

2018 Request for Proposals (RFP) Community Restoration Partnership (CRP)



HAWAII COMMUNITY
FOUNDATION

[Online Application Deadline: Wednesday, August 22, 2018, 4:00 p.m. HST](#)

PURPOSE

The Community Restoration Partnership (CRP) grant program provides grant and other support for on-the-ground coastal restoration projects in Hawai'i that involve community stewardship activities and focus on durable and sustainable positive impacts on near shore marine areas. To build long-term, sustained healthy impact for Hawai'i's nearshore marine ecosystems, the CRP program hopes to achieve increased capacity of restoration projects to sustain and steward their nearshore areas; improved quality of restoration work using data, science, best practices in the field, and cultural practices; and a built network of environmental stewardship partners that contribute to the State's sustainability goals for Hawai'i.

BACKGROUND

CRP is a partnership of local and national funders to support the stewardship of nearshore marine ecosystems by community-based organizations through a statewide grant program. Since 2009, CRP has provided annual grants totaling \$3.3 million in combined public and private funds statewide to 75 community-based organizations for cultural and environmental projects that restore coral reef habitat and wetlands, reduce land-based sediment and pollution, control invasive species, and restore traditional fishponds, lo'i, and ecosystems.

MARINE 30x30 INITIATIVE

The CRP grant program complements the Marine 30x30 Initiative focusing on the goal of 30% effectively managed near shore marine areas by 2030. This sustainability target is led by the Department of Land and Natural Resources, Division of Aquatic Resources and is reflected in the [The Aloha + Challenge](#), [The Hōkūle'a's Promise to Pae 'Āina](#), and The [Sustainable Hawai'i Initiative](#). Currently, a *Roadmap to 30x30* is being developed which will detail baseline conditions, share results of a spatial analysis to identify 30x30 focus areas, and outline next steps for management action in the nearshore environment. The aim of the network of focus areas is to: a) Maintain and rebuild the long-term sustainability of nearshore fisheries, b) Sustain marine resources upon which our rich cultural heritage and traditional Hawaiian practices are built, c) Maintain the social and economic benefits that support our multi-cultural way of life, d) Increase coastal and reef resilience to climate change and local stressors, and e) Protect and restore the unique natural diversity and abundance of our oceans and the integrity of marine habitats. Projects that directly support the State's sustainability goals will be given special consideration.

2019 – 2021 COMMUNITY RESTORATION PARTNERSHIP GRANT PROGRAM

The Hawai'i Community Foundation (HCF) and its Funding Partners--the Harold K. L. Castle Foundation, the Kamehameha Schools, the Marisla Foundation, the Atherton Family Foundation, the Jeanne Herbert fund at HCF, and other funding partners--are pleased to announce a new, three-year CRP grant program to start January 1, 2019 and end December 31, 2021.

Similar to the previous program, CRP will provide grant support for on-the-ground coastal restoration projects in Hawai'i that involve community stewardship activities and focus on durable and sustainable healthy impacts on coastal and near shore marine areas. Last year, CRP Funding Partners determined that the best way to sustain long-term positive impact of nearshore, community-based restoration projects is to financially support projects over a multi-year period and provide training and technical assistance support to CRP-funded projects. As a result, in addition to grant support over a 3-year period, this newly designed CRP program will provide grantees with training and technical assistance support through regular grantee gatherings, as well as, use of and access to consultants, cultural practitioners, and other experts within the cultural and environmental restoration field.

CRP grant program goals are to support quality community-based restoration projects that:

- are informed by data, sound science, and capture and reinforce cultural values of Hawai'i;
- led by or in strong partnership with local community groups in active and ongoing nearshore environmental stewardship;
- exhibit collaboration between multiple partners; and
- encourage science-based monitoring with data to track the impact of restoration over time.

Restoration projects that exhibit and support one or more of these goals should consider applying to this program.

CRP projects that demonstrate one or more of the following will be given special consideration during the selection process (please note: these are not evenly weighted):

- Projects that restore coral reef habitat, coastal wetlands and estuaries;
- Projects that directly reduce land-based sources of pollution, including sediment runoff;
- Projects that improve resilience in the restoration area;
- Projects that restore traditional cultural infrastructure that benefit coastal ecosystems (e.g. fishponds, lo'i, etc.);
- Projects that support and increase local food production as part of the restoration effort;
- Projects that include ongoing stewardship involving the community; and
- Projects that can exhibit broad applicability to community restoration efforts statewide will also be considered.

GRANT AWARD & OTHER SUPPORT

Requests of up to \$50,000 per year for up to 3 years (maximum of \$150,000 over 3 years) will be considered for any individual community-based restoration project for a 3-year grant award to start January 1, 2019 and end December 31, 2021. Restoration projects with grant requests of only one or two years will also be considered.

In addition to the grant award, selected restoration projects will receive the following:

- Training and networking opportunities through regular grantee gatherings and other events.
 - Training topics at grantee gatherings and events may include among others: building organizational and program capacity, improving volunteer management, and achieving financial sustainability.
 - Projects will have the ability to network with other restoration projects across the state to share best practices, successes, challenges, trends, and more.
 - Projects will receive knowledge and latest updates related to restoration work and its impact from government officials, experts in the field, cultural practitioners, and more.
- Technical assistance using a variety of consultants and experts.
 - Support with project evaluation, including developing clear and measurable project benchmarks, tracking and monitoring of project data and progress in reaching set benchmarks, and the ability to demonstrate measurable outcomes.
 - Use of and access to consultants, scientists, cultural practitioners, and other experts that can provide a variety of assistance to projects to improve their impact.
- Other support
 - Connections to other statewide restoration projects, government officials, and other partners engaged in environmental restoration for increased partnership and resource sharing.

ELIGIBILITY & REQUIREMENTS

1. Applicants must be tax-exempt 501(c)(3) organizations. Projects that are not associated with an organization with 501(c)(3) status must have a fiscal sponsor with 501(c)(3) status.
2. Organizations must be in good standing with HCF. Organizations currently funded by HCF with overdue final reports, as of the proposal deadline, are not eligible to apply.
3. Restoration projects must be located in Hawai'i.
4. Applicants must provide at least a 50% match for grants awarded under the Community Restoration Partnership. The most competitive projects will provide 100% (or greater) match of the requested award amount. Matching resources may consist of cash/other grants, in-kind services, and/or verified volunteer time. Sources of proposed match need to be identified in the proposal; actual matching resources must be documented and reported to HCF. Please refer to the following resources as potential guides for volunteer time values: http://www.independentsector.org/volunteer_time?cm_mid=3319304&cm_crmid={1e89907a-8499-e311-9563-00155d009001}&cm_medium=email or http://www.bls.gov/oes/current/oes_hi.htm.
5. Proposals must address any federal, state and local permits, and approvals related to the project. Applications may be accepted for permits that are in process, but required permits must be in hand in order for grant to be awarded.
6. Grants may not be used for the following:
 - Re-granting (i.e., redistribution to these funds to other organizations or individuals)
 - Endowments

- For the benefit of specific individuals
- Major capital improvements including capital campaigns, construction or renovations
- Activities that promote religious beliefs.

EVALUATION CRITERIA

The strongest proposals are those that demonstrate the following criteria:

1. Organization's background and ability to implement the project for the community it serves.
2. Feasibility of the proposed project to identify and describe project need and activities, relation to CRP goals, positive benefits to marine areas, and use of community partnerships and involvement.
3. Clearly articulates a reasonable project timeline, current phase of the project, and long-term stewardship plan for the restoration area.
4. Indicates clear and measurable project results and outcomes that positively benefit Hawai'i's nearshore marine areas.
5. Project budget is realistic and complete and meets or exceeds the 50% match requirement.

ONLINE SUBMISSION

Applications must be submitted online at: <https://nexus.hawaiicomunityfoundation.org/nonprofit>, which will be accessible by July 2, 2018. (Or click on "NONPROFIT GATEWAY" at the top of the HCF homepage). If you are a new user, click "New User Registration;" the registration process may take up to 2 days so please register early!

APPLICATION INSTRUCTIONS

- Only complete applications will be accepted. Applications missing information or required attachments may be administratively denied.
- If you are a fiscally sponsored project or organization, please create your own online account. You can enter the name and information for your Fiscal Sponsor on your application.
- The online application has fillable boxes with character limits, including spaces. The character counts in MS Word may not match the character counts in the application. If you cut and paste your work into the application, please be sure your entire text fits the space provided.
- We recognize the significance of diacritical markings in written Hawaiian as pronunciation guides; however, the online application system is unable to accept diacritical marks. Please do not include these in your narrative; it may cause errors in the way the online system processes your proposal.
- HCF will make final award decisions based on a full review of complete proposals submitted, as well as fund availability. Projects selected for funding are anticipated to receive grants with an award period beginning on January 1, 2019. Please consider this timeline when providing your project start date.

APPLICATION QUESTIONS

1. **Project Statement** – Provide a clear and concise description of the restoration project. *Please note: This statement will be available for all proposal reviewers to view. Please help them clearly understand and appreciate your work. (maximum of 200 characters)*
2. **Organization's Background & Community Served**
 - a. Describe your organization's mission, background, and its importance to the community you serve. Please include who you serve, where you serve, and the needs and opportunities you are working to address or the opportunities you are working to provide. *(maximum 2,000 characters)*
 - b. How does your organization assess or learn about the needs and/or emerging issues of the community it serves? (for example: volunteer feedback, community forums, data tracking, etc.) *(maximum 2,000 characters)*
3. **Project Description**
 - a. Describe the overall proposed project over a 3-year period. *(maximum 4,000 characters)*
Please include the following in your description of the project:
 1. Clearly state the benefits to coastal areas and natural resources, as well as, socioeconomic benefits to the community.
 2. Describe how the project achieves one or more of the CRP goals (listed on page 1 of the RFP).

- b. Describe the project need as based on evidence given by third party reports or research, threats to the geographic coastal area, and how the project fits in with other restoration efforts in the area (if applicable). *(maximum 2,000 characters)*
 - c. Describe the major activities that are planned for the specific project area and how they advance larger restoration objectives for the coastal region in which the project is located. If applicable, please describe the cultural approaches applied in the project. *(maximum 2,000 characters)*
 - d. Describe how the restoration project will include local community participation. If the project includes volunteers, please indicate the total amount of volunteer hours dedicated to the project. List all the partner groups or agencies involved in your project and the roles that they will fill. *(maximum 2,000 characters)*
4. **Project Work Plan & Timeline & Long-Term Stewardship Plan**
- a. Complete the downloadable Project Work Plan and Timeline form and upload as an attachment to your application. In the form, please provide a detailed work plan and timeline on expected project activity. The activities listed in the work plan should align with the major activities outlined in your answer to question 3c above. The timeline should span the entire period you are requesting grant monies for (i.e. if you are requesting a 3-year grant, please complete the work plan for a 3-year grant period from January 1, 2019 to December 31, 2021).
 - b. Describe the current phase of the project (for example: start-up/planning, expansion, maintenance, etc.) and where this project fits within the larger plan for the restoration area. *(maximum 2,000 characters)*
 - c. Describe the long-term stewardship plan for the project area, and indicate how future stewardship activities will be agreed upon and sustained (financially and otherwise). If applicable, describe the roles and responsibilities of your project partners in implementing the stewardship plan. *(maximum 2,000 characters)*
5. **Project Result & Outcome**
- a. What results (long-term outcomes or positive changes) is your organization trying to achieve? Why are these results important for Hawaii's near-shore or coastal marine areas? Over the 3-year grant period, how do you envision increased capacity of your restoration project to sustain and steward the nearshore area you are serving? *(maximum 2,000 characters)*
 - b. How does your organization measure results? Describe what data you collect, how and how often it is collected, and how you use this information to make decisions. Over the 3-year grant period, how will you improve quality of your restoration work through the use of data, science, best practices in the field, and/or traditional practices? *(maximum 2,000 characters)*
 - c. If the organization has received past funding from the CRP, please describe the outcomes of that project and describe how this application builds on, or differs, from previous outcomes. *(maximum 2,000 characters)*
6. **Permits and Approvals**
- a. List any and all federal, state and local permits and approvals related to the project. Describe whether the permits are in-hand, and what permit-related activities are to be conducted. Provide a detailed description of possible construction activities, any environmental concerns, and possible mitigation measures that your group will undertake. Also, identify and indicate the permission and level of participation from the landowner of the project area that is necessary and the status of the permission and participation. Please note: If permits and approvals are not secured by the award of the grant, grant funds will be withheld by HCF until they are secured. *(maximum 2,000 characters)*

ATTACHMENTS

These items are required parts of your proposal. Proposals missing any of these will not be reviewed.

1. Project Work Plan & Timeline Form (downloadable template provided)
2. Project Budget Form (downloadable template provided)
3. Map of Project Site detailing where restoration is to occur (Please include location name on map.)
4. One-page board or leadership group list
5. Previous year's operating budget (both income & expenses) *
6. Current year's operating budget (both income & expenses) *

** If you are a national organization please submit your Hawaii program budget.*

If you are using a fiscal sponsor (FS), please also attach the following documents:

- a. Fiscal Sponsor's Board of Directors Resolution authorizing project fiscal sponsorship
- b. Fiscal Sponsor's Agreement
- c. Fiscal Sponsor's Board of Directors List

d. Fiscal Sponsor's Operating Budget for the current & previous fiscal years

*Please see HCF website for sample FS materials at: <http://www.hawaiicommunityfoundation.org/grants/fiscal-sponsor-materials>.

GRANT AWARDS & REQUIREMENTS

Grant decisions will be made by December 2018 for projects to start by January 1, 2019.

Awarded projects will:

- Receive funding for the first year of the grant term (January 1, 2019 through December 31, 2019) prior to the grant term start date, unless determined otherwise by HCF.
- Be required to submit annual progress and expenditure reports. Second and third year grant payments are contingent on receipt and approval of prior year's progress and expenditure reports. A final report and budget must be submitted one month after the grant term ends to HCF.
- Be required to attend all grantee gatherings, trainings, and other events provided by HCF, as well as, work with hired consultants for the program.
- Receive a site visit by HCF staff at least once during the grant term.

DEADLINE: Submit your application by clicking the "Submit" button at the end of the application by 4:00 p.m. HST, Wednesday, August 22, 2018.

QUESTIONS ABOUT THIS RFP

If you have questions regarding the RFP, please contact Larissa Kick, Sr. Program Officer, at (808) 566-5565 or lkick@hcf-hawaii.org.

If you have questions about registering your nonprofit online or about the online application process, please contact Lolani Castro, Program Assistant, at (808) 566-5540 or icastro@hcf-hawaii.org.

ABOUT HAWAII COMMUNITY FOUNDATION

With over 100 years of community service, the [Hawai'i Community Foundation](#) (HCF) is the leading philanthropic institution in the state. HCF is a steward of more than 850 funds, including more than 250 scholarship funds, created by donors who desire to transform lives and improve communities. In 2017, HCF distributed more than \$59 million in grants and contracts statewide, including more than \$6 million in scholarships. HCF also serves as a resource on community issues and trends in the nonprofit sector.

HCF believes that high performing organizations achieve greater results in the community. HCF seeks to fund organizations that can embody three core characteristics in HCF's ARC of Change framework. These characteristics are described below:

1. Accountable – to funders, supporters, staff, and community by being operationally efficient through healthy finances and strong leadership.
2. Results oriented – striving to achieve results that are identifiable, measurable, and demonstrate progress.
3. Connected – engaged in the community and networked with other organizations.