

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

Type of Grant Request:

Operating

Capital

Legal Name of Requesting Organization or Individual: DbA:

Our Pasifika

Amount of State Funds Requested: \$ 428,625

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

This cultural documentation Grant Activity will help Hawaii's Hawaiian, and other Polynesian groups, safeguard their music, performances, art, designs, and other traditional cultural expressions by digitizing them. Our team will inventory and develop a Traditional Knowledge Digital Library for the protection, conservation, development, and use of Traditional and Indigenous Knowledge.

Amount of Other Funds Available:

State: \$ _____

Federal: \$ _____

County: \$ 200,000

Private/Other: \$ _____

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

\$ 0

Unrestricted Assets:

\$ 1,000

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:

4369 Lawehana Street, Suite A2

City:

State:

Zip:

Honolulu

HI

96818

Contact Person for Matters Involving this Application

Name:

Kelina Handley

Title:

President

Email:

ourpasifika@gmail.com

Phone:


(808) 203-8961

Federal Tax ID#:

██████████

State Tax ID#

██████████



Authorized Signature

Kelina Handley, President

Name and Title

01/19/2023

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

KELINA HANDLEY, PRESIDENT

PRINT NAME AND TITLE

01/19/2023

DATE

Application for Grants

If any item is not applicable to the request, the applicant should enter “not applicable”.

I. Certification – Please attach immediately after cover page

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

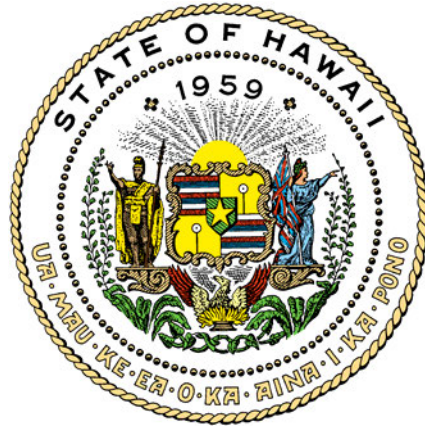
If the applicant is an organization, the applicant shall submit one (1) copy of a certificate of good standing from the Director of Commerce and Consumer Affairs that is dated no earlier than December 1, 2022.

2. Declaration Statement

The applicant shall submit a declaration statement affirming its compliance 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](#).



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

OUR PASIFIKA

was incorporated under the laws of Hawaii on 06/13/2022 ; 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 19, 2023

Director of Commerce and Consumer Affairs

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

The undersigned authorized representative of the applicant certifies the following:

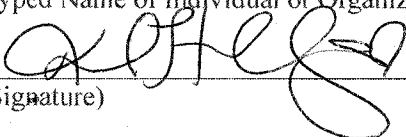
- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant is awarded;
 - b) Complies with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
 - c) Agrees not to use state funds for entertainment or lobbying activities; and
 - d) Allows the state agency to which funds for the grant were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and ensuring the proper expenditure of the grant.
- 2) If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is incorporated under the laws of the State; and
 - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant is awarded shall be conducted or provided; and
- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
 - b) Has a governing board whose members have no material conflict of interest and serve without compensation.
- 4) The use of grant-in-aid funding complies with all provisions of the Constitution of the State of Hawaii (for example, pursuant to Article X, section 1, of the Constitution, the State cannot provide "... public funds ... for the support or benefit of any sectarian or nonsectarian private educational institution...").

Pursuant to Section 42F-103, Hawaii Revised Statutes, for grants used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant was awarded and disposes of the land in fee simple or by lease, the organization shall negotiate with the expending agency for a lump sum or installment repayment to the State of the amount of the grant used for the acquisition of the land.

Further, the undersigned authorized representative certifies that this statement is true and correct to the best of the applicant's knowledge.

Our Pasifika

(Typed Name of Individual or Organization)



(Signature)

01/19/2023

(Date)

Kelina Handley

(Typed Name)

President

(Title)

January 19, 2023

Senate Committee on Ways And Means
House Committee on Finance
415 South Beretania St.
Honolulu, HI 96813

RE: 2023 GIA Public Purpose

Dear Honorable Legislators:

I, hereby, certify that Our Pasifika 2023-24 GIA proposal will be used for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes.

Sincerely,

A handwritten signature in black ink, appearing to read 'Kelina Handley', written in a cursive style.

Kelina Handley
President

II. Background and Summary

Concisely summarize/highlight request to provide State Leg a broad understanding of the request. Please include the following:

1. *A brief description of Our Pasifika’s background;*

Aloha Hula Supply -- a Hula, Tahitian, Māori, Samoan, and Tongan implement, costume, and dance supply store -- created Our Pasifika, a 501c(3), in June 2022. Our Pasifika’s mission is to prevent the loss of Polynesian kupuna’s rich Traditional Knowledge, skills, practices, and technologies by digitizing them and offering the global community online Polynesian art form workshops and tutorials.

This cultural documentation Grant Activity will help Hawaii’s Hawaiian, and other Polynesian groups, safeguard their music, performances, art, designs, and other traditional cultural expressions by digitizing them. Our team will inventory and develop a Traditional Knowledge Digital Library for the protection, conservation, development, and use of Traditional and Indigenous Knowledge.

We want our Polynesian communities to have their own Intellectual Property — in the form of digital photographs, audio-visual material, sound recordings and databases — and subsequently exercise control and make informed decisions on access and use by third parties.



2. *The goals and objectives related to the request;*

The nascent Polynesian Traditional Knowledge Digital Library will be expanded so 30 Polynesian kupuna can have their Traditional Knowledge digitized. Intellectual Property policies, protocols, and technology will manage the digitized cultural documentation in a Polynesian culturally respectful way. The global community will have free access to the Polynesian Traditional Knowledge Digital Library.

Prime Minister of the United Kingdom Winston Churchill said: *“Those that fail to learn from history are doomed to repeat it.”* History never repeats itself. Every single historical moment is distinct from those in the past. However, we must learn from our past mistakes so that we do not run the risk of repeating them. This is the value of traditional knowledge. If it

is not properly documented, analyzed, and disseminated, traditional knowledge may be lost forever. Knowledge that is gained but unavailable to others is – *in many instances* -- an incalculable waste.

“From the arrival of foreigners on the Hawaiian Islands up until the present day, the Native Hawaiian culture and population has been largely suppressed and has struggled to survive, nearly becoming extinct. This is due to the integration of Western influences through missionary work, the spread of foreign diseases, the introduction of a capitalist economy, and the annexation of Hawaii in 1898. Because of this, the native Hawaiian language has been almost completely lost, the native population has shrunk and has suffered higher rates of illness, poverty, and homelessness, and Hawaiians have had to constantly fight for the sovereignty of their culture. However, cultural revival is currently underway from a recent resurrection of Hawaii’s preservation and celebration of traditional practices.” (Source: Struggle for Hawaiian Cultural Survival, By Emma Kauana Osorio)

“We are slowly learning how crucial traditional knowledge and language diversity is in areas such as biological diversity, especially with the rapid decline of rare plant and animal life in unique ecosystems around the world. Their unique properties have long been recorded by indigenous groups through their language—if anyone had ever cared to look and listen. In many places, scientists are finding -- to their surprise -- that traditional knowledge is on a par with many scientific discoveries. As many endangered languages die out, so do the unique discoveries their speakers have preserved across generations in their oral histories.” (Source: “What We Lose When We Lose Indigenous Knowledge.” <https://daily.jstor.org/what-we-lose-when-we-lose-indigenous-knowledge/>)

Our Pasifika’s team understand that when it comes to documenting Traditional Indigenous Knowledge systems, it is important to consider associated cultural and ethical considerations related to its access and use. In our case, it is crucial to look outside the traditional westernized system of unrestricted access and collaborate with Polynesian communities to integrate Indigenous curatorial models and ways of sharing knowledge. Polynesian nations have the right to maintain control of their knowledge and cultural materials based on their communities’ cultural protocols, when adding their expertise and narratives to the public record.

Therefore, one of the most important things Our Pasifika has done is commit to working with and respecting the needs and desires of Polynesian nations. Many currently collecting institutions – museums, for example -- are intimately tied to the



colonization process. While many of these institutions are beginning to build meaningful and mutually beneficial relationships, they can still come from a colonial legacy. Our Pasifika's efforts to build stronger relationships with Polynesian communities, and incorporating Indigenous Knowledge appropriately, will create FY24 Grants in Aid Appendix A Tier II: Grant Proposal Page 9 more robust, respectful, and accurate narratives.

Our Mantra in collaborating with Polynesian Indigenous communities:



- We are respectful when consulting with Polynesian communities and build trust.
- We listen, have an open-mind, and strive to understand Polynesian perspectives and ways of knowing. Polynesian kupuna have a wealth of knowledge and expertise, which should be valued.
- We are equal partners, building meaningful and mutually beneficial relationships where outcomes will benefit Polynesian communities and institutions.
- We will sustain our Polynesian community relationships, so our projects and partnerships can evolve and grow together.

“Traditional (Indigenous) Knowledge is a cumulative body of knowledge, know-how, practices, and representations maintained and developed by peoples with extended histories of interaction with the natural environment. These sophisticated sets of

understandings, interpretations and meanings are part of a cultural complex that encompasses language, naming and classification systems, resource use practices, ritual, spirituality, and worldviews.” (U.N. International Workshop On Traditional Knowledge, Panama City)

A major reason for the loss of Traditional Knowledge in Polynesian communities is a lack of documentation. Modernization is a big challenge. As many younger people are drawn to Western culture, and consider following traditions old-fashioned, they lack interest in following their traditional and cultural practices. To prevent the loss of Polynesian kupuna (elders) rich Traditional Knowledge, it is crucial that their skills, practices, and technologies be documented in a detailed and systematic way before they pass away.

3. The public purpose of this cultural documentation grant activity is to help Hawaii's Hawaiian -- and other Polynesian groups -- safeguard their music, performances, art, designs, and other traditional cultural expressions by digitizing them. Our team will inventory and develop a Traditional Knowledge Digital Library for the protection, conservation, development, and use of Traditional and Indigenous Knowledge.

4. *Describe the target population to be served; and Our Pasifika's nascent Polynesian Traditional Knowledge Digital Library will be expanded so a minimum of 30 Polynesian kupuna can have their Traditional Knowledge specialties digitized. Our Pasifika will use Intellectual Property policies, protocols, and technology to manage the digitized cultural documentation in a Polynesian culturally respectful manner.*

5. *Describe the geographic coverage.*

The global community will have free access to the Polynesian Traditional Knowledge Digital Library.

III. Service Summary and Outcomes

Provide a detailed discussion of Our Pasifika's approach to the request. Clearly and concisely specify results, outcomes, and measures of effectiveness. Our Pasifika shall:

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

Since Indigenous Knowledge is transmitted orally, it is extremely vulnerable to rapid change -- especially when people are displaced, or young people acquire values and lifestyles different from their ancestors. It comes as no surprise to many Hawaii residents that more and more knowledge is being lost as a result of the disruption of traditional channels of oral communication. Neither children nor adults spend as much time in their homes or communities anymore.

For example, many Hawaii residents – *regardless of where they live in the state* -- must travel to town most weekdays to go to work or school. As a result, many young people are no longer interested in, or do not have the opportunity for, learning traditional Polynesian cultural practices. A slew of technological changes has made it harder for older generations to transmit their acquired knowledge to younger people.

Scope Of Work:

1. Polynesian Classes at School or Site: One Kumu (teacher) or Kupuna (elder) will present an in-person Polynesian cultural workshop or event at a school or site with a minimum of 12 students or participants.
Total Kumu or Kupuna: 6.
Total Student or Participants: 72+
2. Polynesian Classes at Aloha Hula Supply Store: One Kumu (teacher) or Kupuna (elder) will present an in-person Polynesian workshop with a minimum of six participants at the Aloha Hula Supply store.
Total Kumu or Kupuna: 6.
Total Student or Participants: 36+

3. Oral Polynesian Stories: 12 Polynesian oral histories will be digitized and uploaded to the OP website.
4. Local Business Highlights: Feature Polynesian owned / Culturally based small businesses in Hawaii with a digitized highlight of their owner, products, and/or offerings to be uploaded to the OP website
5. Cooking with The Lahui (Nation/Tribe/Race/People): Feature the “how to” process of making and sharing Polynesian food dishes. This process will be digitized and uploaded to the OP website
6. Videos: 24 Polynesian Cultural Videos will be digitized and uploaded to the OP website each year.

Tasks: This cultural documentation Grant Activity will help Hawaii’s Hawaiian, and other Polynesian groups, safeguard their music, performances, art, designs, and other traditional cultural expressions by digitizing them. The Our Pasifika team will complete all tasks required to include the deliverables above as part of a Hawaii-based Digital Library for the protection, conservation, development, and use of Traditional and Indigenous Knowledge.

Responsibilities: The Our Pasifika team has the resources below. Our website already has over 40 high quality Polynesian Indigenous Knowledge videos. This Grant Activity will allow our Indigenous Traditional Knowledge project – and its reach – to expand exponentially globally.

- Kelina Handley, President
- Casey Elia, Video Production Team Director, Video Editor, and OP Website Manager
- Social Media Manager (To Be Hired). Currently: The AHS Social Media Consultant manages Our Pasifika’s Facebook, Instagram, and YouTube posts.

Facility: Our Pasifika’s office space is rented from Aloha Hula Supply in Oahu’s Salt Lake area.

Our Pasifika’s Board of Directors:

President	Kelina Handley
Vice President	Joshua Handley
Treasurer	Duane PK Eldredge
Secretary	Terry Memea

2. Provide projected annual timeline for accomplishing project’s results or outcomes;

Our Pasifika Grant Activity Timeline:

Jul 23	Class/Workshop 1	1 Oral History	3 Videos	1 Business/Cooking Highlighted
Aug 23	Class/Workshop 2	1 Oral	3 Videos	1 Business/Cooking

		History		Highlighted
Sep 23	Class/Workshop 3	1 Oral History	3 Videos	1 Business/Cooking Highlighted
Oct 23	Class/Workshop 4	1 Oral History	3 Videos	1 Business/Cooking Highlighted
Nov 23	Class/Workshop 5	1 Oral History	3 Videos	1 Business/Cooking Highlighted
Dec 23	Class/Workshop 6	1 Oral History	3 Videos	1 Business/Cooking Highlighted
Jan 24	Class/Workshop 7	1 Oral History	3 Videos	1 Business/Cooking Highlighted
Feb 24	Class/Workshop 8	1 Oral History	3 Videos	1 Business/Cooking Highlighted
Mar 24	Class/Workshop 9	1 Oral History	3 Videos	1 Business/Cooking Highlighted
Apr 24	Class/Workshop 10	1 Oral History	3 Videos	1 Business/Cooking Highlighted
May 24	Class/Workshop 11	1 Oral History	3 Videos	1 Business/Cooking Highlighted
Jun 24	Class/Workshop 12	1 Oral History	3 Videos	1 Business/Cooking Highlighted

3. Describe Our Pasifika’s quality assurance and evaluation plans for the request. Specify how Our Pasifika plans to monitor, evaluate, and improve its results; and

Our Pasifika’s leadership team understands a Q.A. plan is one of the most important aspects in the successful implementation of any quality system within the organization. The Our Pasifika team has successfully implemented and completed earlier construction/renovation projects.

The team also recognizes that -- *prior to beginning a project* -- Q.A. planning for project success evaluation and developing the tools necessary to collect desired data helps ensure:

- data-driven decisions guide the project’s overall success;
- an optimum Return On Investment;
- the efficacy of the project’s approach
- and how/when needed improvements are implemented to increase project success.



Kelina Handley, Our Pasifika’s President, will ensure adherence to the budget, quality assurance, and project accountability. She will oversee all other aspects of the project. She will work with contractors and vendors to compile a detailed work plan. Project progress will be monitored on a weekly or monthly basis, depending on the project components.

Procurement policies will be adhered to by qualified staff. Should unforeseen developments surface, the problems will be identified, and corrective action be pursued and implemented concurrently with a careful budget review. From inception to completion, records will be kept on file, including the bill of quantities and any discrepancies in contract documents.

4. List the measure(s) of effectiveness reported to the State. The measure(s) will provide a standard and objective way for State to assess program's achievement or accomplishment.

Effective Measures:

- Number of At School/Site Classes or Workshops completed.
- Number of Students or Participants in At School or Site Classes or Workshops.
- Number of Kumu or Kupuna in At School or Site Classes or Workshops.
- Number of in-person Polynesian workshops at Aloha Hula Supply store.
- Number of Kumu or Kupuna that presented in-person Polynesian workshops at Aloha Hula Supply store.
- Number of Participants at in-person Polynesian workshops at Aloha Hula Supply store.
- Number of Polynesian oral histories digitized and uploaded on OP website.
- Number of Polynesian-owned, culturally based small Hawaii business videos digitized -- highlighting Company: owner; products; and/or offerings -- uploaded to OP website.
- Number of “Cooking With The Lahui” videos digitized and uploaded ton OP website.
- Number of Polynesian Cultural Videos digitized and uploaded to OP website.

IV. Financial

Budget

Our Pasifika will submit a budget using enclosed budget forms to detail request costs.

Budget request by source of funds (See Attached)

Personnel salaries and wages (See Attached)

Equipment and motor vehicles (See Attached)

Capital project details (See Attached)

Government contracts, grants, and grants in aid (See Attached)

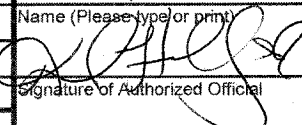
Our Pasifika will provide its anticipated quarterly funding requests for the fiscal year 2023.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$121,185	\$102,480	\$102,480	\$102,480	\$428,625

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2023 to June 30, 2024

Applicant: Our Pasifika

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	155,000		80,000	
2. Payroll Taxes & Assessments	23,250		6,120	
3. Fringe Benefits	20,150			
TOTAL PERSONNEL COST	198,400		86,120	
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	15,000			
2. Insurance	11,880			
3. Lease/Rental of Equipment			6,000	
4. Lease/Rental of Space	13,200			
5. Staff Training	5,000			
6. Supplies	55,000		36,000	
7. Telecommunication	4,440			
8. Utilities	3,000			
9. Office Supplies	20,000		5,880	
10. Grant Manager	24,000		24,000	
11. Videographer	24,000		12,000	
12. Kupuna	18,000		18,000	
13. Accounting Firm	18,000		12,000	
14.				
15.				
16.				
17.				
18.				
19.				
20.				
TOTAL OTHER CURRENT EXPENSES	211,520		113,880	
C. EQUIPMENT PURCHASES	18,705			
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	428,625		200,000	
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	428,625	Kelina Handley (808) 203-8961		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested	200,000			
(d) Total Private/Other Funds Requested		Signature of Authorized Official Date		
TOTAL BUDGET	628,625	Kelina Handley, President Name and Title (Please type or print)		

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2023 to June 30, 2024

Applicant: Our Pasifika

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Camera and Equipment See attached	1.00	\$18,705.00	\$ 18,705.00	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:	1		\$ 18,705.00	
JUSTIFICATION/COMMENTS:				

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

Cameras and Equipment

Canon EOS C70 Cinema Camera Kit with 24-105mm Zoom Lens	\$6,599.00
Canon RF 70-200mm f/2.8 L IS USM Lens	\$2,599.00
Canon RF 28-70mm f/2 L USM Lens	\$3,099.00
Manfrotto 502AH Video Head & MT055XPRO3 Aluminum Tripod Kit	\$399
RODE Video Mic Pro Camera-Mount Shotgun Microphone	\$189
RODE Wireless GO II 2-Person Compact Digital Wireless Omni Lavalier Microphone System/Recorder Kit	\$365
Sennheiser MKE 600 Shotgun Microphone HDSLR Location Recording Kit	\$765
Sony MDR-7506 Headphones	\$81
SanDisk 256GB Extreme PRO UHS-II SDXC Memory Card	\$280
Canon BP-A30 Battery Pack for EOS C300 Mark II, C200, and C200B	\$270
Impact 3x C-Stand with Turtle Base, Grip Head, 40" Extension Arm & Rolling Case Kit	\$655
Auray Boom Pole Holder	\$25
Aputure LS C300d II Daylight LED Monolight (V-Mount)	\$950
Aputure Light Dome Mini II (21.5")	\$130
Intellytech Light Cannon X-100 2-Light Kit (V-Mount)	\$1,250
Intellytech Pocket-V 98Wh Li-Ion Battery (V-Mount)	\$199
Blackmagic Design ATEM Mini Pro ISO HDMI Live Stream Switcher	\$495
Blackmagic Design Micro Converter BiDirectional SDI/HDMI 3G (with Power Supply)	\$80
Pelican 1510 Carry On Case with Yellow and Black Divider Set	\$275
	TOTAL: \$18,705

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2023 to June 30, 2024

Applicant: _____Our Pasifika_____

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						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS: Not Applicable						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Our Pasifika

Contracts Total: -

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	N/A				
2					
3					
4					
5					
6					
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Our Pasifika will list all other sources of funding that they are seeking for the fiscal year 2023.

4. Our Pasifika will list: 1) all state and federal tax credits it has been granted in prior three years; and 2) all state and federal tax credits it has applied for or anticipates applying for pertaining to any capital project, if applicable. No state and federal tax credits have been granted

5. Our Pasifika will list all federal, state, and county government contracts, grants, and Grants-In-Aid it has been granted in prior three years and will be receiving for fiscal year 2023 for program funding. Our Pasifika has not received any federal, state and county government contracts, grants, and/or Grants-In-Aid. Our Pasifika has applied for the City and County of Honolulu's Grant-In-Aid.

6. Our Pasifika will provide balance of its unrestricted current assets as of December 31, 2022.

Our Pasifika has a balance of \$1,000 unrestricted assets as of December 31, 2022.

V. Experience and Capability

1. Necessary Skills and Experience

Our Pasifika will demonstrate it has necessary skills, abilities, knowledge of, and experience relating to the request.



Our Pasifika's team understands that when it comes to documenting Traditional Indigenous Knowledge systems, it is important to consider associated cultural and ethical considerations related to its access and use. In our case, it is crucial to look outside the traditional westernized system of unrestricted access and collaborate with Polynesian communities to integrate Indigenous curatorial models and ways of sharing knowledge. Polynesian nations have the right to maintain control of their knowledge and cultural materials based on their communities' cultural protocols, when adding their expertise and narratives to the public record.

Therefore, one of the most important things Our Pasifika has done is commit to working with and respecting the needs and desires of Polynesian nations. Many currently collecting institutions – museums, for example -- are intimately tied to the colonization process. While many of these institutions are beginning to build meaningful and mutually beneficial relationships, they can still come from a colonial legacy. Our Pasifika's efforts to build stronger

relationships with Polynesian communities, and incorporating Indigenous Knowledge appropriately, will create more robust, respectful, and accurate narratives.

Our Mantra in collaborating with Polynesian Indigenous communities:

- We are respectful when consulting with Polynesian communities and build trust.
- We listen, have an open-mind, and strive to understand Polynesian perspectives and ways of knowing. Polynesian kupuna have a wealth of knowledge and expertise, which should be valued.
- We are equal partners, building meaningful and mutually beneficial relationships where outcomes will benefit Polynesian communities and institutions.
- We will sustain our Polynesian community relationships, so our projects and partnerships can evolve and grow together.

Traditional knowledge is a living body of knowledge developed, sustained, and passed on from generation to generation within a community. It is not easily protected by the current Intellectual Property system, which typically grants protection for a limited period to inventions and original works by named individuals or companies. Its living nature also means that “Traditional” Knowledge is not easy to define.

Recognizing traditional forms of creativity and innovation as protectable Intellectual Property would be an historic shift enabling indigenous and local communities to control who has can use their Traditional Knowledge. Then it would be possible to protect traditional remedies and indigenous art and music against misappropriation and enable communities to control/ benefit from their commercial exploitation. The Our Pasifika team believes the industry will function that way eventually and wants to prepare its Polynesian cultural database management system now.

This Our Pasifika non-profit resulted from the Aloha Hula Supply’s (AHS) pivot during the COVID-19 pandemic. The AHS team discussed how they could continue engaging their Polynesian community when flights stopped, orders slowed, and workers were laid off. Though the store’s business dropped off dramatically, many Oahu residents had more discretionary time at home, so AHS customers continued calling the store seeking information on a wide range of Polynesian cultural subjects – e.g., how to: tie a pareo; make a Tahitian skirt; or use an ipu, etc. So, the AHS staff reasoned they should create videos to teach these types of subjects.

The concept was designed as a paid subscription to supplement store sales. AHS staff reached out to friends, cultural area specialists, and longtime customers requesting assistance with the project. is new project and many graciously agreed. With the help and foresight of a videographer, editor, and an IT team, this website was created. We started filming in late 2019 and launched the website in the summer of 2020 with six videos to start. The initial website’s name was: www.alohahulasupply.com.

Once things started to normalize in a post-COVID way, AHS staff was too busy to continue the online video project. They realized the project’s impact could be far greater if the entity

was a non-profit and sought funding to support itself. The cultural documentation concept could then switch from a subscription base to a free global service. Then all of the wonderful content would be available for free to all who want to learn, share, teach and grow the cultures of Polynesia.

As a result, AHS created the Our Pasifika non-profit in mid-2022 and switched the website's name. The new Our Pasifika board hired a local graphic artist to design our logo so that we could build our own separate identity. Today we have over 40 videos featuring: cultural workshops; How-to videos; business highlights; talk story segments; cooking demonstrations; musical lessons; etc.

2. Facilities

Our Pasifika rents fully functional modern office space from Aloha Hula Supply.

Amenities include:

- Fiber internet
- Fully furnished workspace
- On-site management
- Printers/Scanners/Copiers
- Mail service
- Free filtered water
- Locking file cabinet
- Professional business address

VI. Personnel: Project Organization and Staffing

1. Proposed Staffing, Staff Qualifications, Supervision and Training

The Our Pasifika will describe the proposed staffing pattern and proposed service capacity. Our Pasifika will also provide personnel qualifications and experience, and will describe its ability to supervise, train and provide administrative direction.

Staffing:

- Kelina Eldredge Handley, President
- Casey Elia, Editor, Video Production Team Director, Video Editor, and OP Website Manager
- Vacant : Administrative Assistant and Social Media Manager. Currently: AHS Social Media Consultant manages Our Pasifika Facebook, Instagram, and YouTube posts.

Key Staff Resumes are attached.

Additional Position Job Descriptions are attached.

Kelina Eldredge Handley

1015 Ala Napunani St. #201
Honolulu, HI 96818
(808) 203-8961
Kelina.Eldredge@gmail.com

WORK EXPERIENCE:

Our Pasifika (June 2022 – Present)

President/Director: non-profit organization formed to perpetuate all the cultures of the Pacific through a digital platform and in-person interaction to learn, share, teach and grow all things Polynesian.

Aloha Hula Supply (December 2012 – Present)

Store Manager: oversees sales staff; provides one on one customer service on a daily basis with walk ins and phone orders; processes shipping orders sent worldwide; helps with designs of costuming and instructs staff for completion; creates all media ads; updates store website; assists with management of accounts payable and receivables, payroll, and human resource accounts.

Miss Aloha Hula 2017 (April 2017 – present)

Self Employed – contracted hire for the following:

- Hawaiian Host - “Moments of Aloha” Marketing Campaign featured in Photo, Commercial Media, and Live events (2018-2019)
- MMJ 2019 Luxury Dress Campaign; MMJ 2018 Dress Campaign; Makamaka 2018 Dress Catalog - Photoshoot
- Oedo Hula Festival (2019), Sendai Ukulele Festival (2019); Aloha Tokyo (2019, 2018, 2017); Hawaiian Festival Tour with Kuana Torres (2018); Ho’ike Lanakila (2017); Na Hiwahiwa (2017); Ota Winter Festival (2017)
- Aloha Festivals - Hawaiian Host Stage (2019)

Chief Sielu Enterprises (March 2018 – Present)

Performer & Server: Polynesian dancer at Chief’s Luau located at Wet ' N Wild Hawaii and Marriott Vacations Club Resort Koolina

Roberts Hawaii / Magic of Polynesia (August 2015 - July 2017)

Performer: Polynesian dancer at the Magic of Polynesia Show located at the Holiday Inn Beachcomber Hotel in Waikiki, HI

Derek Daniels Productions (August 2009 – December 2013)

Performer: Hula and Tahitian dancer at Waikiki International Market Place

EDUCATION:

Brigham Young University (June 2012 – December 2012)

Kamehameha Schools (August 1999 – May 2012)

ACCOMPLISHMENTS:

Miss Kāne‘ohe 2019; competed in Miss Hawaii (June 2019)
Miss Aloha Hula 2017; ‘Ōlelo Hawai‘i Award - Merrie Monarch 2017
Member of award winning Hālau Hi‘iakaināmakalehua (2015-Present)
Varsity Letters: Cheerleading, Paddling, Track;
4 year LDS Seminary graduate

SKILLS & ABILITIES:

- Work programs of Microsoft: Word, Excel, PowerPoint, Adobe Photoshop
- Key to detail and provides quality work
- Excellent communication skills and problem solver
- Ability to Work Under Pressure

Position Description: President

JOB SUMMARY:

The President is an inspiring leader who works with the organization's Board of Directors, staff, volunteers, and community to lead the organization in the realization of its vision and mission. In partnership with the Board of Directors, the President is responsible for the strategic direction of the organization. The President is the chief spokesperson for the organization, with a strong focus for management and administration, finance and operations, planning, donor cultivation and fund development. The President supports a strong governance structure and serves at the pleasure of the Board of Directors.

DUTIES, RESPONSIBILITIES, and EXPECTATIONS:

Duties and responsibilities include, but are not limited to the following:

- Leadership and Visibility by promoting a positive image of the organization; by ensuring an understanding in the community of programs and services offered; by publicizing its accomplishments; by maintaining strong working relationships with funders, donors and other stakeholders; by representing the organization in the community; and by advocating for culturally competent policies.
- Management of Organizational Resources by identifying and pursuing revenue generating opportunities; by budgeting and controlling expenses; by maintaining financial reporting systems; by planning and implementing revenue-generating activities; and by ensuring compliance with public and private contracts and grants.
- Oversight of Programs by assuring proper management of all services and activities; by formulating and enforcing program, operational and personnel policies; by complying with legal requirements; and by ensuring services reflect cultural humility.
- Personnel authority for hiring, firing, and setting recommended salary status of employees within approved salary ranges established by the Board of Directors. In addition, the President shall provide development opportunities for staff and ensure fair performance appraisals. The President will also foster collaboration and teamwork and model high performance standards.
- Governance Support by ensuring an effective Board of Directors through strong relationships and communications with the Executive Committee, Committee Chairs, and full Board. Supports the planning and decision-making process by identifying issues to be addressed and trends in healthcare delivery; by providing timely information and commentary pertinent to the Board's deliberations; by recommending options and courses of action; and by implementing Board directives.

- Fostering Quality Community Impact by working to bring forth the best outcomes for clients; by exemplifying the reputation of the organization in all interactions with clients, staff, donors and the public; by identifying and addressing current and anticipated community needs.
- Flourishing in a fast-paced, rapidly growing non-profit/community-based leadership development organization; required as leader capable of operating as a social entrepreneur. Holds ultimate responsibility for program growth and overall success of the organization.

PREFERRED EDUCATION AND EXPERIENCE:

- Bachelor's Degree at least five years of progressively senior management experience in a community-based nonprofit organization setting.
- At least five years' work experience in operational/administrative management and multi-million-dollar budgets.
- At least five years' experience in managing community-based organizations delivering community development programming or equivalent corporate experience relevant to community development programming.
- Familiarity with policy and community issues facing Hawaii communities.
- Knowledge with local, state or federal government regulations.
- At least five years' experience directly managing numerous projects concurrently and provide adequate attention and appropriate decision making in the Native Hawaiian community and/or with programs that address the cultural and socio-economic well-being of the Native Hawaiian community.



CASEY PUANANI ELIA

EXPERIENCE

OUR PASIFIKA

VIDEOGRAPHY CONTENT EDITOR

JANUARY 2020- PRESENT

We film Polynesian cultural workshops, interviews, and business features where my main job is to assist the videographer, manage content recorded during live filming, assist in interview questions if needed. I assist both presenters and Videographers in staying on schedule during filming and ensuring completion of scheduled shot lists and video scripts. Main responsibilities for editing are ensuring video content reaches post production format and quality color, sound and story board completed stages to be ready for online upload to the Our Pasifika platform. Also must have great communication skills to coordinate between, videographer, social media, interviewees and Japanese audio Translator. Working knowledge of Final cut pro, Kapwing, vimeo and epidemic sounds software are required.

CONTACT

puananelia@gmail.com

nani@alohahulasupply.com

www.iheartpolynesia.com

www.OurPasifika.com

Social media

Instagram & Tiktok

@iheartpolynesia

808- 354-1657

ACTIVITIES AND INTERESTS

- Hula 'Ōlapa Hālau
Hi'iakaināmakalehua
- 'Ori Tahiti dancer with
Mā'ohi Nui
- Student of Polylingual Reo
Tahiti (Tahitian language)

ALOHA HULA SUPPLY

SHIPPING ADMIN

JANUARY 2019 - AUGUST 2021

Duties include daily processing of USPS, UPS, FED EX or DHL shipments of warehouse and online orders. Assist in the retail store when needed and meet general customer service needs for phone and checkout support.

IHEARTPOLYNESIA

OWNER POLYNESIAN COSTUME MAKER

JANUARY 2010 – PRESENT

I have been a professional Polynesian costume maker for 12 years and have made costumes for dancers from 31 countries and all 50 states. My work has been photographed and featured in Hawaiian airlines Hana Hou magazine, Billboard.com, People.com, and YAHOO lifestyle. I have also costumed for local Luau, production companies, Pageant runners in over 3 dozen local, national and international Pageants such as Miss, Hawai'i, Miss Samoa, Miss Tonga, Miss World pageant consultant, Miss USA and many more..

program) One of the 2021 students of the year

- Volunteer for Kupa 'Āina Waimānalo program 2020-2021
- Volunteer on 'Ohana workday Mālama Loko 'Ea 2021 and Waimānalo Limu Hui 2020
- Volunteer at I nui kea ho Kāhōkūwelowelo hale & Nā lei hulu wa'a program
- Creator of Ka Ipu Ola that raised funds for the Our Kupuna Program which helped sponsor 6 Kupuna in 2020

EDUCATION

IT TECHNOLOGY

UNIVERSITY OF PHOENIX
HONOLULU, HAWAII
2009-2011

AIEA HIGH SCHOOL

AIEA, HAWAII
2002-2006

KEY SKILLS AND CHARACTERISTICS

I love to learn and I get along and work well with others. I am passionate about perpetuating culture and I believe in giving back to our Kaiaulu and I love to listen to mo'olelo from Kūpuna and try my best to live a Maui Ola conscious life style.

Position Description: Editor

JOB SUMMARY:

Editor is tasked with taking the raw footage shot by a film crew and director and turning it into the final product. This means following an outline, script or shot list and assembling the footage into one cohesive video or film. Often in video and film work, there are many camera angles and takes recorded. It is the responsibility of the Video Editor to review all the footage and create the best output by cutting and connecting various footage, adding sound effects and graphics and fine-tuning the completed video or film.

DUTIES, RESPONSIBILITIES, and EXPECTATIONS:

Duties and responsibilities include, but are not limited to the following:

- Assembling raw footage and transferring or uploading to a computer
- Following a script, screenplay or outline
- Inputting sound to enhance footage, which may include selecting music and writing voice-overs
- Inputting graphics to enhance footage
- Digitally splicing film and video and synchronizing them into one rough cut file
- Improving and correcting lighting, coloring and faulty footage
- Working closely with directors to present a final product that matches his or her vision

REQUIRED EDUCATION AND EXPERIENCE:

- Bachelor's Degree, or equivalent work experience
- 2 years of experience in project management.
- Analytical about event coordination and program development and delivery
- Uses proficiently, Microsoft Word, Excel, PowerPoint, Outlook and Adobe Acrobat, with a working knowledge of Microsoft Access and Adobe Creative Cloud.
- Strong project management skills, multifaceted projects resulting in measurable successes.
- Excellent verbal and written communication skills with exceptional attention to details
- Personal qualities of integrity, credibility, and a commitment to and passion for the mission
- Excellent interpersonal skills (negotiation, listening and communication skills) characterized by effective interactions with a diverse range of internal and external constituents.
- Ability to effectively work in a dynamic and fast-paced environment
- Ability to set & achieve goals, to self-motivate, and to work independently
- Knowledge, understanding, and sensitivity to Native Hawaiian issues is preferred.

Position Description: Program Assistant

JOB SUMMARY:

Program Assistant will assist Program Manager on daily tasks manage and execute the overall delivery of the Trades Program and successfully meet the desired outcome of the Trades Program that are in line with the organizations mission and goals.

DUTIES, RESPONSIBILITIES, and EXPECTATIONS:

Duties and responsibilities include, but are not limited to the following:

- Own all details of the Our Pasifika. Understand the deliverables of the grant and coordinate to ensure goals are met.
- Preparing documentation for grants
- Managing online resources
- Managing the Program Manager's calendar
- Processing payments for vendors and suppliers
- Attending staff meetings and taking minutes
- Responding to emails and answering calls
- Maintaining office calendars and sending out reminders of impending appointments
- Proofreading and making copies of documents
- Assisting in the planning and overseeing significant events
- Assisting in managing the budget for special and routine events
- Making reservations for various off-site business meetings
- Acting as a liaison between different departments
- Relaying internal emails to staff
- Reserving equipment and conference rooms for presentations and in-office meetings

PREFERRED EDUCATION AND EXPERIENCE:

- Bachelor's Degree, or equivalent work experience
- 2 years of experience in project management.
- Uses Microsoft Word, Excel, PowerPoint, Outlook and Adobe Acrobat, with a working knowledge of Microsoft Access and other database systems.
- Strong project management skills, multifaceted projects resulting in measurable successes.
- Excellent verbal and written communication skills with exceptional attention to details
- Personal qualities of integrity, credibility, and a commitment to and passion for the mission
- Excellent interpersonal skills (negotiation, listening and communication skills) characterized by effective interactions with a diverse range of internal and external constituents.
- Ability to effectively work in a dynamic and fast-paced environment
- Knowledge, understanding, and sensitivity to Native Hawaiian issues is preferred.

Position Description: Program Assistant

JOB SUMMARY:

A Social Media Manager (SMM) is responsible for creating original text and video content, managing posts and responding to followers. The SMM will manage Our Pasifika's image in a cohesive way to achieve our marketing goals.

The SMM will be up-to-date with the latest digital technologies and social media trends. They should have excellent communication skills and be able to express our company's views creatively.

DUTIES, RESPONSIBILITIES, and EXPECTATIONS:

Duties and responsibilities include, but are not limited to the following:

- Perform research on current benchmark trends and audience preferences
- Design and implement social media strategy to align with business goals
- Set specific objectives and report on ROI
- Generate, edit, publish, and share engaging content daily (e.g., original text, photos, videos and news)
- Monitor SEO and web traffic metrics
- Collaborate with other teams, like marketing, sales, and customer service to ensure brand consistency
- Communicate with followers, respond to queries in a timely manner and monitor customer reviews
- Oversee social media accounts' design (e.g., Facebook timeline cover, profile pictures and blog layout)
- Suggest and implement new features to develop brand awareness, like promotions and competitions
- Stay up to date with current technologies and trends in social media, design tools and applications

PREFERRED EDUCATION AND EXPERIENCE:

- Bachelor's Degree, or equivalent work experience in Marketing
- 2 years of experience and solid knowledge of SEO, keyword research and Google Analytics.
- Uses Microsoft Word, Excel, PowerPoint, Outlook and Adobe Acrobat, with a working knowledge of Microsoft Access and other database systems.
- Ability to deliver creative content (text, image and video)
- Excellent verbal and written communication skills with exceptional attention to details
- Personal qualities of integrity, credibility, and a commitment to and passion for the mission
- Excellent interpersonal skills (negotiation, listening and communication skills) characterized by effective interactions with a diverse range of internal and external
- Knowledge, understanding, and sensitivity to Native Hawaiian and Polynesian issues is preferred.

Board of Directors:

- Kelina Handley, President
- Joshua Handley, Vice President
- Duane PK Eldredge, Treasurer
- Terry Memea, Secretary

Other Relevant Resources:

- Our Pasifika has access to Aloha Hula Supply’s global Polynesian community network of community cultural leaders, artisans, kumu/teachers, etc.
- Aloha Hula Supply contracted Centerline Photography for Our Pasifika’s website quality photos and raw footage of interviews, workshops, and other video shoots.
- Our Pasifika partnered with local businesses to highlight their community services in the areas of: cultural perpetuation; cultural services; cultural entertainment; cultural food preparation; and more

2. Organization Chart

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

3. Compensation

The Our Pasifika will provide an annual salary range paid three highest paid officers, directors, or employees by position title, not employee name.
President: \$55,000, Editor: \$45,000, Administrative Assistant, \$30,000

VII. Other

1. Litigation

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

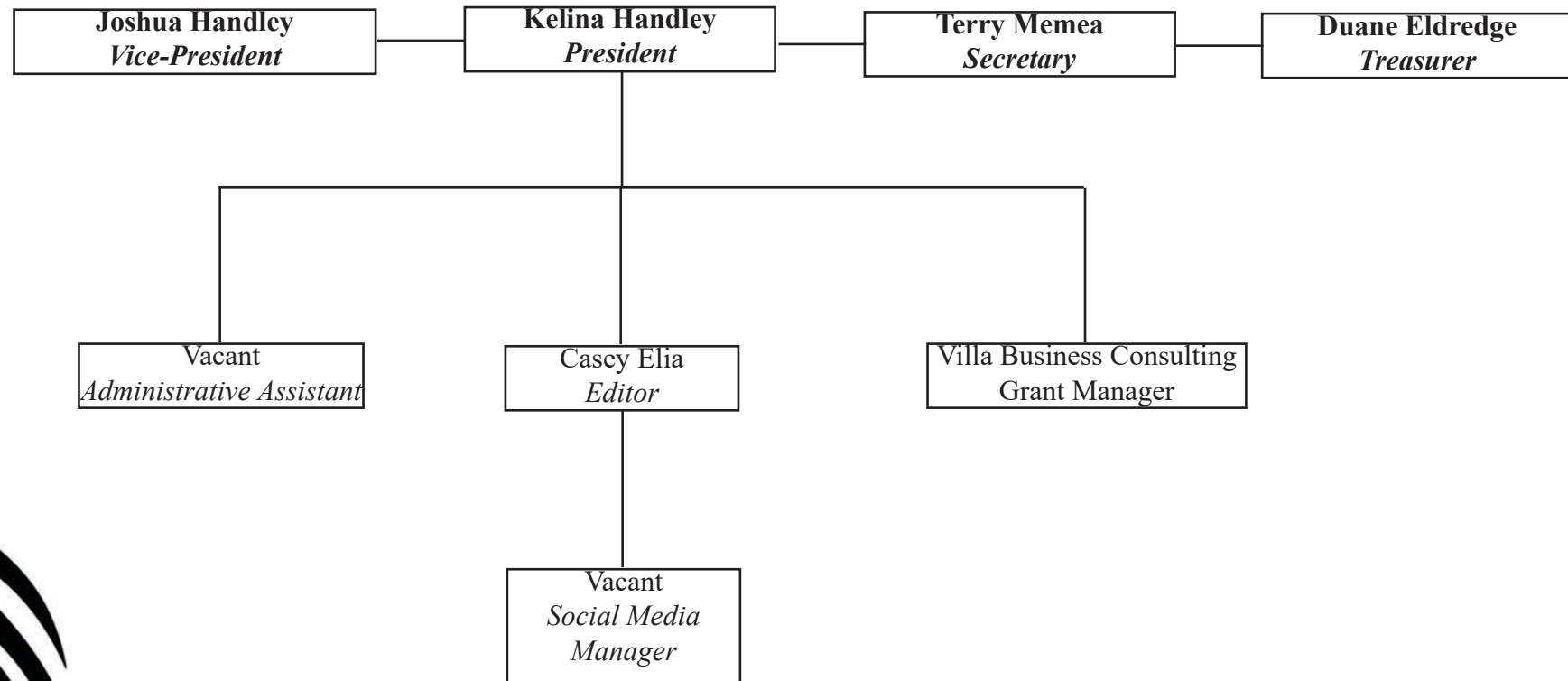
N/A Our Pasifika does not have any pending litigation or outstanding judgements.

2. Licensure or Accreditation

The applicant shall specify any special qualifications, including but not limited to licensure or accreditation that the applicant possesses relevant to this request.

N/A Our Pasifika does not require any licensure or accreditation.

Our Pasifika Organizational Chart



OUR PASIFIKA

3. Private Educational Institutions

The applicant shall specify whether the grant will be used to support or benefit a sectarian or non-sectarian private educational institution. Please see Article X, Section 1, of the State Constitution for the relevance of this question.

N/A Our Pasifika will not use GIA funds 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 2023-24 the activity funded by the grant if the grant of this application is:

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

Understanding the importance of long-term sustainability Our Pasifika's staff and board are constantly developing and implementing plans to diversify our funding. In the past year, Our Pasifika has approached a few grantmakers for funding support.

We are confident Our Pasifika will be able to increase our programmatic and organizational sustainability through a combination of several strategies:

- Strengthening both board and staff's fundraising capacity through professional development opportunities
- Building and sustaining relationships with local and mainland foundations
- Developing stronger ties to local corporations as well as to small businesses
- Expanding our individual donor cultivation activities, and

We contracted a grant writing team to help develop and implement a strategic fundraising plan. We anticipate their efforts and ours will result in a successful grant seeking program that will help ensure our financial future long past the performance period of this GIA funding.

We believe that through a robust fundraising plan -- *combined with an organizational culture of philanthropy* -- Our Pasifika will be able to sustain, expand, and scale our programs. We plan to effectively serve the global Polynesian Traditional Indigenous Knowledge community for the long-term -- way past this GIA's applicable grant period.