

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) Hawaii Compliance Express Certificate (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

Heather Simmons
AUTHORIZED SIGNATURE

Heather Simmons, Executive Director
PRINT NAME AND TITLE

1/12/2024
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:

Hawaii Forest Institute

Hawaii Forest Institute

Amount of State Funds Requested: \$ 81,240

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

HFI is partnering with the Maui Bird Conservation Center (MBCC), Hāloa 'Āina, Mālama 'Āina, and the Hawai'i Forest Industry Association (HFIA) to grow 1,100 native and Polynesian-introduced seedling at the Maui Bird Conservation Center (MBCC) nursery in Makawao and outplant the seedlings at the MBCC and at a 5-acre site in Lahaina. The project will demonstrate local fire risk mitigation by restoring the landscape, creating wide fire breaks, and reducing dry and flammable vegetation. We will engage 380 volunteers in forest stewardship

Amount of Other Funds Available:

State: \$ _____

Federal: \$ _____

County: \$ _____

Private/Other: \$ 21,200

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

\$ 0

Unrestricted Assets:

\$ 118,664

New Service (Presently Does Not Exist): Existing Service (Presently in Operation):

Type of Business Entity:

- 501(C)(3) Non Profit Corporation
 Other Non Profit
 Other

Mailing Address:

PO Box 66

City:

Ookala

State:

HI

Zip:

96774

Contact Person for Matters Involving this Application

Name:
Heather Simmons

Title:
Executive Director

Email:
heather@hawaiiforestinstitute.org

Phone:
808-933-9411

Federal Tax ID#:

State Tax ID#

Heather Simmons

Authorized Signature

Heather Simmons, Executive Director

Name and Title

1/19/2024

Date Signed



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: HAWAII FOREST INSTITUTE

DBA/Trade Name: Hawaii Forest Institute

Issue Date: 12/05/2023

Status: **Compliant**

Hawaii Tax#:

New Hawaii Tax#:

FEIN/SSN#: XX-XXX8457

UI#: No record

DCCA FILE#: 205486

Status of Compliance for this Vendor on issue date:

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

Status Legend:

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

DECLARATION STATEMENT OF APPLICANTS FOR GRANTS PURSUANT TO CHAPTER 42F, HAWAII 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.

Hawaii Forest Institute
(Typed Name of Individual or Organization)

Heather Simmons (Signature) 1/12/2024 (Date)

Heather Simmons (Typed Name) Executive Director (Title)

Application for Grants

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

I. Certification – Please attach immediately after cover page

1. Certificate of Good Standing (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.

The grant will be used for a 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;

The Hawai'i Forest Institute (HFI) is a statewide, 501c3 nonprofit organization incorporated in Hawai'i in 2003. Over the past 20 years, HFI has worked to fulfill its mission of promoting the health and productivity of Hawai'i's forests through forest restoration, educational programs, information dissemination, and support for scientific research. HFI's programs promote the environmental, cultural, and educational aspects of Hawai'i's forest resources. HFI's purpose is to demonstrate and encourage sound forestry practices for the benefit of Hawai'i's forests while providing community volunteers with environmental and cultural educational opportunities.

2. The goals and objectives related to the request;

HFI is partnering with the Maui Bird Conservation Center (MBCC), Hāloa 'Āina, Mālama 'Āina, and the Hawai'i Forest Industry Association (HFIA) to grow 1,100 native and

Polynesian-introduced seedling at the Maui Bird Conservation Center (MBCC) nursery in Makawao and outplant the seedlings at the MBCC, and a 5-acre site in Lahaina.

We will outplant 1,000 seedlings at the 5-acre site in Lahaina, which is owned by Kamehameha Schools and leased to Lahaina Luna Schools. We will gather data that can be used for larger scale outplantings. The project will demonstrate local fire risk mitigation by restoring the landscape, creating wide fire breaks, and reducing dry and flammable vegetation.

HFI has been working with KBCC since 2014 to restore the KBCC Discovery Forest, an endemic forest with *Acacia Koa* and 'Ōhi'a as the pioneer species with an understory of fruiting species. We are initiating a similar project at MBCC this year. We will outplant 100 of the seedlings at the MBCC Discovery Forest

Project Objectives:

- Restore 5.25 acres of forest habitat by conducting invasive weed control and engage community volunteers in outplanting 1,100 seedlings at two sites, MBCC Discovery Forest and on a 5-acre site in Lahaina. Species will include native Hawaiian species 'Iliahi (*Santalum paniculatum*), Māmane (*Alyxia stellata*), Kukui (*Bidens micrantha*), *Acacia koa*, 'Ōhi'a Lehua, and Milo (*Thespesia populnea*) and Polynesian-introduced species 'Ulu (*Artocarpus altilis*) and 'Uala (*Ipomea batatas*) with the exact species being planted at each site varying between sites.
- Provide meaningful, hands-on experiences for 380 school age children and adults to learn to appreciate and connect with nature and the importance of fire prevention.
- Host two one-day workshops led by a former teacher Sarah Naone at MBCC, for teachers, practitioners, and community members to garner interest and excitement for increasing environmental and cultural opportunities at MBCC.
- Utilize the commercial wicking system Groasis Waterboxx at the Lahaina site, a unique design for sequestering water and slowly releasing it to the saplings. The site is located in an extremely dry environment, therefore adequate water is key to the survival of the trees.
- Gather data for a Lahaina test site report, including species survival rates and soil amendments used, which can be used for future larger scale outplantings.

3. The public purpose and need to be served;

We will create a safer environment for the Maui community by mitigating local fire risks. We will restore the Lahaina site, create wider fire breaks, and reduce dry and flammable vegetation. Our efforts align with the broader goal of reducing the devastating impact of wildfires on Maui's West Side.

At MBCC, we are addressing the need to perpetuate native birds and forest habitat by:

- Restoring an endemic forest with native species *koa* and *ōhi'a lehua* with an understory of fruiting species;
- Improving habitat quality for endemic wild birds;

- Providing hands-on education for youth, with an emphasis on connections between rare endemic birds and their habitat;
- Providing fruits, browse, and perching limbs for the endangered native birds; and
- Engaging youth in planting trees and learning about the natural history and ecological importance of the place, plants, and native birds.

HFI is initiating the MBCC Discovery Forest in 2024, which will be modeled after the successful KBCC Discovery Forest. MBCC is located in the ahupua'a of Makawao, encompassing approximately 40 acres. Hawaiian birds being bred at MBCC are the 'Alalā (extinct in the wild) and 'Akikiki. The site was cleared many years ago for agriculture, and now the need is to restore the native forest to help ensure the birds are comfortable and ready to be returned to the forest. Together with the community, introduced weeds and trees will be removed, and native seedlings will be planted as part of service-learning activities that connect the birds with the forest.

This project is not just about planting trees, it's about stewarding the natural balance of the ecosystem. The roots of the trees will increase ecological resilience, retain moisture in the ground, and contribute to the retention of precipitation.

Including community members and visitors in the outplantings will give them the opportunity to make a lasting contribution to restoring the landscape and cooling down the land for fire prevention. By participating, community members will feel the satisfaction of doing something, taking positive action, to restore their community and prevent future fires. School students will learn to steward their land, restore their native forests, and protect their community with a hands-on learning experience.

HFI chose a community engagement approach to its forest restoration projects because of the positive impact on Hawaii's residents and visitors as they learn about their cultural landscape and strengthen their sense of responsibility and stewardship. This project will bring the energy and skills of many to bear on the conservation of cultural and natural resources and has the dual benefit of creating unique learning opportunities and tangible accomplishments in the stewardship of the land.

Due to the problem of nature deficit disorder (NDD) among our youth, there is a need to bring children to nature. NDD refers to the trend that youth are spending less time outdoors, resulting in a wide range of behavioral problems. Studies show that spending time outdoors can fight obesity; lower blood pressure; increase levels of Vitamin D; improve memory, concentration, and creativity; decrease myopia; reduce inflammation and asthma; and reduce stress, anxiety, and depression. We will address this problem by providing both youth and adult volunteer opportunities through school and other community group visits and community service projects.

There are many benefits of planting trees. Trees help fight climate change by absorbing CO₂ from the air and storing it while releasing oxygen. In addition, trees help purify the air; cool the streets; save water by releasing 200-450 gallons of water per day; prevent water pollution by reducing stormwater runoff; provide shelter and food for wildlife; reduce soil erosion by reinforcing soil; and are a renewable energy source.

4. Describe the target population to be served; and

The target population to be served is the Lahaina, Makawao, and Hawai'i Island community, including students, community groups, residents and visitors.

5. Describe the geographic coverage.

The Hawai'i Forest Institute is a statewide organization; therefore the geographic coverage is the entire State of Hawai'i. The geographic coverage of this project is Maui and Hawai'i Island.

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;

Tasks will include removing invasive weeds; outplanting seedlings; delivering an environmental and cultural education program; hosting two workshops for teachers at MBCC, and producing a Lahaina Test Site Report, which will be helpful in planning for larger scale restoration projects in Lahaina.

HFI Executive Director Heather Simmons will administer the grant, coordinate the project and assist with public relations. KBCC and MBCC Conservation Programs Manager Bryce Masuda will oversee the growing of the seedlings with assistance from Wade Lee, Hāloa 'Āina and Goldean Lowe, Mālama 'Āina, and Kailani Ross and Kaipō Kekona, Kamehameha Schools. A project committee will be formed to oversee the project and provide input to the Lahaina Test Site Report. An outreach coordinator will be hired to coordinate the volunteer events on Maui.

We will submit a press release announcing the grant award, produce and distribute news articles promoting the project and grant, document progress on a project webpage, distribute volunteer event announcements and updates, and post stories on social media. We will have sign-in sheets to track and verify attendance and evaluation surveys at the forest stewardship events and the workshops.

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

The scope of work will be completed within one year from when grant funds are released.

Months 1-6

- Submit press release announcing the grant award;

- Form a committee of experts to provide project oversight and recommendations;
- Prepare the 5-acre Lahaina site for outplanting;
- Initiate weed control at the .25 acre site at MBCC;
- Host a workshop for teachers, practitioners and community members at MBCC;
- Develop a site restoration and educational component schedule; and
- Promote the project via webpages, social media, and e-news articles.

Months 7-12

- Install the wicking water system at Lahaina site;
- Engage volunteers in outplanting 1,100 seedlings;
- Monitor the sites to ensure adequate maintenance;
- Host a workshop for teachers, practitioners and community members at MBCC.
- Produce and distribute Lahaina Test Site Report; and
- Submit press release announcing project results.

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

We will track all aspects of this forest restoration project including number and species of seedlings planted, species survival rates, number of volunteers, name of visiting groups, number of evaluation surveys, and a survey results report. Program evaluation surveys will be used to collect data, measure results, assess effectiveness, and improve the project. Project goals and objectives will be tracked and evaluated quarterly.

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.

Project effectiveness will be measured by:

- Number of volunteers engaged: Goal 380
- Number of seedlings introduced: Goal 1,100
- Number of acres restored: Goal 5.25
- Number and result of evaluation surveys: Goal 50 surveys, 95% positive result
- Number of press releases submitted: Goal 2
- Creation and distribution of a Lahaina Test Site Report

IV. Financial

Budget

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.

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

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$20,310	\$20,310	\$20,310	\$20,310	\$81,240

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2025.

Atherton Family Foundation
 Healy Foundation
 Hawai'i Tourism Authority
 American Forests

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 2025 for program funding.

HFI plans to submit grants to Atherton Family Foundation, Hawai'i Tourism Authority, and American Forests for this project and a Healy Foundation grant is pending.

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2023.

\$118,664 retained earnings as of December 31, 2023.

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.

HFI and HFIA Directors bring a broad range of expertise in forestry, environmental education, horticulture, environmental law, scientific research, and land management. In addition to site maintenance services such as weed control, fencing, irrigation, pest management, and outplanting, HFI provides youth education and stewardship opportunities through volunteer outreach programs.

Qualifications in Area for Which Funds are Requested:

The Hawai'i Forest Institute (HFI) has 20 years of experience providing excellence in:

- **Forest Management and Maintenance:** Eradicating invasive species; installing and maintaining irrigation lines; constructing and maintaining fences; controlling predators; constructing and maintaining trail systems; outplanting and caring for seedlings, and collecting and recording data.
- **Community and Stakeholder Connections:** Serving as an objective liaison among landowners, lessees, government agencies, local businesses, and other project stakeholders.
- **Fund and Project Development:** Researching funding sources, writing proposals, and administering funds.
- **Outreach, Education, and Volunteer Coordination:** Developing educational materials, coordinating and promoting site stewardship and other community outreach programs.
- **Project Coordination and Administration:** Planning and implementing projects and ensuring all activities are carried out in compliance with contracts and legal requirements. Preparing contracts, budgets, reports, and public relations materials.
- **Management Plans:** Developing annual work plans, strategic plans, forest stewardship plans, and multi-year management plans.

Verifiable experience of related projects or contracts for the most recent three years that are pertinent to the request.

HFI initiated the Honolulu Zoo Children's Discovery Forest in 2013, which is demonstrating culturally significant plant and tree species that once grew near traditional shoreline villages of O'ahu. The exhibit presents culturally significant Hawaiian plant species, the significance of place, and the kuleana of mālama 'āina by integrating traditional Hawaiian forest ecosystems, forest stewardship opportunities, and innovative land-based education for residents and visitors. The site has three demonstration zones: Kipuka Nene, Upland Hawaiian Forest, and Birds of the Montane Native Forest. Educational resources include interpretive signage, student lesson plans, an interpretive guide, Forest Friends Coloring Book, plant ID signs, and online interactive identification guides for plant ID, native forest birds, and other forest fauna. HFI hosts monthly volunteer workdays as well as field trips for students. Since 2013, HFI has engaged 2,529 volunteers in maintaining and enhancing the site.

HFI initiated the Pana'ewa Zoo Discovery Forest in 2014, which is located in Hilo and features culturally significant plants that once grew in the traditional farms and native forests of East Hawai'i, including Polynesian-introduced plants that arrived with

voyaging canoes. The Discovery Forest includes Native and Agroforest demonstration zones and interpretive signs and plant ID signs. Since 2014, HFI has engaged 1,243 volunteers in maintaining and enhancing the site.

HFI initiated the Keauhou Bird Conservation Center (KBCC) Discovery Forest in 2014. KBCC sits on about 40 acres in the former Keauhou Ranch in Ka'ū. Birds being bred at KBCC are the 'Alalā, (extinct in the wild) Palila, 'Akeke'e, and 'Akikiki. The site was once grazed and became primarily non-native grasses. As a result, there is a need to restore the site and add to the existing native species. Since March 2014, 21.5 acres have been cleared and 3,651 volunteers have been engaged in forest stewardship activities, including outplanting 14,096 seedlings; comprised of 20 different native species.

HFI implemented the Hawai'i Island Tree Planting Project in 2022. The project included outplanting 5,000 seedlings on Hawai'i Island at three sites; Hāloa 'Āina Restoration Project, KBCC Discovery Forest and Ka'ūpūlehu Dryland Forest Preserve.

HFI initiated the Hawai'i Papahāna Lā'au Kalikimaka, Locally-grown potted Christmas Trees in 2023. The project includes propagating and growing five species; Italian Stone Pine, Norfolk Pine, Western Red Cedar, 'A'ali'i and 'Alahe'e for tabletop Christmas trees. We provide locally-grown Christmas tree options to replace imported trees that have been found to bring in invasive species. The project supports the state's "Buy Local, It Matters" message.

HFI initiated the Akupu Ridge Restoration Project on O'ahu in 2023, which includes engaging community volunteers and student groups in restoring forest habitat and providing outreach and education.

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.

The forest restoration work is conducted in the field and the administrative roles are conducted remotely. The three sites are fully fenced and ready for restoration work to begin.

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.

Executive Director Heather Simmons has a Bachelors Degree in Environmental Studies, an Associates Degree in Graphic Technology, and over 30 years' experience managing community projects and programs. Prior to joining HFI in 2007, she worked for the Hilo Medical Center Foundation for seven years and the Conservation District of Southern Nevada for eight years. She will administer the grant, coordinate the project, and assist with project promotions and deliverables.

Wade Lee, Hāloa 'Āina is a Biologist and Managing Member of Hāloa 'Āina Royal Hawaiian Sandalwood. Hāloa 'Āina is a family-owned business dedicated to restoring the native dryland forest. Wade received his Bachelor of Science Degree in Biology from the University of Hawaii at Hilo and his Master's Degree in Fisheries and Wildlife Biology from Colorado State University. He will propagate the seedlings, arrange for shipping from Hawai'i Island to Maui, and oversee the outplanting and plant maintenance.

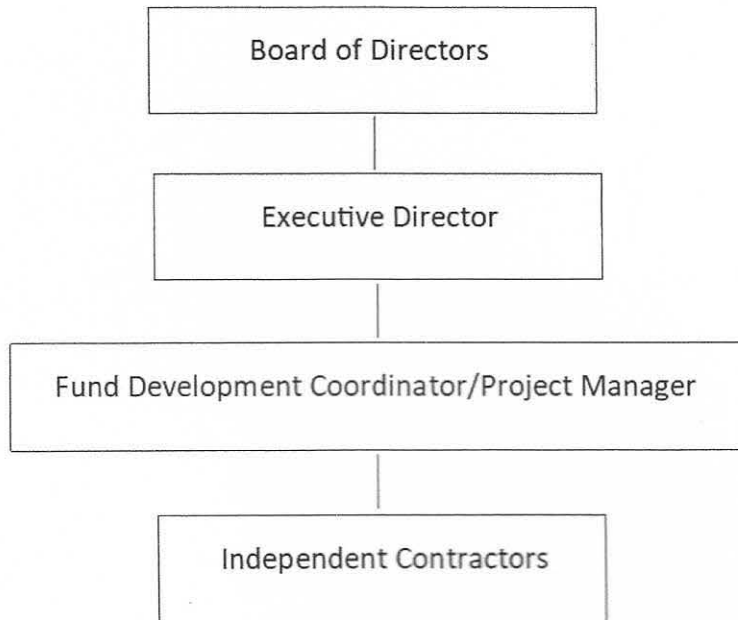
Mālama 'Āina was founded by directors Brent Pyeatt and Goldean Lowe, dedicated Napili residents with deep roots in Maui's communities. Brent, the owner of Prasad Soul Food, is a backyard permaculture farmer and culinary entrepreneur with over 30 years' experience. Goldean (MA, BCBA, LBA) is a distinguished Behavioral Analyst and the CEO and Clinical Director of the award-winning ABA therapy clinic in Lahaina and is committed to ecological stewardship. Together, Brent and Goldean have led the organization of five festivals and other stage production projects, including two Lilikoi Festivals, and they bring diverse yet complementary backgrounds to this project.

KBCC and MBCC Conservation Program Manager Bryce Masuda has a Bachelors Degree in Biology from Linfield University, Oregon and a Master's of Science Degree in Zoology from the University of Otago, New Zealand. He has served in this position since 2013 and has been involved with the KBCC Discovery Forest since it initiated in 2014. He will oversee work at MBCC.

Kailani Ross is an Educator at Hawaii State Department of Education at Lahainaluna High School and is the contact for the 5-acres Lahaina site.

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.



HFI Board of Directors

President Travis Idol, PhD: University of Hawai'i at Mānoa Professor of Tropical Forestry & Agroforestry

Vice-President Wade Lee: Biologist/Managing Member, Hāloa 'Āina Royal Hawaiian Sandalwood

Secretary Peter D. Simmons: Consultant, In the Woods

Treasurer William Yuen, Esq.: Attorney at Law, Dentons US LLP

Director J.B. Friday, PhD: Extension Forester, College of Tropical Agriculture & Human Resources

Director Nicholas Koch: Professional Forester/General Manager, Siglo Tonewoods

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.

HFI does not have employees and has a volunteer Board of Directors.

Highest paid contractors in 2023

Fund Development Coordinator/Project Manager: \$32,277

Hawai'i Forest Industry Association (grant administration): \$20,050

Hāloa 'Āina (Hawai'i Island Tree Planting Project): \$28,600

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.

This grant will not support any sectarian or non-sectarian private educational institution.

4. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2024-25 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2024-25, but
- (b) Not received by the applicant thereafter.

HFI will continuously work with community partners to maintain the sites and seek a larger landscape scale restoration site in Lahaina. We will pursue funding through donations; community partnerships; federal, state, and county grants; and foundations.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2024 to June 30, 2025

Applicant: Hawaii Forest Institute

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 (Contractors)	29,740			1,200
2. Payroll Taxes & Assessments	0			0
3. Fringe Benefits	0			0
TOTAL PERSONNEL COST	29,740			1,200
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 (planting supplies, seedling, irrigation)	51,500			20,000
7. Telecommunication				
8. Utilities				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	51,500			20,000
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	81,240			21,200
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	81,240	Heather Simmons 808-933-9411		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested		<i>Heather Simmons</i> 1/19/2022		
(d) Total Private/Other Funds Requested	21,200	Signature of Authorized Official Date		
TOTAL BUDGET	102,440	Heather Simmons, Executive Director Name and Title (Please type or print)		

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2024 to June 30, 2025

Applicant: Hawaii Forest Institute

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
NA			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

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

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2024 to June 30, 2025

Applicant: Hawaii Forest Institute Not a Capital Project

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: 2022-2023	FY: 2023-2024	FY:2024-2025	FY:2024-2025	FY:2025-2026	FY:2026-2027
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Hawaii Forest Institute

Contracts Total: 175,000

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	Kaupulehu Dryland Forest Outreach & Education	7/1/2023-6/30/2024	Kaupulehu Foundation	Nonprofit	40,000
2	Locally-grown Potted Christmas Trees	1/1/2023-12/31/2025	Hawaii Department of Agriculture	State	40,000
3	Mahalo 'Āina Discovery Forests: KBCC, Pana'ewa Zoo and Honolulu Zoo Discovery Forests	7/1/2023-6/30/2023	Hawaii Tourism Authority	State	40,000
4	Kaupulehu Dryland Forest Outreach & Education	7/1/2023-6/30/2023	Hawaii Tourism Authority	State	40,000
5	KBCC Discovery Forest	1/1/2024-12/31/2024	Dorrance Family Foundation	Nonprofit	
6	Hawaii's Woodshow, Na Lā'au o Hawai'i 2023	7/1/2023-6/30/2024	State Foundation on Culture & the Arts	State	10,000
7	Go Native Project	2/27/2023-2/27/2024	The Zilber Family Fund, HCF	Nonprofit	5,000
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