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Winston Welch
Executive Director

Jacqueline Wah
Operations Director

Myles Ritchie, PhD
Programs Director

Keeping Hawai'i clean,
green and beautiful
since 1912

January 23rd, 2026

RE: GIA Grant request-- *ABCs of Green and Healthy: Hawaiian Agroforestry Systems in Hawai'i Public Schools.*

To the Honorable Members of the Hawai'i State Legislature:

The Outdoor Circle respectfully submits this Grant-in-Aid request for \$122,970.50 to support *ABCs of Green and Healthy: Hawaiian Agroforestry Systems in Hawai'i Public Schools.*

Founded in 1912, The Outdoor Circle is Hawai'i's oldest environmental nonprofit. This two-year project will establish school-based agroforestry systems at three separate public education campuses on O'ahu and Hawai'i Island, focused on students and surrounding communities in underserved areas.

The project addresses food insecurity, student health and learning outcomes, climate resilience, and equitable access to green infrastructure, while integrating culturally grounded education and long-term stewardship. It aligns with the Hawai'i Forest Action Plan's priorities for urban and community forestry and with State and County efforts to expand tree canopy in needed locations.

Designed as a replicable model, this initiative will provide a practical template for scaling agroforestry systems across Hawai'i's public schools. The Outdoor Circle brings over a century of experience, highly qualified staff and partners, and a strong record of delivering prior State-funded GIAs in compliance. Participating schools have provided letters of commitment.

All funds will be used for a clear public purpose pursuant to HRS §§42F-102 and 42F-103. Mahalo for your consideration and your leadership on behalf of Hawai'i's communities and keiki.

Respectfully submitted,

Winston Welch
Executive Director
The Outdoor Circle

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.

- See attached document

2. Declaration Statement

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

- See attached document

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](#).

- See attached document



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: THE OUTDOOR CIRCLE

DBA/Trade Name: THE OUTDOOR CIRCLE

Issue Date: 12/15/2025

Status: **Compliant**

Hawaii Tax#:

New Hawaii Tax#:

FEIN/SSN#:

UI#:

DCCA FILE#: 4303

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 |

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January 7, 2026

RE: Statement affirming Outdoor Circle compliance with Section 42F-103 HRS for GIA

To Whom It May Concern:

The Outdoor Circle, including dba of its branches under the same 501c3, hereby affirms that it is in compliance with Section 42F-103 of Hawaii Revised Statutes in its entirety on "Standards for the Award of Grants."

Sincerely,

Winston Welch, Executive Director

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East Hawai'i

Kona

Waikoloa Village

Waimea

Kaua'i

O'ahu

East Honolulu

Lani-Kailua

Mānoa

North Shore

Greater Waikiki

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Operations Director

Myles Ritchie
Programs Director

Helping to keep Hawai'i
clean, green, beautiful,
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since 1912

1314 S. King Street #306 | Honolulu, Hawai'i 96814

T: 808-593-0300 | mail@outdoorcircle.org | www.outdoorcircle.org



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January 7, 2026

RE: Statement affirming any grant received under the submission for The Outdoor Circle GIA grant proposal would be used for public purpose pursuant to Section 42F-102, Hawaii Revised Statutes

To Whom It May Concern:

The Outdoor Circle, including dba of its branches under the same 501c3, hereby affirms that it is in compliance with Section 42F-102 of Hawaii Revised Statutes in its entirety on "Application of Grants" and would be used for public purpose.

Sincerely,

Winston Welch, Executive Director

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.

The Outdoor Circle (TOC) is Hawaii's oldest environmental nonprofit, having advocated for the planting and protection of trees across the state since 1912. Since this time, TOC has planted and given away hundreds of thousands of trees across Hawaii and works closely with the community to ensure that trees continue to be a major feature throughout Hawaii. Plantings have taken place on both public and private land.

2. The goals and objectives related to the request.

This project aims to address the lack of nature that students come in contact with in their school environments, seeks to address food insecurity issues among students and their families in Hawaii, as well as tackle several key areas such as a Justice 40 project working to support disadvantaged communities experiencing low tree canopy and environmental justice. All the areas within this project serve underserved Hawaiian communities. Implementing these school agroforestry systems will not only enhance student outcomes (social, academic, physical, and psychological) but will also extend to the surrounding community. Additionally, this proposal addresses priorities for urban and community forestry including: a) helping to mitigate and adapt to climate change; b) protecting and improving air and water quality; c) conserving energy; and d) improving community health and well-being. Furthermore, at the State level, this project aligns with the Hawai'i Forest Action Plan 2016 by addressing the following identified gap: "Strategically plant urban trees to help improve the health and well-being in our communities by addressing social inequalities; plant more trees in low-income neighborhoods, ... and help slow down stormwater runoff." Lastly, the City & County of Honolulu ("City") adopted Resolution 18-55 setting an urban canopy target of 35% by 2035. All work will be in areas under 30% urban canopy levels which emphasize the City's most underserved areas, as well as support the City and County of Honolulu's Climate Action Plan.

At the core of this project are three goals:

- A. Work with students, schools, community members, and organizations in disadvantaged communities to help foster engagement in urban forest planning, planting, and management through the introduction of agroforestry programs and corresponding short-term curricula at three public schools.
- B. Protect, enhance, and expand equitable urban tree canopy cover to maximize community access to human health, social, ecological, and economic, and food

- security benefits in disadvantaged and nature-deprived communities experiencing low tree canopy cover, extreme heat, and frequent flooding.
- C. Encourage long-term urban forest planning, assessment, and management by educating students, faculty, family members, and the community at large.

Expected Accomplishments or Measurable Outcomes

- Educational benefits: hands-on learning opportunities and learning about ideal plant species to improve food security, environmental sustainability, biodiversity, and the importance of healthy soil and the role microbes play in this process.
- Nutritional benefits: Providing fresh and nutritious crops for school meals.
- Environmental benefits: Improving air and water quality, mitigating climate change, and preventing soil erosion.
- Social benefits: Providing opportunities for community building, including shared labor, cultural events, and intergenerational activities. These agroforests can also provide economic benefits by producing crops for sale or donation.
- Cultural benefits: Keiki can learn caring for the land (malama 'aina), stewardship of 'aina, and sharing the culture of native Hawaiian people.

3. The public purpose and need to be served.

Children in the United States, as well as here in Hawaii, are facing significant public health issues such as obesity, increasing ADHD, diabetes, and food insecurity which are further compounded by unhealthy diet, lack of exercise, social isolation, depression, and mental stress. While trees are a vital component of the social and economic health of our cities, the way many locations, including in Hawaii, have built the places we live, work, and go to school seem to have limited amounts of vegetation, as opposed to buildings, streets, and school play yards. As development intensifies across the country, more interest in landscapes for the purposes of enjoyment and safety is needed, and a healthy and sustainable landscape is at the core (Appleton, 1975; Hull, 1992; Kuo, Bacaicoa, & Sullivan, 1998; Wolf, 1997). Essentially, trees and plants provide many positive functions in urban environments. Viewing and interacting with nature, for example, is associated with reductions in stress, improvements in mental alertness, greater productivity, and in areas of commerce, increased spending (Kaplan, 1995; Lohr et al., 1996; Ulrich, 1986; Wolf, 1997). Additionally, improved health effects have also been documented (Lohr and Pearson-Mims, 2000; Ulrich, 1984). The urban forest also contributes to people's mental restoration and relief from fatigue (Kaplan, 1995; Kaplan and Kaplan, 1984, 1992; Kuo, 1992) as well as the perception of being safe in landscaped areas (Kuo, Bacaicoa, & Sullivan, 1998).

Like adults, children are affected by nature as research is now building on the impact that trees, plants, etc. have on children, especially within schools (Browning & Rigolon, 2019; Gill, 2014; Hand, et al., 2017). Since children are at school from six to seven hours a day, their school environment becomes extremely important; especially as the majority of children nowadays live in apartments as opposed to single-family homes with yards as opposed to the 1950-60's (Pilkauskas, et al., 2020; Pew, 2015; U.S. Family Census, 2022). With the trend of families with children living in apartments without yards, there is a greater urgency for school environments to provide essential contact with nature, especially through school gardens. School gardens have shown multiple benefits such as social building, environmental awareness, reduced behavioral issues, and higher academic achievement (Austin, 2022; Browning & Rigolon, 2019; Lohr, et al., 2021; Ozer, 2007; Passy, 2010). Additionally, food insecurity among children is also growing throughout the country, and is prevalent in Hawaii. It is being revealed that even the slightest degree of food insecurity is detrimental for children's academic achievements (Argaw, 2023). A 2021 study by Pruitt et al. states that 48% of Hawaii families are experiencing food insecurity.

4. Describe the target population to be served.

Students, faculty, and their associated families and local community will have the opportunity to participate in this agroforestry program which will take place at three Hawaii public schools ranging from elementary to community college levels. The focus will be on schools located in identified socioeconomic disadvantaged communities, but could be expanded to other schools in the future if there is interest.

5. Describe the geographic coverage.

This program will take place on Oahu and Hawaii Island, but could be expanded to Maui and Kauai in the future if there are schools interested in participating.

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.

Urban development has run rampant throughout the country, as well as in Hawaii, with little regard to trees, people, and culture. This two-year project's goal is to create a working template to establish agroforestry systems in public schools. Once the template has been developed regarding design, installation, programming, and maintenance, installation will take place at three schools: two on Oahu and one on the Big Island. Since the Hawaii Department of Education (HDOE) does not have the ability to implement such a program on their own at this time, this project will facilitate a "how to approach" in order to achieve long-term social and environmental sustainability associated with implementing an agroforestry system in public schools throughout the State. Minimum specific outcomes are as follows:

1. Provide academic curriculum that supports STEM (through the design, installation, and maintenance aspects of the agroforestry system).
2. Provide a direct way to mitigate food insecurity for students, their families, and surrounding community.
3. Reduce temperatures on school campuses/play yards which helps to mitigate climate change.
4. Provide social skills and interaction for students.
5. Reconnect with Hawaiian cultural practices.
6. Provide physical exercise for students.
7. Increase tree canopy on school campuses.

Proposed Approach

Agroforestry (mahi 'ulu la'au) and other tree-based agricultural practices were part of agriculture on aina malo'o (Hawaiian Lands). Historically and before western contact, Native Hawaiians were operating within forest ecosystems, with extensive agroforestry practiced and these agroforests having more functions than just food production (Lincoln et al., 2018). One of the dominant tree species in the historical and current agroforestry is breadfruit ('ulu), which offers food production (more nutritious than wheat, rice, and corn), and a host of related health, cultural, and environmental benefits. It is rich in complex carbohydrates, being an extremely versatile crop that is low in maintenance and high in production (Blair, et al., 2018; Lincoln et al., 2018). 'Ulu supports the preservation of Native Hawaiian cultural traditions and values, and is a fundamental way to improve food security.

This project builds on the increasing amount of research reporting the various benefits of children engaging with school gardens but expands it to an innovative level by including culture, underserved communities, and developing a design/installation/maintenance/curriculum tool to address and mitigate food insecurity issues. Looking at some of the numbers and impacts, in Hawaii there are 295 public schools, and on the island of Oahu, there are 194. Of these, only 15 schools have school gardens. If each school on Oahu allocated a portion of their schoolyards (an average of 0.5 acres) to an agroforestry system consisting of Breadfruit, Banana, Coconut, Candlenut, and Mountain apple trees (approximately 50 trees), each tree could absorb approximately 48 lb CO₂ totaling 355,200 lb CO₂ sequestered yearly. The estimated yearly production for one school's produce would be: 2,000 Breadfruit; 800 lb Candlenut tree nuts; 1,200 Coconuts; 2,000 lb Mountain apples; and 1,000 lb Bananas.

Methodology

To begin developing a template for a public-school agroforestry system, a ten-step process will be required. First, the design and output goals and objectives will be developed in collaboration with the principal/director, lead teacher, and the student body. Second, conceptual designs will be generated in collaboration with the lead teacher and student body. Third, once conceptual design goals and objectives have been formulated, final working designs will be generated. Fourth, trees, planting and irrigation supplies, and other supplies/materials will be ordered. Fifth, pre-installation workshops will be held for proper planting, irrigation, maintenance, and harvesting techniques etc. Sixth, tree planting, staking, and irrigation installation will then take place. Seventh, an academic curriculum specifically designed for the school's demographics (i.e., elementary vs high school) will be finalized and implemented. Eighth, periodic site follow-up visits will be scheduled approximately every few months to evaluate growth, as well as any concerns/adjustments to the agroforestry system. Ninth, harvest and technique workshops will be conducted along with providing nutritional information on how to use the different forest crops being produced. Finally, student dispersal methods and community outreach components will be discussed and planned out. Ongoing throughout each stage, opportunities and barriers will be discussed and trouble-shot when needed.

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

Year 1 will see all three agroforests installed at the partnering schools. This process will include hiring personnel for the project, developing the agroforestry school system template in collaboration with school staff, and working with local nurseries to procure plant material. Next, the installation of the agroforests will take place at each school. After the trees have been planted, the curricula designed as part of this project will be implemented in coordination with faculty. Throughout the entire project opportunities and barriers will be addressed to ensure that the project's overall goals and objectives

will be achieved. Year two of the project will consist of agroforestry tree maintenance at all three schools, in addition to any follow-up curricula, surveys, and reports.

| Year 1 (School 1) - Oahu | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|--|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| Hire personnel | xx | xx | | | | | | | | | | |
| Develop Agroforestry Template | | | xx | xx | | | | | | | | |
| Generate conceptual and final design | | | | | xx | xx | xx | | | | | |
| Conduct installation workshops | | | | | | | | xx | xx | | | |
| Install agroforestry system | | | | | | | | | | xx | | |
| Implement developed curriculum | | | | | | | | | | xx | xx | |
| Care work/watering checks | | | | | | | | | | xx | xx | xx |
| Year 1 (School 2) - Oahu | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
| Hire personnel | xx | xx | | | | | | | | | | |
| Develop Agroforestry Template | | | xx | xx | | | | | | | | |
| Generate conceptual and final design | | | | | xx | xx | xx | | | | | |
| Conduct installation workshops | | | | | | | | xx | xx | | | |
| Install agroforestry system | | | | | | | | | | xx | | |
| Implement developed curriculum | | | | | | | | | | xx | xx | |
| Care work/watering checks | | | | | | | | | | xx | xx | xx |
| Year 1 (School 3) – Hawaii Island | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
| Hire personnel | xx | xx | | | | | | | | | | |
| Develop Agroforestry Template | | | xx | xx | | | | | | | | |
| Generate conceptual and final design | | | | | xx | xx | xx | | | | | |
| Conduct installation workshops | | | | | | | | xx | xx | | | |
| Install agroforestry system | | | | | | | | | | xx | | |
| Implement developed curriculum | | | | | | | | | | xx | xx | |
| Care work/watering checks | | | | | | | | | | xx | xx | xx |
| Year 2 (Schools 1, 2, & 3) – Oahu and Hawaii Island | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
| Care work/watering checks (schools 1, 2, & 3) | xx |
| Follow-up education and outreach sessions (school 1) | | | | xx | | | | | | xx | | |

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

Project Assessment/Evaluation Methods

- Evaluation and feedback from principals/directors
 - Evaluation and feedback from lead teachers
 - Evaluation and feedback from students
 - Evaluating the condition of individual trees, and the agroforestry system as a whole
 - Feedback from family and community members participating/affected by the project.
 - Assessing academic test scores and behavior reports of students involved in project
- 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.**

A final grant report will be provided to the State agency through which grant funds are appropriated. This will include anonymous evaluation forms and feedback from project participants (i.e., principals/directors, teachers, students, families, etc.), any quantified test and behavior reports collected, as well as reports on the health of the three agroforestry systems. Furthermore, the proposed tasks listed in the timeline table found above in question 2 could also be used to measure the effectiveness of the project in an objective way.

IV. Financial

Budget

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

| Quarter 1 | Quarter 2 | Quarter 3 | Quarter 4 | Total Grant |
|------------|------------|------------|------------|-------------|
| 20,438.125 | 20,438.125 | 20,438.125 | 20,438.125 | 122,970.50 |

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

- **(not applicable)**

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.

- North Shore Outdoor Circle Weed Circle Irrigation Project GIA Award 2024 - \$150,000 Awarded and Funded

- East Hawaii Outdoor Circle Banyan Drive Green Infrastructure Project, GIA Award 2024 - \$175,000 Awarded, Pending Final Approval, No Funds Provided as of Yet

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2025. \$ 1,306,885.02

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2026 to June 30, 2027

Applicant: _____ The Outdoor Circle

| 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 | 28,261.5 | 0 | 0 | 0 |
| 2. Payroll Taxes & Assessments | | | | |
| 3. Fringe Benefits | | | | |
| TOTAL PERSONNEL COST | 28,261.5 | 0 | 0 | 0 |
| B. OTHER CURRENT EXPENSES | | | | |
| <u>1. Travel for 4 trips totalling 10 days throughout 2-year project for three staff</u> Travel for 4 trips totalling 10 days throughout 2-year project for three staff Airfare \$300 R/T per person x 4 trips = \$1200/person x 3 staff = \$3,600 Car rental \$150/day x 10 days = \$1500 Hotel Per Diem \$200/night/3 rooms = \$600 x 6 nights = \$3600 Food Per Diem/day = \$117 x 10 days = \$1170 x 3 staff = \$3510 | 12,210 | 0 | 0 | 0 |
| 2. Insurance | | | | |
| 3. Lease/Rental of Equipment (Rental of a backhoe at each school to plant trees @ \$1000 per school) | 3,000 | 0 | 0 | 0 |
| 4. Lease/Rental of Space | | | | |
| 5. Staff Training | | | | |
| 6. Supplies (Includes purchasing trees/plants, irrigation, tree stakes, mulch, tools, delivery, etc.) | 29,799 | 0 | 0 | 0 |
| 7. Telecommunication | | | | |
| 8. Utilities | 4,500 | 0 | 0 | 0 |
| 9. Mileage Reimbursement for Oahu public schools to complete project and perform maintenance (IRS Rates) | 3,200 | 0 | 0 | 0 |
| 10. Contracted Labor (UH Manoa Faculty Member 1 Month Overload) | 12,000 | 0 | 0 | 0 |

| | | | | |
|---|------------------|--|---------------------------------------|----------|
| 11. Tree Maintenance (15 months Per School @ \$10,000) | 30,000 | 0 | 0 | 0 |
| TOTAL OTHER CURRENT EXPENSES | 94,709 | 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) | 122,970.5 | | | |
| SOURCES OF FUNDING | | Budget Prepared By: | | |
| (a) Total State Funds Requested | 122,970.5 | Winston Welch | 808-285-5442 | |
| (b) Total Federal Funds Requested | 0 | Name (Please type or print) | Phone | |
| (c) Total County Funds Requested | 0 |  | | 1/7/2026 |
| (d) Total Private/Other Funds Requested | 0 | Signature of Authorized Official | Date | |
| TOTAL BUDGET | 122,970.5 | Winston Welch, Executive Director | Name and Title (Please type or print) | |

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2026 to June 30, 2027

Applicant: The Outdoor Circle

| POSITION TITLE | FULL TIME EQUIVALENT | ANNUAL SALARY A | % OF TIME ALLOCATED TO GRANT REQUEST | TOTAL STATE FUNDS REQUESTED (A x B) |
|---------------------------|----------------------|--------------------|--------------------------------------|-------------------------------------|
| Executive Director Year 1 | 1 | \$118,500.00 | 5% | \$ 5,925.00 |
| Programs Director Year 1 | 0.5 | \$46,890.00 | 25.00% | \$ 11,722.50 |
| Executive Director Year 2 | 1 | \$118,500.00 | 5.00% | \$ 5,925.00 |
| Programs Director Year 2 | 0.5 | \$46,890.00 | 10.00% | \$ 4,689.00 |
| | | | | \$ - |
| | | | | \$ - |
| | | | | \$ - |
| | | | | \$ - |
| | | | | \$ - |
| | | | | \$ - |
| | | | | \$ - |
| | | | | \$ - |
| | | | | \$ - |

| | | | | | |
|---|--|--|--|--|-----------|
| | | | | | \$ - |
| TOTAL: | | | | | 28,261.50 |
| JUSTIFICATION/COMMENTS: The Executive Director will be responsible for overseeing and administering this grant. The Programs Director will be responsible for implementing the day-to-day aspects of this project. | | | | | |

Applicant: The Outdoor Circle

| DESCRIPTION EQUIPMENT | NO. OF ITEMS | COST PER ITEM | TOTAL COST | TOTAL BUDGETED |
|---------------------------------|-----------------|------------------|---------------|-------------------|
| Backhoe Rental (to plant trees) | 3.00 | \$1,000.00 | \$ 3,000.00 | 3000 |
| | | | \$ - | |
| | | | \$ - | |
| | | | \$ - | |
| | | | \$ - | |
| TOTAL: | 3 | | \$ 3,000.00 | 3,000 |

JUSTIFICATION/COMMENTS:

This expense is to rent a backhoe to plant the trees required for this agroforestry project.

The total cost should be approximately \$950 per school.

| 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

Applicable to the Outdoor Circle (This section is not applicable)

| 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 document is not applicable to this project as no land will need to be acquired, all designs will be conducted by The Outdoor Circle's Staff, and equipment is only for rentals, nothing permanent.

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

App:

The Outdoor Circle

Contracts Total: 325,000

| | CONTRACT DESCRIPTION | EFFECTIVE DATES | AGENCY | GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County) | CONTRACT VALUE |
|----|--|--------------------------------|---------------|--|-----------------------|
| 1 | North Shore Outdoor Circle "Weed Circle Irrigation Project" | Feb 1, 2026 - June 30, 2026 | DLIR | State | 150,000 |
| 2 | East Hawaii Outdoor Circle "Banyan Drive Green Infrastructure Project" | Pending | DLIR | State | 175,000 |
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Budget Narrative

ABCs of Green and Healthy: Hawaiian Agroforestry Systems Addressing Food Insecurity Issues While Increasing Cultural, Academic Education, and Climate Resilience in Hawaii Public Schools

Year 1

Personnel

The Outdoor Circle - Programs Director = **\$5,925**

The Outdoor Circle Project Manager = **\$11,722.50**

Personnel total (Year 1): \$17,647.50

Contracted Labor

University of Hawaii at Manoa Agroforestry Expert: - 1 Month Overload (Fringe benefit rate of 2.53%) \$11,714 + \$286 Fringe = **\$12,000**

Contracted Labor total: \$12,000

Oahu School (school #1)

Materials & Supplies

- **Trees** (Breadfruit, Banana, Coconut, Papaya, Avocado, Candlenut, Mamaki, Mountain Apple, Citrus, Mango, etc.) \$75/tree x 20 = **\$1,500**

- **Tree/Supply Delivery fees** \$300/load x 3 loads = **\$900**

-Irrigation:

• Tubing 500' @ \$50 x 3 = **\$150**

• Drip line 100' @ \$30 x 7 = **\$210**

• Tube stakes: **\$150**

• Drip fittings (tees, elbows, couplings @ \$1.50 ea x 90) = **\$135**

• Anti-siphon valves, (6@ \$28) = **\$168**

• Controller: **\$120**

• Wire 18/5 100' = **\$57**

• Garden hose and nozzle (\$100' @ \$55.00) x2 = **\$110**

- **Tree stakes** (\$89/12) x 10 = \$890 & **ties** (\$79/50) x 3 \$237 = **\$1,127**

- **Mulch** \$75/yd x10 yds = **\$750**

- **Tools:** shovels, (12@ \$26), bow rakes (8@ \$19), hoes (8@ \$45), mattock (6@ \$30), post drivers (6@ \$52), hand cultivator (12@ \$20) = **\$1,556**

- **Educational Materials** - **\$3,000** (books, supplies, etc.)

Materials and Supplies Total = \$9,933

Utilities (Water) - \$1,500

Equipment Rental - \$1,000

Rental of a backhoe at each school to plant trees

Travel

Oahu

Local mileage/gas: **\$800**

Tree Maintenance (school #1) = \$2,000 for 3-months (October, November, & December)

- Pruning
- Watering
- Overall care

Total Costs For Oahu School #1= \$15,233

Oahu School (school #2)

Materials & Supplies

- **Trees** (Breadfruit, Banana, Coconut, Papaya, Avocado, Candlenut, Mamaki, Mountain Apple, Citrus, Mango, etc.) \$75/tree x 20 = **\$1,500**

- **Tree/Supply Delivery fees** \$300/load x 3 loads = **\$900**

-Irrigation:

- Tubing 500' @ \$50 x 3 = **\$150**
- Drip line 100' @ \$30 x 7 = **\$210**
- Tube stakes: **\$150**
- Drip fittings (tees, elbows, couplings @ \$1.50 ea x 90) = **\$135**
- Anti-siphon valves, (6@ \$28) = **\$168**
- Controller: **\$120**
- Wire 18/5 100' = **\$57**
- Garden hose and nozzle (\$100' @ \$55.00) x2 = **\$110**

- **Tree stakes** (\$89/12) x 10 = \$890 & **ties** (\$79/50) x 3 \$237 = **\$1,127**

- **Mulch** \$75/yd x10 yds = **\$750**

- **Tools:** shovels, (12@ \$26), bow rakes (8@ \$19), hoes (8@ \$45), mattock (6@ \$30), post drivers (6@ \$52), hand cultivator (12@ \$20) = **\$1,556**

- **Educational Materials - \$3,000** (books, supplies, etc.)

Materials and Supplies Total = \$9,933

Utilities (Water) - \$1,500

Equipment Rental - \$1,000

Rental of a backhoe at each school to plant trees

Travel

Oahu

Local mileage/gas: **\$800**

Tree Maintenance (school #2) = \$2,000 for 3-months (October, November, & December)

- Pruning
- Watering
- Overall care

Total Costs For Oahu School #2= \$15,233

Big Island School (school #3)

Materials & Supplies

- **Trees** (Breadfruit, Banana, Coconut, Papaya, Avocado, Candlenut, Mamaki, Mountain Apple, Citrus, Mango, etc.) \$75/tree x 20 = **\$1,500**

- **Tree/Supply Delivery fees** \$300/load x 3 loads = **\$900**

-Irrigation:

- Tubing 500' @ \$50 x 3 = **\$150**
- Drip line 100' @ \$30 x 7 = **\$210**
- Tube stakes: **\$150**
- Drip fittings (tees, elbows, couplings @ \$1.50 ea x 90) = **\$135**
- Anti-siphon valves, (6@ \$28) = **\$168**
- Controller: **\$120**
- Wire 18/5 100' = **\$57**
- Garden hose and nozzle (\$100' @ \$55.00) x2 = **\$110**

- **Tree stakes** (\$89/12) x 10 = \$890 & **ties** (\$79/50) x 3 \$237 = **\$1,127**

- **Mulch** \$75/yd x10 yds = **\$750**

- **Tools:** shovels, (12@ \$26), bow rakes (8@ \$19), hoes (8@ \$45), mattock (6@ \$30), post drivers (6@ \$52), hand cultivator (12@ \$20) = **\$1,556**

- **Educational Materials - \$3,000** (books, supplies, etc.)

Materials and Supplies Total = \$9,933

Utilities (Water) - \$1,500

Equipment Rental - \$1,000

Rental of a backhoe at each school to plant trees

Travel (Hawaii Island Travel for 2 trips totaling 6 days for three staff) - \$7,206

- **Airfare** \$300 R/T per person x 2 trips = \$600/person x 3 staff = **\$1,800**
- **Car Rental** \$150/day x 6 days = **\$900**
- **Hotel Per Diem** \$200/night/3 rooms = \$600 x 4 nights = **\$2,400**
- **Food Per Diem/day** = \$117 x 6 days = \$702 x 3 staff = **\$2,106**

Tree Maintenance (school #3) = \$2,000 for 3-months (October, November, & December)

- Pruning
- Watering
- Overall care

Total Costs For Big Island School (school #3) = \$21,639

Year 1 Total Costs = \$81,752.50

Year 2

Personnel (Year 2)

The Outdoor Circle - Programs Director (5%) = **\$5,925**

The Outdoor Circle Project Manager (10%) = **\$4,689**

Personnel total (Year 1): \$8,269.50

Tree Maintenance (school #1) = \$8,000 for 12-months

- Pruning
- Watering
- Overall care

Tree Maintenance (school #2) = \$8,000 for 12-months

- Pruning
- Watering
- Overall care

Tree Maintenance (school #3) = \$8,000 for 12-months

- Pruning
- Watering
- Overall care

Tree Maintenance Year 2 Total = \$24,000

Travel - \$6,604

Oahu (School 1)

Local mileage/gas: **\$800**

Oahu (School 2)

Local mileage/gas: **\$800**

(Hawaii Island Travel for 2 trips totaling 4 days for three staff) - \$5,004

- **Airfare** \$300 R/T per person x 2 trips = \$600/person x 3 staff = **\$1,800**
- **Car Rental** \$150/day x 4 days = **\$600**
- **Hotel Per Diem** \$200/night/3 rooms = \$600 x 2 nights = **\$1,200**
- **Food Per Diem/day** = \$117 x 4 days = \$468 x 3 staff = **\$1,404**

Year 2 Total Costs = \$41,218.00

Project Total Cost = \$122,970.50

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.

Experience

The Outdoor Circle (TOC) has over 114 years of experience related to tree plantings, education, and activism throughout Hawaii. Its current staff members hold PhDs and MBAs, in addition to each having over 10 years of experience in the urban forestry and nonprofit sectors. TOC has recently conducted tree plantings at public schools, as seen by the 30 large trees planted at Jarrett Middle School in Palolo Valley, Honolulu on June 6th, 2025, which is a case study that can be used to showcase the skills and experience that would be required to successfully complete this agroforestry project.

Most Recent Three Years of Related Projects/Contracts

Project 1

Project Title: Hawaii Arbor Day Tree Distribution Events

Project Type: Community Tree Distributions

Project Location: Hawaii and Kauai Counties

Client Name: The Arbor Day Foundation, Verizon, Fed Ex, State Farm, and International Paper

Year of Start Date/Completion date: 2019-present

Total Project Duration or contract period: 6+ years

Contract Amount or Fee (\$X or range): \$220,000

Project Overview

Since 2019, The Outdoor Circle has partnered with Verizon, State Farm, Fed Ex, and International Paper through the Arbor Day Foundation to provide thousands of free food/fruit trees to residents throughout the state. What initially began as a tree distribution to help offset the number of trees lost due to the 2018 volcanic eruption has quickly become an annual event coveted by the East Hawaii Island community. The annual distribution has since expanded to include Hilo, Waimea, and Waikoloa Village on the Big Island, in addition to Lihue on Kauai. The purpose of these giveaways has

shifted to now focus on mitigating known food insecurity issues seen throughout the state by providing thousands of free food/fruit tree species to local communities, in addition to increasing the amount of tree canopy in these areas, providing substantial ecosystem services, in addition to many other well-known benefits (i.e., economic, biodiversity, human health, etc.)

Project 2

Project Title: Increasing Urban Tree Canopy at Jarrett Middle School to Mitigate Flooding Impacts in Palolo Valley and the Ala Wai Watershed

Project Type: Public School Tree Planting Event

Project Location: Palolo Valley, Honolulu

Client Name: SeaGrant Hawaii

Year of Start Date/Completion date: 2025-present

Total Project Duration or contract period: 2 years

Contract Amount or Fee: \$24,796

Project Overview

The purpose of this project was to plant 29 large trees (10-25 gal) on the Jarrett Middle School campus to reduce negative impacts associated with significant rain events which could lead to flooding in Palolo Valley, as well as the Ala Wai Watershed more broadly. The area consists of hardpan clay soil which when combined with a lack of tree canopy, can result in substantial runoff into the adjacent Palolo Stream during high precipitation events. Secondary benefits will be seen through increased shade throughout the campus, while also providing a small arboretum where students can learn the many benefits associated with the species planted.

Project 3

Project Title: Revitalizing Hawaii's Exceptional Tree Program

Project Type: Urban Forestry Conservation, Legislation, Policy, Education and Outreach

Project Location: State of Hawaii

Client Name: N/A

Year of Start Date/Completion date: 2024-present

Total Project Duration or contract period: 15+ years

Contract Amount or Fee: N/A

Project Overview

Short Narrative Description of project objectives and deliverables[CC1]

Hawaii's Exceptional Tree Program began in 1975 to protect Hawaii's most iconic trees from developmental threats. Today, there are over 1,400 of these trees throughout the state. 2025 marks the 50th anniversary of the program, prompting programmatic reevaluation and modifications to ensure the program accurately represents the increased conservation views now held towards trees, while also updating program components such as exceptional tree selection criteria, protection mechanisms, incentives, education and outreach, funding, climate change mitigation, and best management practices. With the proposed legislative changes, the intent is that more trees will qualify for exceptional status from around the state, addressing two key issues of "exceptional tree deserts", locations across the state where no exceptional trees are currently identified (i.e., westside Oahu), as well as a lack of new exceptional tree nominations to replace those that are being lost due to age. Another significant objective is to increase the amount of public recognition for these trees, which should also lead to increased nominations. Through the aforementioned legislative and policy changes, in addition to increased public education and outreach efforts, the number of exceptional trees throughout Hawaii should increase, thus accomplishing the stated goal of this urban forestry conservation program.

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.

TOC has an office located at 1314 S.King St #306, Honolulu, Hawaii, 96816, where planning and other project components will take place prior to the actual planting of the agroforests at the three public schools. The tentative schools would be Jarrett Middle School (Oahu), Kee 'au High School (Hawaii Island), and Windward Community College (Oahu). All three have provided letters of support, which are included below.



July 28, 2024

To Whom It May Concern,

I am the principal at Jarrett Middle School in Honolulu and support the agroforestry program proposed by The Outdoor Circle. This program will help our students in the form of a curriculum focused on sustainability, increased canopy and shade on our campus, and healthy sources of food for students to consume.

Thank you,

Reid Kuba, Ph.D.
Principal



JOSH GREEN, M.D.
GOVERNOR



KEITH T. HAYASHI
SUPERINTENDENT

DEAN CEVALLOS
PRINCIPAL

STACEY BELLO
COMPLEX AREA SUPERINTENDENT

STATE OF HAWAII
DEPARTMENT OF EDUCATION
KA 'OIHANA HO'ONA'AUAO
KEA'AU HIGH SCHOOL
16-725 KEA'AU – PAHOA RD
KEA'AU, HI 96749
(808)313-3300

October 10, 2023

TO: Grant Review Team

SUBJECT: LETTER OF COMMITMENT - Kea'au High School

Re: ABC's of Green and Healthy: Hawaiian Agroforestry Systems Addressing Food Insecurity Issues While Increasing Cultural, Academic Education and Climate Resilience in Hawaii Public Schools

Aloha,

I have discussed the ABC's of Green and Healthy: Hawaiian Agroforestry Systems Addressing Food Insecurity Issues While Increasing Cultural, Academic Education and Climate Resilience in Hawaii Public Schools proposal with Dr. Andy Kaufman of the College of Tropical Agriculture & Human Resources at the University of Hawaii at Manoa and our AFNR program here at Kea'au High endorses and is committed to fully fulfill the requirements of this grant, if awarded, that will nurture our students academic, social, agricultural and environmental growth.

Through this project, our students will learn by doing and by sharing their experiences with others, they will lead by example and grow their voices. We have also identified core academic and elective teachers and community kupuna who we believe would be happy to assist us and enhance our students' learning experiences by integrating science, technology, engineering, math, social sciences and the arts within our program and beyond our programs walls into other disciplines at our school..

The proposed Agroforest grant will not only benefit our school which serves a large population of underserved students of Hawaiian ancestry in one of the most impoverished communities in Hawaii, it will also serve as both a catalyst and a model for other communities in Hawaii to help increase food security in our island state.

Best Regards,

The Hawaii State Department of Education (DEPT) and its schools do not discriminate on the basis of race, sex, age, color, national origin, religion or disability in its programs and activities. Please direct inquiries regarding DEPT nondiscrimination policies as follows: ADA/Section 504 inquiries: Krysti Sukina, ADA/504 Specialist, Civil Rights Compliance Office, Hawaii State Department of Education, PO Box 2360, Honolulu, Hawaii, (808) 586-3322 or relay, crcb@k12.hi.us. Title VI, Title IX, and other inquiries: Beth Schimmelfennig, Director, Civil Rights Compliance Branch, Hawaii State Department of Education, PO Box 2360, Honolulu, Hawaii, (808) 586-3322 or relay, crcb@k12.hi.us.

AN AFFIRMATIVE ACTION AND EQUAL OPPORTUNITY EMPLOYER



UNIVERSITY of HAWAII
WINDWARD
COMMUNITY COLLEGE

Office of the Chancellor

July 29, 2024

To Whom it May Concern,

Windward Community College (WCC) strongly supports the The Outdoor Circle in their work to create agroforestry programs at schools across the state (elementary through to university). WCC supports the planting of trees to improve food security, to incorporate into our sustainability curriculum based, and to improve the shade and aesthetics of the campus by having more trees/plants. We are excited to be able to further our collaboration in this area.

Mahalo,

A handwritten signature in black ink, appearing to read "Ardis Eschenberg".

Ardis Eschenberg, PhD
Chancellor, Windward Community College
ardise@hawaii.edu

45-720 Keolu Road
Kāne'ohe, Hawaii 96744
Telephone: (808)-235-7402
Fax: (808)-247-5362
www.windward.hawaii.edu

An Equal Opportunity / Affirmative Action Institution

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.

Staffing, Qualifications, Supervision, and Training

This project will be completed by three personnel. Winston Welch, Executive Director of The Outdoor Circle, will oversee the entire project, which will be administered by Dr. Myles Ritchie, Programs Director of The Outdoor Circle, and Dr. Andrew Kaufman, University of Hawaii at Manoa Department of Tropical Plant and Soil Sciences. The combined qualifications and experience of these three individuals includes two PhDs, an MBA, an ISA certified arborist, and an ASLA certified landscape architect. Furthermore, all three have extensive experience teaching at the university level, which will be important during the training and supervision aspects of this agroforestry project.

Winston Welch

Seasoned professional with over two decades of experience in association management, conference planning, and nonprofit leadership. Certified Association Executive (CAE) with Certificate in Meetings Management (CMM) and an MBA in International Management from Thunderbird School of Global Management at Arizona State University. Proven track record in organizational management, financial oversight, strategic planning, and fundraising.

Dr. Myles Ritchie

Dr. Ritchie is the Programs Director for The Outdoor Circle, Hawaii's oldest environmental nonprofit founded in 1912, Chair of the City and County of Honolulu's Arborist Advisory Committee, and co-founder of Exceptional Trees International, a nonprofit dedicated to developing and improving exceptional (aka heritage, significant, champion, monumental, etc.) tree programs around the world. With over 11 years of experience as a practitioner and 8 years as an academic researcher in the fields of urban forestry and urban resiliency, Dr. Ritchie's expertise pertaining to urban forestry topics is extensive. His experience as a practitioner has been gained by working on a range of urban forestry topics such as managing "Hawaii's Exceptional Tree Program, researching and introducing policy and legislation, conducting ecological restoration projects and community tree distribution events, and designing and implementing education and outreach initiatives. As a researcher at the University of Hawai'i at Mānoa since 2017, Dr. Ritchie's Master's and PhD research has focused on improving urban forestry conservation programs throughout Hawaii, with a specific focus on Hawaii's Exceptional Tree Program. The findings from the past 8 years of research have identified recommended urban forestry improvements that should be implemented throughout Hawaii, including policy and legislation, protection

mechanisms, education and outreach, funding, climate change mitigation, and best management practices. This hybrid academic/practitioner skillset has allowed Dr. Ritchie to bridge the known knowledge exchange gap between academics and practitioners, allowing newly derived information, policies, and best management practices to be presented in the most desirable format for the “boots on the ground” urban foresters.

Dr. Ritchie’s successful implementation of tree planting and education programs at public schools throughout Hawaii will be a focal point for this agroforestry project.

Dr. Andrew Kaufman

Dr. Kaufman is an Associate Professor/Landscape Specialist for the University of Hawaii. His educational background consists of a Bachelor’s degree in Ornamental Horticulture from Cal Poly San Luis Obispo; Master’s degree in Landscape Architecture from the University of Arizona; Master’s degree in Sociology from Iowa State University; and a Ph.D. in Horticulture from Washington State University. He is an award-winning landscape designer with experiences consisting of an extensive background in the landscape industry over the past forty years in commercial and residential projects in Arizona, California, Hawaii, Iowa, and Washington State. Also, he has worked with the U.S.D.A. Forest Service in California, Utah, and Arizona doing recreation benefit research. His international experience consists of living in Japan learning Japanese garden installation and maintenance, and landscape design and installation in Peru. Dr. Kaufman heads the Tropical Landscape and Human Interaction Lab, which is a multidisciplinary lab focused on investigating how plants affect people socially, psychologically, and physiologically and implications on landscape design predominantly through psychophysiology methodologies. Additionally, he has developed the Tropical Green Roof and Living Wall Research Center. He also conducts research on the mitigation of tsunami and storm surge by plants, invasive landscape species, and tropical tree research in Hawaii.

2. Organization Chart

Executive Director with two direct reports: Programs Director and Operations Director

3. Compensation

Executive Director FTE annual salary range \$110,000 to \$125,000

Programs Director FTE annual salary range \$85,000 to 100,000

Operations Director FTE annual salary range \$75,000 to \$90,000

VII. Other - (All components are not applicable)**1. Litigation (not applicable)**

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

2. Licensure or Accreditation (not applicable)

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

3. Private Educational Institutions (not applicable)

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.

4. Future Sustainability Plan (not applicable)

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
- (b) Not received by the applicant thereafter.