



# Maui Strong Funding Opportunity

**Online Application Deadline: No deadline. Applications will be received on an on-going basis.**

## OVERVIEW

The Maui Strong Fund is providing financial resources to support the immediate and long-term recovery needs for the people and places affected by the devastating Maui wildfires. Maui Strong Fund grants will align with HCF's four-phase approach to disaster response: risk reduction and disaster readiness, rapid relief and response, recovery and stabilization, and rebuilding resilience.

## ELIGIBILITY & REQUIREMENTS

- 501(c)(3) organizations in good standing are eligible to apply.
- Non-501(c)(3) organizations are encouraged to find an existing 501(c)(3) nonprofit organization to serve as fiscal sponsor, and submitted projects must be charitable in nature.
- Individuals are not eligible to apply.

## APPLICATION PROCESS

### Online Application

In January 2022, the Hawai'i Community Foundation transitioned to a new online application platform for grant seeking organizations. New users may register for a Grants Portal account here: [https://hawaii.cf.smartsimple.com/s\\_Login.jsp](https://hawaii.cf.smartsimple.com/s_Login.jsp). Registered users may log in to their account to submit an application. For technical assistance with the online application process, please submit a support ticket at <http://hawaiicommunityfoundation.org/ticket>.

## INSTRUCTIONS

- Only complete applications will be accepted.
- The online application has fillable boxes with character limits. 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 text fits the space provided.

## ORGANIZATION PROFILE

A critical component of the grant application is the Organization Profile. Every applicant organization or fiscal sponsor organization must maintain updated financial documents in the Organization Profile. The documents can be uploaded at any time but must be current at the time a grant is submitted. If fiscal documents are not up to date, the application may be administratively denied. Information needed to complete your organization's profile includes, but is not limited to, the following:

- IRS 501(c)(3) determination letter (not required if previously applied to the Foundation or if applying through a fiscal sponsor)
- Number of full-time, part-time, or regular volunteer staff

- Organization Mission
- Service Location(s)
- Types of services provided (including age, gender, and target populations served)
- Financial Statements
  - Annual Operating budget for current year
  - Income statement (or profit/loss statement) for the most recently completed fiscal year
  - Balance sheet for the most recently completed fiscal year
  - Audited financial statements are preferred but not required
  - Local units of national organizations must submit local unit financial information
- Board of Directors List

Non-501(c)(3) organizations will still need to submit your organization profile to submit an application. Please use placeholder documents indicating that you do not have the requested files and post them in lieu of any documents you may not have copies of.

## APPLICATION

The application consists of 4 tabs. Information needed to complete your application includes, but is not limited to the following:

- **Program Overview:**
  - Provide general information and characteristics about the program or service you provide, including program title, duration, area of interest, and program location(s).
  - If you have a fiscal sponsor, you will be asked to identify your fiscal sponsor. Please note, your fiscal sponsor must first be registered in the Grants Portal prior to submitting your application.
- **Program Information:**
  - **Organization Description** (*Maximum 2,500 characters = ¾ page*): Describe the mission of the organization/program. What is the organization's experience implementing this program or service? What staff capabilities does the organization have to conduct the proposed work? What geographic area (Lahaina/Kihei/Kula) will the organization serve?
  - **Executive Summary** (*Maximum 2,500 characters = ¾ page*): Provide a brief but concise summary of the applicant's proposed program or service. This executive summary may be used for different purposes, including external communications, to describe the program should a grant be awarded.
  - **Problem or Opportunity** (*Maximum 3,000 characters = ¾ page*): Describe the need or opportunity the organization will address and why this is critical.
  - **Program Activities:** (*Maximum 3,500 characters = 1 page*) Describe the activities that will be completed to address the need/opportunity. Explain why the organization chose this approach or strategy. Provide a program timeline. Describe how the project aligns with the priority of the Maui Strong Fund. Please describe any partners or networks the organization is engaged with in these efforts.

- **Expected Results:** (*Maximum 3,500 characters = 1 page*) Describe what the organization hopes to achieve and the metrics to measure the effectiveness of the program.
- **Areas of Disaster Approach** (check all that apply) - risk reduction and disaster readiness, rapid relief and response, recovery and stabilization, and rebuilding resilience.
- **Area of Focus** (check all that apply) – Food/Water, Shelter, Transportation, Financial Assistance, Healthcare, Mental/Behavioral, Food systems, Housing, Workforce Development.
- **Population Served** (check all that apply) - Disabled Persons, Elders, Immigrants, Children/Youth, Animal Care, High-Risk and/or Underserved Populations.
- **Budget:** Provide the total program budget, amount requested through this application, and upload a copy of the program’s budget, showing income and expenses, indicating sources of income that are pending and secured. A downloadable Program Budget Form template is available in the Resources section in the Grants Portal.
- **Support Documents & Certification:** Upload any additional required documents as listed in the application guidelines.

#### **FISCAL SPONSORS**

- Resolution by fiscal sponsor’s board of directors authorizing fiscal sponsorship
- Fiscal sponsor’s agreement form  
*Both forms can be found at: <http://www.hawaiicommunityfoundation.org/grants/fiscal-sponsor-materials>*
- Fiscal sponsor’s IRS 501(c)(3) determination letter

#### **DEADLINE**

HCF staff will review applications on a weekly basis. Applicants should receive a response from HCF staff within one to three weeks with a status update or decision.

#### **CONTACT INFORMATION**

For questions about this funding opportunity, please contact [maustrong@hcf-hawaii.org](mailto:maustrong@hcf-hawaii.org).

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