

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

Leila Kealoha
PRINT NAME AND TITLE

1/20/23
DATE

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

Type of Grant Request:

Operating Capital

Legal Name of Requesting Organization or Individual: Db:

Pohaku Pelemaka

Amount of State Funds Requested: \$ 204,596

Brief Description of Request (Please attach word document to back of page if extra space is needed):
Pohaku Pelemaka's goals and objectives are to Protect and Preserve Cultural and Natural resources along the lower Puna region, especially wahi pana (sacred/storied places) through stewardship. A major goal is to provide relief, recovery and resilience to the Puna community 'ohana and residents to rebuild their sense of place, and provide community-based security and culture-based education of our cultural and natural resources for residents and visitors. See attached page for more details...

Amount of Other Funds Available:

State: \$ _____

Federal: \$ _____

County: \$ 27,000.00

Private/Other: \$ 300.00

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

\$ 0

Unrestricted Assets:

\$ 283.83

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:

13-3749 Old Kalapana Road

City: State: Zip:

Pahoa HI 96778

Contact Person for Matters Involving this Application

Name: Leila Kealoha	Title: Executive Director
Email: pohakupelemaka@gmail.com	Phone: 8089377991

Federal Tax ID#: State Tax ID#

██████████ ██████████


Authorized Signature

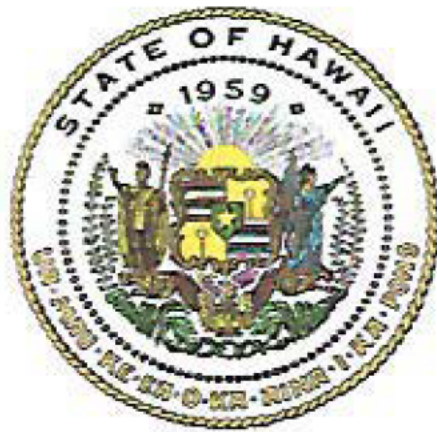
Leila Kealoha Executive Director
Name and Title

1/20/23
Date Signed

Cover page continued

Pohaku Pelemaka's board has been on the forefront of working with the County and State agencies, elected officials and the broader community on Kilauea recovery efforts since 2018. We have hosted many community meetings to disseminate information, receive feedback, and have been a voice for many of the 'ohana (families). Pohaku Pelemaka has been a volunteer-based organization for the last 4-years and has not had the adequate resources to further our organizational operations. After 4-years, we are finally able to fund a part-time Executive director position. We have had no executive branch and we are ready to implement operations. This is what we need to build organizational capacity.

An integral part of this process is to ensure that we have stewardship initiatives in place before we open up the inundated roads allowing access to these wahi pana. The lava created many new beaches along the coastline and is a major tourist attraction. Hence the work that Pohaku Pelemaka is leading is imperative to the recovery, resilience and rebuilding of our community while protecting and preserving our natural and cultural resources within wahi pana along the lower Puna region.



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

PŌHAKU PELEMAKA

was incorporated under the laws of Hawaii on 05/08/2013 ; 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 18, 2023

Director of Commerce and Consumer Affairs





STATE OF HAWAII
STATE PROCUREMENT OFFICE

CERTIFICATE OF VENDOR COMPLIANCE

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

Vendor Name: PŌHAKU PELEMAKA

Issue Date: 01/19/2023

Status: **Compliant**

Hawaii Tax#:

New Hawaii Tax#: GE-0103602688-01

FEIN/SSN#: XX-XXX3495

UI#: No record

DCCA FILE#: 239138

Status of Compliance for this Vendor on issue date:

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

Status Legend:

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

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.

Please see attached

2. Declaration Statement

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

Please see attached

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](#).

Pōhaku Pelemaka will use the GIA grant for public purpose pursuant to Section 42F-102, Hawaii Revised Statutes.

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;

Pohaku Pelemaka is a nonprofit organization that was incorporated in the State of Hawai'i under the name Kaponu Red Road. Kaponu Red Road received its IRS 501(c)3 designation in June 2014. In July 2021, the organization successfully registered its name change with the State of Hawai'i's DCCA to Pohaku Pelemaka. In January 2022, the IRS affirmed the organization's 501(c)3 federal tax-exempt status under the name Pohaku Pelemaka. Board members shared about the organization's name, Pohaku Pelemaka – pohaku is rock and pohaku pelemaka is the process of liquid lava turning

into rock. It's about laying a foundation that is solid – we are setting the foundation for our future generations.

Pohaku Pelemaka's VISION is to *Aloha 'Aina (reconnect, study, steward, protect, enhance, maintain, and celebrate) the lower Puna areas, the communities, and natural resources through culturally grounded programs and partnerships.*

Its MISSION is to *protect, perpetuate, and enhance: the intrinsic qualities of the lower Puna area, Native Hawaiian wellbeing, and heritage of our home in partnership with county, state, government, and public and private sectors.*

The organization applied and received the designation of the Scenic byway Corridor “Hwy 137-Red Road Scenic byway” by the State of Hawaii Department of transportation. With this designation; a Corridor Management Plan (CMP) was created to guide initiatives within the 15-mile meander of Puna's coastline. The CMP will help to guide stewardship initiatives along the lower Puna region.

Pohaku Pelemaka works with many 'ohana nonprofits and organizations- “Puna Maka'ala”, County, State agencies, elected officials and the broader community to implement solutions within our island home. We believe in ensuring that we have our wahi pana to reside in and caring for our natural and cultural resources. The education of how to function and behave in these wahi pana “spaces” is imperative. If we do not care for these spaces and share this with others, we will not have them for the seven generations to come. We need to ensure stewardship initiatives are in place before we open up the inundated roads to the masses of people.

Pohaku Pelemaka's board has been on the forefront of working with the County and State agencies, elected officials and the broader community on Kilauea recovery efforts since 2018. We have hosted many community meetings to disseminate information, receive feedback, and have been a voice for many of the 'ohana. Pohaku Pelemaka has been a volunteer-based organization for the last 4-years and has not had the adequate resources to further our organizational operations. After 4-years, we are finally able to fund a part-time Executive director position. We have had no executive branch and we are ready to implement operations. This is what we need to build organizational capacity.

2. The goals and objectives related to the request;

Pohaku Pelemaka's goals and objectives are to Protect and Preserve Cultural and Natural resources along the lower Puna region, especially wahi pana (sacred/storied places) through stewardship. A major goal is to provide relief, recovery and resilience within the Puna community 'ohana and residents to rebuild their sense of place, through stewardship practices of our natural and cultural resources. Our objectives are to:

- Increase collaboration and attendance to meetings with elected & government officials, county and state agencies, and our 'ohana to implement the Kilauea Recovery efforts through the Kilauea Recovery and Resilience Plan (KKRP).
- Strengthen the voice of the 'ohana non-profit coalition "Puna Maka'ala".
- Build management capacity for Pohaku Pelemaka to continue to be a leader within the community working on the Kilauea recovery efforts.
- Design an outline of the Stewardship plan for Ka'akepa, Puna, Hawai'i.
- Host internships and volunteer programs with educational institutions, community groups and government agencies.

3. The public purpose and need to be served;

Currently, 47,352 residents are living in Puna (American Community Survey 2017), 45% of which are in lava zones 1 and 2 (high severity of hazard). Economically, low wage jobs dominate the local economy; 78% of Puna district is ALICE* and/or in poverty. The basic cost of living outpaces wages. Housing expense is the highest cost of living and insurance in lava zones 1 and 2 is extremely difficult to acquire. Non-conforming subdivisions were created prior to the adoption of the zoning and subdivision codes. There are more than 50,000 lots in these substandard subdivisions. Some subdivisions have decent roads, electricity, and broadband access. Most homes do not have municipal water, and none have sewer service. More than 90% of subdivision lots rely on rainwater catchment for water supply. Puna is the fastest growing area in Hawai'i and has the largest number of vacant parcels, which indicates a further potential for in-fill development within existing subdivisions.

Traditional Hawaiian culture places and natural and cultural resources are at the heart of the community. Native Hawaiian residents in the district supplement their incomes by engaging in subsistence fishing, hunting, and gathering for their 'ohana by using traditional access to the ocean offshore of the Puna district and the adjacent mauka forest lands (McGregor 2007). Lava flows and vog from the 2018 Kīlauea eruption impacted natural and cultural resources in Puna. Lava flows covered Pū'āla'a inundating 600 acres of intact lowland rainforest, 40-acres of an intact ancient Hawaiian fishing village, burial and the Makahiki grounds. Wai 'ope marine sanctuary, Ahalanui warm ponds, portions of Pohoiki Beach park, the Mālama-Kī Forest Reserve and surrounding areas were buried under acres of lava or scorched by fumes of sulfur dioxide, destroying important populations of two endangered plants on the Island of Hawai'i.

There were also 32.3 miles of roads inundated, including nearly 13 miles of public roads. Lava inundation of 13.7 square miles or 8,488 acres. An estimated 3,000 residents were displaced, over 700 homes destroyed resulting in \$296 million in home losses, an estimated \$236.6 million in infrastructure destroyed, 2,950 jobs lost and over \$600 million in economic revenue lost.

The Pohoiki boat ramp, an important community meeting place that provided residents with access to the ocean for their livelihoods and food security, was rendered

land-locked due to volcanic activity. The lack of access for fishing boats incurred significant economic impacts upon some individuals and families, but what was lost cannot be quantified in terms of numbers or values. Generations of families learned traditional fishing methods from their ancestors. Pohoiki was not just a fishing dock; it was a way of life for many. The community was built around sharing and preserving these traditions.

The 2018 Kīlauea eruption covered many different wahi pana (sacred/storied places). Puna has also seen significant population growth since Covid-19 began in 2020. We need to ensure that our resources are cared for in ways that are guided by 'ike kupuna (the ways of our ancestors). The lava created many new beaches along the coastline and is a major tourist attraction. Our coastline is being threatened by increased resident and visitor traffic. It is imperative that we develop programmatic ideas to protect and preserve the areas we have left to reside in through appropriate and culturally-sensitive approaches and allowing our 'ohana to dwell in these spaces.

4. Describe the target population to be served; and

Puna hosts some of the most diverse populations in the state considered a melting pot. There are approximately 15,000 people who live in the target area within the 96778 zip code. Many new residents have made this place their home since the beginning of the Covid pandemic. There are still pockets of lineal and cultural descendants of 'ohana who populate these areas who are struggling to hold onto their land and identify. The 'ohana of these areas were always tight knit, close, kind and have always respected each other's way of life. The goal is to target lineal and cultural descendants within the lower Puna region: specifically, Keiki to kupuna. As well as, resident and visitor traffic coming into these areas (of all ages).

5. Describe the geographic coverage.

The core area is located in the Puna district, on the Eastern side of Hawaii island. The lower Puna district is historically known for lava flows and many properties are located in lava zones 1 & 2. The region of land hosts rainforests, dryland forests, mesic and lowland forests and extends from Kilauea volcano down to Kumukahi (the Easternmost point within the Hawaiian island chain.) There are over 40 ahupua'a extending across the lower Puna region. Hawaiian culture is still practiced on a daily basis, yet there are many cultural preferences within this area. Many areas are still considered to be rural with the lack of infrastructure within the landscape. Historical eruptions are consistently changing the landscape and the native marine, flora and fauna populations are affected by this.

III. Service Summary and Outcomes

The Service Summary shall include a detailed discussion of the applicant's approach to the request. The applicant shall clearly and concisely specify the results, outcomes, and measures of effectiveness from this request. The applicant shall:

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

Many people who live in Puna are concerned and affected by the process and strategies set forth by the Kilauea Recovery efforts. Pohaku Pelemaka has served as a guide within the community and needs to be able to strengthen our reach to more people so we can get them involved with these efforts. This is directly related to the operational capacity needed by our organization which we are lacking in the funded positions to meet these needs.

Currently, there is very limited access to lower Puna, with minimal places to visit. Once that access is created through the road infrastructure being replaced, there will be a huge influx of residents and visitors returning to these areas. This is why it is paramount for stewardship initiatives to be set into place prior to the access being created. With the access being restored, it provides an opportunity to support the economic recovery in lower Puna. Fishing, agriculture, and tourism were all economic drivers within these areas. Pohaku Pelemaka wants to ensure that Hawaiians are being considered and are part of these conversations.

Pohaku Pelemaka has been in existence for the 10-years, yet only under the current board for the last four years. We have been a voice for our 'ohana in lower Puna in response to the Kilauea recovery efforts. Pohaku Pelemaka has been on the forefront of working with the County and State agencies, elected officials and other stakeholders on these efforts since 2018. We have been instrumental in helping our community through volunteering on community and Kilauea recovery committees, attending required meetings, as well as, hosting many meetings with 'ohana and community to disseminate information, receive feedback and to share information back with the Kilauea recovery team and government agencies.

After 4-years, last month we were finally able to fund a part-time Executive director position through a grant we acquired. One grant objective is to create a community-based security and culture-based education program manual to serve as a model for other wahi pana and 'ohana along the lower Puna coastline. The program will first be implemented at Pohoiki, including Isaac Hale Beach park, the boat ramp and the surrounding 'ohana 'aina (families land) and then at Ka'akepa, Puna, Hawai'i. We have partnered with Na Maka Haloa, Puna Maka'ala and other stakeholders to work on this project.

Pohaku Pelemaka's biggest limiting factor is our inability to have the funds required to start our operational capacity building. Through the capacity building we will be able to have the dedicated workers to write grants, develop an on-going funding mechanism, and be able to implement the programs we have been discussing for the last 3-years.

Puna Maka'ala is a coalition of 'ohana and non-profits operated and led by Hawaiian families along our lower Puna region. Puna Maka'ala was formed in 2020 and currently

consists of nine organizations, including Pohaku Pelemaka. We work together to provide solutions to challenges within lower Puna. Specifically, how to preserve, protect and perpetuate our natural, cultural and spiritual resources within wahi pana and our lower Puna region. Our coalition meets regularly to collaborate, coordinate and disseminate information and solve problems. Pohaku Pelemaka hosts these meetings.

Pohaku Pelemaka will be supporting Puna Maka'ala to help represent our voice(s) during the Kilauea recovery and stakeholder meetings. We will increase the presence, input and guidance that needs to be provided and what is being asked to be provided by the County and State agencies to help fulfill the strategies and objectives set forth by the Kilauea Recovery and Resilience Plan (KKRP).

Through this grant we will be able to implement our management branch of our organization and it will take Pohaku Pelemaka to its desired level of organizational capacity within the next 1 to 3 years and increase our positive impact in the community. Pohaku Pelemaka stakeholders identified this priority area as a "push through" action – meaning, if focused time/attention and resources were invested in this area, the action can potentially result in a "pulling effect" that strengthens other capacity areas of the organization.

Tasks

- Employ 2-full time positions and 1-part time position
 - Full time Executive Director
 - Full time Program Coordinator
 - Part-time Administrative assistant
- Increase collaboration and attendance in meetings with government officials, county and state agencies, Puna Maka'ala and other stakeholders to implement the Kilauea Recovery and Resilience Plan (KKRP)
 - Kilauea Recovery Resilience Capacity Area (Cultural Resilience Capacity Area)
 - County Parks & Recreation: Pohoiki park Infrastructure
 - State DLNR/DOBOR: Pohoiki boat ramp restoration project
- Host Puna Maka'ala meetings and deepen collaboration with the 'ohana non-profit coalition
- Host community meetings as needed
- Work on a Stewardship plan for Ka'akepa, Puna, Hawai'i
- Review the community-based security and culture-based education program manual to fit the needs of Ka'akepa
- Develop a ongoing funding mechanism

- Write grants

Responsibilities

- The Executive director, Program coordinator and Administrative assistant will work closely together on all projects and programs
 - Attend meetings with government officials, county and state agencies, Puna Maka'ala and other stakeholders to implement the Kīlauea Recovery and Resilience Plan (KKRP)
 - Be a voice that represents 'ohana
 - Strengthen partnerships and create a unified voice within Puna Maka'ala
 - Coordinate community meetings
 - Strengthen organizational capacity of Pohaku Pelemaka to continue to guide and be a leader in Kilauea Recovery efforts
 - Develop an outline of a Stewardship plan for Ka'akepa, Puna, Hawai'i
 - Test pilot the Community-based security and culture-based education program at Pohoiki and Ka'akepa
 - Seek funding opportunities through grant writing
 - Lead, coordinate and implement internships programs, volunteer projects and educational programs
2. Provide a projected annual timeline for accomplishing the results or outcomes of the service;
- **Quarter 1 & Quarter 2 (7/23 to 12/23):**
 - o Executive Director will continue to serve on various boards and committees: Attend monthly Kīlauea Recovery Resilience Capacity Area (RCA) Co-chair Meetings
 - o Attend monthly Cultural Resilience Capacity Area (RCA) Meetings as the community co-chair
 - o Work with the State DLNR/DOBOR, consultants and elected officials on the Pohoiki Boat Ramp Restoration Project
 - o Work with the County Parks & Recreation Division on the Revitalize Pohoiki Infrastructure Project

- o Attend Puna Maka‘ala Meetings
- o Host internships and volunteer programs at Ka‘akepa, Puna, Hawaii
- o Host “Ho‘owehe i Ka Ni‘u” camp at Ka‘akepa, Puna, Hawaii
- o Hire a program coordinator and administrative assistant
- o Test trial of the Community-based security and culture-based education program manual at Pohoiki
- o Seek and write capacity-building grants
 - OHA Grants
 - Geothermal relocation and community benefits fund
 - County of Hawaii, Research and Development “Innovations Grant”
 - Kīlauea Recovery “Puna Strong” Grant
- **Quarter 3 & 4 (1/23 to 6/23):**
 - o Attend monthly Kīlauea Recovery Resilience Capacity Area (RCA) Meetings
 - o Attend monthly Cultural Resilience Capacity Area (CRA) Meetings
 - o Attend Puna Maka‘ala Meetings
 - Identify place and date for the 1st annual Puna Maka‘ala “Pupukahi i Holomua” Conference
 - Identify cultural practitioners, elected officials, State and County agencies, stakeholders, and other community members to present and attend the conference
 - Host 1st Annual “Pupukahi i Holomua” Conference
 - o Work with the State DLNR/DOBOR, consultants and elected officials on the Pohoiki Boat Ramp Restoration Project
 - o Work with the County Parks & Recreation Division on the Revitalize Pohoiki Infrastructure Project
 - o Work with Na Maka Hāloa to identify funding for Community-based security and culture-based education program manual implementation
 - o Develop the outline for the Stewardship plan for Ka‘akepa, Puna, Hawai‘i
- 3. Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and

The Executive Director (ED) of Pohaku Pelemaka will work directly with the Program Coordinator (PC) and Administrative assistant (AA) to oversee all projects and programs directly related to the grant request. It will be the responsibility of the ED to complete and submit quarterly reports to the State expending agency. The ED, Program Coordinator and Administrative assistant will monitor the progress of the organizational objectives and report back to the Pohaku Pelemaka Board quarterly to request feedback to improve results. The ED and PC will attend regular meetings with Puna Maka'ala and will seek feedback to improve results. The ED will meet quarterly with the Kilauea Recovery Cultural Resilience Capacity Area (CRA) team to seek feedback to improve results. If needed, the CRA Team can help with "Just-in-time" technical training to provide support through the County. Strong participation in the "Ho'owehe i ka niu" camp and "Pupukahi i Holomua" conference will provide support for the positive impacts within the community.

4. List the measure(s) of effectiveness that will be reported to the State agency through which grant funds are appropriated (the expending agency). The measure(s) will provide a standard and objective way for the State to assess the program's achievement or accomplishment. Please note that if the level of appropriation differs from the amount included in this application that the measure(s) of effectiveness will need to be updated and transmitted to the expending agency.

- **Quarter 1:**

- Creation of job descriptions for each paid position to be hired
- Increase collaboration and attendance to meetings with government officials, county and state agencies to implement the Kilauea Recovery and Resilience Plan (KKRP), to include Administrative assistant and/or Program Coordinator in meetings.
- Work with the County of Hawaii Kilauea Recovery Team to accomplish the KKRP goals set forth by our organization. Review the "Action items within our Cultural RCA.
- Give comments and feedback to the EA for the Pohoiki Boat Ramp Restoration Project with State DLNR/DOBOR Division and the Limitiaco consulting group
- Attend a follow up meeting with the consultant after the EA comment period has ended to review the steps moving forward
- Host Puna Maka'ala meetings and provide reports to the 'ohana
- Host internships and volunteer programs at Ka'akepa, Puna, Hawaii
- End of summer presentations from the UH-PIPES internship program

- o Design, host and document participation in the “Ho’owehe i Ka Ni’u” camp at Ka’akepa, Puna, Hawaii
- o Produce social media post sharing about the “Ho’owehe i Ka Ni’u” camp
- o Host Nā Lau’ō o Ka’akepa La ‘Ohana Days

- **Quarter 2:**

- o Deepen collaboration with the ‘ohana non-profit coalition “Puna Maka’ala” to define the needs of the nine organizations.
- o Meet with individual organizations to identify specific needs of each organization
- o Plan & coordinate the 1st annual Puna Maka’ala conference “Pupukahi I Holomua” in lower Puna.
 - Identify place and date for the 1st annual “Pupukahi I Holomua” Conference
 - Identify cultural practitioners, elected officials, State and County agencies, stakeholders, and other community members to attend the conference
- o Host Nā Lau’ō o Ka’akepa La ‘Ohana Days
- o Begin outline for Stewardship plan for Ka’akepa
- o Secure right-of-entry from the County of Hawaii Parks & recreation for the parcel abutting Ka’akepa
- o Seek and write capacity-building grants
- o The ED, Administrative assistant and Program Coordinator (PC) will meet regularly to ensure the grant goals and objectives are being met.

- **Quarter 3 & 4:**

- o Work with Na Maka Hāloa to identify funding for Community-based security and culture-based education manual implementation
- o Attend monthly Kīlauea Recovery Resilience Capacity Area (RCA) Meetings.
- o Attend monthly Cultural Resilience Capacity Area (RCA) Meetings
 - Review the “Action items within our Cultural RCA.
 - Revise action items as needed

- o Host 1st Annual “Pupukahi i Holomua” Conference
- o Attend Quarterly Puna Maka‘ala Meetings
 - Provide community meeting reports
- Support individual organizations with needed community and government resources
- o Work with the State DLNR/DOBOR, consultants and elected officials on the Pohoiki Boat Ramp Restoration Project to ensure accountability
- o Work with the County Parks & Recreation (P & R) Division on the Revitalize Pohoiki Infrastructure Project
 - Review the Infrastructure plans
 - Discuss the County P & R goals for grant writing initiatives to secure funding for other infrastructure
 - Deepen conversation around the long-term plan for Stewardship of the Pohoiki park
- o A completed draft outline for the Stewardship plan for Ka‘akepa
- o Secure capacity-building grants and ongoing funding mechanism

IV. Financial

Budget

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.
 - Executive Director position:
 - 80% of total Salary: 40-hours/wk at \$35/hour=\$60,200
 - Program Coordinator position:
 - 100% Salary: 40-hours/wk at \$30/hour=\$57,600
 - Administrative Assistant position:
 - 20-hours/wk at \$25/hour= \$24,000
 - “Ho‘owehe i Ka Niu Camp” at Ka‘akepa-\$3,000
 - \$2,000 (private/other funds requested)
 - Puna Maka'ala “Pupukahi i Holomua” conference-\$10,000
 - \$5,000 (private/other funds requested)

The total salary and expenses are \$185,966, not including 10% Administrative costs for salary, total request \$204,596.

- a. Budget request by source of funds (Link)
- b. Personnel salaries and wages (Link)
- c. Equipment and motor vehicles (Link)
- d. Capital project details (Link)
- e. Government contracts, grants, and grants in aid (Link)

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2024.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$43,828	\$49,922	\$69,922	\$49,922	\$204,596

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

- County of Hawaii
 - Research & Development Innovations Grant
 - Kīlauea Puna Strong Grant
 - County Council District 5, Contingency Fund Grant
 - Hawaii Community Foundation
- State
 - OHA Grants
 - Geothermal Relocation and community benefits fund

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

Not applicable

5. The applicant shall provide a listing of all federal, state, and county government contracts, grants, and grants in aid it has been granted within the prior three years and will be receiving for fiscal year 2024 for program funding.

- State of Hawaii, Division of Land and Natural Resources, Land Management Division: Right-of Entry for a portion of land in Ka‘akepa, Puna, Hawaii. Effective: 4/2022 to current
- County of Hawaii: Contingency Fund grant. Effective: 7/2022 to 6/2023
- County of Hawaii: Kīlauea recovery Division, “Puna Strong Grant” through Hawaii Community Foundation. Effective 9/16/22 to 9/15/23

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

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.

Pōhaku Pelemaka is strengthening partnerships between culture/community-based organizations, government agencies, elected officials, educational institutions, and lineal descendants ('ohana) of the Puna Makai region. We have been specifically working with Na Maka Hāloa o Waipio and Puna Maka'ala, a coalition of 'ohana along our Puna coastline. Through these partnerships we have been working on Kīlauea recovery efforts and forming change along our coastline through stewardship of wahi pana.

Other partners include Puna 'ohana, Conservation International, Research & Community Partnerships Office at UH Hilo (PIPES Program), Hawaii Community College (HawCC) Forest TEAM Program, other UH professors/researchers, Hawai'i DOE: Pahoia High & Intermediate School, Department of Land and Natural Resources, Division of Conservation and Resource Enforcement (DLNR, DOCARE) and others.

The Puna Strong Grant provided us the opportunity to create an MOU among four non-profit organizations: Ho'oulu Lāhui, Maku'u Farmers Hawaiian Homestead Association, Na Maka Hāloa o Waipi'o and Pōhaku Pelemaka, three of whom are a part of Puna Maka'ala "With the object of promoting co-operation in social, natural and cultural education practices, and resilience individually and collectively to preserve, protect & perpetuate: birthrights & cultural practices."

This development of partnerships furthers our mission and vision, which aligns with the Kīlauea Recovery and Resilience Plan (KRRP) Strategy: Community Resilience-Building Community Capacity: Natural and Cultural Resource Management. This is directly related to the goals of the Cultural Resilience Capacity Area (RCA). Pōhaku Pelemaka is proud to have these resources and we will use this strength to build our capacity within our organization and community.

Pōhaku Pelemaka is developing a stewardship plan within Ka'akepa, Puna, Hawai'i, an approximate 40-acre parcel. We have the right-of-entry from the State of Hawaii, Department of Land and Natural Resources Land division for about 35-acres. We also held a meeting with the County of Hawai'i Parks & Recreation Division to acquire the right-of-entry for the abutting 5-acre parcel which we will be receiving. Partnering organizations to work on this initiative is UH-Hilo, HawCC, Hawai'i DOE, the abutting private property landowner (5-acres) and others.

The existing Red Road Scenic Byway Corridor Management Plan owned by Pōhaku Pelemaka serves as a basis for stewardship initiatives to be done along the lower Puna region.

2. Facilities

The applicant shall provide a description of its facilities and demonstrate its adequacy in relation to the request. If facilities are not presently available, describe plans to secure facilities.

Pōhaku Pelemaka does not operate out of a facility. The executive director provides office space at their home for office work. Other work is conducted in the field or on-site, and at community meetings/workshop facilities.

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 proposed staff includes a full-time Executive Director, a full time Program coordinator and a part-time administrative Assistant with existing help from the board. The current part-time Executive director (ED) was the board President and Chair for the last 4-years. She was in charge of all of the aspects of the operation and management of the organization. She has led volunteer programs with educational institutions, youth programs, monthly Aloha 'aina work days, annual camps and is a 17-year veteran high school teacher of Kua O Ka La Public Charter School focusing on Hawaiian culture. She also has her Associates degree in Tropical Forest Ecosystems and Agroforestry management (Forest TEAM) and Liberal Arts, a Bachelor's Degree in Environmental Studies and a Masters Degree in Educational Administration.

The ED serves on many boards and committees:

- Forest TEAM Advisory Board at Hawaii Community College: 2002 to current.
- Aha Kūkā member, a community advisory council, for OHA for the development of the Comprehensive Management Plan for Wao Kele O Puna forest reserve: 2014-2016
- Steering Committee for the Corridor management plan for KAPONO Red Road, now known as Pohaku Pelemaka, to develop the Corridor Management Plan for Hwy 137 Red Road: 2013-2015

- Puna Community Development Plan (PCDP) Action Committee member (AC) through the County Planning Department implementing the PCDP in the community: 2013 to current
- Kilauea Recovery task force- developing the Kilauea Recovery and Resilience Plan (KKRP) goals and strategies: 2019-2021
- Community Co-chair for the Cultural Resilience Capacity area within the Kilauea recovery Division, Planning Department: Kilauea Recovery Resilience Capacity Area (RCA)-attending monthly meetings and quarterly community events to achieve Kilauea recovery goals: 2021 to Current
- Secretary/Treasurer for Maku'u farmers Hawaiian Homestead Association: April 2020 to current
- Puna Maka'ala, 'ohana and non-profit coalition: 2020 to current

The ED will help to design the job descriptions for the Program coordinator and Administrative assistant and work with them closely. She will also oversee all projects, programs and initiatives of the organization with the new hires.

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.

Pohaku Pelemaka Organizational Chart

Pohaku Pelemaka Board of Directors

.....

Executive Director

.....

Program Coordinator

.....

Administrative Assistant

.....

Volunteers

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.

- Part-time Executive director-\$24,000/yr

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

Pohaku Pelemaka is an organization that has just hired its first part-time employee and is working towards building organizational capacity. The creation of a sustainable funding stream needs to be identified. If we receive this grant, one goal is to build our ongoing funding mechanism and to write and apply for grants. Some of these grants include:

- County of Hawaii
 - o Research & Development Innovations Grant

- o Kīlauea Puna Strong Grant
 - o County Council District 5, Contingency Fund Grant
 - o Hawaii Community Foundation
- State
 - o OHA Grant
 - o Geothermal Royalties money
- Fundraising
 - o Hosting community events
- Seeking private funders

(b) Not received by the applicant thereafter.

If the grant is not received by Pohaku Pelamak we will need to look for other agencies and private donations to increase its capacity. Since we are one of the leading organizations to help give 'ohana and community a voice in the Kilauea Recovery efforts, it is imperative to fund these positions to support relief, recovery and resilience within the Puna community 'ohana and residents to rebuild their sense of place, through stewardship practices of our natural and cultural resources for residents and visitors. The lack of funding will heavily impact our ability to achieve these goals.

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

The undersigned authorized representative of the applicant certifies the following:

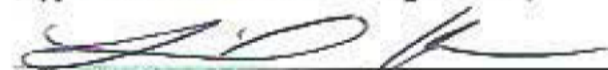
- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide 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.

Pöhaku Pelemaka

(Typed Name of Individual or Organization)



(Signature)

1/20/2023

(Date)

Leila Kealoha

(Typed Name)

Executive Director

(Title)

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2023 to June 30, 2024

Applicant: POHAKU PELEMAKA

BUDGET CATEGORIES	Total State Funds Requested (e)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
A. PERSONNEL COST				
1. Salaries	141,800.00		6,000	1,000
2. Payroll Taxes & Assessments	22,688			
3. Fringe Benefits	8,508			
TOTAL PERSONNEL COST	172,996		6,000	1,000
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. Ho'owehe i ka niu camp	3,000			2,000
10. Pukupahi i Holomua Conference	10,000			5,000
11. Administrative Fee	18,600			
12.				
13.				
14.				
15.				
16.				
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20.				
TOTAL OTHER CURRENT EXPENSES	31,600			7,000
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	204,596		6,000	8,000
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	193,504	<i>Leila Kealoha</i>		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested	6,000	<i>[Signature]</i> 1/20/23		
(d) Total Private/Other Funds Requested	8,000	Signature of Authorized Official Date		
TOTAL BUDGET	207,504	<i>Leila Kealoha, Executive Director</i> Name and title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES Period: July 1, 2023 to June 30, 2024

Applicant: _POHAKU PELEMAKA

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Executive Director	1	\$60,200.00	100.00%	\$ 60,200.00
Program Coordinator	1	\$57,600.00	100.00%	\$ 57,600.00
Administrative Assistant	0.5	\$24,000.00	100.00%	\$ 24,000.00
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				\$ -
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TOTAL:				141,800.00
JUSTIFICATION/COMMENTS: A portion of the Executive Directors pay is being paid through another grant for the first quarter of the GIA Grant Request, Totaling \$6,000. This does not include the Payroll taxes and Fringe benefits which is \$31,196 making it a total of \$172,966				

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: POHAKU PELEMAKA

Contracts Total: 42,000

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	Kilauea Recovery "Puna Strong" Grant	9/15/22 to 9/14/23	Hawaii Community Foundation	Hawaii County	40,000
2	Continegncy Fund Grant	7/1/22 to 6/30/23	Research amd Development	Hawaii County	2,000
3	DLNR, Right-of Entry (35-acres), Ka'akepa, Malama, Puna, Hawai'i	4/6/22 to 12/31/23	Department of Land and Natural Resources, Land Division	State of Hawaii	-
4	Department of Parks & Recreation, Right-of Entry (5-acres), Ka'akepa, Malama, Puna, Hawai'i	Pending	Department of Parks & Recreation	Hawaii County	-
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