

**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:

Hawai'i Bicycling League

Hawai'i Bicycling League

Amount of State Funds Requested: \$ 94,413

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

Ride Aloha Hawai'i is a new and enhanced initiative presented by the Hawai'i Bicycling League to bring cycling education, resources, and activities especially for Keiki, Kūpuna, at-risk youth, and low-income households ton O'ahu with quarterly events across the Neighbor Islands. The project responds to new priorities of the Hawai'i Department of Transportation, as well as the needs for individuals and families to access safer and more affordable transportation options. This proposal also requests funds to purchase a new box truck that supports BikeEd, our in-school and on-bike training program for elementary school students. It serves approximately 8,000 4th graders annually.

Amount of Other Funds Available:

State: \$ 94,413

Federal: \$ \_\_\_\_\_

County: \$ \$143,022

Private/Other: \$ 18,000

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

\$ 163,535

Unrestricted Assets:

\$ 159,580

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:

3442 Wai'ala Avenue

City:

Honolulu

State:

HI

Zip:

96816

Contact Person for Matters Involving this Application

Name:  
Travis Counsell

Title:  
Executive Director

Email:  
travis@hbl.org

Phone:  
(808) 735-5756



Authorized Signature

Travis Counsell, Executive Director

Name and Title

01/17/2025

Date Signed

Applicant Hawaii Bicycling League

## 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

  
AUTHORIZED SIGNATURE

Travis Counsell Executive Director  
PRINT NAME AND TITLE

1/17/25  
DATE



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 BICYCLING LEAGUE

**DBA/Trade Name:** HAWAII BICYCLING LEAGUE

**Issue Date:** 01/09/2025

**Status:** Compliant

Hawaii Tax#: 20382938-01

New Hawaii Tax#:

FEIN/SSN#: XX-XXX0682

UI#: No record

DCCA FILE#: 30088

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 §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 42-F-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 42-F, 102 Hawai'i Revised Statutes:
  - a. Has been determined and designated to be a nonprofit 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-ad funding complies with all provisions of the Constitution of the State of Hawai'i (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 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.

Hawai'i Bicycling League

(Typed Name of Individual or Organization)



(Signature)

Travis Counsell, Executive Director

1/17/25

(Date)

I. Certification

3. Public Purpose

The applicant shall specify whether the grant will be used for a public purpose pursuant to Section 42F-102, Hawai'i Revised Statutes.

All grant funding provided through the State of Hawai'i Grant-in-aid Program will be used for public purpose pursuant to Section 42F-102, Hawai'i 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

Founded in 1975, Hawai'i Bicycling League (HBL) is a 501(c)(3) nonprofit organization dedicated to empowering people to ride bicycles for health, recreation, and transportation. We are headquartered on O'ahu and offer a diverse continuum of resources, programs, and activities that serve communities statewide. We believe that everyone from keiki to kūpuna deserve safe streets to ride on as well as to experience the many joys and benefits of cycling. A bicycle is a solution to so many challenges experienced by individuals and families across Hawai'i. It offers affordable transportation, physical and mental health benefits, and zero-carbon impact.

HBL has three pillars to realize the goals of our mission: advocacy, education and events. There is one FTE director in each of these areas, as well as an FTE community engagement coordinator, part-time staff and volunteers.

HBL has more than 1,000 active members. Each month, more than 25,000 individuals receive our monthly newsletter linking readers to information, resources and programs. Each year, we document more than 8,000 participants who join us for a myriad of activities including weekly guided rides, monthly and quarterly skills building workshops, community cleanups and the largest cycling events in the state, including the Haleiwa Metric Century and the Honolulu Century Ride. We estimate this represents more than 150,000 miles of cycling - equivalent to 6 laps around the world.

In 2024, we celebrated the 35th anniversary of BikeEd, our in-school and on-bicycle education program for elementary school students across O'ahu. More than 100,000 fourth graders have developed early skills and appreciation for the benefits and camaraderie of cycling through this program.

### 2. The goals and objectives related to the request

**Goal #1:** This request for funding is proposed in order to expand programming on O'ahu, where the majority of residents live. A bicycle is a solution to so many problems facing our island state. By providing more and better access to cycling education, resources, and information, we can help those struggling with the high costs of owning and operating vehicles to safely reduce their vehicle miles traveled by choosing to ride a bicycle when possible. Further, in 2024, the State of Hawai'i entered into a court mandated settlement - Navahine v. HDOT - agreement wherein it is a legal requirement to reduce greenhouse gas emissions and vehicle miles traveled statewide. This proposal facilitates the state's ability to meet commitments in this regard by expanding programming on O'ahu, specifically a series of new classes and workshops targeted to specific audiences including keiki, youth,



young adults and kūpuna in combination with hosted rides, equipment giveaways and community building activities.

**Goal #2:** This request for funding is also to expand related programming to the Neighbor Islands, where there is a significant need for alternative transportation due to higher fuel costs and generally less access to resources and information. For example, while the concept of Complete Streets has been adopted by the State and Counties, it is most articulated in code and public policy in Honolulu. We intend to bring more education and related programming to help the public and policymakers better understand the tenets of Complete Streets with the goal to raise awareness about best practices to share the roads safely. This essential support is designed to enable people to choose bicycling as a transportation option.

**Objectives:** For the 1st two goals, HBL will document 5,000 units of service during the program year. Each unit of service represents one person receiving a minimum of 30 minutes - 1 hour or more of interaction with HBL staff and volunteers. During the interaction individuals will learn key skills about how to safely operate a bicycle, ride with traffic, and basic maintenance of equipment including proper fitting. Units of service will be documented by sign-in sheets. Additionally, participants will be surveyed to document what they learned from participating in the program and measure their likelihood to choose bicycling as a transportation option.

**Goal #3:** This request for funding seeks to purchase a replacement box truck for BikeEd, which serves approximately 8,000 elementary school students each year. The current support vehicle is 17 years old and increasingly less reliable to meet the needs of this cornerstone program that has been providing in-school, on-bike education to more than 100,000 students since it was launched. The box truck is needed to transport the fleet of bicycles, helmets, other equipment and supplies to elementary schools across O'ahu during the school year. The truck also supports signature events and activities year-round.

**Objectives:** For this goal, success will be measured by a contract for purchase and a report documenting the number of: miles traveled, schools served, and other activities the vehicle will support during the program year.

### 3. The public purpose and need to be served

According to the Hawai'i Public Health Institute, communities with access to safe and equitable places to walk, bike, and roll have better health outcomes. These health benefits include improved cardiovascular fitness, stronger muscles, greater coordination and general mobility, and reduced body fat. As with other types of exercise, it can also help improve mental health by lowering stress levels and stimulating feel-good endorphins.

Bicycling for transportation, such as commuting to school, provides the benefits of incorporating exercise into everyday life, reducing costs associated with driving a car or taking public transportation, and lessening road congestion and air/noise pollution, as seen in urban areas.

A major reason people may not participate in biking is a belief that it is unsafe, which is not unfounded. Bicycle riders in the U.S. have much higher fatality and serious injury rates than in comparable high-income countries. According to the Centers for Disease Control and Prevention, about 1,000 bicyclists die in the U.S. each year in crashes involving motor vehicles, and more than 130,000 are injured on roads. According to the Hawai'i Department of Transportation, from 2020 thru today, there have been 30 fatalities for people on bicycles. In the past three years, average bicycle traffic fatalities are trending significantly higher than the annual average of 4 over a 20-year period. In 2022, there were 6 deaths; in 2023 there were 9 deaths and in 2024 there were 7 deaths. Each year, dozens more cyclists and pedestrians are seriously injured in traffic incidents with cars and trucks. We must do more to reverse these trends and broadly raise awareness for safety on our shared public roadways.

In June 2024, Governor Josh Green joined youth plaintiffs in announcing the resolution of the Navahine v. Hawaii Department of Transportation constitutional climate case. The settlement agreement, which the court has approved, acknowledges the constitutional rights of Hawai'i's youth to a life-sustaining climate and confirms the commitment by HDOT to plan and implement transformative changes of Hawai'i's transportation system to achieve the state's goal of net-negative emissions by 2045.

Navahine v. Hawai'i Department of Transportation is the world's first youth-led constitutional climate case seeking to address climate pollution from the transportation sector. Thirteen youth from across the Hawaiian Islands brought the case in June 2022, asserting their rights to a safe and healthy climate and asking the Hawai'i state government to take action to meet the climate emergency and enable Hawai'i's paradigm shift to a climate-safe, zero-emissions transportation system. Many of the Navahine plaintiffs are Native Hawaiian youth who are already experiencing climate change that harms their well-being and their ability to perpetuate cultural practices.

The settlement of Navahine is binding on HDOT, however, everyone has a role and kuleana to pursue to ensure that, individually and collectively, we're able to realize reductions in greenhouse gas emissions and vehicle miles traveled. This proposal aims to support HDOT in achieving their commitments to the court and plaintiffs.

Finally, the US DOT has identified that access to safe, accessible, and reliable transportation supports strong school attendance. The proposed activities are based, in part, on this finding and represent innovative strategies to enhance bikeability to school and create stronger community partnerships to tackle chronic absenteeism, especially for those most at-risk.

This proposal intends to address all these circumstances by providing new educational programming, resources and activities to help at thousands of residents be better prepared to choose bicycling for transportation, recreation and health, while also realizing statutory environmental greenhouse gas emissions especially for underserved populations such as keiki, kūpuna, at-risk youth and low-income households. As part of providing services, HBL



will survey participants to measure their current experience cycling and their attitudes and abilities to increase their bicycle usage in the future.

HBL has the experience, staff and much of the equipment to implement the proposed activities. This proposal is a request for funds to scale up programming to reach new audiences with:

- 4 monthly on-bicycle sessions targeted to keiki and kūpuna on O'ahu
- Quarterly in-person community roundtables/ demonstration/education/outreach events that link participants to safety resources and information, across the four counties
- Helmet fittings, instruction and equipment giveaways, across the four counties
- Annual Bike To the Train organized bike ride using Skyline and a ride on O'ahu's historic rail
- Semi-annual organized community cleanups of our bike lanes and paths
- Bike and pedestrian safety communication program reaching at least 25,000+ people monthly

Our communication program will provide information, links to resources and inform the general public island-wide about everyone's responsibility to share the road safely. This is important especially to reach car and truck drivers to raise their awareness about vulnerable road users. In addition to an internal audience, HBL will document at least 6 major media broadcast interviews, mentions and citations during the year.

#### 4. Describe the target population to be served

The target population to be served are residents of Hawai'i, with emphasis for lower-income families. Additionally, we are striving to reach those who demonstrate need or interest to reduce vehicle miles traveled and have experienced barriers to cycling for health, transportation and recreation including but not limited to: insufficient experience, lack of knowledge about best routes, and lack of equipment. HBL works collaboratively with numerous organizations to make bicycles and helmets available at low or no-cost for individuals in need. Finally, HBL also offers programming that showcases Hawai'i as a bicycle friendly destination for visitors, in alignment with visitor destination management plans that prioritize cycling as a sustainable activity for visitors and residents.

#### 5. Describe the geographic coverage.

This proposal intends to offer programming across the four counties and primarily on the islands of O'ahu, Hawai'i, Maui and Kaua'i. Classes and workshops are held in local parks and along designated bike/multi-use paths. We also offer presentations at local schools as well as with private partners such as SALT Kaka'ako.

### 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;

The Grant-in Aid Funds will be used for the following purposes:

- Offer increased educational programming on O'ahu with new weekly opportunities for underserved populations including keiki, kupuna and others to learn how to ride a bicycle and brush up on skills they may already have
- Partner with neighbor island organizations including our own HBL Maui chapter, PATH - People for Active Transportation Hawai'i, and Kaua'i Path to offer new programming for neighbor island residents to build cycling skills and experience.
- Purchase a new 12' box truck that can transport youth bikes, helmets and supplies as part of our cornerstone BikeEd program which serves approximately 8,000 4th graders during the school year, as well as additional support for signature cycling events on O'ahu
- Support communications activities including monthly e-newsletter and ongoing outreach to print, television, radio and online media to raise awareness about the availability of programming for interested participants, as well as to elevate public policy conversations about Complete Streets, sharing the road, and ways to reduce greenhouse gas emissions

These activities build on HBL's 50-year track record of helping individuals and communities choose cycling for transportation, health, or recreation through a combination of advocacy, education and events. We propose to deliver 5,000 units of service, where one unit of service is equivalent to 30 minutes to one hour of training, education and on-bike supervised experience. This additional programming will build confidence and capability for a person to be able to choose riding a bicycle and reduce vehicle miles traveled. We will measure this through sign in sheets and participant surveys. These outcomes will impact thousands of individuals and their families, helping to familiarize people with safer cycling habits and strategies, as well as ways to identify best routes for their specific needs. This added capacity is consistent with Department of Transportation mandates and existing priorities to make roadways safer and more accessible.

Activities will be led by HBL staff who together have more than 50 years of experience working as professional cycling instructors, advocates and community organizers.

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

July 2025	Award announcement
Aug - Sep, 2025	HBL staff confirms work plan.

Fall 2025: 4 monthly learn to ride sessions, 1 community cleanup, 1 community roundtable, 1 demonstration/outreach/education event with one event on a Neighbor Island; ongoing media outreach; ongoing planning and implementation for bike giveaway as part of reducing school absenteeism. Purchase BikeEd support truck for the 2025-26 school year

Spring 2026: 4 monthly learn to ride sessions, 1 community cleanup, 1 community roundtable, 1 demonstration/outreach/education event with one event on a Neighbor Island; ongoing media outreach; ongoing planning and implementation for bike giveaway as part of reducing school absenteeism. New BikeEd support truck is used for the 2025-26 school year

Summer 2026: 4 monthly learn to ride sessions, 1 community cleanup, 1 community roundtable, 1 demonstration/outreach/education event with one event on a Neighbor Island; ongoing media outreach; ongoing planning and implementation for bike giveaway as part of reducing school absenteeism. New BikeEd support truck is used for the 2025-26 school year

Sep 21 - 30, 2026: 1-2 monthly learn to ride sessions at city park, ongoing media outreach, ongoing planning and implementation for bike giveaway as part of reducing school absenteeism

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 proposed activities are primarily an expansion of existing services, some like BikeEd, have been taking place for more than 35 years. As such the activities are part of current work plans and processes which are monitored and evaluated based on participant feedback, weekly all-staff meetings and 1:1 supervisor and employee meetings. Any necessary program adaptations can be handled as they emerge at this level. Our volunteer Board of Directors meet monthly, either in committees or in whole. This allows for frequent consultation with the executive director who has day-to-day responsibility for agency programs. Together, they can make any systemic updates that may be required, such as changes to the agency by-laws or major staffing revisions. At least annually, HBL provides complete reports to our individual donors and institutional funders.

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.



Effectiveness for this grant will be measured in several ways and provided to the expending agency at least quarterly as documentation of accomplishments and for evaluative purposes:

- Registration and attendance for classes, workshops, roundtable will be tracked and reported along with a summary of each activity
- Participants will be asked to complete a survey which will measure the effectiveness of the intervention by tracking behavioral states of change and future likelihood to choose cycling instead of driving for relevant transportation
- Documentation of vehicle purchase will be provided along with reports about how and when the vehicle supports the overall goals of the BikeEd program and other agency events
- Media reporting about HBL is an important way we are able to leverage our work. This is because it reaches a statewide audience, including those that may not know about our programs, or fully understand the public policy objectives we are advancing for everyone's safety. HBL will provide a summary of major media reports including headlines, subject matter and broadcast outlets.

#### 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 2026.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$35,000	\$19,804	\$19,804	\$19,805	\$94,413

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2026.

For FY 2026, HBL is seeking/has sought funds from:

[Ulupono Initiative](#)  
[Kosasa Foundation](#)  
[Bank of Hawaii Foundation](#)  
[City & County of Honolulu](#)  
[Rails to Trails Conservancy](#)  
[Samueli Foundation](#)  
[Chamber of Commerce Hawai'i Public Health Fund](#)  
[Hawai'i Tourism Authority](#)  
[Atherton Family Foundation](#)  
[McInerny Foundation](#)  
[HBL Individual Members](#)

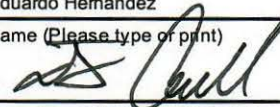
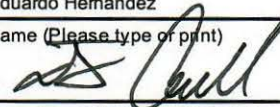
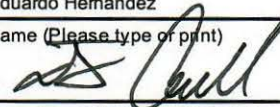
4. The applicant shall provide a listing of all state and federal tax credits it has been granted within the prior three years. Additionally, the applicant shall provide a listing of all state and federal tax credits they have applied for or anticipate

[N/A](#)

# BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2025 to June 30, 2026

App **Hawaii Bicycling League**

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)																						
<b>A. PERSONNEL COST</b>																										
1. Salaries	31,570		89,585	18,000																						
2. Payroll Taxes & Assessments	3,586		10,177																							
3. Fringe Benefits	3,586		7,800																							
<b>TOTAL PERSONNEL COST</b>	<b>38,743</b>		<b>107,562</b>	<b>18,000</b>																						
<b>B. OTHER CURRENT EXPENSES</b>																										
1. Airfare, Inter-Island	4,000		1,500																							
2. Insurance	2,500		3,020																							
3. Lease/Rental of Equipment	3,250		4,500																							
4. Lease/Rental of Space	1,800		3,600																							
5. Staff Training	1,100		1,100																							
6. Supplies	2,150		2,150																							
7. Telecommunication	500		250																							
8. Utilities	1,250		250																							
9. Fundraising, Media/Donor Relations			1,750																							
10. Vehicle Annual Costs			3,020																							
11. General Liability Insurance	2,120		2,120																							
12. Website	2,000		2,000																							
13. Bicycle Helmets			7,500																							
14. Bicycle Locks			700																							
15. Activities Catering (snacks and drinks)			1,500																							
16. Other			500																							
17.																										
18.																										
19.																										
20.																										
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>20,670</b>		<b>35,460</b>																							
<b>C. EQUIPMENT PURCHASES</b>																										
<b>D. MOTOR VEHICLE PURCHASES</b>	<b>35,000</b>																									
<b>E. CAPITAL</b>																										
<b>TOTAL (A+B+C+D+E)</b>	<b>94,413</b>		<b>143,022</b>	<b>18,000</b>																						
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p><b>SOURCES OF FUNDING</b></p> <table style="width: 100%;"> <tr> <td>(a) Total State Funds Requested</td> <td style="text-align: right;">94,413</td> </tr> <tr> <td>(b) Total Federal Funds Requested</td> <td></td> </tr> <tr> <td>(c) Total County Funds Requested</td> <td style="text-align: right;">143,022</td> </tr> <tr> <td>(d) Total Private/Other Funds Requested</td> <td style="text-align: right;">18,000</td> </tr> <tr> <td><b>TOTAL BUDGET</b></td> <td style="text-align: right;"><b>255,435</b></td> </tr> </table> </div> <div style="width: 50%;"> <p>Budget Prepared By:</p> <table style="width: 100%;"> <tr> <td>Eduardo Hernandez</td> <td style="text-align: right;">(808) 735-5756</td> </tr> <tr> <td>Name (Please type or print)</td> <td style="text-align: right;">Phone</td> </tr> <tr> <td></td> <td style="text-align: right;">1/17/23</td> </tr> <tr> <td>Signature of Authorized Official</td> <td style="text-align: right;">Date</td> </tr> <tr> <td colspan="2">Travis Counsell, Executive Director</td> </tr> <tr> <td colspan="2">Name and Title (Please type or print)</td> </tr> </table> </div> </div>					(a) Total State Funds Requested	94,413	(b) Total Federal Funds Requested		(c) Total County Funds Requested	143,022	(d) Total Private/Other Funds Requested	18,000	<b>TOTAL BUDGET</b>	<b>255,435</b>	Eduardo Hernandez	(808) 735-5756	Name (Please type or print)	Phone		1/17/23	Signature of Authorized Official	Date	Travis Counsell, Executive Director		Name and Title (Please type or print)	
(a) Total State Funds Requested	94,413																									
(b) Total Federal Funds Requested																										
(c) Total County Funds Requested	143,022																									
(d) Total Private/Other Funds Requested	18,000																									
<b>TOTAL BUDGET</b>	<b>255,435</b>																									
Eduardo Hernandez	(808) 735-5756																									
Name (Please type or print)	Phone																									
	1/17/23																									
Signature of Authorized Official	Date																									
Travis Counsell, Executive Director																										
Name and Title (Please type or print)																										



## BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2025 to June 30, 2026

Applicant: Hawaii Bicycling League

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	\$92,400.00	2.50%	\$ 2,310.00
Director of Adult Education		1	\$62,800.00	7.50%	\$ 4,710.00
Community Engagement Coordinator		1	\$55,000.00	5.00%	\$ 2,750.00
Advocacy Director		1	\$72,000.00	2.50%	\$ 1,800.00
Cycling Instructors		2	\$40,000.00	50.00%	\$ 20,000.00
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
<b>TOTAL:</b>					31,570.00

## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2025 to June 30, 2026

Applicant: Hawaii Bicycling League

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

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
2020 GMC Savana G33503 - Light Duty Box Truck	1.00	\$35,000.00	\$ 35,000.00	35000
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>	1		\$ 35,000.00	35,000
JUSTIFICATION/COMMENTS:				

## BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2025 to June 30, 2026

Applicant: Hawai'i Bicycling League

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:2023-2024	FY:2024-2025	FY:2025-2026	FY:2025-2026	FY:2026-2027	FY:2027-2028
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
<b>TOTAL:</b>						
<b>JUSTIFICATION/COMMENTS:</b>  N/A						



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 2026 for program funding.

1. BikeEd Hawaii Program & Adult Bicycle Education MA-DTS-2300028  
Awarded by the City & County of Honolulu  
Grant Period: 7/1/22/- 6/30/28  
Grant Amount: \$285,000/yr
2. Honolulu Century Ride  
Awarded by the Hawai'i Tourism Authority  
Grant Period: 7/1/23 - 12/31/23  
Grant Amount: \$35,000
3. Honolulu Century & Ride Aloha Festival  
Awarded by the Hawai'i Tourism Authority  
Grant Period: 7/1/24 - 12/31/24  
Grant Amount: \$20,000 (We are projecting to renew this contract for FY25)
4. E-Bike Education  
Awarded by the Hawai'i Department of Transportation  
Grant Period: 1/11/24 - 9/30/24  
Grant Amount: \$99,735
6. Transportation Safety  
Awarded by the Hawai'i Department of Transportation  
Grant Period: 1/30/25 - 9/30/25  
Grant Amount: Pending
7. Bike Month Sponsorship  
Awarded by the Hawaii State Energy Office  
Grant Period: 5/1/23 -5/30/23  
Grant Amount: \$8,800

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2024.

\$159,580.16 as of 12/31/24

# GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Apr

Hawai'i Bicycling League

Contracts Total:

458,535

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	BikeEd Hawaii Program & Adult Bicycle Education	7/1/22 - 6/30/28	DTS	Honolulu	285,000
2	Honolulu Century Ride	7/1/23 - 12/31/23	HTA	Hawai'i	35,000
3	Honolulu Century Ride & Ride Aloha Festival	7/1/24 - 12/31/24	HTA	Hawai'i	20,000
4	E-Bike Education	1/11/24 - 12/31/24	HDOT	Hawai'i	99,735
5	Bike Month Sponsorship	5/1/23 - 5/31/23	State Energy Office	Hawai'i	8,800
6	Haleiwa Metric Century & Ride Aloha Festival	1/1/25 - 6/30/25	HTA	Hawai'i	10,000
7	Transportation Safety	1/30/25 - 12/31/25	HDOT	Hawai'i	Pending
8	Honolulu Century Ride & Ride Aloha Festival	7/1/25 - 12/31/25	HTA	Hawai'i	Pending
9	Ride Aloha Honolulu	10/1/25 - 9/30/26	DTS	Honolulu	Pending
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					
26					
27		10			Application for Grants

## **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.

HBL is the oldest and most qualified statewide cycling education and advocacy organization. HBL has been leading efforts as described in this proposal for fifty years. Ride Aloha Hawai'i is a new program designed to increase organizational capacity, reach new audiences and help more individuals in need to get access to information, resources, and skills building so that they can safely choose to ride a bicycle for transportation, recreation and health. We anticipate being able to have even more impact since we are proposing this program to launch during our golden 50th anniversary year. This will provide enhanced opportunities for earned media to reach the widest possible audience.

HBL has three pillars to realize the goals of our mission: advocacy, education and events. There is one FTE director in each of these areas, as well as an FTE community engagement coordinator, part-time staff and volunteers.

We have more than 1,000 active members and more than 20,000 individuals receive our monthly newsletter linking them to a wide range of resources, education and activities statewide. Each year, more than 8,000 people join us for a myriad of activities including weekly guided rides, monthly and quarterly skills building workshops, community cleanups and our signature internationally attended major events including the Haleiwa Metric Century and the Honolulu Century Ride. In 2024, we celebrated the 35th anniversary of BikeEd, our in-school and on-bicycle education program for elementary school students. More than 100,000 fourth graders have developed early skills and appreciation for the benefits and camaraderie of cycling through this program. BikeEd is partially funded by the City and its track record speaks to our ability to responsibly steward public revenue over decades.

### **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.

HBL is headquartered at 3442 Wai'ala'e Avenue in Kaimuki on O'ahu. At this location, we have office space for 5 full time employees, as well as storage space for a fleet of dozens of bicycles for people of all ages, as well as a wide range of supplies, tents, tables, and signage that we use for events and training. We also rent a storage facility in Pearl City for our fleet of adult tricycles that are used especially for kupuna education activities. Our Maui Bicycling League chapter operates a home/office in West Maui.



## **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 Travis Counsell earned an executive MBA at the Shidler College of Business at UH Mānoa. Prior to serving in this role, he led the nonprofit New England Mountain Bike Association and also owned a bicycle shop and rental business in Waikiki. He first began working at HBL in 2015. In 2023, he completed the Hawai'i Association of Nonprofit Organization's Fellows Program. He provides day-to-day and long-term strategic leadership for the agency, supervises key staff and reports to the all-volunteer Board of Directors. Staff meet weekly as a group and 1:1 with the executive director or direct supervisor. Throughout the year there are opportunities for staff training and professional development, including attendance at the National Bike Summit, where we meet with peers and learn best practices for cycling education and advocacy.

Adult Education Director Malia Harunaga has been with the organization since 2015. She is certified as a League of American Bicyclists Coach (one of just 17 in the nation). Previously, Malia also served as our co-executive director. Malia leads a robust calendar of skills building workshops and educational activities. She will be the point person for this project overseeing bike instructors and working collaboratively with all other staff to execute the various components of this proposal.

Events Director Chris Salas has participated in numerous competitive sports events including marathons in Los Angeles and Boston; Ironman World championship in Kona and; Race to the Sun on Maui. Chris oversees a full portfolio of small and signature events, including the Haleiwa Metric Century and the Honolulu Century and Ride Aloha Festival.

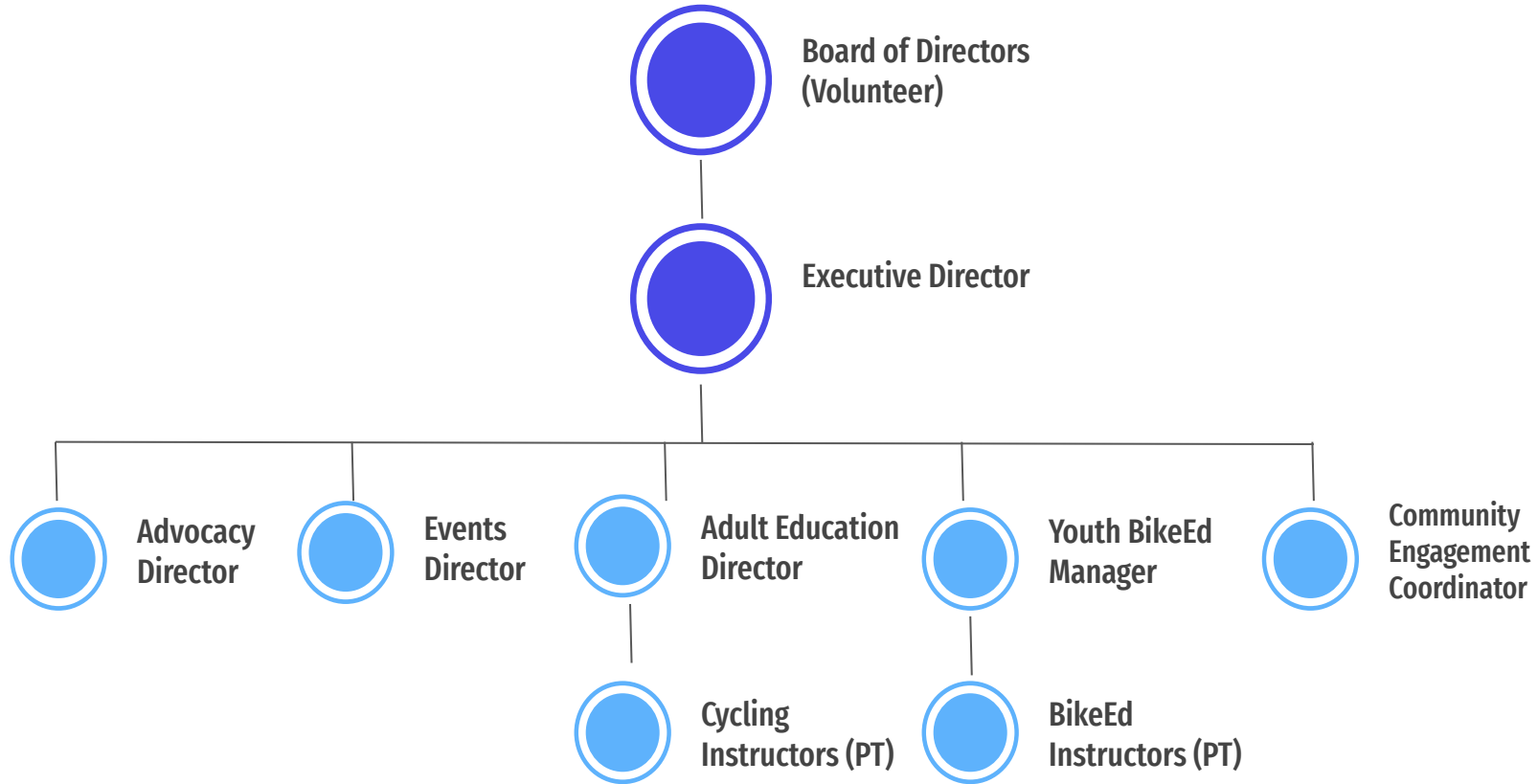
Advocacy Director Eduardo Hernandez joined our staff in 2024. He has been applying his background in nonprofit fundraising and communications to champion Safe Streets for All as a leading message, with particular focus on advocacy leadership and resource development. Before working for HBL, Eduardo was a member of our Board of Directors. His experience includes work with housing, health and arts organizations in Hawai'i and nationally.

Additionally, there are two part-time cycling instructors as shown on the following organization chart.

### **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.

# Hawai'i Bicycling League - Organizational Chart





### 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.

Executive Director - \$92,400

Education Director - \$62,800

Advocacy Director - \$72,000

## **VII. Other**

### **1. Litigation**

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

HBL is not a party to any litigation, nor subject to any outstanding judgement.

### **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.

Education Director Malia Harunaga is a League of American Bicyclist Certified Instructor

### **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 shall not be used to support or benefit a sectarian or non-sectarian private educational institution.

### **4. Future Sustainability Plan**

The applicant shall provide a plan for sustaining after fiscal year 2026 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2026, but
- (b) Not received by the applicant thereafter.

HBL is taking proactive steps to ensure the enduring success of the Ride Aloha Hawai'i. We are in the final stages of drafting and publishing an updated strategic plan focused on diverse funding, community collaboration, and continuous evaluation. The first pillar involves diversifying funding sources, including seeking grants from health and wellness foundations, local government initiatives, and organizations dedicated to climate and sustainability. In the past year, HBL received more than \$60,000 from two family foundations including the locally based Kosasa Foundation. HBL sustains its operations through membership dues, government contracts, and grant funding.

In community partnerships and sponsorships, HBL is set to cultivate alliances with local businesses in cycling and health-related sectors. This initiative aims to secure financial sponsorships from establishments such as bike shops, wellness centers, and companies invested in fostering community health initiatives for seniors and other residents. Additionally, the organization is actively collaborating with local government agencies to explore opportunities for financial support, infrastructure development, and the seamless integration of the Ride Aloha Hawai'i into broader community wellness initiatives.

The strategic plan also emphasizes a commitment to program evaluation and improvement, focusing on establishing a robust monitoring system. Regular participant

feedback, quantitative data on participation rates, and anecdotal evidence will be instrumental in informing ongoing enhancements. Moreover, HBL recognizes the importance of adaptability to the evolving needs of those we serve. This includes adjusting program activities, schedules, and outreach strategies to ensure continued relevance and resonance within the community.

This comprehensive approach aims to sustain and expand Ride Aloha Hawai'i. The organization's dedication to adaptability, community engagement, and strategic partnerships is poised to create a lasting and positive impact all

HBL is well-positioned to sustain and expand the proposed plan for the Ride Aloha Honolulu program beyond the grant period.

- HBL's experienced and qualified leadership and instructional team brings a wealth of experience in cycling, community engagement, and nonprofit management. Their expertise ensures strategic decision-making and effective program execution.
- HBL's funding model provides financial stability, relying on grants, donations, memberships, and event proceeds. Our organization's ability to diversify funding sources ensures resilience against potential fluctuations in specific revenue streams, including the existing membership program.
- Existing relationships with local businesses, potential partnerships, and collaboration with local government agencies with health and wellness-related entities create opportunities for ongoing sponsorships, collaborations, and financial support.
- Our commitment to continuous monitoring and evaluation ensures that the program remains responsive to community needs. This adaptive approach contributes to the sustained effectiveness of the program.
- HBL's experience in public awareness campaigns and community engagement activities positions the organization to continue advocating for cycling initiatives and garnering community support. Our track record in policy advocacy for cycling infrastructure positions the organization as a key player in shaping a supportive environment for the Ride Aloha Hawai'i Program.
- Our focus on intergenerational programs demonstrates its commitment to innovative and collaborative initiatives. These programs enhance community engagement and contribute to the program's long-term success.