Community Grants Program

2025 Funding Opportunity

East Hawaii Fund *(Hawai'i Island)*

West Hawaii Fund *(Hawai'i Island)*

Online Application Deadline: August 18, 2025, 4:00 p.m. HST

OVERVIEW

The Community Grants Program provides project- or program-based funding to nonprofit organizations benefitting the communities and people of Hawai'i. Specific community funds established at the Hawai'i Community Foundation (HCF) support the Community Grants Program. Advisory committees will review proposals and make grant recommendations to support projects or programs that are most consistent with the purpose and priorities of each fund.

QUESTIONS? JOIN OUR VIRTUAL COFFEE HOUR

Join us for a virtual *Coffee Hour* to ask questions and learn more about the Community Grants Program. This informal drop-in session is open to any organization interested in applying.

Date: Thursday, July 10, 2025
Time: 9:00 a.m. HST
Location: Zoom - Register here

East Hawai'i Fund

The purpose of this fund is to benefit the people and communities of East Hawai'i, from Waipi'o Valley to Wai'ōhinu. The East Hawai'i Fund especially welcomes applications that involve people and organizations from different sectors of the community who are working together to address an issue of concern to the community. Preference will be given to projects that address a community need in one or more of the following areas:

- Educational opportunities with an emphasis on early childhood, after school/out-of-school experiential opportunities for youth, and/or preparedness for education and career success
- Strengthening intergenerational relationships
- Economic sufficiency for self, family, and community
- Family-centered and integrative approaches to health care
- Social conditions such as poverty, domestic violence, substance abuse, or crime
- Recreational opportunities with an emphasis on family and/or intergenerational activities

West Hawaiʻi Fund

The West Hawaiʻi Fund was established for the benefit of the people and communities of West Hawaiʻi, from North Kohala to Ocean View Estates. The West Hawaiʻi Fund aims to support programs that address equitable and inclusive access to services, build resilience and connection between different sectors of the community and strengthen the long-term capacity of individuals and organizations to become healthy, vibrant, and sustainable. Preference will be given to organizations based in West Hawaiʻi.

ELIGIBILITY & REQUIREMENTS

This funding opportunity is for nonprofit organizations, fiscally sponsored organizations, community-serving groups with a charitable purpose, church programs, and Hawaiʻi DOE school projects.

- Applicants must be responsive to the priorities identified by the East Hawaiʻi Fund or West Hawaiʻi Fund, as specified above.
- Organizations currently funded by HCF with overdue final reports are not eligible to apply.
- Organizations may apply to more than one fund; however, a separate application must be submitted for each fund to which an organization is applying.
- Organizations may submit up to one application per fund per year.

GRANT RANGE

Grants are generally awarded for one year and will usually not exceed $10,000. For requests of more than $5,000, preference will be given to 501(c)(3) organizations, or groups with a 501(c)(3) fiscal sponsor.

APPLICATION PROCESS

Online Application

This application is available for online submission through the Hawaiʻi Community Foundation's Grants Portal. New users may register for an account by clicking here. 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. Please reference our Applicant User Guide for further instructions.

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 every 6 months. 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

APPLICATION
The application consists of 4 tabs. Information needed to complete your application includes, but is not limited to the following:
1. **Program Overview**:
   a. Provide general information and characteristics about the program including program title, duration, program location(s), ages and genders served, and the CHANGE sector(s) your program most closely aligns with.
   b. For more information about the CHANGE framework, please visit our website.
   c. 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.
2. **Program Information**:
   a. **Organization Description:** Describe the organization or program. What is the organization's geographic reach for this program? What is the organization's experience implementing this program and/or similar programs in the community? *(Maximum 2,500 characters)*
   b. **Problem or Opportunity:** Describe the need or opportunity you are trying to address and why this is critical. If available, please provide data on the impact of your programming in this specific community. Include a description of how your project or program aligns with the priority of the fund as stated in this funding opportunity (i.e. East Hawaiʻi Fund or West Hawaiʻi Fund). *(Maximum 3,000 characters)*
   c. **Program Activities:** Describe the activities that will be completed to address the need/opportunity. Explain why you chose this approach. Provide a program timeline. Describe how you engage, interact, or reach out to this community, and

list any partners you are engaging or collaborating with for this project.
(Maximum 3,500 characters)

d. **Expected Results:** Describe what you hope to achieve and how you will measure the effectiveness of your program. *(Maximum 3,500 characters)*
3. **Budget**: Provide your total program budget, amount requested through this application, and upload a copy of your program's budget, showing income and expenses, indicating sources of income that are pending and secured.
4. **Supporting 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 are available by clicking here.
- Fiscal sponsor's IRS 501(c)(3) determination letter

CONTACT INFORMATION
If you have questions about this funding opportunity, please contact Michelle Pope at mpope@hcf-hawaii.org or (808) 792-3101.

For technical assistance with the online application process, please submit a support ticket.