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Director of Council Services  
David M. Raatz, Jr., Esq.

Deputy Director of Council Services  
Richelle K. Kawasaki, Esq.

## COUNTY COUNCIL

COUNTY OF MAUI  
200 S. HIGH STREET  
WAILUKU, MAUI, HAWAII 96793  
[www.MauiCounty.us](http://www.MauiCounty.us)

September 27, 2024

Mr. Richard "Remi" Mitchell, Director  
Department of Housing  
County of Maui  
Wailuku, Hawai'i 96793

Dear Mr. Mitchell:

**SUBJECT: RESOLUTION 24-155, AUTHORIZING THE COUNCIL CHAIR TO ISSUE A REQUEST FOR PROPOSALS FOR A FEASIBILITY STUDY OF A COUNTY DEPARTMENT OF GRANTS MANAGEMENT (ESCS-6)**

The Efficiency Solutions and Circular Systems Committee intends to consider Resolution 24-155 at its meeting of October 7, 2024.

To prepare for this discussion, may I please request your response to the following:

1. In the Fiscal Year ("FY") 2025 Council Adopted Budget, Appendix A, Part I, attached, you project your Department will receive four grants. Do you anticipate applying for more grants in FY 2025 than you are projected to receive? Please explain.
2. It does not appear that your Department employs Grants Specialists. Please explain which departmental personnel handles grants in lieu of a Grants Specialist.
3. For each grant the Department's Housing Division has applied for in the last three years, please provide:
  - a. The requested amount in each grant application.

Mr. Richard "Remi" Mitchell, Director  
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- b. Whether the grant application was approved or denied, and the amount awarded.
- c. A brief sentence explaining the purpose of each grant applied for, whether approved or denied.

May I further request you transmit your response to [escs.committee@mauicounty.us](mailto:escs.committee@mauicounty.us) by **October 4, 2024**. To ensure efficient processing, please include the Committee item number in the subject line.

Should you have any questions, please contact me or the Committee staff (Ellen McKinley at ext. 7661, or Jennifer Yamashita at ext. 7143).

Sincerely,



KEANI RAWLINS-FERNANDEZ, Chair  
Efficiency Solutions and Circular  
Systems Committee

escs:ltr:006aho01:ebm

Attachment

cc: Mayor Richard T. Bissen, Jr.  
Deputy Director of Housing

**APPENDIX A**

**I. GRANTS AND RESTRICTED USE REVENUES- SCHEDULE OF GRANTS AND RESTRICTED USE REVENUES BY DEPARTMENTS AND PROGRAMS FOR FISCAL YEAR 2025**

<u>REQUEST DEPARTMENT/PROGRAM</u>	<u>APPROPRIATION</u>
1. Emergency Management Agency	
a. Emergency Management Performance Grant (EMPG)	5,000,000
b. Federal Emergency Management Agency (FEMA) Public Assistance Grant	96,000,000
c. State Homeland Security Grant (SHSG) Program	1,000,000
2. Department of Environmental Management	
a. Electronics Program	200,000
b. Glass Recovery Program	180,000
c. Recycling Program - Landfill Diversion	300,000
d. State of Hawaii, Department of Health (Deposit Beverage Container Program)	292,396
(1) Disbursement for salaries and premium pay is limited to 2.0 LTA equivalent personnel.	
3. Department of Finance	
a. Commercial Driver's License (CDL) Program	636,007
(1) Disbursement for salaries and premium pay is limited to 6.0 LTA equivalent personnel.	
b. Periodic Motor Vehicle Inspection Program	571,051
(1) Disbursement for salaries and premium pay is limited to 5.0 LTA equivalent personnel.	
c. State Disability and Communications Access Board (DCAB) Program	22,083
(1) Disbursement for salaries and premium pay is limited to 0.3 equivalent personnel.	
d. State Identification (SID) Program	254,409
(1) Disbursement for salaries and premium pay is limited to 2.0 LTA equivalent personnel.	

**REQUEST DEPARTMENT/PROGRAM****APPROPRIATION**

e. State Motor Vehicle Registration Program (1) Disbursement for salaries and premium pay is limited to 4.0 LTA equivalent personnel.	375,012
<b>4. Department of Fire and Public Safety</b>	
a. Community Wildfire Defense Grant (1) Disbursement for salaries and premium pay is limited to 4.0 LTA equivalent personnel.	900,000
b. Federal Emergency Management Agency (FEMA) Assistance to Firefighters Fire Prevention and Safety Grant	75,000
c. Federal Emergency Management Agency (FEMA) Assistance to Firefighters Grant (AFG) Program - Operations and Safety Program	600,000
d. Federal Emergency Management Agency (FEMA) Fire Management Assistance Grant	700,000
e. Federal Emergency Management Agency (FEMA) Public Assistance Grant	2,500,000
f. Hazardous Materials Emergency Preparedness (HMEP) Program	25,000
g. Hazardous Materials Emergency Preparedness (HMEP) Planning and Training Grant	20,000
h. Kaanapali Operations Association, Inc.	150,000
i. Local Emergency Planning Committee (LEPC)	75,000
j. National Fire Academy Training Program	20,000
k. Private Donations	55,000
l. State of Hawaii Department of Transportation Highway Safety Grants	110,000
m. State of Hawaii, Makena Lifeguard Services (1) Disbursement for salaries and premium pay is limited to 12.5 LTA equivalent personnel.	1,700,000
<b>5. Department of Housing</b>	
a. Department of Housing Urban Development Emergency Housing Vouchers	1,296,620
b. Family Self-Sufficiency Coordinator Grant	50,000

**REQUEST DEPARTMENT/PROGRAM****APPROPRIATION**

c. Ohana Zone - Kahului Affordable Housing for Homeless Families	2,000,000
d. Section 8 Housing Program	29,267,473
(1) Disbursement for salaries and premium pay is limited to 22.0 LTA equivalent personnel.	
6. Department of Human Concerns	
a. A&B Kokua Giving Contribution	20,000
b. Aging and Disability Resource Center (ADRC) Expansion	1,000,000
(1) Disbursement for salaries and premium pay is limited to 6.5 LTA equivalent personnel.	
c. Assisted Transportation Program	12,000
(1) Disbursement for salaries and premium pay is limited to 5.0 LTA equivalent personnel.	
d. Congregate Meals Program	60,000
(1) Disbursement for salaries and premium pay is limited to 6.3 LTA equivalent personnel.	
e. Healthy Aging Partnership - Empowering Elders	150,000
f. Home-Delivered Meals Program	115,000
(1) Disbursement for salaries and premium pay is limited to 6.5 LTA equivalent personnel.	
g. Kupuna Care Program	1,142,917
(1) Disbursement for salaries and premium pay is limited to 2.0 LTA equivalent personnel.	
h. Matson Foundation Contribution	1,000
i. Nutrition Services Incentive Program (NSIP)	250,000
j. Private Donations	1,000
k. Retired Senior Volunteer Program	73,350
(1) Disbursement for salaries and premium pay is limited to 1.0 LTA equivalent personnel.	
l. State Health Insurance Assistance Program (SHIP)	1,000



**REQUEST DEPARTMENT/PROGRAM****APPROPRIATION**

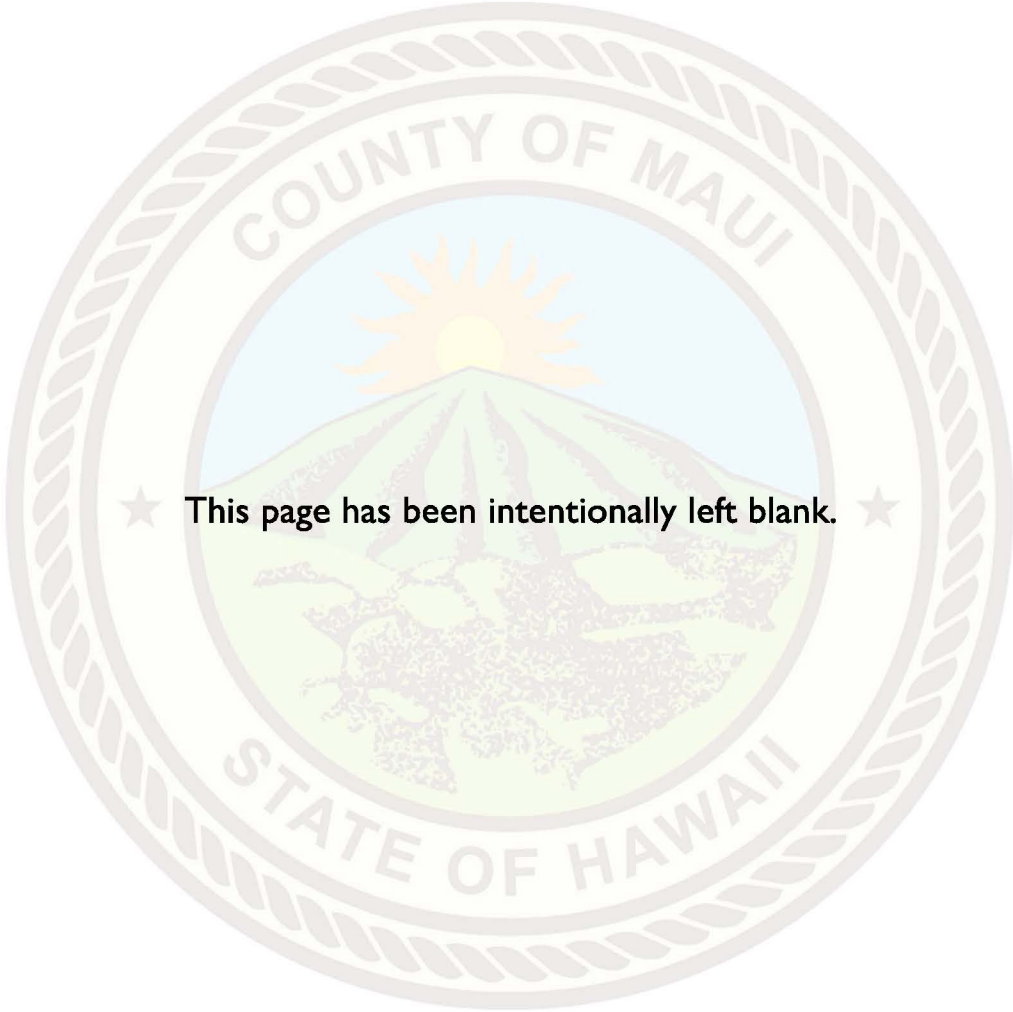
m. Strategic Prevention Framework Partnerships for Success (1) Disbursement for salaries and premium pay is limited to 1.0 LTA equivalent personnel.	110,000
n. Title III Programs (1) Disbursement for salaries and premium pay is limited to 5.0 LTA equivalent personnel.	1,500,000
o. Voluntary Contributions	25,000
p. Volunteer Center Program	10,000
7. Department of Management	
a. Urban Forest Management Plan	300,000
8. Office of the Mayor	
a. Climate Pollution Reduction Grant	3,500,000
b. Community Development Block Grant (CDBG) Program (1) Disbursement for salaries and premium pay is not restricted by Section 5.	
(2) Senior Affordable Rental Housing Project: Na Hale Kupuna Operations (a) Annual obligation to support the operation of units acquired for income-eligible kūpuna displaced by the Maui Wildfires.	100,000
(3) Maui Wildfire Recovery Project: Resiliency Center Acquisition (a) Acquisition to support a Resiliency Center dedicated to serving the survivors of the Maui Wildfires. The Center will create spaces for mental health counseling, healing activities, and wrap-around services for Maui Wildfire survivors.	1,363,468
(4) Community Development Block Grant (CDBG) Program Administration	365,866
c. Federal Emergency Management Agency	1,800,000
d. Readiness and Environmental Protection Integration Program	1,500,000
e. United States Department of Agriculture	150,000

<u>REQUEST DEPARTMENT/PROGRAM</u>	<u>APPROPRIATION</u>
f. United States Department of the Interior, Bureau of Reclamation	1,180,224
g. Workforce Innovation and Opportunity Act (WIOA) (1) Disbursement for salaries and premium pay is not restricted by Section 5.	1,039,013
9. Department of Parks and Recreation	
a. Play and Learn Sessions (PALS) Food Service Program	150,000
10. Department of Planning	
a. Certified Local Government (CLG) Program	25,000
b. Coastal Zone Management Program (1) Disbursement for salaries and premium pay is limited to 4.0 LTA equivalent personnel.	483,912
11. Department of Police	
a. Bulletproof Vest Partnership (BVP) Program	15,000
b. Department of Health (DOH) Grants	522,782
c. Department of Transportation Highway Safety Grants	1,335,000
d. Edward Byrne Memorial Justice Assistance Grants	275,000
e. Edward Byrne Memorial Justice Assistance Grants American Recovery and Reinvestment Act (ARRA)	107,000
f. High Intensity Drug Trafficking Areas (HIDTA)	444,100
g. Office of Youth Services Grants	175,000
h. Paul Coverdell Forensic Sciences Improvement Act	50,000
i. State and Federal Assets Forfeiture Program (1) A quarterly report must be submitted to the Council on the use of forfeiture funds.	100,000
j. State E911 Wireless Commission (1) Disbursement for salaries and premium pay is limited to 5.0 LTA equivalent personnel.	2,111,000

<b><u>REQUEST DEPARTMENT/PROGRAM</u></b>	<b><u>APPROPRIATION</u></b>
k. Violence Against Women Act (VAWA) - State Attorney General	90,000
<b>12. Department of the Prosecuting Attorney</b>	
a. Asset Forfeitures Program	150,000
(1) A quarterly report must be submitted to the Council on the use of forfeiture funds.	
b. Career Criminal Program	150,000
(1) Disbursement for salaries and premium pay is limited to 0.9 LTA equivalent personnel.	
c. Defendant/Witness Trial Program	100,000
d. Domestic Violence Investigations Program	70,000
(1) Disbursement for salaries and premium pay is limited to 1.0 LTA equivalent personnel.	
e. Edward Byrne Memorial Justice Assistance Grant Program	125,000
f. Food Stamp Fraud Prosecution Program	5,000
g. Highway Safety Grant Program	50,000
h. National Crime Victims' Rights Week, Community Awareness Projects	5,000
i. Special Needs Advocacy Program	600,000
(1) Disbursement for salaries and premium pay is limited to 6.0 LTA equivalent personnel.	
j. Victim/Witness Assistance Program	
(1) Disbursement for salaries and premium pay is limited to 1.0 LTA equivalent personnel.	65,000
<b>13. Department of Public Works</b>	
a. Federal Highway Administration, Federal-Aid and Other Transportation Grants	20,533,000
b. Private Contributions	100,000
<b>14. Department of Transportation</b>	
a. Federal Transit Administration (FTA) and Other Transportation Program Grants for Maui Metropolitan Planning Organization (MPO)	1,000,000
(1) Disbursement for salaries and premium pay is limited to 4.0 LTA equivalent personnel.	



<b><u>REQUEST DEPARTMENT/PROGRAM</u></b>	<b><u>APPROPRIATION</u></b>
b. Federal Transit Administration (FTA) Section 5311 Non-Urbanized Area Formula Program	1,800,000
c. Federal Transit Administration (FTA) Section 5311 Rural Transit Assistance Program (RTAP)	25,000
d. Federal Transit Administration (FTA) Section Rural/5339 Formula Funds Program	3,300,000
e. Federal Transit Administration (FTA) Section Small Urban/5339 Formula Funds Program	2,000,000
f. Transportation Program Grants	5,600,000
g. Urbanized Area Formula Program 5307	5,500,000
15. Department of Water Supply	
a. FEMA's Hazard Mitigation Grant Program (HMGP)	2,500,000
b. United States Army Corps of Engineers (USACE)	6,850,000
16. Additional Revenues Received in accordance with the Foregoing Grants (1) A quarterly report must be submitted to the Council on excess grant revenues received by the County.	1,000,000



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## ESCS Committee

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**From:** ESCS Committee  
**Sent:** Monday, September 30, 2024 11:38 AM  
**To:** Richard.Mitchell@co.maui.hi.us  
**Cc:** Saumalu Mataafa; Amanda.M.Martin@co.maui.hi.us; 'Michelle Santos'; 'Zeke Kalua'; ESCS Committee  
**Subject:** Reso 24-155, Authorizing the Council Chair to Issue a RFP for a Feasibility Study of a County Department of Grants Management (ESCS-6)  
**Attachments:** 006aho01.pdf

**Director Mitchell:** Please refer to the attached letter from ESCS Committee Chair Rawlins-Fernandez, dated 09/27/2024. **Please respond by 10/04/2024.**

**Mayor's Office:** Please forward the attached letter to Mayor Bissen.

Mahalo,  
ESCS Committee Staff