

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



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: MAPUNAWAI INC.

Issue Date: 01/22/2026

Status: **Compliant**

Hawaii Tax#: [REDACTED]
New Hawaii Tax#: [REDACTED]
FEIN/SSN#: [REDACTED]
UI#: XXXXXX0239
DCCA FILE#: 325188

Status of Compliance for this Vendor on issue date:

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

Status Legend:

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

APPLICATION FOR GRANTS

Kids In Tech: Youth Device Refurbishment & Digital Equity Program

I. CERTIFICATION

1. **Hawaii Compliance Express Certificate**

The applicant will submit one (1) copy of a Hawaii Compliance Express Certificate issued by the Comptroller of the Department of Accounting and General Services, dated no earlier than December 1, 2025.

2. **Declaration Statement**

The applicant affirms compliance with Section 42F-103, Hawaii Revised Statutes, and will submit a signed declaration statement as required.

3. **Public Purpose**

The grant funds requested will be used solely for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes. The proposed program provides educational services to public school students, expands access to technology for underserved community members, and reduces electronic waste through responsible device reuse. No grant funds will be used for private benefit.

II. BACKGROUND AND SUMMARY

1. **Applicant Background**

Mapunawai is a Hawai'i-based nonprofit organization founded in 2023 that provides digital literacy education, device access, and technology support services to residents statewide. The organization works in partnership with public libraries, schools, and community organizations to expand access to technology and build digital skills for youth, adults, and kūpuna across Hawai'i.

Since its founding, Mapunawai has partnered with and delivered digital literacy and digital inclusion services in collaboration with a broad range of state agencies, county governments, healthcare and aging organizations, and national digital inclusion stakeholders. These partners include the Hawai'i State Public Library System, the Department of Health, the Department of Vocational Rehabilitation, DBEDT's Broadband Inclusion Office, the Workforce Development Council, the City and County of Honolulu, the counties of Maui, Kaua'i, and Hawai'i, the John A. Burns School of Medicine Area Health Education Center (AHEC), AARP, the National Digital Inclusion Alliance (NDIA). We've also worked with many non-profits and community associations including the Hawaii Public Health Institute, Pacific Gateway Center, Project Vision, and the Hawaii State Rural Health Association.

2. Goals and Objectives

The goal of this request is to expand a youth-focused device refurbishment and digital equity program within Hawai'i Department of Education (DOE) elementary and intermediate schools. The program objectives are to:

- Provide hands-on STEM learning opportunities for students
- Repurpose DOE electronic waste into usable devices
- Increase access to computers for residents who lack reliable technology

This initiative strengthens both youth digital readiness and community access by converting end-of-life devices into secure, functional computers paired with basic digital literacy support.

3. Public Purpose and Need

DOE schools generate large quantities of end-of-life Chromebooks and other devices that no longer receive security updates and are designated as electronic waste. At the same time, many Hawai'i residents lack access to functional computers needed for education, employment, healthcare, and government services.

This program addresses both needs by refurbishing DOE e-waste devices using free, open-source operating systems such as Linux or ChromeOS Flex and redistributing those devices to the community through free digital literacy classes.

4. Target Population

- Elementary and intermediate school students participating in supervised STEM learning clubs
- Low-income and digitally underserved community members who lack access to computers

5. Geographic Coverage

The program will be implemented at participating DOE schools across Hawai'i, with the ability to expand to multiple islands based on school interest and device availability. Program activities are designed to be scalable and have already been successfully implemented statewide.

III. SERVICE SUMMARY AND OUTCOMES

1. Scope of Work, Tasks, and Responsibilities

The program establishes small, instructor-led learning clubs (approximately 3–7 students per cohort) within DOE elementary and intermediate schools. Under adult supervision, students will:

- Learn basic computer hardware concepts
- Practice safe device handling and disassembly
- Install and configure Linux or ChromeOS Flex
- Learn foundational cybersecurity and device stability principles

Mapunawai staff will oversee all activities, ensure safety protocols are followed, and manage device refurbishment quality. Refurbished devices will be distributed to community members through free basic computer classes provided by Mapunawai.

2. Projected Annual Timeline

- Quarter 1: School coordination, device intake, and scheduling
- Quarters 2–3: Student learning clubs and device refurbishment
- Quarters 3–4: Community classes and device distribution

- Ongoing: Program monitoring, reporting, and continuous improvement

3. Quality Assurance and Evaluation

Program quality will be monitored through staff supervision, standardized refurbishment procedures, device testing for functionality and security, and tracking of program outputs. Feedback from students, schools, and community participants will be used to improve program delivery.

4. Measures of Effectiveness

The applicant will report the following measures to the designated state expending agency:

- Number of student participants
- Number of devices refurbished
- Number of devices distributed to community members
- Number of community members receiving training
- Program completion rates

IV. FINANCIAL

Budget

(Detailed budget information is provided in the required budget forms.)

Grant funds will be used for operating expenses directly related to the delivery of the Youth Device Refurbishment & Digital Equity (KiT) Program. Allowable costs include personnel salaries and associated payroll taxes and benefits, instructional supplies and replacement parts for device refurbishment, travel necessary for school-based implementation, and limited administrative support required for coordination and reporting.

The requested funds support hands-on instruction, supervision of youth participants, coordination with Department of Education schools, management of device intake and refurbishment workflows, and redistribution of refurbished devices through community-based computer classes. Detailed budget information, including personnel costs and other current operating expenses, is provided in the required budget forms.

Anticipated Quarterly Funding Requests (FY 2027)

Q1: \$26,000	Q2: \$26,000	Q3: \$26,000	Q4: \$26,000
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Other Funding Sources

The applicant is not seeking other funding sources for this project in fiscal year 2027.

As of December 31, 2025, the applicant’s unrestricted current assets totaled approximately \$0 because current funds are restricted; however, Mapunawai operates with restricted funding and in-kind support and has established fiscal oversight, compliance processes, and reporting systems in place to successfully administer and monitor state grant funds.

V. EXPERIENCE AND CAPABILITY

1. Necessary Skills and Experience

Mapunawai has the necessary skills, experience, and organizational capacity to successfully deliver the proposed Youth Device Refurbishment & Digital Equity Program. The organization has demonstrated direct experience designing, testing, and implementing the core device refurbishment model proposed in this application within Hawai’i DOE schools. Since its founding, Mapunawai has served more than 10,000 Hawai’i residents through digital literacy classes, distributed nearly 3,000 devices at no cost to recipients, and delivered services on every major Hawaiian island through partnerships with schools, libraries, and community organizations.

Mapunawai initially implemented the device refurbishment process at **Princess Ruth Ke’elikōlani Middle School**, under the leadership of Principal **Joseph “Joe” Passantino**, the **2024 Hawai’i DOE Principal of the Year**. During this initial phase, Mapunawai staff led the refurbishment of approximately **30–40 DOE end-of-life Chromebooks** to develop, test, and refine a safe, secure, and replicable refurbishment workflow.

Following the successful completion of this staff-led pilot, Mapunawai is now working with Principal Passantino to apply the refined model to **supervised, student-centered learning activities**, beginning in February. This next phase introduces hands-on STEM learning for students while maintaining the safety, quality, and oversight standards established during the pilot.

In addition, Mapunawai has:

- Planned similar youth-focused refurbishment activities with **William P. Jarrett Middle School**; and
- Recently initiated a project at **‘Āli‘iolani Elementary School** to refurbish approximately **75 MacBook Air laptops**, converting the devices to Linux with student participation under adult supervision.

These experiences demonstrate Mapunawai’s ability to design and refine technical workflows, safely transition from staff-led pilots to youth instruction, coordinate with DOE leadership, and scale device refurbishment activities while maintaining quality and safety standards.

2. Facilities

The program will be conducted at participating DOE school sites using existing classrooms or instructional spaces. Device staging and preparation will utilize existing Mapunawai operational space. No construction or permanent facilities are required.

VI. PERSONNEL: PROJECT ORGANIZATION AND STAFFING

1. Proposed Staffing, Qualifications, Supervision, and Training

Grant funds will support two program positions responsible for delivering and coordinating the Kids In Tech: Youth Device Refurbishment & Digital Equity Program. Together, these roles ensure effective program implementation, instructional quality, administrative coordination, and compliance.

Lead Instructor (Full-Time)

The Lead Instructor is a full-time direct service delivery position responsible for hands-on instruction and day-to-day program implementation. Primary responsibilities include:

- Coordinating with Department of Education (DOE) schools and school administrators
- Leading and supervising student learning clubs
- Delivering hands-on instruction in device refurbishment and operating system installation

- Ensuring youth safety and adherence to established protocols and procedures
- Managing device intake, refurbishment workflow, and quality control
- Supporting redistribution of refurbished devices through community-based computer classes

The Lead Instructor will possess experience in youth STEM education, school-based instruction, and technology-related training.

Program Coordinator / Administrator (Part-Time)

The Program Coordinator / Administrator provides part-time administrative and coordination support essential to successful program delivery. Responsibilities include:

- Scheduling and coordinating program activities with partner schools and sites
- Supporting documentation, reporting, and recordkeeping
- Assisting with communication among schools, partners, and program staff
- Supporting compliance, logistics, and administrative functions related to program implementation

This role ensures operational continuity and accountability while allowing instructional staff to focus on direct service delivery.

Supporting Staff and Volunteers

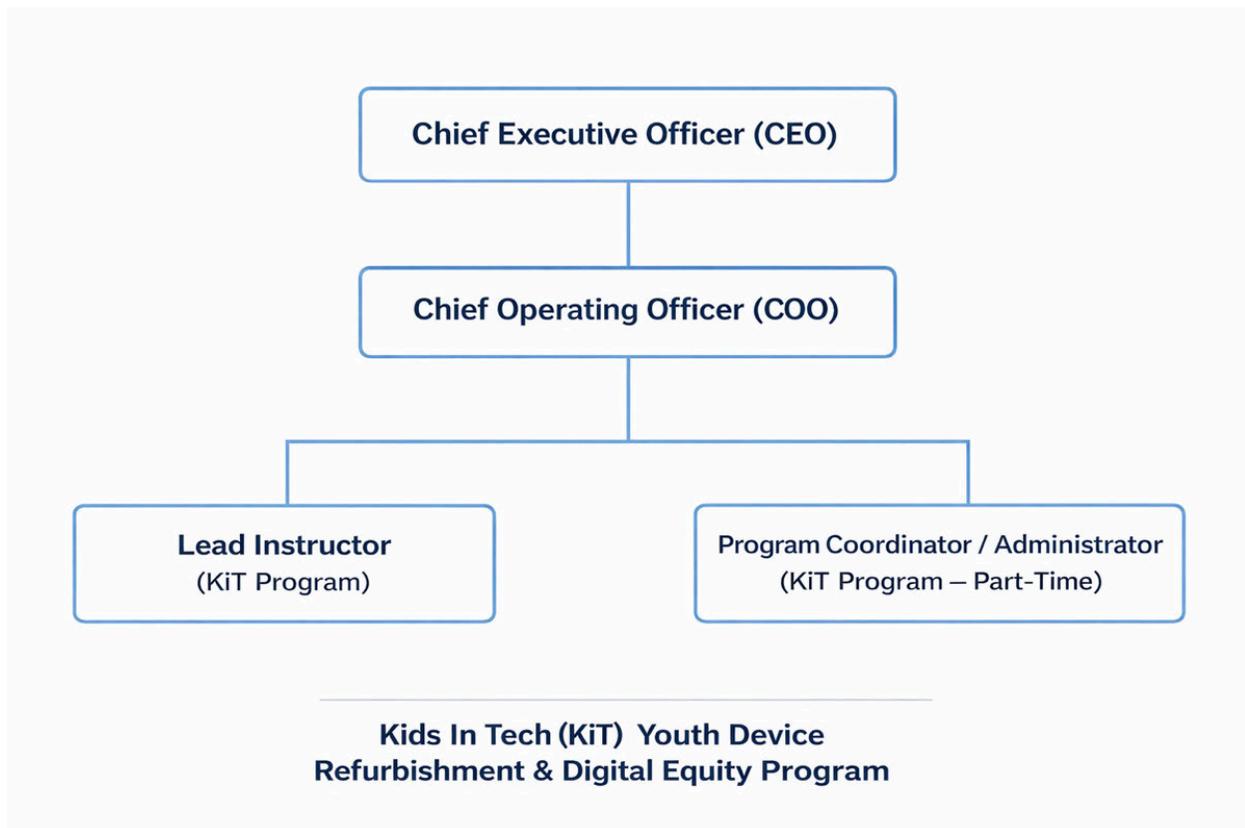
The Lead Instructor and Program Coordinator / Administrator are supported by existing organizational capacity, including:

- Mapunawai leadership and administrative staff who provide fiscal oversight, compliance, and program management support
- Digital Navigators located on each island who assist with logistics and community-based device distribution
- Trained volunteers who support instructional activities under staff supervision

These supporting roles are provided through existing staffing or in-kind contributions and are not the primary focus of the grant request.

2. Organization Chart

The Lead Instructor and Program Coordinator / Administrator report to Mapunawai leadership. Program oversight, fiscal management, and compliance functions are provided by existing organizational staff. An organizational chart illustrating reporting relationships and oversight structure is included below:



3. Compensation

Pursuant to application requirements, the applicant provides the annual salary ranges paid to the three highest-paid officers, directors, or employees of the organization by position title, not employee name:

- **Chief Executive Officer (CEO):** \$100,000 – \$110,000

- **Chief Operating Officer (COO):** \$80,000 – \$90,000
 - **Program Coordinator / Manager:** \$50,000 – \$55,000
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VII. OTHER

1. Litigation

The applicant is not a party to any pending litigation or outstanding judgments that would affect its ability to carry out the proposed program.

2. Licensure or Accreditation

No special licensure or accreditation is required to provide the proposed services.

3. Private Educational Institutions

Grant funds will not be used to support or benefit a sectarian or non-sectarian private educational institution. Services are provided in partnership with public DOE schools and for public benefit.

4. Future Sustainability Plan

If funding is received for fiscal year 2027, the applicant will use the grant period to establish a replicable and sustainable program model supported by diversified funding, partnerships, and in-kind support. If funding is not received beyond fiscal year 2027, Mapunawai will integrate core elements of the program into existing digital literacy and device distribution efforts and seek alternative funding sources.

**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS PURSUANT TO
CHAPTER 42F, HAWAI'I REVISED STATUTES**

The undersigned authorized representative of the applicant certifies the following:

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

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

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

(Typed Name of Individual or Organization)

(Signature) 

(Date)

(Typed Name)

(Title)

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2026 to June 30, 2027

Applicant: Mapunawai 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	75,000	0	0	0
2. Payroll Taxes & Assessments	9,000	0	0	0
3. Fringe Benefits	7,500	0	0	0
TOTAL PERSONNEL COST	91,500	0	0	0
B. OTHER CURRENT EXPENSES		0	0	0
1. Airfare, Inter-Island	9,000	0	0	0
2. Insurance	0	0	0	0
3. Lease/Rental of Equipment	0	0	0	0
4. Lease/Rental of Space	0	0	0	0
5. Staff Training	0	0	0	0
6. Supplies	3,500	0	0	0
7. Telecommunication	0	0	0	0
8. Utilities	0	0	0	0
9.				
10.				
11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				
TOTAL OTHER CURRENT EXPENSES	12,500	0	0	0
C. EQUIPMENT PURCHASES	0	0	0	0
D. MOTOR VEHICLE PURCHASES	0	0	0	0
E. CAPITAL	0	0	0	0
TOTAL (A+B+C+D+E)	104,000	0	0	0
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	104,000	Brandon Souza 808-253-8473		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested		01/22/2026		
(d) Total Private/Other Funds Requested		Signature of Authorized Official Date		
TOTAL BUDGET	104,000	Brandon Souza, Chief Operating Officer Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2026 to June 30, 2027

Applicant: Mapunawai Inc

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Lead Instructor	1	\$60,000.00	100.00%	\$ 60,000.00
Program Coordinator (Part-Time)	0.25	\$15,000.00	100.00%	\$ 15,000.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				75,000.00

JUSTIFICATION/COMMENTS: The Lead Instructor is a full-time position responsible for delivering hands-on instruction, supervising youth activities, and overseeing day-to-day program implementation. The Program Coordinator / Administrator provides part-time administrative and coordination support, including scheduling, reporting, documentation, and partner communication. Together, these roles ensure effective program delivery, compliance, and accountability. Both positions are fully dedicated to the grant-supported program during the grant period.

Applicant: Mapunawai Inc

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
TOTAL:				

JUSTIFICATION/COMMENTS: No equipment purchases are requested under this grant. Any minor tools or consumable items used for program delivery are included as operating supplies and reflected under "Other Current Expenses" in the budget.

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

JUSTIFICATION/COMMENTS: No motor vehicle purchases are requested under this grant. Transportation costs are limited to inter-island airfare and ground transportation and are included as operating expenses.

Applicant: Mapunawai Inc

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: This application is for Operating Grant-in-Aid funding only. No capital improvement project funding is requested. Land acquisition, design, construction, and capital equipment are not applicable to this request.						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Mapunawai Inc

Contracts Total: \$4,337,602.35

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	Digital Literacy Group Classes	05/2024 – 06/2025	Hawaii State Public Library System	State of Hawaii	\$650,000.00
2	Digital Navigator Services	07/2025 - 06/2028	Hawaii State Public Library System	State of Hawaii	\$3,657,602.35
3	Maui County Employee Digital Upskilling Project	11/2025 - 12/2025	Office Of The Mayor	Maui County	\$30,000.00
4					
5					
6					
7					