

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

Milani Pimental, Executive Director
PRINT NAME AND TITLE

1/23/2026
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: Habitat for Humanity, Intl

DBA/Trade Name: Kauai Habitat for Humanity Inc.

Issue Date: 01/22/2026

Status: Compliant

Hawaii Tax#: [REDACTED]

New Hawaii Tax#: [REDACTED]

FEIN/SSN#: [REDACTED]

UI#: XXXXXX5973

DCCA FILE#: 89987

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, 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.

Kauai Habitat for Humanity, Inc.

(Typed Name of Individual or Organization)



(Signature)

1/23/2026

(Date)

Milani Pimental

Executive Director

(Typed Name)

(Title)

PUBLIC PURPOSE

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

§42F-102 Applications for grants. Requests for grants shall be submitted to the appropriate standing committees of the legislature at the start of each regular session of the legislature. Each request shall state:

- (1) The name of the requesting organization or individual;*
- (2) The public purpose for the grant;*
- (3) The services to be supported by the grant;*
- (4) The target group; and*
- (5) The cost of the grant and the budget. [L 1997, c 190, pt of §3; am L 2014, c 96, §6]*

| | |
|---|---|
| Requesting Organization: | Kauai Habitat for Humanity, Inc. (KHFH) |
| Public Purpose for the Grant: | Operational support for KHFH's work of providing truly affordable housing opportunities on Kauai |
| Services Supported by the Grant: | Support for: wages of staff at KHFH ReStore which provides operating revenue for the organization; costs associated with property maintenance for current or future home build sites and KHFH facilities maintenance, and training for operational improvement. |
| Target Group: | Homebuyer households at 80% and below the Area Median Income for Kauai |
| Cost of Grant and Budget: | \$210,429 requested (total budget \$488,515) Budget Request by Source of Funds, attached |

Application for Grants

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

I. Certification – Please attach immediately after cover page

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

If the applicant is an organization, the applicant shall submit one (1) copy of a Hawaii Compliance Express Certificate from the Comptroller of the Department of Accounting and General Services that is dated no earlier than December 1, 2025. **ATTACHED**

2. Declaration Statement

The applicant shall submit a declaration statement affirming its compliance with [Section 42F-103, Hawaii Revised Statutes](#). **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](#). **ATTACHED**

II. Background and Summary

This section shall clearly and concisely summarize and highlight the contents of the request in such a way as to provide the State Legislature with a broad understanding of the request. Please include the following:

1. A brief description of the applicant's background;

Kauai Habitat for Humanity (KHFH) is a 501(c)(3) non-profit organization dedicated to building truly affordable housing for low and very-low income households on Kauai. Its mission is to bring people together to build homes, communities, and hope. KHFH fulfills its mission of creating affordable housing opportunities while serving as a technical advisor for homebuyers. Utilizing its professional construction supervisors, KHFH teaches essential home-building skills to its homebuyers and volunteers, through its self-help model. Additionally, KHFH acts as a loan packager and liaises between homebuyer applicants and USDA Rural Development, the lender which provides the low-interest affordable mortgage loans.

Founded in 1992 in response to the devastation of Hurricane Iniki, KHFH has since built over 249 affordable homes and rehabilitated 37 homes on Kauai. The organization's self-help model is cost-effective, producing homes at an average cost of roughly \$200-250 per square foot. The total cost of a home and lot averages around \$320,000, making these homes approximately 40-50% of the current market value. As the need for affordable

housing on Kauai continues to grow, KHFH provides a vital pathway to homeownership for those who qualify.

In June 2023, KHFH completed its long-standing Eleele Iluna subdivision project, which consisted of 125 homes across 24 acres (Phases I and II). KHFH continues its work on its 4.5-acre property – the 32-home Waimea Huakai subdivision - where infrastructure work was previously completed in partnership with an affordable rental housing provider. Between 2023-2025, KHFH completed the vertical construction of 18 homes there. KHFH is planning another five home starts by February 2026, and another nine homes are remaining to be built afterward. Six homes are also slated for vertical construction at Puu Maluhia in Kalaeo. Six additional homes will be featured in a new housing offering for 2026 on lots acquired in 2024 in the Ala Namahana subdivision of Kilauea.

Infrastructure work is underway at the Kauhale O Waipouli project on Kauai's East side, which will feature 17 affordable housing units – 8 duplex buildings and 1 single-family stand-alone home. Pre-development has begun on a 1.1-acre project in Lawai to feature 8 single-family homes. Planning has also begun for development of a 22-acre parcel in Eleele acquired in 2024 which has the potential for approximately 100 additional homes.

Leadership of KHFH continues to review additional land acquisition opportunities in order to continue its mission-critical work of providing truly affordable housing solutions for the community on Kauai.

2. The goals and objectives related to the request;

Operational expenditures provide the infrastructure that enables all program work to function effectively. Strategic investments in staffing, facilities, property maintenance, and learning how to improve operations activities ensure operational continuity, protect assets, reduce risk, and support timely delivery of affordable housing outcomes.

The purpose of this request is to secure funding for the operational expenses described, to aid in achieving KHFH's mission, cultivating improvement and operational excellence which will strengthen its ability to providing affordable housing opportunities on Kauai.

Goal 1: Strengthen KHFH organizational capacity and earned-revenue systems to ensure reliable delivery of affordable housing opportunities for low-income households on Kauai.

Objective 1a: Fund ReStore staffing and training necessary to sustain consistent operations and earned revenue that directly supports the organization's mission.

Objective 1b: Fund maintenance of facilities required to support staff, volunteers, and housing development activities.

Goal 2: Protect and sustain the physical assets and infrastructure required to deliver affordable housing by investing in preventative maintenance and responsible stewardship of facilities and properties.

Objective 2a: Fund preventative and routine maintenance of facilities to preserve assets supported by public and philanthropic investment.

Objective 2b: Fund maintenance of current and future housing development properties to prevent deterioration and escalating future costs.

Goal 3: Advance construction readiness and reduce operational and site-based delays that impact the timely development of affordable homes for Kauai households.

Objective 3a: Maintain housing development sites to ensure they are construction-ready and able to proceed without avoidable delays.

Objective 3b: Support operational readiness through maintained facilities that enable planning, volunteer coordination, and construction mobilization.

3. The public purpose and need to be served;

The public purpose of this request is to secure funding for operational support for KHFH in the areas of: enhancing earned-revenue systems by funding ReStore staff wages and training in operational improvements; property maintenance for current and future housing development build sites; KHFH facilities maintenance.

The need to be served is providing truly affordable housing solutions for households under 80% and below AMI for Kauai. This segment of the population would not typically be candidates for conventional mortgage loans at market rates. These households require affordable housing-aligned lenders who can assist their need for loan affordability through low interest rates and longer term loans. Affordable housing must remain within reach for households on Kauai – which is achievable through partnership with KHFH and affordable mortgage lenders.

4. Describe the target population to be served; and

This project will provide opportunities island-wide, for potential and current homebuyer households at 80% or below of Kauai's median income. These households typically range in size from two members to up to five or six, including dependents. This project will also serve retail customers of varying socio-economic statuses, whose spending supports KHFH's earned-revenue system designed to directly support its housing program. In addition, community members will have opportunity to engage with the program through volunteerism and donations.

It is KHH's self-help model and ability to assemble substantial private support in the form of money, services, materials and volunteer labor that makes its building cost-per-square foot so low. At an average of \$200-250 per square foot, KHFH is the lowest-cost homebuilder on the island.

Because KHFH is an anti-poverty organization, its mission is to reach out and work with motivated homebuyers at the lowest income ranges for home ownership. Habitat homebuyers are not able to qualify for a market price home with a conventional loan. KHFH works intensively with the low-income buyers and community partners like Hawaiian Community Assets to reduce the buyers' debt, improve their credit rating, improve financial education, so that they can fulfill their mortgage obligation for the new home.

In general, the homebuyer households KHFH works with are those who work in low wage jobs, have larger families, and/or live on a fixed income of retirement or disability payments.

5. Describe the geographic coverage.

Kauai Habitat serves the entire island of Kauai. Candidates interested in applying for the homebuyer program come from all areas of Kauai. Shoppers and donors to KHFH's ReStore, also come from all areas of the island. The West side in particular is reliant on the deep discounts offered at ReStore for clothing, household goods, home improvement goods, and furniture. ReStore Donors are also from all areas of the island, with particular interest from North shore and South shore residents as well as businesses. Financial donors who are passionate about affordable housing support KHFH from all areas island-wide. Volunteers who align with our mission support KHFH through volunteer activity at the ReStore, at home construction sites, on committees, and other community-facing opportunities.

III. Service Summary and Outcomes

The Service Summary shall include a detailed discussion of the applicant's approach to the request. The applicant shall clearly and concisely specify the results, outcomes, and measures of effectiveness from this request. The applicant shall:

1. Describe the scope of work, tasks and responsibilities;

KHFH will use grant funds to support staffing, facilities maintenance, and property maintenance activities that strengthen organizational capacity, protect critical housing development assets, and advance construction readiness for affordable housing development on Kauai.

| ReStore Staffing and Earned-Revenue Support | | |
|--|--|--|
| Tasks | Responsibilities | Deliverables |
| <ul style="list-style-type: none"> • Maintain grant-supported ReStore staffing positions to ensure consistent daily operations. • Schedule and supervise ReStore staff to support safe, efficient retail | <ul style="list-style-type: none"> • Ensure ReStore staffing levels align with operational needs and grant objectives. • Monitor ReStore operations for continuity, safety, and performance. | <ul style="list-style-type: none"> • Continuous ReStore operations throughout grant term. • Documentation of staffing levels, operating hours, and payroll expenditures. |

| | | |
|---|--|--|
| <p>operations.</p> <ul style="list-style-type: none"> • Train staff on opportunities for improving operations by identifying pain points and crafting workable solutions. • Coordinate ReStore operations to maximize earned revenue that subsidizes affordable housing construction. | <ul style="list-style-type: none"> • Track payroll and staffing costs charged to the grant in compliance with grant requirements. | <ul style="list-style-type: none"> • Earned revenue reports demonstrating contribution to housing development activities. • Plan created to improve work activities which drive performance and increase earned revenue. |
|---|--|--|

Facilities Maintenance

| Tasks | Responsibilities | Deliverables |
|--|--|--|
| <ul style="list-style-type: none"> • Conduct baseline assessments of facilities. • Implement routine and preventative maintenance to preserve facilities supporting staff, volunteers, and housing operations. • Address identified safety, compliance, or operational deficiencies in a timely manner. | <ul style="list-style-type: none"> • Develop and maintain maintenance schedules and work plans. • Oversee vendors or internal staff performing maintenance activities. • Maintain records of completed maintenance and inspections. | <ul style="list-style-type: none"> • Completed facilities maintenance activities per approved work plans. • Inspection and maintenance documentation demonstrating compliance with safety and operational standards. • Reduction in deferred maintenance and unplanned repairs. |

Property Maintenance and Construction Readiness

| Tasks | Responsibilities | Deliverables |
|--|--|---|
| <ul style="list-style-type: none"> • Maintain current and future housing development sites to ensure construction readiness. • Perform property upkeep activities, including clearing, access maintenance, and site condition monitoring. • Coordinate site maintenance activities with housing development planning timelines. | <ul style="list-style-type: none"> • Monitor site conditions and identify maintenance needs. • Ensure maintained sites meet applicable environmental and safety requirements. • Document site readiness and maintenance activities. | <ul style="list-style-type: none"> • Maintained and construction-ready housing development sites. • Site readiness documentation aligned with planned construction schedules. • Reduced site-related delays in housing development activities. |

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

For the 12-month grant term, KHFH will stabilize ReStore staffing, implement planned facilities and property maintenance, and conduct ongoing evaluation to ensure operational readiness and timely advancement of affordable housing developments at sites in various parts of the island.

| Date/Timing | Project Activities | Results/Outcomes |
|---|---|--|
| Q1 Jul-Sep 2026 Start-up, baseline assessment | <ul style="list-style-type: none"> • Confirm grant award details/requirements/conditions, review with team, using established procedures for grant tracking and management. • Maintain or finalize ReStore staffing levels supported by the grant. • Conduct baseline facilities and property condition assessments to identify priority maintenance needs. • Develop maintenance schedules and work plans for facilities and housing development properties. • Establish baseline metrics for ReStore revenue, staffing coverage, site readiness, and deferred maintenance. | <ul style="list-style-type: none"> • Grant tracking systems in place. • ReStore staffing schedules stabilized. • Completed baseline facility and property assessments. • Maintenance work plans finalized. |
| Q2 Oct-Dec 2026 Implementation and maintenance | <ul style="list-style-type: none"> • Continue ReStore staffing and operations, including grant-funded activities/positions • Implement routine and preventative maintenance for facilities and equipment • Begin property maintenance activities at current and future build sites. • Conduct internal operational and safety reviews of facilities and properties. • Prepare and submit first required grant progress report. | <ul style="list-style-type: none"> • ReStore operations maintained without interruption. • Facilities maintenance activities completed per work plan. • Improved condition of build sites. • First grant report submitted on time. |
| Q3 Jan-Mar 2027 Mid-Term Evaluation | <ul style="list-style-type: none"> • Continue ReStore staffing and revenue generating activities • Conduct mid-year evaluation of facilities and property maintenance outcomes. • Update site readiness assessments | <ul style="list-style-type: none"> • Mid-year evaluation summary completed. • Updated site readiness status for build sites. • Adjusted work plans, if necessary. |

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|---|--|---|
| | <p>for build sites planned for near-term development</p> <ul style="list-style-type: none"> • Adjust maintenance schedules or staffing plans as needed based on evaluation findings. • Review budget-to-actual expenditures and implement corrective actions if required. | <ul style="list-style-type: none"> • Continued compliance with grant requirements. |
| Q4 Apr-Jun 2027 Completion and Sustainability | <ul style="list-style-type: none"> • Maintain ReStore staffing and facility operations through the end of the grant period. • Complete all planned facilities and property maintenance activities. • Finalize site readiness for properties advancing to construction. • Conduct final safety, compliance, and condition inspections. • Compile final grant performance data and submit final report. | <ul style="list-style-type: none"> • All grant-funded activities completed. • Facilities and properties documented as maintained and compliant. • Final site readiness confirmed for future construction. • Final grant report submitted on time. |

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

Quality Assurance Plan

| | |
|---|---|
| Financial controls and grant compliance | <ul style="list-style-type: none"> • Grant funds will be tracked in accounting system using job coding, ensuring that expenses are in line with objectives. • Expenditures will be reviewed monthly by both accounting and grant managers to ensure allocation of allowable costs, proper documentation, and that requirements are met. • Payroll expenses will be supported with records as appropriate and will be reviewed monthly along with other expenditures by both accounting and the grant managers. |
| Operational oversight and internal controls | <ul style="list-style-type: none"> • Management will monitor impacts of the ReStore operational improvements training, operational improvement plan, and review trends in recorded data. • Direct supervisors will monitor the performance and measures for all project areas: ReStore staffing, facilities maintenance, and property maintenance as per normal operations; and grant managers will work with direct supervisors to review and gather supporting documentation. • Maintenance activities will follow established schedules, vendor contracts, with completion documented and filed. • Any safety, compliance, or operational issues identified will be documented and addressed promptly. |
| Safety, compliance, | <ul style="list-style-type: none"> • Facilities and build sites will be maintained in accordance |

| | |
|-----------------|---|
| risk management | <p>with applicable safety, environmental, and regulatory requirements.</p> <ul style="list-style-type: none"> • Staff and volunteers will operate in maintained environments that reduce risk and support safe program delivery. • Identified hazards or deficiencies will be logged and corrected within established timeframes. |
|-----------------|---|

Evaluation Plan

| Goal | Measurement/Source | Evaluation Method |
|---|--|---|
| Strengthen organizational capacity and revenue systems | ReStore staffing coverage and operational continuity (Tools: staffing schedules, payroll records) | Compare staffing levels and operating hours against planned levels |
| | Customer satisfaction (Tools: surveys, interviews) | Track feedback and customer experience. |
| | Earned revenue generated that supports housing development efforts (Tools: financial reports) | Track revenue trends over the grant term relative to prior year benchmarks. |
| Protect and sustain critical housing development assets | Completion of planned facilities and property maintenance activities (Tools: maintenance logs, work orders, vendor invoices) | Review maintenance completion against approved work plans |
| | Reduction in deferred maintenance and unplanned repairs. (Tools: Facilities and property inspection records) | Document avoided or reduced capital repair needs attributable to preventative maintenance |
| Advance construction readiness and reduce delays | Readiness status of identified build sites (Tools: Site readiness checklists) | Confirm sites meet defined readiness criteria within the grant period |
| | Construction start timelines relative to planned schedules (Tools: Project planning and construction schedules) | Track and categorize any delays, noting whether they are related to site or operational readiness |

Evaluation findings will be reviewed by management and used to adjust staffing, maintenance schedules, or operational practices as needed. Any underperformance or delays will trigger corrective actions, to be documented and reported in updates. Lessons learned will provide information for future budgeting, asset management, and housing development planning.

4. List the measure(s) of effectiveness that will be reported to the State agency through which grant funds are appropriated (the expending agency). The measure(s) will provide a standard and objective way for the State to assess the program's achievement or accomplishment. Please note that if the level of appropriation differs from the amount included in this application that the measure(s) of effectiveness will need to be updated and transmitted to the expending agency.

The measures of effectiveness for this project are linked back to the goals and objectives described in the application Section II Background and Summary, item #2:

- Goal 1: Strengthen KHFH organizational capacity and earned-revenue systems to ensure reliable delivery of affordable housing opportunities for low-income households on Kauai.

Measure/Outcomes: ReStore maintains consistent staffing coverage and operating hours, generating stable or increased earned revenue that contributes directly to housing program costs. Customer satisfaction increases. No disruptions to housing or volunteer programs attributable to facility conditions during the grant period.

- Goal 2: Protect and sustain the physical assets and infrastructure required to deliver affordable housing by investing in preventative maintenance and responsible stewardship of facilities and properties.

Measure/Outcomes: Facilities and housing development properties remain compliant with safety, environmental, and operational standards throughout the grant period. Reduction in deferred maintenance needs and avoidance of unplanned capital repair costs.

- Goal 3: Advance construction readiness and reduce operational and site-based delays that impact the timely development of affordable homes for Kauai households.

Measure/Outcomes: Identified build sites meet defined readiness criteria (cleared, accessible, and maintained) within the grant period. Reduction in construction start delays attributable to site conditions or operational readiness issues.

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](#)) ATTACHED
 - b. Personnel salaries and wages ([Link](#)) ATTACHED
 - c. Equipment and motor vehicles ([Link](#)) ATTACHED (not applicable)
 - d. Capital project details ([Link](#)) ATTACHED (not applicable)
 - e. Government contracts, grants, and grants in aid ([Link](#)) ATTACHED

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 |
|--------------|--------------|--------------|--------------|---------------|
| \$ 51,357.25 | \$ 51,357.25 | \$ 51,357.25 | \$ 51,357.25 | \$ 205,429.00 |

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

| | |
|-----------------------|--------------------------|
| The Ann Daubeny Trust | \$1,000,000 |
| HLTA Charity Walk | \$ 6,500 vehicle repairs |

Other solicitations in planning:

State of Hawaii Legislature Grant-In-Aid, Capital
 Marisla Fund of Hawaii Community Foundation
 Wells Fargo Foundation
 Kukuiula Community Fund
 Atherton Family Foundation
 Alexander & Baldwin Foundation
 Cooke Foundation
 GN Wilcox Trust
 Elsie Wilcox Foundation
 SW Wilcox Trust
 Federal Home Loan Bank
 Annie Sinclair Knudsen Memorial Fund
 McNerny Foundation
 Nareit

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.

Not 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.

| | CONTRACT DESCRIPTION | EFFECTIVE DATES | AGENCY | GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ MauI County) | CONTRACT VALUE |
|---|---|-----------------|-------------------------------|--|----------------|
| 1 | OCS-23-31 Construction Costs Related to Construction of Five Affordable Self Help Housing Units | 5/1/2023 | Office of Community Services | State of Hawaii | 250,000 |
| 2 | USDA Rural Development Technical Assistance Grant | 2/26/2025 | Rural Development | U.S. | 774,475 |
| 3 | Grab bar installation | 10/24/2025 | COK Agency on Elderly Affairs | County of Kauai | 2,000 |
| 4 | OCS-CIP-24-53 Construction and Equipment for Photovoltaic Systems for Affordable Housing Units | 11/1/2025 | Office of Community Services | State of Hawaii | 225,000 |
| 5 | OCS-CIP-25-35 Construction for New Affordable Homes on Kauai | 1/1/2026 | Office of Community Services | State of Hawaii | 500,000 |

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

Balance of Unrestricted Current Assets as of 12/31/2025: \$2,611,810.00

V. Experience and Capability

1. Necessary Skills and Experience

The applicant shall demonstrate that it has the necessary skills, abilities, knowledge of, and experience relating to the request. State your experience and appropriateness for providing the service proposed in this application. The applicant shall also provide a listing of verifiable experience of related projects or contracts for the most recent three years that are pertinent to the request.

Necessary Skills and Experience

Kauai Habitat for Humanity is 501c3 nonprofit and independent affiliate of Habitat for Humanity International. KHFH employs 23 full-time employees. It manages and directs the work of several hundred volunteers. All staff have proven experience to carry out their respective duties and to oversee the work of volunteers under their supervision. Milani Pimental was appointed Executive Director in 2020. She has been affiliated with KHFH for 15 years and prior to the executive director role, served as deputy director as well as director of resource development. There are 9 members of the Board of Directors who meet every other month to review and approve the business of the organization. The service area is the entire island of Kauai.

KHFH has completed 249 truly affordable homes, repaired 37 across the island, and has 5 home starts planned for February 2026. KHFH has been producing homes at half the cost of market value and is currently the lowest cost developer of homes on Kauai.

KHFH has a solid earned-revenue system through its operation of ReStore, its retail shop for new and used goods. Staff currently includes one full-time ReStore Manager and four full-time ReStore Associates. KHFH supplements staff resources with volunteers. Gross annual income has averaged from \$400,000 to 500,000 in recent years.

Recognizing the need to quickly address the island's growing housing problem, KHFH became a land developer in addition to affordable home builder. The affiliate is one of only a few Habitat affiliates across the U.S. with the capability, experience, and resources to do so.

The KHFH executive team and Board of Directors are committed to addressing the island's housing shortage and is prioritizing its land acquisition and development work.

Listing of verifiable experience of related projects/contracts (most recent three years)

Kauai Habitat purchased 24 acres of land in 1998 for the purpose of building an affordable subdivision, Eleele Iluna.

- **Eleele Iluna Subdivision, Phases I and II**
Phase I, 18 lots and homes were completed in 2011. Infrastructure for Phase IIA was completed in late 2015, producing 48 buildable lots. Home construction began in late 2015 and was completed by 2018. Phase IIB was completed in 2019, producing 59 buildable lots in 2017. Vertical home construction was completed in 2023, also marking the completion of the Eleele Iluna subdivision.
- **Waimea Huakai Subdivision**
In 2017 Kauai Habitat for Humanity purchased 6.5 acres in the heart of Waimea, sold 2.0 acres to an affordable rental developer, and developed 32 affordable building lots on the remaining 4.5 acres. Infrastructure development was completed in 2019. There are 18 homes completed, and 14 remaining. Of the 14 remaining, 5 are planned for building starts in February 2026.
- **Kauhale O Waipouli**
In 2021 KHFH acquired .8 acres in Waipouli, which will allow KHFH to move its affordable home design to a new level by providing housing in a high density area. The Waipouli project will produce a total of 17 affordable housing units (8 duplexes and 1 single family stand alone home).
- **Puu Maluhia, Kalaheo**
KHFH purchased land in Kalaheo in 2022 where 6 single family homes will be slated for construction in 2025.
- **Kolonahe O Lawai**
Pre-development work is ongoing on a new parcel of 1.1 acres purchased in 2023 in Lawai where KHFH hopes to produce 7-8 single family homes.
- **Eleele Iluna Subdivision, Phase II**
In early 2024 KHFH completed the purchase of 22 acres of land adjacent to its existing Eleele Iluna subdivision. This project will be Eleele Iluna Phase III, and consist of over

90 single family affordable homes. Currently, water resources permit a Phase 1 of 20 homes.

- Ala Namahana, Kilauea
KHFH also completed the purchase of 6 buildable lots in Kilauea. Marketing for that housing offering is planned for 2026.

2. Facilities

The applicant shall provide a description of its facilities and demonstrate its adequacy in relation to the request. If facilities are not presently available, describe plans to secure facilities.

KHFH offices are located at 1-3410 Kaumualii Highway in Hanapepe on Kauai. In addition to administrative offices and an approximately 10,000 sq ft ReStore, there is a large baseyard at this location where materials and equipment are stored, and where prefabrication of walls for homebuilding typically takes place. The offices and baseyard are leased from Dept. of Hawaiian Homelands.

KHFH also owns several land parcels to be used as future homebuilding sites:

- Waimea Huakai – land is developed and ready for vertical construction; 14 homes remaining to build (18 homes already completed)
- Puu Maluhia in Kalaheo – land is developed and ready for vertical construction; 6 homes to be built
- Ala Namahana in Kilauea – land is developed and ready for vertical construction; 6 homes to be built
- Kauhale O Waipouli – 0.8 acre site; land currently in development; 16 duplex units and 1 single-family home planned
- Kolonahe o Lawai – 1.1 acre site; currently in pre-development; 8 single family homes planned
- Eleele Iluna Phase III – 15 buildable acres; currently in pre-development; 80+ single-family homes planned

VI. Personnel: Project Organization and Staffing

1. Proposed Staffing, Staff Qualifications, Supervision and Training

The applicant shall describe the proposed staffing pattern and proposed service capacity appropriate for the viability of the request. The applicant shall provide the qualifications and experience of personnel for the request and shall describe its ability to supervise, train and provide administrative direction relative to the request.

Kauai Habitat has a team of seasoned professionals responsible for implementing, executing, and overseeing construction projects, land development projects, and operations.

- Executive Director Milani Pimental
- Director of Construction and Planning Rick Aitkenhead

- Land Development Committee Chair and Volunteer Project Manager Douglas Haigh
- Project Manager Chance Bukoski
- Director of Finance Kim Norton
- Contracted Controller Stephanie Anderson (via YPTC LLC)
- Director of Human Resources and Administration Nicole Jacintho
- Director of ReStore (vacant; recruitment in process)
- ReStore Manager Davelynn Mata
- ReStore Associates Shasta Rapozo, Renee Medeiros, Mariagene Angala, Mitchell Nelson
- Office Manager and Accountant Tara Fernandez
- Facilities and Baseyard Manager Bob McNamara

Executive Director Milani Pimental oversees the organization as a whole and has extensive experience in nonprofit leadership, workforce development, 20+ years of fund development experience, and community service with various nonprofit boards including Kauai Planning and Action Alliance, Lihue Business Association. She is also the former President of Rotary Club of Poipu Beach and current Board Chair for Kauai Philippine Cultural Center.

Director of Construction & Planning Rick Aitkenhead has 29+ years of experience in the residential and commercial construction industry. At KHFH he is responsible for planning and oversight of all construction sites across the island. He also oversees subcontractors and other contracted projects.

Volunteer Project Manager Douglas Haigh is a licensed civil engineer, has 30 years experience as the former building division chief for the County of Kauai, and has overseen multiple small to large government and private commercial projects on Kauai and Oahu. Project Manager Chance Bukoski has extensive experience in development on Kauai through his previous work as a Planner at the County of Kauai Planning Department.

Director of HR and Administration Nicole Jacintho oversees all personnel and administrative operations and also serves as lead accountant. Office Manager and Accountant Tara Fernandez carries out all aspects of accounting relative to the housing project.

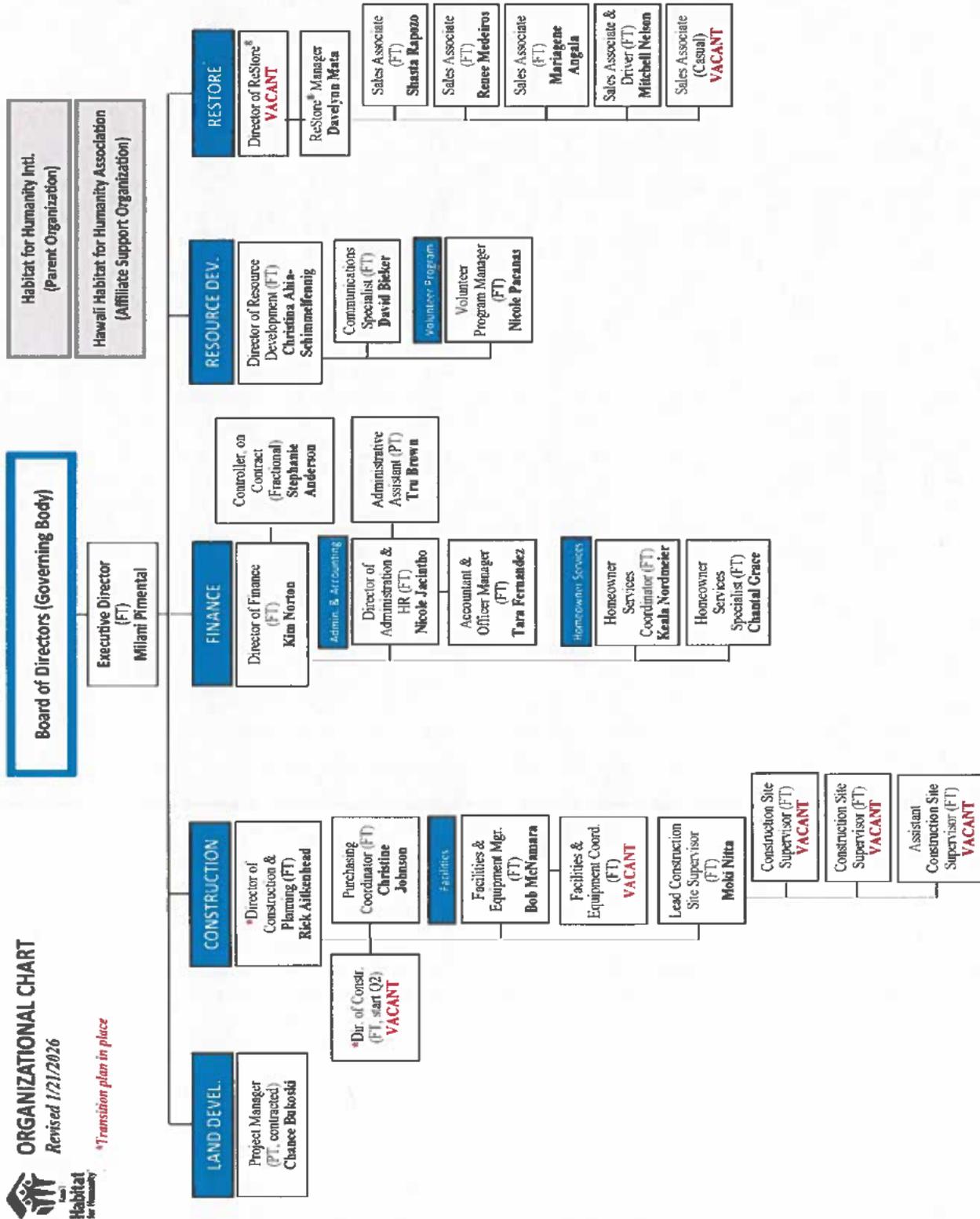
The Homeowner Services department, managed by Director of Finance Kim Norton, consists of two full-time coordinators who work closely with the homebuyer applicants to initiate and complete the loan application process.

ReStore consists of a team of 5 who keep the store running and stocked with donations to fuel the mission of KHFH. The ReStore Director position was recently created and recruitment is in process.

A Facilities and Baseyard manager rounds out the team to ensure that all machinery, vehicles, and necessary tools and equipment are maintained and in safe operating order for use in our construction activities.

2. Organization Chart

The applicant shall illustrate the position of each staff and line of responsibility/ supervision. If the request is part of a large, multi-purpose organization, include an organization chart that illustrates the placement of this request.



3. Compensation

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

| | |
|---|-----------------------|
| Executive Director | \$100,000 - \$130,000 |
| Director of Finance | \$ 95,000 - \$123,000 |
| Director of Construction and Project Planning | \$100,000 - \$120,000 |

VII. Other**1. Litigation**

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

Kauai Habitat for Humanity, Inc. has filed foreclosure proceedings against a homeowner in default on 7/29/2025.

2. Licensure or Accreditation

The applicant shall specify any special qualifications, including but not limited to licensure or accreditation that the applicant possesses relevant to this request.

Not applicable.

3. Private Educational Institutions

The applicant shall specify whether the grant will be used to support or benefit a sectarian or non-sectarian private educational institution. Please see [Article X, Section 1, of the State Constitution](#) for the relevance of this question.

Not applicable.

4. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2027 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2027, but
If granted for fiscal year 2027, KHFH plans to ensure sustainability through the outcome of increased earned-revenue at ReStore, as well as through increased

individual and corporate philanthropic fundraising from the community, and continued grant applications to funders aligned with KHFH's mission.

(b) Not received by the applicant thereafter.

If the grant application is declined and not received, KHFH will continue to pursue other opportunities as mentioned in 4a above.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2026 to June 30, 2027

Applicant: KAUAI HABITAT FOR HUMANITY, INC.

| 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 | 159,026 | | | 278,086 |
| 2. Payroll Taxes & Assessments | | | | |
| 3. Fringe Benefits | | | | |
| TOTAL PERSONNEL COST | 159,026 | | | 278,086 |
| B. OTHER CURRENT EXPENSES | | | | |
| 1. Airfare, Inter-Island | | | | |
| 2. Insurance | | | | |
| 3. Lease/Rental of Equipment | | | | |
| 4. Lease/Rental of Space | | | | |
| 5. Staff Training | | | | |
| 6. Supplies | | | | |
| 7. Telecommunication | | | | |
| 8. Utilities | | | | |
| 9. Maintenance: Mowing, upkeep repairs | 10,000 | | | |
| 10. Cleaning, offices | 7,300 | | | |
| 11. Pest control, office/baseyard/warehouse | 580 | | | |
| 12. Cleaning volunteer housing | 3,129 | | | |
| 13. Waste Disposal Non-construction | 15,394 | | | |
| 14. Property maint. brush/vegetation control | 10,000 | | | |
| 15. Training operations improvement | 5,000 | | | |
| 16. | | | | |
| 17. | | | | |
| 18. | | | | |
| 19. | | | | |
| 20. | | | | |
| TOTAL OTHER CURRENT EXPENSES | 51,403 | | | |
| C. EQUIPMENT PURCHASES | | | | |
| D. MOTOR VEHICLE PURCHASES | | | | |
| E. CAPITAL | | | | |
| TOTAL (A+B+C+D+E) | 210,429 | | | 278,086 |
| SOURCES OF FUNDING | | Budget Prepared By: | | |
| (a) Total State Funds Requested | 210,429 | Milani Pimental | 8083350296 x102 | |
| (b) Total Federal Funds Requested | 0 | Name (Please type or print) | Phone | |
| (c) Total County Funds Requested | 0 |  | 1/23/2026 | |
| (d) Total Private/Other Funds Requested | 278,086 | Signature of Authorized Official | Date | |
| TOTAL BUDGET | 488,515 | Milani Pimental, Executive Director Name and Title (Please type or print) | | |

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2026 to June 30, 2027

Applicant: KAUAI HABITAT FOR HUMANITY, INC.

| POSITION TITLE | FULL TIME EQUIVALENT | ANNUAL SALARY A | % OF TIME ALLOCATED TO GRANT REQUEST B | TOTAL STATE FUNDS REQUESTED (A x B) |
|---------------------------------------|----------------------|--------------------|---|--|
| Controller, contracted | 1 | \$69,000.00 | 50.00% | \$ 34,500.00 |
| Project Manager, contracted | 0.5 | \$27,000.00 | 25.00% | \$ 6,750.00 |
| ReStore Director | 1 | \$85,000.00 | 50.00% | \$ 42,500.00 |
| ReStore Manager | 1 | \$44,992.08 | 50.00% | \$ 22,496.04 |
| ReStore Associate (1 of 4) | 1 | \$37,440.00 | 25.00% | \$ 9,360.00 |
| ReStore Associate (2 of 4) | 1 | \$37,440.00 | 25.00% | \$ 9,360.00 |
| ReStore Associate (3 of 4) | 1 | \$37,440.00 | 25.00% | \$ 9,360.00 |
| ReStore Associate and Driver (4 of 4) | 1 | \$44,720.00 | 25.00% | \$ 11,180.00 |
| Facilities and Baseyard Manager | 1 | \$54,080.00 | 25.00% | \$ 13,520.00 |
| | | | | \$ - |
| | | | | \$ - |
| | | | | \$ - |
| | | | | \$ - |
| | | | | \$ - |
| TOTAL: | | | | \$ 159,026.04 |
| JUSTIFICATION/COMMENTS: | | | | |

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2026 to June 30, 2027

Applicant: KAUAI HABITAT FOR HUMANITY, INC

| DESCRIPTION EQUIPMENT | NO. OF ITEMS | COST PER ITEM | TOTAL COST | TOTAL BUDGETED |
|--------------------------|-----------------|------------------|---------------|-------------------|
| Not applicable | | | \$ - | |
| | | | \$ - | |
| | | | \$ - | |
| | | | \$ - | |
| | | | \$ - | |
| TOTAL: | | | | |

JUSTIFICATION/COMMENTS:

| DESCRIPTION OF MOTOR VEHICLE | NO. OF VEHICLES | COST PER VEHICLE | TOTAL COST | TOTAL BUDGETED |
|---------------------------------|--------------------|---------------------|---------------|-------------------|
| Not applicable | | | \$ - | |
| | | | \$ - | |
| | | | \$ - | |
| | | | \$ - | |
| | | | \$ - | |
| TOTAL: | | | | |

JUSTIFICATION/COMMENTS:

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2026 to June 30, 2027

Applicant: KAUAI HABITAT FOR HUMANITY, INC.

NOT APPLICABLE - OPERATION APPLICATION

| 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

Apf KAUAI HABITAT FOR HUMANITY, INC.

Contracts Total: 1,751,475

| | CONTRACT DESCRIPTION | EFFECTIVE DATES | AGENCY | GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County) | CONTRACT VALUE |
|----|---|------------------------|-------------------------------|--|-----------------------|
| 1 | OCS-23-31 Construction Costs Related to Construction of Five Affordable Self Help Housing Units | 5/1/2023 | Office of Community Services | State of Hawaii | 250,000 |
| 2 | USDA Rural Development Technical Assistance Grant | 2/26/2025 | Rural Development | U.S. | 774,475 |
| 3 | Grab bar installation | 10/24/2025 | COK Agency on Elderly Affairs | County of Kauai | 2,000 |
| 4 | OCS-CIP-24-53 Construction and Equipment for Photovoltaic Systems for Affordable Housing Units | 11/1/2025 | Office of Community Services | State of Hawaii | 225,000 |
| 5 | OCS-CIP-25-35 Construction for New Affordable Homes on Kauai | 1/1/2026 | Office of Community Services | State of Hawaii | 500,000 |
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