

Applicant

Kiha Mana Foundation

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

Arlene Carrua / TREASURER
PRINT NAME AND TITLE

1/16/2025
DATE

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

Type of Grant Request:



Operating



Capital

Legal Name of Requesting Organization or Individual: Db:

Kiha Mana Foundaton LLC

Amount of State Funds Requested: \$268,330.00

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

The funding will be utilized to implement previous environmental impact statements and environmental assessments of The Awake'e land parcel (TMK: 3-7-2-4-3) presently owned by the State and encompasses an area of approximately 334 acres on the Kona Coast. This proposal and grants received will be used for mitigative measures and conservation strategies to protect and preserve, marine, natural, cultural, historic, and archaeological resources, including iwi kupuna of the Kahaialii Ohana, which are being desecrated by visitors (local and tourists) and provide educational resources, workshops for at risk children and adolescents and mental health support for our community members.

Amount of Other Funds Available:

State: \$268,330.00

Federal: \$

County: \$

Private/Other: \$12,500.00

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

\$0

Unrestricted Assets:

\$0

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

Type of Business Entity:



501(C)(3) Non Profit Corporation



Other Non Profit



Other

Mailing Address:

PO BOX 437430

City:

Kamuela

State:

HI

Zip:

96743

Contact Person for Matters Involving this Application

Name:

Arlene Lani Larrua

Title:

Treasurer

Email:

kihamanafoundation@gmail.com

Phone:

808-960-1388

Arlene Larrua

Authorized Signature

Arlene Larrua/Treas

Name and Title

1/17/2025

Date Signed

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

The undersigned authorized representative of the applicant certifies the following:

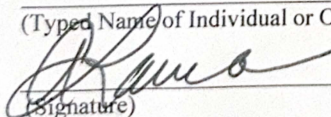
- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide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

Kiha Mana Foundation

(Typed Name of Individual or Organization)



(Signature)

Arlene Larrua

(Typed Name)

1/16/2025

(Date)

Treas

(Title)



KiHā Manā Foundation
PO BOX 437430
Kamuela, HI. 96743

January 3, 2025

RE: Request for GIA– Non-Profit Declaration Statement

We, the undersigned, hereby declare our intention to apply for grant funding through the Grant in Aid program to support the initiatives of the Kiha Mana Foundation. Our mission is to empower, uplift, educate, preserve, restore, and conserve the culture of Native Hawaiians.

Project Purpose:

The funding will be utilized to implement previous environmental impact statements and environmental assessments of The Awake'e land parcel (TMK: 3-7-2-4-3) presently owned by the State and encompasses an area of approximately 334 acres on the Kona Coast. This proposal and grants received will be used for mitigative measures and conservation strategies to protect and preserve, marine, natural, cultural, historic, and archaeological resources, including iwi kupuna, which are being desecrated by visitors (local and tourists) and provide educational resources, workshops for at risk children and adolescents and mental health support for our community members.

Commitment to Accountability:

We recognize the importance of transparency and accountability in the use of funding. The Kiha Mana Foundation commits to maintaining detailed records of all expenditures related to the grant and will provide regular progress reports to the funding agency as required.

Community

By securing this grant, we endeavor to reach over 1000 (one thousand) visitors annually by enhancing their access to Awake'e. This tract includes the ahupua'a of Maniniowali, Kūki'o 2nd, and the mauka portion of the Awake'e ahupua'a. One of the parcel's most prominent features is Pu'u Kuili, a 342-foot-tall cinder cone located in the northern mauka corner of the parcel. Also of note are the numerous anchialine ponds found near the southern coastal boundary of the parcel. Programs are designed to foster resilience, promote well-being, and celebrate the rich cultural heritage of our communities while taking care of the aina.

Impact:

Legal Compliance:

We affirm that the Kiha Mana Foundation operates within the laws and regulations governing nonprofits and will adhere to all requirements stipulated by the Grant in Aid program.

For more information on this effort visit: [Friends Of Awake`e](http://FriendsOfAwakee.org)

Together we can make a difference. Your donation can help provide immediate and on-going efforts to current and future projects.



III. Service Summary and Outcomes

Applicant: Kiha Mana Foundation

1. Scope of Work, Tasks, and Responsibilities

The Kiha Mana Foundation proposes a comprehensive program aimed at empowering Hawaiian youth in the West Hawaii District. Our approach includes the following key components:

- **Educational Workshops:** Conduct bi-monthly workshops focused on cultural education, leadership development, and life skills.
- **Mentorship Program:** Pair youth with local mentors who provide guidance, support, and encouragement over a 12-month period.
- **Health and Wellness Services:** Offer access to mental health resources, including counseling sessions and wellness activities, to address the holistic needs of participants.
- **Community Engagement:** Organize quarterly community events to foster collaboration and connection among participants, families, and local organizations.

Responsibilities:

- **Program Coordinator:** Oversee the implementation, manage staff, and ensure adherence to timelines and budgets.
- **Facilitators and Mentors:** Deliver educational content, provide mentorship, and support participants in achieving their goals.
- **Data Analyst:** Monitor program metrics and evaluate outcomes to inform continuous improvement.

2. Projected Annual Timeline

Table

Month	Activity
Months 1-2	Recruitment of participants and mentors
Months 3-4	Launch of educational workshops
Month 5	First community engagement event
Months 6-11	Ongoing workshops and mentorship sessions



Month	Activity
Month 12	Final evaluation and reporting

3. Quality Assurance and Evaluation Plans

To ensure the effectiveness of our program, the Kiha Mana Foundation will implement a robust quality assurance and evaluation plan:

- **Monitoring:** Regularly track attendance, participant engagement, and feedback through surveys after each workshop and event.
- **Evaluation:** Conduct a mid-year and end-of-year evaluation to assess program outcomes against established goals. This will include qualitative and quantitative data collection methods, such as participant interviews and focus groups.
- **Continuous Improvement:** Utilize feedback from evaluations to refine program content and delivery, ensuring it meets the evolving needs of our youth and community.

4. Measures of Effectiveness

The following measures of effectiveness will be reported to the State agency:

- **Participant Enrollment:** Number of youth and visitors enrolled in the program annually.
- **Workshop Attendance:** Percentage of participants attending at least 75% of workshops.
- **Mentorship Engagement:** Number of mentor-mentee pairs actively participating throughout the year.
- **Participant Feedback:** Average satisfaction rating from post-workshop surveys (target: 85% satisfaction).
- **Outcome Assessments:** Improvement in participants' self-reported confidence and life skills, measured pre- and post-program through standardized surveys.

In the event of changes to the level of appropriation, we will update these measures and communicate them promptly to the expending agency.



We appreciate your consideration of our application and look forward to the opportunity to further discuss our endeavors. Thank you for supporting our mission to create a positive and lasting impact in our community.

Your tax-deductible contributions and generosity will help educate, restore, preserve and protect documented cultural sites. KHMF funds will support service projects led by experienced leaders and teachers.

The Kīhā Manā Foundation (KHMF) non-profit organization (EIN #99-2473351) whose mission is to educate, preserve, restore, conserve the culture of Native Hawaiians. Headquartered in Kamuela,

KHMF is a Native Hawaiian Company.

Mahalo nui loa.

Kai Adarna Kahaiali'i
President

KHMF

Kiha Mana Foundation's Experience and Capability

The Kiha Mana Foundation has a robust track record in successfully managing private donations and implementing programs focused on environmental conservation, community engagement, and cultural preservation. Our organization has been dedicated to fostering sustainable practices that honor and rejuvenate both our natural and cultural landscapes.

Experience

1. **Proven Success in Grant Management:**

Over the past five years, the Kiha Mana Foundation has successfully managed multiple grants from various funding agencies, from private sector sources. We have consistently demonstrated our ability to meet project objectives on time and within budget, reporting outcomes and financial expenditures with transparency.

2. **Skilled Team:**

Our team consists of professionals with diverse expertise in environmental science, community development, project management, and grant administration. Many team members are certified in grant writing and management, ensuring that we adhere to best practices and compliance requirements.

3. **Established Partnerships:**

We have cultivated strong partnerships with local government entities, community organizations, and educational institutions. These collaborations enhance our program's effectiveness and expand our outreach capabilities, allowing us to leverage additional resources for our projects.

4. **Successful Program Implementation:**

Our foundation has implemented various conservation projects, including habitat restoration, community awareness programs, and educational workshops designed to promote sustainable practices. These initiatives have engaged hundreds of volunteers and have been well-received by the community.

Capability

1. **Resource Management:**

The Kiha Mana Foundation has developed effective systems for tracking financial and project metrics, ensuring that all resources are utilized efficiently. Our budgeting processes incorporate key performance indicators to measure success and guide decision-making.

2. **Regular Monitoring and Evaluation:**

We prioritize monitoring and evaluation at all stages of our programs. We conduct regular assessments and feedback sessions to align project implementation with our goals and objectives, adapting strategies as necessary to meet community needs.

3. **Commitment to Community Engagement:**

Engaging with the community is at the heart of our mission. We employ participatory approaches that empower local stakeholders and ensure their voices are heard in program design and execution. This fosters trust and enhances program sustainability.

4. **Compliance and Reporting Expertise:**

Our team is well-versed in grant compliance and reporting requirements. We maintain up-to-date knowledge of regulations and best practices to ensure our projects meet all necessary guidelines and that our reporting is thorough and timely.

In conclusion, the Kiha Mana Foundation possesses the experience, skilled personnel, and organizational capability necessary to effectively manage the requested grant. Our commitment to excellence in grant administration and community-focused conservation efforts positions us as a trustworthy steward of the resources entrusted to us. We are excited about the opportunity to further our mission and contribute positively to our community through the support of this grant.

We look forward to the possibility of collaborating with the state to advance our shared goals in conservation and community engagement.

Kiha Mana Foundation's Personnel: Project Organization and Staffing

The Kiha Mana Foundation is committed to ensuring that our projects are effectively organized and staffed with qualified individuals who are dedicated to achieving our conservation and community engagement goals. Our personnel structure is designed to foster collaboration, streamline decision-making, and enhance project outcomes.

Project Organization

Our project organization is built upon a clear hierarchy and defined roles, ensuring accountability and effective communication throughout all phases of project implementation. Our organizational structure includes:

- 1. Executive Leadership:**
The Executive Director leads the foundation, overseeing all strategic initiatives and providing direction for our conservation programs. With over 15 years of experience in environmental management and community development, the Executive Director brings a wealth of knowledge and strategic vision.
- 2. Project Manager:**
Each project will have an assigned Project Manager responsible for day-to-day operations, coordination of project activities, and communication with stakeholders. The Project Manager will also lead the planning, execution, and evaluation of project milestones, ensuring alignment with grant objectives.
- 3. Field Coordinators:**
Field Coordinators will be assigned to specific project sites. They will supervise fieldwork, manage volunteer engagement, and oversee educational outreach programs. Their on-the-ground presence helps ensure that projects are implemented effectively and that community needs are met.
- 4. Administrative Support:**
Our administrative team provides essential support in grant management, reporting, budgeting, and compliance. This ensures that the foundation remains organized and that all grant requirements are met in a timely manner.
- 5. Advisory Board:**
We have established an Advisory Board comprised of experts in environmental science, cultural preservation, and community engagement. They will provide guidance and assess project progress throughout the implementation phase.

Staffing

The Kiha Mana Foundation recognizes that having a skilled and dedicated team is crucial for the success of our projects. Our staffing approach emphasizes the following:

1. **Recruitment of Qualified Personnel:**

We actively seek individuals with relevant expertise and a passion for conservation and community work. Our recruitment process includes a thorough vetting of applicants to ensure they align with our mission and values.

2. **Training and Development:**

We prioritize ongoing training and professional development for our staff. This includes workshops on best practices in conservation, community engagement techniques, and compliance with grant regulations. By investing in our personnel, we enhance their capabilities and the overall effectiveness of our projects.

3. **Volunteer Engagement:**

Volunteers play a vital role in our operations. We have established a robust volunteer program, which includes orientation, training, and ongoing support. Volunteers will assist with various tasks, from fieldwork to community education, enriching the project experience and fostering community involvement.

4. **Diversity and Inclusion:**

We are committed to fostering a diverse and inclusive workplace. Our staffing practices reflect our dedication to representing the community we serve. This diversity enhances our understanding of community needs and strengthens our outreach efforts.

In conclusion, the Kiha Mana Foundation's personnel organization and staffing strategies are designed to ensure successful project implementation, community engagement, and adherence to grant requirements. Our team of skilled professionals, supported by dedicated volunteers and a knowledgeable Advisory Board, positions us for success in executing the objectives outlined in this grant application. We are excited about the prospect of collaborating with state partners to further our mission and make a meaningful impact in our community.

KiHa Mana Foundation Educational 2-Day Camps

Below is an itemized list of supplies and estimated costs to run 12 two-day educational programs focused on restoring beaches and sensitive cultural sites in Hawaii. The items include T-shirts, lunch, water, and other necessary supplies for each program.

Itemized List of Supplies and Estimated Costs

Table

Item	Unit Cost	Quantity per Program	Total Cost per Program	Total Cost for 12 Programs
T-shirts (participants)	\$15	25	\$375	\$4,500
T-shirts (staff/volunteers)	\$15	5	\$75	\$900
Lunch (per person)	\$20	30	\$600	\$7200
Water (bottles)	\$1	60	\$60	\$720
Snacks (per person)	\$15	30	\$450	\$5400
Educational Materials	\$200	1	\$200	\$2,400
Tools and Equipment	\$150	1	\$150	\$1,800
Transportation (Ranger SP 570)	\$150	12 trips	\$1,800	\$1,800
First Aid Kits	\$50	1	\$50	\$600
Waste Disposal Bags	\$20	1 package	\$20	\$240
Safety Gear (gloves, etc.)	\$100	1	\$100	\$1,200

Item	Unit Cost	Quantity per Program	Total Cost per Program	Total Cost for 12 Programs
Permits/Community Fees	\$100	1	\$100	\$1,200
Miscellaneous	\$50	-	\$50	\$600
**Total Estimated Costs			\$4030	\$48360

Summary of Total Costs:

- **Total Estimated Cost for 12 Programs: \$48,360**

Notes:

- **T-shirts:** Costs include printing organization logos and educational messages related to beach restoration.
- **Lunch and Snacks:** Estimated costs for providing healthy meals and snacks to participants to ensure they are energized for activities.
- **Water:** Included for hydration, expected to be consumed during both days of the program.
- **Educational Materials:** Support materials, including handouts and resources on local ecology and conservation practices.
- **Tools and Equipment:** Garden tools, rakes, and other materials necessary for beach and cultural site restoration activities.
- **Transportation:** Estimated costs for using a **2025 RANGER SP 570** for transportation of volunteers and supplies to and from the site.
- **First Aid Kits:** Essential for participant safety during outdoor activities.
- **Waste Disposal:** Includes bags and tools needed to manage waste during the cleanup.
- **Miscellaneous:** Covers any unexpected costs that may arise during the program.

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2025 to June 30, 2026

Applicant: ____Kiha Mana Foundation____

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Small Tools, ie; Racks/Shovels/Gloves/ Trash Bags	30.00	\$25.00	\$ 7,500.00	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:	30		\$ 7,500.00	
JUSTIFICATION/COMMENTS: Small Tools for each participant to use while conducting clean up and restoration.				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
Polarais XP 6 Seater 1000cc 3" inch lift, All Terrain Tires	2.00	\$30,000.00	\$ 60,000.00	
8 Ft. Trailer Single Axle	1.00	\$5,000.00	\$ 5,000.00	
			\$ -	
			\$ -	
			\$ -	
TOTAL:	3		\$ 65,000.00	
JUSTIFICATION/COMMENTS: From the Trail Head the Access Road is only driveable with an ATV or 4 wheel drive. Transportation needed to transp				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2025 to June 30, 2026

port, students, volunteers and supplies.

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2025 to June 30, 2026

Applicant: KiHa Mana Foundation

POSITION TITLE		FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Program Coordiantor			\$41,000.00	100.00%	\$ 41,000.00
Cultural Kumu			\$20,000.00	100.00%	\$ 20,000.00
Field Supervisor			\$30,000.00	100.00%	\$ 30,000.00
Volunteer Coordinator			\$21,500.00	100.00%	\$ 21,500.00
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
TOTAL:					112,500.00
JUSTIFICATION/COMMENTS:					

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

App

Kiha Mana Foundation

Contracts Total:

-

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	N/A No government contracts				
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					
26					
27		10			Application for Grants

28					
29					
30					

Application for Grants

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

I. Certification – Please attach immediately after cover page

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

If the applicant is an organization, the applicant shall submit one (1) copy of a Hawaii Compliance Express Certificate from the Comptroller of the Department of Accounting and General Services that is dated no earlier than December 1, 2024.

2. Declaration Statement

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

3. Public Purpose

The applicant shall specify whether the grant will be used for a public purpose pursuant to [Section 42F-102, Hawaii Revised Statutes](#).

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;
2. The goals and objectives related to the request;
3. The public purpose and need to be served;
4. Describe the target population to be served; and
5. Describe the geographic coverage.

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;
2. Provide a projected annual timeline for accomplishing the results or outcomes of the service;
3. Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and
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.

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

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

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

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.

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.

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.

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.

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.

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.

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.

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.

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.

Tax Information Authorization

- Go to www.irs.gov/Form8821 for instructions and the latest information.
► Don't sign this form unless all applicable lines have been completed.
► Don't use Form 8821 to request copies of your tax returns or to authorize someone to represent you.

OMB No. 1545-1165
For IRS Use Only
Received by:
Name _____
Telephone _____
Function _____
Date _____

1 Taxpayer information. Taxpayer must sign and date this form on line 7.

Taxpayer name and address KH MAN FOUNDATION PO BOX 437430 KAMUELA, HI 96743, United States	Taxpayer identification number(s) 99-2473351
	Daytime telephone number (808) 960-1388
	Plan number (if applicable)

2 Appointee. If you wish to name more than one appointee, attach a list to this form. **Check here if a list of additional appointees is attached** ► ☐

Name and address Tyler Hawaii 201 Merchant St., Suite 1805 Honolulu, HI 96813, United States	CAF No. _____ PTIN _____ Telephone No. _____ Fax No. _____ Check if new: Address <input type="checkbox"/> Telephone No. <input type="checkbox"/> Fax No. <input type="checkbox"/>
---	---

3 Tax Information. Appointee is authorized to inspect and/or receive confidential tax information for the type of tax, forms, periods, and specific matters you list below. See the line 3 instructions.

☐ By checking here, I authorize access to my IRS records via an Intermediate Service Provider.

(a) Type of Tax Information (Income, Employment, Payroll, Excise, Estate, Gift, Civil Penalty, Sec. 4980H Payments, etc.)	(b) Tax Form Number (1040, 941, 720, etc.)	(c) Year(s) or Period(s)	(d) Specific Tax Matters
Income, Employment, Excise and/or Trust	All tax forms relating to the type of tax indicated	1990 to January 16, 2028	For the purposes of receiving a tax clearance or denial online

4 Specific use not recorded on Centralized Authorization File (CAF). If the tax information authorization is for a specific use not recorded on CAF, check this box. See the instructions. If you check this box, skip lines 5 and 6 ► ☒

5 Disclosure of tax information (you **must** check a box on line 5a or 5b unless the box on line 4 is checked):

- a** If you want copies of tax information, notices, and other written communications sent to the appointee on an ongoing basis, check this box ► ☐
Note: Appointees will no longer receive forms, publications, and other related materials with the notices.
b If you don't want any copies of notices or communications sent to your appointee, check this box ► ☒

6 Retention/revocation of prior tax information authorizations. If the line 4 box is checked, skip this line. If the line 4 box isn't checked, the IRS will automatically revoke all prior Tax Information Authorizations on file unless you check the line 6 box and attach a copy of the Tax Information Authorization(s) that you want to retain ► ☐
To revoke a prior tax information authorization(s) without submitting a new authorization, see the line 6 instructions.

7 Signature of taxpayer. If signed by a corporate officer, partner, guardian, partnership representative (or designated individual, if applicable), executor, receiver, administrator, trustee, or party other than the taxpayer, I certify that I have the legal authority to execute this form with respect to the tax matters and tax periods shown on line 3 above.

► IF NOT COMPLETE, SIGNED, AND DATED, THIS TAX INFORMATION AUTHORIZATION WILL BE RETURNED.

► DON'T SIGN THIS FORM IF IT IS BLANK OR INCOMPLETE.

Arlene Larrua

Signature

2025-01-16

Date

Arlene Larrua

Print Name

Corporate Officer

Title (if applicable)

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2025 to June 30, 2026

Applicant: _KiHa Mana Foundation_____

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY:2023-2024	FY:2024-2025	FY:2025-2026	FY:2025-2026	FY:2026-2027	FY:2027-2028
PLANS					10000	
LAND ACQUISITION						
DESIGN					250000	
CONSTRUCTION						1200000
EQUIPMENT			65000			65000
TOTAL:			65,000		260,000	1,265,000
JUSTIFICATION/COMMENTS The equipment needed is get the program up and running, with the vision of creating and building an educational Hale o						

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2025 to June 30, 2026

n the land for Halau/Education/Cultural Ctr.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2025 to June 30, 2026

Applicant: _____

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
A. PERSONNEL COST				
1. Salaries	112,500			12,500
2. Payroll Taxes & Assessments	36,000			
3. Fringe Benefits				
TOTAL PERSONNEL COST	148,500			12,500
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance	750			
3. Lease/Rental of Equipment	3,600			
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies	48,030			
7. Telecommunication	2,400			
8. Utilities/Fuel	5,050			
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	59,830			
C. EQUIPMENT PURCHASES	7,500			
D. MOTOR VEHICLE PURCHASES	65,000			
E. CAPITAL	25,000			
TOTAL (A+B+C+D+E)	280,830			12,500
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	280,830	A. Lani Larua 808-960-1388		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested				
(d) Total Private/Other Funds Requested	(12,500)	Signature of Authorized Official Date		
TOTAL BUDGET	268,330	A Lani Larua/Treasurer Name and Title (Please type or print)		

