

## 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

Annie Alvelais, Director of Operations & Development

PRINT NAME AND TITLE

01/23/26

DATE

## 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.

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

The applicant shall submit 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.



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:** Maui Roots Reborn

**DBA/Trade Name:** Maui Roots Reborn

**Issue Date:** 01/15/2026

**Status:** **Compliant**

Hawaii Tax#:

New Hawaii Tax#:

FEIN/SSN#:



UI#: No record

DCCA FILE#: 333748

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.

**Maui Roots Reborn, Inc.**

(Typed Name of Individual or Organization)



(Signature)

**Annie Alvelais**

(Typed Name)

**01/23/2026**

(Date)

Director of Operations & Development

(Title)



January 15, 2026

State of Hawaii

Subject: Statement of Public Purpose for Holistic Immigrant Support Services

Dear Grant Review Committee,

Pursuant to Section 42F-102, Hawai'i Revised Statutes, the requested Grant-in-Aid funds will be used solely for a public purpose. The funds will support Roots Reborn's Holistic Immigrant Support Services, which provide resource navigation, healthcare access assistance, legal information and referrals, disaster case management, and financial education to underserved immigrant and migrant residents of Maui. These services address critical gaps in access to essential health and human services and are provided in a culturally and linguistically appropriate manner to ensure equitable access.

The proposed activities promote the health, safety, and general welfare of the public by increasing access to healthcare, stabilizing households, supporting disaster recovery, and reducing barriers to essential services for vulnerable populations. All services are provided without private profit or benefit, are non-political in nature, and are administered in compliance with all applicable state laws, including reporting and accountability requirements associated with Grant-in-Aid funding.

Our programming directly aligns with the public purpose of fostering community resilience, enhancing access to justice, and promoting equitable access to essential resources. By empowering individuals with knowledge and skills, we aim to strengthen the fabric of our communities and promote long-term well-being for all residents of Hawaii.

Sincerely,

Annie Alvelais  
Director of Operations & Development  
Maui Roots Reborn

## **II. Background and Summary**

### **1. Applicant Background**

Roots Reborn is a nonprofit organization dedicated to empowering immigrant and migrant communities through integrated legal services, holistic case management, and community-based disaster recovery support. Our mission is to ensure that immigrant families—especially undocumented and mixed-status households—can stabilize, rebuild, and thrive after crisis by accessing the services, benefits, and protections to which they are entitled. Our multidisciplinary team brings together nonprofit leadership, immigration counsel, case management, and community engagement to provide wraparound support that addresses legal, social, housing, and economic needs in a coordinated way.

### **2. Goals and Objectives**

Our goal is to integrate community resources and available services with culturally-informed outreach, legal support and holistic case management to empower families to rebuild with dignity, agency and renewed stability in the wake of disaster. We aim to promote health, safety and community stability for all migrant and immigrant families in Maui Nui. Over the course of one year, our Holistic Immigrant Support Services will:

- Support 1,200 unduplicated individuals through engagement in one or more program or service, resulting in increased access to resources, stability and support.
- Host Pacifica, a community engagement program centered around a softball tournament to connect Pacific Islander migrant communities with legal, health and safety resources, with workshops integrated into participation.
- Re-enroll 300 individuals into Kaiser Permanente’s Community Health Coverage Program (CHCP), increasing access to preventative and ongoing care.
- Deliver 60 legal consultations for immigration services and provide 12 Know Your Rights workshops.
- Strengthen community resilience and public safety by training 30 new ICE Watchgroup volunteers through El Pueblo en Acción (The People in Action, aka EPA) Maui.
- Distribute 1,400 legal, health and disaster recovery resources in at least four languages.

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

Immigrant and COFA families face the greatest barriers to disaster recovery and basic services due to status, language and fear of systems. This project advances the State’s public purpose by promoting safety, economic stability and access to justice for residents who are otherwise excluded from traditional recovery and legal support.

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

We aim to serve 1,200 undocumented and mixed-status households, Compact of Free Association (COFA) migrants, and low-wage immigrant workers in sectors such as hospitality, domestic work, and agriculture, primarily on Maui but open statewide. Services are provided entirely in the languages that our clients speak which primarily includes Spanish and Pohnpeian.

#### **5. Geographic Coverage**

Services are based in Kahului with in-person and virtual support reaching Maui County and other high-need immigrant communities statewide that are harder to reach, like those on Hawai'i Island. We also have a satellite office in Ha'ikū and access to meeting spaces in Lahaina to make services and workshops more accessible. Within Maui, there will be an emphasis on areas with high concentration of immigrant and migrant workers. Core services will be delivered in person from our Kahului office and through community-based partner sites.

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

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

Roots Reborn will provide Holistic Immigrant Support Services to advance a clear public purpose by promoting the health, safety, and general welfare of underserved immigrant and migrant communities on Maui. These services address gaps in access to healthcare through subsidized health insurance, legal protections through education and pro bono legal aid, disaster recovery assistance through navigation of community resources and programs, and financial stability that, if unmet, increase risk of harm, instability, and public system strain.

The scope of work includes culturally and linguistically rooted outreach (text and email campaigns, phone calls and tabling at community events), individualized intake and assessment, and ongoing case management and service coordination. Seven program staff will assist individuals and families in accessing healthcare services, navigating disaster recovery resources, stabilizing household needs, and overcoming language, documentation, and systemic barriers that limit access to public and nonprofit services.

Legal support is an integrated component of the services and includes Know Your Rights education, legal screenings, pro bono legal aid, and coordination with trusted legal service providers. These activities support public safety and community stability by reducing misinformation, preventing exploitation, and connecting individuals to appropriate legal resources before crises escalate.

Roots Reborn will coordinate with community partners like Ho'ōla iā Mauiakama Long Term Recovery Group, Kaibigan ng Lahaina, Tagnawa, Voices of Micronesians on Maui (VoMoM), MauiWES, The Hawaiian Council, Lahaina Strong, Maui Medic Healers Hui,

Maui Rapid Response, Maui Housing Hui and Help Maui Rise to ensure effective referrals, continuity of care, avoiding duplication of services and efficient use of public resources. Through our legal and advocacy work, we have cultivated strong collaborative relationships with organizations across Hawai'i, including The Legal Clinic, Pono Legal, Hawaii Filipinos for Truth, Justice and Democracy, Indivisible, Hawaii Workers Center, Maui Immigration Law, SOUL Law, Hawaii Coalition for Immigrant Rights, Hawaii Coalition for Civil Rights, and Aloha Latinos. These partnerships are crucial for providing holistic care, recognizing that immigration status is deeply intertwined with the broader barriers individuals face during disaster recovery.

Administrative responsibilities include maintaining confidential records in a secure case management system, tracking service delivery and outcomes, and submitting required reports. Program leadership will oversee implementation, ensure compliance with grant requirements, and continuously evaluate effectiveness to ensure services directly benefit the people of Hawaii and serve a valid public purpose.

## **2. Projected Annual Timeline**

### **Ongoing**

- Monthly El Pueblo en Accion Maui (EPA) trainings to educate and engage new coalition members; quarterly socials and trainings (de-escalation, in-depth Know Your Rights (KYR) trainings, etc.) for active members.
- Monthly Know Your Rights workshops, legal consultations, and continuous distribution of multilingual educational materials.
- Continuous Community Care Navigation, including resource access, application support and Disaster Case Management work.

### **July**

- Begin grant period with ongoing delivery of Holistic Immigrant Support Services, including intake, case management, legal consultations, and outreach.
- Culminate Pacifika's 2-day softball tournament, following completion of integrated workshops and trainings.
- Staff training, preparation and outreach for CHCP re-enrollment.

### **August–October**

- Continue outreach and application support for CHCP re-enrollment (August 1–October 1).
- Commemorate the three year anniversary of the Maui wildfires.
- Host Dia de los Muertos in late October, with scaled but continuous core services maintained during the preparation period.
- Host healthcare education workshops for actively enrolled CHCP participants, focused on maximizing benefits, selecting primary care providers, and accessing preventative care.

- Monitor progress toward annual service targets and prepare internal data for reporting.

### **November–January**

- Shift focus to **open enrollment support** for CHCP (November 1–January 15).
- Provide outreach, enrollment assistance, and individualized case management during the open enrollment period.
- Monitor progress toward annual service targets and prepare internal data for reporting.

### **February–April**

- Host additional healthcare education workshops for actively enrolled CHCP participants, focused on maximizing benefits, selecting primary care providers, and accessing preventative care.
- Monitor progress toward annual service targets and prepare internal data for reporting.

### **May–June**

- Deliver workshops and trainings connected to the Pacific Islander community engagement program in preparation for the July tournament.
- Monitor progress toward annual service targets and prepare internal data for reporting.

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

### **Monitoring and Evaluation:**

- Participant Feedback: Collect pre- and post-session surveys to assess knowledge gained and program relevance.
- Attendance Metrics: Track attendance rates and analyze participant demographics to ensure inclusivity.
- Outcome Tracking: Track service outputs and outcomes (number of individuals served, services provided, referrals completed, training attendance, active legal cases) allowing staff to monitor progress toward goals and adjust services as needed.

### **Improvement Plans:**

- Quarterly staff meetings to review feedback, refine training content, and address logistical challenges.
- Ongoing collaboration with legal experts and community leaders to ensure training materials are accurate and culturally relevant.

Roots Reborn employs a data-driven and continuous quality improvement approach to monitor, evaluate, and strengthen Holistic Immigrant Support Services. All client interactions, service engagements, referrals, and outcomes are documented in Casebook, a secure case management system that allows for real-time tracking of participation, service delivery, and progress toward program goals.

In addition to core service metrics, Roots Reborn collects program-specific data tailored to each area of service. This includes post-service surveys, intake assessments, and follow-up questions that capture both service outcomes and broader social indicators such as employment status, healthcare access, and stress related to immigration status. This approach allows the organization to understand not only whether services were delivered, but how they impact participant stability and wellbeing.

Data collected through these mechanisms is actively used to inform program improvements. For example, post-enrollment surveys for CHCP revealed that only 59% of participants had an established primary care provider. In response, Roots Reborn integrated primary care provider selection and first appointment scheduling into the enrollment support process. Similarly, survey data indicating that a significant percentage of participants had unmet dental needs led to the launch of a targeted dental support program.

Program effectiveness will also be assessed through feedback kiosks and brief pre- and post-training questions at workshops to measure knowledge gains, clarity of information, and relevance of materials. Regular internal data reviews will be conducted to assess progress toward targets, identify service gaps, and adapt outreach or service strategies. Feedback from trained community leaders and partner organizations will further inform continuous improvement and ensure services remain culturally responsive.

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

The effectiveness of Holistic Immigrant Support Services will be assessed using the following quantitative and qualitative measures, providing objective benchmarks for program performance and outcomes:

- Number of individuals served: total unduplicated individuals engaged through case management, legal support, healthcare navigation, outreach, or education services (1,200)
- Healthcare access outcomes: Number of individuals successfully enrolled and re-enrolled in CHCP (300)
- Legal services delivery: number of legal consultations provided (60)
- Number of KYR workshops delivered (12)
- Community education and engagement: number of educational resources distributed (1,400)

- Community safety and resilience: number of new volunteers trained and actively participating in the El Pueblo en Acción (EPA) Maui coalition (30); number of community safety and rights-based trainings conducted for volunteers (16)
- Participant knowledge and confidence gains: percentage of workshop participants reporting increased understanding of rights, healthcare access, or available resources based on pre- and post-training feedback (75%)
- Program responsiveness and improvement: documentation of program adjustments made in response to client feedback and program-specific data collected throughout the grant period.

**IV. Financial**

**Budget**

1. Budget attachments \* See attached forms

- Budget request by source of funds ([Link](#))\*
- Personnel salaries and wages ([Link](#))\*
- Equipment and motor vehicles ([Link](#))\*
- Capital project details ([Link](#)) N/A
- Government contracts, grants, and grants in aid ([Link](#)) N/A

2. Anticipated quarterly funding requests for the fiscal year 2027:

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
\$70,000	\$150,000	\$70,000	\$60,000	\$350,000

3. Other funding sources we are seeking for fiscal year 2027:

- Maui County Department of Human Concerns - \$362,000
- Nathan Cummings Foundation - \$150,000
- Hawai'i Justice Foundation - \$100,000
- A & B Kokua Giving - \$15,000
- Larry Fitzgerald Foundation - \$5,000

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. **N/A**

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. **N/A**

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

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2026 to June 30, 2027

Applicant: Maui Roots Reborn, Inc.

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
<b>A. PERSONNEL COST</b>				
1. Salaries	213,350		171,100	506,624
2. Payroll Taxes & Assessments	30,936		24,809	73,460
3. Fringe Benefits	28,014		24,738	70,927
<b>TOTAL PERSONNEL COST</b>	<b>272,300</b>		<b>220,647</b>	<b>651,013</b>
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island	7,000			8,000
2. Insurance	6,000		3,925	1,000
3. Software/subscriptions	4,000		16,200	6,000
4. Repairs and Maintenance	5,000		3,600	5,000
5. Utilities	3,000		7,200	1,000
6. Audit	8,000		4,000	12,000
7. Contractor - Comms Strategist	15,000			10,000
8. Contractor - Fractional CFO	20,000			38,000
9. Other expenses	0		106,901	117,415
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>68,000</b>		<b>34,925</b>	<b>198,415</b>
<b>C. EQUIPMENT PURCHASES</b>	<b>9,700</b>			
<b>D. MOTOR VEHICLE PURCHASES</b>				
<b>E. CAPITAL</b>				
<b>TOTAL (A+B+C+D+E)</b>	<b>350,000</b>		<b>255,572</b>	<b>849,428</b>
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	350,000	Annie Avelais <span style="float: right;">808-707-8892</span>		
(b) Total Federal Funds Requested	0	Name (Please type or print) <span style="float: right;">Phone</span>		
(c) Total County Funds Requested	255,572	<span style="float: right;">01/23/2026</span>		
(d) Total Private/Other Funds Requested	849,428	Signature of Authorized Official <span style="float: right;">Date</span>		
<b>TOTAL BUDGET</b>	<b>1,455,000</b>	Annie Avelais, Director of Operations & Development Name and Title (Please type or print)		

## BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2026 to June 30, 2027

Applicant: Maui Roots Reborn, Inc.

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Executive Director	1	\$120,000.00	40.00%	\$ 48,000.00
Program Director	1	\$66,000.00	40.00%	\$ 26,400.00
Director of Operations & Development	1	\$78,000.00	40.00%	\$ 31,200.00
Program Coordinator	1	\$65,000.00	30.00%	\$ 19,500.00
Legal Assistant	1	\$54,000.00	10.00%	\$ 5,400.00
Community Care Navigator (1)	1	\$58,000.00	30.00%	\$ 17,400.00
Community Care Navigator (2)	1	\$58,000.00	30.00%	\$ 17,400.00
Office Manager	1	\$49,000.00	45.00%	\$ 22,050.00
Outreach & Events Coordinator	1	\$65,000.00	40.00%	\$ 26,000.00
				\$ -
<b>TOTAL:</b>				<b>213,350.00</b>

**JUSTIFICATION/COMMENTS:**

**Executive Director (40%)** Supports overall program oversight, compliance, and strategic direction for Holistic Immigrant Support Services. Responsibilities include supervision of senior staff, fiscal and contractual accountability, coordination with the expending agency, and ensuring program outcomes align with public purpose requirements.

**Program Director (40%)** Oversees day-to-day implementation of Holistic Immigrant Support Services, including case management, legal education, and healthcare navigation. Responsible for staff supervision, quality assurance, outcome tracking, and continuous program improvement.

**Director of Operations & Development (40%)** Provides administrative, operational, and grant management support, including financial tracking, reporting, compliance, and infrastructure needed to sustain service delivery. Ensures accurate documentation and reimbursement readiness for Grant-in-Aid funds.

**Program Coordinator (30%)** Coordinates program activities, schedules services and workshops, supports data collection, and assists with participant follow-up. This role ensures smooth execution of services and timely progress toward annual service targets.

**Legal Assistant (10%)** Supports legal service delivery through intake assistance, documentation, workshop coordination, and referral tracking. This position enhances capacity for Know Your Rights education and legal consultations while maintaining accurate and confidential records.

**Community Care Navigator (x2) (30%)**

Provides direct case management and resource navigation, supporting participants with healthcare access, legal referrals, disaster recovery resources, and stabilization services. Focuses on individualized support and follow-through.

**Office Manager (45%)** Manages administrative operations that support service delivery, including scheduling, records management, supply coordination, and internal systems. Ensures efficient office operations and compliance with documentation and reporting requirements.

**Outreach & Events Coordinator (40%)** Leads community outreach, engagement activities, and educational events, including coordination of trainings and community-based programs. Supports participant recruitment, distribution of educational materials, and engagement strategies that connect community members to services.

Applicant: Maui Roots Reborn, Inc.

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Laptop computer	3	\$3,000.00	\$ 9,000.00	9000
Computer monitors	5	\$140.00	\$ 700.00	700
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>	8		\$ 9,700.00	9,700

**JUSTIFICATION/COMMENTS:**

As our organization continues to grow, we are in need of three new laptops to support our expanding programs and staff capacity. Our current devices are outdated, with limited processing power and frequent technical issues that hinder productivity and reliability—especially during fieldwork, client intakes, and virtual consultations. With new laptops, our team will be better equipped to manage essential tasks such as data entry, document filing, and real-time documentation of services. Second computer monitors will increase staff efficiency and accuracy when conducting case management, legal support, and healthcare navigation, which require simultaneous use of multiple systems. Dual monitors reduce documentation errors, support data security, and enable staff to serve more clients effectively while meeting reporting and compliance requirements.

**Statement of Financial Position**  
**Maui Roots Reborn, Inc.**  
**As of December 31, 2025**

Distribution account	Total
Assets	
Current Assets	
Bank Accounts	
1000 Business Value Checking #7108-0080	130,755.68
1005 Business Savings 7108-0040	949,414.36
1008 6-Month Certificate of Deposit	10,062.73
1010 Petty Cash	601.80
1015 Paypal	47.52
<b>Total for Bank Accounts</b>	<b>\$1,090,882.09</b>
Accounts Receivable	
1210 Pledges Receivable	0.00
1220 Grants Receivable	523,240.00
<b>Total for Accounts Receivable</b>	<b>\$523,240.00</b>
Other Current Assets	
1310 Prepaid Expenses	6,081.75
1499 Undeposited Funds	0.00
<b>Total for Other Current Assets</b>	<b>\$6,081.75</b>
<b>Total for Current Assets</b>	<b>\$1,620,203.84</b>
Fixed Assets	
1600 Fixed Assets	
1605 Furniture & Office Equipment	45,908.21
<b>Total for 1600 Fixed Assets</b>	<b>\$45,908.21</b>
1700 Accumulated Depreciation	-8,704.49
<b>Total for Fixed Assets</b>	<b>\$37,203.72</b>
<b>Total for Assets</b>	<b>\$1,657,407.56</b>
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable (A/P)	2,004.53
<b>Total for Accounts Payable</b>	<b>\$2,004.53</b>
Credit Cards	
Credit Card	12,061.02
<b>Total for Credit Cards</b>	<b>\$12,061.02</b>
Other Current Liabilities	
Out Of Scope Agency Payable	0.00
<b>Total for Other Current Liabilities</b>	<b>\$0.00</b>
<b>Total for Current Liabilities</b>	<b>\$14,065.55</b>
<b>Total for Liabilities</b>	<b>\$14,065.55</b>
Equity	
3010 Temporarily Restricted Net Assets	148,776.83
3050 Opening Balance Equity	0.00
3060 Unrestricted Net Assets	166,941.64
Net Income	1,327,623.54
<b>Total for Equity</b>	<b>\$1,643,342.01</b>
<b>Total for Liabilities and Equity</b>	<b>\$1,657,407.56</b>

Accrual Basis Monday, January 12, 2026 12:31 PM GMT-10:00

## **V. Experience and Capability**

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

Roots Reborn has established itself as a leading nonprofit organization dedicated to empowering and uplifting immigrant and migrant communities on Maui. With over a decade of combined experience in legal advocacy, community outreach, and program development, Roots Reborn is uniquely equipped to successfully implement and manage the Holistic Immigrant Support Services.

#### Organizational Expertise

##### **1. Track Record of Success:**

- a. Roots Reborn has delivered impactful programs focused on immigrant support, disaster recovery resources, healthcare access legal aid workshops, financial education and aid, housing assistance, and emergency response initiatives. Please see attached letters of support for reference.
- b. Over the past year, we have provided essential services to more than 1,000 individuals, including undocumented families and mixed-status households, navigating systemic challenges.

##### **2. Skilled and Dedicated Team:**

- a. Program Leadership: Our leadership team includes professionals with extensive backgrounds in nonprofit management, legal services, and community engagement.
- b. Expert Trainers: Roots Reborn collaborates with certified trainers and legal professionals who specialize in immigration law and advocacy.
- c. Cultural Competence: Our multilingual staff and volunteers ensure accessibility and inclusivity, providing services in languages such as English, Spanish and Pohnpeian.

##### **3. Community Partnerships:**

- a. We have cultivated strong relationships with local legal aid organizations, advocacy groups, and community resource centers, which serve as referral and outreach partners. Please see attached letters of support for references and contact information.
- b. Our existing collaborations amplify our program's reach and enhance its credibility within immigrant and migrant communities.

### **2. Facilities**

Roots Reborn's main office in Kahului is conveniently located near major roadways and public transportation routes, ensuring accessibility for participants from across Maui.

The facility includes three private meeting rooms that support confidential consultations for legal services and care navigation. A large, fully equipped training room can be configured for a range of uses, including small meetings and classroom-style seating for up to 100 participants. On-site audio-visual equipment, including monitors and speakers, supports effective communication and engagement during trainings and workshops. In addition to the central office, Roots Reborn operates a satellite office in Ha'ikū, expanding access for Upcountry communities, and maintains partnerships that provide meeting space in Lahaina to better serve West Maui residents. Ample parking and ADA-compliant facilities further enhance accessibility for all attendees.

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

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

#### Staffing Pattern:

- Executive Director: Veronica Mendoza
- Program Director: Kassandra Almazan
- Immigration Attorney: Lia Cook
- Program Coordinator: Evelyn del Valle
- Community Care Navigators: Stephanie Villalobos, Anndionne Selestin, Santiago Joab
- Legal Assistant: Monica Arellano
- Director of Operations & Development: Annie Alvelais
- Office Manager: TBD
- Outreach and Events Coordinator: TBD

#### Staff Qualification Requirements:

- Executive Director:
  - Minimum 5 years of progressive leadership experience in nonprofit operations or community development
  - Strategic planning and organizational development
  - Fundraising and donor relations; budget management and financial oversight
  - Team leadership and staff development
- Program Director:
  - Bachelor's degree in Social Work, Public Administration, Nonprofit Management, or a related field; Master's degree preferred
  - Minimum of 5 years of experience in program management or community impact roles, preferably within a nonprofit organization
  - Proven experience in managing teams and overseeing program development and implementation
  - Experience working with marginalized populations, particularly immigrants, refugees, or underserved communities
- Immigration Attorney:
  - J.D. from an accredited law school and admission to any U.S. state bar in good standing

- Must obtain Hawai'i State Bar admission within one year
- Minimum 2–3 years experience practicing immigration law, preferably including litigation
- Experience mentoring or supervising legal staff or interns
- Program Coordinator:
  - Bachelor's degree in Business Administration, Nonprofit Management, or a related field
  - Minimum of 2 years of experience in an administrative or executive support role, preferably within a nonprofit or grassroots organization
  - Demonstrated experience in program and staff management, with a strong ability to organize, prioritize, and manage multiple projects simultaneously
- Community Care Navigator:
  - Experience working with immigrant populations, understanding of immigration processes, and familiarity with social service systems
  - Strong interpersonal, communication, and active listening skills
  - Ability to work independently, manage multiple cases, and prioritize tasks
  - A proficient or native speaker in a second language commonly spoken within the immigrant community (Spanish, Tagalog, Pohnpeian, etc.) is highly desirable
- Legal Assistant:
  - Associate's degree or equivalent work experience in a legal assistant or paralegal role.
  - Minimum of 2 years of experience supporting immigration law practice, preferably in a legal assistant, paralegal, or caseworker capacity
  - Experience in a nonprofit or community service setting is highly desirable
- Director of Operations & Development:
  - Bachelor's degree in nonprofit management, business administration, or related field
  - 5+ years of progressive leadership experience in nonprofit operations or community development
  - Experience developing and implementing organizational systems, policies, and long-term strategies
  - Demonstrated success in fundraising and donor relations
- Office Manager:
  - 1–2 years of administrative, clerical, or customer service experience
  - Strong organizational and multitasking skills; detail-oriented, reliable
  - Friendly, professional, and able to work with diverse people
  - Flexible and adaptable in a fast-paced environment
- Outreach and Events Coordinator:
  - Prior experience in event planning, outreach coordination, or community engagement is required
  - Experience working in nonprofit, grassroots, or community-based settings
  - Comfort creating visual and written content for social media platforms using Canva is required

## Supervision and Training

- The Executive Director provides overall leadership and day-to-day management of the organization, overseeing staff, operations, finances, and partnerships to ensure programs are effectively implemented and aligned with the organization’s mission. She directly supervises the Program Director, Immigration Attorney and Director of Operations & Development.
- The Program Director oversees all aspects of programming, ensuring seamless integration of Community Care Navigation and Legal Aid. She manages program development and execution, ensuring alignment with organizational goals and supports the team in implementing effective training and outreach strategies. The Program Coordinator and all Community Care Navigators report directly to her.
- The Immigration Attorney oversees all legal aspects of Holistic Immigrant Support Services and provides direct supervision to our Legal Assistant.
- The Director of Operations & Development is responsible for fiscal oversight, grant tracking and compliance. She provides direct supervision to the Office Manager.
- We emphasize comprehensive onboarding and ongoing training to ensure staff are proficient in program systems, service protocols, and documentation requirements. Cross-training is prioritized to support wraparound service delivery while also providing deeper, specialized training for staff leading specific programs.
- The team’s unique blend of lived experience, cultural competency and professional expertise ensures the program’s success. By leveraging their strong community ties and dedication, the staff has proven its ability to deliver impactful training to empower Maui’s immigrant and migrant communities.

## 2. Organization Chart



# Organizational Chart



### **3. Compensation**

- Executive Director: \$100,000 - \$125,000
- Immigration Attorney: \$70,000 - \$90,000
- Director of Operations & Development: \$68,000 - \$88,000

## **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. **N/A**

### **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.

Lia Cook, Immigration Attorney, barred in Hawai'i

### **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. **N/A**

### **4. Future Sustainability Plan**

If Grant-in-Aid funding is received for fiscal year 2027, Roots Reborn will use the award to strengthen infrastructure, partnerships, and data systems that support long-term service delivery. Sustainability will be pursued through diversified funding strategies, including continued partnership development with legal aid organizations and community groups, applications to national and regional immigrant rights foundations and County funding sources, corporate and union sponsorships, and individual donor and recurring giving campaigns informed by documented program impact.

If Grant-in-Aid funding is not received beyond fiscal year 2027, Roots Reborn will prioritize core services, leverage established partnerships to maintain service continuity, and adjust service scale to align with available resources while continuing active fundraising and grant-seeking efforts.

January 23, 2026

State of Hawai'i  
Office of Community Services  
Grant-In-Aid Program

**Subject: Letter of Support for Maui Roots Reborn's Grant-In-Aid Application**

Dear Offices of Community Services,

On behalf of Kaiser Permanente Hawaii, I am writing to express our support for Roots Reborn's application for Grant-In-Aid funding. Under the leadership of Veronica M. Jachowski, Maui Roots Reborn has emerged as an indispensable community partner in serving Maui's marginalized populations.

Kaiser Permanente exists to provide high-quality, affordable health care services and to improve the health of our members and the communities we serve, and we strive to reduce health disparities in our communities, such as launching the Community Health Coverage Program (CHCP) out of response to the 2023 Maui wildfires, which provides fully subsidized health insurance to individuals who otherwise have no access to coverage.

Kaiser Permanente has partnered with Roots Reborn for three enrollment periods to administer CHCP. Maui Roots Reborn consistently exceeds expectations in both scope and quality of service delivery. To date, their team has successfully enrolled over 450 individuals, including minors, providing these community members with their first access to comprehensive healthcare, and in some cases, after decades without seeing a physician.

What distinguishes Maui Roots Reborn from other community partners is their commitment to data-driven advocacy. During each enrollment period, their Community Care Navigators conduct one-on-one surveys that yield critical insights into the unique needs and circumstances of program participants. In their most recent re-enrollment cycle, they collected 267 survey responses that revealed important findings: 64.8% of participants have not accessed mental health resources, 79% have unmet dental needs, and over 60% experience constant or frequent stress related to immigration status or meeting basic needs.

The impact of this partnership is profound. Survey results show that 91.4% of CHCP participants report that the program has had a meaningful positive impact on their lives. Participants describe the coverage as "life-changing"—enabling them to manage chronic conditions like diabetes, access preventive care for the first time, and recover from injuries without fear of devastating debt. One participant shared that it had been 50 years since they had last seen a doctor before receiving coverage through this program.

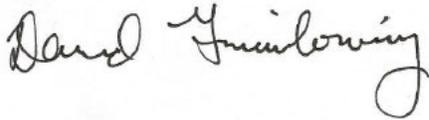
Beyond enrollment services, Maui Roots Reborn's holistic approach addresses the interconnected barriers facing communities. Their holistic navigation support — helping 73 individuals establish primary care providers during the most recent enrollment period alone — exemplifies the comprehensive case management model that their proposed program will support. Their integration of legal aid with health navigation and financial literacy reflects a sophisticated understanding of how immigration status, healthcare access, and economic stability are inextricably linked.

At a time when marginalized communities face heightened uncertainty and barriers to essential services, organizations like Maui Roots Reborn are critical infrastructure for community health and resilience. Their proven track record, data-driven methodology, and deep trust within the communities they serve make them an exceptional steward of public funding.

711 Kapiolani Blvd.  
Honolulu, HI 96813  
[David.R.Tumilowicz@kp.org](mailto:David.R.Tumilowicz@kp.org)

Kaiser Permanente enthusiastically supports Roots Reborn's Grant-In-Aid application. This investment will strengthen Maui's capacity to serve its most vulnerable residents and advance health equity across our state.

Sincerely,



**David Tumilowicz**  
Senior Director, Marketing and Community Health  
Kaiser Permanente, Hawaii Region



January 23, 2026

**State of Hawai'i  
Office of Community Services  
Grant-In-Aid Program**

**Subject: Letter of Support for Maui Roots Reborn's Grant-In-Aid Application –  
Holistic Immigrant Support Services**

To Whom It May Concern,

I am writing to express my strongest support for the Grant-In-Aid application submitted by Maui Roots Reborn (Roots Reborn) for their *Holistic Immigrant Support Services* program. As the HMSA Distinguished Endowed Professor in Health Economics at the University of Hawai'i and a lead researcher with the University of Hawai'i Economic Research Organization (UHERO), I have had the privilege of partnering closely with Roots Reborn on rigorous, evidence-based programming that addresses the complex needs of Maui's migrant and immigrant wildfire survivors.

UHERO served as the primary research partner for Roots Reborn's Our Financial Future (OFF) program, an initiative funded by the Hawai'i Community Foundation that integrated direct financial assistance with financial literacy education for 271 immigrant wildfire survivors. This collaboration exemplifies Roots Reborn's exceptional commitment to data-driven, accountable programming. Under the leadership of Veronica M. Jachowski and her team, the organization implemented comprehensive pre- and post-program assessments, maintained rigorous data collection protocols requiring all staff to complete Collaborative Institutional Training Initiative (CITI) certification, and participated in detailed analysis designed to measure real-world outcomes.

The results of this partnership are significant. Our analysis demonstrated **statistically significant decreases in depression** among program participants, with those reporting minimal to no depression increasing from approximately 35% to 48%. We observed meaningful improvements in self-rated health, with a net gain of approximately 6% of participants moving into the "very good" health category. Perhaps most notably, there was a 10% improvement in participants feeling comfortable discussing health concerns with a healthcare provider—a critical indicator of increased engagement with the healthcare system. The program also yielded significant improvements in participants' ability to meet basic needs, with those who "rarely worry" about basic needs nearly doubling from 12% to 21%.

These findings carry important implications for policy and future programming. Our research demonstrated that the interplay between financial stability and mental health is profound—and that targeted, culturally responsive interventions can produce measurable

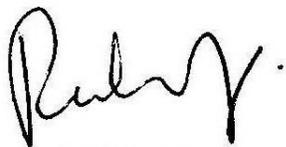
improvements in both domains. The data also revealed that while the \$5,000 in financial assistance meaningfully addressed some immediate needs, broader improvements in household well-being and safety will require more sustained, comprehensive support. This underscores the critical importance of the holistic case management model that Roots Reborn's proposed program will provide.

Beyond the OFF program, UHERO has collaborated with Roots Reborn on the Maui Wildfire Exposure Study (MauiWES), which documented significantly elevated rates of depression, lowered self-esteem, and suicidal ideation among wildfire survivors. Roots Reborn's deep trust within immigrant communities and their bilingual, bicultural staff were instrumental in ensuring that these vulnerable populations were represented in critical research that continues to inform recovery efforts and policy decisions.

What distinguishes Roots Reborn is their integration of rigorous evaluation into every aspect of their programming. They do not simply deliver services—they systematically measure outcomes, identify gaps, and use evidence to advocate for their communities. This approach is rare among grassroots organizations and positions Roots Reborn as a model for how community-based organizations can contribute to both immediate relief and longer-term knowledge building.

I strongly urge the State of Hawai'i to support Roots Reborn's Grant-In-Aid application. Their proposed Holistic Immigrant Support Services program represents a critical investment in Maui's most vulnerable residents and exemplifies the type of evidence-based, community-centered approach that effective disaster recovery requires. The program builds directly on demonstrated outcomes, addresses clearly identified gaps in household stability and mental health, and is uniquely positioned to deliver sustained impact through trusted, culturally responsive case management. UHERO remains fully committed to supporting Roots Reborn as a key evaluation and data analysis partner, generating policy-relevant evidence to inform state decision-making. We look forward to continued collaboration that not only improves the well-being of immigrant wildfire survivors, but also strengthens Hawai'i's capacity to design effective, data-driven recovery strategies for communities in crisis.

Sincerely,



**Ruben Juarez, PhD**

HMSA Distinguished Endowed Professor in Health Economics

Economics Department and UHERO, University of Hawai'i

[rubenj@hawaii.edu](mailto:rubenj@hawaii.edu)

<http://www2.hawaii.edu/~rubeni>



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3599 Wai'ālae Ave., Ste. 26 • Honolulu, HI 96816 • Phone (808) 732-5402 • [hihumanities.org](http://hihumanities.org)

September 18, 2025

To whom it may concern,

I am writing on behalf of our local nonprofit Hawai'i Council for the Humanities. Over our 54 years of public humanities grantmaking in Hawai'i, we have seen countless examples of the power of storytelling, cultural exchange, community reflection, civic programming, and education and research—to enrich lives, broaden perspectives, and strengthen communities. We would like to share this letter of support for Roots Reborn as they pursue funding for their narrative and community change work to create more understanding and connection with our migrant and working communities.

In 2024, we began a Maui Wildfires Community Recovery Grant program, federally funded by the National Endowment for the Humanities (NEH), to support healing and rebuilding after the Lahaina wildfires. Our Staff and Board began by engaging in site visits and online meetings with organizations doing responsive cultural and educational work in Lahaina, Kula, and broader Maui. We then created a shortlist of organizations that we invited to apply for this funding opportunity. Our application process included the creation of a solid workplan and budget. Final proposals were vetted by our Board of Directors, who are educators, scholars, and cultural and community leaders from across our state. Our team was very impressed by Roots Reborn's project idea to create an online educational resource of oral histories, research, and archival papers that bring Lahaina's South American immigrant and migrant workers' stories to the fore. Roots Reborn's nuanced approach to storywork stood out—prioritizing safety via culturally sensitive and trauma-informed interviews, and advocating for community voice by shaping events in ways that highlighted not just struggle but strength. Their plan excellently blended insights from social service work, advocacy, and history/storytelling. We felt this project would have a high impact to reduce stigma toward immigrant and migrant communities, and increase understanding and care across differences within Maui as well as Hawai'i.

Unfortunately, we were forced to cease our Maui Wildfires grant program following the abrupt DOGE cuts to NEH funding in April 2025. It is our loss to not have been able to partner with Roots Reborn on their proposal. As our nation grows more violent toward “outsiders,” their humanizing work feels even more essential. We strongly encourage other funders to learn more about their efforts and support their grounded and creative work.

Sincerely,

A handwritten signature in black ink, appearing to read "Aiko Yamashiro".

Aiko Yamashiro  
Executive Director  
[ayamashiro@hihumanities.org](mailto:ayamashiro@hihumanities.org)



**American  
Red Cross**

National Headquarters,  
431 18<sup>th</sup> Street NW  
Washington, DC 20006  
[redcross.org](http://redcross.org)

July 29, 2025

Veronica (Vero) Mendoza, Executive Director  
Roots Reborn  
285 W Kaahumanu Ave. Unit 101B  
Kahului, HI 96732

To Whom it May Concern,

It is with great pleasure that I write this letter of recommendation for Roots Reborn.

Immediately following the August 2023 Maui Wildfires, Roots Reborn quickly mobilized to support immigrant and migrant survivors – many of whom faced significant cultural and language barriers. From the initial response through the ongoing long-term recovery, they have played a critical role in helping vulnerable communities navigate the complexities of recovery.

The American Red Cross has had the privilege of partnering with Roots Reborn on several initiatives, beginning with the direct lease housing program. This effort focused on providing interim housing for households ineligible for State or Federal housing assistance due to citizenship status or other factors. Roots Reborn, along with another community-based organization, was instrumental in administering and facilitating this program. Together, we successfully provided housing for many families who previously had no options.

Roots Reborn's proactive approach and data-driven insights helped to identify a critical gap in financial education and assistance tailored specifically to immigrant and migrant survivors. In response, they developed their *Our Financial Future (OFF)* program. The American Red Cross was honored to support this initiative as a funding partner, recognizing the importance of equipping survivors with the tools and knowledge needed to make informed financial decisions.

Both initiatives required deep collaboration, mutual trust among partners and the community, and unwavering commitment. Qualities that Roots Reborn exemplifies.

Throughout the American Red Cross Long-Term Recovery Operation, it has been a pleasure to partner with Veronica (Vero) Mendoza and her team at Roots Reborn. Their presence in the recovery landscape is essential, particularly in their ability to build trust and connect with communities that are often difficult to reach. Their commitment ensures that vulnerable survivors receive equitable access to the resources and support needed for their recovery journey.

If you have any questions or would like additional details, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink that reads "Y. McClean".

**Yvonne McClean**  
Community Recovery Manager, Maui Wildfires  
Long-Term Recovery  
[yvonne.mcclean@redcross.org](mailto:yvonne.mcclean@redcross.org)