

**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:

Pacific Whale Foundation 501(c)(3)

Amount of State Funds Requested: \$ 338,723

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

This request seeks support for Pacific Whale Foundation's Coastal Marine Debris Monitoring Program, which encompasses monthly community beach cleanups held on the islands of Maui and Lāna'i and bi-monthly reef cleanups utilizing scuba divers. The program also targets individuals and groups of volunteers to participate in removing plastic pollution and cleaning up a beach of their choice.

Amount of Other Funds Available:

State: \$ 0

Federal: \$ 0

County: \$ 0

Private/Other: \$ 50,000

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

\$ 0

Unrestricted Assets:

\$ 2,886,731

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:

300 Maalaea Road

City:

Wailuku

State:

HI

Zip:

96793

Contact Person for Matters Involving this Application

Name: Susan Frett

Title: Conservation & Outreach Manager

Email: susanfrett@pacificwhale.org

Phone: (808) 269-2728

Federal Tax ID#: ██████████

State Tax ID# ██████████

Kristie Wigglesworth

Authorized Signature

Kristie Wigglesworth

Name and Title

1/17/2024

Date Signed




Cover Page

Final Audit Report

2024-01-18

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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

Kristie Wigglesworth

Executive Director

17/01/2024

AUTHORIZED SIGNATURE

PRINT NAME AND TITLE

DATE


2024 GIA Checklist

Final Audit Report

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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: PACIFIC WHALE FOUNDATION

Issue Date: 01/16/2024

Status: Compliant

Hawaii Tax#: [REDACTED]

New Hawaii Tax#:

FEIN/SSN#: XX-XXX7417

UI#: XXXXXX1253

DCCA FILE#: 45803

Status of Compliance for this Vendor on issue date:

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

Status Legend:

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

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

The undersigned authorized representative of the applicant certifies the following:

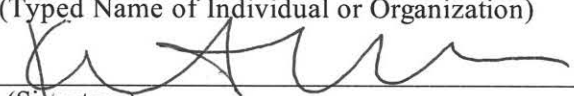
- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawai'i Revised Statutes:
 - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant is awarded;
 - b) Complies with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
 - c) Agrees not to use state funds for entertainment or lobbying activities; and
 - d) Allows the state agency to which funds for the grant were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and ensuring the proper expenditure of the grant.
- 2) If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F-103, Hawai'i Revised Statutes:
 - a) Is incorporated under the laws of the State; and
 - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant is awarded shall be conducted or provided; and
- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawai'i Revised Statutes:
 - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
 - b) Has a governing board whose members have no material conflict of interest and serve without compensation.
- 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, Hawai'i Revised Statutes, for grants used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant was awarded and disposes of the land in fee simple or by lease, the organization shall negotiate with the expending agency for a lump sum or installment repayment to the State of the amount of the grant used for the acquisition of the land.

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

Pacific Whale Foundation

(Typed Name of Individual or Organization)

 _____
(Signature) (Date) 1/16/24

Kristie Wrigglesworth _____
(Typed Name) (Title) Executive Director

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. Hawaii Compliance Express Certificate (If the Applicant is an Organization)

Included please find (1) copy of a Hawaii Compliance Express Certificate from the Comptroller of the Department of Accounting and General Services that is dated January 16, 2024.

2. Declaration Statement

Included please find a declaration statement affirming its compliance with Section 42F-103, Hawaii Revised Statutes.

3. Public Purpose

The grant will be used for a public 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;

Pacific Whale Foundation (PWF) is a 501(c)(3) nonprofit organization founded in 1980 to protect the ocean through science and advocacy, and to inspire environmental stewardship. PWF is governed by a volunteer Board of Directors and work is funded through fundraising activities, memberships, and donations from approximately 10,000 supporters worldwide. While the headquarters are located on Maui, PWF also spearheads and supports critical research, education, conservation, and outreach work to safeguard the ocean environment in Australia, Ecuador, Chile and Japan. PWF employs 35 full-time team members who continue to expand our conservation impact, both locally and globally. PWF's vision is to be the people's environmental organization for the global protection of whales, dolphins and other marine animals living wild in their natural habitat.

While PWF focuses on whales and dolphins, the organization takes an ecosystem approach to researching threats to marine life and utilizes a science-based approach to

develop innovative solutions to conservation challenges. PWF's Research Department has identified five threats to whales, dolphins, and other marine life:

- Climate Change
- Vessel Collisions
- Bycatch
- Unsustainable Tourism
- Marine Plastic Pollution

Through this funding request, PWF's Conservation Department is seeking support for programs that address marine plastic pollution and bycatch.

2. The goals and objectives related to the request;

This request seeks support for PWF's Coastal Marine Debris Monitoring Program (CMDMP), which encompasses monthly community beach cleanups held on the islands of Maui and Lāna'i and bi-monthly reef cleanups utilizing scuba divers. Prior to the launch of CMDMP in 2015, PWF researchers implemented marine debris research in 2013, documenting and removing debris items from the leeward waters of Maui, Kaho'olawe, Lāna'i and Moloka'i. Based on these results, PWF piloted the community science program to raise awareness and encourage public involvement in the monitoring and removal of debris from beaches.

The program also targets individuals and groups of volunteers to participate in various ways. The Adopt a Beach Program (AAB) provides a structured approach to marine debris removal, requesting Hawai'i residents and organizations to "sponsor" a beach and clean it up once a month for a year. For a more flexible cleanup activity, CMDMP cleanup kit stands are located at numerous locations around Maui, allowing anyone to participate and clean up a beach of their choice.

Goal 1: Remove at least 3,600 pounds of debris over the year and 50,000 debris items.

Objective 1: Hold 12 community beach cleanups, removing an average of 250 pounds of debris each.

Objective 2: Hold six reef cleanups, removing an average of 100 pounds of debris each.

Objective 3: 400 beach cleanup surveys returned, accounting for at least 50,000 items removed from Maui County beaches.

Goal 2: At least 800 people will participate in cleanups throughout the year.

Objective 1: Average of 20 participants in each community cleanup.

Objective 2: Average of 10 divers in each reef cleanup.

Objective 3: Recruit at least 500 participants in individual beach cleanups (AAB and cleanup kits).

Goal 3: Determine the most effective method of advertising cleanups.

Objective 1: Utilize at least four different recruiting and/or advertising systems.

Objective 2: Create a system for reminding AAB participants to complete their monthly cleanups and return their data sheets.

3. The public purpose and need to be served;

Marine plastic pollution is a threat to marine life, human health, and the economy of Hawai'i. Bycatch threatens marine life with serious injury or death. CMDMP serves to remove marine plastic pollution and entanglement hazards from the environment, reducing the threats to marine life and improving the experience of the nearshore waters and beaches for visitors and residents alike. The program also seeks to publicly educate on these threats, encouraging individuals and organizations to 1) volunteer in the removal of debris and 2) make lifestyle changes to mitigate marine plastic pollution and bycatch.

4. Describe the target population to be served;

Marine plastic pollution threatens human and marine life; leaching pollutants into the ocean and can concentrate and transport invasive species. The Maui community relies heavily on its tourism-based economy. Marine debris and abandoned recreational fishing tackle threaten marine life and the livelihoods of marine-based tour operators. Visitors and residents go to beaches and nearshore waters to relax with friends and family while enjoying the presence of marine wildlife such as turtles, tropical fish, invertebrates, and other creatures that live beneath the waters. Snorkelers and divers often see corals tangled with fishing line and turtles and fish trailing hooks and lead weights, cutting off the circulation to their appendages. This abandoned recreational fishing tackle also poses a hazard to humans and to boating as this debris can easily get tangled around people and boat engines. The continued accumulation of this debris may decrease bookings for marine-based tour operators. The accumulation of debris on coastlines is unsightly and detracts from enjoyment of the environment.

5. Describe the geographic coverage.

The shorelines of Maui County, primarily the islands of Maui and Lāna'i.

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;

Community Cleanups: The PWF Community Cleanup Program is a monthly coastline cleanup program hosted by PWF and various partner groups. These cleanups occur at a specific location each month and local residents and visitors are invited to come out with their friends and/or family to remove debris. These cleanups target the islands of Maui and Lāna'i.

Tasks for Community Cleanups

- Determine location, date, time and cleanup partner organization if applicable.
- Apply for any permits needed (60 days in advance).
- Implement advertising to promote participation utilizing social media, radio ads, e-newsletters and additional marketing channels (2-3 weeks in advance).
- Gather necessary supplies including reuseable gloves, repurposed grain bags, data sheets, snacks, cold drinks, prizes, liability waivers, first aid (1 week in advance).
- Set up check-in station where participants will receive their cleanup supplies, enter for prize drawings and sign their liability waiver (1 hour in advance).
- During the event, greet participants, check them in and distribute cleanup supplies. When participants are finished, collect their trash, reuseable gloves and provide snacks and cold drinks.
- Following each event, weigh collected trash and record information in the database, enter all datasheets into the database to determine numbers and type of debris removed. Select the winner, notify them and distribute prizes. Share results on social media.

Reef Cleanups: The PWF Reef Cleanup Program utilizes scuba divers to remove submerged recreational fishing tackle and other debris from the near shore areas of Maui Nui. This program is currently specific to PWF and PacWhale Eco-Adventures (PWE) staff and does not utilize volunteer divers. Approximately 30 trained scuba divers are employed at the organization, accounting for 20% of the staff. Reef cleanups occur bi-monthly for a total of six per year in partnership with Maui Diamond Sea Sports (Maui Diamond) dive boat.

Tasks for Bi-Monthly Reef Cleanups

- Work with Maui Diamond to select dates at least 2 months in advance.
- Recruit up to 18 certified scuba divers from PWF and PWE staff.
- Send Maui Diamond the dive roster at least two weeks in advance.
- Gather needed supplies, including cutting tools, debris bags, gloves, and lift bags.
- The day of the dive, determine the location of the dives based on conditions and where debris is known to be located.
- Conduct two dives, collecting as much safely removable debris as possible and bringing waste to the surface for disposal.
- Sort the debris and report the results through the PADI Aware App which gathers information about cleanup dives from around the world.
- Report out results on our webpage and social media.

Individual Cleanups: Pacific Whale Foundation offers two individual cleanup programs, the Adopt a Beach (AAB) Program and the Coastal Marine Debris Monitoring Program (CMDMP) Beach Cleanup Kit Stand Program. AAB is targeted to residents of Maui

County who are asked to commit to cleaning up a beach of their choice at least once a month for a year. These participants are given reuseable beach cleanup kits and are eligible for great incentives such as 30% off in the PWE Ocean Store and a free eco-tour for two upon completion of their year. The CMDMP kit stand program is a program targeting visitors and locals who don't have the ability to commit to a year-long program. The CMDMP kit stands are located at several locations around Maui Nui including Maui Brewing Company in Kihei, Moku Roots in Lahaina, Whole Foods in Kihei, Mahalo Aleworks in Pukalani, the PWE Ocean Store in Ma'alaea and the Lāna'i library. Anyone can grab a kit which includes a repurposed grain or rice bag, compostable single use gloves and a paper data sheet. These kits can then be used to cleanup any beach with the trash to be recycled, repurposed or disposed of as appropriate. Participants then take a picture of their data sheet and email it to the Conservation Team or upload their results through the PWF website. Results are added to PWF's long-running marine debris database.

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

Each component of the Coastal Marine Debris Monitoring Program occurs year round. With the support of this funding request monthly community scale beach cleanups, bi-monthly reef cleanups and ongoing individual beach cleanups will take place from July 2024 – June 2025.

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

Each beach cleanup conducted through these programs collects data on the number of participants, time spent cleaning and types and amounts of debris collected. PWF has been collecting this data since 2013 and there are now 275,475 individual pieces of marine debris recorded through January 4, 2024. Of this marine debris, 76% was reported as plastic material. Through broader community engagement and supported funding from this request, PWF can grow its volunteer program in order to remove more marine debris than in past years.

For community beach cleanups conducted, PWF plans to implement different marketing strategies for the events to determine what results in the highest level of participation. Strategies include radio and social media advertisements, partnerships with other local nonprofits and/or businesses, incentives and prizes.

Individual cleanups are promoted via social media ads, through PWE tours and incentivized with prizes and rewards including discounts at local stores and free eco-tours with PWE.

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.

The measures of effectiveness that we will report on include the number of participants in each part of the CMDMP program, the pounds of debris removed from large scale cleanups and the number of debris items removed from individual cleanups. We will also report on the effectiveness of marketing strategies to increase the number of participants in our programs.

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 2025.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$ 129,680.75	\$ 69,680.75	\$ 69,680.75	\$ 69,680.75	\$338,723

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

We will generate funding through sponsorships, memberships, adoptions, events, grants, and individual donations for the fiscal year 2025.

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.

Not applicable.

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

\$2,886,731

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.

PWF's CMDMP Beach Cleanup Kit Stand Program launched in 2015. The Adopt a Beach Program began in April 2021. Through these programs more than 1,600 beach cleanups have been completed resulting in the removal of 200,000+ debris items from Maui's coastal ecosystems. In 2023, PWF launched their community cleanup program and held six community cleanups including the first community cleanups by PWF on the island of Lāna'i. Most recently in 2023, PWF conducted their first reef cleanup utilizing staff scuba divers and removed nearly 100 pounds of recreational fishing tackle and other debris from the nearshore waters of Maui.

By utilizing PWF's past experience with these programs and working together with PWF's Marketing Team to increase participation, PWF can increase the effectiveness of marine debris removal from Maui Nui.

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.

Pacific Whale Foundation is located centrally on Maui within Ma'alaea Harbor Shops at 300 Ma'alaea Road, Suite 211, Wailuku, HI. PWF shares office space with PacWhale EcoAdventures, limiting direct costs for office space and storage of supplies and equipment. This location is situated ideally for volunteers to access from the main population centers on the island of Maui and has direct access to boat transport from Ma'alaea Harbor to the other islands of Maui Nui.

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 team of five staff is directed by Susan Frett, Conservation and Outreach Manager. Susan has worked at PWF since August 2022. Susan has extensive experience with community engagement and volunteer management including working for 2.5 years at Maui Invasive Species Committee leading the Community Coqui Control Program. Prior to moving to Maui she worked as the lead volunteer coordinator on the Snapshot Wisconsin program where she managed approximately 2,000 volunteers collecting wildlife data for use at the Wisconsin Department of Natural Resources.

The team also includes Outreach Supervisor and Conservation Biologist, Brianna Simon. Brianna transitioned from working as a Vessel Supervisor and Senior Naturalist into the Conservation and Outreach department following the August fires on Maui which motivated her to realize she wanted to give back more to her island home. Bri is originally from Lānaʻi and has been leading efforts to remove marine debris from that island, utilizing her personal connections to locate a beach cleanup kit stand at the library and organizing the first PWF community cleanup there in September 2023.

Another key team member is JJ Freier, Conservation and Outreach Analyst. JJ manages all the data for PWF's Conservation and Outreach programs and has created automated volunteer management systems that are allowing PWF to scale the capacity to engage with more community members and visitors. JJ is also a PADI certified scuba instructor and is leading the reef cleanup programming, utilizing his connections with the PWF and PWE staff to enlist dive support from the more than 30 divers that work at the organization.

Kenz Perillo is the Conservation Biologist on the team and she serves a supporting role for CMDMP. Kenz assists with the community cleanups, data entry, reef cleanup dives and community engagement events.

Currently, the Conservation and Outreach Coordinator position is vacant and funding from this request will allow PWF to fill this position. The coordinator is relied upon to interact with the regular volunteers and help to motivate them to continue to participate by organizing volunteer recognition events, incentives for participation and reporting on program outcomes.

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.

Susan Frett – Conservation and Outreach Manager / Program Lead
Brianna Simon – Outreach Supervisor and Conservation Biologist
JJ Freier – Conservation and Outreach Analyst
Kenz Perillo – Conservation and Outreach Biologist
Vacant – Conservation and Outreach Coordinator

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.

\$95,970 - \$113,400

Chief Research Scientist, Chief Research Biologist and Research Manager

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.

Susan Frett is trained in Advanced Community-Based Social Marketing which uses behavior change principles to drive sustainable behavior. See resume for more information.

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 be used to support or benefit any 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.

PWF fully owns PWE and the profits from PWE support a percentage of PWF program work. Additionally, PWF's Development Department raises funds through annual giving, major and planned giving, grants, events and more to support its programs. Following the August fires on Maui, which destroyed Lahaina Harbor, including PWE's newest boat, and the subsequent drop in tourism on Maui, PWE's profits have declined by 53%. With the rebuild of Lahaina in the coming years, tourism will return to pre-fire numbers. This return in profits, as well as current insurance payouts, will allow PWE to increase their support of PWF's work, including support of this program.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2024 to June 30, 2025

Applicant: Pacific Whale Foundation

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	174,871			
2. Payroll Taxes & Assessments	17,242			
3. Fringe Benefits	1,200			
TOTAL PERSONNEL COST	193,313			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance	10,000			
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training	3,250			
6. Supplies	6,600			
7. Telecommunication				
8. Utilities				
9. Marketing/Communications	9,000			
10. Debris Disposal Fees	4,200			
11. Snacks, Cold Drinks, Food for Events	2,800			
12. Prizes and Incentives for Participation	3,400			
13. Boat Charter	24,160			
14. Travel costs (non airfare)	16,000			
15. Commercial Harbor Fees	6,000			
1				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	85,410			
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES	60,000			
E. CAPITAL				
TOTAL (A+B+C+D+E)	338,723			
SOURCES OF FUNDING		Budget Prepared By: Susan Frett (808)269-2728		
(a) Total State Funds Requested	338,723	Name (Please type or print) Phone		
(b) Total Federal Funds Requested		Kristie Wigglesworth 1/17/2024		
(c) Total County Funds Requested		Signature of Authorized Official Date		
(d) Total Private/Other Funds Requested		Kristie Wigglesworth, Exec. Director		
TOTAL BUDGET	338,723	Name and Title (Please type or print)		






Page6_PWF

Final Audit Report

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BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2024 to June 30, 2025

Applicant: Pacific Whale Foundation

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

JUSTIFICATION/COMMENTS:

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
Four Wheel Drive Truck	1.00	\$60,000.00	\$ 60,000.00	60000
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:	1		\$ 60,000.00	60,000

JUSTIFICATION/COMMENTS:

A four wheel drive truck is needed to navigate to community beach cleanup sites and haul supplies and trash to and from the locations.

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2024 to June 30, 2025

Applicant: Pacific Whale Foundation

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:	N/A	N/A	N/A	N/A	N/A	N/A
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant:

Contracts Total:

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1					
2					
3					
4					
5					
6					
7					
8					
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SUSAN K. FRETT

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PROFESSIONAL EXPERIENCE

PACIFIC WHALE FOUNDATION

CONSERVATION & OUTREACH MANAGER | MA'ALAE, HI | AUGUST 2022 – PRESENT

- ♦ Leadership of the Conservation and Outreach Departments of the foundation which has 10,000 supporters
- ♦ Supervision of six staff, including hiring, onboarding, mentorship, and evaluations
- ♦ Responsible for the budget for the departments including salaries, equipment, supplies, travel and training
- ♦ Partnership building with other conservation organizations in Hawai'i
- ♦ Outreach about the major threats to whales and dolphins utilizing social media, public presentations, tabling events, news releases and blogs
- ♦ Relationship building with government officials to build support for legislative efforts for marine conservation on a local and statewide level
- ♦ Participation in the National Ocean Protection Coalition which is advocating for the protection of 30% of the ocean by 2030

MAUI INVASIVE SPECIES COMMITTEE

ACTING COQUI CONTROL COORDINATOR | PĀ'IA, HI | DECEMBER 2021 – AUGUST 2022

- ♦ Supervision and management of the coqui control program which is working to eradicate invasive coqui frogs from Maui
- ♦ Supervision of coqui control field staff
- ♦ Mentorship of field staff to progress in their careers at MISC including competency review and evaluation
- ♦ Big picture planning of coqui field staff activities to make best use of limited resources
- ♦ Transition to NRDS data system from historical Air Table coqui data system
- ♦ Data analysis and reporting to meet grant requirements and answer questions about how to stop the spread of coqui frogs
- ♦ Purchasing of supplies and equipment for coqui frog control efforts, including working with vendors
- ♦ Assistance with the development of coqui frog barrier fencing in collaboration with co-workers and DLNR
- ♦ Community virtual presentations about the status of coqui frogs on Maui

MAUI INVASIVE SPECIES COMMITTEE

COMMUNITY ENGAGEMENT COORDINATOR | PĀ'IA, HI | MARCH 2020 – AUGUST 2022

- ♦ Develop and manage the Community Coqui Control program to mitigate and prevent the spread of invasive coqui frogs throughout Maui County
- ♦ Supervision of program staff including hiring, onboarding, training, work assignments and evaluation
- ♦ Mobilize community members to participate in coqui control activities, using social media, e-newsletters, webpages and phone calls
- ♦ Development of the Coqui News Pipeline quarterly newsletter to keep stakeholders informed
- ♦ Collaborate with team members to prioritize field work activities to make the best use of community participants and field staff in preventing the spread of coqui
- ♦ Respond to reports of coqui outside the main population area to prevent the spread of coqui
- ♦ Collaboration with partners at Hawai'i Department of Agriculture to stop the spread of coqui frogs from nurseries on Maui
- ♦ Collaborate on the development of training resources for program participants
- ♦ Data analysis and quarterly reporting to meet grant requirements
- ♦ Coordination of the installation of acoustic monitors to begin to understand coqui population dynamics
- ♦ Development of a free green waste disposal program for program participants to prevent the spread of invasive species through illegal green waste dumping

- ♦ Development of a community advisory board for the Community Coqui Control program to connect leaders of different neighborhood groups and facilitate the flow of communication between the groups and MISC

WISCONSIN DNR, DIVISION OF FORESTRY, EFFECTIVENESS SECTION

LEARNING COORDINATOR | MADISON, WI | JULY 2019 – FEBRUARY 2020

- ♦ Evaluate and recommend improvements for Division of Forestry employee training program
- ♦ Coordination and support for Forestry training programs for Foresters, Technicians and Fire positions
- ♦ Development and documentation of standard operating procedures for training program

WISCONSIN DNR, OFFICE OF APPLIED SCIENCE, SNAPSHOT WISCONSIN

NATURAL RESOURCES EDUCATOR & RESEARCH SCIENTIST | MADISON, WI | FEB 2016 – JULY 2019

- ♦ Coordination of daily volunteer management operations of Snapshot Wisconsin, a statewide trail camera network for wildlife monitoring utilizing 1,700 volunteers, maintaining 2,000 cameras
- ♦ Collaboration with project team members to meet goals, deadlines and make improvements as needed
- ♦ Leadership of the project volunteer management team to guide daily tasks and long-term plans and deadlines
- ♦ Hiring of new team members including job postings, application review, interviews, hiring and training
- ♦ Scheduling and oversight of daily work for 4 technicians, 2 contractors and 1 student intern
- ♦ Communication with news media for Snapshot Wisconsin including print, radio and tv interviews
- ♦ Development and distribution of science-based communications to report findings and progress toward goals
- ♦ Outreach using social media, webpages, images, e-newsletters, blogging, public events and presentations
- ♦ Reporting to meet grant requirements and update WDNR leadership
- ♦ Data review to ensure that collected data is accurate and timely for wildlife management decision making
- ♦ Volunteer recruitment utilizing partnerships with local community groups and contacts across Wisconsin
- ♦ Volunteer management including enrollment, training, recognition, retention and documentation
- ♦ Scheduling, preparations and leadership of over 60 in person training sessions for new volunteers
- ♦ Field work including camera trap deployment and data checks
- ♦ Collaboration with internal and external partners regarding new and innovative uses of project data
- ♦ Management of volunteer and photo database, running Access queries, SQL and R scripts

FRIENDS OF LAKE WINGRA

PROGRAM MANAGER | MADISON, WI | FEB 2015 – JUN 2016

- ♦ Collaboration with volunteer board members to promote a healthy and active watershed community
- ♦ Volunteer coordination for projects promoting local water quality, including rain garden installation
- ♦ Outreach to build awareness of Friends of Lake Wingra using social media, newsletters and canvassing
- ♦ Networking with local partners to collaborate on projects and pool resources to improve local water quality
- ♦ Coordination of the 2016 Chloride Reduction Pilot including grant application, implementation and reporting
- ♦ Supervision of Badger Volunteer team including setting up and directing weekly projects

CLEAN LAKES ALLIANCE

INTERIM PROGRAM AND DEVELOPMENT COORDINATOR | MADISON, WI | AUG 2015 – NOV 2015

- ♦ Implementation and coordination of a pilot project which used social marketing techniques to reduce phosphorus runoff caused by leaves in city streets
- ♦ Coordination of the 3rd Annual Fore! Lakes Golf Outing which raised over \$40,000 for healthy lakes in one day

HOMBURG COMPANIES

ENVIRONMENTAL PLANNER (GRADUATE PROJECT) | MADISON, WI | JAN 2015 – AUG 2015

- Development of an implementation and management plan for wildlife habitat in a new residential area
- Outreach and public presentations to stakeholders in support of the management plan

NATURAL RESOURCES FOUNDATION OF WISCONSIN

DEVELOPMENT ASSISTANT | MADISON, WI | MAR 2014 – DEC 2014

- Assisted the Development Director with major donor development to support the organization's mission
- Coordination of field trips for Major Donors including planning an appreciation field trip for top donors

PATRICK FRETT CONSTRUCTION COMPANY

BUSINESS MANAGER | MILES, IA | JAN 2005 – JUN 2013

- Responsible for bookkeeping, billing, collections, client retention and marketing
- Employee management including payroll, taxes and worker's compensation

SENECA ENVIRONMENTAL SERVICES

PROJECT MANAGER – CERT. GROUNDWATER PROFESSIONAL | DES MOINES, IA | JUN 2006 – JUL 2009

- Development of proposals, budgeting and billing for cleanup and monitoring projects at contaminated sites
- Data analysis, reporting and implementation of cleanup and monitoring efforts

EDUCATION

UNIVERSITY OF WISCONSIN, NELSON INSTITUTE FOR ENVIRONMENTAL STUDIES, MADISON, WI
MASTER OF SCIENCE IN ENVIRONMENTAL CONSERVATION

UNIVERSITY OF IOWA, IOWA CITY, IA

BACHELOR OF SCIENCE IN ENVIRONMENTAL SCIENCE – HYDROSCIENCE

VOLUNTEER ACTIVITY

SURFRIDER BLUE WATER TASK FORCE MAUI – FEBRUARY 2021 – AUGUST 2022

MONTHLY WATER SAMPLING AT 2-3 NORTH SHORE BEACHES FOR THE PRESENCE OF BACTERIA

UNIVERSITY OF WISCONSIN ARBORETUM VOLUNTEER STEWARD MARCH 2015-AUGUST 2017

REGULAR MONITORING OF ARBORETUM TRAILS WHILE HIKING, PROVIDING GUIDANCE TO VISITORS, PICKING UP TRASH AND REPORTING ON UNUSUAL ACTIVITY AT THE ~1500 ACRE PRESERVE IN MADISON, WI

PUBLICATIONS

LOCKE, C.M., ANHALT-DEPIES, C.M., FRETT, S., STENGLEIN, J.L., CAMERON, S., MALLESHPA, V., PELTIER, T., ZUCKERBERG, B., TOWNSEND, P.A. 2019. MANAGING A LARGE CITIZEN SCIENCE PROJECT TO MONITOR WILDLIFE. WILDLIFE SOCIETY BULLETIN. 43(1)4-10.

SELECTED PRESENTATIONS

AN UPDATE OF COQUI CONTROL EFFORTS BY THE MAUI INVASIVE SPECIES COMMITTEE, HAWAII
INVASIVE SPECIES AWARENESS MONTH, FEBRUARY 8, 2022

COQUI FROG (ELEUTHERODACTYLUS COQUI) ERADICATION EFFORTS TRANSFORMED THROUGH PARTNERSHIPS BETWEEN RESOURCE MANAGERS AND THE COMMUNITY, 28TH HAWAII CONSERVATION CONFERENCE, JULY 28, 2021

MAUI NUI MINISERIES COMMUNITY COQUI CONTROL PROGRAM, HAWAI'I INVASIVE SPECIES AWARENESS MONTH, FEBRUARY 2021

INNOVATIVE OBSERVATIONAL TECHNOLOGY: SEEING THE UNSEEN, 12TH ANNUAL NELSON EARTH DAY CONFERENCE, MADISON, WI APRIL 23, 2018

ADDITIONAL TRAINING

ECOLOGICAL MONITORING PLAN CERTIFICATION (CONSERVATION DIVER) – MAY 2023

WILDERNESS FIRST AID CERTIFICATION – MARCH 2022

PADI RESCUE DIVER SCUBA CERTIFICATION – APRIL 2022

INTRODUCTORY WORKSHOP IN COMMUNITY-BASED SOCIAL MARKETING – OCTOBER 2020

ADVANCED WORKSHOP IN COMMUNITY-BASED SOCIAL MARKETING – OCTOBER 2020