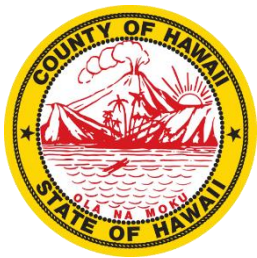


Innovation Grants for Fiscal Year 2021-2022



PRESENTED BY

DOUGLASS S. ADAMS

DIRECTOR, DEPARTMENT OF RESEARCH AND DEVELOPMENT, COUNTY OF HAWAI'I

APRIL 5, 2021

Agenda

- Welcome, introductions and housekeeping.
- Innovation Grant goal and program area objectives.
- Innovation Grant program basics.
 - Eligibility, award range, matching funds, and important dates.
- Innovation Grant proposal format.
- Proposal evaluation criteria.
- Grantee requirements.
- Questions.

Introduction to Research & Development

Program	Program Specialist
Agriculture and Food Systems	Glenn Sako Sarah Freeman
Creative Industries	Justin Finestone
Economic Development	Jane Horike
Energy	Riley Saito
Sustainable Development	Beth Dykstra
Tourism	Frecia Cevallos

Hawai'i County Charter 2020

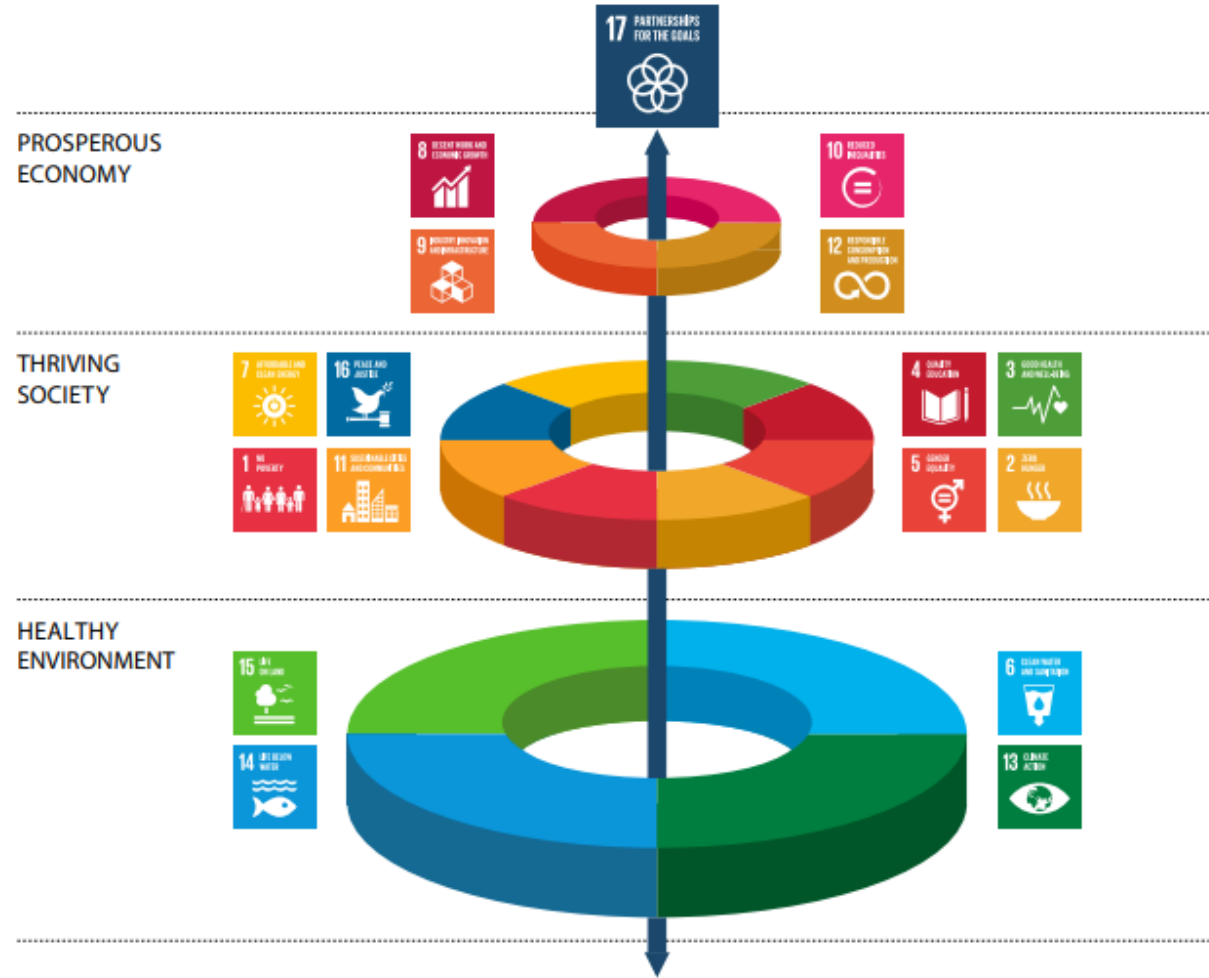
Section 6-8.3 Powers, Duties and Functions

Collect and develop data necessary for managerial and legislative decision-making, and program and policy-making.

In collaboration and coordination with federal and state agencies as well as the private sector, advance public and private development programs, enterprises and plans, that enhance and improve the county's environmental, cultural, community, and economic sustainability and resilience.

Partnering as an essential approach to SDG impact

The 2030 Agenda is based on an interconnected economy, society and environment



UN Sustainable Development Goals <https://sdgs.un.org/goals>

R&D Approach

Collaboration and Partnership

- Government agencies
- Non-profit organizations
- Businesses and trade organizations
- Communities

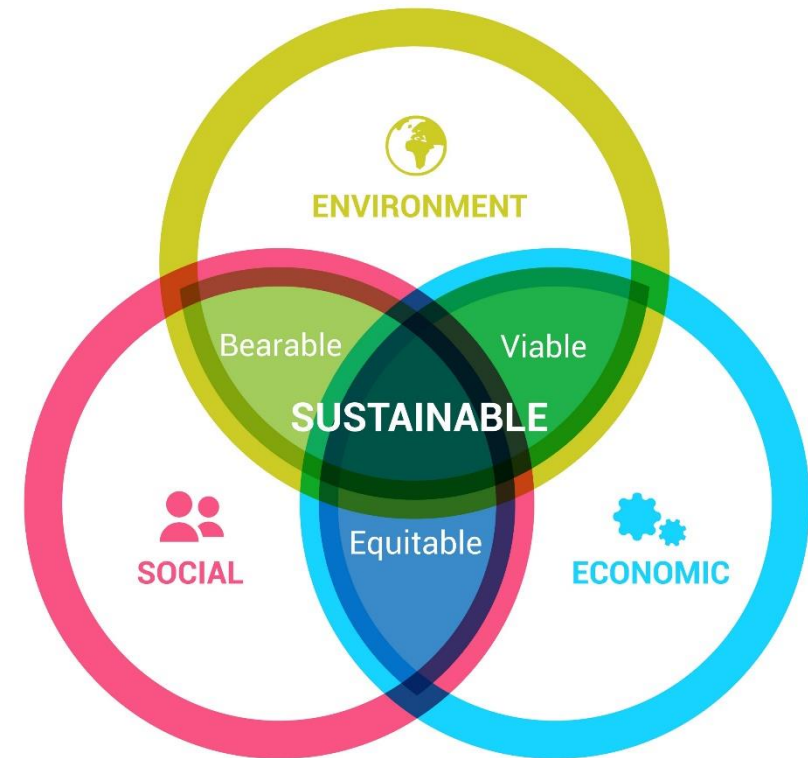
Innovation Grant Goal

RESEARCH AND DEVELOPMENT'S GOAL

Research and Development Goal

A high quality of life for Hawai'i Island residents through innovations that balance Hawai'i Island's economic, social, and environmental well-being.

All Innovation Grant proposals must address this overarching goal.



Program Objectives

ALL INNOVATION GRANT PROPOSALS MUST MEET ONE OR MORE PROGRAM AREA OBJECTIVE IN ADDITION TO R&D'S GOAL.

Agriculture and Food Systems Program Objectives

- Increase consumption of local agricultural and value-added products at local or export markets.
- Improve the quality, productivity and safety of agricultural producers, systems and products through research, development and education.
- Support expansion of agricultural industries and methodologies with farmer training programs.
- Reduce the negative impacts of invasive species on agricultural crops through research and educational programs.
- Reduce the number of incidents of agricultural theft.



Agriculture and Food Systems Continued



- Preserve agricultural lands through improvements to soil and water conservation programs, permitting policies, and landscape-level innovations.
- Facilitate the development of affordable farm worker housing by developing recommended reform and deploying strategies with existing government support programs.
- Support the effective integration of the food systems network into local agricultural networks, production systems and value chains.

Creative Industries Program Objectives



- Strengthen and preserve Hawai'i Island's communities and natural resources as outstanding business locations through, for example, industry meetings, workshops, conferences and trade shows.
- Develop local creative industries through, for example, workforce development, incubators, accelerators, or multi-purpose facilities.

Economic Development Program Objectives

Build

Build the local, national, and international reputation and exposure of Hawai'i Island, its businesses and its products.

Support

Support industry meetings, workshops, conferences or trade shows.

Promote

Promote local, state, and federal programs and resources advancing economic and business development.

Advance

Advance collaborative projects that build Hawai'i Island's dominant, emerging, and highest paying industries and sectors.

Improve

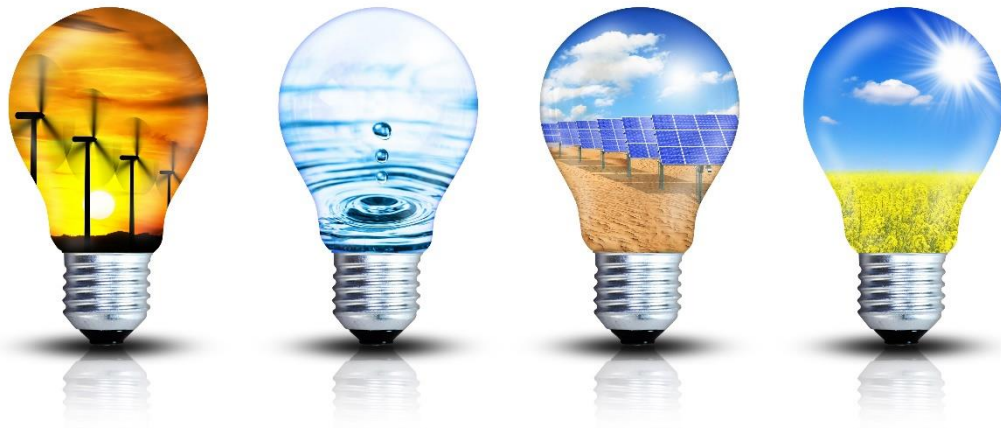
Improve household financial self-sufficiency and mobility by advancing workforce development, through efforts to decrease household debt and expenses and increase household income and wealth, and by advancing inclusive growth and community-based economic development.

Energy Program Objectives

- Advance renewable energy resilience projects for the Island of Hawai'i.
- Identify and implement energy efficiency projects to reduce energy expenses.
- Plan and Implement renewable energy projects for the County of Hawai'i with significant return on investment.
- Expand the use of alternative fuel vehicles, including within the County's fleet.
- Expand the network of zero emission vehicle fueling and charging stations.



Energy Program Objectives Continued



- Advance innovative, low-cost, efficient transportation systems like transportation network, autonomous vehicles, and car sharing.
- Address the disproportionate health, environmental, economic and climate impacts on disadvantaged communities.
- Implement a demonstration project that has the potential to reduce the cost of living for Hawai'i Island residents.

Sustainable Development Objectives

- Implement actions included in the County of Hawai'i Climate Action Plan, First Draft 2020
- Implement strategic actions in the Hawai'i 2050 Sustainability Plan
- Implement strategies that support the goals of the Aloha+ Challenge



County of Hawai'i
Climate Action Plan
First Draft
2020



Prepared by
County of Hawai'i
Research and Development



Tourism Program Objectives

Objectives for projects of **\$5,000 to \$25,000**

Projects that align with the goals of the Hawai'i Island Tourism Strategic Plan.

These goals include:

- Responsible tourism.
- Pono-based visitor communications.
- Place-based education for residents.
- Infrastructure.



Tourism Program Objectives Continued...

Objective for awards of \$25,000 to \$150,000
Interpretive pilot programs at culturally and historically significant sites.



Pilot programs must align with TSP and include one or more of the following components.

- Engage and/or hire residents who have place-based knowledge and experience to:
 - Identify, map and document natural and cultural resources, sacred and historical sites, and stories of the culturally and historically significant sites.
 - Develop appropriate strategies and products to brand and share these sites.
- Engage existing or new Hawai'i Island based businesses in interpretive programs to grow and expand their products and services.
- Provide training and materials on the culturally and historically significant sites to appropriate visitor industry stakeholders.

Innovation Grant Basics

ELIGIBILITY, AWARD RANGES, MATCHING FUNDS, ELIGIBLE USES OF GRANT FUNDS, AND IMPORTANT DATES

Eligible Applicants

An eligible applicant must:

- Be an **educational institution, state or county agency, a not-for-profit organization** incorporated under the laws of the State of Hawaii or a non-profit organization exempt from federal income tax by the Internal Revenue Service. In the case of a non-profit organization, members of its governing board shall have served without compensation and have no material conflict of interest.
- Be licensed and accredited, as applicable, in accordance with the requirements of federal, state and county governments.
- Have bylaws or policies that describe the manner in which business is conducted including management, fiscal policies and procedures, and policies on nepotism and the management of potential conflicts of interest.
- Have at least one year of experience with the project or in the program area being proposed. The Director may grant an exception.
- Have staff or authorized representatives adequately trained to administer and provide the program described.

Award Ranges

- Innovation Grant awards will range from \$5,000 to \$25,000 in all program areas.
- Tourism interpretive pilot initiatives will range from \$25,000 to \$150,000.
- Initial invoice will be payable upon execution of contract.
- Ten percent of the award is withheld pending submission and acceptance of the final narrative and financial report.



Matching Funds Requirement

- One-to-one matching funds requirement to the amount of funds requested, cash or in-kind contribution, or a combination.
- Proof of matching funds is not required at time of application.
- Awarded grantees must provide proof of matching funds within thirty days of the award notification.
- Acceptable proof of matching funds:
 - Letter of matching funds commitment.
 - Copy of a check.
 - Receipts of deposit.
 - Bank statement.
 - Copy of an agreement between the applicant and another sponsor.

Allowable expenses

- Advertising
- Brochures and collateral materials
- Electronic media
- Equipment purchase
- Facility rental
- Postage
- Posters
- Printing
- Products
- Public relations
- Salary and wages
- Security
- Shipping
- Some consultant services
- Supplies and materials
- Travel
- Website development or enhancement

Project expenses must be reasonable, directly related to the proposed project, and clearly described in the budget narrative.

Important Dates

Milestone	Scheduled Date
Request for Proposal issued.	Wednesday, March 31, 2021
Informational webinar.	Monday, April 5, 2021, 3:30 p.m. H.S.T.
Closing date for receipt of questions and comments.	Monday, April 12, 2021
Last day for R&D to respond to questions and comments.	Wednesday, April 14, 2021
Proposal deadline.	Tuesday, May 18, 2021, 4:30 p.m. H.S.T.*
Notification of award.	By Wednesday, June 30, 2021
Grant Agreement execution period.	Tuesday July 6, to Friday, July 31, 2021
Tentative Agreement commencement date.	Monday, August 2, 2021

*Proposal deadline is not a postmark date. Sealed proposals must be delivered to the offices of R&D, either Hilo or Kailua-Kona, by 4:30 p.m. on Tuesday, May 18, 2021.

Innovation Grant Proposal Format

ELEMENTS OF A COMPLETE PROPOSAL SUBMISSION.

Required Organizational Documents

1. Current Articles of Incorporation.
2. Current By-Laws.
3. Current Corporate Resolution if required by the By-Laws.
4. Current Board of Directors list – must include names, titles, addresses, occupations, and terms of office for all officers and members of the Board.
5. A list of persons who will execute the project and manage the funded activities. Include descriptions of their education, work experience and qualifications. Current *curriculum vitae* may be used.
6. Copy of IRS verification of tax-exempt status, if applicable.
7. Current financial statements – signed and dated.
8. **NEW:** Current Certificate of Compliance from the Hawaii Compliance Express (HCE) program, government entities excluded.

Proposal Narrative and Complete Package

Follow the section titles and numbers in the Request for Proposals:

- A. Project Abstract (maximum one page)
 - B. Project Narrative
 - 1. Activities and Outcomes
 - 2. Organization Qualifications
 - 3. Budget Narrative (maximum one page)
- } Maximum
5 pages

Narrative Format:

- Up to seven (7) total pages
- Plain, white letter-sized (8.5 x 11) paper
- One-inch margins all sides
- Font size 11 points or larger.

Complete application package contents:

- One complete set containing
 - All required forms, signed and dated (originals)
 - Complete Narrative.
 - All required organizational documents.
- Two additional sets, each containing:
 - Copies of all required and signed forms.
 - Copies of Narratives.

Proposal Submission

BY MAIL:

Department of Research and Development
25 Aupuni Street, Room 1301
Hilo, HI 96720

REMEMBER THE DEADLINE:

Sealed proposals must be received in either
R&D Office by:

4:30 p.m. H.S.T. on Tuesday, May 18, 2021

BY COURIER OR IN PERSON:

EAST HAWAI'I: [Map](#)
County of Hawai'i Building
25 Aupuni Street
Department of R&D, Room 1301
Hilo, HI 96720

WEST HAWAI'I: [Map](#)
West Hawai'i Civic Center
74-5044 Ane Keohokalole Highway, Building C
Kailua-Kona, HI 96740

Proposal Review

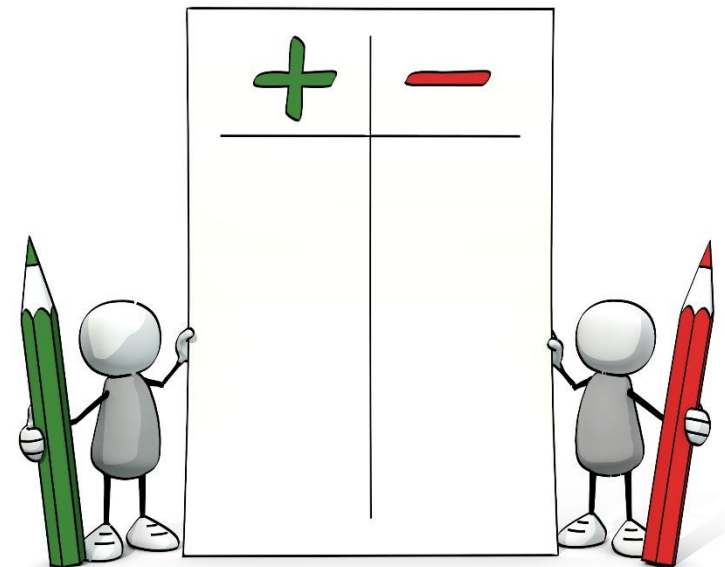
EVALUATION CRITERIA

Proposal Evaluation Criteria

Category	Maximum Score
Project Impact	50 points
Project Innovation	10 points
Fiscal Capability and Accountability	20 points
Qualification and Experience	20 points
TOTAL	100 points

See RFP Page 16, *Section 4.4.1, Evaluation Categories and Value* for full descriptions.

Click to add text



Post Award

INNOVATION GRANTEE REQUIREMENTS DURING THE PROJECT PERIOD

Grantee Requirements

- Maintain HCE Compliance
- Recognize R&D in any program public relations, brochures and publications.
- Event admission for R&D Specialist.
- No alcohol.
- No fundraising during grant-funded projects.
- Request any budget and/or project modifications in writing and await approval before implementing modifications.
- Progress and Final Reports.



Mahalo and Q&A
