



HAWAI'I COMMUNITY  
FOUNDATION

## Funding Opportunity

# Holomua Marine Initiative 2025-2026 Marine Capacity Building Cohort Hawai'i Island

**Online Application Deadline: 4:00 p.m. HST, Friday, October 25, 2024**

**ELIGIBILITY & REQUIREMENTS:** Applicants must be a non-profit organization with a 501(c)(3) tax-exempt status. Organizations who do not have 501(c)(3) status may collaborate with a fiscal sponsor to apply for this funding opportunity.

### BACKGROUND

In 2016, the State launched the Sustainable Hawai'i Initiative, a multi-pronged effort to ensure a healthy environment and economy for Hawai'i's people. As part of this effort, the Department of Land and Natural Resources (DLNR) committed to effectively manage Hawai'i's nearshore waters.

Hawai'i has led the nation in its contributions towards the achievement of international conservation goals of protecting and effectively managing marine resources and ecosystems. Leading scientists agree that a minimum level of 30% protection of marine areas can significantly help prevent mass extinctions, preserve critical ecosystem services, and help avert the worst impacts of climate change. Through the Holomua Marine Initiative, DLNR has outlined how its Division of Aquatic Resources (DAR) will work in partnership with communities to build on effective traditional management practices and knowledge, along with guidance from fishers, cultural and scientific experts, and community leaders, to effectively manage Hawai'i's nearshore marine areas. DAR has identified four pillars in their roadmap to achieving shared nearshore management goals.

1. **Place-based planning** aims to partner with communities and stakeholders to build a cohesive, ecologically-connected network of areas for improved marine management.
2. **Pono Practices** encourages responsible behavior guided by Hawaiian values and perspectives through education and outreach, rules, strengthened enforcement, and

local partnerships to encourage sustainable behaviors and practices in nearshore waters.

3. **Monitoring** measures and documents current conditions, tracks progress following implementation of new management approaches, and uses data to identify areas where management actions need to be further adapted.
4. **Protection and Restoration** builds on existing strategies to prevent damage to fragile nearshore ecosystems from invasive species, disease, and environmental damage events and expands efforts to restore and enhance impacted areas.

The Initiative carries forward commitments made by public and private organizations that launched the [Aloha+Challenge](#), a statewide commitment to achieve Hawaii's sustainability goals and framework to implement the United Nations Sustainable Development Goals, and by partners who issued the [Promise to Pae'āina](#), which is a collective commitment for measurable change in Hawai'i's ocean.

Created by the Hawai'i Community Foundation (HCF), the CHANGE Framework strives to create a shared movement to solve Hawai'i's greatest challenges. Through a common set of data, the Framework identifies Hawai'i's strengths, gaps, and opportunities so that efforts can be aligned to take collective action. HCF puts the Framework into action by supporting networks that encompass a broad range of partners who are working to achieve a shared goal and have a commitment to equity. HCF supports the efforts of the Holomua Marine Initiative through this lens of the CHANGE Framework.

## **PURPOSE**

The purpose of this funding opportunity is to support organizations and programs on Hawai'i Island that make meaningful contributions to achieving the goals and objectives of the Holomua Marine Initiative, which focus on effectively managed nearshore marine areas in Hawai'i with strong community co-management in partnership with DLNR-DAR.

## **GRANT FOCUS**

The primary focus of this opportunity is to provide support for eligible organizations to participate in the 2025-2026 Hawai'i Island Marine Capacity-building Cohort and strengthen capacity for communities on Hawai'i Island on a range of topics that will help to further their abilities to effectively manage marine resources in partnership with State and County agencies and other nonprofits or communities. The types of capacity-building support to be provided may include but are not limited to:

- Civic engagement and the legislative or rulemaking process;
- Community leadership building;
- Development of facilitation skills;
- Strengthening community voice and collaboration;
- Management of marine resource users;
- Negotiations skills;
- Monitoring and evaluation;

- Financial and grant management.

## REQUIREMENTS

**Grant Term:** Grant will be awarded for a duration of 24 months (2 years).

**Funding:** Grant requests for \$70,000 USD (\$35,000 USD per year for two years) will be considered. HCF anticipates the award of 12-14 grants. Funding will be used to support participation in the two-year Hawai'i Island Marine Capacity-building Cohort. \$60,000 of total grant will be awarded for general operating support and capacity-building priorities. An additional \$10,000 will be awarded to support participation in organizational capacity-building activities that meet the commitments indicated below in the requirements section of this funding opportunity, as a member of the Cohort.

**Reporting:** Grantees will be required to submit annual progress report and a final program and financial report to HCF.

**Requirement:** Applicants must be located on Hawai'i Island and must fall into at least one of three (3) following categories:

- a nonprofit organization with a 501(c)(3) tax-exempt status;
- a community group with a geographically delineated area of responsibility, i.e., residents of a community, lineal descendants of a moku or ahupua'a, concerned citizens of an area, etc.;
- a community group with a marine use or activity focus, i.e., fishers group, limu hui, dive association, etc.

Groups that are not a 501(c)(3) must have fiscal sponsors with 501(c)(3) status to submit the application and manage the grant funds on their behalf. Fiscal sponsors are not required to be located on Hawai'i Island, but must be based in the state of Hawaii.

1. Organizations with any past due HCF final reports at the time of application deadline are not eligible and will not be considered for this funding opportunity. To ensure eligibility, submit any outstanding final reports to HCF, or request a no cost extension, no later than 4 p.m. HST, Friday October 25, 2024.
2. Matching funds are not a requirement for the grant though the strongest applicants will have 100% match. Matching resources may consist of cash or other grants, in-kind services and/or volunteer time. Sources of match need to be identified in the proposal and in progress or final reports.

Applicants agree to the following commitments as a member of the Cohort, and requirements of this program:

- Commit to working collaboratively with the Marine Capacity-building Cohort Convenor and Facilitator - Kua'āina Ulu 'Auamo (KUA) on activities that contribute to strengthening organization and community capacity to make meaningful contributions to the goal of effectively managed nearshore marine areas with strong community engagement and co-management with government;

- Commit to participating in a two-year program (2025-2026) of gatherings, learning sessions and exchanges, and targeted capacity building activities as part of a cohort of communities collectively working toward achieving effectively managed nearshore marine areas with strong community engagement and co-management with government. Milestone activities required for participation include:
  1. Ho'olauna Calls (1 hour 1:1), January 2025 and 2026,
  2. In-person Cohort retreat gatherings, (2-3 days) estimated for second weekends in March 2025 and 2026,
  3. Participate in at least two virtual Cohort gatherings and trainings per year via Zoom (1.5 hours), estimated for January, April, June, October 2025 and 2026 (8 gatherings/trainings will be offered in total during the Cohort).
  4. At least one targeted capacity-building activity with peers or technical experts, timing to be coordinated with KUA,
  5. Participation in at least one of the following:
    - i. The Hawaii Conservation Conference (HCC), estimated 3 days in July 2025 and 2026; and/or,
    - ii. The annual Hawaii Association of Non-profit Organizations Conference (HANOCon), estimated 1 day in October 2025 and 2026;
- Commit to identifying two organizational representatives in key positions of leadership to participate in cohort activities for the two-year period.

## **APPLICATION PROCESS**

### **Online Application**

This application is available for online submission. Beginning January 2022, the Hawaii Community Foundation transitioned to a new Grants Portal. New users may register for an account here [https://hawaiicf.smartsimple.com/s\\_Login.jsp](https://hawaiicf.smartsimple.com/s_Login.jsp). Registered users may log in to their account to submit an application. Please give yourself adequate time before the submission deadline to access the system and familiarize yourself with the application process and requirements.

## **INSTRUCTIONS**

- Only complete and timely 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**

As part of the online application your organization profile must be certified prior to submission of grant applications and must be certified annually. 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 volunteers and 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
- Current Board of Directors List

## APPLICATION

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

- **Program Overview:**
  1. Provide general information and characteristics about the program including program title, duration, area of interest, program location(s), ages and genders served, and the CHANGE sector(s) your program most closely aligns with.
  2. For more information about the CHANGE framework, please visit our website <https://www.hawaiicommunityfoundation.org/change>.
  3. 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:**
  1. **Organization Description:** Describe the history and mission of the organization as well as your organization's vision and aspirations. Describe the organization's experience implementing programs, and staff capabilities. *(Maximum 2,500 characters = ¾ page)*
  2. **Executive Summary:** Summarize the capacity-building needs of your organization and how they are linked to your organization's vision and mission. *(Maximum 2,500 characters = ¾ page)*
  3. **Problem or Opportunity:** Describe the capacity-building needs or opportunities your organization aims to address and why they are critical to the overall effectiveness of your organization. *(Maximum 3,000 characters = ¾ page)*
  4. **Program Activities:** Describe the capacity-building activities that will be targeted to address the need/opportunity. Explain why you chose this approach. Provide a provisional implementation timeline. *(Maximum 3,500 characters = 1 page)*
  5. **Expected Results:** Describe what you hope to achieve and how you will measure the effectiveness of your capacity-building efforts. *(Maximum 3,500 characters = 1 page)*
- **Budget:** Provide your total budget, amount requested through this application, and upload a copy of your budget, showing income and expenses, indicating sources of income that are pending and secured. *(Note: budget template attached to this RFP may be used).*

- **Support Documents & Certification:** Upload any additional required documents as listed in the application guidelines.

### **ADDITIONAL DOCUMENTS**

Please use this space to provide any strategies or plans that link your program and the needs identified in your proposal (Please Note: These documents are not required, however, if your organization has these documents, they would be helpful).

### **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

### **RESOURCES**

Please use this space to provide any additional information or resources, such as specific activities, work plans and additional letters of support.

### **EVALUATION OF PROPOSALS**

Proposals will be evaluated against the following criteria:

1. Organization's mission and capacity to deliver projects or programs, and alignment of organization mission with the goal of effective nearshore marine management with strong community engagement.
2. Urgency and strength of opportunities to address organizational and community capacity-building needs.
3. Partnerships, particularly with communities and community-based organizations, in place to support and contribute to the organization's projects and programs.
4. Soundness of organizational capacity for fiscal management of funds and resources for its projects and programs.

### **INFORMATION SESSION**

A virtual information session about this funding opportunity, the HCF Grants Portal, and procedures for creating an account in the HCF system and submitting a proposal will be conducted on October 3, 2024 at 3:00pm. Those who intend to participate should [register HERE using this link](#).

**DEADLINE**

Submit your application by clicking the “Submit” button at the end of the application no later than **4:00 p.m. HST, Friday, October 25, 2024**

**CONTACT INFORMATION**

Please visit the HCF Holomua Marine Initiative [webpage](#) for more information about the Initiative. If you have additional questions about this funding opportunity, these guidelines, or the Holomua Marine Initiative you may contact:

Tiare Holm by phone at 808-566-5573 or via email at [tholm@hcf-hawaii.org](mailto:tholm@hcf-hawaii.org);

Neighbor Islands may call our toll-free number at 1-888-731-3863.

For technical assistance with the online application process, please contact HCF’s technical support team at [Websupport@hcf-hawaii.org](mailto:Websupport@hcf-hawaii.org). We will get back to you within one business day.