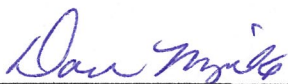


Application Submittal Checklist

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



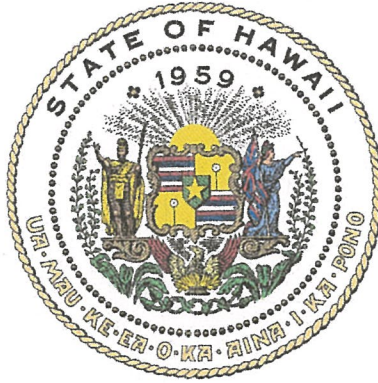
AUTHORIZED SIGNATURE

DANA MIYAKE PRESIDENT HAWAIIAN CANOE
RACING ASSOCIATION (HCRA)

PRINT NAME AND TITLE

1/16/2023

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

HAWAIIAN CANOE RACING ASSOCIATION

was incorporated under the laws of Hawaii on 12/11/1963 ;
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 16, 2023

Director of Commerce and Consumer Affairs





1/16/2023

To Whom It May Concern,

This is to confirm that if we receive a grant it shall be used for a public purpose.

Mahalo,

A handwritten signature in blue ink that reads "Dana Miyake". The signature is written in a cursive style.

Dana Miyake

Hawaiian Canoe Racing Association (HCRA)

President

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;

In the late 1940's, as outrigger canoe paddling continued to become more popular, a group of Oahu folks from different clubs would get together to talk about organizing a level of competition between the clubs. The discussions would include the places to hold the competition, the ages and distances, the officiating needed, and what to call the organization.

The list of people involved in the planning was impressive. John Lind, Samuel Fuller, Bob Fischer, Bill Capp, Duke Kahanamoku, Sarge Kahanamoku, John Kapua, John D. Kaupiko, Wally Froiseth and Stu Kalama were a few of the contributors among others.

In 1950 the Hawaiian Canoe Racing and Surfing Association was formed. Samuel Fuller, of Outrigger was the first president, and John Lind, of Waikiki Surf was the second.

Competition between Oahu clubs continued until 1963 when the Hawaiian Canoe Racing Association was registered as a not for profit corporation in the state of Hawaii. Neighbor island clubs began to join the association beginning in 1966.

In 2010, The Hawaiian Canoe Racing Association was registered as a nonprofit corporation with Dunne and Bradstreet.

2. The goals and objectives related to the request;

The goal of this request is to secure funding in order to successfully host the 2024 IVF World Sprints which is a prestigious international va'a event showcasing the Hawaiian culture, people and land. The International Va'a Federation is the governing body of the international va'a sport. It was founded in 1981 to establish pathways for va'a competition at the highest level. The intent was a steppingstone to one day have outrigger canoe paddling in the Olympics. The first World Sprints was held in 1984 in California. Like the Olympics the World Sprints are held every two years with different host countries submitting bids to win the privilege of

being the host. The last time Hawaii hosted the World Sprints was in 2004 in Hilo, Hawaii.

3. The public purpose and need to be served;

Outrigger canoe paddling is an essential part of the Hawaiian culture. The public purpose is to preserve, perpetuate and pass down knowledge from one generation to the next. This is needed to ensure the longevity of this Hawaiian practice and sport. The high cost associated with competing internationally limits the talent and number of competitors for Team Hawaii. Hosting this event in the islands that they were created, allows our paddling community and supporters to participate and cheer for the home team. Due to the financial burden of traveling internationally there is usually a much smaller delegation for Team Hawaii especially amongst the younger age divisions of 16 to 19 year old. Hosting this event will probably be a once in a lifetime opportunity to be able to compete at this level for our youth in the 16 to 19 age range.

This event also serves a secondary purpose in having a ripple effect within our local economy by helping to support major industries such as travel, hospitality and tourism and local businesses and local families.

4. Describe the target population to be served;

The target population is paddlers, ocean lovers, supporters, and spectators of Hawaiian canoe paddling. The Hawaiian Canoe Racing Association has approximately 10,000 paddlers with ages ranging from 9 to 83. We believe if you live in the State of Hawaii that outrigger canoe paddling should be in your life in some shape or form. This could mean you are a paddler, a spectator, a coach, or a supporter. By hosting an event at this magnitude, we have an opportunity to build the strongest Team Hawaii. We wish to inspire younger generations to seek a healthy lifestyle while also keeping hold of our traditions and sharing them with the world. Similar to other sport teams from Hawaii like the 2022 Little League Championships, this will help to instill a sense of place and responsibility to Hawaii.

5. Describe the geographic coverage.

Currently there are 35 countries that make up the International Va'a Federation. Previous hosts for the World Sprints include California, Tahiti, New Zealand, Samoa, New Caledonia, Fiji, Australia, Canada, Brazil and this past 2022 was held in London. There were 19 countries in attendance in London with the biggest

teams being Team Hawaii, New Zealand, Great Britain, Brazil, and Canada. Historically Tahiti has the largest delegation of paddlers and are planning to attend in Hawaii in 2024.

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:

2024 will mark 20 years since the last IVF World Sprints were held in Hawaii. The purpose of this proposal is to assist HCRA in hosting this International event for thousands of paddlers. This event attracts racers from all Hawaiian islands, the mainland, and up to 35 other countries. This race helps perpetuate the Hawaiian tradition of canoe racing, an activity at the heart of the islands' indigenous culture. Our goal is to inspire a younger generation of paddlers who are rooted in their culture, the land and the sea. In addition this is an opportunity to unify all of Hawaii paddlers throughout the State. Each paddler who qualifies for this event will represent Team Hawaii.

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

Once Hawaii was awarded the bid for the 2024 International Va'a Federal World Sprints in 2020 the planning process began. Hawaii Canoe Racing Association (HCRA) has previously hosted this event in 1988 and 2004. Several board members are still active now and serve as a resource of knowledge. There is also a binder containing the planning documents from 2004. The scope of work was identified shortly after winning the bid and the tasks along with responsibilities were assigned out. We have been meeting on the last Friday of each month since March 2022 and quarterly prior to that to review details associated with each task. Below is a brief description of each committee. I have also included a detailed excel spreadsheet which includes the tasks and responsibilities for each committee.

Merchandise – Create logo and colors for the event. Determine items to be sold, quantities to be ordered and pricing. Place order to ensure timely delivery of product to Hilo. Rental truck needed to store overstock and workers needed to sell all 10 days.

Website & Social Media – Find company to create website specifically for this event. Website has to be up no later than 1 year from the start of event. Social media posts to also begin 1 year out.

Finance & Grants – Find funding opportunities, submit grants by deadlines, document grants submitted and track any received. Follow up on grant report updates if needed.

Advertising & Marketing – Obtain sponsors banners and logos. Determine where certain sponsors will be showcased. Order advertising and marketing items such as banners, award banners, flyers, etc.

Course – Bids to be submitted for lane setters. Determine specifications and equipment needed to meet IVF requirements. Order now in case there is a delay in shipping or items need to come internationally.

Canoes – V6 Bids have been accepted for both V1 and V6 canoes. Contracts for funding of canoes need to be established. Deadlines for canoes to be in Hilo. Coordinating delivery of canoes after event to clubs or individuals who have purchased canoes.

Officials – Determine how many land and water officials are needed and how many days they are available. There is also a certain number of IVF officials required who will need flights, lodging and transportation.

Culture Night – Determine when Culture Night will take place, where, and time. Determine the order of countries and length of time each.

Practice Schedule – Create schedule for each country for days and times to practice prior to the official start of racing.

Logistics Equipment & Supplies – Create list of all supplies needed for each committee. Determine how much equipment can be borrowed and or obtained on Hawaii Island. If items need to be shipped in determine length of time to arrive in Hilo and storage facility.

Food Vendors – Publish announcement for food vendors along with criteria, calendar and price associated with being a food vendor.

Craft Vendors – Publish announcement for craft vendors along with criteria, calendar and price associated with being a craft vendor. Planning to have craft vendor similar to Merrie Monarch set up and possibly that same group of craft vendors.

Transportation – Create listing of local transportation. Meet with County of Hawaii regarding adding more shuttles in the Hilo area to accommodate the influx of paddlers and spectators.

Lodging – Reach out to local hotels and inquire on group rates. Block off rooms for officials. Meet with County of Hawaii to discuss other possible lodging opportunities.

Opening Ceremonies – Planning of the parade of nations on the water. Determine what Team Hawaii will do, who, how, and how long. I envision something like the kapa commercial from Kamohalii who I believe is from Big Island.

Closing Ceremonies – Planning for the closing ceremonies. Where will it be held, how long will it last.

Volunteers – Reach out to different groups for volunteers from other local non-profits or organizations such as Rotary club, Lions club, YMCA/YWCA, Hawaiian Kokua, First Hawaiian Kokua, etc.

Medical - Work with County of Hawaii on recommendations similar to Iron Man race held and who coordinates and handles their medical.

Media – Ocean 16 and Live Stream probably from Air Tahiti. Need to create credentials and count of authorized media people for each county. Need to determine designated area for media. Create media packages.

Sponsorship – Secure funding for hosting of event. If monetary funds are not available also seek in kind donations to lower expense costs.

Commentors – Locate and coordinate commentors for the 10 days. Reach out to local news stations to inquire on guest commentors. Reach out to UH Hilo to see if there are students able to assist with this.

Translators – Locate and coordinate translators for countries with the highest delegation of team members. Reach out to UH Hilo to see if students are available to assist.

Program/Race Schedule – Put together and print approximately 1,000 programs for sponsors. A digital online version also available.

Awards – Design and order within timeline to ensure timely delivery before event. Give sponsors the opportunity to be guest award presenters is a great promo and photo opportunity.

Security – County of Hawaii suggested reaching out to local Motorcycle club as they are economical and have been doing security for several other large events.

Activities/Cultural Experiences – Work with local businesses and non profits and what is available for promotion to visitors. The Hawaiian Voyaging Society has already signed up to offer workshops.

Communication – Securing sound system for the event is critical. Walk Talkies for all land and water officials is also necessary. A team of people to create communications to be posted online or on social media as well to ensure all countries are kept in the know.

Beach Master – Team of volunteers to designate racers to the appropriate canoes prior to race.

Water Officials – There seemed to be a lot of water officials and they would rotate shifts. We should ensure the water officials do not provide guidance on lane assignments.

Parking – Coordinate with County of Hawaii designated parking areas and possible restrictions. Ensure there are adequate handicap stalls. Probably need security and possible volunteers to monitor parking is uniformed.

Facilities – Determine and mark designated facilities for various groups such as Medical, VIP, Officials, Racers, Media, etc. Create signage and communication to ensure facilities are only used for those it is designed to.

VIP – Create and host a designated area for all VIPS such as Sponsors, Politicians, Actors/Actress, Sport Athletes, etc.

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

Committee	Deadline
MERCHANDISE	10/1/2023
WEBSITE & SOCIAL MEDIA	8/1/2023
ADVERTISING & MARKETING	8/1/2023
FINANCE & GRANTS	7/30/2023
COUNTY OF HAWAII	8/1/2023
Permits	8/1/2023
Overall Map for Venue	3/1/2023
Country Tent Map	3/1/2024
Official Stand	4/1/2024
Police	2/1/2024
Scaffolding	8/10/2024
Toilets	8/13/2023
Fencing	8/13/2023
COURSE	8/1/2023
Lane Setting	2/1/2023
Course Map	8/1/2023
CANOES	8/1/2024
V6	8/1/2024
V1	5/1/2023
Va'a Riggig & maintenance items	7/1/2024
OFFICIALS	8/1/2023
Water Officials	8/1/2023
Beach Master	8/1/2023
CULTURAL NIGHT	6/1/2024
PRACTICE SCHEDULE	4/1/2024

LOGISTICS EQUIPMENT & SUPPLIES	8/1/2023
Trailing	4/1/2024
Sound System	4/1/2024
Computers, Electronics, Printers, Walkie-Talkie	4/1/2024
FOOD VENDORS	8/13/2023
CRAFT VENDORS	8/13/2023
TRANSPORTATION	8/13/2023
LODGING	2/1/2023
OPENING CEREMONIES	8/13/2023
Leis (for special people)	8/1/2023
CLOSING CEREMONIES	8/13/2023
VOLUNTEERS	8/13/2023
MEDICAL	8/13/2023
WADA Drug Testing	8/13/2023
Para Classifier	8/13/2023
MEDIA	8/13/2023
SPONSORSHIP	8/1/2023
COMMENTATORS	8/13/2023
TRANSLATORS	8/13/2023
PROGRAM/RACE SCHEDULE	7/1/2024
AWARDS	9/1/2023
Stage	4/1/2024
SECURITY	8/13/2023
ACTIVITIES/CULTURAL EXPERIENCES	3/1/2023
COMMUNICATION	8/1/2023
PARKING	2/1/2024
FACILITIES	8/1/2024
MEMORIAL	8/13/2023
VIP	4/1/2024

2024 IVF World Sprints

JOB	HCRA Primary	MOKU Primary	Vendor	Notes/Details	Deadline	Comments:
MERCHANDISE	Eli		Vik @ Happy Shirts	Select and order merch; Post pics online; provide details on tables, chairs, power, # of bodies needed. Sales team headed by ? Banking is Barb; Truck rental and merch pickup. Meet w/Vik - Ideas	10/1/2023	Volunteer list needed, hours of operation, days
WEBSITE & SOCIAL MEDIA	Noe			Need professional for website. Asked Jen Romano about Na Opio assisting with Social Media ideas and being on committee.	8/1/2023	Need to locate person/company and receive quote
ADVERTISING & MARKETING	Dana			Advertising on HCRA website, program, banners, etc.	8/1/2023	Logos for canoes for sponsors
FINANCE & GRANTS	Dana			HTA, OHA, County of Hawaii		
HTA					11/1/2023	CEP will probably be 11/1/2023 for 2024 Disbursements, OHA Jan 2023 new programs offered. Awaiting response from Hawaii Island rep they were emailed in Aug 2022.
OHA					1/1/2023	All grants closed new openings in Jan 2023
State of Hawaii					1/20/2023	Letter sent to Senator Kanuha along with sponsorship package
COUNTY OF HAWAII	Sam	MOKU				
Permits			County, State, DLNR, Parks, Water, etc	Verify County permits in place for all agencies - County, State, DLNR, etc	8/1/2023	Submit proper paper work at the earliest possible date. County already has tentative timeline we just need to submit the paperwork accordingly when we can. Contact HCRA for checks to be submitted with paperwork
Overall Map for Venue				Prep map to show where canoe staging/trailers/boats will be; vendor/food tents if any are; official tents; Medical tents	3/1/2023	Create detailed map of area set up. County probably has copy from 2004
Country Tent Map				Final tent map determined once country count completed probably March 2024. Check with County on recommendations for tent vendors.	3/1/2024	Can begin rough draft biggest countries Tahiti, New Zealand, Australia, Canada and Hawaii
Official Stand				Sam to provide # of tables/chairs/power, etc. needed. Power needed on the levels of scaffolding for video and also below for computers, printers, sound equipment, and TV monitor.	4/1/2024	County may have a stand we can use possibly utilize the tower from 2023 States

Police			HPD	Per County meeting they will make additional patrols. They strongly suggest additional officers for cross areas	2/1/2024	This would be a good ask by the State to cover. If State cannot cover what is the minimum need and estimated cost.
Scaffolding				Who will be constructing and how much time is needed	8/10/2024	What adjustments if any from a State race
Toilets				County to recommend	8/13/2023	
Fencing				County will let us borrow	8/13/2023	
COURSE	Sam/Kaili	MOKU				
Lane Setting				HCRA to order flags, large and smaller IVF rules has specifications. IVF Race Rules has specifications. Need bids	2/1/2023	
Course Map				Google map picture, IVF to review	8/1/2023	States in Hilo great time to see course
CANOES	Dana				8/1/2024	
V6				ARE sponsoring V6 canoes. HCRA to pay shipping. Seeking sponsorship or grant from Young Brothers to cover shipping.	8/1/2024	Storage of V6 canoes until event
V1				Contract from Mike Giblin received. Need to review and sign.	5/1/2023	Need to work out logistics for V1. Payment due dates and V1 selection
Va'a Riggig & maintenance items				Saddles, straps, rope, bailers, spongers, buckets	7/1/2024	Ask for donations from Home Depot, Ace
OFFICIALS	Kaili	MOKU		How many and roles?	8/1/2023	Obtain list of qualified officials and availability
Water Officials				Need 4 boats for 10 days. Must be insured and provide proof. Split among many people. Set 1 year in advance	8/1/2023	\$500 each for the day
Beach Master				Point person each day to designate what teams go to which canoes		
CULTURAL NIGHT	Noe	MOKU		Need to determine day, time, format, how many countries and time allotment	6/1/2024	Determine how Team Hawaii will be represented. Faa from IVF can MC as she did in London
PRACTICE SCHEDULE	Kaili			Days and time slots per country	4/1/2024	Need publication and notification to all countries. Flexibility to change if flight delays
LOGISTICS EQUIPMENT & SUPPLIES	Kaili	MOKU				
Trailer				Need deadlines for shipping; cost p/trailer; contact information for HCRA. There is Matson grant and Young Brother grants available. Will add to grant committee or possibly request sponsorship	4/1/2024	Need updating information for shipping tab. Email Young Brothers requesting quote and shipping dates.
Sound System				Need vendor and cost of same	4/1/2024	What day and time does sound need to be up?
Computers, Electronics, Printers, Walkie-Talkie				Figure out everything we need with counts and costs. Maybe county has items we could borrow.	4/1/2024	States will give us a rough estimate

FOOD VENDORS	Heather	MOKU		County suggested Food Trucks and has a list.	8/13/2023	Determine booth cost. \$275 for States. Determine booth cost. States is \$125 for the day. Estimate \$300 HCRA, \$400 Non HCRA
CRAFT VENDORS	Heather	MOKU		Need the map, how many spots, any restrictions. Prep and post vendor contract, Barb to take \$. Final list to be published online and in program.	8/13/2023	Determine booth cost. States is \$125 for the day. Estimate \$150 HCRA, \$200 Non HCRA or (\$100 a day per vendor)
TRANSPORTATION	Sam	MOKU		Free buses, work with County on more shuttles. We might have to pay for shuttle buses	8/13/2023	Need map routes times, schedules
LODGING	Dana	MOKU		Met with Linda Hilo Castle and HCRA/IVF rooms have been blocked for States, Trials and World Sprints	Rooms have been blocked	
OPENING CEREMONIES	Noe			Hula? Canoe parade, paddler parade, determine day, time	8/13/2023	Kamohoalii? Kamehameha Schools? Charter Schools?
Leis (for special people)				Need list of who should be recognized such as County, State, Senators, Important families, Dignitaries from other countries	7/15/2019	7/26/19 West Kauai canoe club donated 20 kukui nut lei. Do we have a list of who they should go to? Do they go to scholarship.
CLOSING CEREMONIES	Noe			Flag ceremony	8/13/2023	
VOLUNTEERS	Noe	MOKU		Reach out to non paddling organizations - Lions Club, Rotary Club, Hawaiian Airlines Kokua, Surfrider Foundation, FHB Kokua, other local non profits, post sign up for community churches, spectators can sign up to help.	8/13/2023	
MEDICAL	Keri	MOKU		Inquire from county what is required or recommended. Reach out to medical hospitals about volunteers. Special identification for paddlers who are first responders.	8/13/2023	
WADA Drug Testing	Tori-IVF			Need two volunteers each day one female, one male	8/13/2023	Determine facility for testing or do we do it onsite
Para Classifier	Tori-IVF			IVF will publish the dates for this	8/13/2023	
MEDIA	Mike			OC16, Local Hawaiian Stations, Determine location and how many passes per country	8/13/2023	Need to create media packages for other countries Tahiti, New Zealand, Brazil
SPONSORSHIP	Dana			Sponsorship package created along with Power Point.	1/1/2023	List of top 60 most profitable Hawaii companies in 2021/2022 to reach out to for sponsorship.
COMMENTATORS	Lapule	MOKU			8/13/2023	
TRANSLATORS	Lapule	MOKU			8/13/2023	

PROGRAM/RACE SCHEDULE	Dana			Determine # of programs; Be sure to triple chec all sponsors are included. Digital copies should also be available	7/1/2024	This could possibly be a school project item or possible Kamehameha would sponsor this type of brochure. Ask County/UH Hilo/Hotels to bring daily race schedule
AWARDS	Dana			IVF to provide counts and will need 1, 2, 3 club overall award. Flags for all countries. Typically the country is supposed to bring 2 but have a back up plan	9/1/2023	Jon Fritz jon@alwaysadvancing.net. Vic is also an option
Stage				Need stage and flag behind each place along with music for each country	4/1/2024	Reach out to UH Hilo possibly for school project gathering all the anthems for the countries
SECURITY	Kaili	MOKU		Need security for canoes. County recommended local motorcycle clubs are pretty economical and have done similar security for other events.	8/13/2023	Dana has contact with motorcrlc club she can reach out to for quotes.
ACTIVITIES/CULTURAL EXPERIENCES	Noe	MOKU		Partner with County/HTA on best way to promote	3/1/2023	County can engage business community
COMMUNICATION	Dana	MOKU		Need to determine timeline for country communications, HCRA communications and Hawaii Island communications	3/1/2022	Monthly meetings on the last Friday of the month began. As we get closer more frequent meetings will need to be determined.
PARKING	Heather	MOKU		County has offered parking where Merrie Monarch is which is about a half mile walk to venue. Map will need to be created and posted to website. If any no parking areas those need to be clearly communicated; Parking permits for officials closer to site	2/1/2024	Monitor how States parking went. Determine if we need parking control.
FACILITIES	Kaili	MOKU		What access is needed for facilites. Ensure all codes, keys are obtained for anything needed.	8/1/2024	
MEMORIAL	Mike			Do something similar like laterns of love, flower drop, wind shield banner with names - donations to recognize a loved one and can give to some Hilo Charty	8/13/2023	Ideas on what we could do to honor paddling icons Uncle Bo, Uncle Gilbert, Walter, etc
VIP	Mike	MOKU		Do we need this and if so what does it look like, where and when.	4/1/2024	

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

The quality of the event will be evaluated with a couple mini events. The first will be the HCRA State Championships to be held in Hilo in August of 2023. The second will be the HCRA World Sprint trials to be held in March of 2024. This is where HCRA, IVF, the County and the community will work together to try out the racecourse, event set up, officiating, parking, and security to ensure a successful event in August 2024. After each event there will be a lesson learned meeting to discuss any areas that need to be improved upon before the next event takes place. In addition, there will also be a survey given out to each participating club to gain additional information about participation perception and any areas for improvement or amplification. Surveys will be integrated into our lessons learned meetings and be utilized for our quality assurance and event feedback data.

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.

In order to host this event 26 six person and 26 one- person canoes are required along with a specified race course that can accommodate eight straight lanes and five turning lanes. Requested funding will be used specifically for the canoes and purchase of regulation race course equipment such as flags, anchors, buoys, line as well as the professionals experienced to set and monitor the race course for the entire ten days of racing. The measurement of effectiveness will be 1. The purchase of canoes 2. The purchase of the equipment for the race course including flags, buoys, anchors, and lines 3. Hiring of professionals to set and monitor the lanes. All three foundational components will assist

Hawaiian Canoe Racing Association in the ability to host this event in
our home state of Hawaii.

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) see enclosure
 - b. Personnel salaries and wages (Link) see enclosure
 - c. Equipment and motor vehicles (Link) see enclosure
 - d. Capital project details (Link) see enclosure
 - e. Government contracts, grants, and grants in aid (Link) see enclosure
2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2024.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$25,000	\$25,000	\$25,000	\$25,000	\$100,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2024.

Listing of all income sources

Entry Fees

Large Corporate Business Sponsorships

Other grants such as Matson, HTA and OHA

Merchandise Sales

Small Business Finals Sponsorship

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.

The Hawaiian Canoe Racing Association has not received any state or federal tax credits within the last three years nor has HCRA applied for any capital projects.

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 2024 for program funding.

The Hawaiian Canoe Racing Association has not received any contracts, grants or grants in aid within the prior three years so there is no funding being received at this time for fiscal year 2024.

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2022.

See enclosed 2023 Budget

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2023 to June 30, 2024

Applicant: _____

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				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
TOTAL PERSONNEL COST				
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES				
C. EQUIPMENT PURCHASES	100,000			
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	100,000			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	100,000	Dana Miyake 925-998-2984		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested		<i>Dana Miyake</i> 1/16/2023		
(d) Total Private/Other Funds Requested		Signature of Authorized Official Date		
TOTAL BUDGET	100,000	HCRA President _____		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2023 to June 30, 2024

Applicant: Hawaiian Canoe Racing Association _____

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
As a non profit all positions are volunteer				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				\$ -
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2023 to June 30, 2024

Applicant: ___Hawaiian Canoe Racing Association

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Va'a one person canoes	26.00	\$3,850.00	\$ 100,100.00	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:	26		\$ 100,100.00	

JUSTIFICATION/COMMENTS:

It is a requirement to have 26 one person canoes and a race course with certain specifications to host this event.

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

JUSTIFICATION/COMMENTS:

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2023 to June 30, 2024

Applicant: Hawaiian Canoe Racing Association.

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: 2021-2022	FY: 2022-2023	FY:2023-2024	FY:2023-2024	FY:2024-2025	FY:2025-2026
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	100000	0	0	0
TOTAL:	0	0	100,000	0	0	0
JUSTIFICATION/COMMENTS:						
It is a requirement to have 26 one person canoes and a race course with certain specifications to host this event.						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Hawaiian Canoe Racing Association _____

Contracts Total: -

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	HCRA does not currently have any contracts or grants with any of the government agencies				
2					
3					
4					
5					
6					
7					
8					
9					
10					
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25					
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28					
29					
30					

HAWAIIAN CANOE RACING ASSOCIATION BUDGET 2023

	Budget 2023
Income	
Membership dues	10,625.00
Grants	15,000.00
I.D. Cards	8,600.00
Interest	20.00
Sprints Trials and Intent to Participate	36,000.00
State Races	
Concession	4,000.00
Entry Fees	28,800.00
Fines and Late Registration	100.00
Merchandise	100,000.00
Protests	50.00
Total State Races	132,950.00
Total Income	203,195.00
Expenses	
Bank Fees	60.00
Board Meetings	
Annual Meeting	3,500.00
Lane draw	1,000.00
Meeting Luncheon Expenses	500.00
Travel	5,000.00
Total Board Meetings	10,000.00
General Excise Tax	5,000.00
Board of Director's Insurance	744.00
Dues - IVF	200.00
Quickbooks Online	785.20
Scholarship	10,000.00
State Championship	
Dumpster	2,800.00
Generator Rental	600.00
Lane Setting	3,000.00
Medals	2,800.00
Merchandise	44,000.00
Merchandise - Credit Card Fees	2,700.00
Merchandise - Other expenses	1,400.00
Merchandise - Truck Rental	400.00
Miscellaneous	100.00
Official Boats	4,200.00
Official's Lunches	1,000.00
Official's Shirts	2,100.00

Parking Attendants	1,000.00
Sanitation	1,500.00
Scaffolding	
Security	3,000.00
Travel	5,000.00
Trophies	1,500.00
Total State Championship	<u>77,100.00</u>
Website Expenses	2,000.00
World Sprints	
Canoe Rentals/Supplies	2,000.00
Entry Fees	
Escort Boat	
Insurance WS Paddlers	
Lane Set	
Official's Lunches/Meetings	
Per Diem	
Protests	
Registration	22,500.00
Supplies	
Travel	8,500.00
World Sprints Uniforms	3,000.00
Total World Sprints	<u>36,000.00</u>
Total Expenses	<u>141,889.20</u>
Net Income	<u><u>61,305.80</u></u>

Tuesday, Jan 10, 2023 06:07:17 PM GMT-8 - Cash Basis

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.

The current HCRA executive board is as follows:

President – Dana Miyake first joined Hawaiian Canoe Racing Association (HCRA) as the Kauai Outrigger Association (KOA) delegate in 2014. She is a paddler of 42 years. Dana has coached Na Opio and adults for the last 30 years. She served as President for Kukui’ula Outrigger Canoe Club from 2009 to 2013, President for Kauai Hoe Wa’a 2010 to 2022. Race Director for KOA from 2014 to 2019. HCRA Vice-President in 2019 and newly elected HCRA President as of 2022. She was integral in coordinating the 2019 HCRA State Championships on Kauai. In her role as Race Director for KOA she also organized the Na Pali Challenge. She was able to help secure a grant from Hawaii Tourism Authority in 2019 for HCRA State Race on Kauai in 2019 and Hawaii Community Funding contract number CON 19055 for \$30,000. She also assisted with the grant writing for rebuilding of Hui O Mana Ka Pu’uwai Canoe Club after flooding in 2019. Hui O Mana Ka Pu’uwai was granted from Hawaii Community Funding grant 11175 for \$30,000 and Youth_2022_00001071 for \$20,000. The first grant was for repairs to canoes from the flooding and the second was to assist with the High School Program for Kapa’a High School which Dana is the currently Varsity Girls coach in addition to also being an assistant coach to the Hui O Mana Ka Pu’uwai Na Opio program where several of her high school paddlers are also members.

Vice-President/President Elect – Keri Mehling – Has been a part of the paddling community for over 22 years. Her first year she was trained as a stand official, leading to serving every year since as a stand or water official and even a stint as MCHCA's race director. That in turn led to participation representing Maui at the HCRA level, and learning the ropes as an Association and club representative. In 2020, she was elected as HCRA President and served in that role in addition to HCRA secretary, on the Bylaws, Merchandise and Insurance committees and handling HCRA's litigation.

Race Commissioner - Samantha Moikeha – Samantha is also the current IVF Vice-President. She has been involved in the paddling community in Hawaii for close to 40 years. Throughout her life she has gained experience, knowledge, and background in participating, coaching, operations, safety, officiating, training, and networking. Prior to her current position as Race Commissioner, she served as the HCRA Race Secretary charged with managing and facilitating the racing matters of HCRA. Her passion is in working with younger generation participants who are eager to learn more about the leadership and operational needs of our races.

Secretary - Heather Murakami – Has been involved in outrigger canoe paddling for over 30 . She is a member of Lokahi Canoe Club and was their club representative a decade or so ago. She is also a member of and sometimes officer for the Hawaii State Association of Parliamentarians, Democratic Party of Hawaii (DPH), and Oahu College Band/Kukui High Alumni Band. Rules are here area of expertise.

(HCRA, Hui Waa), party and convention rules (DPH).

Treasurer - Barbara Query - Barbara has been involved with HCRA and MCHCA since 2004. In 2004, she served as HCRA Treasurer until 2007 and is the current HCRA treasurer. She also served as HCRA Merchandise Chair from 2008 to 2012. At the Maui level, she served as the MCHCA treasurer from 2004 to 2007 and the MCHCA President/HCRA representative from 2008 to 2011. She is also active at Hawaiian Canoe Club where she has served as director/secretary from 2006 to present. Barbara is a Certified Public Accountant and has been practicing in public accounting since 1996.

Race Secretary – Noe Fox -Extensive background in Race Secretary duties as they relate to the sport of outrigger canoe paddling in Hawaii. Noe has served in various positions from a club level, association level, and most recently a state level as the Assistant Area-Coordinator. Starting as a club representative has helped her gain an understanding of what works for clubs of different sizes and then implementing procedures and processes that keep registration tasks accessible to everyone involved. Her most recent process streamlined registration and results for the HCRA: World Sprints Time Trials in February. This process moved registration to 100% online, mimicking the procedures that she put in place at Hui Wa'a as their Race Secretary for almost 6 years. She has been instrumental in making the crew entry process at State Race more efficient and also serves as the current registrar (Race Secretary) for the Na Opio Canoe Racing Association, which she has been a volunteer for many years. From club rep to registrar, to Race

Secretary, her background working in different associations helps Noe work well with others to make sure we can get as many paddlers on the water as possible (when it is safe!).

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.

The staffing pattern for hosting the 2024 IVF World Sprints is the Hawaiian Canoe Racing Association executive board along with the 76 canoe clubs who belong to the association. The executive boards qualifications and experience were provided under Experience and Capability Section V. 1. Necessary Skills and Experience. These are the same people who will be heading the committees or appointing capable individuals who have assisted with similar events. The executive board has an accumulation of 170 years worth of experience and they will supervise, train and provide administrative direction relative to the request.

2. Organization Chart

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

See enclosed multi-purpose organizational chart from 2021. The only change for 2023 is Dana Miyake is now President and Keri Mehling is President Elect/First Vice President.

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.

All positions are volunteer with no compensation to any officers, directors or employees.

HCRA

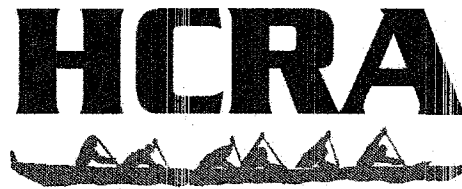


Hawaiian Canoe Racing Association
 2145 Kaohu Street, Suite 203
 Wailuku, Hawaii 96793
www.hcrapaddler.com

OFFICERS		
PRESIDENT	Keri C. Mehling 1741A Halama Street Kihei, HI 96753	(808) 276-1080 C (808) 446-7357 W kerionmaui@yahoo.com
PRESIDENT ELECT/FIRST VICE PRESIDENT	Dana Miyake	(925) 998-2984 C dana.miyake@adp.com
SECRETARY	Heather N. Murakami 1111 Wilder Ave., #18B Honolulu, HI 96822	(808) 224-8403 C heather.murakami@gmail.com
TREASURER	Barbara Querry	(808) 283-1051 C barbara.querry@gmail.com
RACE COMMISSIONER	Samantha Moikeha	(808) 450-4235 C (808) 455-6365 H smoikeha@gmail.com
RACE SECRETARY	Charray Noe Fox	(808) 306-9403 C huiwaaracesec@gmail.com chay35@yahoo.com
IMMEDIATE PAST PRESIDENT	Mike Atwood	(808) 937-3255 C (808) 325-9534 H no1paddle@hawaii.rr.com matwood050@gmail.com

MEMBER ASSOCIATIONS and DIRECTORS		
KAUAI OUTRIGGER ASSOCIATION (KOA) P.O. Box 662014 Lihue, HI 96766 http://www.koapaddler.org/	Elle Miyake	(808) 651-4346 dakine312@yahoo.com
	Tenley Ueda	(808) 346-4034 tenleyueda@gmail.com
	*Peter Chow	(808) 651-7298 opihichow@gmail.com
MAUI COUNTY HAWAIIAN CANOE ASSOCIATION (MCHCA) P.O. Box 46 Wailuku, HI 96793 http://imuamchca.com/	Jenn Buck	(480) 248-5182 C jennmbuck@gmail.com
	Kaili Moikeha	(808) 630-3831 C tbssinc@gmail.com
	*Keone Ball	(808) 357-4092 C keoneball@gmail.com

*Designated alternate



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MEMBER ASSOCIATIONS and DIRECTORS		
MOKU O HAWAII OUTRIGGER CANOE RACING ASSOCIATION (MOHOCRA) P.O. Box 4484 Kailua-Kona, HI 96745 http://www.mokuohawaii.com/	Doug Bumatay	(808) 987-5480 C dabumatay@aol.com
	Carolyn Carter	(808) 989-4877 C cleilanicarter@gmail.com
MOLOKAI CANOE RACING ASSOCIATION (MCRA)	B. Rita Kalahiki	(808) 567-9029 H (808) 658-0728 C brkalahiki1959@gmail.com
	Liko Wallace	(808) 553-5071 H (808) 658-0714 C likowallace@ymail.com
	*Keani Rawlins-Fernandez	(808) 351-0263 C Keani_nwr@msn.com
NA OHANA O NA HUI WAA (NOONHW) P.O. Box 29123 Honolulu, HI 96820 http://www.huiwaa.com/	Charray Noe Fox	see above
	Eli Nakahara	(808) 546-9969 C eli.nakahara@gmail.com
	*Heather Murakami	see above
	*Steve Silva	(808) 479-6107 C steve@stsplumbinghawaii.com
OAHU HAWAIIAN CANOE RACING ASSOCIATION (OH CRA) P.O. Box 2498 Honolulu, HI 96804 http://ohcra.com/	Luana Froiseth	(808) 330-4774 C luanafroiseth@aol.com
	Lapule Schultz	(808) 220-8251 C lapule@ohcra.com
	*Yvette Akamu	(808) 669-4009 C yvette@ohcra.com
	*Lisa Ho	(808) 780-3741 C lisa@ohcra.com
	*Siana Hunt	(808) 330-7291 C sianakolea@gmail.com siana@ohcra.com
	*Pua Paaina	(808) 554-9226 C pua@ohcra.com

*Designated alternate



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MEMBER ASSOCIATIONS and DIRECTORS		
AFFILIATE MEMBERS		
HUI PAKOLEA P.O. Box 363 Kailua, HI 96734	Mele Pochereva	(808) 262-8556 H (808) 286-8830 C mele@melepr.com
NA OPIO CANOE RACING ASSOCIATION (NOCRA) P.O. Box 29321 Honolulu, HI 96820	Jen Romano	(808) 306-2499 C keolaokekai18@gmail.com
NA WAHINE O KE KAI http://www.nawahineokekai.com/	Suzi Mechler	(808) 341-1801 C suzimechler@hawaii.rr.com
	Molly Mosher-Cates	(808) 256-4760 C mcates808@gmail.com
	*Carleen Ornellas	(808) 282-3207 C caornel@hotmail.com

2021 STANDING AND SPECIAL COMMITTEE CHAIRS AND MEMBERS		
BYLAWS	Dana Miyake	see above
FINANCE	Barbara Querry	see above
RACE RULES	Heather N. Murakami	see above
NOMINATIONS	Jenn Buck	see above
INFORMATION, HISTORY AND TECHNOLOGY	Mike Atwood	History – see above
	Jonathan Grayson	Information Technology (808) 557-1188 C jjgrayson@mindspring.com
CANOE SPECIFICATIONS and EQUIPMENT COMMITTEE (CSEC)	Mike Atwood	see above
	Mike Willett	(808) 256-1329 mwillett2@hawaiiantel.net
DISCIPLINE	Keri C. Mehling	see above
	Luana Froiseth	see above
INSURANCE	Keri C. Mehling	see above

*Designated alternate

HCRA



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2021 STANDING AND SPECIAL COMMITTEE CHAIRS AND MEMBERS		
ELECTRONIC SIGNATURE COMMITTEE – an INSURANCE Subcommittee	Mike Atwood Charray Noe Fox Samantha Moikeha	see above see above see above
IVF/WORLD SPRINTS	Samantha Moikeha Kaili Moikeha	see above see above
WORLD SPRINTS 2024 – HILO	Dana Miyake MOHOCRA designate	see above TBD
MERCHANDISE	Ron Torres Eli Nakahara	(808) 429-8002 hcramerchandise@gmail.com see above
SPONSORSHIP	Dana Miyake Samantha Moikeha Barb Querry	see above see above see above
SCHOLARSHIP	Eli Nakahara Luana Froiseth	see above see above
ANNUAL MEETING MINUTES APPROVAL COMMITTEE	Mike Atwood Keri C. Mehling Dana Miyake Heather N. Murakami	see above see above see above see above

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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.

Not applicable

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.

Not applicable

4. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2023-24 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2023-24, but
- (b) Not received by the applicant thereafter.

Not applicable