

**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:

Our Pasifika

Amount of State Funds Requested: \$ 148,440

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

Amount of Other Funds Available:

State: \$ \_\_\_\_\_

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

County: \$ 150,000

Private/Other: \$ 37,560

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

\$ 0

Unrestricted Assets:

\$ 4,200

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:

4369 Lawehana Street; Suite A2

City:

Honolulu

State:

HI

Zip:

96818

Contact Person for Matters Involving this Application

Name:

Kelina Handley

Title:

President

Email:

kelina.eldredge@gmail.com

Phone:

(808) 203-8961

  
Kelina Eldredge Handley (Jan 16, 2025 21:17 HST)

Authorized Signature

Kelina Handley, President

Name and Title


1/16/2025

Date Signed

## 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

  
Kelina Eldredge Handley (Jan 16, 2025 21:17 HST)  
AUTHORIZED SIGNATURE

Kelina Handley, President  
PRINT NAME AND TITLE

1/16/2025  
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:**           **OUR PASIFIKA**

**Issue Date:**           **01/16/2025**

**Status:**               **Compliant**

Hawaii Tax#:

New Hawaii Tax#:       GE-1697334784-01

FEIN/SSN#:           XX-XXX7196

UI#:                   No record

DCCA FILE#:           322161

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	Compliant
LIR27	Hawaii Department of Labor & Industrial Relations	Compliant

**Status Legend:**

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

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

The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawaii Revised Statutes:
  - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant is awarded;
  - b) Complies with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
  - c) Agrees not to use state funds for entertainment or lobbying activities; and
  - d) Allows the state agency to which funds for the grant were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and ensuring the proper expenditure of the grant.
- 2) If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
  - a) Is incorporated under the laws of the State; and
  - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant is awarded shall be conducted or provided; and
- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
  - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
  - b) Has a governing board whose members have no material conflict of interest and serve without compensation.
- 4) The use of grant-in-aid funding complies with all provisions of the Constitution of the State of Hawaii (for example, pursuant to Article X, section 1, of the Constitution, the State cannot provide "... public funds ... for the support or benefit of any sectarian or nonsectarian private educational institution...").

Pursuant to Section 42F-103, Hawaii Revised Statutes, for grants used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant was awarded and disposes of the land in fee simple or by lease, the organization shall negotiate with the expending agency for a lump sum or installment repayment to the State of the amount of the grant used for the acquisition of the land.

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

**Our Pasifika**

(Typed Name of Individual or Organization)

  
Kelina Eldredge Handley (Jan 16, 2025 21:17 HST)

(Signature)

**Kelina Handley**

(Typed Name)

1/16/2025

(Date)

President

(Title)

## Application for Grants

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

### **I. Certification – Please attach immediately after cover page**

#### **1. 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 grant will be used for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes. It directly supports the public by: improving access to essential services; facilitating community development; ensuring inclusivity and equity; and strengthening local nonprofit organizations' capacity to serve. These outcomes align with the broader goal of enhancing the well-being, quality of life, and sustainability of Hawaii's communities.

### **II. Background and Summary**

1. Our Pasifika's Background: Aloha Hula Supply -- a store specializing in hula, Tahitian, Māori, Samoan, and Tongan dance supplies and costumes -- established Our Pasifika, a 501(c)(3) organization, in June 2022. The mission of Our Pasifika (OP) is to prevent the loss of the rich traditional knowledge, skills, practices, and technologies of Polynesian kupuna (elders), by digitizing them and providing the global community with online workshops and tutorials on Polynesian art forms.

This cultural documentation grant activity aims to help Hawaii's Hawaiian, and other Polynesian groups, protect their music, performances, art, designs, and other traditional cultural expressions through digitization. The OP team developed a Traditional Indigenous Knowledge (TIK) Digital Library to ensure the: protection; conservation; development; and use of Traditional Indigenous Knowledge.

OP empowers Polynesian communities by allowing them to maintain their intellectual property through digital photographs, audiovisual material, sound recordings, and databases, enabling them to control access and use by third parties.

Since its inception, OP has supported Hawaii's Polynesian communities in documenting their TIK to preserve their culture. OP safeguards the invaluable skills, practices, and technologies of

Polynesian kupuna, as well as the music, performances, art, designs, and other traditional cultural expressions that are integral to their heritage.

OP addresses the urgent need to document and preserve Hawaii's TIK by offering workshops, videos, and resources that empower youth and engage kupuna. These activities: help safeguard cultural heritage; strengthen community ties; and ensure the transfer of knowledge between generations to benefit both current and future generations.

Hawaii's Polynesian communities -- particularly those in low- and moderate-income (LMI) areas, -- face significant challenges in preserving their: oral histories; skills; practices; and cultural expressions, which are essential to their identity and heritage. Factors -- such as urbanization, economic hardship, and generational disconnects -- contribute to the potential loss of this knowledge.

Kupuna, who are the primary carriers of TIK, often reside in LMI neighborhoods where limited resources and opportunities restrict their ability to share their knowledge with younger generations. By providing accessible arts' activities, OP helps ensure the preservation of cultural heritage while offering much-needed opportunities for youth and kupuna in underserved areas.

## 2. Project's Goals And Objectives:

### 1. Cultural Preservation and Education:

- Promote the sustainable improvement of well-being and quality of life in Oahu's communities by preserving and celebrating Polynesian Traditional Indigenous Knowledge (TIK).
- Conduct eight cultural workshops (four Polynesian cultural and four Kupuna Hawaiian culture workshops) with participation from 24 kupuna and 40 students across all sessions.
- Produce eight professional-quality videos that document cultural practices and traditions shared during workshops.

### 2. Youth Engagement and Empowerment:

- Empower youth by providing them with free, culturally enriching opportunities that are often inaccessible to underserved populations due to economic barriers.
- Train 24 youth in interviewing, videography, and storytelling, enhancing their career readiness while deepening their cultural knowledge.

### 3. Community Empowerment and Intergenerational Connections:

- Strengthen cultural identity and foster intergenerational connections within the community.
- Create five videos featuring Polynesian business owners, highlighting cultural values in modern entrepreneurship.

### 4. Public Engagement and Accessibility:

- Provide free public access to all produced videos through OP's website, targeting an annual viewership of 2,000 to engage community members in cultural learning and preservation.
- Ensure that cultural practices remain vibrant and accessible to future generations through ongoing digital resources and community outreach.

5. Evaluation and Feedback Mechanism:

- Implement a system to collect and analyze participant feedback to continually assess the effectiveness of workshops and resource sharing, ensuring alignment with community needs and objectives.

By integrating these goals and measurable outcomes, the Our Pasifika project aims to create a multifaceted impact on Oahu's communities, particularly in low-to-moderate-income areas, while fostering cultural pride and sustainable cultural practices for future generations.

3. Public Purpose And Need Served:

1. Cultural Awareness and Preservation:

- Address the critical need for preservation of Polynesian Traditional Indigenous Knowledge (TIK) by providing educational opportunities that highlight and celebrate cultural practices, ensuring they are passed down to future generations.

2. Empowerment of Underserved Communities:

- Serve low-to-moderate-income (LMI) communities by creating accessible, free educational programs that empower individuals through cultural enrichment, thereby enhancing their quality of life and sense of belonging.

3. Youth Development:

- Meet the need for skill development in local youth by offering training in videography, interviewing, and storytelling, which not only prepares them for future careers but also connects them to their cultural heritage.

4. Strengthening Community Bonds:

- Foster intergenerational connections and community cohesion by involving kupuna in workshops, promoting dialogue and shared learning experiences that bridge generational gaps.

5. Public Access to Cultural Resources:

- Provide a much-needed resource for cultural learning by making videos publicly accessible through OP's website, serving as a digital repository that engages a broader audience and enhances community involvement in cultural practices.

6. Promotion of Local Entrepreneurship:

- Highlight the stories and contributions of Polynesian business owners, addressing the need for representation and inspiration within the community while emphasizing the intersection of culture and modern entrepreneurship.

7. Evaluation of Community Needs:

- Establish a feedback mechanism that allows for continual assessment of participant experiences, ensuring that community needs and objectives are met, and that the project remains responsive and relevant.

By addressing these public purposes and needs, the Our Pasifika project seeks to create a transformative impact in Hawai'i's communities, enhancing cultural identity, economic opportunities, and social connections among participants and stakeholders.

Target population Served: The project directly serves 24 kupuna, 24 youth associates, and the broader global community through public access to OP website videos.

Geographic Coverage: The workshops will be conducted in person throughout Hawai'i, but the global community will have access to the videos on the internet.

### **III. Service Summary and Outcomes**

Detailed discussion of applicant's approach to the request. Clearly and concisely specify: results; outcomes; and measures of effectiveness.

1. Describe: scope of work; tasks; and responsibilities;

Scope of Work, Tasks, Responsibilities: This OP project will conduct cultural workshops and produce videos that preserve Polynesian Traditional Indigenous Knowledge (TIK), engage youth, empower communities, and foster cultural pride.

Here is a detailed description of the scope of work, tasks and responsibilities:

Scope of Work:

1. Workshop Planning and Development:

- Design culturally relevant curriculum for the workshops, ensuring alignment with TIK.
- Schedule and secure venues for workshops across Oahu, Maui, Kauai, and Hawaii Island.
- Coordinate with local kupuna and cultural experts to facilitate sessions.

2. Participant Recruitment:

- Develop promotional materials to attract youth and kupuna participants.
- Implement a recruitment strategy targeting underserved communities, particularly in low-to-moderate-income areas.
- Manage registrations and ensure a diverse representation of participants across all workshops.



3. Workshop Facilitation:
  - Train staff and facilitators in cultural sensitivity, workshop delivery, and technical processes related to video production.
  - Conduct eight cultural workshops, including four Polynesian cultural workshops and four Kupuna Hawaiian culture workshops.
4. Video Production:
  - Plan and execute the production of eight professional-quality videos documenting the cultural practices and traditions from workshops.
  - Create five additional videos featuring Polynesian business owners, emphasizing cultural values and entrepreneurship.
  - Oversee the editing and finalization of all video content for clarity and quality.
5. Youth Training and Engagement:
  - Develop and implement a training module for 24 youth participants in videography, interviewing, and storytelling techniques.
  - Provide mentorship and support throughout the project to encourage youth participation and leadership.
6. Public Access and Dissemination:
  - Upload all produced videos to OP's website and create a marketing strategy to promote their accessibility to the public.
  - Target an annual viewership of 2,000 to maximize community engagement and cultural learning.
7. Community Outreach and Engagement:
  - Engage community groups, schools, and organizations to promote participation in workshops and awareness of the project.
  - Facilitate opportunities for participants and community members to share their experiences and feedback.
8. Evaluation and Reporting:
  - Develop and implement a feedback system to collect participant surveys and assess the effectiveness of workshops and video outreach.
  - Compile a comprehensive evaluation report detailing measurable outcomes, community impact, and recommendations for future projects.

Tasks and Responsibilities:

- Project Coordinator:
  - Oversee the entire project implementation from planning to evaluation.
  - Ensure that timelines and budgets are adhered to and that deliverables are met.
- Workshop Facilitators:
  - Deliver workshops, engaging directly with participants and ensuring an inclusive and supportive learning environment.
  - Collaborate with kupuna and cultural experts to enrich the content of the workshops.
- Youth Trainers:
  - Conduct training sessions for youth in necessary technical skills and provide ongoing mentorship.
  - Facilitate youth participation in workshops and video production processes.
- Video Production Team:
  - Plan and execute the filming and editing of all workshop and business owner videos.

- Ensure high production quality and adherence to project standards.
- Community Outreach Coordinator:
  - Develop and implement strategies to recruit participants and promote the project within communities.
  - Build partnerships with local organizations, schools, and businesses to extend the project's reach.
- Evaluation Specialist:
  - Design evaluation tools and collect feedback from participants and stakeholders.
  - Analyze data and write the final evaluation report to assess project success and impact.

By defining the scope of work, tasks, and responsibilities in this manner, the Our Pasifika project aims to ensure clear roles, effective collaboration, and successful outcomes for cultural education, community empowerment, and sustainable impact.

## 2. Project Timeline:

### July 2025:

- Begin participant recruitment for 24 kupuna and 40 students, focusing on engaging local communities across Oahu, Maui, Kauai, and Hawaii Island.
- Finalize schedules and secure venues for the workshops on each island.
- Train staff in workshop facilitation specific to Polynesian cultural contexts and video production techniques.

### August 2025:

- Prepare workshop materials, including cultural content suitable for each location and technical training guides.
- Produce the first Polynesian Business Owner Video showcasing an Oahu business owner.
- Finalize participant recruitment and logistical arrangements, ensuring each island has its workshops lined up.

### September 2025:

- Conduct the first workshops on Oahu: one Polynesian Cultural Workshop and one Kupuna Hawaiian Culture Workshop.
- Produce videos from the September workshops for sharing and dissemination.

### October 2025:

- Conduct the first workshops on Maui: one Polynesian Cultural Workshop and one Kupuna Hawaiian Culture Workshop.
- Produce the business owner video for an Oahu business that aligns with the cultural themes explored in the workshops.

### November 2025:

- Conduct the first workshops on Kauai: one Polynesian Cultural Workshop and one Kupuna Hawaiian Culture Workshop.
- Produce the business owner video for a Maui business highlighting local business practices.

December 2025:

- Conduct the first workshops on Hawaii Island: one Polynesian Cultural Workshop and one Kupuna Hawaiian Culture Workshop.
- Produce business owner videos, highlighting a Kauai-owned business, reflecting on the workshops and their community significance.

January 2026:

- Compile and produce workshop videos from the previous month's sessions (Oahu, Maui, Kauai, Hawaii Island).
- Produce the business owner video for the Hawaii Island business.

February 2026:

- Initiate the planning process for the second round of workshops and videos. Refine community outreach strategies based on initial feedback.
- Prepare and promote the upcoming workshops on each island, engaging former participants and encouraging new sign-ups.

March 2026:

- Conduct the second round of workshops on Oahu: one Polynesian Cultural Workshop and one Kupuna Hawaiian Culture Workshop.
- Begin production of two business owner videos, one from Oahu and one from Maui, featuring local entrepreneurs' experiences.

April 2026:

- Conduct the second round of workshops on Maui: one Polynesian Cultural Workshop and one Kupuna Hawaiian Culture Workshop.
- Complete production of business owner videos, focusing on Kauai and Hawaii Island businesses.

May 2026:

- Conduct the second round of workshops on Kauai: one Polynesian Cultural Workshop and one Kupuna Hawaiian Culture Workshop.
- Produce the final business owner video highlighting a successful business from Hawaii Island.

June 2026:

- Conduct the second round of workshops on Hawaii Island: one Polynesian Cultural Workshop and one Kupuna Hawaiian Culture Workshop.
- Complete all remaining workshop videos, compiling a comprehensive overview of each island's workshops and their outcomes.
- Upload all workshop videos and business owner videos online, targeting an annual viewership of 2,000.
- Collect participant surveys and video engagement metrics to evaluate project effectiveness.
- Finalize a comprehensive evaluation report detailing measurable outcomes and community impact.

### 3. Quality Assurance And Evaluation Plan:

#### Monitor:

- Develop a Monitoring and Evaluation (M&E) Plan: PHAM will create an M&E plan at the project's outset. This will include defining: indicators of success; determining how to collect data; setting a timeline for review; and identifying who will be responsible for the monitoring tasks.
- Regular Reviews and Check-Ins: PHAM will hold regular meetings to: review progress on tasks; address challenges; and make necessary adjustments to ensure project remains on track.
- Surveys and Feedback: Regular feedback will be collected from staff, volunteers, and project beneficiaries, using methods such as: questionnaires; focus group discussions; and one-on-one interviews.
- Documentation and Reporting: To maintain accountability and transparency, PHAM will document all project aspects.

#### Evaluate:

- Internal Audits: PHAM will conduct regular internal audits to: ensure all operations are compliant with agreed standards; identify areas for improvement; and monitor the project's financial management.
- Risk Management: PHAM will continuously assess and manage project risks by identifying potential issues and developing strategies to mitigate them.
- Professional Development and Training: PHAM will work with West-MEC to provide staff ongoing professional development and training opportunities to ensure their skills and knowledge remain relevant to effectively manage the project.

#### Improve:

- Continuous Improvement: PHAM's Leadership Team will review the M&E data and audit results to identify trends, issues, and areas of improvement. They will use these insights to update strategies, approaches, and activities for the project's continuous improvement.
- Partner Collaboration: PHAM will collaborate on external project evaluation with partners and stakeholders to gather a broader perspective on the project's performance and identify potential improvements.
- Reporting to Funders: Regular reports will be prepared for the State GIA's funding agency – and other stakeholders -- providing updates on: progress; spending; and challenges. Feedback from funders will help guide improvements and adaptations to the project.

### 4. Measures Of Effectiveness:

#### 1. Workshop Attendance and Participant Demographics:

- o Number of workshops conducted (total and by type: Polynesian cultural and Kupuna Hawaiian culture).
- o Total number of participants (students and kupuna) engaged in workshops.
- o Demographic breakdown (age, ethnicity, income levels) of participants to assess diversity and accessibility.

2. Participant Engagement and Satisfaction:
  - Participant survey results measuring satisfaction with workshops (e.g., relevance, delivery, content quality).
  - Percentage of participants reporting an increase in knowledge or understanding of Polynesian cultural practices and Traditional Indigenous Knowledge (TIK).
3. Youth Training Outcomes:
  - Number of youth trained in videography, interviewing, and storytelling.
  - Assessments or feedback indicating improvements in technical skills and cultural knowledge among youth participants.
4. Video Production and Dissemination:
  - Total number of videos produced (workshop videos and business owner videos).
  - Quality assessments of produced videos (based on peer review or viewer feedback).
  - Number of views and engagement metrics (e.g., likes, shares, comments) for videos on OP's website to evaluate public reach and impact.
5. Community Engagement:
  - Number of community organizations, schools, and stakeholders involved in promoting or participating in the project.
  - Testimonials or qualitative feedback from community members or leaders about the project's impact.
6. Cultural Representation and Impact:
  - Assessment of how effectively the project represents Polynesian culture and promotes cultural pride, measured through participant reflections or community feedback.
  - Examples of cultural practices or stories shared and sustained through project activities.
7. Follow-Up Evaluation:
  - Long-term follow-up surveys to measure the continued cultural engagement or skill application among participants after the project concludes.
  - Identification of any changes in community attitudes towards cultural practices or business ownership as a result of the project.
8. Budget Adherence and Resource Utilization:
  - Financial reporting on budget adherence, including how funds are allocated across various program components.
  - Analysis of resource utilization efficiency (e.g., cost per participant, cost per video produced).
9. Reporting on Target Goals:
  - Comparison of actual outcomes versus initial project goals (e.g., number of viewers targeting 2,000, number of workshops, etc.).

By using these measures of effectiveness, the Our Pasifika project will provide a comprehensive overview of its accomplishments and impact, enabling the funding State agency to assess the program's success in achieving its objectives and serving the community.

**IV. Financial****Budget**

1. Submit a budget, using enclosed budget forms, to detail request costs.
  - 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. Provide anticipated quarterly funding requests for the fiscal year 2026.

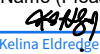
Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$32,750	\$42,100	\$40,230	\$33,360	\$148,440

3. List all other sources of funding applicant will seek in FY 26.  
Federal Grants, Foundation Grants, State and City and County grants
4. List all state and federal tax credits granted within the prior three years. List all state and federal tax credits applicant has applied for or anticipates applying for pertaining to any capital project.  
N/A
5. List all federal, state, and county government contracts, grants, and GIAs applicant:
  - a) was awarded in 2022, 2023, and 2024; and  
N/A
  - b) will be receiving for program funding in FY 26.  
N/A
6. Provide balance of its unrestricted current assets as of December 31, 2024.  
\$4,200

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2025 to June 30, 2026

Applicant: Our Pasifika

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	72,500		109,800	
2. Payroll Taxes & Assessments	14,500		8,400	
3. Fringe Benefits				
<b>TOTAL PERSONNEL COST</b>	<b>87,000</b>		<b>118,200</b>	
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island	3,120			1,560
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Program Supplies	15,000			30,000
7. Telecommunication				
8. Utilities				
9. Travel Accomodations and transportation	7,320			
10. Grant Management	24,000		12,000	
11. Videographer	12,000		12,000	
12. Accounting Services			7,800	6,000
13				
14				
15				
16				
17				
18				
19				
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>61,440</b>		<b>31,800</b>	<b>37,560</b>
<b>C. EQUIPMENT PURCHASES</b>				
<b>D. MOTOR VEHICLE PURCHASES</b>				
<b>E. CAPITAL</b>				
<b>TOTAL (A+B+C+D+E)</b>	<b>148,440</b>		<b>150,000</b>	<b>37,560</b>
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	148,440	Marie Villa (808) 518-5223		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested	150,000	 Kelina Eldredge Handley (Jan 16, 2025 21:17 HST) 1/16/2025		
(d) Total Private/Other Funds Requested	37,560	Signature of Authorized Official Date		
<b>TOTAL BUDGET</b>	<b>336,000</b>	Kelina Handley, President Name and Title (Please type or print)		

## BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2025 to June 30, 2026

Applicant: Our Pasifika

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
President	1	\$55,000.00	50.00%	\$ 27,500.00
Production Program Director	1	\$45,000.00	100.00%	\$ 45,000.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL:</b>				72,500.00
<b>JUSTIFICATION/COMMENTS:</b> President serves as the strategic and operational leader of an organization dedicated to teaching Hawaiian and Polynesian culture. This role is responsible for overseeing programs that perpetuate traditional arts, language, history, and cultural practices. The Production Program Director is responsible for designing, implementing, and managing programs that teach and preserve Hawaiian and Polynesian culture.				



## BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2025 to June 30, 2026

Applicant: \_\_Our Pasifika\_\_

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	N/A					
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
<b>TOTAL:</b>						
<b>JUSTIFICATION/COMMENTS:</b>						

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

Applicant: \_\_Our Pasifika\_\_\_\_\_

Contracts Total: -

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	N/A				
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
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## **V. Experience and Capability**

### **1. Necessary Skills and Experience:**

OP is well positioned to achieve the proposed outcomes. Below is an overview of the organizational capacity supporting the project:

1. Organizational Knowledge: OP has extensive experience in delivering projects that preserve Polynesian TIK. Its history of conducting cultural workshops and producing high-quality videos demonstrates a proven ability to manage complex, community-focused initiatives.

### **2. Staffing:**

- Kelina Eldredge Handley, President: Kelina brings leadership and strategic vision to OP, overseeing project planning, community outreach, and operational execution. Her deep understanding of Polynesian culture ensures alignment with community priorities.
- Casey Elia, Video Production Program Director: Casey manages all aspects of video production, editing, and website content. With expertise in multimedia storytelling, Casey ensures professional-quality videos that meet project goals.

The team's expertise ensures effective coordination, high-quality deliverables, and consistent communication with stakeholders and participants.

3. Fiscal Resources: OP has secured \$25,000 in funding from Aloha Hula Supply and \$12,000 from private donors, providing a solid financial foundation for project implementation. Additional grant funding will enable OP to expand its reach and invest in further resources, including staffing and production.

### **4. Facilities and Other Resources:**

- Office Space: OP operates from a fully equipped office at Aloha Hula Supply, which includes fiber internet, furnished workspaces, printers/scanners/copiers, and secure storage. These amenities support efficient project operations and provide a professional environment for collaboration.
- Equipment: OP rents high-quality photography and videography equipment, ensuring professional standards for video production. This flexible arrangement allows OP to adapt to project needs without incurring large upfront costs.

### **5. Stakeholders and Relationships: OP maintains strong relationships with:**

- Aloha Hula Supply: A key partner providing financial and logistical support.
- Community Kupuna and Practitioners: Trusted collaborators who contribute invaluable cultural expertise.
- Youth Participants: Engaged through schools and community organizations in low- to moderate-income areas.

These relationships ensure access to the cultural knowledge, community engagement, and financial resources needed to achieve the project outcomes.

### **6. Relevant Resources:**

- Online Platforms: OP's established website and active social media presence (Facebook and Instagram) provide effective channels for disseminating videos and engaging the community.

- Operational Experience: OP has successfully implemented similar projects, showcasing its ability to manage timelines, deliverables, and budgets effectively.
- 2. Facilities: Our Pasifika rents a fully functional modern office space from Aloha Hula Supply. Amenities include:
  - Fiber internet
  - Fully furnished workspace
  - On-site management
  - Printers/Scanners/Copiers
  - Mail service
  - Free filtered water
  - Locking file cabinet
  - Professional business address

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

### **1. Proposed Staffing, Staff Qualifications, Supervision and Training**

#### Staffing:

Kelina Eldredge Handley, President: Kelina brings leadership and strategic vision to OP, overseeing project planning, community outreach, and operational execution. Her deep understanding of Polynesian culture ensures alignment with community priorities.

Casey Elia, Production Program Director: Casey manages all aspects of video production, editing, and website content. With expertise in multimedia storytelling, Casey ensures professional-quality videos that meet project goals.

#### Board of Directors:

- Kelina Handley, President
- Duane PK Eldredge, Vice President
- Joshua Handley, Treasurer
- Terry Memea, Secretary

#### Other Relevant Resources:

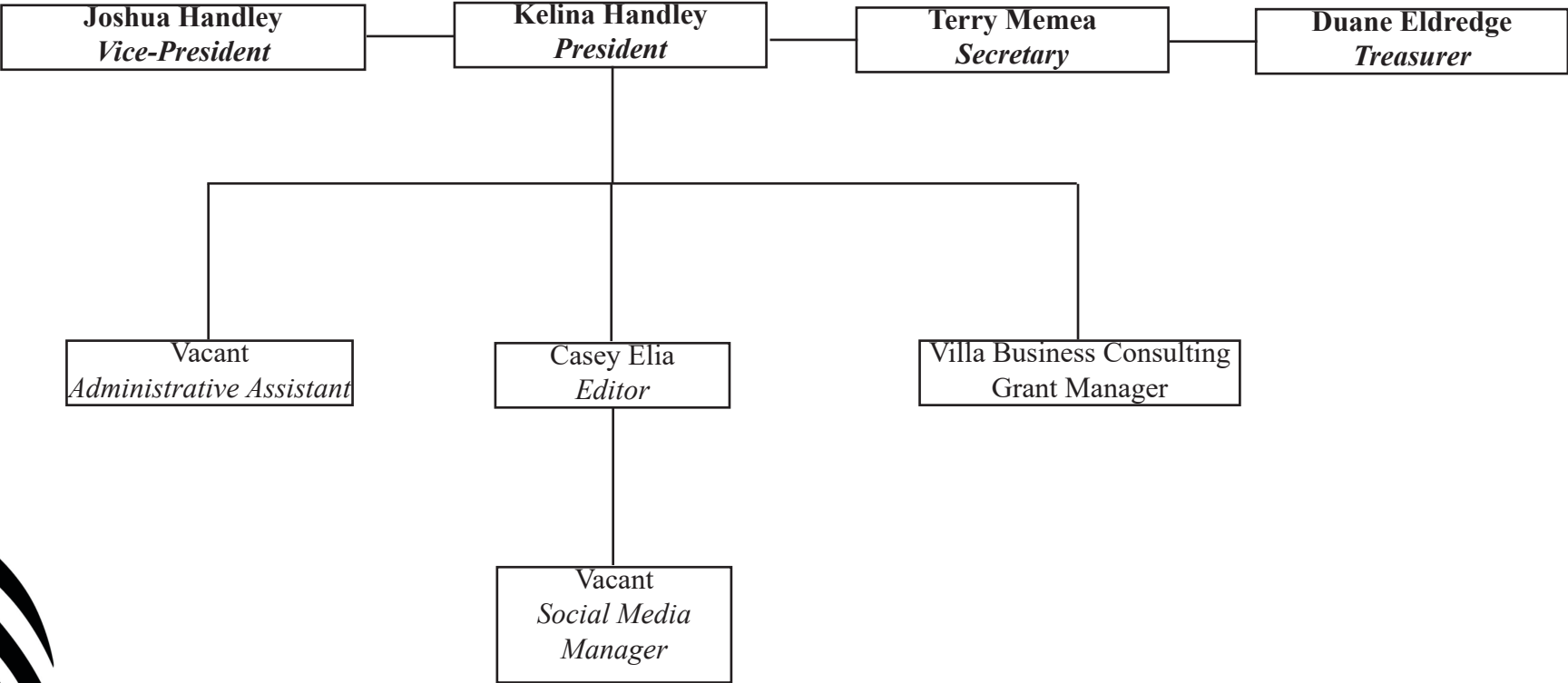
- Our Pasifika has access to Aloha Hula Supply's global Polynesian community network of community cultural leaders, artisans, kumu/teachers, etc.
- Aloha Hula Supply contracted Centerline Photography for Our Pasifika's website quality photos and raw footage of interviews, workshops, and other video shoots.
- Our Pasifika partnered with local businesses to highlight their community services in the areas of: cultural perpetuation; cultural services; cultural entertainment; cultural food preparation; and more

2. **Organization Chart** Show 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. See Attachment

### **3. Compensation**

Our Pasifika does not have paid officers, directors, or employees.

Our Pasifika Organizational Chart



OUR PASIFIKA

## **VII. Other**

1. Litigation: Not Applicable
2. Licensure or Accreditation: Not Applicable
3. Private Educational Institutions: Not Applicable
4. Future Sustainability Plan:

Provide a plan for sustaining FY 26 activity funded by grant if the grant is:

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

Understanding the significance of long-term sustainability, OP is committed to diversifying funding sources. In the past year, we have reached out to several grant makers to secure financial support.

The OP leadership team is optimistic that it can enhance its programmatic and organizational sustainability if we receive this 2026 GIA, but not received thereafter through a mix of strategies:

- Enhancing the fundraising skills of both board and staff via professional development opportunities
- Fostering and maintaining connections with local and mainland foundations
- Establishing stronger links with local corporations and small businesses
- Broadening our activities to cultivate individual donors

To achieve this, the team has engaged a grant writing team to craft and implement a strategic fundraising plan. The board believes that their efforts, combined with its own, will create a successful grant-seeking program that secures OP's financial future beyond the current GIA funding period.

By promoting a strong culture of philanthropy and implementing a comprehensive fundraising strategy, the team plans to sustain, expand, and scale programs effectively. The organization's goal is to continue serving Hawaii's Polynesian Traditional Indigenous Knowledge community well into the future, long after this GIA grant period ends.






# Our Pasifika\_148440\_OP

Final Audit Report

2025-01-17

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