JOINT MEETING of the
COMMITTEE ON BENEFICIARY ADVOCACY AND EMPOWERMENT
and the COMMITTEE ON RESOURCE MANAGEMENT

DATE: Wednesday, December 18, 2019
TIME: 10:00 a.m.
PLACE: Mauli Ola Boardroom
        Nā Lama Kukui
        560 N. Nimitz Highway
        Honolulu, HI 96817

AGENDA

I. Call to Order
II. Public Testimony*
III. Approval of Minutes
     A. November 20, 2019†
IV. Unfinished Business
     A. Workshop #3: Kaka’ako Makai Discussion re: Sequence and Options and review of draft Action Item§
V. New Business
     A. ACTION ITEM: BAE-RM #19-10: FB 20-21 Higher Education Grant Recommendation†
VI. Community Concerns*
VII. Announcements
VIII. Adjournment

If you require an auxiliary aid or accommodation due to a disability, please contact Raina Gushiken at telephone number 594-1772 or by email at: rainag@oha.org no later than three (3) business days prior to the date of the meeting.

*Notice: Persons wishing to provide testimony are requested to submit 13 copies of their testimony to the Chief Executive Officer at 560 N. Nimitz. Suite 200, Honolulu, HI, 96817 or fax to 594-1868, or email BOTmeetings@oha.org 48 hours prior to the scheduled meeting. Persons wishing to testify orally may do so at the meeting, provided that oral testimony shall be limited to five minutes.

§Notice: The 72 Hour rule, pursuant to OHA BOT Operations Manual, Section 49, shall be waived for distribution of new committee materials.
JOINT MEETING of the
COMMITTEE ON BENEFICIARY ADVOCACY AND EMPOWERMENT
and the COMMITTEE ON RESOURCE MANAGEMENT

DATE: Wednesday, December 18, 2019
TIME: 10:00 a.m.
PLACE: Mauli Ola Boardroom
       Nā Lama Kukui
       560 N. Nimitz Highway
       Honolulu, HI 96817

AGENDA

I. Call to Order
II. Public Testimony*
III. Approval of Minutes
   A. November 20, 2019†
IV. Unfinished Business
   A. Workshop #3: Kaka‘ako Makai Discussion re: Sequence and Options and review of draft Action Item
V. New Business
   A. ACTION ITEM: BAE-RM #19-10: FB 20-21 Higher Education Grant Recommendation
VI. Community Concerns*
VII. Announcements
VIII. Adjournment

If you require an auxiliary aid or accommodation due to a disability, please contact Raina Gushiken at telephone number 594-1772 or by email at: rainag@oha.org no later than three (3) business days prior to the date of the meeting.

*Notice: Persons wishing to provide testimony are requested to submit 13 copies of their testimony to the Chief Executive Officer at 560 N. Nimitz. Suite 200, Honolulu, HI, 96817 or fax to 594-1868, or email BOTmeetings@oha.org 48 hours prior to the scheduled meeting. Persons wishing to testify orally may do so at the meeting, provided that oral testimony shall be limited to five minutes.

†Notice: The 72 Hour rule, pursuant to OHA BOT Operations Manual, Section 49, shall be waived for distribution of new committee materials.

Trustee John Waihe'e, IV, Chair
Committee on Beneficiary Advocacy and Empowerment

Date

Trustee Dan Ahuna, Chair
Committee on Resource Management

Date
Minutes of the Office of Hawaiian Affairs
Joint Committees on Beneficiary Advocacy and Empowerment
and Resource Management
November 20, 2019
9:36 am

ATTENDANCE:
Trustee Dan Ahuna, RM Chairperson
Trustee Brendon Kaleiaaina Lee
Trustee Keli‘i Akina
Trustee Carmen Hulu Lindsey
Trustee Colette Machado
Trustee John Waihe‘e, BAE Chairperson

Trustee Robert Lindsey, RM Vice-Chair
Trustee Leina‘ala Ahu Isa

EXCUSED
Trustee Kalei Akaka, BAE Vice-Chair

STAFF PRESENT:
Sylvia Hussey, Interim CEO
Claudine Calpito
Anuhea Patoc
Lehua Itokazu
Lopaka Baptiste
Paul Harleman
Maria Calderon
Melissa Wennihan
Brandon Mitsuda
Kauikealani Wailehua
Kama Hopkins
Zuri Aki
Lei Ann Durant
Priscilla Nakama
Nathan Takeuchi
Jason Paloma
Karlen Oneha
Raina Gushiken
Maile Luuwai
Mehana Hind
Miki Lene

Guest and Community:
Robert G. Klein, Esq.
Kanoe Tjorvatjoglou-Cup Choy.
I. CALL TO ORDER

Chair Ahuna – Calls the Joint Committees on Beneficiary Advocacy and Empowerment and Resource Management to order at 9:36 am, noting for the record the following Trustees present:

<table>
<thead>
<tr>
<th>Trustee Name</th>
<th>Present</th>
<th>Excused</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>TRUSTEE LEI AHU ISA</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>TRUSTEE KALEI AKAKA</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>TRUSTEE KELI 'I AKINA</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>TRUSTEE BRENDON KALEI 'AINA</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>TRUSTEE HULU LINDSEY</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>TRUSTEE ROBERT LINDSEY</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>TRUSTEE COLETTE MACHADO</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>TRUSTEE JOHN WAIHE'E</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>CHAIRPERSON DAN AHUNA</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>8</td>
<td>1</td>
<td></td>
</tr>
</tbody>
</table>

At the Call to Order, there are eight (8) Trustees present, one (1) excused.

Chair Ahuna states that we have quorum to conduct business today and refers to next agenda item.

II. PUBLIC TESTIMONY

None.

Chair Ahuna refers to next agenda item.

III. NEW BUSINESS

A. Approval of Minutes
   1. November 6, 2019

Chair Ahuna calls for a motion to approve the November 6, 2019 minutes.

Chair Ahuna asks for discussion on minutes of November 6, 2019. Hearing none calls for vote.

<table>
<thead>
<tr>
<th>Trustee Name</th>
<th>1 (YES)</th>
<th>2 (NO)</th>
<th>'AOLE (ABSTAIN)</th>
<th>EXCUSED</th>
</tr>
</thead>
<tbody>
<tr>
<td>TRUSTEE LEI AHU ISA</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Chair Ahuna refers to next agenda item.


Chair Ahuna calls on ICEO Sylvia Hussey.

ICEO Sylvia Hussey calls on Grants Program Manager, Maile Luuwai and references previously distributed memo and items for Action Item BAE-RM #19-09.

Maile Luuwai discusses November 8, 2019 memo which gives background information regarding the applicants and requests the committee’s approval for us to provide the emergency financial assistance grant to CNHA. Maile asks if there are any questions.

Chair Ahuna calls on Trustee Hulu Lindsey.

Trustee Hulu Lindsey asks Maile how Maui is going to be serviced.

Maile Luuwai discusses how CNHA will partner with two organizations and Solutions Pacific will be providing the coverage for Maui County. They have offices in Kaunakakai and Kahului. They will also be servicing Hana by appointment.

Trustee Hulu Lindsey requests the address of the Kahului office.

Maile Luuwai states that she will get the information for trustee.

Trustee Machado requests that Kanoe from CNHA be called to the table and asks Kanoe for clarification on Solutions Pacific for Molokai and Maui and to elaborate.
CNHA, Kanoe Tjorvatjoglou-Cup Choy discusses the partnership with Solutions Pacific to provide service to Maui County. They also have additional partnerships that help them service the residents and communities to directly target populations in the ʻlahui who can receive aid.

Trustee Hulu Lindsey asks for the parameters in which our beneficiaries will be able to access these funds as far as qualifications.

Maile Luuwai states that the qualifications are to be Native Hawaiian, 18 years or older, and they will have to be at or below 300% of the federal poverty line. Further information is provided in our solicitation. Examples are given.

Trustee Hulu Lindsey describes a situation regarding a family who didn’t have sufficient funeral funds and didn’t meet those salary requirements. What do we do then?

Maile Luuwai discusses that given the limited funding, the primary focus is housing, utilities, car repairs, etc. Funeral expenses may be considered, but has yet to be looked at. CNHA also has an additional loan program for those who may not fit into the categories where it is not considered an urgent circumstance.

ICEO Sylvia Hussey states that they may also be considered for OHA’s consumer micro loan program.

Maile Luuwai states there are other services they can help the family with.

Trustee Hulu Lindsey asks where the services will be in Maui.

CNHA, Kanoe Tjorvatjoglou-Cup Choy reiterates that she will find and send the requested information, contact and location information for Maui County services.

Maile Luuwai states that the most critical point of access is the intake process. So there will be options for beneficiaries in this process.

ICEO Sylvia Hussey states that OHA offices will also be available for these appointments during the process.

Chair Ahuna asks if the members have any more questions.

Trustee Machado adds information regarding a process for funeral expenses and references a process on Molokai to accommodate families.

Maile Luuwai states there will be further discussion with CNHA regarding the conditions.

Trustee Hulu Lindsey asks that she share these with the board so they can address the community.
Chair Ahuna asks if the members have any more questions.

Chair Ahuna asks for motion.

Trustee Waihee moved.

Trustee Robert Lindsey seconded.

Chair Ahuna asks for discussion on Action Item BAE-RM #19-09.

Trustee Robert Lindsey offers remarks that administration has done a wonderful job in the November 8, 2019 memo and action item in terms of informing us.

Chair Ahuna thanks Trustee Robert Lindsey and calls on Trustee Lee.

Trustee Lee echoes what Trustee Robert Lindsey said and states that the grants department’s selection of the grantee is refreshing.

Chair Ahuna asks if the members have any more to say.

Trustee Machado thanks the grants division.

Chair Ahuna asks to call for the vote.

---

**Trustee WAIHE‘E, MOVED, SECOND by Trustee Robert Lindsey To approve and authorize the disbursement of $830,000 from the fiscal Year 2020 Core Operating Budget (Object Code 56530) and $830,000 from the Fiscal Year 2021 Core Operating Budget (Object Code 56530) to fund the Emergency Financial Assistance grant to CNHA.**

<table>
<thead>
<tr>
<th>1</th>
<th>2</th>
<th>‘AE (YES)</th>
<th>‘A’OLE (NO)</th>
<th>KANALUA (ABSTAIN)</th>
<th>EXCUSED</th>
</tr>
</thead>
<tbody>
<tr>
<td>TRUSTEE LEI</td>
<td>AHU ISA</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TRUSTEE KALEI</td>
<td>AKAKA</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TRUSTEE KELI‘I</td>
<td>AKINA</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>TRUSTEE BRENDON KALEI ‘aina</td>
<td>LEE</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TRUSTEE HULU</td>
<td>LINDSEY</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TRUSTEE ROBERT</td>
<td>LINDSEY</td>
<td></td>
<td></td>
<td></td>
<td>2</td>
</tr>
<tr>
<td>TRUSTEE COLETTE</td>
<td>MACHADO</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TRUSTEE JOHN</td>
<td>WAIHE‘E</td>
<td></td>
<td></td>
<td>1</td>
<td>X</td>
</tr>
<tr>
<td>CHAIRPERSON DAN</td>
<td>AHUNA</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTAL VOTE COUNT</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>8</td>
</tr>
</tbody>
</table>

**MOTION: [ ] UNANIMOUS [X] PASSED [ ] DEFERRED [ ] FAILED**
Motion passes with eight (8) YES votes.

Chair Ahuna refers to next agenda item and asks for any announcements.

**IV. ANNOUNCEMENTS**

None.

Chair Ahuna refers to next agenda item and asks for motion to adjourn.

**V. ADJOURNMENT**

Trustee Waihe'e moved to adjourn.

Trustee Machado seconded.

<table>
<thead>
<tr>
<th>Trustee WAIHE‘E, MOVED, SECOND by Trustee MACHADO, motion to adjourn.</th>
<th>1</th>
<th>2</th>
<th>‘AE (YES)</th>
<th>‘A’OLE (NO)</th>
<th>KANALUA (ABSTAIN)</th>
<th>EXCUSED</th>
</tr>
</thead>
<tbody>
<tr>
<td>TRUSTEE LEI AHU ISA</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>TRUSTEE KALEI AKAKA</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TRUSTEE KELI'I AKINA</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TRUSTEE BRENDON KALEI 'AINA LEE</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>TRUSTEE HULU LINDSEY</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TRUSTEE ROBERT LINDSEY</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TRUSTEE COLETTE MACHADO</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>TRUSTEE JOHN WAIHE‘E</td>
<td></td>
<td>2</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CHAIRPERSON DAN AHUNA</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>TOTAL VOTE COUNT</td>
<td>8</td>
<td>0</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**MOTION:** [ ] UNANIMOUS [ X ] PASSED [ ] DEFERRED [ ] FAILED

Motion passed with eight (8) YES votes.

Chair Ahuna adjourned meeting.

Meeting adjourned at 9:55 am.
Respectfully Submitted,

______________________________________________________
Anuhea Patoc, Trustee Secretary
Committee on Resource Management

______________________________________________________
John Waihe’e IV, Chairperson
Committee on Beneficiary, Advocacy and Empowerment

______________________________________________________
Dan Ahuna, Chairperson
Committee on Resource Management

Approved: BAE-RM Committee meeting __________________

ATTACHMENT:

1) Excuse Letter – Kalei Akaka
DATE: November 20, 2019

TO: Trustee John D. Waihe‘e IV,
    Chair of Committee on Beneficiary Advocacy & Empowerment
    Trustee Dan Ahuna,
    Chair of Committee on Resource Management

FROM: Trustee Kaleihikina A. Akaka, Board of Trustees
      Vice Chair of Committee on Beneficiary Advocacy & Empowerment

RE: Excused Physical Absence

Aloha Chair Waihe‘e and Chair Ahuna:

I will not be able to attend the joint committee meeting scheduled for today at 9:30 a.m. and request my physical absence be excused.

Mahalo.

KAA:brm
JOINT MEETING of the
COMMITTEE ON BENEFICIARY ADVOCACY AND EMPOWERMENT
and the COMMITTEE ON RESOURCE MANAGEMENT

DATE: Wednesday, December 18, 2019
TIME: 10:00 a.m.
PLACE: Mauli Ola Boardroom
       Nā Lama Kukui
       560 N. Nimitz Highway
       Honolulu, HI 96817

AGENDA

I. Call to Order

II. Public Testimony*

III. Approval of Minutes
       A. November 20, 2019†

IV. Unfinished Business
       A. Workshop #3: Kaka'ako Makai Discussion re: Sequence and Options and review of draft Action Item

V. New Business
       A. ACTION ITEM: BAE-RM #19-10: FB 20-21 Higher Education Grant Recommendation

VI. Community Concerns*

VII. Announcements

VIII. Adjournment

If you require an auxiliary aid or accommodation due to a disability, please contact Raina Gushiken at telephone number 594-1772 or by email at: rainag@oha.org no later than three (3) business days prior to the date of the meeting.

*Notice: Persons wishing to provide testimony are requested to submit 13 copies of their testimony to the Chief Executive Officer at 560 N. Nimitz. Suite 200, Honolulu, HI, 96817 or fax to 594-1868, or email BOTmeetings@oha.org 48 hours prior to the scheduled meeting. Persons wishing to testify orally may do so at the meeting, provided that oral testimony shall be limited to five minutes.

†Notice: The 72 Hour rule, pursuant to OHA BOT Operations Manual, Section 49, shall be waived for distribution of new committee materials.
Business Model Options

A. The OHA as Developer

B. Establish 3rd Party Business Venture (LLC, Joint-Venture) to Develop Kakaʻako Makai

C. Master Developer, Ground Lease to the OHA

D. Public Private Partnership (P3)
# Business Model Options A & B – Case Study

## A. The OHA as Developer

### Key Background Information:

**Project A:**
- Housing development, no master plan
- Developer designed
- Approximately 500 acres of undeveloped land
- Self-financed

**Project B:**
- Housing development, master plan
- No developer
- Approximately 200 acres of undeveloped land
- Fully leveraged

## Project A

- The Owner has put in over $100mm to begin development a few years ago
- Operating costs have grown to approximately $800k per month for staffing and overhead costs, including sales staff
- Developer earns a monthly fee, a fee on every unit sold and an incentive fee on the project as a whole
- Only 4 of 30 units sold so far; should be closer to half way

## Project B

- The Owner fully financed the Project with a non-traditional lender
- Construction costs are financed through draws with interest at 11% and fees associated with every draw down
- Loan repayments made through sale of units; all interest and overhead costs for 3 years of start-up and infrastructure carried on the loans
D. Public Private Partnership

Key Background Information:

Project Type:
- International Highway Bypass
- Awarded Global P3 project of the year in 2018
- 5 public entities involved

Project Overview

The project required building a 7.5 mile roadway at a cost of A$ 1.8 billion. In addition to the governmental partner, there were five private partners who contributed supplies, design, construction and geotechnical services.

The governmental partner was required to work as part of an integrated team that collectively established operational principles and resolved project problems.

As a result of effective collective decision-making and risk-sharing, the project was completed seven months ahead of schedule and $100 million below estimate.

Key Success Factors:

- Agreement to establish an alliance manager, alliance leadership team and alliance management team, all of whom designated and trained functional experts
- Commitment to weekly “health check” meetings of their representatives on the alliance teams with sufficient authority to resolve issues
- Commitment to a win-win/lose-lose principles where all partners accept financial responsibility for additional costs, admit failures when they occur, and move quickly to correct them
- Commitment to shift focus from one-sided rigid partnership agreements but also on the health of working relationships among the partners
C. Master Developer, OHA Ground Lease

Key Background Information:

DHHL project for demolition of Stadium Bowl-O-Drome property

Sought a multi-family residential rental facility

No provision for lease revenue to DHHL identified

DHHL envisioned a residential rental facility that included rental assistance programs and other services for tenants.

DHHL retained title to the property, but allowed the Developer to have control over:

- Demolition;
- Design;
- Construction;
- Financing;
- Management; and,
- Maintenance

DHHL conducted substantial work ahead of the RFP to ensure its success

Key Success Factors:

- Conducted draft engineering report and preliminary geotechnical engineering study
- Determined roadway use requirements
- Prepared Phase I and II environmental site assessments
- Conducted Archaeological Inventory Survey
- Prepared Reconnaissance Level and Intensive Level Architectural Studies
- Conducted Beneficiary Survey
- Defined green energy policy
- Specifying the building must comply with mixed use standards
Practical Considerations for Each Option

<table>
<thead>
<tr>
<th>Consideration</th>
<th>A. Developer</th>
<th>B. Joint Venture</th>
<th>C. Ground Lease</th>
<th>D. PPP</th>
</tr>
</thead>
<tbody>
<tr>
<td>Requires development expertise</td>
<td>✓</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Exposes OHA to great risk</td>
<td>✓</td>
<td>✓</td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Most costly to OHA</td>
<td>✓</td>
<td>✓</td>
<td></td>
<td>✓</td>
</tr>
</tbody>
</table>

As Trustees, it is important to consider OHA’s internal competencies and experience as well as resources and costs before making a decision.
Option C may be OHA's practical option

A. The OHA Developer
B. Establish 3rd Party Business Venture (LLC, Joint-Venture) to Develop Kaka'ako Makai
C. Master Developer, Ground Lease to the OHA
D. Public Private Partnership
However, real estate development is still a long game

What is OHA's level of commitment?
What is the outcome OHA seeks?

How will it fulfill its mission and its mandate?
OHA must lead the effort to benefit future for generations
JOINT MEETING of the
COMMITTEE ON BENEFICIARY ADVOCACY AND EMPOWERMENT
and the COMMITTEE ON RESOURCE MANAGEMENT

DATE: Wednesday, December 18, 2019
TIME: 10:00 a.m.
PLACE: Mauli Ola Boardroom
Na Lama Kukui
560 N. Nimitz Highway
Honolulu, HI 96817

AGENDA

I. Call to Order
II. Public Testimony* III. Approval of Minutes
A. November 20, 2019† IV. Unfinished Business
A. Workshop #3: Kaka’ako Makai Discussion re: Sequence and Options and review of draft Action Item† V. New Business
A. ACTION ITEM: BAE-RM #19-10: FB 20-21 Higher Education Grant Recommendation† VI. Community Concerns*
VII. Announcements
VIII. Adjournment

If you require an auxiliary aid or accommodation due to a disability, please contact Raina Gushiken at telephone number 594-1772 or by email at: rainag@oha.org no later than three (3) business days prior to the date of the meeting.

*Notice: Persons wishing to provide testimony are requested to submit 13 copies of their testimony to the Chief Executive Officer at 560 N. Nimitz. Suite 200, Honolulu, HI, 96817 or fax to 594-1868, or email BOTmeetings@oha.org 48 hours prior to the scheduled meeting. Persons wishing to testify orally may do so at the meeting, provided that oral testimony shall be limited to five minutes.

† Notice: The 72 Hour rule, pursuant to OHA BOT Operations Manual, Section 49, shall be waived for distribution of new committee materials.
OFFICE OF HAWAIIAN AFFAIRS
Action Item

Joint Committee on Resource Management
and Beneficiary Advocacy and Empowerment
December 18, 2019

BAE/RM #19-10

Action Item Issue: FB 20-21 Higher Education Scholarship Grant Recommendation

Prepared by: Maile Lu‘uwa\ 12/4/2019
Maile Lu‘uwa
Ka Pou Kāko‘o Kaiāulu, Grants Manager

Reviewed by: 6/4/19
Gloria Li
Ka Pou Kīhi Kanaloa Wai Kūikawā, Interim Chief Financial Officer

Reviewed by: 12/5/19
Lisa Watkins-Victorino, Ph.D.
Ka Pou Nui Kūikawā, Interim Chief Operating Officer

Reviewed by: 12/5/19
Sylvia M. Hussey, Ed.D.
Ka Pouhana, Chief Executive Officer

Reviewed by: 12/5/19
John Waihee IV
Luna Ho’omalu Kōmike BAE, BAE Chairperson

Reviewed by: 10/9/19
Dan Ahuna
Luna Ho’omalu Kōmike RM, RM Chairperson
I. Action Item:

To approve and authorize awarding $550,000 from the Fiscal Year 2020 (FY20) Core Operating Budget (Object Codes 56530 & 57110) and $550,000 from the Fiscal Year 2021 (FY21) Core Operating Budget (Object Codes 56530 & 57110) to the University of Hawai‘i at Mānoa Native Hawaiian Science & Engineering Mentorship Program (UHM NHSEMP) to administer the FB 20-21 Higher Education Scholarship Program.

II. Issue:

Whether the Joint Committee on Resource Management and Beneficiary Advocacy and Empowerment (Joint Committee) should approve and authorize awarding $550,000 from the Fiscal Year 2020 (FY20) Core Operating Budget (Object Codes 56530 & 57110) and $550,000 from the Fiscal Year 2021 (FY21) Core Operating Budget (Object Codes 56530 & 57110) to the University of Hawai‘i at Mānoa Native Hawaiian Science & Engineering Mentorship Program (UHM NHSEMP) to administer the FB 20-21 Higher Education Scholarship Program.

III. Discussion:

On June 18, 2019, the Resource Management Committee recommended and on June 20, 2019, the Board of Trustees approved RM #19-09 - OHA’s Biennium Budget for the Fiscal Periods 2019-2020 (FY20) and 2020-2021 (FY21), which authorized funding of $500,000 for FY 2020 and $500,000 for FY 2021 for the OHA Higher Education Scholarship Program. An additional $50,000 per fiscal year was approved under a Grants Program fee for services line item to cover the grantee’s costs associated with administering the scholarship fund.

On September 20, 2019, Solicitation No. 20-11 Higher Education Scholarship Administration was issued. The purpose of the solicitation was to solicit applications to administer the OHA Higher Education Scholarship Program and related services to Native Hawaiian students.

The FB 20-21 Higher Education Scholarship Administration Solicitation grant process timeline is provided below:

<table>
<thead>
<tr>
<th>Activity</th>
<th>Timeline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public notice of availability of solicitation &amp; application</td>
<td>September 20, 2019</td>
</tr>
<tr>
<td>Solicitation orientation</td>
<td>September 23 &amp; 25</td>
</tr>
<tr>
<td>Online application submittal deadline</td>
<td>October 18, 2019</td>
</tr>
<tr>
<td>Application eligibility, evaluation, selection and recommendation</td>
<td>October - December 2019</td>
</tr>
<tr>
<td>BOT approval and notice of award</td>
<td>December 19, 2019</td>
</tr>
<tr>
<td>Grant contract &amp; procurement process</td>
<td>December 2019- January 2020</td>
</tr>
<tr>
<td>Contract effective date</td>
<td>February 1, 2020</td>
</tr>
</tbody>
</table>
A total of three (3) applications were evaluated by a Grant Application Review Team comprised of five reviewers. Each reviewer individually evaluated and scored the applications. The overall evaluation categories were: Background & Capacity, Experience, Project/Service Delivery, Evaluation and Financial. Reviewers’ scores for each applicant were added to a matrix. The reviewers met to review the matrix and to discuss and finalize their scores.

UHM NHSEMP received the highest cumulative score and is recommended for funding. UHM NHSEMP will partner with all ten (10) University of Hawai‘i System campuses to administer the OHA Higher Education Scholarship Program. A recommendation summary including a list of the UH Board of Regents and UHM Executive & Program Leadership, is provided on Attachment A – Recommendation Summary.

This action seeks Joint Committee consideration and approval to award the FB 20-21 Higher Education Scholarship grant to UHM NHSEMP.

IV. Funding Source

Funding for this recommendation was authorized on June 20, 2019, via BOT approval of RM #19-09 - OHA’s Biennium Budget for the Fiscal Periods 2019-2020 (FY20) and 2020-2021 (FY21), which authorized funding of $550,000 for FY 2020 and $550,000 for FY 2021 for the OHA Higher Education Scholarship Program.

V. Recommended Action:

To approve and authorize awarding $550,000 from the Fiscal Year 2020 (FY20) Core Operating Budget (Object Codes 56530 & 57110) and $550,000 from the Fiscal Year 2021 (FY21) Core Operating Budget (Object Codes 56530 & 57110) to the University of Hawai‘i at Mānoa Native Hawaiian Science & Engineering Mentorship Program (UHM NHSEMP) to administer the FB 20-21 Higher Education Scholarship Program.

VI. Alternatives to Recommended Action

Decline to approve UHM NHSEMP as the FB 20-21 Higher Education Scholarship Program grant administrator.

VII. Timeframe

Immediate action is recommended to effect notification of awards and commencement of grantee contracting.

VIII. Attachments

A. Recommendation Summary
B. FB 20-21 Higher Education Scholarship Administration Grant Process
ATTACHMENT A - RECOMMENDATION SUMMARY

BOARD MEMBERS & EXECUTIVE/ PROGRAM LEADERSHIP

UH Board of Regents: Benjamin Asa Kudo, Chair; Jan Naoe Sullivan, Vice Chair; Wayne Higaki, Vice Chair; Michael McEnerney; Ernest Wilson; Kelli K.K. Acopan; Michelle Tagorda; Simeon Acoba; Robert Westerman; Eugene Bal III; Randolph G. Moore; Alapaki Nahale-a.

UH Mānoa Executive Leadership:
UH Mānoa Chancellor & President - David Lassner
UH Mānoa Provost - Michael Bruno

UH Mānoa College of Engineering:
Interim Dean - H. Ronald Riggs
Interim Associate Dean for Academic Affairs - Tianwei David Ma
Assistant Dean - Song K. Choi

UHM NHSEMP Program Staff:
UHM NHSEMP Director — Kelli Ching
Grants Specialist — Kathleen Yoshinaga

REASONS FOR RECOMMENDATION

- UHM NHSEMP had the highest cumulative score and also scored higher than all other applicants in:
  - Background & Capacity; and
  - Project & Service Delivery.

- The following comments were included in external reviewer evaluation summaries for UHM NHSEMP:
  - "UH Mānoa seems to have a well-staffed and efficient system of recruiting, selecting and awarding scholarship applicants."
  - "Very impressive application."
  - "The applicant includes each county that will be served focusing on Honolulu, Hawai‘i, Maui and Kaua‘i. The project teams consisting of at least one faculty, staff or administrator at each campus will serve as the designated scholarship campus coordinator."
  - "Applicant demonstrates capacity to provide statewide services in its' 10 campuses by designating a campus coordinator at each campus."

- UHM NHSEMP will provide OHA Higher Education Scholarships to Native Hawaiian students in the University of Hawai‘i statewide ten (10) campus system: UH Mānoa; UH Hilo; UH Maui; UH West O‘ahu; Hawai‘i Community College; Honolulu Community College; Kapi‘olani Community College; Ka‘u Community College; Kaua‘i Community College; Leeward Community College, and; Windward Community College. Each scholarship recipient will be matched with an on-campus coordinator and will attend a scholarship orientation at his/her respective campus. Wrap around services for students include advising/mentoring, professional and leadership development, and cultural-based workshops.
ATTACHMENT B - FB 20-21 HIGHER EDUCATION SCHOLARSHIP GRANT PROCESS

RM # 19-09
OHA Biennium Budget for the Fiscal Biennium Periods 2019-2020 (FY20) and 2020-2021 (FY21)
Higher Education Scholarship Funding = $1,100,000
BOT Approved June 20, 2019

Grants Planning
Solicitation & Application Development, Timelines, Orientation Materials & Scheduling, Press Release, Website, Digital Media
August-September 2019

Grant Solicitation Released
September 20, 2019

Grant Application Support
Statewide Skype Orientation Applicant Solicitation & Application Support, OHA Grants Portal Technical Assistance
September-October 2019

Phase I Eligibility Review
Review of required minimum eligibility documents, i.e., Certificate of Vendor Compliance, Board Governance Certification, IRS Letter of Non-Profit Determination, etc.
September-October 2019

Grant Application Deadline
OHA Grants Portal October 18, 2019

Phase II Grant Application Review
Reviewer Training. Eligible Applications Reviewed:
Individual Reviews = Independent Scores = Matrix Reviewer Team Meeting: Review Scores, Discussion
Highest Score = Recommendation
October- November 2019

Administration Review
BAE/RM #19-10 Action Item November 2019

Joint RM/BAE Committee
BAE/RM #19-10 Action Item December 18, 2019

BOT
BAE/RM #19-10 Action Item December 19, 2019