Kaulunani IRA Proposal Application 2024

[IRA] Kaulunani Urban & Community Forestry IRA Proposal Application 2024

This application is for an Inflation Reduction Act (IRA) grant from a total funding pool of $1.2M. For details on this opportunity please review the [Request for Proposals (RFP)](#).

Proposals are due Friday, February 9th, at 11:59 PM Hawaiʻi time. You may start your application in this portal and save your progress.

Applicant Information

Organization Name

Please ensure organization name is exactly as registered with Hawaiʻi Compliance Express (HCE) (including diacritical markers, capitalizations and other punctuation). [Click here](#) to register or to check your status. Compliance with HCE is required for this grant opportunity.

Address

Address Line 1

Address Line 2

City

State

Zip Code

Physical address of project if different

Address Line 1

Address Line 2

City

State

Zip Code

Please ensure organization address is exactly as registered with Hawaiʻi Compliance Express.

Website

Contact person

First

Last

All general correspondence will be directed to this contact.

Email

Phone

Authorized Signatory

First

Last

Who will be signing the grant agreements and invoices?

Email

Project Information

Project Title

Priorities met by project location(s)
☐ Priority 1: CEJST

☐ Priority 2: Native Hawaiian Population

☐ Priority 3: Low Urban Tree Canopy

Projects for this opportunity must serve priority communities. Search your project area at Hawaiʻi's Tree Canopy Viewer, click the "IRA" button in the top right, and toggle layers to see which areas are covered. View an explanation of priorities here.

☐ Priority 4: High Urban Heat Severity Index

☐ Priority 5: Low Income Based on Title 1 Schools

Select all that apply for your project. If your project covers multiple sites, each site must meet at least one of these priorities.

Which of the following Hawaiʻi Forest Action Plan Priority Areas of Focus from are addressed by the project?

☐ Climate Change

☐ Education & Outreach

☐ Emergency Management

☐ Health & Well-being

☐ Invasive Species

☐ Ordinances & Legislation

☐ Urban Tree Care

☐ Water Quality & Green Infrastructure

☐ Wildland Urban Interface

Select all that apply. Refer to Hawaii's [Forest Action Plan](#) for further details, and the National [Urban Forest Action Plan](#) for reference.

Funds being requested

Award range: $30,000 - $300,000.

There is no requirement to match these funds. You will be asked to submit invoices for your expenses. Invoices must be sent at least once at the close of the project, and at maximum every 6 months.

Total project cost

Please include the total cost of this project, including other grant funding, cash contributions and in-kind contributions.

Start-up funds requested

501(c)(3) nonprofits may be considered for one-time, a partial advance of start-up funds in cases of demonstrated need. Start-up funds may cover needs to launch the project (supplies, personnel, or contracts) but may NOT cover work done before the project start (4/1/2024 or when award confirmation is provided).

*Our funding and administrative capacity available to issue start-up funds in advance is limited. **Please contact Kaulunani staff prior to submitting your application if you are requesting start-up funds.***

Signature

Island(s) of project work
☐ Kauaʻi ☐ Oʻahu ☐ Molokaʻi ☐ Maui ☐ Lānaʻi ☐ Hawaiʻi Island

Project Narrative

Please tell us about your proposed project, including your purpose and objective(s).

Maximum 2500 characters (includes spaces)

*Think of this as your 'elevator pitch'. Describe the **need** for Kaulunani funding to support this project and the **what, why, and how** this project will positively impact your community.*

Description of project location(s), and their relationship to IRA priority layers.

Maximum 800 characters (includes spaces)

Please list and briefly describe your project location(s), plus their connection to IRA priority layers on the Tree Canopy Viewer. General directions or landmarks, ahupuaʻa, addresses, or GPS coordinates are welcome.

*Location **information will be used to confirm that your sites are in priority areas.** Data can be found on the Tree Canopy Viewer, click "IRA" button to see priority layers.*

Tell us about your organization. Briefly describe the mission, activities, and beneficiaries of your work.

Suggested: 700 characters (max 1000, includes spaces)

Overall, what do you do, why do you do it, and who are you doing it for? Why is your organization well-suited to complete this project? What is your

Tell us about the communities, groups, and/or places that will benefit from the project.

Suggested: 700 characters (max 1000, includes spaces)

These funds are intended to promote equity, justice, and access in urban & community forestry programs and practices.

What are these benefits, specifically?

Suggested: 500 characters (max 1000, includes spaces)

What are the risks with completing your project as outlined, and how will you address these risks?

Maximum 500 characters (includes spaces)

Including but not limited to fire or other natural disaster, and invasive species risks. Please reference invasive species [prevention BMPs](#).

End Product/Result – Describe the deliverables to be accomplished with the funds.

Suggested: 300 characters (1000 max, includes spaces)

A list or bullet points is fine.

Anticipated Completion Date

Projects must be completed and invoices submitted by 3/31/2027 at the latest. Projects may be completed earlier.

How will you know if the project is successful? What indicators will you use? How will you evaluate and communicate the success of the project?

[   ]

Maximum 500 characters (includes spaces)

Explain how success will be measured and communicated in order to demonstrate degree to which outcomes are met.

Who are your project partners? Please list them and describe their roles.

[   ]

Suggested: 700 characters (max 1000, includes spaces)

Please include key volunteers, sponsoring organization(s), and any other community involvement.

Who are your key personnel?

[   ]

Maximum 600 characters (includes spaces)

Please include staff, contracted services, and volunteers associated with this project.

Is your proposal a Tree Planting Project?

⊙ Yes   ○ No

Tree planting projects require additional documentation. In the budget you will be asked to provide Botanical Name, Common Name, Tree/Shrub, Size, Weed Risk Assessment (WRA) Score, and cost.

Does your planting plan meet tree/shrub/ground cover budget requirements?

⊙ Yes   ○ No

At least 70% of the total plant budget expenses must be for trees, no more than 20% for shrubs, and no more than 10% for ground covers. Is this true for your project?

Have you confirmed proposed trees and plants are not invasive?

⊙ Yes   ○ No

Check Plant Pono to confirm. Please provide WRA Score on the budget sheet.

Upload a completed Landowner Permission form

Download the Form. You may also provide a letter of endorsement from the local government if planting is on county property or State-administered lands.

Upload a site plan/map
Indicate the proposed tree planting information,including species, size of tree, and the number and location of trees. The map should also include the location of existing trees, building, utility lines and sidewalks.

Please provide details of your maintenance plan.

Maximum 600 characters (includes spaces)

Details for a minimum three year maintenance plan, specifying who is responsible, frequency, scope of maintenance, and what resources are available or being sought to fund maintenance.

Upload a quote from one nursery for the tree/plants.
Strong preference is to source plants from the same island as where they will be planted.

Budget Information - Tree Planting or Tree Giveaway Project
Please download and save your own copy of the budget sheet provided (file > download) and detail the funding you are requesting and total project cost. Note tab 2 for plant details.

Budget Information - All other project types
Please download and save your own copy of the budget sheet (file > download) and detail the funding you are requesting and total project cost.

Letters of intended support from project partners. Please upload documents here.
Letters of support are required for all projects with proposed partner(s). Proposed partners and collaborators should describe what they commit to doing or contributing and/or the role they will play in the proposed project. General letters of support from entities not directly involved in the proposed project should not be included.

Photo upload
[Optional] upload a photo if you would like to communicate about your project in this way. Maximum file size 1 MB. If your photo is larger, please email it to koki.b.atcheson.researcher@hawaii.gov.