



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:** HANAIEI RIVER HERITAGE FOUNDATION

**Issue Date:** 01/19/2026

**Status:** **Compliant**

Hawaii Tax#:

New Hawaii Tax#:

FEIN/SSN#:

UI#: XXXXXX4140

DCCA FILE#: 228153

Status of Compliance for this Vendor on issue date:

Form	Department(s)	Status
A-6	Hawaii Department of Taxation	Compliant
8821	Internal Revenue Service	Compliant
COGS	Hawaii Department of Commerce & Consumer Affairs	Compliant
LIR27	Hawaii Department of Labor & Industrial Relations	Compliant

**Status Legend:**

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

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

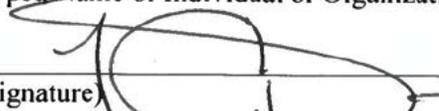
The undersigned authorized representative of the applicant certifies the following:

- 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.

Hanalei River Heritage Foundation  
(Typed Name of Individual or Organization)

  
(Signature)

01-20-2026  
(Date)

Kamealoha Hanohano Ka-Smith Executive Director

(Typed Name)

(Title)

## Application for Grants

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

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

#### **1. Hawaii Compliance Express Certificate (If the Applicant is an Organization)**

The Hanalei River Heritage Foundation has attached one (1) copy of a Hawaii Compliance Express Certificate from the Comptroller of the Department of Accounting and General Services that is dated no earlier than December 1, 2025.

#### **2. Declaration Statement**

The Hanalei River Heritage Foundation has attached a declaration statement affirming its compliance with [Section 42F-103, Hawaii Revised Statutes](#).

#### **3. Public Purpose**

The applicant shall specify whether the grant will be used for a public purpose pursuant to [Section 42F-102, Hawaii Revised Statutes](#).

Pursuant to Section 42F-102, Hawaii Revised Statutes, the Hanalei River Heritage Foundation (HRHF) affirms that this Grant-in-Aid request is for a clear public purpose that serves the people of the State of Hawai‘i.

The proposed project, Pu‘uhonua O ‘Uhou‘iole – Mālama Ola o ke Hau, is a one-year, place-based stewardship initiative located within ‘Uhou‘iole Valley in the ‘ili of Keahua, ahupua‘a of Wailua, on State of Hawai‘i–managed conservation lands under the Department of Land and Natural Resources, Division of Forestry and Wildlife (DLNR–DOFAW). The project is designed to protect watershed health, improve hydrological function, reduce environmental hazards, and safeguard downstream agricultural and cultural resources that serve the broader public.

This initiative fulfills a public purpose by supporting watershed protection, erosion prevention, mosquito habitat reduction, cultural resource protection, and community-based stewardship on public lands, consistent with State land management priorities and long-term public benefit.

#### Public Purpose of the Grant

Name of Requesting Organization:	Hanalei River Heritage Foundation
Public Purpose for the	Pu‘uhonua O ‘Uhou‘iole – Mālama Ola o ke Hau serves the

<p>Grant:</p>	<p>public by implementing a Traditional Ecological Knowledge (TEK)–based approach to watershed stewardship that restores balance between vegetation, water flow, and cultural land use along ‘Uhau‘iole Stream. The project improves environmental conditions that directly affect downstream lo‘i kalo systems, wetlands, and community safety while protecting prior State investment in conservation and cultural resource restoration.</p> <p>The project emphasizes low-impact vegetation management, preservation of streambank stability, and adaptive observation (kilo) rather than large-scale alteration. By addressing upland conditions that influence flooding, sediment movement, water stagnation, and mosquito habitat, the project contributes to public health, environmental resilience, and climate adaptation.</p>
<p>Services Supported by the Grant:</p>	<p>Grant funds will support the following public services and activities:</p> <ul style="list-style-type: none"> <li>● Culture-based selective hau bush management along a defined mauka segment of ‘Uhau‘iole Stream to improve water movement and watershed function</li> <li>● On-site mulching and biomass management to support soil health, erosion prevention, and invasive regrowth suppression</li> <li>● Stewardship monitoring and documentation, including photo documentation and kilo journals, to inform adaptive management</li> <li>● Community-based stewardship workdays (Lā Aloha ‘Āina) that transmit Traditional Ecological Knowledge and mālama ‘āina practices</li> <li>● Demonstration-scale learning and evaluation to inform future State and community stewardship efforts</li> </ul> <p>All activities are conducted on public conservation lands and are designed to produce lasting public benefit rather than private gain.</p>
<p>Target Group:</p>	<p>Primary beneficiaries include residents of East Kaua‘i and the broader public who rely on healthy watersheds, stable agricultural systems, and protected cultural landscapes. Secondary beneficiaries include community practitioners, students, and volunteers who gain hands-on training in responsible land stewardship, environmental observation, and cultural practice on public lands.</p>
<p>Cost of the Grant and Budget:</p>	<p><b>Total: \$245,400</b></p> <p>Grant funds will support personnel for a small stewardship crew,</p>

	safety equipment and tools, green-waste grinding and mulching services, monitoring and documentation, community engagement activities, and required administrative and fiscal compliance. No grant funds will be used for entertainment, lobbying, or revenue-generating activities.
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Alignment with Section 42F-103 Standards

The Hanalei River Heritage Foundation affirms that:

- The organization is duly organized and qualified to carry out the proposed stewardship, education, and monitoring activities
- All activities comply with applicable federal and State non-discrimination laws
- Grant funds will not be used for entertainment or lobbying
- HRHF will provide full access to records, documentation, and project sites for monitoring and evaluation as required by the State

Pu‘uhonua O ‘Uhau‘iole – Mālama Ola o ke Hau fulfills a clear public purpose by protecting watershed health, reducing environmental hazards, supporting downstream agricultural systems, and strengthening community stewardship capacity on State conservation lands. The project aligns with DLNR–DOFAW land management priorities and represents a responsible, culturally grounded approach to sustaining Hawai‘i’s natural and cultural resources for present and future generations.

**II. Background and Summary**

**1. Description of the Applicant’s Background**

The Hanalei River Heritage Foundation (HRHF) is a Hawai‘i-based nonprofit organization dedicated to the stewardship, protection, and perpetuation of culturally and ecologically significant landscapes on Kaua‘i. HRHF works in close partnership with lineal descendants, cultural practitioners, and community-based practitioner hui to carry out mālama ‘āina activities grounded in Traditional Ecological Knowledge (TEK), cultural protocol, and place-based practice.

HRHF’s work emphasizes watershed stewardship, riparian management, cultural site care, invasive vegetation management, and community-based monitoring on public and conservation lands. The organization has demonstrated capacity to work collaboratively with State agencies, including the Department of Land and Natural Resources (DLNR), through formal agreements, permits, and approved stewardship activities.

HRHF currently serves as an Adopt-A-Park partner with DLNR’s Division of State Parks, with approved responsibilities for the care and monitoring of culturally significant areas within the Holoholokū and Pu‘uiki section of Wailua River State Park. In addition, HRHF has implemented culturally grounded, demonstration-scale stewardship projects on State conservation lands under DLNR’s Division of Forestry and Wildlife (DOFAW). These projects apply TEK-based

methodologies that prioritize ecological function, cultural integrity, public safety, and adaptive management.

## **2. Goals and Objectives Related to the Request**

The goal of this request is to support a one-year, demonstration-scale watershed stewardship project in ‘Uhou‘iole Valley, Wailua, Kaua‘i, focused on restoring balance between hau growth, water movement, and cultural land use along a defined mauka segment of ‘Uhou‘iole Stream.

The project addresses site-specific conditions where unmanaged hau density has restricted water conveyance, contributed to localized stagnation, increased mosquito habitat, and limited safe access for cultural and stewardship activities—conditions that directly affect downstream lo‘i kalo systems and associated native plant cultivation areas.

### **Project objectives for the grant period include:**

- Selectively thin approximately 600–900 linear feet of hau bush along a defined mauka segment of ‘Uhou‘iole Stream using hand-based, low-impact methods
- Improve localized water movement and access while maintaining streambank stability and preserving root systems to prevent erosion
- Retain and mulch all biomass on site to support soil health, suppress regrowth, and avoid green-waste removal from conservation lands
- Conduct ongoing kilo (systematic observation) to document post-thinning changes in water movement, vegetation response, and site conditions
- Document outcomes and lessons learned to inform future stewardship, adaptive management, and culturally appropriate maintenance practices on State lands

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## **3. Public Purpose and Need to Be Served**

This request serves a clear public purpose by supporting the stewardship and protection of State-managed conservation lands and water resources within ‘Uhou‘iole Valley, Wailua, Kaua‘i. The project advances State priorities related to watershed protection, erosion prevention, environmental hazard reduction, and the protection of downstream agricultural and cultural systems.

### **Food Security and Downstream Agricultural Protection**

Hawai‘i remains one of the most food-import dependent populations in the world, importing approximately 85–90 percent of its food supply and maintaining only a limited emergency reserve. Climate change intensifies this vulnerability through sea-level rise, drought, flooding,

and extreme weather events. These conditions underscore the importance of protecting landscapes that can sustain local food production.

Kalo (taro), Hawai‘i’s most culturally significant food crop, is also one of the State’s highest-yielding staple starches under wetland cultivation. Lo‘i kalo systems provide not only food but also climate resilience benefits, functioning as sediment retention basins, flood buffers, and groundwater recharge zones. However, these systems depend on healthy upstream watershed conditions.

### **Lo‘i Kalo Systems as Climate-Resilient Infrastructure**

Lo‘i kalo systems are increasingly recognized as climate-resilient infrastructure that reduces flood impacts, filters sediment, and supports water quality. When upstream riparian corridors are degraded or unmanaged, downstream lo‘i systems experience increased sedimentation, unstable flows, and reduced productivity. Protecting these systems therefore requires proactive, upland stewardship rather than reactive downstream intervention.

### **Site-Specific Need: ‘Uhou‘iole Stream Corridor**

Within the project area, unmanaged hau density along portions of ‘Uhou‘iole Stream has restricted water movement, contributed to stagnation, increased mosquito habitat, and limited safe access for customary and stewardship activities. Dense riparian growth can trap debris, impede flow, and exacerbate erosion and flood risk when left unmanaged.

The need for this project is grounded in preventative, low-impact management. Rather than employing large-scale mechanical clearing or engineered solutions, the project applies selective, hand-based hau management that preserves streambank stability while improving hydrological function. This approach minimizes downstream impacts, protects cultural and archaeological resources, and aligns with State conservation land management priorities.

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## **4. Target Population to Be Served**

The primary population served includes cultural practitioners, lineal descendants, and community members who actively steward, access, and rely upon the ‘Uhou‘iole Stream corridor and downstream lo‘i kalo systems within the ahupua‘a of Wailua.

This includes:

- Cultural practitioners engaged in customary practices, kilo, and mālama ‘āina activities within ‘Uhou‘iole Valley
- Lineal and cultural descendants with ongoing relationships to the stream, surrounding ‘āina, and agricultural systems
- Community caretakers responsible for downstream lo‘i kalo and native plant cultivation areas dependent on consistent, healthy water flow

The project also serves the broader public by protecting watershed health on State lands, safeguarding cultural and natural resources, and reducing long-term management burdens through preventative stewardship.

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## **5. Geographic Coverage**

The geographic coverage of this request is limited to a defined mauka segment of ‘Uhau‘iole Stream within ‘Uhau‘iole Valley, located in the ‘ili of Keahua, ahupua‘a of Wailua, East Kaua‘i, within the Moku of Puna.

The project site is situated on State of Hawai‘i–managed conservation lands under the jurisdiction of DLNR–DOFAW. HRHF carries out stewardship activities at this site under an annually renewed Special Management Permit issued by DOFAW. All project activities are confined to approved boundaries and do not extend beyond the permitted stream corridor.

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

### **1. Scope of Work, Tasks, and Responsibilities**

During the grant period, the Hanalei River Heritage Foundation (HRHF) will implement a structured, multi-phase watershed stewardship project centered on culturally grounded hau bush maintenance as a mitigation strategy to support watershed health, downstream agriculture, and community resilience.

The scope of work includes project initiation, community engagement, field-based hau stewardship, education, and evaluation. Initial activities will include establishing fiscal and administrative systems required for Grant-in-Aid compliance, including grant-specific accounting procedures, internal controls, and maintenance of an official grant file in coordination with the expending agency.

Concurrent with fiscal set-up, HRHF will recruit, contract, and retain project staff, consultants, and cultural practitioners with demonstrated experience in hau management, mālama ‘āina, kilo (observation), and community education. Clear roles and responsibilities will be defined, and standard operating procedures will be documented to guide fieldwork, safety practices, cultural protocol, documentation, and data management.

Prior to full implementation, HRHF will conduct training and orientation sessions to ensure that staff, contractors, and volunteers understand the cultural, ecological, and practical importance of hau, including its role in streambank stability, flood absorption, soil health, and material use. Orientation will also cover site conditions, safety requirements, and methods for low-impact, hand-based vegetation management.

Project implementation focuses on selective hau bush maintenance along a defined mauka segment of ‘Uhau‘iole Stream. Hau biomass generated through maintenance activities will be retained and repurposed on site as mulch and structural material to absorb floodwaters, stabilize

soils, suppress invasive regrowth, and support trail and lo‘i infrastructure where appropriate.

Community participation will be supported through regularly scheduled Lā Aloha ‘Āina workdays, which engage community members in hands-on hau stewardship, observation, and applied learning under practitioner guidance. Lā Ho‘onui‘ike workshops will provide deeper educational opportunities focused on understanding hau as a native plant, its relationship to other species, its cultural significance, and its practical uses in watershed and agricultural systems.

HRHF is responsible for coordinating all activities, maintaining documentation, ensuring compliance with State requirements, conducting ongoing kilo, and completing a Year 1 evaluation, culminating in a community meeting to share outcomes, lessons learned, and pathways for continued stewardship.

## **2. Projected Annual Timeline**

Project Pu‘uhonua O ‘Uhu‘iole – Mālama Ola o ke Hau is a one-year initiative beginning July 1, 2026 and concluding June 30, 2027, designed to strengthen community stewardship capacity through hands-on hau management, education, and observation.

### **July–August 2026**

Project set-up and foundation building. HRHF will finalize fiscal systems, establish grant compliance procedures, recruit project staff and practitioners, and implement a community communication plan. Initial planning will focus on sequencing hau maintenance activities and engagement opportunities.

### **September 2026**

Development and documentation of standard operating procedures. Training and orientation sessions will prepare staff, practitioners, and volunteers to safely and respectfully carry out hau stewardship, kilo, documentation, and community engagement.

### **October 2026**

Community introduction meetings will be held to present the project, share the importance of hau care, and gather mana‘o that informs implementation. Baseline site observations and photo documentation will be completed.

### **November 2026 – February 2027**

Selective hau maintenance will be conducted along the defined stream segment using low-impact, hand-based methods. Hau biomass will be mulched and applied on site. Ongoing kilo will document changes in water movement, vegetation response, and site conditions.

### **January – June 2027**

Bi-monthly Lā Aloha ‘Āina workdays will engage community members in hau stewardship, mulch application, observation, and applied learning. These workdays emphasize relationship-building between kanaka and ‘āina and reinforce mālama ‘āina values.

### **March – June 2027**

Bi-monthly Lā Ho‘onui‘ike workshops will provide focused education on hau ecology, cultural uses, material applications, and its role within broader watershed and agricultural systems.

## **June 2027**

A Year 1 evaluation will be completed, followed by a concluding community meeting to review outcomes, share lessons learned, and identify next steps for ongoing stewardship.

### **3. Quality Assurance and Evaluation Plans**

Quality assurance will be guided by documented procedures governing field practices, safety, cultural protocol, documentation, and fiscal management. Ongoing monitoring will occur through coordination among staff and practitioners, supported by photo documentation, field notes, activity logs, and kilo journals.

Kilo will serve as the primary monitoring method, documenting changes in hau condition, water movement, soil stability, and downstream observations. Fiscal oversight will be maintained through grant-specific accounting, internal controls, and audit-ready documentation.

Evaluation will culminate in a Year 1 assessment reviewing activities completed, participation levels, implementation challenges, and lessons learned. Community feedback gathered through workdays and workshops will inform evaluation findings and future planning.

### **4. Measures of Effectiveness**

Project effectiveness will be measured using stewardship-appropriate, verifiable metrics aligned with watershed protection, education, and community capacity.

#### **Measured Activity 1: Hau Bush Maintenance and Stewardship**

- Linear feet of hau selectively maintained
- Volume of biomass mulched and applied on site
- Documented observations of water movement and site conditions

#### **Measured Activity 2: Lā Aloha ‘Āina Workdays**

- Number of workdays conducted
- Number of participants engaged
- Participant surveys documenting increased understanding of hau stewardship and mālama ‘āina practices

#### **Measured Activity 3: Lā Ho‘onui‘ike Workshops**

- Number of workshops conducted
- Attendance levels
- Qualitative feedback demonstrating increased knowledge of hau ecology, cultural significance, and practical uses

#### **Measured Activity 4: Overall Program Evaluation**

- Synthesis of stewardship outcomes, participation, and knowledge gains
- Documentation of how hau maintenance contributes to watershed health and downstream

- agricultural protection
- Summary evaluation submitted to the expending agency

**IV. Financial**

**Budget**

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.
  - a. Budget request by source of funds ([Link](#))
  - b. Personnel salaries and wages ([Link](#))
  - c. Equipment and motor vehicles ([Link](#))
  - d. Capital project details ([Link](#))
  - e. Government contracts, grants, and grants in aid ([Link](#))
2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2027.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$61,350	\$61,350	\$61,350	\$61,350	\$245,400

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

At the time of this application, the Hanalei River Heritage Foundation has not been awarded and does not have any pending federal, state, or county contracts, grants, or grants-in-aid for calendar year 2027, other than this Grant-in-Aid request.

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.

The Hanalei River Heritage Foundation has not received any state or federal tax credits within the prior three (3) years and does not plan to apply for any state or federal tax credit programs.

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.

Within the prior three (3) years, the Hanalei River Heritage Foundation has received the following public funding:

- State of Hawai‘i – Grant-in-Aid (GIA)FY 2024–2025 Grant-in-Aid award in the amount of \$150,000 for the project Pu‘uhonua O ‘Uhou‘iole – Taro Patch Restoration Project.Project period: July 1, 2024 through June 30, 2025.

- State of Hawai‘i – Service Contract (Department of Land and Natural Resources)September 2024 contract for the Wailua / Coco Palms Ditch Cleaning Project.Contract Number: B24002404.Contract Amount: \$5,000.

The organization has not received any federal or county service contracts during this period.

In regards to the year 2027, the Hanalei River Heritage Foundation has not been awarded and does not have any pending federal, state, or county contracts, grants, or grants-in-aid, other than this Grant-in-Aid request.

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2025.

Unrestricted current assets as of December 31, 2025, are \$33,310

## **V. Experience and Capability**

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

The Hanalei River Heritage Foundation (HRHF) possesses the skills, experience, and organizational capacity necessary to successfully implement the proposed project. HRHF has demonstrated sustained experience managing culturally grounded stewardship initiatives on State-managed lands, coordinating community-based programming, and complying with State requirements related to permitting, reporting, and fiscal accountability.

HRHF’s work includes long-term watershed stewardship, lo‘i kalo restoration, invasive vegetation management, cultural site care, and community education, carried out in close partnership with lineal descendants, cultural practitioners, and State agencies. The organization has successfully operated under formal agreements and permits with the Department of Land and Natural Resources (DLNR), demonstrating its ability to work responsibly within conservation districts and culturally sensitive landscapes.

### **Foundational Experience: Pu‘uhonua ‘O ‘Uhou‘iole (Original GIA Project)**

HRHF’s current stewardship model builds directly on its original GIA-funded Pu‘uhonua ‘O ‘Uhou‘iole project, which focused on stabilizing and restoring lo‘i kalo systems within the Wailua watershed. That project demonstrated that lo‘i productivity and cultural use can be restored when environmental conditions are properly supported. It also revealed that lo‘i systems cannot be sustained in isolation without addressing upstream watershed conditions, including vegetation density, sediment movement, and water conveyance.

The proposed FY 2026–27 project represents an evolution of that work, shifting attention mauka to hau bush stewardship as a preventative mitigation strategy that protects prior State investment in lo‘i restoration and improves long-term outcomes.

### **Holoholokū Stewardship and Capacity Building**

In parallel, HRHF has led volunteer-based invasive species removal and cultural site stewardship at Holoholokū, resulting in the execution of an Adopt-A-Park Stewardship Agreement with DLNR Division of State Parks. This work demonstrates HRHF’s capacity to organize, supervise, and sustain volunteer stewardship on State lands while meeting agency expectations for safety, documentation, and cultural care.

The Holoholokū stewardship effort has also created opportunities for in-service and community service training, supporting students seeking to fulfill degree requirements in natural resource management, Hawaiian Studies, and related fields. These experiences strengthen HRHF’s ability to deliver structured, educational stewardship programming that benefits both participants and State land managers.

### **Organizational and Administrative Capacity**

HRHF has demonstrated capacity in supervising staff and consultants, coordinating community workdays and workshops, maintaining required documentation, and managing grant-funded projects in compliance with State and federal requirements. Administrative and fiscal oversight is provided through experienced project leadership and administrative support, ensuring accurate financial management, timely reporting, and audit readiness.

### **Key Project Examples**

#### A. Project Mālama Ola I: Hau Bush Maintenance / Green Waste Debris Removal Pilot

- Location: Hanalei River
- Dates: April 1, 2020 – December 31, 2020
- Funder: First Nations Development Institute & private donations
- Grant Amount: \$150,000
- Deliverables: Riverbank Stewardship & Resource Management Plan; selective clearing of 500 linear feet of hau bush; native planting; Hau Bush & Riverbank Maintenance Manual
- Impact: Enhanced riverbank stability, flood mitigation, and native habitat restoration

#### B. Project Mālama Ola II: Climate Change Impacts on Native Resource Management

- Location: Hanalei River
- Dates: September 1, 2021 – May 31, 2023
- Funder: U.S. Fish & Wildlife Service & DOI Office of Native Hawaiian Relations
- Grant Amount: \$95,000
- Deliverables: Aloha ‘Āina Resource Manual; Hawaiian Moon Calendar; cultural exchanges; climate impact assessments
- Impact: Preserved traditional knowledge and strengthened community climate awareness

C. Project Mālama Ola III: Hau Bush Maintenance & Flood Mitigation Planning

- Location: Hanalei River
- Dates: March 1, 2024 (anticipated)
- Funder: Community donations & FEMA (pending)
- Grant Amount Requested: \$500,000
- Deliverables: Riverbank maintenance, stabilization, native planting, flood mitigation planning
- Impact: Improved public safety and environmental resilience

D. Project Mahalo No Ka Mea ‘Ai: Providing Hot Meals for the Housing Insecure During the Pandemic

- Location: East Kaua‘i
- Dates: April 15, 2020, to June 15, 2020
- Funder: Community Donations
- Donation Accrued: \$250,000.00 (In-Kind, Volunteers & Meals)
- Deliverables: Distributed approximately 42,000 hot meals to housing/food insecure families; conducted community engagement with tent city residents.
- Impact: This project provided immediate relief to those affected by the COVID-19 pandemic, addressing food insecurity and laying the groundwork for long-term community support programs.

E. Project Mahalo No Ka Mea ‘Ai II: Working with Local Vendors to Provide Healthy Foods & Farmers for the Housing Insecure

- Location: East Kaua‘i
- Dates: January 1 to December 31, 2022
- Funder: Kōhala Center
- Grant Amount: \$50,000.00
- Deliverables: Collaborated with local vendors for meal preparation and farmers for CSA vegetable boxes; developed a plan for continuous support to residents in tent cities.
- Impact: The project not only addressed immediate food needs but also connected the community with sustainable food sources and supported local agriculture.

F. Project Mahalo No Ka Mea ‘Ai III: Culture-Based Farmers Market, Wrap Around Services, & Incentive Program

- Location: East Kaua‘i
- Dates: January 1, 2021, to March 30, 2022
- Funder: Administration for Native Americans under the US Department of Health and Human Services
- Grant Amount: \$320,000.00
- Deliverables: Established a culture-based farmers market; implemented human services support and workforce development training; initiated an incentive program for Native Hawaiian farmers.
- Impact: This project improved community health, employment opportunities, and overall well-being by providing access to fresh foods and supporting Native Hawaiian agricultural practices.

G. Project I Mana Ka ‘Āina: Community/Visitor Historical Interpretive Engagement Program & Archaeological Inventory Survey

- Location: Keahua, Waimea, Kaua‘i
- Dates: October 1, 2022–September 30, 2024
- Funder: Department of Interior, Office of Native Hawaiian Relations, Native Tourism Act
- Grant Amount: \$110,000.00
- Deliverables: Implementation of an educational program for visitors and locals, workforce training in regenerative tourism, and cultural restoration efforts.
- Impact: Enhanced visitor understanding and respect for Hawaiian cultural and sacred sites, integrating local history with tourism and providing economic opportunities for the community.

#### H. Keahua (Uhau'iole) Yearly Stewardship Management & Community Engagement Planning (Wetland Restoration)

- Location: Keahua
- Dates: Maintenance is on-going since 2019, but we are on track to receive funding in 2024 to engage in wetland restoration & water reclamation
- Funder: NOAA Community Climate Resilience Challenge (pending)
- Funding Amount: \$1.5 million (amount requested)
- Deliverables: Yearly stewardship updates, Aloha 'Aina Workday Program, development of a Wetland Habitat Restoration Plan
- Impact: This project fosters community engagement in environmental stewardship, promoting sustainable land management practices and cultural education.

## **2. Facilities**

HRHF utilizes a combination of State-managed project sites and administrative support facilities that are appropriate and adequate for the services proposed.

Primary project activities occur within ‘Uhau‘iole Valley on State of Hawai‘i–managed conservation lands under the jurisdiction of the Department of Land and Natural Resources, Division of Forestry and Wildlife (DOFAW). HRHF operates at this site under an annually renewed Special Management Permit, which defines approved work areas, allowable activities, safety requirements, and resource protection measures. These lands provide the necessary agricultural and stewardship setting for lo‘i kalo preparation, planting, harvesting, community workdays, and educational activities.

Field activities are conducted using hand tools and low-impact methods consistent with conservation land requirements and cultural protocols. No permanent structures are required to carry out the proposed services. Temporary work areas are established as needed within approved boundaries and in accordance with permit conditions.

Administrative functions—including project coordination, fiscal management, recordkeeping, reporting, and documentation—are supported through HRHF’s existing administrative workspace and digital systems. These facilities are sufficient to maintain grant files, manage data and evaluation records, coordinate staff and consultants, and communicate with State agencies and community partners.

If additional coordination or access arrangements are required during the grant period, HRHF has established working relationships with DOFAW staff and community partners to secure

appropriate approvals. Overall, the facilities utilized are adequate, authorized, and appropriate to support successful project implementation.

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

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

Project Pu‘uhonua O ‘Uhau‘iole – Mālama Ola o ke Hau operates under a clear organizational structure with defined lines of responsibility, supervision, and accountability. The Project Director provides centralized leadership and oversight, ensuring that all stewardship, community engagement, documentation, and fiscal activities are implemented in alignment with approved work plans, permit conditions, and Grant-in-Aid requirements.

Field-based hau stewardship, administrative support, and cultural education function as coordinated components of a single watershed stewardship strategy, grounded in Traditional Ecological Knowledge (TEK) and adaptive management.

#### ***Organizational Oversight***

HRHF is governed by a three-member Board of Directors that provides the highest level of oversight and fiduciary responsibility. The Board is composed of Allen K. Hoe (President/Secretary), Juliette K. Sheehan (Vice President/Treasurer), and Michael G. Sheehan (Board Member). The Board is responsible for ensuring alignment with HRHF’s mission, effective use of resources, compliance with applicable laws and policies, and overall strategic direction. The Board does not engage in day-to-day operations but provides governance oversight and accountability.

#### ***Project Leadership and Supervision***

The Project Director, Kamealoha Hanohano Pa-Smith, reports directly to the Board of Directors and is responsible for the operational and administrative success of Project Pu‘uhonua O ‘Uhau‘iole. The Project Director provides centralized leadership across project planning, fiscal oversight, Grant-in-Aid compliance, staff and contractor supervision, coordination with State agencies, and reporting. This role serves as the single point of accountability for all project activities and ensures that implementation aligns with approved work plans, permit conditions, and State requirements.

#### **Staffing and Service Capacity**

Under the Project Director, HRHF employs two part-time staff positions funded through the project:

- a **Project Assistant – Native Farming Practices**, and
- an **Administrative Assistant**.

The Project Assistant – Native Farming Practices supports day-to-day hau stewardship and downstream agricultural support activities, including lo‘i maintenance, mulch application, support for Lā Aloha ‘Āina workdays, and assistance with Lā Mahele distribution where appropriate. This position provides continuity of on-the-ground operations and supports hands-on community participation.

The Administrative Assistant supports project operations and Grant-in-Aid compliance by maintaining grant files, assisting with fiscal documentation, coordinating schedules, supporting reporting requirements, and providing administrative support to the Project Director. This role strengthens internal controls and ensures timely and accurate documentation for State oversight.

Cultural programming, Traditional Ecological Knowledge (TEK) guidance, outreach education, and cultural resource management are provided through contracted practitioners from the ‘Onipa‘a Wailua Native Cultural Practitioners Consortium. Currently, six contracted practitioners report directly to the Project Director and support educational outreach, farming practices, community workshops, and cultural stewardship activities. These practitioners are not salaried employees and are compensated through contractual services aligned with approved budget categories.

### **Contractors and Scalability**

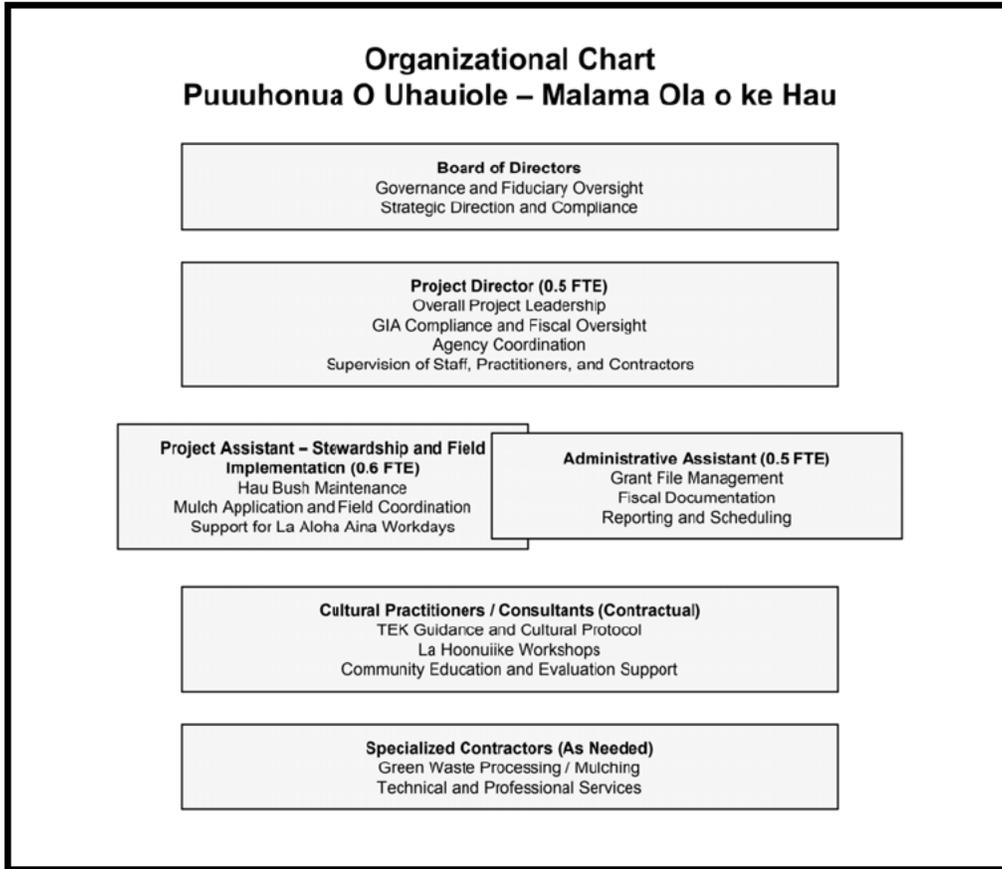
Additional specialized contractors—such as green waste processing, mulching, technical services, or other professional support—are engaged as needed and operate under the supervision of the Project Director. If HRHF secures the State of Hawai‘i GIA Grant, the organizational structure may be expanded to include additional staff or contractors to support the enlarged scope of Project Pu‘uhonua O ‘Uhou‘iole. Any such adjustments will be reflected in updated organizational charts and implemented in accordance with approved budgets and State requirements.

### **Training and Oversight**

Training and orientation are provided at project start-up and reinforced throughout the grant period. Training includes safety protocols, cultural and site-specific practices, documentation procedures, and data collection methods. Supervision is maintained through regular coordination meetings, field oversight, and ongoing review of progress against work plans and timelines.

## **2. Organization Chart**

Project Pu‘uhonua O ‘Uhou‘iole operates under a clear organizational structure with defined lines of responsibility and supervision. The Project Director oversees all project activities and supervises salaried staff, contracted practitioners, and specialized contractors. Agricultural implementation, administrative support, and cultural programming operate as coordinated functions under centralized project leadership.



Board of Directors	<ul style="list-style-type: none"> <li>– Governance and fiduciary oversight</li> <li>– Strategic direction and organizational compliance</li> </ul>
Project Director	<ul style="list-style-type: none"> <li>– Overall project leadership and management</li> <li>– Fiscal oversight and GIA compliance</li> <li>– Staff and consultant supervision</li> <li>– Reporting and coordination with State agencies</li> <li>– Oversight of hau stewardship strategy, kilo, and evaluation</li> </ul>
Project Assistant	<ul style="list-style-type: none"> <li>– Lo‘i kalo preparation, planting, maintenance, and harvesting</li> <li>– Support for Lā Aloha ‘Āina workdays</li> <li>– Support for Lā Mahele distribution activities</li> <li>– Day-to-day field implementation</li> </ul>
Administrative Assistant	<ul style="list-style-type: none"> <li>– Support for hau bush maintenance and selective vegetation management</li> <li>– Application and reuse of hau biomass for mulch, soil stabilization, and access pathways</li> <li>– Support for Lā Aloha ‘Āina workdays and field-based stewardship activities</li> <li>– Assistance with downstream lo‘i maintenance and site support, as</li> </ul>

	<p>appropriate Grant file management and fiscal documentation                      – Day-to-day field coordination under Project Director supervision</p>
Cultural Consultant	<p>– TEK guidance and cultural protocol                      – Facilitation of Lā Ho‘onui‘ike workshops focused on hau ecology, cultural significance, and practical uses                      – Community engagement and outreach                      – Educational content development                      – Support for evaluation and qualitative feedback</p>
Specialized Contractors	<p>– Green waste processing / mulching                      – Technical or professional services                      – Support services under Project Director supervision</p>

### 3. Compensation

The three highest paid positions within the organization and their respective annual salary ranges are as follows:

- **Project Director** (0.5 FTE) \$72,800.00 Salary Range: \$68,000 - \$84,000
- **Administrative Assistant** (0.5 FTE) \$66,000.00 Salary Range: \$60,000 - \$72,000
- **Project Assistant – Native Farming Practices** (0.6 FTE) \$54,000.00 Salary Range: 48,000 - \$60,000

At the Hanalei River Heritage Foundation (HRHF), directors and Board members serve on a voluntary basis and receive no compensation, consistent with the organization’s governance practices and nonprofit standards.

HRHF currently employs part-time staff supported through a combination of funding sources. As reflected in the project budget, compensation levels are structured to support mission-critical leadership, administrative capacity, and field stewardship, while remaining appropriate to the project scope and available resources.

Since its organizational restructuring in 2018, HRHF has prioritized aligning staffing and compensation with mission-driven programming that serves marginalized, underserved, and economically challenged communities. HRHF’s culture-based environmental stewardship programs, grounded in the principle of Aloha ‘Āina, emphasize community healing, cultural continuity, and responsible land stewardship. Staffing levels and compensation reflect both current organizational capacity and a commitment to long-term sustainability.

All other personnel support for this project—including cultural practitioners, outreach educators, and specialized service providers—is provided through contractual services and is not included as salaried positions. Contracted personnel are compensated in accordance with approved

budgets and scoped services. Overall compensation levels are consistent with organizational standards and aligned with the responsibilities and time commitments of each role.

## **VII. Other**

### **1. Litigation**

As of the current date, the Hanalei River Heritage Foundation (HRHF) is not involved in any pending litigation, nor are there any outstanding judgments against the organization. We maintain a strong commitment to operating with integrity and in full compliance with legal standards, ensuring that our focus remains steadfast on our mission and community projects.

### **2. Licensure or Accreditation**

The Hanalei River Heritage Foundation does not require any special qualifications, licensure, or accreditation that are specifically relevant to the request for Project Pu'uhonua O 'Uhau'iole. Our team comprises individuals with extensive experience and expertise in environmental conservation, cultural education, and community engagement, ensuring effective and responsible project execution.

### **3. Private Educational Institutions**

The Hanalei River Heritage Foundation confirms that the grant for Project Pu'uhonua o 'Uhau'iole will not be used to support or benefit any sectarian or non-sectarian private educational institutions, in accordance with Article X, Section 1, of the State of Hawai'i Constitution. The project's scope and activities are designed to benefit the broader community and align with our public service mission.

### **4. Future Sustainability Plan (Draft)**

The Hanalei River Heritage Foundation (HRHF) is committed to sustaining the activities and outcomes of Project Pu'uhonua O 'Uhau'iole – Mālama Ola o ke Hau beyond the FY 2027 grant period through phased implementation, diversified funding, community capacity-building, and continued partnerships.

If Grant-in-Aid funding is received for FY 2027, HRHF will use the grant period to strengthen internal systems, document effective hau stewardship and watershed management practices, and build community capacity necessary for long-term care of 'Uhau'iole Stream and connected landscapes. Key sustainability actions during the grant period include establishing clear standard operating procedures, documenting culturally grounded hau management methods, maintaining stewardship records and kilo observations, and training community members and practitioners through workdays and workshops. These efforts are designed to reduce long-term dependence on paid staff by increasing shared knowledge, responsibility, and continuity of practice.

Following the grant period, HRHF plans to sustain core stewardship activities through a blended funding strategy, including private foundation grants, philanthropic donations, and continued pursuit of public funding aligned with watershed protection, climate resilience, food security, and cultural stewardship. HRHF has demonstrated experience securing non-State funding and will leverage documented outcomes, evaluation results, and community participation data from the grant period to strengthen future proposals.

Ongoing sustainability is also supported through partnerships with cultural practitioners, community members, and State agencies. Relationships established with the Department of Land and Natural Resources and practitioner hui provide a framework for continued stewardship under permit-based access and collaborative management. Community workdays and educational activities are structured to build local skills and leadership in hau care, kilo, and low-impact land stewardship, supporting continued maintenance of stream corridors, lo'i kalo, and native plant areas even if funding levels fluctuate.

If Grant-in-Aid funding is not received after FY 2027, HRHF will prioritize maintaining essential activities at a reduced scale, focusing on core hau bush maintenance, periodic monitoring and observation, and limited community engagement activities supported through alternative funding sources and volunteer participation. Project scope and staffing levels will be adjusted as necessary to align with available resources while preserving key outcomes related to watershed health, cultural practice, and downstream food system protection.

Through these combined strategies, HRHF is positioned to responsibly sustain Project Pu'uhonua O 'Uhou'iole beyond the FY 2027 grant period in a manner that is realistic, adaptive, and aligned with community and State interests.

## **References**

1. Civil Beat. (2021, March). Fewer Farmers Are Growing Hawaii's 'Miracle Food' Taro Despite Growing Demand. Honolulu Civil Beat.
2. DLNR Division of Aquatic Resources. (2023). Protection: About Streams. Hawai'i Department of Land and Natural Resources.
3. Hawai'i Public Health Institute. (2025). Food Systems and Resiliency.
4. Hawai'i Sea Grant. (2023). Green Infrastructure Recommended Practices for Streamside Homes. University of Hawai'i Sea Grant College Program.
5. Hawai'i State Legislature. (2010). HB1663: Relating to Taro Security.
6. Hawai'i State Legislature. (2014). HB107: Relating to Taro Security.
7. Hawai'i State Legislature. (2015). SB774: Relating to Taro Lands.
8. Hawai'i State Legislature. (2020). SB3038 SD1: Relating to Taro.
9. Hawai'i State Legislature. (2022). HB2466 CD1: Relating to Taro.
10. Hawai'i State Legislature. (2022). SB2664: Relating to Taro Lands.
11. Save the Wetlands. (2024). Mission.
12. State of Hawai'i Office of Planning. (2012). Increased Food Security and Food Self-Sufficiency Strategy. Department of Business, Economic Development and Tourism.

13. University of Hawai‘i News. (2022, March 15). Kaua‘i taro farmers team up with law students to secure water access.

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2026 to June 30, 2027

Applicant: Hanelei River Heritage Foundation

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	101,800.00			
2. Payroll Taxes & Assessments	0			
3. Fringe Benefits	10,180			
TOTAL PERSONNEL COST	<b>111,980</b>			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	7,200			
2. Insurance	2,220			
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies	10,000			
7. Telecommunication				
8. Utilities				
9. Contractors	111,000			
10 Fuel for Equipment	3,000			
11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				
TOTAL OTHER CURRENT EXPENSES	<b>133,420</b>			
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
<b>TOTAL (A+B+C+D+E)</b>	<b>245,400</b>			
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested		Kamealoha Hanohano Pa-Smith      808-212-4356		
(b) Total Federal Funds Requested		Name (Please type or print)      Phone		
(c) Total County Funds Requested		01-20-26		
(d) Total Private/Other Funds Requested		Signature of Authorized Official      Date		
<b>TOTAL BUDGET</b>		Kamealoha Hanohano Pa-Smith, Executive Director		
		Name and Title (Please type or print)		

## BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2026 to June 30, 2027

Applicant: Hanalei River Heritage Foundation

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Project Director	0.5	\$72,800.00	50.00%	\$ 36,400.00
Administrative Assistant	0.5	\$66,000.00	50.00%	\$ 33,000.00
Project Assistant	0.6	\$54,000.00	60.00%	\$ 32,400.00
				\$ -
				\$ -
<b>TOTAL:</b>				<b>101,800.00</b>

**JUSTIFICATION/COMMENTS:**  
**Project Director** provides overall project leadership for Pu'uhonua O 'Uhauliole – Mālama Ola o ke Hau. Responsibilities include fiscal oversight and Grant-in-Aid compliance, staff and contractor supervision, coordination with DLNR and State agencies, reporting, and oversight of hau stewardship strategy, kilo monitoring, and project evaluation.  
**Administrative Assistant** supports project operations and Grant-in-Aid compliance by maintaining grant files, assisting with fiscal documentation, coordinating schedules, supporting reporting requirements, and providing administrative support to the Project Director.  
**Project Assistant** Supports day-to-day hau stewardship and downstream agricultural support activities, including lo'i kalo preparation, planting, maintenance, and harvesting.

Applicant: Hanelei River Heritage Foundation

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Not Applicable			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				

JUSTIFICATION/COMMENTS:

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				

JUSTIFICATION/COMMENTS:

Applicant: Hanalei River Heritage Foundation

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	Not Applicable					
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
<b>TOTAL:</b>						
<b>JUSTIFICATION/COMMENTS:</b>						

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

Applicant: Hanalei River Heritage Foundation

Contracts Total:

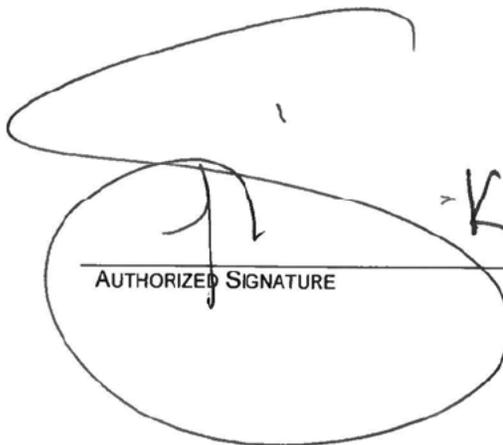
\$0

	<b>CONTRACT DESCRIPTION</b>	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)</b>	<b>CONTRACT VALUE</b>
1	None				
2					
3					
4					
5					
6					
7					
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9					
10					
11					
12					
13					
14					
15					
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## 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      PRINT NAME AND TITLE      DATE

Kamechika Hanohano K. Smith      01-20-20