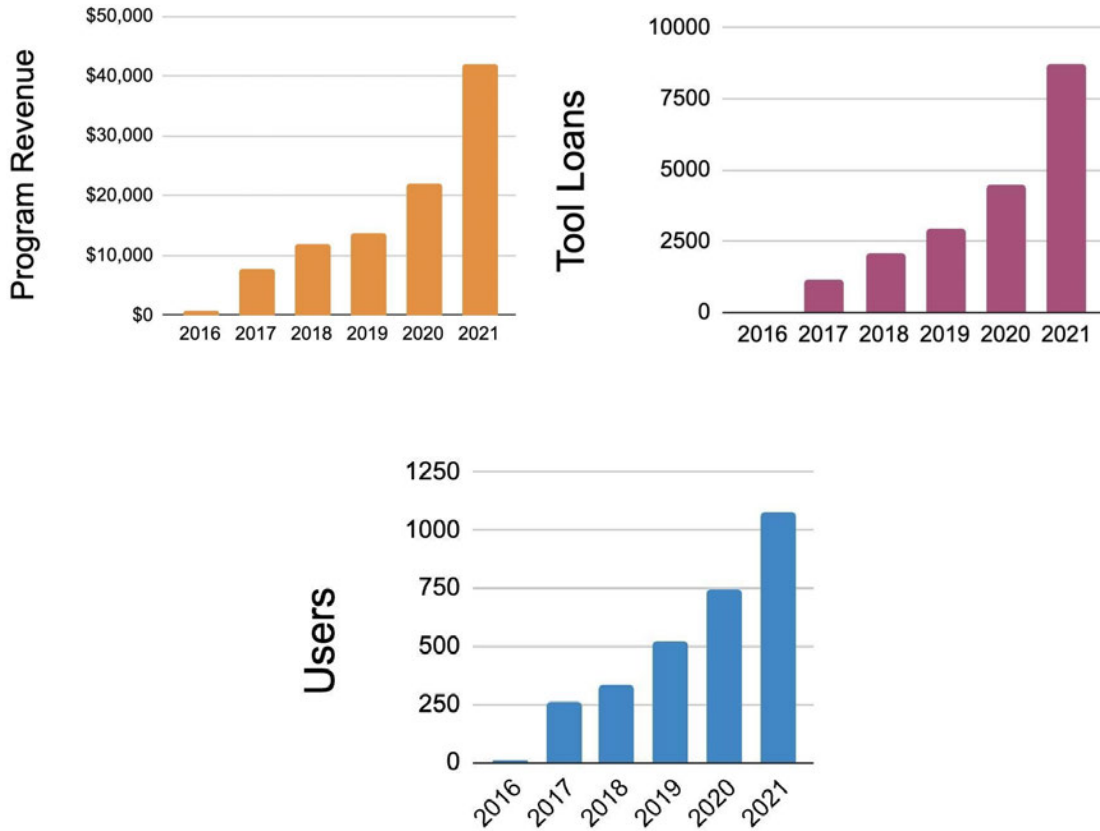
***Lending Library program income in 2021: \$42,066***

***Projected Lending Library program income in 2022: \$60,000***

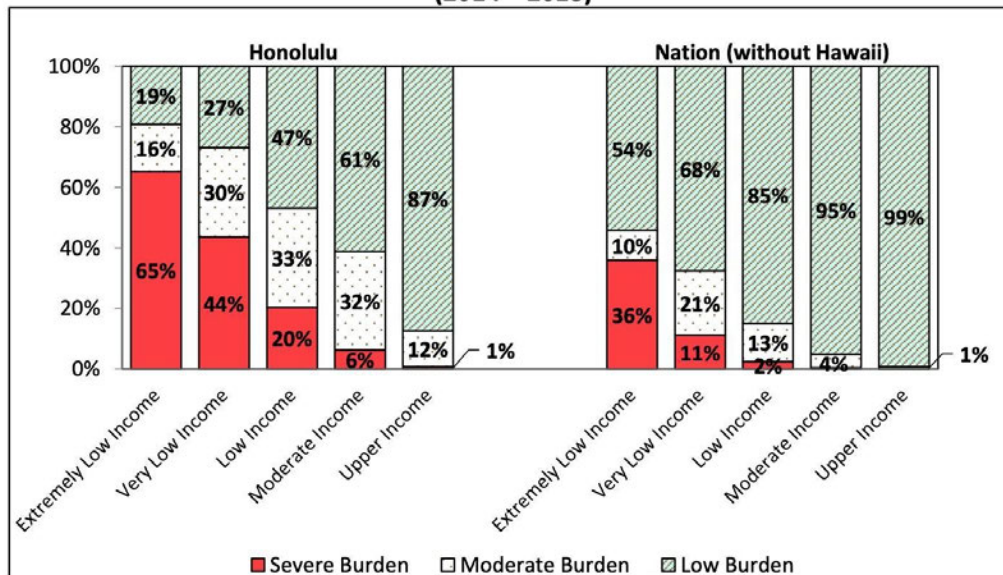
***HNL Tool Library seeks to build a broad coalition of funding support from foundations, corporations, and private donors in fiscal year 2023. Requests and goals include:***

***Bank of Hawaii Foundation  
Bill Healy Foundation  
Change Happens Foundation  
Clifbar Foundation  
Cooke Foundation  
First Hawaiian Bank Foundation  
Hawaii USA FCU  
Corporate Sponsorships  
Private Donations***

### APPENDIX A



**FIGURE II-6: HOUSING COST BURDEN BY INCOME BRACKET (2014 – 2018)**



SOURCE: American Community Survey 5-Year Public Use Microdata Sample, 2014-2018

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2022 to June 30, 2023

Applicant: HNL TOOL LIBRARY

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	23,400	0	0	80,800
2. Payroll Taxes & Assessments	2,808	0	0	9,696
3. Fringe Benefits	3,510	0	0	12,120
<b>TOTAL PERSONNEL COST</b>	<b>29,718</b>			<b>102,616</b>
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island	0	0	0	0
2. Insurance	1,445	0	0	0
3. Lease/Rental of Equipment	0	0	0	0
4. Lease/Rental of Space	6,000	0	0	6,000
5. Staff Training	2,000	0	0	1,789
6. Supplies	3,000	0	0	3,600
7. Telecommunication	500	0	0	450
8. Utilities	0	0	0	0
9. Advertising & Marketing	0	0	0	12,000
10. Software	1,100	0	0	650
11. Tool Inventory Maintenance & Upgrades	7,500	0	0	4,000
12. Payment Processing Fees	0	0	0	3,000
13				
14				
15				
16				
17				
18				
19				
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>21,545</b>			<b>31,489</b>
<b>C. EQUIPMENT PURCHASES</b>	<b>0</b>			<b>0</b>
<b>D. MOTOR VEHICLE PURCHASES</b>	<b>0</b>			<b>0</b>
<b>E. CAPITAL</b>	<b>0</b>			<b>0</b>
<b>TOTAL (A+B+C+D+E)</b>	<b>51,263</b>			<b>134,105</b>
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	51,263	Elia Bruno (808)258-9712		
(b) Total Federal Funds Requested	0	Name (Please type or print) Phone		
(c) Total County Funds Requested	0	Benjamin Pilot 1/20/22		
(d) Total Private/Other Funds Requested	134,105	Signature of Authorized Official Date		
<b>TOTAL BUDGET</b>	<b>185,368</b>	Benjamin Pilot, Chief Operating officer		
		Name and Title (Please type or print)		





Applicant: HNL TOOL LIBRARY

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
None / Not Applicable			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL</b>				
JUSTIFICATION/COMMENTS				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
None / Not Applicable			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL</b>				
JUSTIFICATION/COMMENTS				

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS Period: July 1, 2022 to June 30, 2023

Applicant: HNL TOOL LIBRARY

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2022-2023	FY 2023-2024	FY 2024-2025
PLANS	0	0	0	0	0	0
LAND ACQUISITION	0	0	0	0	0	0
DESIGN	0	0	0	0	0	0
CONSTRUCTION	0	0	0	0	0	0
EQU PMENT	0	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
JUSTIFICATION/COMMENTS No capital projects are planned in FY 2022-2023						

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

Applicant: HNL TOOL LIBRARY

Contracts Total: -

	<b>CONTRACT DESCRIPTION</b>	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)</b>	<b>CONTRACT VALUE</b>
1	No prior government contracts, grants, or grants in aid	Not Applicable	Not Applicable	Not Applicable	Not Applicable
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					
26					
27					
28					
29					
30					