



**Hawai'i Community Foundation
Maui Strong Fund
Letter of Interest (LOI)**

For applicants requesting more than \$250,000 in grant support from the Maui Strong Fund or requesting support for Housing build-out related program/project, please submit a LOI by answering the questions below through the Maui Strong Fund "Over \$250,000" application process found in the HCF grants portal.

1. Please describe your organization's experience and capacity to deliver services or programs to the people and places impacted by the Maui wildfires. Describe your organization's mission, programs or services, staff capacity and expertise to implement programs and services, and any examples of past or current programs or services that illustrate your organization's experience and expertise.
2. Please describe your organization's request for funding from the Maui Strong Fund. Include:
 - the funding request amount
 - how the request aligns with one of the four disaster recovery and resilience focus areas (Health & Social Services, Housing, Economic, and Natural & Cultural Resources) and HCF's four phases approach to disaster response
 - the issue or problem the effort will solve or support
 - the strategy for implementation of funds
 - any partnerships or collaborations that have helped to support and inform the effort
 - the funding sources (secured or pending sources, including government and private sources) and/or in-kind support for the effort, and
 - the timeline of activities, from start to completion
3. Please describe the measurable and strategic impact and results that will be achieved. Include how and how often you will measure and collect data and the overall outcomes you hope to achieve.

Applications submitting an LOI for a Housing build-out related project should refer to the attached [Appendix A: Housing Criteria](#) listing additional housing build-out specific criteria.

HCF will receive submissions on an on-going basis and respond within 2 to 3 weeks. After HCF reviews the submitted LOI, HCF may invite the applicant to submit a full application for consideration.

If you have any questions, please contact HCF by email at mauistrong@hcf-hawaii.org.



Appendix A: Housing Criteria

Criteria for Application: In order to be considered for a MSF housing build-out related grant, at any request amount, please also provide the following information in your narrative.

1. **Location for project.** Proposed project must be on Maui Island.
2. **Planned building structural material and construction method.** Homes must be able to safely and continuously house individual and families for at least 3 years.
3. **Land control.** Applicant must have land control for the project or identify the proposed path for a site specific land control.
4. **Infrastructure**— including, but not limited to, water, wastewater and power. Proposals must describe a viable means to access all needed infrastructure.
5. **Permitting** —Identify the anticipated permitting path and timeline for the proposed project, reflecting barriers or needed studies identified in conversations with the County. Please note that approved grants will identify fund distribution for pre and post permitting completion. This will be worked out with grantee prior to finalizing grant award.
6. **Demand** for proposed housing type and location by individuals and households who have lost homes in the fire and/or those serving those individuals and households.
7. **Funding** — provide overall budget for project and identify other funding sources acquired or being sought.
8. A brief description of community amenities and support services that will be located within or near the proposed project.
9. A brief description of project's alignment with government or other partner efforts in housing solutions

Criteria for Funding: In order for funding to be released for building, proposals must align with the following criteria.

1. **Permitting:** Proposals must provide proof that they have received all relevant permits for their proposed project, utilizing the permitting path defined by Maui County.
2. **Community:** Since displaced residents may reside in these interim projects for many years, applicants must be able to demonstrate that the site design, amenities and services located within or near their project supports residents' healing and recovery after the wildfires and creates a livable community.



3. Partnerships: Proposed projects must demonstrate partnerships with agencies and organizations that will provide continuous wrap-around services to their residents.



HAWAII COMMUNITY
FOUNDATION

Maui Strong Funding Opportunity:

For Requests Over \$250,000 or Housing-Build Out Proposals

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.

In line with our four-phase approach, HCF will transition our grantmaking from supporting rapid relief and response needs to recovery, stabilization, and resilience efforts. Our grantmaking will align with the Federal Emergency Management Agency (FEMA)¹ and Maui County's Office of Recovery² plans for recovery support in the following focus areas:

- **Health & Social Services** – disaster case management; crisis counseling; primary healthcare; behavioral & mental health; specialty healthcare (mental healthcare, physical therapy, etc.); education; food and nutrition; social services; environmental public health and stability.
- **Housing** – housing assistance (interim and permanent housing solutions); housing recovery planning; rebuilding and mitigation strategies; housing development, housing navigation services.
- **Economic** – strategies to restore economic activity; economic development; and workforce development.
- **Natural & Cultural Resources** – restoration and protection of cultural and natural ecosystems, landmarks, and cultural sites and resources.

ELIGIBILITY & REQUIREMENTS

- 501(c)(3) public charities in good standing are eligible to apply.
- Non-501(c)(3) organizations must have 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.
- Applicants must not have any outstanding HCF grant reports. Applicants with outstanding grant reports will be administratively denied.
- Grants may not be used for the following:
 - Endowments

¹ FEMA Recovery Support Functions - <https://www.fema.gov/emergency-managers/national-preparedness/frameworks/recovery/recovery-support-functions>.

² County of Maui, Office of Recovery - <https://www.mauirecovers.org/recoveryphases>

- Major capital endowments, including major capital campaigns
- Activities that promote religious beliefs

GRANT AWARD

- Applicants that were invited to apply to this funding opportunity can request grant funds over \$250,000.
- Applicants with Housing build-out programs/projects can request for grant funds at any amount under this application process (above or below \$250,000)

EVALUATION CRITERIA

- Application must support recovery needs for the people and places affected by the Maui wildfires.
- Application must align with one of the phases of HCF's four-phase disaster approach.
- Application must align with one of the four focus areas: Housing, Health & Social Services, Economic, or Natural & Cultural Resources.
- Application addresses a critical need or will fulfill an urgent demand for the Maui community.
- Application describes a clear strategy and plan to address a need for the Maui community.
- Application articulates clear and measurable impact and outcomes.
- Application budget is reasonable and realistic given the scope of activities and proposed impact.
- Applicant can describe the organization's experience as well as the staff's capacity and expertise to implement on the proposed project or program.
- Applicant can describe the organization's recent experience or past performance with managing grant funds.
- Applicant can demonstrate a partnership, collaboration, or network approach to supporting the Maui community.
- Applicant has sought and/or secured other sources of funding, including government and private funds.
- Applications for Housing related programs are aligned to the criteria outlined in the attached Appendix A: Housing Criteria.

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://hawaiicf.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 and part-time staff and regular volunteers
- 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 must have an 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*):

Please describe your organization's experience and capacity to deliver services or programs to the people and places impacted by the Maui wildfires. Describe your organization's mission, programs or services, staff capacity and expertise to implement programs and services, and any examples of past or current programs or services that illustrate your organization's experience and expertise.

- **Executive Summary** (*Maximum 2,500 characters = ¾ page*): Provide a brief and 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. Describe the target audience and how that community has informed the need for this program. Are similar programs operating at other organizations? If so, how might this program differ?
- **Program Overview & Timeline:** (*Maximum 3,500 characters = 1 page*) Please describe your organization's request for funding from the Maui Strong Fund. Include:
 - the funding request amount
 - how the request aligns with one of the four disaster recovery and resilience focus areas (Health & Social Services, Housing, Economic, and Natural & Cultural Resources) and HCF's four phases approach to disaster response
 - the issue or problem the effort will solve or support
 - the strategy for implementation of funds
 - any partnerships or collaborations that have helped to support and inform the effort
 - the funding sources (secured or pending sources, including government and private sources) and/or in-kind support for the effort, and
 - the timeline of activities, from start to completion
- **Program Activity Details:** (*Maximum 3,500 characters = 1 page*) In more detail, describe the activities that will be completed to address the need or opportunity. Explain why the organization chose the previously described approach or strategy.
- **Expected Results:** (*Maximum 3,500 characters = 1 page*) Please describe the measurable and strategic impact and results that will be achieved. Include how and how often you will measure and collect data and the overall outcomes you hope to achieve.
- **Additional Grant Request:** If you were awarded a grant from the Maui Strong Fund in the past, please indicate the purpose of the previous grant, the outcomes/results achieved, and how this request differs or builds on the previous grant awarded. HCF will not award additional grants from the Maui Strong Fund, until previous grant funds have been expended, and final reports are submitted and approved by HCF. (*Maximum 2,500 characters = ¾ page*)

- **Additional Question #1:** (*Maximum 2,500 characters = ¾ page*) Describe how this project/investment presents a strategic impact in the ecosystem/system and how it will have immediate and enduring benefit as part of HCF's Disaster Approach Phases 3 and 4.
 - **Additional Question #2:** (*Maximum 2,500 characters = ¾ page*) Describe who the primary funders pre-disaster are, who the primary funders are post-disaster, and how the current funding request is not duplicative or overriding other funding sources.
 - **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) – Housing, Health & Social Services, Economic, and Natural & Cultural Resources.
 - **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 in the Maui Strong Fund folder. Please click the plus sign on the top right if you don't see the document listed.
 - **Supporting Documents & Certification:** Upload any additional required documents as listed in the application guidelines. Upload any attachments that help to support the application.

FISCAL SPONSORS

- Resolution by fiscal sponsor's board of directors authorizing fiscal sponsorship
- Fiscal sponsor's agreement form
Sample 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 month with a status update or decision.

CONTACT INFORMATION

For questions about this funding opportunity, please contact mauistrong@hcf-hawaii.org.
For technical assistance with the online application process, please submit a support ticket at <http://hawaiicommunityfoundation.org/ticket>.

Appendix A: Housing Build-Out Proposal Criteria

Criteria for Application: In order to be considered for a MSF housing build-out grant, please also provide the following information in your narrative.

1. **Location for project.** Proposed project must be on Maui Island.
2. **Planned building structural material and construction method.** Homes must be able to safely and continuously house individual and families for at least 3 years.
3. **Land control.** Applicant must have land control for the project or identify the proposed path for a site specific land control.
4. **Infrastructure**— including, but not limited to, water, wastewater and power. Proposals must describe a viable means to access all needed infrastructure.
5. **Permitting** —Identify the anticipated permitting path and timeline for the proposed project, reflecting barriers or needed studies identified in conversations with the County. Please note that approved grants will identify fund distribution for pre and post permitting completion. This will be worked out with grantee prior to finalizing grant award.
6. **Demand** for proposed housing type and location by individuals and households who have lost homes in the fire and/or those serving those individuals and households.
7. **Funding** – provide overall budget for project and identify other funding sources acquired or being sought.
8. A brief description of community amenities and support services that will be located within or near the proposed project.
9. A brief description of project's alignment with government or other partner efforts in housing solutions.

Criteria for Funding: In order for funding to be released for building, proposals must align with the following criteria.

1. **Permitting:** Proposals must provide proof that they have received all relevant permits for their proposed project, utilizing the permitting path defined by Maui County.
2. **Community:** Since displaced residents may reside in these interim projects for many years, applicants must be able to demonstrate that the site design, amenities and services located within or near their project supports residents' healing and recovery after the wildfires and creates a livable community.
3. **Partnerships:** Proposed projects must demonstrate partnerships with agencies and organizations that will provide continuous wrap-around services to their residents.