

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



hannah Preston-Pita CEO

01.06.2026

AUTHORIZED SIGNATURE

PRINT NAME AND TITLE

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: BIG ISLAND SUBSTANCE ABUSE COUNCIL

DBA/Trade Name: BIG ISLAND SUBSTANCE ABUSE COUNCIL

Issue Date: 01/05/2026

Status: **Compliant**

Hawaii Tax#: [REDACTED]

New Hawaii Tax#: [REDACTED]

FEIN/SSN#: [REDACTED]

UI#: XXXXXX1893

DCCA FILE#: 11943

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

**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, Hawai'i 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, Hawai'i 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, Hawai'i 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, Hawai'i 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.

Big Island Substance Abuse Council (BISAC) Fiscal sponsor of Hawaii Island Fentanyl Task Force (Name of Individual or Organization)



(Signature)

01.06.2026

(Date)

Hannah Preston-Pita

(Typed Name)

CEO

(Title)

Application for Grants

Operating (Non-Capital) — Island-wide Overdose Prevention & Coordination

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)

A current Hawai'i Compliance Express Certificate dated no earlier than December 1, 2025 is attached under the name of Big Island Substance Abuse Council.

2. Declaration Statement

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

A signed Declaration Statement affirming compliance with Section 42F-103, Hawai'i Revised Statutes, is attached.

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.

Grant-in-Aid funds will be used solely for a public purpose consistent with Section 42F-102, Hawai'i Revised Statutes. The requested funds will support island-wide fentanyl overdose prevention, harm reduction, public education, and coordinated response efforts that protect public health and safety across Hawai'i County. Activities are designed to reduce preventable overdose deaths, expand access to life-saving naloxone, strengthen cross-sector collaboration, and improve community awareness and response capacity.

This request is exclusively for operational (non-capital) support to sustain island-wide overdose prevention coordination, contracted staffing, outreach, naloxone distribution, education, data collection, reporting, and multi-agency collaboration. No construction, renovation, land acquisition, or capital improvements are included in this request.

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:

Big Island Substance Abuse Council (BISAC) is a Hawai'i-based 501(c)(3) nonprofit organization established in 1964. For more than six decades, BISAC has provided culturally

responsive, evidence-based substance use disorder treatment, prevention, recovery support, and harm reduction services across Hawai'i Island. BISAC operates a comprehensive continuum of care and maintains accreditation through the Commission on Accreditation of Rehabilitation Facilities (CARF).

BISAC serves as the fiscal sponsor and administrative backbone for the Hawai'i Island Fentanyl Task Force (HIFTF), providing fiscal management, contract administration, reporting, and compliance oversight in accordance with Chapter 42F, Hawai'i Revised Statutes.

Program Background and Need

Hawai'i Island faces unique and urgent overdose risks due to its rural geography, long emergency response times, and persistent disparities impacting Native Hawaiian and other underserved communities. These conditions increase the likelihood of fatal overdoses and limit timely access to emergency and treatment services.

The Hawai'i Island Fentanyl Task Force was established in 2021 to provide a coordinated, island-wide response to the growing fentanyl crisis. HIFTF brings together behavioral health providers, public health agencies, first responders, schools, faith-based and nonprofit organizations, businesses, and government partners to move beyond fragmented efforts and build a trusted, community-centered opioid response system. HIFTF is community/grassroots-driven and led through trusted local stakeholders, ensuring overdose prevention strategies are culturally responsive, practical, and delivered through the places where residents already seek support—families, schools, workplaces, faith settings, and community hubs.

From July 2024 through September 2025, HIFTF demonstrated measurable impact across every district of Hawai'i Island. During this period, the Task Force distributed more than 14,000 naloxone kits through over 100 naloxone pop-up events and 50+ distribution sites, including direct supply to Fire, Police, and other first responders. These efforts ensured county-wide coverage across Ka'u, Puna, Hāmākua, North, East, and West Hawai'i.

In addition to life-saving harm reduction, HIFTF delivered extensive community education and prevention activities, including 40+ educational presentations, reaching more than 1,200 participants through structured prevention education and 3,000+ individuals through community naloxone outreach events. Over 12,000 educational materials were distributed, with education incorporating overdose response and the Good Samaritan Law (Act 68).

Systems Change, Youth Leadership, and Community Capacity

HIFTF's impact extends beyond service delivery to policy, systems change, and community capacity building. Task Force data and coordination contributed to the passage of County Bill 71, which requires liquor-serving establishments to carry naloxone and mandates overdose response training. Ongoing collaboration with the Mayor's Office, County Council, EMS, Fire, and Police has further strengthened county-wide response infrastructure.

Youth and family engagement has been a core component of HIFTF's work. Youth-led prevention committees operate island-wide, school-based education has reached hundreds of

students, and youth leaders have planned and led a Fentanyl & Addictions Summit, ensuring prevention efforts reach the next generation.

HIFTF has also focused on stigma reduction and cultural shift by hosting stigma reduction workshops, engaging business owners and professional sectors new to prevention, increasing volunteerism, and strengthening lived-experience leadership. These efforts have expanded overdose response capacity beyond emergency systems and into everyday community settings.

Why BISAC as Fiscal Sponsor

As fiscal sponsor, Big Island Substance Abuse Council (BISAC) provides the operational and fiscal infrastructure required to steward public funds responsibly. BISAC executes and monitors contracts, verifies deliverables, manages disbursements, maintains grant files for monitoring and audit purposes, and ensures timely reporting in accordance with Chapter 42F, Hawai'i Revised Statutes. This structure allows the Task Force to remain community-driven and agile while ensuring strong fiscal accountability, transparency, and continuity of operations.

Use of Funds (Operating / Non-Capital): Grant-in-aid funds will provide operating support to sustain the Hawai'i Island Fentanyl Task Force's coordinated overdose prevention infrastructure, including contracted personnel, naloxone procurement and distribution logistics, community outreach and education activities, data tracking and reporting, and cross-sector convening. No capital expenditures (e.g., land acquisition, construction, renovation, or facility improvements) are requested under this application.

Partners and Coordination Infrastructure

HIFTF maintains a broad cross-sector network of partners across Hawai'i Island, including first responders, healthcare and behavioral health providers, public health partners, schools, youth prevention leaders, nonprofits, and community-based distribution sites. The Task Force's convening structure strengthens communication across agencies, reduces duplication, and ensures prevention and harm reduction efforts are coordinated and accessible county-wide.

Goals and Objectives

The goal of this request is to sustain and expand the operational capacity of the Hawai'i Island Fentanyl Task Force to reduce overdose deaths and strengthen island-wide prevention, harm reduction, and response systems.

Primary objectives include:

- Maintaining and expanding access to naloxone and overdose prevention education
- Strengthening harm reduction outreach in rural and high-risk districts
- Supporting youth and community-led prevention initiatives
- Enhancing cross-sector coordination and policy-informed response
- Continuing data-informed decision-making and reporting

Public Purpose

This request serves a clear public purpose pursuant to §42F-102, Hawai'i Revised Statutes. Grant-in-aid funds will support island-wide fentanyl overdose prevention, harm reduction,

education, and coordination efforts that directly protect public health and safety and reduce preventable loss of life.

Target Population

Individuals at risk of overdose, people who use substances, youth and families, Native Hawaiian and underserved communities, first responders, and residents across Hawai‘i Island.

Geographic Coverage

Island-wide, including Ka‘ū, Puna, Hāmākua, North Hawai‘i, East Hawai‘i, and West Hawai‘i.

III. Service Summary and Outcomes

The Hawai‘i Island Fentanyl Task Force (HIFTF) will continue to implement a coordinated, island-wide fentanyl overdose prevention and response strategy that integrates harm reduction, education, youth leadership, workforce training, and systems coordination. HIFTF functions as Hawai‘i Island’s primary community-based overdose prevention infrastructure, ensuring that life-saving resources and education reach residents across all districts particularly in rural and underserved areas where emergency response times are longest and overdose risk is highest.

The Task Force model is intentionally community-led: local partners help identify service gaps, host distribution sites and trainings, amplify prevention messaging, and extend overdose response capacity beyond formal systems.

Core activities supported through this request include:

- Island-wide coordination and leadership, including convening cross-sector partners and aligning prevention, harm reduction, and response strategies
- Naloxone procurement, distribution, and overdose response education, ensuring broad, stigma-free access for community members, businesses, and first responders
- Harm reduction outreach delivered in community settings where people live, work, and gather, not solely in clinical environments
- Community, youth, and provider education, including overdose recognition, response, and Good Samaritan Law awareness
- Youth-led prevention and leadership initiatives, ensuring prevention efforts reach and are shaped by the next generation
- Workforce and community capacity building, expanding overdose response capability beyond emergency systems
- Data-informed planning, tracking, and reporting to guide outreach, improve effectiveness, and inform policy discussions

All activities are implemented through contracted Task Force personnel and community partners operating under the fiscal sponsorship of Big Island Substance Abuse Council, which provides contract administration, fiscal management, reporting, and compliance oversight in accordance with Chapter 42F, Hawai‘i Revised Statutes.

2. Projected Annual Timeline (FY 2027)

HIFTF services will be delivered continuously throughout Fiscal Year 2027, ensuring sustained island-wide coverage rather than episodic or short-term interventions.

- Quarter 1: Contract execution, naloxone procurement, outreach planning, task force convening, and prioritization of high-risk districts
- Quarter 2: Community outreach events, naloxone distribution, prevention education, youth engagement, and workforce training
- Quarter 3: Continued outreach and education; provider and business trainings; Hawai'i Island Fentanyl & Addictions Summit (youth/community-led prevention convening); data review and adaptive strategy adjustments.
- Quarter 4: Sustained island-wide service delivery, outcome reporting, policy-informed coordination, and sustainability planning

Quarterly programmatic and financial reports will be submitted to the designated state expending agency.

3. Quality Assurance and Evaluation

Quality assurance and accountability are ensured through BISAC's fiscal sponsorship and oversight framework, which provides the infrastructure necessary to manage a large-scale, multi-partner initiative.

Oversight includes:

- Formal contract execution and monitoring
- Verification of deliverables and performance benchmarks
- Fiscal oversight and expenditure tracking
- Compliance with all state grant requirements
- Timely submission of financial and performance reports

Evaluation methods include:

- Naloxone distribution and outreach tracking logs
- Education and training attendance records
- Contractor progress and outcome reports
- Quarterly internal performance reviews

Data is actively used to:

- Identify geographic gaps in coverage
- Prioritize outreach in high-risk and rural districts
- Adjust strategies in response to emerging trends
- Strengthen coordination and system effectiveness

Performance Monitoring and Continuous Improvement

HIFTF will use standardized documentation and performance tracking to ensure accountability and continuous improvement. Contracted personnel will submit regular activity summaries documenting naloxone distribution totals, outreach events, training attendance, educational presentations, geographic coverage, and partner engagement. BISAC will conduct quarterly

performance reviews, verify deliverables prior to payment, and maintain complete grant documentation in alignment with state monitoring and audit expectations. HIFTF will use quarterly data review to identify service gaps, strengthen outreach strategies in high-risk and rural areas, improve community engagement, and ensure consistent island-wide coverage across Ka'ū, Puna, Hāmākua, North Hawai'i, East Hawai'i, and West Hawai'i.

4. Measures of Effectiveness (FY 2027 Targets)

Based on demonstrated outcomes from prior implementation periods and the requested level of funding, HIFTF anticipates achieving the following measurable results during FY 2027:

Life-Saving Harm Reduction

- Distribute 12,000–15,000 naloxone kits
- Conduct 80–100 naloxone outreach and distribution events
- Maintain 50+ naloxone distribution sites, including supply to Fire, Police, and other first responders
- Ensure island-wide coverage across Ka'ū, Puna, Hāmākua, North, East, and West Hawai'i

Community & Prevention Education

- Deliver 35–45 community and provider educational presentations
- Reach 1,200+ participants through structured prevention education
- Reach 3,000+ individuals through naloxone outreach and pop-up events
- Distribute 10,000+ educational materials addressing overdose response and Good Samaritan Law protections

Youth & Family Engagement

- Support youth-led prevention committees operating island-wide
- Deliver school-based education reaching hundreds of students
- Support youth-planned prevention and leadership activities that amplify peer-to-peer messaging

Coordination, Workforce, and Systems Impact

- Convene and sustain a broad cross-sector partner network, including healthcare providers, first responders, schools, nonprofits, businesses, and government agencies across Hawai'i Island
- Maintain cross-sector participation from healthcare, education, first responders, nonprofits, businesses, and government
- Strengthen community-based overdose response capacity beyond emergency systems alone

Measures may be adjusted proportionally if the final appropriation differs from the amount requested.

Why This Matters

Hawai‘i Island’s overdose crisis requires more than isolated programs it requires durable, coordinated systems that save lives when traditional responses cannot reach in time. This investment supports a proven, community-driven infrastructure that reduces preventable deaths, strengthens public safety, and embeds overdose prevention into everyday community settings.

Return on Investment and Public Value

This investment supports proven overdose prevention infrastructure that protects public health and safety. Expanding community access to naloxone and overdose response education helps prevent fatalities, strengthens preparedness in everyday community settings, and reduces avoidable strain on emergency response systems. Sustained operating support ensures that life-saving resources remain available across all districts especially in rural areas where timely emergency response may be limited.

IV. Financial

Budget

Grant-in-aid funds will support the operational costs necessary to sustain and expand the Hawai‘i Island Fentanyl Task Force’s island-wide overdose prevention, harm reduction, education, and coordination activities. The budget reflects a contracted staffing model supported by strong fiscal and operational oversight through BISAC, ensuring accountability, flexibility, and rapid deployment of services across all districts of Hawai‘i Island.

Non-Capital / Operating Request: This Grant-in-Aid request supports operations only. Funds will be used for contracted staffing and program operations that deliver island-wide coordination, naloxone distribution and training, community education, outreach, data tracking, and reporting. No capital project costs are requested (e.g., design, construction, renovation, land purchase, or facility improvements).

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$125,000.00	\$125,000.00	\$125,000.00	\$125,000.00	\$500,000.00

1. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2027.

Other Sources of Funding (FY 2027)

- **State Opioid Settlement Funds (FY 2025–2026): \$478,400 (secured/received)** supports overdose prevention coordination, naloxone distribution, outreach, and education activities.
- **State Opioid Settlement Funds (FY 2027): Anticipated** – the Hawai‘i Island Fentanyl Task Force intends to apply for additional opioid settlement funding to continue island-wide overdose prevention, harm reduction, and coordination efforts. Funding is not yet awarded and amounts are to be determined.

- **Fundraising and Community Support: Modest/ongoing** – the Task Force conducts limited community fundraising and receives in-kind support from partners (e.g., meeting space, volunteer time, outreach support). Fundraising is supplemental and not relied upon as a primary funding source.
4. The applicant shall provide a listing of all state and federal tax credits it has been granted within the prior three years. Additionally, the applicant shall provide a listing of all state and federal tax credits they have applied for or anticipate applying for pertaining to any capital project, if applicable.
 5. The applicant shall provide a listing of all federal, state, and county government contracts, grants, and grants in aid it has been granted within the prior three years and will be receiving for fiscal year 2027 for program funding.
 6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2025.

V. Experience and Capability

1. Necessary Skills and Experience

The Big Island Substance Abuse Council (BISAC), as fiscal sponsor of the Hawai‘i Island Fentanyl Task Force (HIFTF), possesses the necessary skills, experience, organizational capacity, and systems infrastructure to successfully administer and support the proposed activities under this request.

BISAC has provided comprehensive substance use disorder prevention, treatment, recovery, and harm reduction services on Hawai‘i Island for over six decades, serving as the island’s largest and most established behavioral health provider. The organization has extensive experience managing state, county, and federal grants; administering complex, multi-partner initiatives; and ensuring compliance with fiscal, reporting, and performance requirements under Hawai‘i Revised Statutes Chapter 42F. BISAC maintains strong internal controls, fiscal policies, and reporting systems that ensure transparency, accountability, and timely expenditure of public funds.

The Hawai‘i Island Fentanyl Task Force is a multi-sector coalition composed of public health agencies, healthcare providers, first responders, educators, community-based organizations, and individuals with lived experience. Since its inception, HIFTF has played a central role in coordinating island-wide fentanyl overdose prevention efforts, including naloxone distribution, community education, youth prevention messaging, data sharing, and systems coordination across East and West Hawai‘i. The Task Force has demonstrated its capacity to operate effectively across geographically diverse and rural communities, responding to emerging overdose trends and service gaps.

Over the past three years, HIFTF through BISAC's fiscal sponsorship has successfully managed opioid-related funding, including state opioid settlement funds, to support prevention, harm reduction, outreach, and coordination activities. These efforts have resulted in measurable outcomes such as expanded naloxone access, increased community education, strengthened cross-agency collaboration, and improved data tracking related to overdose response and prevention.

BISAC's experience serving as fiscal sponsor for coalition-based initiatives ensures that HIFTF benefits from established administrative, compliance, and evaluation systems while maintaining operational independence. BISAC provides contract administration, fiscal oversight, monitoring, reporting, and legislative accountability, allowing Task Force partners and contracted personnel to focus on direct community impact.

Collectively, BISAC's long-standing expertise in substance use prevention and treatment, combined with HIFTF's demonstrated success in coordinated fentanyl response efforts, positions the applicant to effectively implement the proposed scope of work, responsibly manage grant funds, and achieve the intended public health outcomes of this request.

Examples of Relevant Experience (Past Three Years)

- **Administration of State Opioid Settlement Funds**
Successfully administered state opioid settlement funds to support island-wide overdose prevention, harm reduction, outreach, and coordination activities. Funds were managed in compliance with State requirements, with appropriate fiscal oversight, documentation, and reporting provided through BISAC as fiscal sponsor.
- **Island-Wide Naloxone Distribution and Education Initiatives**
Coordinated large-scale naloxone distribution efforts across Hawai'i Island, including pop-up distribution events, fixed-site access points, and partnerships with first responders, healthcare providers, and community organizations. Activities included overdose response education and Good Samaritan Law awareness.
- **Multi-Agency Systems Coordination**
Convened and coordinated cross-sector partners including law enforcement, fire and emergency medical services, hospitals, behavioral health providers, schools, and community-based organizations to strengthen overdose response, referral pathways, and data-informed decision-making across East and West Hawai'i.
- **Youth-Focused Prevention and Media Campaigns**
Designed and implemented youth-centered prevention initiatives and media campaigns addressing fentanyl risks, stigma reduction, and harm reduction messaging, utilizing culturally responsive approaches and multiple communication platforms to reach youth and families.
- **Data Collection, Reporting, and Evaluation**
Implemented data collection and reporting processes to track naloxone distribution, outreach activities, prevention efforts, and overdose-related trends. Findings are used to inform continuous improvement, guide task force priorities, and meet funder and legislative reporting requirements.

2. Facilities

The Hawai'i Island Fentanyl Task Force utilizes dedicated office and storage space located within a Big Island Substance Abuse Council (BISAC) facility on Hoku Street in Hilo, Hawai'i. This space is used exclusively for administrative operations, coordination activities, and secure storage of naloxone (Narcan), harm reduction supplies, educational materials, and outreach equipment.

The facility is centrally located and provides adequate infrastructure to support Task Force operations, including workspace for contracted staff, meeting and planning activities, secure storage capacity, and access to communication and data systems necessary for coordination, reporting, and outreach planning. The location allows for efficient distribution of supplies and serves as a logistical hub for island-wide activities across East and West Hawai'i.

The Task Force does not provide direct clinical or treatment services at this location. Instead, the facility supports administrative, logistical, and coordination functions, which aligns with the Task Force's role in prevention, harm reduction, systems coordination, and community engagement.

BISAC, as fiscal sponsor, is responsible for facility management, utilities, insurance, and compliance with applicable safety and operational standards. The existing space is sufficient to meet the needs of the proposed activities, and no additional facilities are required at this time. Should future expansion be necessary, BISAC has the capacity to secure additional space within its existing facilities or through short-term rental arrangements as needed.

The existing facility is sufficient to support FY 2027 operations, and no facility improvements or capital investments are required.

VI. Personnel: Project Organization and Staffing

1. Proposed Staffing, Staff Qualifications, Supervision and Training

The Hawai'i Island Fentanyl Task Force (HIFTF) utilizes a contract-based staffing model designed to ensure flexibility, specialized expertise, and island-wide coverage for fentanyl overdose prevention, harm reduction, coordination, and public education activities. This staffing pattern is appropriate to the scope and viability of the proposed request and allows the Task Force to efficiently respond to emerging community needs across both East and West Hawai'i.

The proposed staffing includes two Task Force Coordinators, one serving East Hawai'i and one serving West Hawai'i, who are responsible for day-to-day coordination of Task Force activities, partner engagement, naloxone distribution efforts, prevention education, community outreach, and systems collaboration. These coordinators possess experience in public health, substance use prevention, community organizing, and cross-sector collaboration.

Additional contracted positions provide essential operational support and capacity, including:

- **Administrative Coordinator**, responsible for scheduling, documentation, reporting support, and coordination across Task Force activities;

- **Contract Compliance Officer**, responsible for monitoring contract requirements, deliverables, documentation, and compliance with State and legislative reporting expectations;
- **Events Coordinator**, responsible for planning and supporting community education events, trainings, summits, and outreach activities;
- **Youth Media Advisor**, responsible for youth-focused prevention messaging, media development, and culturally responsive communications related to fentanyl risks; and
- **Quality Assurance and Data Collector**, responsible for tracking outreach activities, naloxone distribution, prevention efforts, and supporting data-informed decision-making and reporting.

All Task Force personnel are engaged as independent contractors (1099) and are not employees of the Big Island Substance Abuse Council (BISAC). BISAC serves as the fiscal **sponsor** and provides administrative direction, fiscal oversight, contract administration, monitoring, and reporting in accordance with Hawai'i Revised Statutes Chapter 42F. This structure allows Task Force personnel to focus on direct community impact while ensuring strong accountability, compliance, and administrative support.

Training and supervision are provided through a combination of Task Force leadership, structured coordination meetings, and oversight by BISAC. Contracted personnel receive orientation to Task Force goals, reporting requirements, compliance expectations, and data collection processes. Ongoing coordination meetings support continuous communication, performance monitoring, and alignment with statewide and island-wide overdose prevention priorities.

2. Organization Chart

The Hawai'i Island Fentanyl Task Force operates under the fiscal sponsorship of the Big Island Substance Abuse Council. An organization chart illustrating lines of responsibility and supervision is provided with this application.

The Hawai'i Island Fentanyl Task Force is guided by volunteer Task Force Leadership, including Co-Chairs Dr. Hannah Preston-Pita and Wally Lau, who provide strategic direction, policy guidance, and community leadership. Task Force Leadership serves in a non-compensated, advisory capacity and does not receive grant funds.

The Big Island Substance Abuse Council (BISAC) serves as the fiscal sponsor and provides fiscal management, contract administration, compliance oversight, and reporting in accordance with Hawai'i Revised Statutes Chapter 42F.

Day-to-day Task Force operations are carried out by contracted personnel under this leadership and oversight structure, ensuring clear accountability, effective coordination, and efficient use of public funds.

At a high level:

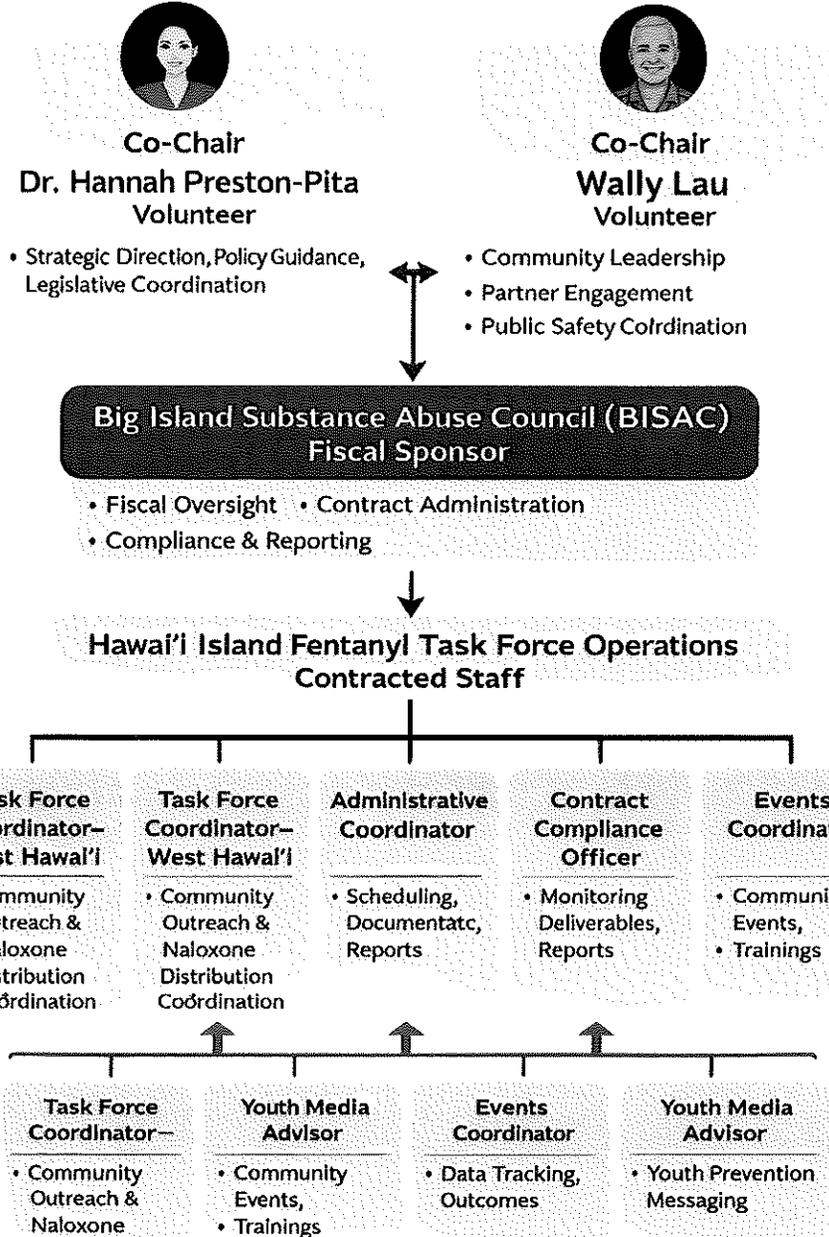
- BISAC provides fiscal sponsorship, administrative oversight, contract administration, and compliance monitoring;

- Task Force Coordinators (East and West Hawai‘i) report through the Task Force leadership structure with administrative and fiscal oversight provided by BISAC;
- Contracted support roles (Administrative Coordinator, Compliance Officer, Events Coordinator, Youth Media Advisor, and Quality Assurance/Data Collector) support Task Force operations and coordinate closely with the Task Force Coordinators.

This structure ensures clear lines of responsibility while maintaining the collaborative, multi sector nature of the Task Force.

Hawai'i Island Fentanyl Task Force (HIFTF)

(Fiscal Sponsor: Big Island Substance Abuse Council)



3. Compensation

As the applicant and fiscal sponsor, the Big Island Substance Abuse Council (BISAC) employs full-time executive and administrative staff separate from the Hawai'i Island Fentanyl Task Force. The three highest paid officers or employees of BISAC, by position title, are as follows:

- Chief Executive Officer: \$140,000 - \$160,000 annually
- Medical Director: \$110,000 - \$130,000 annually
- Registered Nurse: \$70,000 - 80,000 annually

No salaries, payroll taxes, or fringe benefits for BISAC employees are charged to this grant. All Task Force staffing costs associated with this request are budgeted as contracted services and detailed elsewhere in this application.

VII. Other

1. Litigation

The applicant is not a party to any pending litigation, and there are no outstanding judgments against the applicant that would impact its ability to carry out the activities proposed in this application.

2. Licensure or Accreditation

The Hawai'i Island Fentanyl Task Force operates within a coordinated public health and prevention framework supported by the Big Island Substance Abuse Council (BISAC), which provides administrative, fiscal, and compliance oversight for the Task Force.

BISAC maintains all required state licensure and program approvals relevant to the implementation of this request. Specifically:

- BISAC treatment and residential sites are licensed by the Office of Health Care Assurance (OHCA).
- BISAC substance use disorder programs are approved and monitored by the Alcohol and Drug Abuse Division (ADAD) of the Hawai'i State Department of Health.
- All applicable BISAC programs are accredited by the Commission on Accreditation of Rehabilitation Facilities (CARF), reflecting nationally recognized standards for quality, accountability, and continuous improvement in behavioral health and substance use services.

While the Hawai'i Island Fentanyl Task Force itself is not a direct service treatment provider, it operates under this licensed and accredited infrastructure, ensuring that Task Force activities such as overdose prevention, harm reduction, community education, data reporting, and coordinated response are implemented in alignment with state requirements and nationally recognized best practices.

3. Private Educational Institutions

This grant will not be used to support or benefit any sectarian or non-sectarian private educational institution. Funds will be used solely to support public health, prevention, harm reduction, and coordination activities related to fentanyl overdose prevention on Hawai'i Island, in accordance with Article X, Section 1, of the Hawai'i State Constitution.

4. Future Sustainability Plan

The Hawai'i Island Fentanyl Task Force was intentionally designed as a collaborative, systems-level initiative that does not rely on a single funding source to sustain its core functions. The Task Force's sustainability strategy focuses on diversification of funding, institutionalization of practices across partner agencies, and continued administrative support through its fiscal sponsor.

If the Grant-in-Aid funding is received for fiscal year 2027 but not received thereafter, the Task Force will sustain its activities through the following mechanisms:

Diversified Funding Strategy

The Task Force will continue to pursue a diversified mix of funding sources, including:

- State and county opioid settlement funds;
- Federal grants supporting overdose prevention, harm reduction, and public health coordination;
- Foundation and philanthropic funding aligned with substance use prevention, community safety, and youth engagement;
- In-kind contributions from partner agencies, including staffing time, facilities, outreach support, and data sharing.

This multi-source approach reduces reliance on any single funding stream and allows Task Force activities to scale appropriately based on available resources.

Institutionalized Multi-Agency Collaboration

Many core Task Force functions—such as naloxone distribution, overdose response coordination, public education, and youth prevention efforts—are embedded within existing partner agency operations. By strengthening protocols, shared tools, and coordinated response systems, the Task Force ensures that key activities can continue even if funding levels fluctuate.

Administrative and Fiscal Oversight Support

The Big Island Substance Abuse Council will continue to provide fiscal management, reporting, compliance oversight, and administrative infrastructure support as the Task Force's fiscal sponsor. This existing infrastructure minimizes overhead costs and supports continuity of operations beyond the grant period.

Data-Driven Advocacy and Sustainability

The Task Force will continue to collect and analyze data related to overdose trends, naloxone distribution, community outreach, and system response outcomes. This data will be used to:

- Demonstrate effectiveness and impact to future funders;

- Support advocacy efforts at the county and state level;
- Inform strategic planning and resource alignment.

Scalable Program Design

Task Force activities are designed to be scalable, allowing staffing levels, outreach efforts, and media campaigns to be adjusted based on available funding while maintaining core coordination and response functions.

Through these combined strategies, the Hawai'i Island Fentanyl Task Force is positioned to sustain its mission and continue serving Hawai'i Island communities beyond fiscal year 2027, regardless of future GIA funding availability.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2026 to June 30, 2027

Applicant: _____ Big Island Substance Abuse Council fiscal sponsor of HIFTF

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				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
TOTAL PERSONNEL COST				
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	15,000			
2. Insurance	5,000			
3. Lease/Rental of Equipment	0			
4. Lease/Rental of Space	5,000			
5. Staff Training	30,000			
6. Supplies	122,000			
7. Telecommunication	5,000			
8. Utilities	0			
9. Cotractual Services - Task Force Operatic	246,000			
10. Annual Summit	20,000			
11. Administrative	52,000			
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				
TOTAL OTHER CURRENT EXPENSES	500,000			
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	500,000			
SOURCES OF FUNDING		Budget Prepared Hannah Preston-Pita		
(a) Total State Funds Requested		Hannah Preston-Pita	808-969-9994 ext. 827	
(b) Total Federal Funds Requested		Name (Please type or print)	Phone	
(c) Total County Funds Requested			01.06.2026	
(d) Total Private/Other Funds Requested		Signature of Authorized Official	Date	
TOTAL BUDGET		Hannah Preston-Pita CEO Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES (CONTRACTED POSITIONS)

Period: July 1, 2026 to June 30, 2027

Applicant: **Big Island Substance Abuse Council Fiscal sponsor of HIFTF**

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Task Force Coordinator - West Hawaii Contractor	1	\$54,000.00	100.00%	\$ 54,000.00
Task Force Coordinator - East Hawaii Contractor	1	\$72,000.00	100.00%	\$ 72,000.00
Youth Media- Contractor	0.5	\$24,000.00	100.00%	\$ 24,000.00
Adminstrative Coordinator Contractor	0.5	\$24,000.00	100.00%	\$ 24,000.00
Contract Compliance Officer Contractor	0.5	\$24,000.00	100.00%	\$ 24,000.00
Events Coordinator Contractor	0.5	\$24,000.00	100.00%	\$ 24,000.00
Quality Assurance and Data Collector Contractor	0.5	\$24,000.00	100.00%	\$ 24,000.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				\$ 246,000.00

JUSTIFICATION/COMMENTS: All positions listed below are independent contractors (1099). BISAC serves as fiscal sponsor and provides financial, administrative, and compliance oversight. Personnel costs support the operational staffing of the Hawai'i Island Fentanyl Task Force which functions primarily through contracted positions to maximize flexibility, regional coverage, and cost efficiency. Two contracted Task Force Coordinators serve East and West Hawai'i, ensuring island-wide coordination of fentanyl prevention, naloxone distribution, education, outreach, and partner engagement across geographically distinct communities. Contracted support positions including an Administrative Coordinator, Contract Compliance Officer, Events Coordinator, Youth Media Advisor and Quality Assurance & Data

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2026 to June 30, 2027

Applicant: Big Island Substance Abuse Council fis

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
n/a			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
n/a			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2026 to June 30, 2027

Applicant: Big Island Substance Abuse Council

ONLY AN OPERATIONAL GRANT REQUEST

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:2024-2025	FY:2025-2026	FY:2026-2027	FY:2026-2027	FY:2027-2028	FY:2028-2029
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Apr Big Island Substance Abuse Council/Hawaii Island Fentanyl Task Force

Contracts Total: 6,694,475

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	Behavioral Health SUD Continuum	10.01.24 to 09.30.26	State of Hawaii ADAD	State	4,000,000
2	Substance Misuse Grant	10.01.22 to 09.30.26	State of Hawaii ADAD	State	581,475
3	Big Island Drug Court	07.01.23 to 06.30.27	State of Hawaii Judiciary	State	248,000
4	Judiciary DVI Grant	07.01.23 to 06.30.27	State of Hawaii Judiciary	State	120,000
5	TLP Male and Female Parolees	07.01.22 to 05.31.26	Hawaii Paroling Authority	State	110,000
6	ACE's Mentorship	07.01.23 to 06.30.27	Hawaii Island United Way		10,000
7	Pookela Vocational Training	07.01.25 to 06.30.26	Kamehameha Schools		150,000
8	Homeless and Housing Fund	02.01.26 to 01.30.27	County of Hawaii	Hawaii County	800,000
9	Mental Health	07.01.25 to 06.30.26	County of Hawaii	Hawaii County	50,000
10	Tobacco Prevention and Control Trust Fund	07.01.24 to 06.30.28	Hawaii Community Foundation		400,000
11	Hawaii Island Health and Wellness	07.01.24 to 06.30.26	Hawaii Community Foundation		120,000
12	Youth ESD Prevention	07.01.24 to 06.30.26	Hawaii Community Foundation		40,000
13	Hoa'ike Program	08.01.25 to 07.31.26	Papa Ola Lokahi		65,000
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