

**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:

Ulu A'e Learning Center

Amount of State Funds Requested: \$ 169,761

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

UALC will expand its out-of-school services to include a youth internship component that will increase the number of youth who are civically engaged and employable. Through this project, 180 unduplicated youth, 30% who are low to moderate income, will have access to out-of-school services which includes transportation, homework help, tutoring, hana noeau lessons, workforce training, and community engagement opportunities.

Our out-of-school programs serve youth ages 5-18 in West O'ahu, a region with some of the largest public school enrollments and highest economic disparities in the State. Every year we are able to serve more and more students increasing access to quality out-of-school programs for our community. We are expanding our offerings to include high school internships in order to transform youth from unemployable to employable.

Amount of Other Funds Available:

State: \$ 169,761

Federal: \$ 136,280 (pending)

County: \$ 150,000 (pending)

Private/Other: \$ 171,734 (pending)

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

\$ 414,000

Unrestricted Assets:

\$ 500,000

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:

91-1080 Saratoga Avenue

City:

Kapolei

State:

HI

Zip:

96707

Contact Person for Matters Involving this Application

Name:

Miki'ala M. Lidstone

Title:

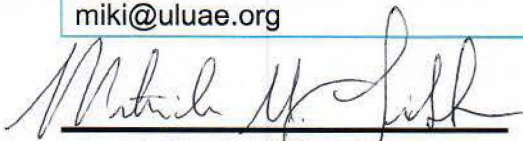
Executive Director

Email:

miki@uluae.org

Phone:

(808) 8640013

  
Authorized Signature

Miki'ala M. Lidstone, Executive Director

Name and Title

1/16/25

Date Signed



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:** **ULU A`E LEARNING CENTER**

**DBA/Trade Name:** **Ulu Ae Learning Center**

**Issue Date:** **01/13/2025**

**Status:** **Compliant**

Hawaii Tax#: 43134166-01

New Hawaii Tax#:

FEIN/SSN#: XX-XXX3215

UI#: XXXXXX6547

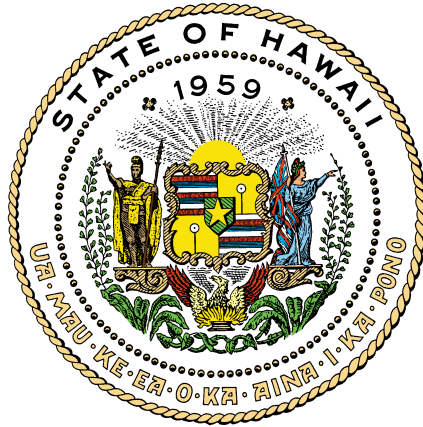
DCCA FILE#: 244425

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



## Department of Commerce and Consumer Affairs

### CERTIFICATE OF GOOD STANDING

I, the undersigned Director of Commerce and Consumer Affairs  
of the State of Hawaii, do hereby certify that

ULU A'E LEARNING CENTER

was incorporated under the laws of Hawaii on 08/13/2014 ;  
that it is an existing nonprofit corporation; and that,  
as far as the records of this Department reveal, has complied  
with all of the provisions of the Hawaii Nonprofit Corporations  
Act, regulating domestic nonprofit corporations.

IN WITNESS WHEREOF, I have hereunto set  
my hand and affixed the seal of the  
Department of Commerce and Consumer  
Affairs, at Honolulu, Hawaii.

Dated: November 07, 2024

Director of Commerce and Consumer Affairs





**DECLARATION STATEMENT OF  
APPLICANTS FOR GRANTS PURSUANT TO  
CHAPTER 42F, HAWAII REVISD 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.

**Ulu A'e Learning Center**

(Typed Name of Individual or Organization)

(Signature)

**Miki'ala M. Lidstone**

(Typed Name)

**1/16/25**

(Date)

**Executive Director**

(Title)





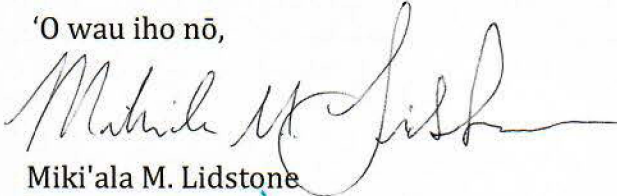
01/15/2025

### **Statement of Public Purpose**

I, Miki'ala M. Lidstone, assert on behalf of Ulu A'e Learning Center that the grant for which we are applying will be used for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes.

The funds from this grant will increase access to culturally grounded, personalized out-of-school opportunities for youth ages 5 – 18 to grow their knowledge and skills and increase their civic engagement and/or employability.

'O wau iho nō,



Miki'ala M. Lidstone  
Executive Director

## 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

Miki'ala M. Lidstone Executive Director  
PRINT NAME AND TITLE

1/15/2025  
DATE

## 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;**

Founded in 2014, the mission of Ulu A'e Learning Center (UALC) is to empower and enrich lives through programs that develop skills, build confidence, and promote healthy relationships based on Native Hawaiian values and customs. Our organization was established in response to the limited options for after school programs as well as the absence of culture and place-based programs in the Kapolei and 'Ewa regions on the west side of the island of O'ahu, regions growing with new residents including an increasing Native Hawaiian population. Since our formation, we have provided culturally grounded, place-based learning opportunities to thousands of children and families throughout West O'ahu.

Today, in addition to serving youth during the out-of-school time, we provide 'Ike Ku'una enrichment workshops for parents and families, and monthly stewardship experiences for the community at Pu'uokapolei, a cultural and historic site at Kapolei Regional Park. We also host two signature events: Makahiki ma Kapolei and Kapu'uola Hula Festival.

Approximately 30% of program participants are from low-income families and on average 80% are of Native Hawaiian ancestry.



2. The goals and objectives related to the request;

The goal of this request is to expand our out-of-school offerings by offering a high school internship program in order to increase the number of employable youth in West O'ahu, a region with a growing youth population and a variety of seasonal work opportunities for in-school youth.

Ulu A'e provides out-of-school and community programs for youth ages 5-18 to grow their well-being, skills and civic engagement experiences. This project fills the need for culturally grounded, place-based out-of-school options for youth in West O'ahu, a region with a growing Native Hawaiian population and limited out-of-school options.

Through the goal of increasing access to out-of-school opportunities for students, the following objectives will be achieved: 1) 180 students will have access to out-of-school programs; 2) students will have daily access to mentors and academic support; 3) and, students will complete 40 hours of workforce training and/or 4 stewardship experiences.

3. The public purpose and need to be served;

We are a small, growing organization addressing a large need. With over 23,000 children attending public schools in West O'ahu and a rising Native Hawaiian population options for culturally grounded, place-based out-of-school opportunities are few. Our programs serve a community that is both underserved in Native Hawaiian education and overwhelmed with students who need safe, engaging out-of-school support spaces.

This request is to expand our out-of-school program, a program that serves 80% native Hawaiians and 30% low to moderate income youth, to include an internship component for youth ages 15 - 18.

Both high schools in the Campbell-Kapolei complex have adopted academy structure teams that focus on career and technical skills. This means more students have workforce and career development requirements to graduate. Yet, job training programs are few. Any Kapolei or Ewa resident conducting a web search for "youth employment programs near me" won't find any.

This is surprising considering that with the growing number of commercial businesses there is much potential for youth workforce development programs. Kapolei and Ewa also have more recreational businesses like KIHA Public Skating, Hawaiian Waters Adventure Park, and the City and County Department of Parks & Rec which accommodate a high number of seasonal positions for youth who attend school full-time.

Youth internships are valuable in setting youth up for success, building important employment skills, gaining experience, making career connections that open doors to opportunities and equipping youth with skills that are in demand.

Though internships do exist in our communities, they are few and difficult to find. Our programs are easy to find through our website and strong social media following.

Hawaii has the 17<sup>th</sup> highest disconnected youth population in the nation (Wayne Lion, employment analyst). The rate for disconnectedness is particularly high amongst Native Hawaiians and other Pacific Islanders as reasons for being disconnected include family responsibilities, difficulty finding employment opportunities and limited options for productivity and growth.

At-risk youth are more likely to face difficulties in connecting to the labor market and accessing good learning opportunities. In a Hawaii Community Foundation (HCF) report, HCF identifies youth who have completed school but are not prepared for the workforce as being part of the largest population of at-risk youth in Hawaii. Native Hawaiians make up about 25% of the at-risk youth population.

In 2023 UALC was one of 70 employers at the Career Expo held at UHWO where 1,300 high school students from Kapolei and Campbell High School attended and met employers. At the event, we surveyed 82 students on their perceptions of our internship program. 92% reported that they are interested in enrolling in the internship and 68% shared that they know a friend who would also be interested in enrolling. Most shared that it's working with children and the aina (land) component that appeals to them.

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

Our target population is 180 students ages 5-18 in West O'ahu. This is a critical age range to have access to safe, engaging spaces between the time school closes and parents return from work. Research proves that children who attend after school programs attend school more often, get better grades, and develop strong interpersonal skills.

Our programs are open to all youth. On average, 80% of our participants are Native Hawaiian and 30% come from low-moderate income families.

We also serve a predominately Native Hawaiian population, a population historically overrepresented in areas of health and social disparities as well as in the foster system and criminal justice system. Additionally, our programming is heavily based in arts, culture and the environment – all that benefit the public.

Our project is a preventative intervention that nurtures well-being powered by sense of place and identity that helps individuals make healthy and safe choices to prevent vices like substance abuse, criminal activity, and self harm.

Our out-of-school programs serve communities that are underserved in Native Hawaiian education and overwhelmed with students who need safe, engaging out-of-school programs.

#### 5. Describe the geographic coverage.

We serve children and families in West O'ahu, specifically in the geographic locations of Kapolei, 'Ewa, Nānākuli and Wai'anae, regions with growing development and new residents including a rising Native Hawaiian population.

In the past 30 years, Kapolei's population has tripled. From a population of 42,983 in 1990, it rose to 130,700 in 2020. Growth is expected to continue according to the City and County's Department of Planning and Permitting and the Plash Econ Pacific Company who estimate that the population of Kapolei will rise to 137,721 by 2025 and 164,556 by 2035.

Growth has fostered a young community with the median age of 31 and the average household size of 3.43. Kapolei has more working parents with children between the ages of 6 and 17 (81%) than the State average (74%).

This past school year, approximately 17,000 students enrolled in just the Campbell/Kapolei HIDEOE complex, a complex which houses some of the largest school enrollments in the entire state.

Growth seems to be everywhere, except in learning programs for children during out-of-school time when parents are at work or still on the road in traffic.

In 2020, we held focus groups for members and stakeholders within the Kapolei community. Major concerns raised by participants were the sparse activities for youth during non-school hours, high crime, and the lack of pride that youth exhibited for their community. This was not surprising given that Kapolei is a new, fast growing, diverse community with residents coming from various parts of the State and an abundance of both parents working outside the home and community. Our organization, UALC, addresses these concerns by fostering pride and love for community with the children and families that engage in our programs.

### **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;  
This project will increase access to culturally grounded, personalized out-of-school programs for students ages 5 – 18 to grow their knowledge, skills and civic engagement. The project objectives and corresponding tasks are as follows:

180 students will have access to out-of-school programs. This project addresses the problem of limited out-of-school opportunities for youth in West O'ahu by providing safe, engaging spaces for youth to grow their skills, employability and become community contributors.

Students will have daily access to mentors, culture and art, and academic support. Mentors, culture and art, and academic support play vital roles in youth development. Mentors offer guidance, support, and perspective that can significantly enhance growth. Hawai'i's unique culture and arts enriches the social, economic, and physical elements of a community. At UALC students receive daily opportunities to participate in Native Hawaiian art and practices. Students also receive access to academic support. Covid-19 delivered us two unstable academic years and learning loss is a grave concern. Educational experts believe that while most students are one year or more behind in reading and math, we most likely won't know the true depth of loss for years to come. Research points to consistent homework help and tutoring as two of the most effective ways to help academically struggling children catch up.



Students will complete 40 hours of workforce training and/or 4 stewardship experiences.

Workforce experiences and land stewardship grows students' skills and knowledge as well as pride in community which seeds their life-long commitment to civic engagement. Stewardship includes maintaining gardens, removing debris and invasives, and planting. Through each stewardship experience students learn specific knowledge about the place. They gain an appreciation and a sense of fulfillment that they come from a special place. Workforce training involves coaching and field work experiences that equips youth with skills they need to succeed in the workplace.

This request is to expand our out-of-school program offerings to include an internship component for youth ages 15 – 18.

The internship component would benefit all youth especially at-risk youth who are more likely to face difficulties in connecting to the labor market and accessing good learning opportunities (Organization for Economic Co-operation and Development).

UALC would provide youth with workforce training, field experience and resume building coaching. These are critical services especially in the growing regions of Kapolei and 'Ewa where access to support programs to transition youth to the workforce are few. We would fill this gap by offering a paid internship for youth during the Spring and Summer intersessions.

Internships have been successful in setting youth up for success in future careers. They also help to impact local businesses and develop community.

The internship component will be an expansion of our strong offerings of out-of-school sessions that serve children and youth ages 5 -18. Our programs benefit the social and emotional development of youth thru daily support services that include free transportation, homework help, tutoring, hana no'eau lessons and land stewardship experiences. Our intersession programs include components specializing in food preparation, ocean diving, music, ukulele, poetry and hunting.

UALC's internship program is free and registration is easily accessible through our website.

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

July	Plan program, site visits, staff schedules, and guest practitioners Schedule registration in online system Online registration opens Conduct Internship
August	Finalize registration roster Conduct parent/student orientation Schools contacted regarding student pick up roster No'eau Fall program session begins Data collection and reporting

	<p>Begin recruitment for Fall Intersession</p> <p>Data collection and reporting</p>
October	<p>No'eau Fall program session continues</p> <p>Deliver Nene'e and Hana 'I'o Fall Intersession programs</p> <p>Data collection and reporting</p>
November	<p>No'eau Fall program session continues</p> <p>Begin recruitment for Winter Intersession</p> <p>Staff re-certification for First Aid and Life Guard certification</p> <p>Data collection and reporting</p>
December	<p>No'eau Fall program session concludes</p> <p>Deliver Nene'e Winter Intersession program</p> <p>Open registration for No'eau Spring program session</p> <p>Data collection and reporting</p>
January	<p>No'eau Spring program session begins</p> <p>Schools contacted regarding student pick up</p> <p>Data collection and reporting</p>
February	<p>No'eau Spring program session continues</p> <p>Begin recruitment for Spring Intersession and Internship</p> <p>Data collection and reporting</p>
March	<p>No'eau Spring program session continues</p> <p>Deliver Nene'e, Pi'ina Internship &amp; Hana 'I'o Spring Intersession programs</p> <p>Data collection and reporting</p>
April	<p>No'eau Spring program session continues</p> <p>Open registration for Summer Intersession program</p> <p>Service all vehicles</p> <p>Data collection and reporting</p>
May	<p>No'eau Spring program session ends</p> <p>Finalize Summer participant roster</p> <p>Staff planning meeting</p> <p>Data collection and reporting</p>
June	<p>Summer Intersession program begins</p> <p>Deliver Nene'e, Pi'ina Internship &amp; Hana 'I'o Summer Intersession programs</p> <p>Data collection and reporting</p>

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

UALC monitors success through key performance indicators. We utilize an InFocus Solutions Program Management Software to collect, measure, analyze and report out progress of

performance. The program management software has robust data intake and reporting capabilities, which eliminates time-consuming, paper-based administrative burdens providing more time to analyze and report out accurate, evidence-based data.

We track academic results through the Sylvan Insight assessment administered by Sylvan Learning Center. Other measurable outcomes are tracked through attendance, progress charts, pre/post tests, surveys, testimonials verbal checks of understanding and demonstration tests.

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.

Objective	Indicator	Measurement Tool
A minimum of 180 students shall participate in an out-of-school program at UALC	# of students who enroll and participate in a program session	<ul style="list-style-type: none"> <li>- registration forms</li> <li>- sign in sheets</li> </ul>
A minimum of 160 students shall have daily access to mentors, culture and art, academic support and/or workforce training.	# of students who report satisfaction with mentors, culture and art, academic support and/or workforce training.	<ul style="list-style-type: none"> <li>- daily logs</li> <li>- student reports</li> <li>- progress charts</li> <li>- student surveys</li> <li>- parent surveys</li> </ul>
A minimum of 160 students shall complete 40 hours of workforce training and/or 4 stewardship experiences	# of students who complete 40 hours of workforce training and/or 4 stewardship experiences.	<ul style="list-style-type: none"> <li>- attendance logs</li> <li>- progress charts</li> <li>- resumes</li> </ul>

## **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
\$42,440.25	\$42,440.25	\$42,440.25	\$42,440.25	\$169,761



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

Kamehameha Schools	\$123,300	unsecured
City GIA	\$150,000	unsecured
TANF	\$300,000	unsecured

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.

N/A

5. The applicant shall provide a listing of all federal, state, and county government contracts, grants, and grants in aid it has been granted within the prior three years and will be receiving for fiscal year 2026 for program funding.

State GIA	\$175,000	FY2025
City GIA	\$150,00	FY2025
State GIA	\$40,000	FY2024
TANF	\$300,00	FY2024
City GIA	\$199,937	FY2023
State GIA	\$149,000	FY2023

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

Unrestricted Cash On Hand - \$245,000  
Unrestricted Invested in Equipment - \$85,000

## **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.

UALC has been providing culturally grounded, place-based, out-of-school programs in West Oahu since 2016. Our programs have expanded over the past four years.

In the past four years, we went from operating in temporary spaces on three school campuses to acquiring our own campus in Kalaeloa where we operate our programs 268 days out of the year.

We went from renting school buses for transportation, to owning three 15-passenger vans. Today we use our three vans to transport students to and from schools and stewardship sites.

During the school year we transport students daily from Dreamhouse Charter School 'Ewa Beach, Ho'okele Elementary, Kapolei Elementary, Makakilo Elementary, Mauka Lani Elementary, Ka Waihona O Ka Na'auao PCS and Ma'ilikukahi PCS.

We also went from running two out-of-school program sessions to running a robust inventory of thirteen out-of-school program sessions that include focal content in music, food preparation, diving, hunting, archery, Native Hawaiian art and workforce development.

Our programs continue to improve the well-being of our learners as demonstrated through their commitment to growing themselves and caring for their community and in their expressions of pride in self and community.

Below is a listing of verifiable experiences of related projects or contracts:

#### **Kamehameha Schools FY 2024**

Purpose:	To increasing access to out-of-school opportunities that implement a robust set of culturally grounded, place-based out-of-school program sessions that empower Native Hawaiian youth to thrive.
Grant Amount:	\$149,000
Contract:	MOA
Status:	Ongoing

#### **City and County of Honolulu Grants-in-Aide FY 2023**

Purpose:	To provide culturally grounded, place-based out-of-school programs to children and youth.
Grant Amount:	\$199,937
Contract:	CT-DCS-2300060
Status:	Completed

Hawaii Community Foundation Change Grant

Purpose: To provide daily access to spaces and opportunities to practice and participate in Native Hawaiian practices

Grant Amount: \$50,000

Contract: 21HCF-111129

Status: Completed

## **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.

We currently hold a 7-year commercial lease on a ¼ acre property in Kalaeloa. The property is owned by Hunt Communities Development Co. LLC. The space includes a 1,400 square foot indoor facility and a larger outdoor area with irrigation, landscaping, tables, chairs, benches, a large shade sail, a garden and compost area.

In November 2022, we expanded our campus by acquiring two 20x8 ft modular units which are used for office space, tutoring rooms and meditation areas for our programs.

We also own three 15-passenger vans that we use to transport students to and from schools and stewardship sites.

We plan to expand our campus by building a covered pavilion and installing a 36' x 40' solar powered modular classroom.

## **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.

Our staff consists of two (2) full-time and seven (7) part-time employees.

#### **Program Coordinator**

The Program Coordinator serves as the lead for all out-of-school programs. He is responsible for the development, implementation and delivery of quality program services including: development of program materials and curriculum, scheduling assistants, record keeping, reporting, scheduling programming and instruction. He also assists with transportation when necessary.



**Instructor**

The Instructor leads the delivery of lessons. She prepares lessons and materials and keeps records on lessons taught and student progress. She also assists with transportation when necessary.

**Program Assistant**

The Program Assistant assists with preparation of materials and learning spaces. She also assists with homework help, and delivery of lessons.

**Van Driver**

The Van Driver is responsible for transporting program participants to and from schools and stewardship sites. Duties include maintaining safe van practices, keeping the vehicle clean and reporting maintenance concerns.

**Executive Director**

The Executive Director provides leadership and guidance across the organization. She is responsible for the overall operations of the organization, including daily operations, programs, finances, planning, and community relations.

## 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.

See attached chart.

## 3. Compensation

The applicant shall provide an annual salary range paid by the applicant to the three highest paid officers, directors, or employees of the organization by position title, not employee name.

Executive Director	\$78,750
Program Coordinator	\$50,000
Instructor	\$40,000

## VII. Other

### 1. Litigation

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

none

### 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.

N/A

### **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.

N/A

### **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.

UALC has kept a steady pace of growth and impact since it began programming in 2016. Sustainability for us is about the potential to perpetuate the results that are being achieved rather than sticking with the same plan. So it could be that part of the plan continues or that the plan evolves into a new one.

Communities respond to organizations that are benefitting a clear articulated need. And over the years individual donations, in-kind services and volunteerism has increased in our organization because we have focused on the needs of the community.

If a time comes when we have less cash, we know we can continue our impact by leveraging community muscle like our partnerships and assets which include our ¼ acre campus in Kalaeloa, our 15-passenger vans, our devoted Board of Directors, our knowledgeable staff, our committed volunteers, our eager-to-learn beneficiaries, our strong social media following, our interactive YouTube channel, our directory of over 30 partnerships and the over \$40,000 of in-kind services we receive each year.

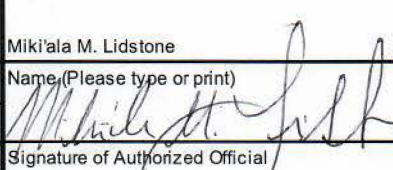
Evaluation is important in sustainability because data tells the story of our impact. In 2022, we created a Youth Data Working Group with 6 partner organizations who work with indigenous youth. The group meets quarterly to discuss and sharpen our evaluation methods in conducting data collection and analysis. Much progress has come from our work in this group.

We believe that through strong evaluation processes in tandem with innovative programs, diverse community outreach, and valuable beneficiary experiences, we will achieve positive outcomes even when the money is less.

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2025 to June 30, 2026

Applicant: Ulu A'e Learning Center

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	145,599	72,799		72,799
2. Payroll Taxes & Assessments	16,962	8,481		8,481
3. Fringe Benefits	7,200	3,600		3,600
<b>TOTAL PERSONNEL COST</b>	<b>169,761</b>	<b>84,880</b>		<b>84,880</b>
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island				
2. Insurance		5,000		5,000
3. Lease/Rental of Equipment		9,000		9,000
4. Lease/Rental of Space		32,400		51,874
5. Staff Training				2,400
6. Supplies		5,000		10,000
7. Telecommunication				2,460
8. Utilities				6,120
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>		<b>51,400</b>		<b>86,854</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>169,761</b>	<b>136,280</b>		<b>171,734</b>
<b>SOURCES OF FUNDING</b>		Budget Prepared By: Miki'ala M. Lidstone (808) 864-0013 Name (Please type or print) Phone  Jan. 16, 2025 Signature of Authorized Official Date Miki'ala M. Lidstone, Executive Director Name and Title (Please type or print)		
(a) Total State Funds Requested	169,761			
(b) Total Federal Funds Requested	136,280			
(c) Total County Funds Requested	0			
(d) Total Private/Other Funds Requested	171,734			
<b>TOTAL BUDGET</b>	<b>477,775</b>			

## BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2025 to June 30, 2026

Applicant: \_\_Ulu A'e Learning Center\_\_

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
ED/Instructor/Kumu	1	\$78,750.00	50.00%	\$ 39,375.00
Program Coordinator/Manager	1	\$50,000.00	50.00%	\$ 25,000.00
Instructor (3)	0.5	\$118,560.00	50.00%	\$ 29,640.00
Program Assistant (2)	0.5	\$70,720.00	50.00%	\$ 17,680.00
Drivers (2)	0.5	\$79,040.00	50.00%	\$ 19,760.00
Seasonal Program Assistants	0.2	\$141,440.00	50.00%	\$ 14,144.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL:</b>				145,599.00
JUSTIFICATION/COMMENTS:				

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

Appr

Ulu A'e Learning Center

Contracts Total:

1,284,468

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	Hawaii Tourism Authority FY 23	7/1/23 - 6/30/24	HTA	State	25,000
2	State of Hawaii Grant-In-Aid FY24	TBA	OCS	State	40,000
3	City & County Grant-In-Aid FY23	10/1/22 - 9/30/23	DCS	Honolulu	199,937
4	State of Hawaii Grant-In-Aid FY22	04/01/23 - 05/31/24	OCS	State	149,000
5	Hawaii Tourism Authority FY 22	1/1/22 - 12/31/22	HTA	State	25,000
6	City & County Grant-In-Aid FY22	10/1/21 - 9/30/22	DCS	Honolulu	193,644
7	Administration for Native Americans	9/30/20 - 9/29/22	SEDS-GO	U.S. Federal	224,623
8	Hawaii Tourism Authority FY 20	1/1/20 - 12/31/20	HTA	State	12,500
9	Office of Hawaiian Affairs	10/1/19 - 9/30/21	OHA	State	291,982
10	Hawaii Tourism Authority FY 19	1/1/19 - 12/31/19	HTA	State	29,000
11	City & County Grant-In-Aid FY18	10/1/17-9/3/18	DCS	Honolulu	63,637
12	Hawaii Tourism Authority FY 18	1/1/18 - 12/31/18	HTA	State	30,145
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					
26					
27					
28					
29					
30		10			Application for Grants

-  PAID EMPLOYEES
-  INDEPENDENT CONTRACTORS
-  VOLUNTEERS



## ORGANIZATION CHART

