

**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: _____
Pöhähä I Ka Lani

Amount of State Funds Requested: \$ 264,211

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

The goal of the project is to protect and promote the cultural heritage of Waipi'o Valley through cultural education service learning activities at critical and unique geographical and cultural heritage sites. The objectives of the project are to 1) Expand the Community Stewardship Program for social, volunteer, and financial support for the Waipi'o Valley rimlands; 2) Host regular educational groups for cultural education and stewardship; 3) Expand the Visitor Voluntourism Programs for visitors to participate in stewardship and support financially; 4) Host monthly community workdays.

Amount of Other Funds Available:

State: \$ 299,803

Federal: \$ _____

County: \$ 159,821

Private/Other: \$ _____

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

\$ 637,344

Unrestricted Assets:

\$ 15,000

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:

PO Box 412

City:

Kurtistown

State:

HI

Zip:

96760

Contact Person for Matters Involving this Application

Name:
Kūlia Kauhi Tolentino-Potter

Title:
President

Email:
pohahaikalani@gmail.com

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(808) 937-4243

Federal Tax ID#:
[REDACTED]

State Tax ID#
[REDACTED]

received
1/20/2022 RKB

Kūlia K. Tolentino-Potter
Authorized Signature

President

Name and Title

01/16/22

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

KÜLIA K. TOLENTINO-POTTER
PRINT NAME AND TITLE

01/16/22
DATE



**STATE OF HAWAII
STATE PROCUREMENT OFFICE**

CERTIFICATE OF VENDOR COMPLIANCE

This document presents the compliance status of the vendor identified below on the issue date with respect to certificates required from the Hawaii Department of Taxation (DOTAX), the Internal Revenue Service, the Hawaii Department of Labor and Industrial Relations (DLIR), and the Hawaii Department of Commerce and Consumer Affairs

Vendor Name: POHAHA I KA LANI

DBA/Trade Name: POHAHA I KA LANI

Issue Date: 01/16/2022

Status: Compliant

Hawaii Tax#: 17685421-01
New Hawaii Tax#: GE-1427034112-01
FEIN/SSN#: XX-XXX0686
UI#: XXXXXX0330
DCCA FILE#: 225274

Status of Compliance for this Vendor on issue date:

Form	Department(s)	Status
A-6	Hawaii Department of Taxation	Compliant
8821	Internal Revenue Service	Compliant
COGS	Hawaii Department of Commerce & Consumer Affairs	Exempt
LIR27	Hawaii Department of Labor & Industrial Relations	Compliant

Status Legend:

Status	Description
Exempt	The entity is exempt from this requirement
Compliant	The entity is compliant with this requirement or the entity is in agreement with agency and actively working towards compliance
Pending	A status determination has not yet been made
Submitted	The entity has applied for the certificate but it is awaiting approval
Not Compliant	The entity is not in compliance with the requirement and should contact the issuing agency for more information

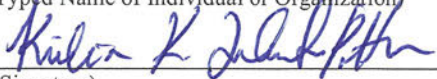
**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS PURSUANT TO
CHAPTER 42F, HAWAII REVISIED STATUTES**

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'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, Hawaii'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, Hawaii'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, Hawaii'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.

<u>Pohaha I Ka Lani</u>	
(Typed Name of Individual or Organization)	
	01/16/2022
(Signature)	(Date)
<u>Kulia K. Tolentino-Potter</u>	President
(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

See the attached Certificate of Good Standing.

Pohaha I Ka Lani's Certificate of Good Standing is dated January 16, 2022.

2. Declaration Statement

See the attached Declaration Statement. Pohaha I Ka Lani complies with Section 42F-103, Hawaii Revised Statutes.

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.

(1) The name of the requesting organizing or individual

Pōhāhā I Ka Lani

(2) The public purpose for the grant

Pōhāhā I Ka Lani will facilitate the Kāhuli Program's implementation a model stewardship program that would ensure the continued, expanded and sustainable stewardship of important Waipi'o Valley's overall sites while including a holistic opportunity for many to participate and benefit from. The program will include the involvement of Hawai'i residents and visitors in the protection and promotion of the cultural heritage of historic Waipi'o Valley through ecologically restorative land stewardship activities on prime, premier sites in and above Waipi'o Valley. This will provide for the needed and meaningful care for Waipi'o Valley sites that have deep cultural heritage, scenic value, and relevance to residents & visitors. As a location that receives large amounts of visitors throughout the year, the program will help to provide a means for deeper visitor connection and reciprocity to a place cherished by kanaka maoli and Hawai'i residents.

(3) The services to be supported by the grant

This grant will provide the ability to host an increased amount of residents and visitors to care for important cultural and scenic sites of Waipi'o Valley while expanding cultural

awareness & knowledge for residents & visitors. The services 1) Outreach & Marketing; 2) Community Steward Membership program; 3) Organizational hosting; 4) Open-community workdays; 5) Visitor voluntourism program; and 6) Site maintenance.

(4) The target group

The target group includes a) the residents of the nearby communities and Hawai'i Island at large; b) educational, cultural, and organizations (local and visiting); c) visitor industry; and d) relevant government agencies.

(5) The cost of the grant and the budget

The budget for the Kāhuli Program is requesting \$264,211 from the State of Hawaii Grant In Aid to provide for continuation of staffing to implement program activities across all three (3) of our Waipi'o Valley sites. Program activities protect and promote the cultural heritage of historic Waipi'o Valley through the education & participation of residents and visitors in ecological & cultural stewardship. Staffing and program expenses provided in this request is critical to continued program activities. Specific program expenses of note are: a) telecommunication - provides for satellite phone for regular and emergency communication at remote site locations; b) portable toilet rentals – provides for 2 portable toilets at the Waipi'o Valley Rimlands location to ensure sanitation and prevent overuse of Waipi'o Valley Lookout bathrooms; c) Lease/Rental of Equipment – provides for rental of excavator for site maintenance and chipper for processing of trees felled for safety and cultivation. Other current expenses are regular operating expenses for the program. Other funding is described in the "Page 10 - GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID" have effective dates that ends in mid-2022 and future funding is not guaranteed. Specifically, the County of Hawaii PONC Stewardship grant does not allow for funding of organization staff.

II. Background and Summary:

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

Pōhāhā I Ka Lani's mission is to revitalize and advance indigenous Hawaiian culture. Established in 2001, Pōhāhā I Ka Lani conducts place-based land stewardship, cultural education, and community engagement at sacred places surrounding Waipi'o Valley (Hāmākua District) and 'Ōla'a (Puna District) on Hawai'i Island. We offer the community meaningful, enriching opportunities to mālama 'āina and understand the significance of Waipi'o Valley as a wahi pana.

In 2020, due to COVID-19, we expanded our programs to better serve communities on Hawai'i Island through providing weekly donations of food/produce boxes, prepared meals, lā'au lapa'au, PPE, home essential items, donations of plants, trees, cuttings,

seeds, and assistance in creating home gardens. Even though grants we applied for in 2020 were being canceled due to Covid-19, together with many volunteers, we continue to serve families from different parts on Hawai'i Island.

In addition to these donations made to families, we continued with our weekly opportunities for individuals and families to come to our sites to learn, reconnect and have a positive safe space they could come to. We ensured safety precautions were in place to keep all safe. We offer workshops, classes, weekly volunteer opportunities also continues as many come forward to help us harvest items from our farms to be donated to families. We understood people are going through hardships so we continue to expand our serves to best serve families/individuals.

Pōhāhā I Ka Lani has a longstanding commitment to mālama 'āina through physical stewardship of land and collaboration with communities, government, and private agencies to preserve the Waipi'o Valley area. Board members and personnel include educators, natural resource managers, cultural practitioners, science educators, and agricultural leaders with extensive land stewardship experience.

Members have impressive academic and cultural backgrounds including in depth knowledge of Waipi'o, Hāmākua history, land stewardship, and traditional practices, including local songs, hula, and chants.

Since 2007, Pōhāhā I Ka Lani has served as leaseholder of sacred lands at Nāpo'opo'o and Apua near Hi'ilawe waterfall. In 2016, Pōhāhā I Ka Lani became the stewards of the County of Hawai'i PONC parcel at Koa'ekea (Waipi'o Valley Lookout area). In 2019, Pōhāhā I Ka Lani also became the stewards of the 2,100+ acres of the rimlands of Waipi'o Valley. More than 10,000 residents and visitors participated in the programs and projects we offered. In return, participants helped with restoration efforts of ancient taro patches, removal of invasive trees and plants and reforesting the area with native, endemic and beneficial trees and plants.

2. The goals and objectives related to the request:

The project will invite individuals and 'ohana to help expand upon Pōhāhā I Ka Lani's cultural education and land stewardship initiatives in and above Waipi'o Valley by establishing ethnobotanical gardens near the historic Ti House, community gardens at Lalakea, Mahiki, and Koa'ekea (rimlands of Waipi'o Valley), and expanding our lo'i farming in Nāpo'opo'o, Waipi'o Valley.

The goal of the project is to protect and promote the cultural heritage of Waipi'o Valley through cultural education service-learning activities at critical and unique geographical and cultural heritage sites so that both participants and the 'āina will benefit. The project will improve the integrity of: 1) Koa'akea - the Waipi'o Valley Lookout area - a County of Hawai'i Public Access, Open Space, Natural Resource Conservation parcel; 2) the ancient village site of Nāpo'opo'o and the Apua area with the famous Ti House -

both located below Hi'ilawe Waterfall area; and 3) Mahiki, Lālākea, Kilohana, Waikaileo, Puakalehua, and Waiholoa located upon the rimlands above Waipi'o Valley.

Project activities will improve the integrity of Waipi'o Valley as a destination and elevate the value perception of the historical significance of the area. Participants will be provided with knowledge needed for healthy social and emotional development to empower their self-esteem, self-confidence, self-control, problem solving, self-sufficiency, focus, patience, good communication skills, and empathy.

The proposed project will honor and preserve the cultural heritage of Waipi'o Valley through participatory cultural education, protect and cultivate native ecosystems with native, endemic, indigenous and beneficial plant species that are culturally and ecologically significant, as well as used for medicine (lā'au lapa'au) and traditional foods ('ai pono). The project will educate participants that are residents or visitors of the cultural heritage of Waipi'o Valley through sharing of oral histories & legends, mele, hula, and traditional food and medicine practices. The project will connect residents and visitors with authentic and accurate knowledge of Hawaiian culture of Waipi'o Valley is protected.

The objectives of the project are to: 1) expand the Community Steward Membership Program for social, volunteer, and financial support for the Waipi'o Valley rimlands; 2) expand the Visitor Voluntourism Program for visitors to participate in stewardship and support financially; 3) host regular educational groups for cultural education and stewardship; and 4) host quarterly community workdays.

As a grassroots organization, our organization has demonstrated its knowledge and ability to conduct similar projects with a high degree of community support and involvement. This project will allow the applicant to provide an enhanced experience for residents and visitors and continue these significant cultural and land stewardship practices in the future.

The project looks to further embody the translation of Pōhāhā I Ka Lani, which is the emergence of intelligent stewardship to perpetuate and advance Hawaiian resources. As the Waipi'o Valley rimlands are our organization's largest and newest land stewardship, at over 2,000 acres, a sustainable social and economic model is needed to care for them in perpetuity.

The project aims to establish a sustainable, eco-conscious stewardship model that engages residents in co-stewardship through a community steward membership program and facilitates reciprocal and respectful visitors through ecotourism/voluntourism opportunities.

3. The public purpose and need to be served:

Due to COVID-19, many families have been dealing with socioeconomic and personal challenges, such as loss of jobs, income, depression, anxiety, and social connections.

Our programs are designed to help with nurturing, providing knowledge needed for healthy social and emotional development to empower their self-esteem, self-confidence, self-control, problem solving, self-sufficiency, focus, patience, good communication skills, and empathy. These skills play a critical role in a family's and individual's overall wellbeing.

This project builds upon nearly two decades of Pōhāhā I Ka Lani's cultural perpetuation and stewardship initiatives in Waipi'o Valley. Pōhāhā I Ka Lani offers meaningful, enriching opportunities to mālama 'āina and understand the significance of Waipi'o Valley as a wahi pana. Waipi'o Valley is protected and honored through implementation of stewardship and cultural education activities, resulting in respectful relationships. Through our programs, we hope that participants will be moved at a deeper level to protect and care for Hawai'i and its fragile environment as well as understand and respect the Hawaiian culture.

The project will benefit both participants and the 'āina. Through these actions, we will improve the integrity of Koa'akea (Waipi'o Valley Lookout area), village site of Nāpo'opo'o and Apua area (both located below Hi'ilawe Waterfalls), and Mahiki, Lalakea, Kilohana, Waikaileo, Puakalehua, Waiholoa (rimlands of Waipi'o Valley): 1) increased understanding for participants on how to responsibly care for the land; 2) increased number of cultural practitioners and deepening of knowledge; 3) removal of invasive species and planting native species, and 4) enhanced safety and easier site access for participants. This project will increase biodiversity and cultivation of significant native plants to ensure practitioners and learners have access to materials and places to conduct traditional practices.

This project is vitally important to protect the native and endemic species and to ensure the waters flow pono, which is driven by our cultural connection to this wahi pana above and the historic valley below. These lands need a holistic and sustainable way to preserve and perpetuate their ecological and cultural integrity.

In addition, the ecological security of the Waipi'o Valley rimlands with thousands of 'ōhi'a trees threatened by Rapid 'Ōhi'a Death. This project is vitally important to cultivate reciprocal relationships between those who visit the wahi pana of Waipi'o Valley, through cultural education and service-learning opportunities that protect cultural and ecologically important areas.

Our project will provide a model for respectful and sustainable management of Waipi'o Valley as a visitor destination. Despite the ongoing COVID-19 pandemic and rising case counts, we still observe a large amount of tourist traffic at the lookout and going into the valley. The current Waipi'o Valley access road often poses a dangerous situation due to increased tourist vehicle and hiker foot traffic. The Valley is frequented by commercial tour vans and visitors venturing out on unguided hikes inspired by travel websites and online blogs. These sources of information are erroneous and encourage visitors to trespass in private and/or sacred areas, such as illegal trespassing to Hi'ilawe and Nanaue waterfalls as well as numerous private properties, farms, and residences.

There needs to be a way to ensure our local farmers and residents are kept safe during this time of uncertainty. We hope through this program we will do what we can to provide a space where visitors can come and learn and experience the beauty of the area while being guided and given an opportunity to give back to this special place.

4. Describe the target population to be served:

Our target audience is: a) the residents of the nearby communities and Hawai'i Island at large; b) educational, cultural, and organizations (local and visiting); c) visitor industry; and d) relevant government agencies.

Hawai'i Island residents are familiar with the Waipi'o Valley and the Waipi'o Valley rimlands via either: a) general awareness of Waipi'o; b) history with the area from the sugar plantation era; c) hunting for feral pigs in the area; d) ocean access; and/or e) hiking. However deeper cultural knowledge and ecological knowledge is needed to cultivate a sense of kuleana among residents who could help protect and improve Waipi'o Valley.

Organizations who would like to participate in stewardship would be solicited to help with stewardship activities. Many organizations return upon request, and we intend to reach to more organizations as our organizations expands with staffing.

The visitor industry would be solicited for visitors interested in cultural ecotourism and voluntourism experiences to participate and support stewardship. Visitors can provide a significant source of support in the stewardship activities of our stewarded cultural sites and their native ecosystems. The ecotourism and voluntourism opportunities for tourists allow them to learn about the ecology and culture while supporting the stewardship monetarily and physically (if able).

Relevant government agencies who can provide support and spread awareness, and as well as participate, would be engaged in this project. In the past, the US Forest Service, local firefighters, and other government agencies have participated in our programs as community give-backs or volunteer service activities.

5. Describe the geographic coverage:

Waipi'o Valley has many freshwater springs, and historically food and medicinal plants were cultivated abundantly in the Valley; whenever famine hit, Waipi'o Valley could supply food to the entire island. Additionally, Waipi'o Valley is known as a place for healing where even ali'i and warriors would come to heal.

Pōhāhā I Ka Lani's programs are focused in and above Waipi'o Valley, located in the Hāmākua, District 1 of Hawai'i Island. Waipi'o Valley and the Waipi'o Valley rimlands are ecologically and culturally significant areas, where famous myths and legends are rooted, sacred waters flow from Mauna Kea into Waipi'o Valley, and the remnants of the

once thriving native species exist along the cliffside after the sugar plantation era cleared historical and ecological resources.

Post-sugar plantation era brought the monocropping of Eucalyptus trees and later tour operations that ignored the natural & cultural resources of these lands. Native and endemic species such as 'Ōhi'a, Lama, Kolea, 'Ōlapa, 'Ala'alawainui, Kopiko, and others remain in the area, but have been uncared for with invasive species pressuring them. 'Ōhi'a is especially threatened with the fungal disease R.O.D., and is in danger of being tracked in by trespassing residents and visitors. Furthermore, multiple landslides occurred along the cliffs due to overuse and negligence. Pōhāhā I Ka Lani was awarded stewardship of the Kamehameha Schools owned Waipi'o Valley rimlands in 2018, and our stewardship began in 2019.

The following TMK numbers are for the rimlands that we steward (Total 2,127.4 acres): TMK 348003006 (1,742.40 acres), TMK 348003008 (7 acres), TMK 348004001 (141.8 acres), TMK 348004003 (219.4 acres), TMK 348008001 (8.5 acres), TMK 348008019 (8.8 acres). As these rimlands are our organizations largest and newest land stewardship, at over 2,000 acres, a sustainable social and economic model is needed to care for them in perpetuity.

The following TMK numbers are for the Bishop Musuem lands that we steward in Waipi'o Valley (Total 22.69 acres): TMK 4-9-009-018 (15.73 acres), TMK 4-9-009-020 (0.7 acres), TMK 4-9-009-032 (5.5 acres), TMK 4-9-008-006 (0.38 acres), TMK 4-9-008-005 (0.38 acres). These lands contain ancient archeological terrace systems that date back 800-1,200 years old; the Hi'ilawe river and Nāpo'opo'o waterhead; and the famous Ti House.

The TMK number for the Waipi'o Valley Lookout parcel we steward through Hawai'i County PONC Stewardship Program is TMK 4-8-04:06 (1.804 acres). This parcel is adjacent to the Waipi'o Valley Lookout parking lot, the County of Hawai'i Resource Ranger kiosk, and the entrance point of the Waipi'o Valley access road.

Key to our proposals for stewardship of the parcels listed above was ensuring the ecological and cultural integrity of the areas, which are intimately linked. Recent research supports this, asserting that indigenous peoples and institutions "can shape sustainable human-landscape relationships in many places" (Garnett et al., 2018).

III. Service Summary and Outcomes

1. Describe the scope of work, tasks and responsibilities:

Pōhāhā I Ka Lani proposes the continuation and expansion of cultural stewardship of the culturally, ecologically, and geographically areas under our stewardship in and above Waipi'o Valley. Pōhāhā I Ka Lani will serve up to 1,500 Hawaii residents, a

minimum of 12 organizations, and a minimum 300 visitors. We will continue to have safety protocols in place to ensure safety of all. The core of this proposal is to implement a model stewardship program that would ensure the continued, expanded and sustainable stewardship of important Waipi'o Valley overall sites while including a holistic opportunity for many to participate and benefit from.

The scope of work, tasks, and responsibilities that Pōhāhā I Ka Lani will conduct under this program are in the following categories: 1) Outreach & Marketing; 2) Community Steward Membership program; 3) Organizational hosting; 4) Open-community workdays; 5) Visitor voluntourism program; and 6) Site maintenance.

Details of the six (6) categories are below:

1. Outreach & Marketing

Pōhāhā I Ka Lani staff will work with multiple photographers to develop outreach and marketing media materials, make website improvements, and develop a marketing plan for our proposed program expansion. The outreach and marketing will be targeted towards the demographics mentioned, i.e., nearby communities surrounding Waipi'o Valley, Hawai'i island public, neighbor island residents, organizations in Hawai'i and beyond, and U.S. mainland visitors.

An improved website will include more dynamic media (video, high-resolution photos, etc.), digital forms, social media integration, and redesigned layout. Through our website, social media platforms (Facebook, Instagram, YouTube, etc.), and other media marketing, we will expand and improve our digital presence to garner participants in our programs, i.e., the Community Steward Membership program; educational, cultural, community organizations; Hawai'i residents in general; and Hawai'i visitors. Video and high quality photo media are known to generate far more interaction with online marketing, and our staff currently does not have the expertise and resources to create this type of media.

2. Community Steward Membership Program

The community steward membership program address the love residents have for the waterfall and pond areas by educating them of the ecological issues, and soliciting them to contribute financially and volunteer as community stewards. There will be an emphasis on Hawai'i island 'ohana to become members so as to cultivate generational kuleana. Members will be provided: 1) access by request to the rimlands to participate in stewardship activities; and 2) discounts on Pōhāhā I Ka Lani merchandise and events.

3. Organizational Hosting

Pōhāhā I Ka Lani will host organizations via solicitation or request by the organization at either of the three (3) sites based on various factors, including the organizations learning and service interests, logistics, and weather. Organizational hosting will be regular with 2–4+ hostings per month.

4. Open Community Workdays

Open community workdays will be held at one of the three (3) sites depending on site need. Community workdays will be open to the general public, with marketing for the workdays aimed nearby community members, Hawai'i island residents, and even outer island residents and Hawai'i island visitors. Community workdays will also serve as a means to solicit individuals and 'ohana for the Community Steward Membership Program. We aim to offer food, plant, trees, cuttings, and PPE donations to families/individuals to further help families/individuals.

5. Visitor Voluntourism Program

The Visitor Voluntourism Program will provide holistic means for tourists to learn about the ecology and culture of Waipi'o Valley while supporting the stewardship monetarily and physically (if able). Visitors will be marketed to through online and social media channels, along with partnerships with industry organizations and vendors. Visitors also have the potential to become Stewardship Members, supporting our organization's stewardship efforts remotely through financial donations.

6. Site Maintenance

Pōhāhā I Ka Lani staff will conduct regular site maintenance of areas for safety of participants, primarily upkeep of gravel/dirt roads and foot trails around the site. As our site in Waipi'o Valley and the rimlands site above the valley have areas that are accessible only by 4x4 vehicle and/or foot, upkeep is important for safety of participants. Chipper and excavator rentals will be needed for this work.

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

Pōhāhā I Ka Lani has the capacity, experience, and commitment necessary to implement the proposed program successfully. The timeline for the program is a 12-month period, commencing when the State issues an official Notice to Proceed.

The timeline will consist of two phases, running concurrently. The first phase will last approximately 1 month, occurring in the first month of the timeline. The second phase will last 12 months, the entirety the timeline for funding.

In Phase I (Outreach & Marketing), the consultation, design, and implementation will occur by program staff. This Phase will be implemented immediately to allow for the improvement and expansion of our outreach and marketing with the assistance of professional services that will greatly expand the impact and success of our program. In Phase II (Implementation), the scope of work categories 2-6 will be implemented, and bolstered upon the completion of Phase I's outreach and marketing work. This phase

will be a continuation and expansion of the program, as the program is currently limited by staffing and financial resources.

The timeline, major tasks, and milestones for the program are outlined below:

Phase I: Month 1 (Outreach & Marketing Phase)

- Review of Community Steward Membership Program and Visitor Volontourism Program
- Consultation meeting with local photographers to plan outreach and marketing.
- 8-hours of site visits for photo and video recording.
 - Site visits be coordinated with program participants at each of the three (3) sites.
- Collaborative development of outreach and marketing campaign to be implemented through website and social media channels.

Major Tasks & Milestones for Phase I:

- Redesigned website
- Collection of high resolution photography
- 1 professional made promotional video
- Launch of outreach and marketing campaign

Phase II: Months 1-12 (Implementation Phase)

- Continued implementation of the Community Steward Membership Program and the Visitor Volontourism Program.
- Hosting of educational, cultural, and community organizations
- Hosting monthly Community Workdays
- Maintenance of sites for safety.
- Expand and develop new partnerships with educational, cultural, and community organizations and the visitor industry.

Major Tasks & Milestones for Phase II:

- Serve 500 – 1,000 Hawai'i residents, minimum of 12 organizations, and minimum of 300 visitors.
- 50 Hawai'i island residents enrolled in the Community Steward Membership Program.
- Hosted 12 different organizations
- 90% of participants satisfied with the experience.
- 90% of participants report willingness to return for future participation.
- 90% of participants report a greater understanding & appreciation for Waipi'o Valley's cultural heritage and natural resources.
- 10,000 square feet of invasive species cleared.
- 100 outplanted native plants

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

Pōhāhā I Ka Lani's Quality Assurance & Evaluation Plan (QAEP) will be implemented to ensure all requirements of grants and contracts will be met on time and successfully. The QAEP will have multiple methods of monitoring of program activities and measurement of progress towards the programs goals & objectives.

Records Review

Intake forms and participation forms will be reviewed to assess the number of participants, their demographics, organizations participation or partnership, and any increases or decreases in participation by individuals and/or organizations. Intake forms would include a digital or physical hosting request form to be completed by individuals or organizations directly requesting participation in our programs. Participation forms include the required individual liability waivers that participants submit with their name, contact info, residence, age, ethnicity/race (optional), organization participating with (if applicable), and whether they are a returning participant.

Participant Surveys

Post-participation surveys will be sent to participants digitally to be completed to ask for degrees of satisfaction, willingness to return, and level understanding and appreciation for Waipi'o Valley's cultural heritage and natural resources. Surveys will also include open-ended questions for participant comments, including an indication for leaving a comment as a complaint. Demographic information collected in the participation liability waiver form will also be collected in post participation survey.

Participant Complaints

Complaints received via post-participation surveys, verbally, or in writing will be recorded separately and discussed immediately with administrative staff and the Board of Directors. Complaints will be assessed for legal implications and program improvements, and any necessary adjustments to the program implementation will be made and recorded.

Output & Outcome Measures and Performance Indicators

Pōhāhā I Ka Lani will provide for regular measurement, reporting, and analysis the following output, outcome measures, and performance measurements for the program quality assurance and evaluation.

Monthly, Quarterly, and Annually:

- Number of Hawai'i Island residents participating.
- Number of outer-island residents participating.
- Number visiting individuals participating.
- Number of individuals and families enrolled in the Community Steward Membership Program.

- Number of different organizations worked with.
- Number of organizational hostings per month.
- Survey results of participants satisfaction, willingness to return, and increased understanding and
- appreciation.

3. 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.

Project-Specific Measures	Expected Goal
No. of enrolled community steward members	50
No. of community steward member participants in workdays	40
No. of visitors participating in voluntourism experience	250
No. of different organizations participating in stewardship	12
No. of groups hostings for stewardship	12
No. of individuals participating in stewardship	500
Sq. ft of invasives cleared	10,000 sq. ft.
Number of outplanted native plants	100

Satisfaction Level	Expected Goal
Percentage who are satisfied	90
Percentage who are likely to return to the project in the future	90
Percentage of participants that have gained a greater understanding & appreciation for Waipi'o Valley's cultural heritage and it's natural resources.	90
Attendance	Expected Goal
No. of on-island residents attending and/or participating in the proposed project	200
No. of neighbor-island residents attending and/or participating in the proposed project	50
No. of out-of-state residents attending and/or participating in the proposed project detailed by U.S. State	250

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)

Please See Attachment

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
\$132,105.50 (50%)	\$52,842.20 (20%)	\$52,852.20 (20%)	\$26,421.10 (10%)	\$264,211.00

\$

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2023.
 - County of Hawai'i PONC Stewardship
 - Hawai'i Tourism Authority Aloha 'Āina Program
 - Hawai'i Tourism Authority Kūkulu Ola Program
 - Hawai'i Tourism Authority Community Enrichment Program
 - Office of Hawaiian Affairs
 - Hawai'i Community Foundation

4. The applicant shall provide a listing of all state and federal tax credits it has been granted within the prior three years. Additionally, the applicant shall provide a listing of all state and federal tax credits they have applied for or anticipate applying for pertaining to any capital project, if applicable.

Not applicable

5. The applicant shall provide 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.
 - County of Hawai'i PONC Stewardship
 - Hawai'i Tourism Authority Aloha 'Āina Program
 - Hawai'i Tourism Authority Kūkulu Ola Program
 - Hawai'i Tourism Authority Community Enrichment Program
 - Office of Hawaiian Affairs
 - Hawai'i Community Foundation
 - County of Hawai'i GIA
 - County of Hawai'i CARES Act

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

\$15,000

V. Experience and Capability

1. Necessary Skills and Experience

Pōhāhā I Ka Lani possesses the depth and breadth of experience required to implement the proposed project. The Project Manager for the proposed project will be Jesse Potter, who has over 10 years of experience managing and implementing projects for previous and similar Pōhāhā I Ka Lani projects. He will be responsible for project management and completion of all objectives. Mr. Potter has extensive experience designing and delivering overseeing and managing land stewardship programs, developing cultural and land based curriculum in Hawai'i, possesses deep knowledge of natural resources relative to the project, and effectively works with youth and adults from diverse communities.

Pōhāhā I Ka Lani was founded in 2001 by Kūlia Tolentino-Potter and her father James Tolentino Jr. as a way to get Mrs. Tolentino-Potter's high school students connected to 'āina based education opportunities. The beginning stages of Pōhāhā I Ka Lani mainly focused on providing after school, weekend, and summer programs to Mrs. Tolentino-Potter's high school students. This was her volunteer work and continues to be her volunteer work, 20 years later.

During the first 10 years of Pōhāhā I Ka Lani, programs were funded by Mrs. Tolentino-Potter and her father. Mr. Tolentino instructed his daughter to operate without grants for the first 10 years for a few reasons.

Mr. Tolentino wanted his daughter to experience what it took to make something happen with having "Aloha" as the foundation. She was challenged to do what needed to be done to mālama others and honua and, by putting in the extra work, she learned what it takes to be successful. He wanted his daughter to be determined in her kuleana to help serve the land and its people. With this, if ever came a time when Pōhāhā I Ka Lani did not have grant funds, Mr. Tolentino knew his daughter would know how to carry on.

After 7 years of helping his daughter with Pōhāhā I Ka Lani, Mr. Tolentino passed and proceeds from his life insurance policies were utilized to help cover expenses for the remaining three years. In 2009, Mrs. Tolentino-Potter applied to have Pōhāhā I Ka Lani to become a 501 (c) 3 and after 10 years of funding the programs, Pōhāhā I Ka Lani was awarded its first grant in 2011.

To fund the programs in its first 10 years, Mrs. Tolentino-Potter took on part-time jobs in addition to her full time teaching job. The part-time jobs covered the costs to operate her programs. Each weekend, kids would load up in a van and they would make their journey from Keaukaha to Waipi'o Valley Lookout and hike into the valley with their camping gear. The weekend was spent hiking, learning place names, history of each

area and helping to tend to the land. Upon returning back to school, additional reading material was given to students, this type of learning helped build their desire to read and learn more about what they had learned while camping in Waipi'o Valley.

Eventually, other schools and colleges had heard about the programs and they too wanted to participate. Mrs. Tolentino-Potter's students assisted with teaching visiting groups about Waipi'o Valley and worked alongside the groups. This helped build the self-esteem of each student. Students were now confident to stand in front of people and share what they knew. It was amazing to see the progress of each individual.

Students were given additional opportunities to attend monthly imu making at Pōhāhā I Ka Lani's location in 'Ōla'a, Puna. The food that was harvested in Waipi'o Valley and at 'Ōla'a, they prepared the food and placed it in the imu. Parents of Mrs. Tolentino-Potter's students also joined in bringing their younger children to learn how to prepare food and imu.

Students also learned how to fish and lamalama. In the evenings while camping in Waipi'o Valley, students would get their torches or fishing poles ready and hike either down to the ocean to set their poles or start their hike up Hi'ilawe River with their torches to go lamalama.

'Ohana days were held in which families were invited to come and help mālama 'āina. Kūpuna evenings were also held in which musicians such as Cyril Pahinui came to perform at our farm below Hi'ilawe and students would have their displays up and we would provide meals. Students also helped with doing displays and presentations for other schools and areas such as East Hawai'i Cultural Center.

Pōhāhā I Ka Lani continues to serve and expand their services to best meet the present need of families and individuals in addition to the efforts of mālama 'āina. Caring for the lands that were famous to be the "Valley of the Kings" and in the Rim lands, being famous to be the "Home of the Gods", it is through the help of many volunteers that weekly caring for the 'āina and the kanaka takes place.

The applicant has achieved great success implementing previous projects. Board Members will fulfill volunteer project roles of Natural Resource Specialist and Cultural Specialist Kūlia Tolentino-Potter, Education Specialist Drew Kapp MA, Education Specialist and Youth Specialist Krystal Meisel, and Oral History and Art Specialist Mary Moody. The organization has been delivering these services to communities for years, and has a strong personnel capacity and management protocols to ensure success and participant satisfaction. Select cultural practitioners will continue to be engaged from Hawai'i Island to plan, facilitate, and evaluate the outcomes of workshops for completion. Qualified contractors will be hired to provide tree removal services, repair of rock walls for completion, and removal of trees.

2. Facilities

Pōhāhā I Ka Lani currently has no facilities. Tents are currently utilized for workshops, gatherings, mālama 'āina days, and camps. We do have plans for facilities in the near future to allow participants to seek coverage from the weather and for a more secure setting. Tents doesn't last too long in the extreme weather conditions.

We have met with a relator and an on-going search for land in the Hāmākua has already taken place. The current parcels that we steward are not owned by Pōhāhā I Ka Lani so we are looking to purchase land to build a covered area and a dorm like setting for our on-going educational groups that camp at our farm sites. We are doing our best to save up funds to allow for such a purchase.

VI. Personnel: Project Organization and Staffing

1. Proposed Staffing, Staff Qualifications, Supervision and Training

Please see Attachment for job descriptions and qualifications.

2. Organization Chart

Please see Attachment

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.

Project Manager - \$57,262.00

VII. Other

1. Litigation

None

2. Licensure or Accreditation

Pōhāhā I Ka Lani does not have any special licensure or accreditation relevant to this request.

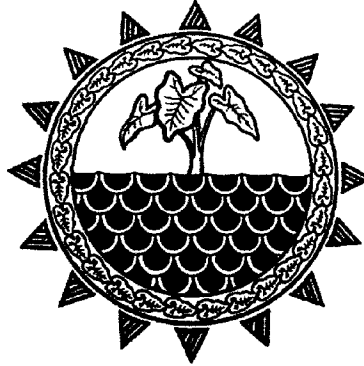
3. Private Educational Institutions

Pōhāhā I Ka Lani will not use the grant to support or 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:

Pōhāhā I Ka Lani is in the process of implementing multiple revenue streams outside of public and private grant funding. These revenue streams include: guided cultural hikes of the Waipi'o Valley rimlands, fee-based hostings of organizations who have available budgets, and merchandise sales.



Pōhāhā I Ka Lani

P.O. Box 412
Kurtistown, HI 96760

**Project Manager
Job Description**

Qualifications

Education

- Bachelor's degree in area applicable to the responsibilities or equivalent, such as horticulture, agronomy, Hawaiian Studies, Communications, Business/Marketing and/or related field.

Experience

- 2 to 5 years of working in the areas of horticulture, agronomy, or related field.
- 2-5 years of documented service in a supervisory position;
- Prefer knowledge of Hawaiian history and culture.

Knowledge, skills and abilities

- Knowledge of program management
- Knowledge of client groups and/or issues related to the program area

Proficiency in the use of computers for:

- Word processing
- Simple accounting
- Databases
- Spreadsheets
- E-mail
- Internet

Personal characteristics

- The Project Manager should demonstrate competence in some or all of the following:
- Behave Ethically: Understand ethical behavior and business practices, and ensure that own behavior and the behavior of others is consistent with these standards and aligns with the values of the organization.

- **Build Relationships:** Establish and maintain positive working relationships with others, both internally and externally, to achieve the goals of the organization.
- **Communicate Effectively:** Speak, listen and write in a clear, thorough and timely manner using appropriate and effective communication tools and techniques.
- **Creativity/Innovation:** Develop new and unique ways to improve operations of the organization and to create new opportunities.
- **Focus on Client Needs:** Anticipate, understand, and respond to the needs of internal and external clients to meet or exceed their expectations within the organizational parameters.
- **Foster Teamwork:** Work cooperatively and effectively with others to set goals, resolve problems, and make decisions that enhance organizational effectiveness.
- **Lead:** Positively influence others to achieve results that are in the best interest of the organization.
- **Make Decisions:** Assess situations to determine the importance, urgency and risks, and make clear decisions which are timely and in the best interests of the organization.
- **Organize:** Set priorities, develop a work schedule, monitor progress towards goals, and track details, data, information and activities.
- **Plan:** Determine strategies to move the organization forward, set goals, create and implement actions plans, and evaluate the process and results.
- **Solve Problems:** Assess problem situations to identify causes, gather and process relevant information, generate possible solutions, and make recommendations and/or resolve the problem.

Primary Duties and Responsibilities

The Project Manager performs a wide range of duties including some or all of the following:

Plan the program

- Plan the delivery of the overall program and its activities in accordance with the mission and the goals of the organization
- Develop new initiatives to support the strategic direction of the organization
- Develop and implement long-term goals and objectives to achieve the successful outcome of the program
- Develop an annual budget and operating plan to support the program
- Develop a program evaluation framework to assess the strengths of the program and to identify areas for improvement
- Develop funding proposals for the program to ensure the continuous delivery of services

Organize the program

- Ensure that program activities operate within the policies and procedures of the organization, including ensure each participant signs a Release of Indemnity and Liability Waiver Form if they have not prior to site visit.
- Ensure that program activities comply with all relevant legislation and professional standards
- Develop forms and records to document program activities
- Oversee the collection and maintenance of records on the clients of the program for statistical purposes according to the confidentiality/privacy policy of the organization
- Develop program curriculum and cultural protocol to be used for group hostings in conjunction with other organization staff & board members, cultural & community individuals, and other resources.

Staff the program

- In consultation with the Executive Director, recruit, interview and select well-qualified program staff
- Implement the human resources policies, procedures and practices of the organization
- Ensure that personnel files for the program are properly maintained and kept confidential
- Establish and implement a performance management process for all program staff
- Engage volunteers for appropriate program activities using established volunteer management practices
- Ensure that all program staff receive an appropriate orientation to the organization and the programs, including train other staff to increase their overall cultural knowledge to better educate participants & customers.

Lead the program

- Ensure all staff members receive orientation and appropriate training in accordance with organizational standards
- Supervise program staff by providing direction, input and feedback
- Communicate with clients and other stakeholders to gain community support for the program and to solicit input to improve the program.
- Coordinate the delivery of services among different program activities to increase effectiveness and efficiency.
- Ensure cultural appropriateness of program, including cultural protocol for program staff and participants.
- Ensure hosting of groups are coordinated and planned responsibly, with adequate support of resources and staff, including direct hosting support.

Control the program

- Write reports on the program for management and for funders
- Communicate with funders as outlined in funding agreements
- Ensure that the program operate within the approved budget
- Monitor and approve all budgeted program expenditures
- Monitor cash flow projections and report actual cash flow and variance to the Executive Director and accountant on a regular basis (monthly/bimonthly)

- Manage all project funds according to established accounting policies and procedures
- Ensure that all financial records for the program are up to date
- Ensure financial reports and supporting documentation for funders are prepared as outlined in funding agreements
- Provide required information to have invoices generated and submitted to funders according to the established timelines
- Identify and evaluate the risks associated with program activities and take appropriate action to control the risks
- Monitor the program activities on a regular basis and conduct an annual evaluation according to the program evaluation framework
- Report evaluation findings to the Executive Director and recommend changes to enhance the program, as appropriate

Plan the volunteer program/service

- Develop and implement goals and objectives for the volunteer program which reflect the mission of the organization
- Assess the need for volunteers to enhance program/service delivery
- Develop a budget for the volunteer program activities
- Conduct ongoing evaluation of the programs and services delivered by volunteers and implement improvements as necessary

Organize the volunteer program/service

- Develop, administer, and review policies and procedures which guide the volunteer programs and services, and reflect the overall values of the organization
- Develop and administer forms and records to document the volunteer activities
- Identify volunteer assignments that provide meaningful work for volunteers and write the volunteer position descriptions in consultation with staff as appropriate

Engage volunteers

- Promote the volunteer program to gain community support of the volunteer program and the organization
- Develop and implement effective strategies to recruit the right volunteers with the right skills
- Develop and implement an intake and interview protocol for potential volunteers to ensure the best match between the skills, qualification, and interests of the volunteers and the needs of the organization
- Implement a screening process for potential volunteers according to accepted screening standards and practices

Lead the volunteer program/service

- Train staff to work effectively and cooperatively with volunteers
- Orient volunteers to increase their understanding of the organization, its clients, its services and the role and responsibilities of volunteers
- Ensure that volunteers are given appropriate training to be successful in their positions

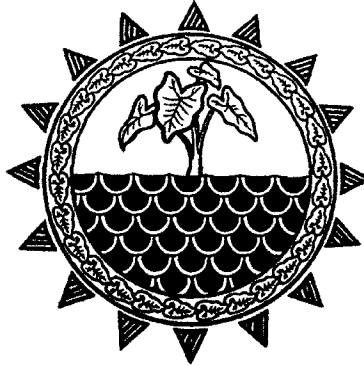
- Ensure that volunteer check-in procedures are followed and records of volunteer hours are maintained according to established procedures
- Ensure that volunteers receive the appropriate level of supervision
- Assist with conflict resolution among clients, staff and volunteers according to established procedures
- Establish and implement a process for evaluating the contribution of individual volunteers
- Plan and implement formal and informal volunteer recognition activities to recognize the contribution of volunteers to the organization

Safety Precautions for volunteer program/service

- Evaluate the risks associated with each volunteer position and take appropriate action to control the risks associated with the program or service
- Ensure that volunteers work in a safe, healthy, and supportive environment in accordance with all appropriate legislation and regulations
- Evaluate the contribution of each volunteer on an annual basis
- Prepare an annual report on the contribution of the volunteer program to the organization
- Administer and monitor expenditures for the volunteer program against the approved budget

Working Conditions

- Project Manager will work an office environment as well as in the field to physically lead operations of the program.
- Project Manager work a standard work week but may be required to work some evenings and weekends to monitor program activities.



Pōhāhā I Ka Lani

P.O. Box 412
Kurtistown, HI 96760

**Project Assistant
Job Description**

Project Assistant Minimum Qualifications

Education

- Associate's or Bachelor's degree in a relevant field required, such as Hawaiian Studies, agriculture, environmental studies, and/or education studies.

Experience

- Minimum 2 years' relevant work experience in the cultural education and/or plant cultivation fields.

Proficiency in the use of computers for:

- *Word processing*
- *Simple accounting*
- *Databases*
- *Spreadsheets*
- *E-mail*
- *Internet*

Additional Minimum Qualifications

- Collaborative working style and team-player attitude
- Positive and encouraging personality

- Able to work independently with little supervision
- Highly motivated with a strong work ethic
- Reliable, trustworthy, and committed to team's success

Project Assistant Primary Duties and Responsibilities

Office Work

- Work with Project Manager to plan and coordinate project activities, participant hostings, including transportation, equipment, and food needs along with proposed work plan.
- Complete any necessary administrative tasks, such as research, email, documentation, grant reporting tasks, and other tasks as needed.
- Report to Project Manager for support, making recommendations to improve program based on participant experiences.

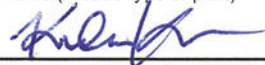
Field Work

- Work with Project Manager to develop and implement project goals and objectives on-site.
- Play a primary role in co-hosting participants on-site in a culturally appropriate manner.
- Guide participants through their hosting experience safely and responsibly.
- Report site and project updates verbally and in written form to Project Manager.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2022 to June 30, 2023

Applicant: Pöhähä I Ka Lani

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	145,262	0	0	0
2. Payroll Taxes & Assessments	31,304	0	0	0
3. Fringe Benefits	27,045	0	0	0
TOTAL PERSONNEL COST	203,611	0	0	0
B. OTHER CURRENT EXPENSES		0	0	0
1. Airfare, Inter-Island	0	0	0	0
2. Insurance	8,000	0	0	0
3. Lease/Rental of Equipment	7,200	0	0	0
4. Lease/Rental of Space	9,000	0	0	0
5. Staff Training	500	0	0	0
6. Supplies	13,500	0	0	0
7. Telecommunication	6,000	0	0	0
8. Utilities	0	0	0	0
9. Marketing & Consulting	12,000	0	0	0
10. Portable Toilet Rental	4,400	0	0	0
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	60,600			
C. EQUIPMENT PURCHASES	0			
D. MOTOR VEHICLE PURCHASES	0			
E. CAPITAL	0			
TOTAL (A+B+C+D+E)	264,211			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	264,211	Jesse K. Potter	808-936-9610	
(b) Total Federal Funds Requested	0	Name (Please type or print)	Phone	
(c) Total County Funds Requested	0		01/16/22	
(d) Total Private/Other Funds Requested	0	Signature of Authorized Official	Date	
TOTAL BUDGET	264,211	Kulia K. Tolentino-Potter, President		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2020 to June 30, 2021

Applicant: Pohaha I Ka Lani

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Project Manager	1	\$57,262.00	100.00%	\$ 57,262.00
Project Assistant	1	\$44,000.00	100.00%	\$ 44,000.00
Project Assistant	1	\$44,000.00	100.00%	\$ 44,000.00
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				\$ -
TOTAL:				145,262.00

JUSTIFICATION/COMMENTS:
 The Project Staff implements the goals and objectives of the project relative to each specific project site, and the Project Assistants helps the Program Director with office and field work.

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2022 to June 30, 2023

Applicant: Pōhāhā I Ka Lani _____

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

JUSTIFICATION/COMMENTS:

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

JUSTIFICATION/COMMENTS:

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2022 to June 30, 2023

Applicant: Pōhāhā I Ka Lani

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
EQUIPMENT	0	0	0	0	0	0
TOTAL:	0	0	0	0	0	0
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Pōhāhā I Ka Lani

Contracts Total: 592,680

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	Innovation Grant	09/22/21 - 09/21/22	Research & Development	Hawaii County	\$149,821.00
2	COVID-19 Impact & Response Grant	12/03/21 - 12/4/22	OHA	State	\$ 149,854.00
3	Ohana & Community Based Program Grant	12/03/21 - 12/4/22	OHA	State	\$149,949.00
4	Kūkulu Ola: Living Hawaiian Culture	01/01/22 - 12/31/22	HTA	State	\$82,000.00
5	PONC	TBD	Parks & Recreation	Hawaii County	\$61,056
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Pōhāhā I Ka Lani

Organizational Chart



Board of Directors

DREW KAPP
Secretary

MARY MOODY
Vice President

KŪLIA KAUIHI
TOLENTINO-POTTER
President

KRYSTAL MEISEL
Treasurer

RONALD JAKE
SYKES
Board Member

Administration

JESSE K POTTER
Executive Director
(Volunteer)

Kāhuli Program

Mālama 'āina, Mālama kanaka

KŪLIA K. TOLENTINO-
POTTER
Program Director
(Volunteer)

Ka Lau o Ke Kāhuli Project
Nāpo'opo'o & Apua sites, Waipi'o Valley

Liko No Ka Lama Project
Lalakea & Mahiki sites, Waipi'o Valley Rimlands

Mahina 'Ai Project
Koa'ekea site, Waipi'o Valley Lookout
(Hawaii County PONC)

JESSE K. POTTER
Project Manager

TBD
Project Assistant

TBD
Project Assistant

Current for FY YEAR 2022
Jan. 1 2022— Dec 31 2022



December 29th, 2021

TO: House Committee on Finance and Senate Committee on Ways and Means

RE: Grant-in-Aid for Pōhāhā I Ka Lani

Aloha,

Hāmākua Harvest, INC strongly supports Pōhāhā I Ka Lani's grant proposal for to expand their reforestation efforts in the rimlands above Waipi'o, install medicinal gardens, and provide educational workshops for the community. Pōhāhā I Ka Lani has demonstrated incredible commitment to the culturally-rooted restoration of ecosystems and traditional Hawaiian farming, opening up programming to local community, education groups, and visitors alike. Their educational workshops and events bring people together, building community and restoring pilina to place. Hāmākua Harvest, INC has partnered with Pōhāhā I Ka Lani in the past to host agroforestry workshops on their site as part of our Practical Agriculture for Hāmākua series. We enjoyed working with them and hope to collaborate on more restoration and traditional agriculture projects in the future!

Pōhāhā I Ka Lani are models in our community for 'āina stewardship; we know that any resources that come their way will be multiplied and then shared among others. They are always looking for ways to share food from their lo'i and māla with 'ohana in need, and are willing to share plant materials with other projects and partners. Their work over the years has made a huge impact on preserving the mo'olelo and restoring 'āina in Nāpo'opo'o, Koa'eakea, and now the 2,000+ acres of the "rimlands". I encourage you to continue to supporting this powerhouse organization!

Mahalo,



Jessica Sobocinski

President of the Board of Directors, Hāmākua Harvest, INC

jessica@hamakuaharvest.org



January 19, 2022

Growth International Volunteer Excursions (GIVE)
1900 W Nickerson Street STE 116 #123
Seattle, Washington 98119
206-973-7991

To whom it may concern,

GIVE strongly supports the application of Pōhāhā I Ka Lani. We know firsthand how valuable the impact Pōhāhā I Ka Lani has had on the local community and visitors alike and believe they would be a great organization for you to support.

We intend to continue our partnership with Pōhāhā I Ka Lani going into the future through the volunteer efforts of a multitude of volunteers that are part of our winter, spring, and summer programs. Through our partnership with Pōhāhā I Ka Lani we were able to teach hundreds of visiting volunteers about Hawaiian culture by engaging in the restoration of traditional lo‘i within Waipio valley as well as diving deep into the cultural backgrounds of the surrounding rimlands that Pōhāhā I Ka Lani is hoping to secure funds for.

The service work opportunities that Pōhāhā I Ka Lani can provide give visitors the opportunity to enhance the natural environment by reclaiming and restoring lands and cultural resources that would otherwise be overrun and degraded by invasive species. While Pōhāhā I Ka Lani provides unique opportunities for visitors to the Island of Hawaii, they also directly support the local community through cultural workshops and aiding in the food security issues that have affected not just Hawaii Island but the state as a whole. Throughout the COVID pandemic, they continually pulled together food bags and organized food drops for kupuna in the local community that would otherwise struggle to support themselves and family. Much of the mentioned food came directly from the areas that they manage within the valley. As they expand to the surrounding 2100 acres of rimland, the potential for how Pōhāhā I Ka Lani can help the local community and visitors to these islands while sticking true to traditional Hawaiian values expands exponentially. For all these reasons and more, we fully support Pōhāhā I Ka Lani as they work towards securing funding through your current grant programs.

Sincerely,

Traven Apiki
Hawaii Program Coordinator
Growth International Volunteer Excursions (GIVE)

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January 18, 2022

Aloha,

It is a privilege and pleasure to submit this letter of support for Pōhāhā I Ka Lani, an organization that I have partnered with for many years to engage in educational, cultural and place-based activities for our students and my colleagues.

Since 2014 I have brought my Hawai'i-CC, UH-Hilo and even Early College High School students to work with Pōhāhā I Ka Lani on the lands they tend at Waipi'o, including Nāpo'opo'o, Koa'ekea, and Waiholoa on the Waipi'o Valley Rim. To date I have brought over 400 students on 14 different huaka'i to learn from and work directly with Pōhāhā I Ka Lani.

Pōhāhā I Ka Lani share mo'olelo, their knowledge of place, history, environment, traditional agricultural practices, the significance of kalo, sustainability, and more. They help to guide our students through planting and harvesting kalo, maintaining and restoring the po'owai and 'auwai, outplanting native plants, removing invasive plants, and so much more. My students learn through listening, observation, and also through doing. Mālama 'āina is instilled in them through the experience at Waipi'o with Pōhāhā I Ka Lani, as is the importance of protocol and actions that are pono.

My students submit written reflections after their huaka'i, and these reflections testify to the powerful experiences they have had with Pōhāhā I Ka Lani. My students describe their growth on so many levels: academically, personally, culturally, spiritually. They speak of positive transformation, and also of the enjoyment that the huaka'i and time with Pōhāhā I Ka Lani bring. For many of my students, the huaka'i clarifies their vision of community, kuleana and their own personal paths forward.

In 2021 Pōhāhā i ka Lani has also graciously partnered with me to host other UH-affiliated groups at Waipi'o, including our Hawai'i CC/UH Hilo hālau hula called Kūkū'ena, as well as faculty members of Sustainability Committees at our college and university, and members of our student Sustainability Clubs. This year Pōhāhā i ka Lani established a partnership with the UH Office of Sustainability Americorps VISTA Sustainability Initiatives Program to continue to provide such opportunities for our campus and larger communities.

I will continue to bring my college students and colleagues to engage in the profoundly-significant educational/cultural activities at Waipi'o with Pōhāhā I Ka Lani, as the benefits for both our kauhale (community) and Waipi'o are so evident. I am appreciative of the work the organization has done for our communities and our wahi pana or storied places, and for the perpetuation of traditional Hawaiian practices and worldviews that our communities must continue to embrace with eagerness and pride as we move forward together.

Mahalo,

Drew E Kapp

Drew Kapp

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