



Honouliuli Preserve Fund

Resource Management and Community Engagement

Funding Opportunity

Online Application Deadline: Friday, June 27, 2025, 4:00 p.m. HST

OVERVIEW

Background

The Honouliuli Preserve Fund was established in 2010 to support activities to manage the natural and environmental conservation values at the Honouliuli Preserve. Working with an Advisory Committee representing key stakeholders, the Hawai'i Community Foundation (HCF) develops strategies, manages, and administers grant-making for this fund. The goal of the grant-making strategy for this fund is to strengthen ecosystem resilience, public interest, and awareness of the Honouliuli Preserve. Objectives include:

1. Mitigate the introduction and spread of invasive species.
2. Mitigate the Preserve's vulnerability to wildfires.
3. Increase access and strengthen community interest and engagement in managing the Preserve and awareness about its ecological and socio-cultural value.

Purpose

This funding opportunity is intended to support organizations on O'ahu who are implementing programs and activities linked to ecosystem restoration, research, promotion, education, and community engagement for the protection and management of the Honouliuli Preserve.

Priorities for action include:

1. Promoting community and public interest and engagement in use and restoration activities for the Preserve.
2. Educating community and the public on the ecological and socio-cultural values of the Preserve
3. Supporting ongoing ecosystem management activities, including mitigation of the Preserve's vulnerability to invasive species and wildfires.
4. Reconnecting community and individuals who may have lineal connections to the Honouliuli Preserve.
5. Strengthening understanding of and support for agricultural and other uses and access issues.



Grant Focus

The activities HCF will consider for funding include:

1. Strategic planning to support management activities for the Preserve;
2. Staff recruitment and retention;
3. Strengthening access to the Preserve;
4. Research and monitoring;
5. Ecosystem restoration;
6. Community engagement; and
7. Education.

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.

This funding opportunity is open to non-profit and community-based organizations on O'ahu.

Special consideration will be given to applicants from community organizations in the Honouliuli Preserve adjacent areas.

Grant Term: Grant requests for projects with a duration of 12-24 months (2 years maximum) will be considered.

Funding: Grant requests for up to \$15,000 USD will be considered. Funding decisions will be made in July 2025.

Reporting: Grantee will be required to submit interim progress reports (if project is longer than 12 months) and a final project and financial report to HCF.

APPLICATION PROCESS

Online Application

This application is available for online submission through the Hawai'i Community Foundation's Grants Portal. New users may register for an account here

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. 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:

- **Program Overview:**
 - 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.
 - For more information about the CHANGE framework, please visit our website <https://www.hawaiicommunityfoundation.org/change>.
 - 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:** Describe the history and mission of the organization/program. What is the organization's experience implementing this program and staff capabilities to conduct the proposed work? (*Maximum 2,500 characters = ¾ page*)



- **Problem or Opportunity:** Describe the need or opportunity you are trying to address and why this is critical. *(Maximum 3,000 characters = ¾ page)*
- **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 your project aligns with the priority of the fund you are applying. *(Maximum 3,500 characters = 1 page)*
- **Expected Results:** Describe what you hope to achieve and how you will measure the effectiveness of your program. *(Maximum 3,500 characters = 1 page)*
- **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.
- **Supporting Documents & Certification:** Upload any additional required documents as listed in the application guidelines.

ADDITIONAL REQUIRED DOCUMENTS

None

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

Any additional information or resources, such as specific activities, workplan and letters of support.

DEADLINE

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CONTACT INFORMATION

If you have additional questions about this funding opportunity, these guidelines or the HCF Honouliuli Preserve Fund, you may contact:

Tiare Holm by phone at 808-566-5573 or via email at 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 submit a support ticket at <http://hawaiicommunityfoundation.org/ticket>

For technical assistance with the online application process, please submit a support ticket at <https://hawaiicf.odoo.com/helpdesk/customer-care-1>.