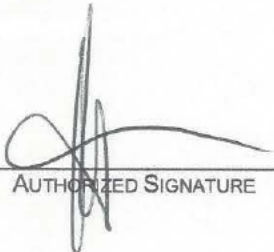


## Application Submittal Checklist

*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



A stylized handwritten signature in black ink, consisting of several loops and a long horizontal stroke extending to the right.

AUTHORIZED SIGNATURE

ADAM BORRELLO EXECUTIVE DIRECTOR

PRINT NAME AND TITLE

1/11/2022

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

#### THE NORTH SHORE COMMUNITY LAND TRUST

was incorporated under the laws of Hawaii on 12/19/1997 ; 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 11, 2022

Director of Commerce and Consumer Affairs



**DECLARATION STATEMENT OF  
APPLICANTS FOR GRANTS PURSUANT TO  
CHAPTER 42F, HAWAI'I REVISED 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, Hawai'i 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, Hawai'i 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, Hawai'i 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, Hawai'i 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.

The North Shore Community Land Trust

\_\_\_\_\_  
(Typed Name of Individual or Organization)

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

January 11, 2022

\_\_\_\_\_  
(Date)

Adam Borrello

\_\_\_\_\_  
(Typed Name)

Executive Director

\_\_\_\_\_  
(Title)

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

Type of Grant Request:

Operating

Capital

Legal Name of Requesting Organization or Individual: Dba:

Amount of State Funds Requested: \$ 250,000.00

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

North Shore Community Land Trust (NSCLT) is a 501(c)(3) nonprofit organization founded by a diverse set of community leaders in 1997 on the North Shore of O'ahu. Its mission is to protect, steward, and enhance the natural landscapes, cultural heritage, and rural character of ahupua'a (land divisions) from Kahuku (O'ahu's Northernmost point) to Ka'ena (O'ahu's westernmost point). NSCLT achieves its mission by collaborating with landowners, government agencies, private funders, community members, and other stakeholders to protect land for public benefits such as recreation, farming, habitat protection, and scenic preservation

Amount of Other Funds Available:

State: \$ 34,000.00

Federal: \$ 235,900.00

County: \$ \_\_\_\_\_

Private/Other: \$ 122,975.00

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

\$ 34,000.00

Unrestricted Assets:

\$ 250,000.00

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:

66-632 Kamehameha Hwy Suite 203

City: State: Zip:

Haleiwa HI 96712

Contact Person for Matters Involving this Application

Name:  
Adam Borrello

Title:  
Executive Director

Email:  
adam@northshoreland.org

Phone:  
8083495881

Federal Tax ID#:

██████████

State Tax ID#

██████████

  
Authorized Signature

Adam Borrello

Name and Title

January 11, 2022

Date Signed

## 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](#))

### **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;**

North Shore Community Land Trust (NSCLT) is a 501(c)(3) nonprofit organization founded by a diverse set of community leaders in 1997 on the North Shore of O'ahu. Its mission is to protect, steward, and enhance the natural landscapes, cultural heritage, and rural character of ahupua'a (land divisions) from Kahuku (O'ahu's Northernmost point) to Ka'ena (O'ahu's westernmost point). NSCLT achieves its mission by collaborating with landowners, government agencies, private funders, community members, and other stakeholders to protect land for public benefits such as recreation, farming, habitat protection, and scenic preservation. NSCLT and its partners have raised over \$75 million towards the perpetual protection of over 4,000 acres of North Shore lands, thereby helping secure the rural character of the North Shore for future generations. NSCLT's deep connection with the community ensures continual, broad-based grassroots support, which

In 2021, NSCLT has initiated a partnership with University of Hawai'i at their former Waiale'e Livestock Research Station which is no longer in use for that purpose. NSCLT has gained formal access to 40 acres of this coastal property which includes 25 acres of wetland comprised of a traditional Hawaiian fishpond, historic taro patches, and native waterbird habitat. The remaining 27 acres will lend themselves to traditional Hawaiian dryland agriculture (i.e. sweet potato, banana, coconut, sugar cane) and ecosystem restoration for coastal native species. We are currently engaging a broad cross section of local community volunteers to assist us in achieving this vision for sustainable agriculture and ecosystem restoration for this special land.

Along with these restoration projects, NSCLT continues to pursue our mission to protect land for public benefits through conservation easements. Past successes include Pu'ukua and Waimea Valley, Sunset Ranch, and the Tom Family cove at Ka'ena Point.

To achieve the collective vision of our organization, we will work towards achieving the following objectives:

- Maintain and enhance the integrity of the natural landscapes, rural character, and cultural heritage of the North Shore region.
- Engage the local community and other key stakeholders to encourage participation in planning and implementation of conservation projects.
- Restore and protect native plant and animal populations within restoration sites.
- Encourage respectful recreational use of public resources.
- Provide educational opportunities for the public, keiki and visitors to learn about conservation project sites.

3. The public purpose and need to be served;

NSCLT is a non-profit conservation organization whose mission is to preserve land and natural areas on the North Shore of O'ahu for the benefit of the public. Since its inception NSCLT has focused on building relationships with the community it serves through talk story events, community visioning projects and ongoing community workdays. The projects NSCLT undertakes are guided by the community's vision and determined largely through this collaborative, inclusive process.

4. Describe the target population to be served; and

The target population to be served includes residents of and visitors to O'ahu. With an estimated 220,038 households on O'ahu and approximately 3 million

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 funds would be appropriated to NSCLT. NSCLT will submit reports as required by the State of Hawaii. The NSCLT board will meet on a quarterly schedule to review the outcomes from the scope of work submitted.

**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 2022.

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

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2022.

- U.S. Fish & Wildlife Service Cooperative Agreement
- National Fish & Wildlife Federation
- Turtle Bay Resort
- HCF Community Restoration Program
- HCF Marisla Fund
- HTA Aloha 'Āina
- Turtle Bay Foundation
- Laura Jane Musser Fund
- National Fish and Wildlife Foundation

- conservation
- 2012: Turtle Bay Mauka Conservation Easement funding secured
- 2013: Held first North Shore Food Summit
- 2014-15: Launched Kahuku Kawela Forever Campaign and helped secure over \$45 million for land conservation and stewardship
- 2015: Initiated restoration efforts on 35 acres at Kalaeokauna'oa (Kahuku Point)
- 2016: Turtle Bay Mauka Agricultural lands conserved in perpetuity
- 2018: Implemented first phase of sand dune restoration at Paumalū (Sunset Beach Park)
- 2020: Partnered with University of Hawai'i to restore 40 acres of coastal wetland and dryland ecosystem at the former Waiale'e Livestock Research Facility

**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.

NSCLT currently rents office space in Hale'iwa from which to operate its programs. NSCLT has agreements with partners to conduct its stewardship programs on land which it does not own. These agreements include an MOU with the State of Hawai'i to conduct stewardship of Pūpūkea Paumalū State Park Reserve, an agreement with Turtle Bay Resort to conduct stewardship activities on its land for the Kalaeokauna'oa (Kahuku Point) restoration project, an agreement with University of Hawai'i for restoration work at the Waiale'e facility, and agreements with the State of Hawai'i and City & County of Honolulu to conduct dune restoration stewardship at Sunset Beach Park.

**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.

NSCLT is guided by its Board of Directors, whose qualifications follow:

Organization Role	Name	Affiliations (partial listing)
Vice President	Sue Cortes	North Shore Trail Association
Treasurer	Roberts Leinau	North Shore Neighborhood Board,



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.

Executive Director (PT)	\$50,000.00 - \$55,000.00
Director of Conservation (FT)	\$55,000.00 - \$65,000.00
Stewardship/Restoration Specialist (FT)	\$43,000.00 - \$50,000.00

**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.

N/A

**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.

N/A

**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.

N/A

**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 2020-21, but

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2021 to June 30, 2022

App The North Shore Community Land Trust

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	\$130,550.00			\$181,000.00
2. Payroll Taxes & Assessments/Insurance	\$30,000.00			\$30,000.00
3. Fringe Benefits				
<b>TOTAL PERSONNEL COST</b>	<b>\$160,550.00</b>			<b>\$211,000.00</b>
<b>B. OTHER CURRENT EXPENSES</b>				
1. Membership Dues	\$500.00			\$500.00
2. Insurance- Non Employee	\$5,000.00			\$5,000.00
3. Miscellaneous/Contingency	\$0.00			\$2,000.00
4. Lease/Rental of Space	\$18,000.00			\$18,000.00
5. Staff Training	\$1,500.00			\$7,500.00
6. Supplies -Office	\$4,000.00			\$4,000.00
7. Bank Service Charges	\$0.00			\$4,000.00
8. Utilities	\$2,000.00			\$2,000.00
9 Merchant Fees	\$0.00			\$4,000.00
10 Accounting	\$2,500.00			\$7,500.00
11 Legal	\$2,500.00			\$2,500.00
12 Travel/Meetings	\$450.00			\$5,000.00
13 Payroll Processing	\$2,000.00			\$6,000.00
14 Supplies Misc.	\$1,000.00			\$1,000.00
15 Acquisition/Conveyance	\$0.00			\$3,000.00
16 Other Professional Services	\$0.00			\$5,000.00
17 Project Related Expenses	\$5,000.00			\$5,000.00
18 Vehicle	\$5,000.00			\$5,000.00
19 Land Stewardship	\$40,000.00	\$235,900.00		\$122,975.00
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>\$89,450.00</b>	<b>\$235,900.00</b>		<b>\$209,975.00</b>
<b>C. EQUIPMENT PURCHASES</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>D. MOTOR VEHICLE PURCHASES</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>E. CAPITAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL (A+B+C+D+E)</b>	<b>\$250,000.00</b>	<b>\$235,900.00</b>	<b>\$0.00</b>	<b>\$420,975.00</b>
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	\$302,000.00	Adam Borrello, Executive Director (808)-349-5881		
(b) Total Federal Funds Requested	\$150,000.00	Name (Please type or print) Phone		
(c) Total County Funds Requested	\$0.00	Jan. 11, 2022		
(d) Total Private/Other Funds Requested	\$447,000.00	Signature of Authorized Official Date		
<b>TOTAL BUDGET</b>	<b>\$899,000.00</b>	Adam Borrello, Executive Director Name and Title (Please type or print)		



## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2020 to June 30, 2021

Applicant:   The North Shore Community Land Trust  

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
TOTAL:			

**JUSTIFICATION/COMMENTS:**

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST
2016 Nissan Frontier 4x4	1.00	#####	\$ 5,000.00
			\$ -
			\$ -
			\$ -
			\$ -
TOTAL:	1		\$ 5,000.00

**JUSTIFICATION/COMMENT** The requested amount is to cover maintenance and repair related expenses

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

App: The North Shore Community Land Trust

Contracts Total: 269,900

	<b>CONTRACT DESCRIPTION</b>	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY</b> (U.S. / State / Haw / Hon / Kau / Mau)	<b>CONTRACT VALUE</b>
1	Kahuku Point Restoratrion	1-2019 to 3-2020	Hawaii Tourism Authority	State	\$20,000.00
2	Sunset Beach Dune Restoration	2020 to 2021	Hawaii Tourism Authority	State	\$14,000.00
3	Kahuku Point Restoration	2019 to 2022	US Fish and Wildlife	Federal	\$150,000.00
4	Waiale'e	2022 to 2023	Pacific Birds	Federal	\$20,000.00
5	Kahuku Point Restoration	2021 to 2022	US Fish and Wildlife Part	Federal	\$65,900.00
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