Maui Strong Funding Opportunity

For Requests under $100,000*

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 Recovery[2] 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, and 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.

Please reach out to HCF if you are unsure if the proposed program is in alignment with one or more of the focus areas.

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.

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[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

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

GRANT AWARD
- Applicants that can demonstrate alignment with the focus areas listed above can apply for grant funds up to $100,000.
  - Applicants that were awarded a Maui Strong Fund grant may apply for an additional grant for the same purpose through this funding opportunity if the cumulative amount of grant funds does not exceed $100,000. Grants funds must be expended and HCF must receive and approve a final report on the grant in order to receive additional grant funds.
- Applicants that are requesting grant funds exceeding an amount of $100,000 or requesting funds for a *Housing build-out related program/project at any amount, must complete a Letter of Interest process through the HCF Grants Portal and be invited by HCF to apply with a full application.
  - Applicants that were previously awarded must complete a Letter of Interest if previously awarded funds and the new request exceeds a cumulative amount of $100,000 for the same purpose.

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.

APPLICATION PROCESS

Online Application

In January 2022, the Hawaiʻi 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)***:** 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/Kīhei/Kula) will the organization serve? (ex. *# of people served; # of events held; types & amounts of resources provided; etc.)*
    - **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? Please include appropriate data, evidence, or strategies that could strengthen these statements.
    - **Program Activities & Timeline:** *(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. Results should be quantifiable and specific.
    - **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*

- o **Areas of Disaster Approach** (check all that apply) – risk reduction and disaster readiness, rapid relief and response, recovery and stabilization, and rebuilding resilience.
- o **Area of Focus** (check all that apply) – Housing, Health & Social Services, Economic, and Natural & Cultural Resources.
- o **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.

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.