

**GRANT-IN-AID COVER SHEET**

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

Type of Grant Request:



Operating



Capital

Legal Name of Requesting Organization or Individual: Dba:  
Hilo Bayfront Trails, Inc. Hilo Bayfront Trails, Inc.

Amount of State Funds Requested: \$124,280

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

Hilo Bayfront Trails, Inc., a 501(c)(3) local charitable organization. This grant aims to enhance community awareness and education regarding bicycle and pedestrian safety on the roads of the Island of Hawai'i, thereby contributing to a safer and more connected community.

The grant will fund and support developing and implementing a Bicycle and Pedestrian Safety Educational campaign distributed on media outlets such as television (online and conventional), radio, and print (newspaper, posters, and banners). Educational and promotional materials will be available for distribution to the community. The Program targets the residents and visitors of the Island of Hawai'i.

In addition to the educational campaign, the grant will fund and support the expansion of the Bicycle Education Classes provided by PATH (People's Advocacy for Trails Hawaii) for fourth-grade students across the island. The Bicycle Education Classes will target island-wide fourth-grade students.

The total cost of the grant is \$124,280. Details are provided in the budget proposal section.

Amount of Other Funds Available:

State: \$0.00

Federal: \$0.00

County: \$0.00

Private/Other: \$12,715.74

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

\$0.00

Unrestricted Assets:

\$0.00

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:

P.O. Box 10702

City:

Hilo

State:

HI

Zip:

96721

Contact Person for Matters Involving this Application

Name:  
Patti HatzistavrakisTitle:  
Hilo Bayfront Trails, Inc. Board MemberEmail:  
patti@hiphi.orgPhone:  
(808) 591-6508 x 42


Authorized Signature

Patti L. Hatzistavrakis/ Hilo Bayfront Trails, Inc. Board Member

Name and Title

January 17, 2025

Date Signed

# I. Certification

## 1. HAWAII COMPLIANCE EXPRESS CERTIFICATE



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:** HILO BAYFRONT TRAILS, INC.

**Issue Date:** 12/29/2024

**Status:** Compliant

Hawaii Tax#:

New Hawaii Tax#: GE-2118090752-02

FEIN/SSN#: XX-XXX1719

UI#: No record

DCCA FILE#: 234364

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

**2. DECLARATION STATEMENT**

**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.

HILO BAYFRONT TRAILS INC.  
(Typed Name of Individual or Organization)

  
(Signature)

14 January 2025  
(Date)

ANDRIA P. ELLIS  
(Typed Name)

PRESIDENT  
(Title)

### 3. PUBLIC PURPOSE

**Requesting Organization:** Hilo Bayfront Trails, Inc.

The requisition organization is Hilo Bayfront Trails, Inc., a 501(c)(3) local charitable organization. The purpose of this grant is to enhance community awareness and education regarding bicycle and pedestrian safety on the roads of the Island of Hawai'i. Traffic crashes, resulting in injury and fatality, have a tremendous impact on the community. In 2024, we saw increased traffic fatalities (Burnett, J., 2025) across the state and on the Island of Hawai'i. This initiative aims to promote safe and responsible practices for pedestrians, bicyclists, and motorists, thereby contributing to a safer and more connected community.

The grant will fund and support the development and implementation of a Bicycle and Pedestrian Safety Educational campaign that includes:

- The development, production, and placement of 15, 30- and 60-second public service announcements (PSAs) for radio and local and digital television,
- The development and placement of PSAs on social media channels (static posts and advertising purchases), as well as visitor-centric and tourism websites,
- The development and production of print form PSAs, including local newspaper publications and posters and banners for distribution at locations including area schools, community centers, public parks and buildings, and (as allowed) along roadways,
- The creation and distribution of "Safe Walking and Biking" brochures for use at community events and in conjunction with Bicycle Education Classes and
- The procurement of branded promotional products, such as bicycle repair kits, shirts, and stickers, to promote safety practices for cyclists and pedestrians.

In addition to the educational campaign, the grant will support the expansion of the Bicycle Education Classes provided by PATH (People's Advocacy for Trails Hawai'i) for fourth-grade students across the island. PATH is a community-based, grassroots 501(c)(3) non-profit public access organization serving the County of Hawai'i since 1986. Their mission is to champion and educate on safe, accessible, and active transportation opportunities in communities throughout the Island of Hawai'i.

Currently, PATH can accommodate eighteen schools per year, reaching 1,000 students. With this funding, they could reach twenty-three schools per year, enhancing the lives of 1,300 students. Funding will provide for the following program elements:

- Program Staff: Bike Education Program Director and Assistant Bike Education Instructor(s)
- Transportation: Mileage to and from PATH headquarters to schools
- Helmets: Provided as take-home items for each student participant

This Bicycle and Pedestrian Safety Educational Program targets the residents and visitors of the Island of Hawai'i, particularly motor vehicle operators, pedestrians, and bicyclists. The Bicycle Education Classes will target island-wide fourth-grade students who participate in the classes.

The total cost of the grant, including program development and placement of PSAs, production of materials, outreach efforts, and class expansion, is \$124,280 and will be detailed in the accompanying budget proposal. This budget will allocate resources for media production of two campaigns, educational materials, safety equipment, and program staffing.

Hilo Bayfront Trails, Inc. is committed to fostering a safer environment for all road users through community engagement and education.

## **II. Background And Summary**

### **1. APPLICANT'S BACKGROUND**

Hilo Bayfront Trails, Inc. (HBFT) is an active, well-known nonprofit organization 501(c)(3) based in Hilo, Hawai'i. Our mission is to develop and advocate for a comprehensive multi-use trail system that connects people to essential services, education, cultural landmarks, and recreational spaces throughout Hilo and East Hawai'i. We are dedicated to promoting education and awareness about pedestrian and bike safety, ensuring all trail users can travel safely and responsibly. Our commitment includes facilitating the timely completion of the County of Hawai'i's Hilo Bayfront Trails Plan, supporting the arrangement, funding, and development of multi-use trail projects and "complete streets" improvements, and advocating for the safe and shared use of roadways for bicyclists and pedestrians.

We are also a successful leader in implementing the Hilo Bayfront Trails Master Plan, created by the County of Hawai'i Research and Development department ~20 years ago. We have been awarded grants worth almost \$2 million to date. Our dedicated, high-impact group of 100% volunteers has delivered just over 2 miles of multi-use paths in Hilo, Hawai'i. HBFT's volunteer-driven model allows for agile project development and strong community involvement.

The organization addresses specific local needs by focusing on trails that connect key areas—such as downtown, residential neighborhoods, parks, and essential services—helping reduce transportation costs and encouraging healthier lifestyles. HBFT is also committed to creating accessible routes for individuals with mobility challenges. This holistic approach makes HBFT the leading organization in East Hawai'i focused on building a comprehensive, safe, and community-centered trail network.

Through multi-modal trail completion, advocacy, and pedestrian and bike safety education, we hope to transform Hilo and East Hawai'i into a model of connectivity, inclusivity, and sustainability where our multi-modal trails foster vibrant community well-being, environmental stewardship, healthy lifestyle, economic success, and equitable access to education, healthcare, and recreation.

## **2. GOALS AND OBJECTIVES**

The goal of the Bicycle and Pedestrian Safety Educational Program is to ensure the safety and accessibility of the Island of Hawai'i roads by promoting safe and responsible practices for pedestrians, bicyclists, and motorists.

The objective of the Bicycle and Pedestrian Safety Educational Program is to provide long-lasting awareness and education regarding safe road use for pedestrians, bicyclists, and motorists through a media campaign and educational classes that will decrease traffic crashes resulting in injury or fatality as reported at the end of 2026 (versus 2024) on the Island of Hawai'i.

## **3. PUBLIC PURPOSE AND NEED TO BE SERVED**

A January 12, 2025, article by the Hawai'i Tribune-Herald outlined the increase in traffic fatalities in 2024 versus the prior year (29 vs. 15) on the Island of Hawai'i (Burnett, J., 2025). The deaths include 16 motor vehicle occupants, six pedestrians, five motorcyclists, and one cyclist. Among the reasons listed for the crashes are speeding, impairment, and distracted driving. In the article, Department of Transportation Ed Sniffen stated, "It is about making choices that could impact your life or the life of someone sharing the same road as you. We should all strive for a common goal of eliminating fatal crashes on our roads." Later in the article, Hawai'i Police Chief Benjamin Moszkowicz states, "Every one of those deaths was preventable." He also mentions the fact that people need to make safe choices. This Bicycle and Pedestrian Safety Educational Program will enable our community members to make better, safer choices for themselves, their families, and others.

The purpose of the Bicycle and Pedestrian Safety Educational Program is to create awareness regarding safe road use and decrease the incidence of traffic crashes resulting in injury or fatality. By understanding how to drive, cycle, and walk safely, road users can make safer choices for the benefit of all multi-modal transportation users.

## **4. TARGET POPULATION TO BE SERVED**

The Bicycle and Pedestrian Safety Educational Program will reach residents and visitors. Anyone who uses the Island of Hawai'i's road system can benefit from increased awareness and knowledge of road safety rules and regulations.

According to the U.S. Census Bureau county-level population estimates released on March 14, 2024, the County of Hawai'i has an estimated population of 207,615 persons (State of Hawai'i Research & Economic Development, 2023). As of 2020, 136,564 Hawai'i driver licenses were in force on the Island of Hawai'i, based on data from the Hawai'i State Department of Transportation and Motor Vehicle Safety records (The State of Hawai'i Data Book, 2020). Further, while data on bicycles registered in the County is limited, a visual observation indicates numerous users of conventional bicycles, eBikes, scooters, and other motorized single-occupancy vehicles. In addition, all residents are pedestrians as we move about our



days, including using trails and paths for recreation and accessing services throughout our communities. Even walking from a vehicle to a destination through a crowded parking lot should be considered.

Also, as the Island of Hawai'i is a popular vacation destination, visitors should be aware of safety information while using the roadways to visit culturally important places throughout our island communities. According to the report released by the Hawai'i State Department of Business, Economic Development & Tourism in November of 2024, 1,430,480 visitors came to the Island of Hawai'i in the first ten months of 2024 (Hawai'i State Department of Business, Economic Development & Tourism (2024)). Visitors utilize the roadways, trails, and multi-purpose paths to access this island's beauty and cultural heritage. They do so by vehicle, bicycle, and on foot. With numerous rental car companies on the island and the convenient HiBike rental hubs situated across the island, visitors are using the roadways in large numbers. Motorized transportation is in addition to walking to destinations, such as resort spaces and nearby shopping centers.

Therefore, the reach of the Bicycle and Pedestrian Safety Educational Program (Media Campaign) must be broad and presented with messaging and visual cues that appeal to both residents and visitors.

The Bicycle Education Classes will target fourth-grade students participating in the PATH Bicycle Education Classes island-wide. Anticipated reach is 1,300 students.

## **5. GEOGRAPHIC COVERAGE**

The Bicycle and Pedestrian Safety Educational Program will encompass all districts of the Island of Hawai'i, from Hilo to Kona, Waimea to Ka'u, and the rural communities in between.

The PSAs will be targeted for distribution on radio and television, reaching island-wide audiences. A social media presence is planned on significant sites such as Facebook and Instagram, ensuring a broad reach. We will also work with visitor-centric and tourism websites to distribute the information.

The print form PSAs will be published in island newspapers Hawai'i Tribune-Herald and West Hawai'i Today, while posters and banners will be distributed to public spaces across the island, including schools, community centers, and public parks and buildings.

Printed Bicycle and Pedestrian Safety Educational Program materials (brochures and promotional items) will be distributed at community events across the Island of Hawai'i.

The Bike Education Classes PATH provides will be offered to all school complexes across the Island of Hawai'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. Scope of Work, tasks and responsibilities:**

- The scope of work includes the following:
  - Development, production, and placement of 15, 30- and 60-second public service announcements (PSAs) for radio and local and digital television,
  - development and placement of PSAs on social media channels (static posts and advertising purchases) as well as visitor-centric and tourism websites,
  - development and production of print form PSAs, including local newspaper publication and posters and banners for distribution at locations including area schools, community centers, public parks and buildings, and (as allowed) along roadways,
  - creation and distribution of "Safe Walking and Biking" brochures for use at community events and in conjunction with Bicycle Education Classes,
  - procurement of branded promotional products, such as bicycle repair kits, shirts, and stickers, to promote safety practices for cyclists and pedestrians,
  - expansion of the Bicycle Education Classes provided by PATH (People's Advocacy for Trails Hawai'i) for fourth-grade students from eighteen to twenty-three schools (educating an additional 300 students) and
  - Evaluation of all program elements.
- **Tasks and Responsibilities:**
  - Patti Hatzistavrakis, in conjunction with a media company such as Out of the Sea Media Arts, an Island of Hawai'i based media company with 25 years of experience with input from the Hilo Bayfront Trails, Inc. Board of Directors and the Island of Hawai'i Healthy Eating + Active Living Coalition will coordinate the development, production, and placement of the PSAs for radio, television, social media, and websites, as well as for printed form PSAs and materials, and the "Safe Walking and Biking" brochure.
  - Patti Hatzistavrakis, with input from the Hilo Bayfront Trails, Inc. Board of Directors and the contracted media company, will coordinate the procurement of the printed and promotional materials.
  - The PATH Program Director and Bike Education Instructor(s) will coordinate the expansion of the Bicycle Education Classes for fourth-grade students.
  - Patti Hatzistavrakis and Andria Ellis, with input from the Hilo Bayfront Trails, Inc. Board of Directors and contracted media company, will conduct the Program Evaluation, taking into account the County of Hawai'i reports on traffic incidents and outcomes.
  - Patti Hatzistavrakis and Andria Ellis will conduct the Grant reporting.



## 2. Project Timeline (2025-2026):

- Q1 (July-September 2025):
  - Development of at least two PSA concepts and messaging, and identification of placement avenues.
  - Identification of expansion schools for the PATH Bicycle Education Classes.
    - Contact and scheduling of events
  - Grant Reporting
- Q2 (October-December 2025):
  - Production and approval of PSAs for conventional media, digital, and print purposes.
  - Procurement of printed and promotional materials.
  - Implementation of PATH Bicycle Education Classes (as able to be scheduled).
  - Distribution of printed and promotional materials.
  - The initial launch of the media campaign(s) (December).
  - Grant Reporting
- Q3 (January-March 2026):
  - Media campaign continues.
    - Evaluation is ongoing to adjust strategy as needed.
  - PATH Bicycle Education Classes continue (as able to be scheduled).
  - Distribution of printed and promotional materials continues.
  - Grant Reporting
- Q4 (April-June 2026):
  - Media campaign continues.
    - Evaluation is ongoing to adjust strategy as needed.
  - PATH Bicycle Education Classes continue (as able to be scheduled).
  - Distribution of printed and promotional materials continues.
  - Grant Reporting
- Q5/Q6 (July-December 2026)
  - Program evaluation with final report being made available in January 2027, to incorporate County of Hawai'i reports on traffic incidents and outcomes.
  - Grant Reporting

## 3. Quality assurance and evaluation plans:

- The Project Leadership team will:
  - Manage the deliverables to ensure timely completion of all stages of creative development and placement by the times specified in the timeline above.
  - Monitor the monthly spending to ensure each element is coming in within budget.
  - Maintain communication with the PATH Program Director to ensure the execution of events related to this project.
  - Evaluate the media placements based on performance and adjust as needed to maximize the reach.
  - Evaluate the PSA messaging to ensure they appeal to the Island of Hawai'i's diverse target audience and adjust as needed to ensure resonance.
  - Monitor the amount of promotional materials distributed to the community.

- Evaluate the campaign's effectiveness based on County of Hawai'i reports on traffic incidents and outcomes.
- Share project progress with stakeholders monthly and request feedback for continuous improvement.

**4. Measure(s) of effectiveness:**

- Media Reach
- Media Resonance
- The number of schools providing the PATH Bicycle Education Program
- The number of students reached through the PATH Bicycle Education Program
- The number of Community Outreach Events and the number of interactions with community members
- The number of promotional materials distributed (posters, banners, helmets, bicycle repair kits, stickers, brochures, etc.)
- Reduction in traffic incidents resulting in injury and fatality (2026 vs. 2024) on the Island of Hawai'i based on the County of Hawai'i reports on traffic incidents and outcomes.
- On-budget, on-time delivery of program elements

## **IV. Financial**

### **BUDGET**

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

Hilo Bayfront Trails, Inc. is a 501(c)(3) charitable organization fully managed and operated by unpaid volunteers. Hilo Bayfront Trails, Inc. Officers and Directors do not receive any stated salary or monetary compensation for their services.

However, as part of this project, we will financially compensate contractors through PATH (Program Director and Bike Education Instructor) for their services and the additional events facilitated. The "Budget Request by Source of Funds" spreadsheet captures this line item.

## A. Budget request by source of funds

**BUDGET REQUEST BY SOURCE OF FUNDS**

Period: July 1, 2025 to June 30, 2026

Applicant: Hilo Bayfront Trails, Inc.

<b>BUDGET CATEGORIES</b>	<b>Total State Funds Requested (a)</b>	<b>Total Federal Funds Requested (b)</b>	<b>Total County Funds Requested (c)</b>	<b>Total Private/Other Funds Requested (d)</b>
<b>A. PERSONNEL COST</b>				
1. Salaries	12,500	0	0	0
2. Payroll Taxes & Assessments	0	0	0	0
3. Fringe Benefits	0	0	0	0
<b>TOTAL PERSONNEL COST</b>	<b>12,500</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island	0	0	0	0
2. Insurance	780	0	0	0
3. Lease/Rental of Equipment	0	0	0	0
4. Lease/Rental of Space	0	0	0	0
5. Staff Training	0	0	0	0
6. Supplies	0	0	0	0
7. Telecommunication	0	0	0	0
8. Utilities	0	0	0	0
9. Media Creative Design (Printed Materials)	10,000	0	0	0
10. Media Design & Production (PSAs)	8,000	0	0	0
11. Media Distribution (Print, social media, internet based streaming, conventional television, and radio)	79,000	0	0	0
12. Promotional Materials (Printed)	6,500	0	0	0
13. Promotional Materials (Giveaways)	6,500	0	0	0
14. Transport to Bicycle Education Classes (fuel)	1,000	0	0	0
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>111,780</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>C. EQUIPMENT PURCHASES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>D. MOTOR VEHICLE PURCHASES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>E. CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL (A+B+C+D+E)</b>	<b>124,280</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	124,280	Patti Hatzistavakis (808) 591-6508 x 42		
(b) Total Federal Funds Requested	0	Name (Please type or print) Phone		
(c) Total County Funds Requested	0	Signature of Authorized Official Date		
(d) Total Private/Other Funds Requested	0	Patti Hatzistavakis, Hilo Bayfront Trails, Inc. Board Member		
<b>TOTAL BUDGET</b>	<b>124,280</b>	Name and Title (Please type or print)		

## B. Personnel salaries and wages

### BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2025 to June 30, 2026

Applicant: Hilo Bayfront Trails, Inc.

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
PATH Bike Education Program Director	0.5 FTE	\$29,000.00	25.00%	\$ 7,250.00
PATH Assistant Bike Education Instructor (1)	0.5 FTE	\$15,000.00	25.00%	\$ 3,750.00
PATH Assistant Bike Education Instructor (2)	As needed	\$15,000.00	10.00%	\$ 1,500.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL:</b>				12,500.00
<b>JUSTIFICATION/COMMENTS:</b> Expansion of PATH's Bicycle Education Classes to 5 additional schools utilizing grant funds. Assistant Bike Education Instructor(s) vary based on student attendance at classes. The ratio is 1:6-10.				

## C. Equipment and motor vehicles: Not Applicable

**BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES**

Period: July 1, 2025 to June 30, 2026

Applicant: Hilo Bayfront Trails, Inc.

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Not Applicable to the Bicycle and Pedestrian Safety Education Program			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
Not Applicable to the Bicycle and Pedestrian Safety Education Program			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				
JUSTIFICATION/COMMENTS:				

## D. Capital project details

**BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS**

Period: July 1, 2025 to June 30, 2026

Applicant: Hilo Bayfront Trails, Inc.

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	0	0	0	0	0	0
LAND ACQUISITION	0	0	0	0	0	0
DESIGN (Creative development, production, and distribution)	0	0	97000	0	100200	105000
CONSTRUCTION	0	0	0	0	0	0
EQUIPMENT (Promotional materials and physical items i.e.: helmets, stickers, posters, banners, t-shirts, bike repair kit, brochures, fuel)	0	0	14000	0	15000	18000
<b>TOTAL:</b>	<b>0</b>	<b>0</b>	<b>111,000</b>	<b>0</b>	<b>115,200</b>	<b>123,000</b>
<b>JUSTIFICATION/COMMENTS</b> Design: Cost includes the media companies design expertise, production of the PSA spots, and media buys for print, social media, internet based streaming, conventional television, and radio.						



## E. Government contracts, grants, and grants in aid: Not Applicable

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID					
Applicant: Hilo Bayfront Trails, Inc				Contracts Total: -	
	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	Not Applicable				
2					
3					
4					
5					
6					
7					
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11					
12					
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23					

10

Application for Grants

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
\$10,780	\$65,000	\$44,000	4,500	\$124,280

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

Hilo Bayfront Trails, Inc. plans to apply for Contingency Relief Funds from the County of Hawai'i, District 2, specifically to fund a trail-use tracking device. We also intend to apply for a Two-for-the-Trails grant through Athletic Brewing Co. to support our trail maintenance projects. We may apply for additional funding sources as new opportunities arise.

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.

Hilo Bayfront Trails, Inc. has not been granted state or federal tax credits within the last three years and does not anticipate applying for any tax credits in the foreseeable future.

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.

Not Applicable

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

Hilo Bayfront Trails, Inc. currently has no unrestricted funds, readily available cash, or other liquid assets that can be used for general operational expenses without any donor-imposed restrictions. Our current total balance (\$12,715.74) is committed to other projects and tied to existing expenses obligated to specific project expenses.

## **V. Experience And Capability**

### **1. NECESSARY SKILLS AND EXPERIENCE**

The Hilo Bayfront Trails Bicycle and Pedestrian Safety Educational project leadership team encompasses the following skills and experience:

- Implementation and facilitation of community-based programs and engagement aimed at improving public health and transportation safety
- Community outreach and education focused on public safety
- Project management, strategic planning, budget development, and resource allocation
- Marketing, advertising, and creative agency management
- Partnership building with government and community organizations
- Stakeholder collaboration
- Grant management, including securing funding and generating reports

A contracted media company, such as Out of the Sea Media Arts, with experience in similar media campaigns, will provide creative expertise and production services, advise on media placement, assist in the procurement of printed materials and promotional items, and provide evaluation metrics for media purchases.

PATH, with nearly 40 years of experience, will coordinate and facilitate the expanded Bike Education Classes for the additional schools funded by this project.

Additionally, the Hilo Bayfront Trails, Inc. (HBFT) Board of Directors and the Island of Hawai'i Healthy Eating + Active Living (HEAL) Coalition will provide creative direction. HBFT is composed of Built Environment Specialists, City Planners, Landscape Architects, and engineers who are cycling enthusiasts and public safety advocates. The HEAL Coalition members' expertise includes Public Health and Education, Built Environment planning and engineering, and Public Relations, and they are all public safety advocates.

## **2. FACILITIES**

Major facilities are not required for this project. We will primarily utilize existing spaces, including county and state lands, for community outreach events and schools for Bicycle Education Classes.

# **VI. Personnel: Project Organization And Staffing**

## **1. PROPOSED STAFFING, STAFF QUALIFICATIONS, SUPERVISION & TRAINING**

The Hilo Bayfront Trails Bicycle and Pedestrian Safety Educational project will be led by a team of experienced professionals with the skills and expertise required for successful implementation.

### **Patti Hatzistavrakis**

Patti Hatzistavrakis, a Hilo Bayfront Trails, Inc. Board Member, complements the leadership team with her focus on equity, health, and safety in the built environment. Her role as Coordinator of the Island of Hawai'i Healthy Eating + Active Living Coalition with Hawai'i Public Health Institute demonstrates her ability to manage community-based programs to improve public health and transportation safety. Patti has extensive experience in advocacy for cyclist and pedestrian safety, coalition-building with state and county agencies, and promoting active and multi-modal transportation. Her educational background in Kinesiology and Indigenous Public Health and her hands-on experience in health promotion and program management make her a key asset to the project.

### **Andria P. Ellis, PhD**

As President of Hilo Bayfront Trails, Inc., Dr. Ellis brings a strong background in program management, interagency collaboration, and public outreach. She has successfully led development and scientific projects, secured grant funding, and fostered partnerships with government and community organizations. Her expertise in strategic planning, budget development, and resource allocation ensures effective oversight of project activities. Ellis's academic foundation in Geophysics and Civil Engineering further enhances her ability to oversee technical aspects of trail and safety infrastructure development.

The combined leadership of Hatzistavrakis and Ellis, along with the dedicated support of their talented teams at Hilo Bayfront Trails, Inc. and the Island of Hawai'i Healthy Eating + Active Living Coalition, ensures a comprehensive approach to project management, community engagement, and program implementation. Their expertise spans strategic planning, stakeholder collaboration, outreach and education, and public safety advocacy, which are critical to the project's success.

Hatzistavrakis and Ellis will provide clear leadership and oversight to volunteers and staff involved in the project. Training and mentoring will be conducted to ensure consistent messaging and high-quality delivery of safety education materials. Regular team meetings will facilitate communication, monitor progress, and address challenges promptly.

With a leadership team that combines technical expertise, community engagement experience, and a proven record in program management, the Hilo Bayfront Trails Bicycle and Pedestrian Safety Educational Program is well-positioned to achieve its objectives. This project will benefit from their ability to align resources, build partnerships, and execute a vision for safer and more connected communities on the Island of Hawai'i.

**Resumes for Hatzistavrakis and Ellis to follow:**

## Patti Hatzistavrakis

### PROFILE

Focused on achieving equity, reducing disparities in access, health, and safety within the built environment space, and building effective partnerships with state/county agencies and communities to innovate multi-modal transportation solutions to encourage active living and greater connectedness while achieving environmental sustainability.

### EXPERIENCE

EAST HAWAI'I HEALTHY EATING + ACTIVE LIVING COALITION COORDINATOR, PAHOA, HI - 2023-PRESENT

- Successfully coordinate the Hawai'i County HEAL Coalition. Support efforts to improve the health and well-being of community members through programs and projects aligned with the Healthy Hawai'i Strategic and Physical Activity and Nutrition Plans.
- Provide leadership and support to community-based organizations such as Hawai'i Island Food Alliance and Hilo Bayfront Trails.
- Direct advocacy efforts for cyclists and pedestrians, in conjunction with State Representative Ilagan and other elected officials, to increase the safety and accessibility of streets.

STUDENT HEALTH AND WELLNESS PROGRAMS COORDINATOR AND PREVENTION EDUCATOR, UNIVERSITY OF HAWAI'I AT HILO, HILO, HI – 2019-2021

- Enhanced the student experience by planning and facilitating engaging and educational programs and events, including collaborations with campus departments and community agencies.
- Promoted medical and counseling services to ensure the well-being of students through on-campus outreach and social media content.
- Successfully managed the Family Planning Grant and was instrumental in gaining additional funding to secure continued services.
- Provided leadership to a team of student employees and mentored Practicum students.
- Administered team budgets and conducted division reporting.

STUDENT RESEARCH ASSISTANT, RESEARCH CORPORATION OF THE UNIVERSITY OF HAWAI'I, HILO, HI – 2020-2021

Contributed to the success of NIH-funded grant studies focused on Native Hawaiian and Pacific Island Youth by managing research projects and writing content for a published [research paper](#).

HEALTH EDUCATION COORDINATOR, RESEARCH CORPORATION OF THE UNIVERSITY OF HAWAI'I, HILO, HI – 2019-2021

Encouraged Native Hawaiian and Pacific Islander students to engage with mental health services through the SAMSHA Suicide Prevention grant. Assisted with grant management.

13-3599 LUANA ST. PAHOA, HI 96778 (484) 678-7688 [PATTI@HIPHI.ORG](mailto:PATTI@HIPHI.ORG)

**MANAGER ON DUTY/KEY HOLDER, THE VITAMIN SHOPPE, HILO, HI – 2018-2019**

Enhanced the customer experience by providing informed counsel on wellness options.

**CERTIFIED NUTRITION AND WELLNESS CONSULTANT, NUTRITION BY PATTI, LLC, PAHOA, HI – 2016-2018**

Empowered community members to choose healthy lifestyle options through group seminars, individualized nutrition plans, and educational resources.

**PRODUCE MANAGER, ABUNDANT LIFE NATURAL FOODS, HILO, HI – 2015-2016**

Promoted the increased intake of fruits and vegetables. Encouraged island sustainability through work with local producers and farmers.

**FREELANCE WRITER "A BETTER CHOICE", BIG ISLAND CHRONICLE, PAHOA, HI – 2013-2014**

Positively impacted the community through monthly articles featuring healthy lifestyle advice.

**NATIONAL CUSTOMER MARKETING SELLING STRATEGY AND SUPPORT MANAGER, DIAGEO NORTH AMERICA, NORWALK, CONNECTICUT – 2012-2012**

Influenced Brand Marketing strategies through data and trend analysis.

**NATIONAL CUSTOMER MARKETING DIGITAL MANAGER, DIAGEO NORTH AMERICA, NORWALK, CONNECTICUT – 2011-2011**

Generated awareness and increased sales through the development of digital marketing tools.

**NATIONAL CUSTOMER SERVICE MARKETING OFF-PREMISE MANAGER, DIAGEO NORTH AMERICA, NORWALK, CONNECTICUT – 2009-2011**

Led creative and talent agencies in developing a national consumer sampling platform.

**NATIONAL CUSTOMER MARKETING INFORMATION SERVICES MANAGER, DIAGEO NORTH AMERICA, NORWALK, CONNECTICUT – 2007-2009**

Ensured the continuity of the National Planning process by organizing quarterly team meetings, retreats, and shareholder conferences and increasing communication efficiency.

**EDUCATION**

University of Hawai'i at Hilo, Hilo, HI – Bachelor of Arts in Kinesiology and Exercise Science (Health Promotion Track) and Certificate in Indigenous Public Health, GPA: 4.0

**SKILLS**

- Familiar with the built environment's role in public health outcomes, the barriers to achieving equity and accessibility, and the avenues for collaborating on solution-oriented initiatives. Able to advocate for change at all levels of influence.
- Highly organized, motivated self-starter. Excellent communication and interpersonal skills. Able to successfully develop and lead projects and programs and secure funding sources.

**NON-PROFIT ADMINISTRATION**

- Hilo Bayfront Trails, Inc. Board Member, 2024-Present

PATTI HATZISTAVRAKIS 13-3599 LUANA ST. PAHOA, HI 96778 (484) 678-7688 [PATTI@HIPHI.ORG](mailto:PATTI@HIPHI.ORG)



## Andria P. Ellis, PhD

Hilo, Hawaii

| 530.736.8612

| [andria.p.ellis@outlook.com](mailto:andria.p.ellis@outlook.com)

### **SUMMARY OF QUALIFICATIONS**

Demonstrated and proven record in program management, strategic planning, and interagency collaboration to facilitate the fulfillment of Hilo Bayfront Trails Inc.'s mission and to advance foundational scientific research and its application to natural hazards and societal challenges. Adept at engaging with local communities, federal agencies, and the public to promote organization's priorities. Experience in successful long-range planning, budget development, and effective resource allocation to support diverse research and education initiatives. Skilled at balancing programmatic responsibilities with forward-thinking initiatives and dedicated to enhancing organization's mission to foster innovation, education, and impactful scientific research. Has delivered high-impact, timely peer-reviewed manuscripts, technical reports, presentations, news interviews, and hazard information products.

### **EDUCATION**

**2017 Ph.D. Geophysics** | *University of Wisconsin-Madison* | *Madison, WI*

**2011 B.S. Civil Engineering** | *University of the Pacific* | *Stockton, CA* | *Minor: Geology*

### **EXPERIENCE**

#### **PROGRAM PLANNING & INTER-AGENCY PROJECT MANAGEMENT:**

**President (current), Vice President (previous)** | *Hilo Bayfront Trails Inc.* | *April 2022 – present*

- **Strategically leads and governs.** Directs the strategic vision and operational activities of Hilo Bayfront Trails, Inc. (501(c)(3)) charitable foundation, updating vision and mission, fostering partnerships with local government, community organizations, and stakeholders to develop and maintain sustainable recreational trail systems.
- **Effectively manages projects and programs.** Oversees the planning, design, and implementation of multimillion-dollar trail development projects, ensuring adherence to timelines, budgets, and environmental standards while delivering high-quality community assets.
- **Advocates for public safety and wellness and engages the community.** Champions community outreach initiatives to promote public awareness and support for pedestrian and bicyclist safety and multi-modal trail development, resulting in increased community participation and collaboration in conservation and recreation efforts.
- **Engages in Interagency Collaboration.** Coordinates with federal, state, county, and local agencies to align projects with regulatory requirements and broader land-use and environmental goals, fostering efficient project approvals and execution.

**Geophysicist – Geodetic Network Manager** | *USGS Hawaiian Volcano Observatory* | *Sep 2020 - present*

- **Facilitates hazard risk reduction and ensures community resilience for the Island of Hawaii and American Samoa:**
  - **Conducts monitoring long-range planning and crisis response.** Plans and initiates deployment of geodetic instrumentation in response to increased volcanic unrest and hazard risks. Develops plans for strengthening monitoring and research program at the Hawaiian Volcano Observatory.
  - **Identifies needs for eruption preparedness, reports on response strategies, and designs a written plan to mitigate the weaknesses before eruptions.** Provides critical input for

operations or contributes significantly to planning for and the collection of geodetic data for monitoring Hawaiian and American Samoa volcanoes and optimizes performance to fulfill the Volcano Observatory's mission.

- **Consistently represents USGS Hawaiian Volcano Observatory and contributes to geodetic knowledge sharing and troubleshooting of complex scientific issues** across the USGS Volcano Science Center. Continuously solves complex problems, improves communication amongst staff, and coordinates efforts across teams and agencies.
- **Prepares and disseminates a variety of informational documents and reports of in-depth analyses and interpretations of potential volcanic activity and scenarios.** Effectively writes and verbally communicates complex scientific principles to technical and non-technical audiences to demonstrate effectiveness and relevance.
- **Facilitates inter-agency collaboration and coordination for volcano hazards monitoring.** Interfaces closely with public and community leaders such as Hawaii County Civil Defense and the Mayor of Hilo. Serves as coordinator of monitoring response efforts and knowledge sharing between the U.S. National Park Service, national and international universities, and private companies.

#### **BUDGET DEVELOPMENT & PROCUREMENT MANAGEMENT:**

**President (current), Vice President (previous) | Hilo Bayfront Trails Inc. | April 2022 – present**

- **Provides financial oversight of major projects.** Manages the organization's budget and financial operations, ensuring fiscal accountability and alignment with the organization's mission and strategic priorities.
- **Leads grant writing and fundraising initiatives.** Secures significant funding through successful grant applications and community fundraising efforts, ensuring the financial sustainability of the organization and its projects.
- **Manages post-award/grant funds and reporting.**

**Geophysicist – Geodetic Network Manager | USGS Hawaiian Volcano Observatory | Sep 2020 – present**

- **Effectively manages Operations and Expense (OE) and Disaster Supplemental budgets** for USGS Hawaiian Volcano Observatory's geodetic network, ensuring all budgetary goals were achieved ahead of schedule. Spearheads acquisition of state-of-the-art geodetic instrument purchasing and managing the full geodetic project budget with annual expenditures around \$100k.

**Workforce Development Specialist | UNAVCO Inc. | Oct. 2018 – Sep. 2020**

- **Strategically optimized budget to reduce program expenditures.** Reduced RECESS program annual operating budget from \$125 to \$85k without compromising quality of experience for interns. Reported to the National Science Foundation for all facility workforce-related achievements and activities.

#### **COMMUNICATION, REPRESENTATION, & LEADERSHIP:**

**President (current), Vice President (previous) | Hilo Bayfront Trails Inc. | April 2022 – present**

- **Leads Communication and Public Relations.** Represents Hilo Bayfront Trails Inc. in public forums, delivering presentations to local councils, stakeholders, and the public to promote the mission, progress, and impact of the organization. Writes and publishes newspaper press releases highlighting non-profit achievements, activities, and community contributions.

**Geophysicist – Geodetic Network Manager | USGS Hawaiian Volcano Observatory | Sep 2020 – present**

- **Acts as lead Geodetic Subject-Matter-Expert and Duty Scientist at Hawaiian Volcano Observatory.** Leads eruption response through professional-level, complex data interpretation

and planning monitoring instrument deployments. Implements innovative solutions for data acquisition and interpretation for volcano monitoring.

- **Provides critical scientific analysis, advice, and insights** to USGS's Hawaiian Volcano Observatory's (HVO) Scientist-in-Charge and Deputy Scientist-in-Charge, which are used as the basis for critical decisions and actions during volcanic unrest, crises, and eruptions.
- **Hosted Secretary of the Interior Deb Haaland during a visit (July 2023)** to Kīlauea and Hawaiian Cultural event in Hilo, Hawaii. Engaged in discussion regarding sacred lands, volcano monitoring, and growing partnerships and collaborations between USGS Hawaiian Volcano Observatory and USGS Pacific Island Ecosystems Research Center.
- **Full-fills media requests and creates information products as national expert regarding volcano hazards, unrest, and eruptions, including live and pre-recorded video news interviews for sources such as FOX News, CBS/NBC, Hawaii New Now, KHON2, and Government Matters.**
- **Publishes peer-reviewed scientific manuscripts on volcano and earthquake hazards and broader impacts.**

***Workforce Development Specialist | UNAVCO Inc. | Oct. 2018 – Sep. 2020***

- **Communicated natural hazard risks with the public and scientific community through timely, publicly posted 'UNAVCO Event Responses'.** Worked closely with engineers and geodetic data service team to quickly and formally respond and present high-rate geodetic data and maps related to high-impact natural hazard events, such as large earthquakes, to the scientific community.
- **Represented UNAVCO's Workforce Development programs and interests at over 6 national conferences annually.** Supported interns, recruited talent, and contributed to the national conversation on inclusion and diversity in the Earth sciences.

## **2. ORGANIZATION CHART**

### **Hilo Bayfront Trails, Inc. Officers and Board of Directors**

#### **President**

Andria Ellis

#### **Vice President**

James Leonard

#### **Secretary**

Ron Terry

#### **Treasurer**

James Eller

#### **Board Members**

Patti Hatzistavrakis

Leonard Bisel

Kehaulani Costa

Jesse Domian

Michele Lefebvre

Alan Ryan

## **3. COMPENSATION**

Hilo Bayfront Trails, Inc. is a 501(c)(3) charitable organization fully managed and operated by unpaid volunteers. Hilo Bayfront Trails, Inc. Officers and Directors do not receive any stated salary or monetary compensation for their services.

## **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 nonsectarian private educational institution. Please see [Article X, Section 1, of the State Constitution](#) for the relevance of this question.

Not applicable

### 4. FUTURE SUSTAINABILITY PLAN

**Partnership development:** Establish long-term community outreach efforts to oversee the Bicycle and Pedestrian Safety Educational Program.

**Community engagement:** Create a cultural shift in how people approach road safety to grant equitable access to all multi-modal transportation users.

**Financial stability:** Secure recurrent funding through sponsorships and donations.

### 5. REFERENCES

Burnett, J. (2025, January 12). *Traffic deaths nearly double in 2024*. Hawaii Tribune Herald. <https://www.hawaiitribune-herald.com/2025/01/12/hawaii-news/traffic-deaths-nearly-double-in-2024/>

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Hawai'i State Department of Business, Economic Development & Tourism (2024, November 27). *Visitor Industry Continued Improvement in October 2024*. Hawaii.gov. <https://dbedt.hawaii.gov/blog/24-56/>

**6. CHECKLIST**Applicant Hilo Bayfront Trails, Inc.**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

Patti L. Hatzistavrakis

PRINT NAME AND TITLE

January 17, 2025

DATE