

**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:

Wai'anae Economic Development Council

Amount of State Funds Requested: \$ 388,245

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

This request is for funding to expand services on the Waianae Coast to conduct financial education workshops for 650 adults and youth, provide training and technical assistance to 200 emerging and existing businesses, and support 50 community and nonprofit organizations. Activities for businesses and nonprofits will includes four cohorts in the year, monthly workshops, networking events, and online information and referral support. Services will also include marketing support to create and expand markets for Wai'anae Coast products and services. A data collection and evaluation system will be created to monitor the effectiveness of these services and congruence with overall and long-term community goals.

Amount of Other Funds Available:

State: \$ 200,000.00

Federal: \$ _____

County: \$ 150,000.00

Private/Other: \$ _____

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

\$ 315,000

Unrestricted Assets:

\$ 125,000.00

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

Type of Business Entity:



501(C)(3) Non Profit Corporation



Other Non Profit



Other

Mailing Address:

P.O. Box

City:

Waianae

State:

HI

Zip:

96792

Contact Person for Matters Involving this Application

Name:
Joseph Lapilio

Title:
President and CEO

Email:
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Phone:
808-265-3975

Authorized Signature

Joseph Lapilio, President and CEO

Name and Title

January 8, 2025

Date Signed

II. Background and Summary

1. Applicant's Background

The Waiʻanae Economic Development Council (WEDC) was formed in 2014 by a coalition of community organizations to identify and develop economic opportunities on the Waiʻanae Coast. WEDC's vision is to create a community with a thriving, diverse and sustainable economy. By providing comprehensive and collaborative programming in community planning, capacity building, financial services, and business and community development, we hope to reach economic parity with the State of Hawaiʻi; create a safe and nurturing social environment for residents, families and organizations; ensure well-being for our children, youth and kupuna; and fulfill the responsibilities as stewards to our environment, our culture and to history.

Our mission is to increase opportunities for Waiʻanae Coast residents by developing the community's rich natural, cultural, historical and human resources. WEDC is guided in this work by the values of aloha and inclusivity, an assets and strengths-based perspective, integrity and mutual respect, community involvement and benefit, and value creation. We work with the community to identify economic development priorities and address these priorities utilizing existing community resources, collaborations, and partnerships, and when necessary, by creating new initiatives. More specifically, WEDC has taken on the following roles and responsibilities:

- Building capacity by providing training and ongoing technical assistance.
- Improving access to financing, capital and other resources.
- Facilitating the promotion and marketing of Waiʻanae Coast products and services.
- Developing community driven and collaborative community development initiatives that support existing businesses and/or stimulate further development.

Our Strategic Priorities for 2025-2027 include:

- Support ongoing, sustainable, and long-term community planning and take responsibility for community planning and community development needs on the Waiʻanae Coast.
- Stimulate entrepreneurial initiatives by providing business, nonprofit, and community development training and technical assistance.
- Improve access to capital, information, technology, and other resources.
- Construct the physical, intellectual, and social infrastructure catalytic to further community economic development and/or to stimulate new growth.

Our Theory of Change

Waiʻanae Economic Development Council promotes business development through a Hawaiian culture perspective. By creating, developing, incubating and supporting healthy, sustainable, cultural and community based economic opportunities, Waiʻanae Coast residents will meet their needs and thrive.

Our Programs

Aligned with our mission, roles and responsibilities, and strategic priorities, the Wai`anae Economic Development Council provides the following services.

1. Business Development Services are focused on assisting entrepreneurs with business startups and existing businesses with the information and training they need to maintain and grow their enterprises. The following activities are employed for this purpose:
 - Small Business Formation
 - Training Cohorts including our Small Business Cohort and Ho`okele Digital
 - Business coaching and consulting
 - Monthly workshops, Symposiums and Community Events
 - Communication and Information Dissemination (Weekly Business Bulletins and articles in the community newspaper, and outreach to key community organizations and forums)
 - Information and referral to other sources of support
2. Nonprofit Development Services assist individuals and community groups to establish their standing as a domestic nonprofit and/or a tax-exempt organization, and to govern and/or manage their businesses. Our services include:
 - Formation and Start Up
 - Board Development and Coaching
 - Strategic Planning
 - Fund Development Planning
 - Project and Curriculum Development, Project Management
 - Fiscal Sponsorship
3. Financial Education
 - Personal, Home and Business Financial Literacy Workshops and Classes
 - Business financial planning and budgeting
 - Business coaching and consulting
 - Personal and Business Credit Building
4. Access to Capital is required for our businesses and nonprofits to start and support ongoing operations. This support is provided by the Pakini Fund, a subsidiary of the Wai`anae Economic Development Council.
 - Small Business and Operating Loans
 - Third Party Underwriting and Loan Management
5. Marketing and Advertising services are provided to help Wai`anae Coast businesses reach markets locally or online. In addition to our Ho`okele Digital Cohort, the following services are available.
 - Website Design and Maintenance
 - Videography and Video Production
 - Print Media and Westside Stories Business Highlights
 - Pop-Up Markets and referrals to other community events

6. Business Services are available for cost to businesses and organizations that are not supported by our grant or third-party funded programs and services. A variety of consultation and management services are available on a case-by-case basis.

2. Goals and Objectives

In CY2025, WEDC proposes to build on its vision and mission through this grant project by extending the reach of its existing programs, specifically its business development services, nonprofit development services, financial education and marketing and advertising support. The project goal for this grant is to improve the economic well-being and self-sufficiency of the Waiʻanae Coast by expanding our culturally-based financial and business programming. To do this we propose the following objectives for the fiscal year 2025 - 2026:

- WEDC will expand the reach of our financial education program by increasing the number of educational events to 26 reaching 650 participants.
- Provide development services to reach 200 businesses and 50 nonprofits. We will help create 100 new businesses and 25 new nonprofits.
- Provide marketing, advertising and technical assistance supporting 100 businesses and nonprofits to exhibit and sell their products and services.
- Provide a business hub for 100 existing and emerging businesses with shared office spaces, back-office business support and tools, meeting and conference rooms, access to needed technologies and networking.

This project will expand our existing programs and increase the numbers of residents who will benefit from these services. This funding will support our physical space providing a location and incubator for start-up businesses and nonprofits to work.

3. The Public Purpose and Need to be Served

The public purpose that this project addresses is to reduce the income disparity between households on the Waiʻanae Coast and the State of Hawaiʻi. As an organization primarily serving the Waiʻanae Coast, we are familiar with the economic disparities our community faces. In 2020 the U.S. Department of Housing and Urban Development (HUD) concluded that "low income" for an individual living on Oahu is considered \$93,000, nearly double the national average.

According to 2015-2019 Census data, the Median Household Income (MHI) for the four Census Designated Places (CDPs) along the Waiʻanae Coast (including Nānākuli, Lualualei, Waiʻanae, and Makaha) were all under the HUD designated low-income level, ranging from \$50,992 in Makaha to \$88,395 in Māʻili. All but Māʻili had MHIs lower than the state median of \$81,275 with the Waiʻanae MHI nearly \$20,000 below the state median and Makaha about \$30,000 below the state median.

Although Native Hawaiian MHI data is currently unavailable, with Native Hawaiians having the lowest average family income compared to all other major ethnicities in the state, it is suspected that the median income of Native Hawaiians on the Waiʻanae Coast is even lower than the total CDP median incomes reported.

Economic disparity is also exacerbated by low employment rates, especially among our Native Hawaiian communities. According to Census data, the Waiʻanae Coast had the lowest employment rate for Native Hawaiians in the state, 10 percentage points behind the Honolulu region and 9 percentage points behind that of the state (Ka Huakaʻi, 2021). However, this data does not consider all community efforts to improve their economic condition. No formal data sources exist yet to quantify the informal, cash businesses we see through our resilient and innovative artisans, cultural practitioners, food vendors, and other home-based businesses. There is a great need to recognize and aid the efforts of these community members.

To address the issue of economic disparity and center on the resilient strength of our community, WEDC's educational programming for individuals and small businesses provides the tools and knowledge needed to create employment opportunities for themselves and others, increasing income for our families and communities. While our current funding allows us to provide these programs and assistance to a set number of individuals per year focusing on those from the Waiʻanae coast, additional funding would increase the capacity of these programs so we are able to provide these opportunities to more people.

Since its inception in 2015, the Waiʻanae Economic Development Council has made business development one of its core activities. These activities include workshops, seminars and quarterly business symposiums targeted towards existing and emerging businesses on the Waiʻanae Coast. Each year, more than 120 businesses receive direct training and technical assistance from our organization. More than 800 other businesses and entrepreneurs receive indirect support from WEDC through information and referral services, educational articles in the monthly community newspaper and through our network of community partners.

4. The Target Population to be Served

The Waiʻanae Economic Development Council primarily serves the Waiʻanae Coast which is home to approximately 50,000 residents. This project expands the number of people we can support.

5. The Geographic Coverage

Our primary geographic coverage extends from Kahe Point to Kaʻena Point and includes the populated ahupuaʻa of Nānākuli, Lualualei, Waiʻanae and Makaha. We will provide support to others outside of the Waiʻanae Coast if they request support.

III. Service Summary and Outcomes

1. Scope of Work, Tasks and Responsibilities.

This section describes the proposed work for this project. The major tasks of this project are described below:

- a) Communications: The project will organize and/or create a communications infrastructure to reach residents on the Waiʻanae Coast to share information on the financial education and business and nonprofit development services offered by this funding. Program staff and project contractors will use this infrastructure (including various media such as our

community newspaper, online newsletters, social media platforms, and network partners) to reach and recruit participants and for ongoing communications with the community, our stakeholders and networks.

- b) Development Services: Staff will host monthly financial education workshops and provide coaching assistance to participants as needed. Business development and nonprofit development cohorts will be convened quarterly. Workshops to support businesses and nonprofits will be provided monthly. Training and technical assistance will be provided in person and/or online.

The financial literacy program is a series of workshops to build or repair participant credit and provides individual coaching. Each business and nonprofit development cohort consists of eight classes and one-on-one technical assistance serving 20 participants in each cohort.

- c) Community Driven Evaluation Design: There are two tiers of data collection and evaluation that will be designed for this project. The first is the collection of data from the project's activities that will help us determine the effectiveness of our development services for individual participants as identified by, pre and post surveys, interviews and other means specific to each activity. The second is based on long term business and economic development outcomes identified by the community as measures to determine the effectiveness of our activities in meeting these community driven outcomes. This will result in a community report card that will be shared with the community.
- d) Marketing and Events: The project will be marketing activities that will support our clients in advertising and selling their products and services. These activities will include monthly pop-up markets, inclusion in community events and activities, and referral and support for participation in events outside the community. These activities will also include signature events planned by WEDC to provide a marketing opportunity for the community.

2. Projected Timeline

These tasks will be completed along this general timeline as described below:

First Quarter:

- Organize and prepare staffing. Secure Contractors.
- Design data collection and evaluation systems.
- Develop plan for community engagement.
- Convene Communications Hui and develop communications plan.
- Identify marketing and events calendar for the project year.
- Identify dates for the entire project.
- Secure physical site location (if needed) and secure logistical needs.
- Recruit for financial education workshops and business and nonprofit development cohorts.
- Implement financial education workshops and provide coaching as needed.
- Implement business and nonprofit development cohorts and provide coaching as needed.
- Implement data collection and evaluation systems.
- Implement community engagement.

- Implement marketing and events calendar.
- Prepare for implementation of communications plan.

Second Quarter:

- Secure physical site location (if needed) and secure logistical needs.
- Continue financial education workshops and provide coaching as needed.
- Continue business and nonprofit development cohorts and provide coaching as needed.
- Monitor, assess and revise, as needed, data collection and evaluation systems.
- Continue community engagement activities.
- Continue marketing and events activities.
- Implement communications plan.

Third Quarter:

- Secure physical site location (if needed) and secure logistical needs.
- Recruit for financial education workshops and business and nonprofit development cohorts.
- Continue financial education workshops and provide coaching as needed.
- Implement business and nonprofit development cohorts and provide coaching as needed.
- Monitor, assess and revise (as needed), data collection and evaluation systems.
- Continue community engagement activities.
- Continue marketing and events activities.
- Monitor, assess and revise (as needed) the communications plan.

Fourth Quarter:

- Secure physical site location (if needed) and secure logistical needs
- Continue financial education workshops and provide coaching as needed.
- Continue business and nonprofit development cohorts and provide coaching as needed.
- Data collection and evaluation report with recommendations and preparation for ongoing data collection and evaluation activities post-grant.
- Continue community engagement activities.
- Continue grant funded marketing and events activities. Provide a plan for post-grant marketing and events activities.
- Completion of contractor position and transfer of communication responsibilities to staff.

3. Quality Assurance and Evaluation

This project will be evaluated by the Data and Evaluation Specialist hired for this purpose. The Data and Evaluation Specialist will lead data collection and analysis and monitor the progress to achieve the three project objectives. Evaluation will follow the cycle of each program cohort and cycle, which will inform the next round of programming. The objectives of our project will be measured generally by tracking the number of participants served and the number of events and opportunities offered. We will also focus on specific measures for each objective that will track the short-term impact of the program.

Objective 1 progress and results will be measured by participant completion of the program with a target of 120 participants to complete the program by the end of the project. Beyond program completion, we will track application of financial literacy knowledge and skills learned through the program by tracking participant FICO credit scores and their improvement by a target of one

full tier. The credit score range is commonly broken into credit tiers starting with Tier 3 (599 and below), Tier 2 (600-659), and Tier 1 (650 and above). Higher credit scores indicate individuals are more able to repay debts, improves approval for loan and credit applications, and increases credit limits. Our target is that all 120 participants will have increased their credit score by at least one full tier.

Objective 2 will also be measured by program completion with 60 participants completing the business development program by June 30, 2023. Successful application of program knowledge will result in the creation of a business for each participant. We will track this by confirming the registration of participant businesses with the Department of Commerce and Consumer Affairs (DCCA). We see this as an important hurdle in navigating the legal process to establish a business that our program will assist participants through.

Objective 3 will be measured by the number of individuals utilizing the space for any programming and one-on-one technical assistance and the number of businesses utilizing the space. We hope that participants in the financial literacy and business development programs as well as other community members will feel comfortable to use the space either for workshops or other purposes. We will track the number of people who come to the space and their intended use. We will also measure the number of businesses utilizing the space for business services or coworking space with the target of 100 existing or emerging businesses using the space by the end of the project.

Beyond evaluation of project outcomes, participants will be surveyed in each program to assess their experience in order to improve upon it for each subsequent round of programming. Those who utilize the physical space will also be asked for feedback on their needs and suggestions so WEDC may better serve community members.

IV. Budget

See attached documents.

V. Experience and Capability

1. Necessary Skills and Experience

The Wai`anae Economic Development Council is governed by a Board of Directors who volunteer and bring a wealth of experience and expertise in community economic development. The members of the board are also active members of the Wai`anae Coast community and bring a broad perspective to the planning and implementation of this project and the organization's larger goals. The members of the board of directors include:

Joseph Lapilio, President and CEO of the Wai`anae Economic Development Council, has worked on the Wai`anae Coast for more than forty years. Joseph is a community and organizational development consultant. He was executive director of the Wai`anae Coast Coalition for eleven years and coordinated community projects focused on economic development. He was appointed to the Governor's Economic and Community Navigator Task

Force and is a member of the State House of Representatives Select Committee on Economic and Financial Recovery to help with post-COVID planning. Joseph is the immediate past president of and the Native Hawaiian Chamber of Commerce, active in the community including the Wai`anae Coast Rotary Club, the Lualualei Hawaiian Civic Club, among others.

Georgianna Navarro is Vice-President and Director. She has lived in the Wai`anae Moku for 70 years and is a resident of the Wai`anae Valley Hawaiian Homestead. She has worked in a variety of jobs primarily in the hospitality industry and received a Certificate in Hospitality Training from Leeward Community College. She is currently the President of Ka`anani`au O Wai`anae (a coalition of Westside Hawaiian Civic Clubs), a member of the Ho`omau Ke Ola Board of Directors and was previously president of the Makaha Hawaiian Civic Club. She is currently a planning committee member of Made on the Wai`anae Coast and a member of Wai`anae Moku 2030.

Annie Ferreira is the Board Secretary/Treasurer and a Director. Annie graduated from Wai`anae High School and comes from a family of active community members and sees herself following in her father's footsteps, leaving a legacy of community development initiatives that will benefit the coast for years to come. Annie started her community work in Wai`anae with Model Cities and worked in a succession of jobs serving the community. She has served for fifteen years in the USDA Rural Development Housing Program.

Daniel Gomes is a Director. He is also a member of Ulu Mau Development LLC, a firm specializing in business development projects benefiting the Wai`anae Coast. Prior to this, Dan was the business consultant at Wai`anae High School and managed the construction of the culinary arts facility at the school. He is retired from Pitney Bowes where he was the District General Manager. Dan is also the president of the board of directors for the Wai`anae Coast Comprehensive Health Center and a member of the board of directors for the Wai`anae Boys and Girls Club.

Stephanie Kawelo is a Director. She is a resident of the Wai`anae Valley Hawaiian Homestead. She has lived in Wai`anae since 1960 and graduated from Wai`anae High School in 1969. She is currently the Vice President for the Wai`anae Hawaiian Civic Club and Secretary for Ka`ananiau O Wai`anae. Stephanie retired from the Kuakini Medical Center after working there for 22 years.

Verna Landford-Bright is a Director Emeritus. She has lived on the Coast most of her life and is a Job Specialist with the City and County, Department of Community Services, WorkHawaii Program. Prior to this, Verna worked at the Wai`anae Mental Health Center. She volunteers for the Visitor Aloha Society of Hawaii and assists visitors in need. Verna is Co-Founder of the Wai`anae High School Alumni Foundation and was President for five years. Verna is a member of the Wai`anae Coast Comprehensive Health Center Research Committee and Secretary of Valley of Rainbows.

2. Facilities

WEDC's main office is in the heart of Wai`anae town on Farrington Highway. Training and meetings with clients are conducted at the office, in other community facilities and/or online. The office is very accessible for those using public transportation.

VI. Personnel: Project Organization and Staffing

1. Proposed Staffing, Staff Qualifications, Supervision and Training

WEDC Personnel

Joseph Lapilio is President and Chief Executive Officer. Joseph is an experienced nonprofit executive, serving in several nonprofit organizations and has demonstrated experience with planning, project development and management, and community leadership. Joseph has a master's in public administration from the University of Hawaii at Manoa and a Bachelors in Community Development from Antioch University. Joseph will oversee the project and be responsible for contract/project management, contract and grant compliance and oversight of financial management and personnel.

Shavone Lave is WEDC's Program Director. Shavone has a bachelor's degree in science in Criminal Justice from Chaminade University, and earned a Masters Degree in business administration from Phoenix University. More recently, Shavone owned and operated a bakery on the Wai'anae Coast and was the principal of a bakery consulting company prior to joining the Wai'anae Economic Development Council. The Program Director is responsible for the planning, execution, coordinating and management of WEDC's development services including financial education, business and nonprofit development, and our for-profit business consulting company. The Program Director also maintains and enhances the link between development services and other programs and services inside and external to WEDC. The Program Director reports to the WEDC President and CEO and serves as a liaison with the community.

Makahala Hendrickson is the Program Manager for Financial Education Services. This position provides training and technical assistance to residents and businesses to acquire better financial management skills and to improve credit. This is particularly useful in our attempts to provide business loans on the coast and to better prepare applicants to access our loans as well as other financial products available from other providers. The program manager provides the day-to-day responsibilities for implementation of the WEDC Development Services service plan including outreach, curriculum development, classroom instruction, and client follow-up and coaching when needed. Makahala is an experienced Financial Education Kumu and Native Hawaiian community advocate with a dual Bachelor's degree in Psychology and Hawaiian Studies from the University of Hawai'i at Hilo.

Program Manager for Business Development. This position provides direct instruction and technical assistance to individual businesses and entrepreneurs. The business development program manager may be assigned to specific populations and/or industries to ensure the information and education we provide is accurate and up to date for the specific industry of the participant. The program manager is responsible for day-to-day operations and implementation of the WEDC Development Services service plan including outreach, curriculum development, classroom instruction, and client follow-up and coaching when needed. The business development program manager is also the organization's liaison to the community and networks

and establishes positive productive relationships with other business development providers, government agencies, and community leaders. This is a new position and will be filled upon an award.

Program Manager for Nonprofit Development. This position provides direct instruction and consultation to community and civic groups, existing and emerging nonprofit organizations, nonprofit businesses and social entrepreneurs. The business development program manager may be assigned to specific populations and/or industries to ensure the information and education we provide is accurate and up to date for the specific industry of the participant. The program manager is responsible for day-to-day operations and implementation of the WEDC Development Services service plan including outreach, curriculum development, classroom instruction, and client follow-up and coaching when needed. The nonprofit development program manager is also the organization's liaison to the community and networks and establishes positive productive relationships with other nonprofit development providers, government agencies, and community leaders. This is a new position and will be filled upon an award.

Vicki Paresa is Chief Administrative Officer for the Wai`anae Economic Development Council. She is responsible for the oversight, coordination and management of the administrative, fiscal and human resource operations of the organization including its subsidiaries, the Pakini Loan Fund, Wai`anae Moku Navigators, and Made on the Wai`anae Coast. Vicki is a HUD certified housing counselor and received a bachelor of arts in business administration from UH West O`ahu. She has a wealth of experience in her line of work.

Ezekiel Barnes is WEDC's Program Assistant and assists the Program Director with planning and coordination, providing logistical support for business development and financial literacy activities, program recordkeeping, and assists with online, phone and written communication. The Program Assistant also assists with instruction and facilitation as needed.

Contractors and Consultants

In addition to the staff identified above, WEDC will utilize the services of various Contractors and Consultants for the following functions:

Marketing and Events Planner. This contractor will be responsible for assisting our business and nonprofit organizations to access and increase markets and market share, provide networking opportunities for our clients, and provide direct marketing related technical assistance. Deliverables for this contractor will include regularly and consistently scheduled pop-ups and other events for our clients to exhibit and/or sell their products and services. This position will also plan and implement signature community events that provide our clients and community maximum and positive exposure.

Resource Consultants. These individuals will be engaged to provide specific training, technical assistance and/or coaching to participants in our development services program. The areas of expertise needed will vary depending on the specific training activity, the needs and potentials of the clients in our training sessions, or as opportunities and challenges are identified. As

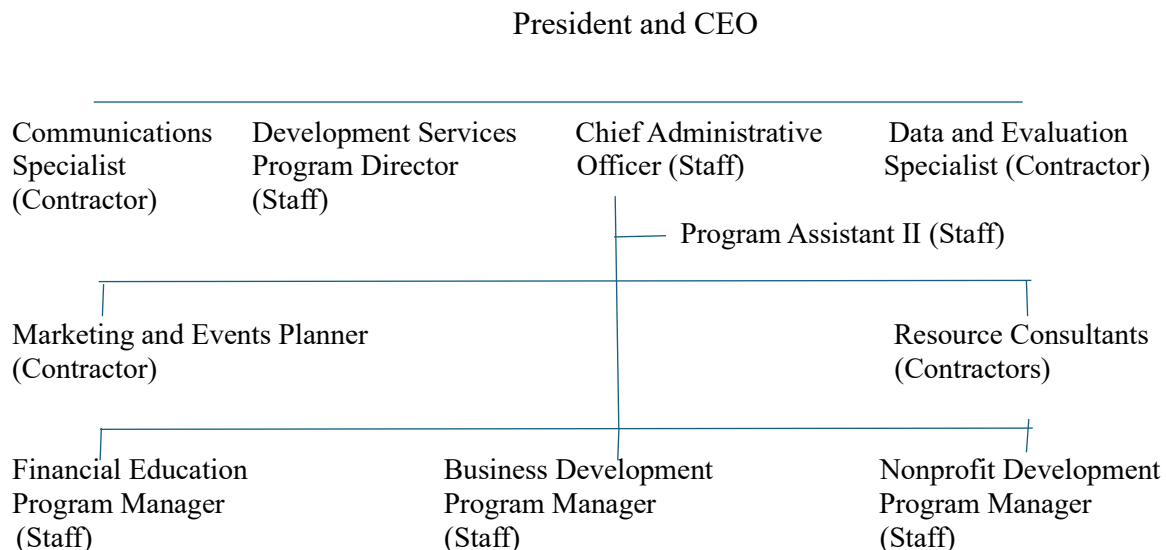
examples, these areas of expertise may include business finances, digital marketing, strategic planning and the application of artificial intelligence, to name a few. Services from our Resource Consultants will be provided in workshops, training sessions and seminars, or other events, as deemed appropriate by the Program Director. These services may be directed to groups or individuals as the need arises.

Data and Evaluation Specialist. This contractor will provide overall data collection and program evaluation services to ensure our targets and outcomes are met and are consistent with funder, organizational and community goals. The Data and Evaluation Specialist will work with the President and CEO to engage the community to catalogue baseline information and data on community and economic well-being, identify long term community outcomes, develop and manage systems to monitor implementation and measure progress, and communicate results with the community and WEDC’s partners and networks.

Communications Specialist. The Communications Specialist will plan, organize and coordinate the flow of information in our community, to our stakeholders and to our external partners. This contractor will work with the President and CEO to organize communication resources in the community, identify and develop strategies to maximize the flow of information within our network, implement activities to develop a more coordinated communications structure, and train WEDC staff to assume and manage the program.

2. Organization Chart

WEDC Organizational Chart
State of Hawaii GIA – 2025



3. Compensation

The President and CEO is paid a base salary of \$96,000 per year. If this grant-in-aid is awarded, funding from the award will pay for 33% (\$32,000) of the position. Funding for the remainder of the salary will be paid by an Office of Hawaiian Affairs grant and other sources.

The Program Director is paid a base salary of \$84,000 per year. If this grant-in-aid is awarded, funding from the award will pay for 33% (\$28,000) of the position. Funding for the remainder of the salary will be paid by an Office of Hawaiian Affairs grant and other sources.

The base salary for the three Program Managers is \$60,000 per year. If this grant-in-aid is awarded, funding from the award will pay for 33% (\$20,000, or \$60,000 for all three positions) of these positions. Funding for the remainder of the salary will be paid by an Office of Hawaiian Affairs grant and other sources.

The Administrative Director is paid a base salary of \$72,000 per year. If this grant-in-aid is awarded, funding from the award will pay for 33% (\$24,000) of the position. Funding for the remainder of the salary will be paid by an Office of Hawaiian Affairs grant and other sources.

The Program Assistant II is paid a base salary of \$48,000 per year. If this grant-in-aid is awarded, funding from the award will pay for 50% (\$24,000) of the position. Funding for the remainder of the salary will be paid by an Office of Hawaiian Affairs grant and other sources.

The Marketing and Events Planner is a contracted position and will be paid \$20,000 to plan and implement monthly pop-up markets and one signature event. Additional funding from other sources will be solicited to support this position.

The Data and Evaluation Specialist is a contracted position and will be paid \$36,000 to design a community-driven data collection and evaluation system for the project. Additional funding from other sources will be solicited to support this position.

The Communications Specialist is a contracted position and will be paid \$20,000 to create and implement a communications plan and to train staff to assume responsibility for this function at the end of the project year. Additional funding from other sources will be solicited to support this position.

Resource Consultants will assist and supplement workshop and cohort training sessions by providing expertise on specific topics. Resource Consultants will be paid honoraria for their participation. Additional funding from other sources will be solicited to support these positions.

VII. Other

1. Litigation

There is no pending litigation to which WEDC or any of its staff are a party. There is no outstanding judgement on WEDC or any of its staff.

2. Licensure or Accreditation

WEDC does not have any special qualifications, licenses, or accreditation relevant to this request. However, our subsidiary, the Pakini Fund is classified by the Department of Treasury, Native American Community Development Financial Institution (NA-CDFI) Program as an Emerging NA-CDFI. We are in the process of completing the requirements necessary to receive certification. Certification is anticipated in 2025.

3. Private Educational Institutions

This grant will not be used to support or benefit a sectarian or nonsectarian private educational institution.

4. Future Sustainability Plan

The funding from this proposal will support expansion of our existing services and continue support for our shared office space that serves as a training site and incubator for businesses and nonprofits that require help during their formation or as an ongoing back office for those functions they wish to outsource.

These functions will include bookkeeping and accounting, marketing support, general office reception and clerical support, office and meeting spaces, fund development and fundraising, and event and meeting planning and support. In addition, the Wai`anae Economic Development Council offers fiscal sponsorship services for emerging nonprofits or for specific and temporary nonprofit activities.

We believe that we can create a self-supporting business center for our community that will be funded through the services and activities we provide that bring value to businesses, nonprofits and to the community. Our current funding supports our planning and preparation for financial sustainability, and we anticipated that this start-up period would require two years for us to organize and develop. If awarded, this funding would help us with Year Two activities and complete our plan.

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

Wai'anae Economic Development Council

(Typed Name of Individual or Organization)

January 8, 2025

(Signature)

(Date)

Joseph Lapilio

President and CEO

(Typed Name)

(Title)

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2025 to June 30, 2026

App Wai'anae Economic Development Council

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	190,560	190,560		190,560
2. Payroll Taxes & Assessments	24,773	24,773	0	24,773
3. Fringe Benefits	38,112	38,112	0	38,112
TOTAL PERSONNEL COST	253,445	253,445		253,445
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	0	0	0	0
2. Insurance	3,600	0	0	0
3. Lease/Rental of Equipment	0	24,000	0	24,000
4. Lease/Rental of Space	18,000	36,000	0	12,000
5. Staff Training	0	18,000	0	12,000
6. Supplies	3,600	12,000	0	6,000
7. Telecommunication	3,600	3,600	0	3,600
8. Utilities	12,000	12,000	0	0
9. Contractors	82,000	86,000	0	36,000
10 Advertising	12,000	12,000	0	12,000
11				
12				
13				
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20				
TOTAL OTHER CURRENT EXPENSES	134,800	203,600		105,600
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	388,245	457,045		359,045
SOURCES OF FUNDING		Budget Prepared By: <div> Joseph Lapilio (808) 265-3975 Name (Please type or print) Phone Signature of Authorized Official Date 1/8/2025 </div>		
(a) Total State Funds Requested	388,245			
(b) Total Federal Funds Requested	457,045			
(c) Total County Funds Requested	0			
(d) Total Private/Other Funds Requested	359,045			
TOTAL BUDGET	1,204,335	Joseph Lapilio President and CEO Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2025 to June 30, 2026

Applicant: Waianae Economic Development Council

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
President and CEO	1	\$96,000.00	33.00%	\$ 31,680.00
Program Director	1	\$84,000.00	33.00%	\$ 27,720.00
Program Manager (Financial Education)	1	\$60,000.00	33.00%	\$ 19,800.00
Program Manager (Business Development)	1	\$60,000.00	33.00%	\$ 19,800.00
Program Manager (Nonprofit Development)	1	\$60,000.00	33.00%	\$ 19,800.00
Program Assistant II	0.5	\$48,000.00	100.00%	\$ 48,000.00
Administrative Director	0.33	\$72,000.00	33.00%	\$ 23,760.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				190,560.00
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2025 to June 30, 2026

Applicant: Waiʻanae Economic Development Coun

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
			\$ -	
None			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS Not Applicable				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
			\$ -	
None			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS Not Applicable				

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2025 to June 30, 2026

Applicant: Wai`anae Economic Development C

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY:2023-2024	FY:2024-2025	FY:2025-2026	FY:2025-2026	FY:2026-2027	FY:2027-2028
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS: Not Applicable						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Wai`anae Economic Development Council

Contracts Total: 750,000

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	Business Development Services	01/01/25 - 12/31/26	OHA	State	400,000
2	Business Development Services	01/01/25 - 12/31/25	DCS	Honolulu	150,000
3	Business Development Services	09/01/25 - 07/30/25	DCS	Honolulu	200,000
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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: **WAIANAE ECONOMIC DEVELOPMENT COUNCIL**

Issue Date: **01/07/2025**

Status: **Compliant**

Hawaii Tax#: 83264439-01

New Hawaii Tax#:

FEIN/SSN#: XX-XXX6700

UI#: No record

DCCA FILE#: 244692

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

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

JOSEPH LAPIDO
PRINT NAME AND TITLE

1/9/2025
DATE