

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


Kūhiō Lewis (Jan 23, 2026 15:50:50 HST)
AUTHORIZED SIGNATURE

Kūhiō Lewis, CEO
PRINT NAME AND TITLE

January 23, 2026
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: COUNCIL FOR NATIVE HAWAIIAN ADVANCEMENT

DBA/Trade Name: HAWAIIAN COUNCIL

Issue Date: 01/16/2026

Status: **Compliant**

Hawaii Tax#: [REDACTED]
New Hawaii Tax#: [REDACTED]
FEIN/SSN#: [REDACTED]
UI#: XXXXXX1486
DCCA FILE#: 123336

Status of Compliance for this Vendor on issue date:

Form	Department(s)	Status
A-6	Hawaii Department of Taxation	Compliant
8821	Internal Revenue Service	Waived
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 REVISED STATUTES**

The undersigned authorized representative of the applicant certifies the following:

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

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

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

Council for Native Hawaiian Advancement
(Typed Name of Individual or Organization)


Kūhiō Lewis (Jan 23, 2026 15:50:50 HST)
(Signature)

Kūhiō Lewis
(Typed Name)

January 23, 2026
(Date)

Chief Executive Officer
(Title)

Application for Grants

I. Certification

1. Hawaii Compliance Express Certificate

See attached, following Cover Page.

2. Declaration Statement

See attached, following Cover Page.

3. Public Purpose

Pursuant to Hawaii Revised Statutes Section 42F-102, the Council for Native Hawaiian Advancement requests program funds for the public purpose of supporting workforce development programs. These programs will allow low-to-moderate income individuals to learn trade skills, fill gaps in a crucial industry sector, and enrich the local economy.

II. Background and Summary

1. Brief Description of Applicant's Background

The Council for Native Hawaiian Advancement (dba Hawaiian Council) is a member-driven 501(c)(3) nonprofit organization dedicated to advancing the cultural, economic, political, and community development of Native Hawaiians. Hawaiian Council is a Native Community Development Financial Institution (CDFI), a HUD-Certified Housing Counseling Agency, and National Intermediary. Through numerous initiatives, Hawaiian Council fosters greater opportunities for economic growth and self-sufficiency including its Community Programs division.

Hawaiian Council's Community Programs partner with local communities to build essential skills and resources that enable individuals and families to thrive. One of its flagship programs, the Hawaiian Trades Academy (HTA), focuses on creating pathways to economic empowerment and uplifting the state by equipping students with the tools and training necessary to achieve financial resilience and success. Student applications are prioritized based on residency and average median income.

HTA's hands-on training model delivers accelerated and comprehensive workforce development opportunities with wraparound services to provide financial, cultural, and career skills. This approach prepares participants for real-world operations and creates a pipeline for students to quickly earn their certifications, secure higher-paying jobs, and support their families facing Hawai'i's high cost of living.

2. Goals and Objectives Related to the Request

Hawaiian Trades Academy (HTA) addresses evolving workforce needs through partnerships with industry experts and proactive community outreach. In response to identified gaps, HTA has developed a specialized workforce academy proposal aimed at strengthening the construction sector by training Heavy Equipment Operators.

The primary goals of this academy are to equip participants with industry-specific skills and certifications that secure employment, open pathways to higher-paying jobs, and foster long-term success within their chosen field. HTA collaborates with industry professionals to design and deliver a comprehensive curriculum that aligns with current industry standards and workforce demands.

3. Public Purpose and Need to be Served

Hawai'i faces significant workforce gaps in critical industries such as construction. Our training program for Heavy Equipment Operators directly responds to these shortages, ensuring a pipeline of skilled professionals to support the state's infrastructure and development needs. This training program aligns with Hawai'i's long-term economic and development goals by addressing workforce needs while promoting community resilience and sustainability.

By providing community members with an industry-specific certification, the program opens pathways to higher-paying jobs and economic mobility, particularly for underserved and low to moderate-income populations. Equipping residents with high-demand skills fosters self-sufficiency, reduces reliance on external labor, and promotes the growth of local talent, strengthening the fabric of Hawai'i's communities.

4. Target Population to be Served

The target population for this initiative includes households with incomes at or below 150% of the federal poverty threshold and individuals residing primarily in rural areas on the island of Maui. By focusing on these groups, our organization aims to create pathways to sustainable employment, empowering participants to establish a foundation for long-term success for themselves and their families. This approach addresses economic disparities and fosters economic growth in communities that exhibit the greatest need for support and opportunity.

5. Geographic Coverage

Hawaiian Council currently operates in facilities on Maui and the proposed workforce program will continue to reach out to its communities. HTA plans to utilize a base yard on Maui for hands-on training and lease a classroom space on Maui to compliment the base yard training for Heavy Equipment Operator training.

III. Service Summary and Outcomes

1. Scope of Work, Tasks, and Responsibilities

For every Hawaiian Trades Academy (HTA) workforce program, Hawaiian Council staff and contractors develop a comprehensive pipeline. Program staff will oversee all program components, including:

- *Community Outreach and Recruitment*
In collaboration with partner organizations, program staff will conduct targeted outreach campaigns to identify and recruit eligible participants from underserved communities. Staff will assess applicants to ensure the relevant eligibility criteria are met. Outreach efforts will be promoted through social media, career opportunities, and local community events.
- *Curriculum Development*
Program staff will work alongside industry experts and an instructor to design specialized training curriculum that aligns with industry standards and certification requirements for Heavy Equipment Operators.
- *Program Implementation*
Instructor will deliver training programs through a combination of classroom instruction, hands-on practice, and fieldwork according to the developed curriculum. Program staff will maintain communication with academy students throughout the program to ensure proper access to the tools, materials, and technology needed for effective learning.
- *Certification and Career Pathway Support*
Instructor and program staff will facilitate certification exams for all participants upon program completion. Program staff will then assist graduates in securing industry-related jobs through established partnerships with employers.
- *Program Evaluation*
Program staff will monitor and evaluate program effectiveness through participant feedback, certification rates, and employment outcomes. Staff will analyze data, compile reports, and assess success metrics to identify areas for improvement for future training initiatives.

HTA also integrates wraparound services to address holistic needs of participants, ensuring success in both professional and personal spheres:

- *Cultural Enrichment*
Participants gain knowledge and perspective on cultural values and practices essential to thriving in Hawai'i.
- *Financial Empowerment*
Classes equip participants with financial literacy skills to manage increased income effectively.
- *Job Readiness*
Services include resume development, interview preparation, and employment coaching.

- *Job Placement Assistance*
HTA's staff actively cultivate relationships with over 50 organizations, presenting employment opportunities to graduates and assisting them in securing positions aligned with their training.

2. Projected Annual Timeline

Over the grant period, HTA aims to serve a total of 60 participants through the Heavy Equipment Operator Academy on Maui. The program's accelerated format allows participants to complete their training in a shorter time frame compared to traditional education models, enabling them to secure employment more quickly.

Month 1-2: Planning and Recruitment

- Finalize program structure, objectives, and schedules.
- Develop and distribute outreach materials to recruit participants.
- Partner with local organizations and community leaders for recruitment.
- Screen applicants to ensure eligibility criteria are met.

Month 3-4: Curriculum Development and Preparation

- Collaborate with industry experts to design and finalize training curriculum for Heavy Equipment Operators.
- Procure necessary equipment, tools, and materials for training sessions.
- Sub-contract instructor for facilitation of program classes.

Month 5-9: Training Program Implementation

- Deliver classroom instruction and hands-on field training to participants.
- Conduct regular progress assessments to ensure participants are meeting program milestones.
- Provide ongoing support, including mentorship and technical assistance.

Month 10: Certification and Job Placement Support

- Facilitate certification exams for program participants.
- Coordinate with industry partners to identify job opportunities for graduates.
- Host job fairs or networking events to connect participants with employers.

Month 11: Program Evaluation and Feedback

- Gather feedback from participants, instructor, and industry partners on program outcomes.
- Analyze data on certification rates, employment placements, and satisfaction.

Month 12: Reporting and Continuous Improvement

- Compile and submit reports to stakeholders and funders detailing program achievements and lessons learned.
- Refine the program structure and curriculum based on evaluation findings to prepare for the next cycle.

3. Quality Assurance and Evaluation Plan

HTA implements a robust quality assurance and evaluation framework for each workforce development academy. This framework combines regular monitoring, thorough evaluations, and continuous improvement strategies to maximize program impact and align with community and workforce needs.

Monitoring Strategies

Hawaiian Council will employ a range of monitoring tools and processes to oversee the effectiveness of the program:

- *Participant Progress Tracking*
A centralized database (Salesforce) will be used to monitor participant attendance, skill development, and training milestones. Regular progress assessments, including pre- and post-training evaluations, will measure learning outcomes and ensure participants are on track to achieve certification.
- *Instructor Performance*
Participant feedback on the quality of instruction and curriculum will be collected and reviewed. Periodic evaluations of instructor performance and teaching methods will ensure alignment with industry standards and program objectives.
- *Program Delivery*
Quality checks will be conducted during training sessions to verify consistency in curriculum delivery. Training materials and tools will be regularly reviewed to maintain their relevance and effectiveness.

Evaluation Framework

A comprehensive evaluation framework will measure program outcomes and impact:

- *Certification Rates*
The percentage of participants earning industry recognized certifications will be tracked.
- *Employment Placement*
Job placement rates within six months of program completion will be measured, with a focus on industry-related roles.
- *Participant Feedback*
Surveys will provide insights into participant satisfaction and the perceived value of the program.
- *Community Impact*
The program's economic impact will be analyzed by tracking increases in household income, job stability, and other indicators of economic empowerment. HTA will also evaluate its contribution to addressing workforce shortages in the construction sector.
- *Stakeholder Input*
Industry partners, employers, and community organizations will be engaged to provide feedback on program outcomes and the workforce readiness of graduates.

Continuous Improvement

To maintain and enhance program effectiveness, Hawaiian Council will prioritize ongoing evaluation and refinement:

- *Data Analysis and Reporting*
Evaluation data will be compiled into detailed reports to identify trends, successes, and areas for improvement. These findings will be shared with instructor, staff, and stakeholders to foster transparency and collaboration.
- *Program Refinement*
Curriculum and training methods will be updated based on participant feedback and industry developments. Strategies will be implemented to address challenges, such as improving recruitment efforts or expanding support services to better meet participant needs.

By combining quality assurance measures with continuous improvement initiatives, the Hawaiian Trades Academy will ensure it delivers high-quality training, meaningful outcomes, and lasting economic benefits for participants and their communities

4. Measures of Effectiveness

HTA has established a robust system to measure and report program effectiveness. These key performance indicators will be tracked and reported to the State agency overseeing the grant funds to demonstrate program outcomes:

Certification Completion Rate

HTA will track the percentage of participants who successfully complete the program and earn a certification as a Heavy Equipment Operator. The program aims for a completion rate of 80% or higher, reflecting the program's ability to equip participants with the necessary qualifications to enter the workforce.

Employment Placement Rate

A critical measure of success is the percentage of graduates who secure employment in industry-related roles within six months of program completion. HTA's target is to ensure that at least 70% of graduates find employment, showcasing the program's effectiveness in connecting participants with meaningful job opportunities.

Participant Feedback

Participant satisfaction is essential to maintaining program quality. Feedback will be gathered through post-program surveys, evaluating the quality of instruction, training materials, and the overall program experience. HTA aims for an average satisfaction rating of 4 or higher on a 5-point scale, underscoring the program's commitment to delivering a positive and impactful learning experience.

Economic Impact

The program’s ultimate goal is to improve economic outcomes for participants. HTA will monitor household income changes through follow-up surveys, with a target of at least 60% of participants reporting increased income or enhanced job stability within 12 months of completing the program.

Curriculum Effectiveness

HTA will assess the curriculum’s relevance and effectiveness in preparing participants for employment by gathering feedback from both participants and industry partners. The goal is to have at least 80% of employers rate graduates as “job-ready” based on the skills and certifications obtained during training.

Program Retention Rate

Retention is a key indicator of participant engagement and program effectiveness. HTA strives for an 80% retention rate, ensuring that the majority of enrolled participants remain actively engaged through program completion. By consistently monitoring these performance indicators, Hawaiian Council will maintain high standards for program delivery, measure its impact on participants and the broader community, and ensure accountability for the use of grant funds. These metrics also provide a framework for continuous improvement, enabling HTA to adapt to the evolving needs of Hawai‘i’s workforce and economy.

Updates to Effectiveness Measures

If the level of appropriation differs from the amount included in this application, the measures of effectiveness will be revised accordingly. Updated measures will be submitted to the expending agency to ensure that the program’s objectives remain aligned with available funding and capacity.

IV. Financial

- 1. Please see budget forms attached, including:**
 - a. Budget request by source of funds
 - b. Personnel salaries and wages – N/A
 - c. Equipment and motor vehicles
 - d. Capital project details
 - e. Government contracts, grants, and grants in aid

2. Anticipated Quarterly Funding Requests for FY 2027

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$75,000	\$25,000	\$25,000	\$25,000	\$150,000

Applicant: Hawaiian Council, Hawaiian Trades Academy

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
CAT 226 Skid Steer Loader	1	\$50,000.00	\$ 50,000.00	50000
CAT 308 Excavator	1	100,000	\$ 100,000.00	100000
			\$ -	
			\$ -	
			\$ -	
TOTAL:	1		\$ 150,000.00	150,000

JUSTIFICATION/COMMENTS:
 CAT 228 Skid-Steer Loader and CAT 308 Excavator equipment will be purchased for the Hawaiian Trades Academy's Heavy Equipment Operator Training Program on Maui.

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				

JUSTIFICATION/COMMENTS:

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS Period: July 1, 2026 to June 30, 2027

Applicant: Hawaiian Council, Hawaiian Trades Academy

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	0	0	0	0	0	0
LAND ACQUISITION	0	0	0	0	0	0
DESIGN	0	0	0	0	0	0
CONSTRUCTION	0	0	0	0	0	0
EQUIPMENT	0	0	150000	0	0	0
TOTAL:	0	0	150,000	0	0	0

JUSTIFICATION/COMMENTS:
 CAT 228 Skid-Steer Loader and CAT 308 Excavator equipment will be purchased for the Hawaiian Trades Academy's Heavy Equipment Operator Training Program on Maui.

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Hawaiian Council, Hawaiian Trades Academy

Contracts Total: 1,525,232

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	Construction and Commercial Drivers License	02/01/2023-01/31/2025	Department of Labor	U.S.	1,200,000
2	Commercial Drivers License Academies	01/01/2023-06/30/2024	Office of Economic Development	Maui County	75,232
3	Commercial Drivers License Academies	10/01/25-09/30/26	Office of Recovery	Maui County	250,000
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3. Potential Other Sources of Funding for FY 2027

As of today, Hawaiian Trades Academy does not have a list of other sources of funding that they are seeking for FY 2027.

4. State and Federal Tax Credits

Hawaiian Council has not been granted any state or federal tax credits within the prior three years. Hawaiian Council has also not applied for or anticipate applying for any state or federal tax credits pertaining to any capital project.

5. Government Contracts and Grants

Over the prior three years, Hawaiian Council's Hawaiian Trades Academy has received the following government contracts and grants:

- Department of Labor – Employment & Training Administration
 - Award Amount: \$1,200,000.00
 - Period: 02/01/2023 - 01/31/2025
- County of Maui (Grant No. G5869)
 - Award Amount: \$75,232.00
 - Period: 01/01/2023 - 06/30/2024 (performance period extended)
- County of Maui (Grant No. G6720)
 - Award Amount: \$250,000
 - Period: 10/01/2025 - 09/30/2026 (performance period extended)

6. Balance of Unrestricted Current Assets as of December 31, 2025

The balance of agency's unrestricted current assets (unaudited): \$30,037,588.

V. Experience and Capability

1. Necessary Skills and Experience

Hawaiian Council's Hawaiian Trades Academy (HTA) has an extensive track record of administering federal, county, and private funds, directly supporting workforce initiatives that have benefited over 1,000 households across O'ahu, Maui, Kaua'i, and Moloka'i.

Since its inception in 2019, the Hawaiian Trades Academy has focused on providing workforce development opportunities for economically and socially disadvantaged communities. HTA offers accelerated programs that equip participants with certifications and skills, creating immediate pathways to employment. Prior academies include:

- Police Exam Prep and Firefighter Exam Prep
- Solar Energy Installation and Carpentry
- Craftsmanship and CDL-A Licensing
- Safety certifications, e.g., OSHA-10, OSHA-30, Hazmat, and HAZWOPER-40
- Creative Arts

These academies align with HTA's mission to raise household incomes for Hawai'i's families while addressing critical industry workforce needs. By creating tangible solutions to Hawai'i's ongoing affordability crisis, HTA helps residents achieve financial stability, reducing the outmigration caused by the high cost of living.

HTA's impact has been recognized through its receipt of over a dozen grants, reflecting its success in transforming Hawai'i's communities. Notable supporters include:

- Kamehameha Schools
- Hawai'i Community Foundation (HCF)
- American Association of University Women (AAUW)
- Hawai'i Pacific Foundation (HPF)
- Aloha United Way (AUW)
- Alaka'ina Foundation

HTA partners with community organizations and industry leaders to implement impactful programs. Hawaiian Council establishes agreements with clear scopes of work with subcontractors, including instructors. Regular program and financial reporting is reviewed by Hawaiian Council's program director and fiscal department, ensuring transparency and compliance. This comprehensive approach positions Hawaiian Trades Academy as a reliable and effective leader in workforce development with a proven ability to deliver meaningful outcomes.

2. Facilities

Hawaiian Trades Academy has identified appropriate facilities to effectively deliver its Heavy Equipment Operator training program, meet the unique needs of the program, and ensure participants receive comprehensive training for employment.

Heavy Equipment Operator Program – Maui

For the Heavy Equipment Operator training, HTA plans to utilize a base yard on Maui for hands-on training. This facility will closely replicate real-world job sites where heavy equipment operators are employed. The base yard allows participants to gain practical experience operating heavy equipment vehicles under the guidance of an industry experienced instructor. Hands-on training will include simulated work scenarios that mirror the operational challenges participants are likely to encounter on the job.

HTA also plans to lease a classroom space on Maui to complement the base yard training. Classroom instruction will focus on essential theoretical components, including the mechanical aspects of heavy equipment, maintenance practices, and safety protocols. This integrated approach ensures participants gain both the technical knowledge and practical skills necessary to excel as heavy equipment operators.

By securing these facilities, HTA can create environments that fully support the instructional and operational requirements of its programs. These spaces are integral to delivering high-quality training and ensuring participants are well-prepared for employment in their chosen fields.

VI. Personnel: Project Organization and Staffing

1. Proposed Staffing, Staff Qualifications, Supervision and Training

The Hawaiian Trades Academy (HTA) will utilize a well-structured and experienced team of three core staff members and a sub-contracted instructor to ensure the successful implementation of the Heavy Equipment Operator academy on Maui. Nine administrative staff members will support the core staff team in program implementation. This staffing structure is designed to effectively manage, support, and maintain high-quality program standards.

Core Staff

Manasseh Santos, Program Director, has successfully overseen and implemented over 25 academies within the past two years. The Program Director is responsible for the overall coordination, management, and execution of the program. Program Director oversees Data Analyst & Outreach Specialists.

David Schauf, Data Analyst Specialist, helps to track and evaluate program metrics, ensuring data-driven decision-making for continuous improvement.

The *Program Relations Specialist* will be responsible for conducting community outreach, assisting program graduates with employment pathways, and maintaining relationships with industry partners as well as stakeholders to enhance job placement opportunities for program participants.

Administrative Support Staff

Kūhiō Lewis, Chief Executive Officer, provides strategic leadership and high-level oversight for all programs, including the Hawaiian Trades Academy (HTA). The CEO works closely with the COO to ensure alignment with organizational goals and to evaluate program outcomes. The CEO also serves as the primary representative of the organization, ensuring its mission and vision are upheld.

Daniel Kaniela Sharp, Chief Financial Officer, manages financial operations related to HTA, including budget planning, financial reporting, and fiscal oversight. The CFO works closely with the accounting team to ensure grant funds are used efficiently and appropriately while maintaining compliance with funding requirements.

Kau'ilani Arce, Chief Operating Officer, oversees Program Director and ensures the program operates efficiently and effectively. The COO approves high-level decisions, provides strategic guidance, and acts as a liaison between program staff and the CEO.

Nicholas Carroll, Chief of Staff, supports executive leadership by streamlining organizational operations and assisting with cross-department coordination. The Chief of Staff ensures program objectives align with overall organizational priorities and serves as a resource for resolving internal challenges.

Kahealani Peleras, Compliance & Grants Management, ensures all program activities and financial expenditures comply with grant requirements and organizational policies. Grants Management is responsible for monitoring and reporting compliance metrics to funding agencies and supporting program staff in adhering to grant guidelines.

Samlynn Aea, Director of Human Resources, provides staffing support for HTA, ensuring that recruitment, onboarding, and staff development processes align with organizational policies.

Mallory Hee, General Counsel, supports the program by managing all legal matters, including reviewing and approving agreements and contracts related to leases, subcontracted instructors, and other critical program elements. General Counsel ensures compliance with all legal requirements and safeguards the program against potential legal challenges.

Hinaleimoana Wong-Kalu, Cultural Advisor, is responsible for leading Cultural Enrichment wraparound service classes for program participants. The Cultural Advisor integrates cultural knowledge and practices, fostering a deeper understanding and connection to the local heritage, which enhances the overall participant experience.

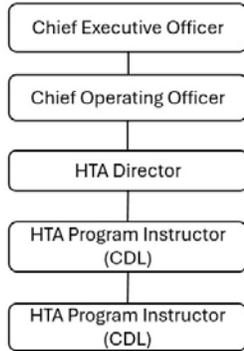
Leia Seguancia, Accountant, collaborates closely with program staff to monitor and manage the program's budget. This role ensures compliance with approved budget allocations, tracks expenditures, and provides ongoing financial oversight throughout the grant period.

Subcontracted Staff

The *Heavy Equipment Operator Instructor* will be an experienced heavy equipment operator from the construction industry and provide both hands-on training and real-world insights to prepare students for careers in this specialized field.

The HTA team's collective experience, coupled with its targeted training methods and robust outreach strategies, ensures that program participants receive the highest quality education and are well-prepared to enter their respective industries. This structure has been integral to the Academy's ongoing success and will continue to be a key factor in achieving the goals outlined in this grant proposal.

2. Organization Chart



3. Compensation

The annual salary range paid by Hawaiian Council to the three highest paid officers, directors, or employees is \$148,600 - \$300,000, paid to the titles listed below:

- Chief Executive Officer
- Chief Financial Officer
- Chief Operating Officer

VII. Other

1. Litigation

Hawaiian Council has two (2) cases pending litigation that do not affect the type or quality of services that funding is being requested for. Additional information can be provided upon request.

2. Licensure or Accreditation

Instructors and industry-relevant curriculum are always accredited with the proper certifications and licenses needed to teach workforce academies. Graduates also obtain the relevant certification or license upon completion of the program.

3. Private Educational Institutions

Hawaiian Council does NOT intend to use this grant to support or benefit a sectarian or nonsectarian private educational institution.

4. Future Sustainability Plan

If the grant of this application is received by Hawaiian Council for FY2027 but not received thereafter, the Hawaiian Trades Academy will pursue other streams of funding for different workforce academies, such as creative technical arts or commercial driver’s licenses. The HTA model can quickly adapt to best address the workforce needs of the community and can scale its services based on available resources.

Council for Native Hawaiian Advancement_CIP

Final Audit Report

2026-01-24

Created:	2026-01-24
By:	Madelyn McKeague (madelyn@hawaiiancouncil.org)
Status:	Signed
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"Council for Native Hawaiian Advancement_CIP" History

-  Document created by Madelyn McKeague (madelyn@hawaiiancouncil.org)
2026-01-24 - 1:30:52 AM GMT
-  Document emailed to Kuhio Lewis (kuhio@hawaiiancouncil.org) for signature
2026-01-24 - 1:30:58 AM GMT
-  Email viewed by Kuhio Lewis (kuhio@hawaiiancouncil.org)
2026-01-24 - 1:50:13 AM GMT
-  Document e-signed by Kuhio Lewis (kuhio@hawaiiancouncil.org)
Signature Date: 2026-01-24 - 1:50:50 AM GMT - Time Source: server
-  Agreement completed.
2026-01-24 - 1:50:50 AM GMT