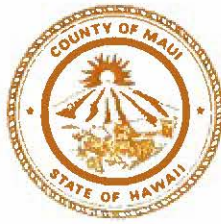


**RICHARD T. BISSEN, JR.**  
Mayor

**LORI TSUHAKE**  
Director

**JESSICA CROUSE**  
Deputy Director



**DEPARTMENT OF HUMAN CONCERNS**  
COUNTY OF MAUI  
2200 MAIN STREET, SUITE 546  
WAILUKU, MAUI, HAWAII 96793  
PHONE: (808) 270-7805

October 10, 2024

Honorable Richard T. Bissen, Jr.  
Mayor, County of Maui  
200 South High Street  
Wailuku, Hawaii 96793

**APPROVED FOR TRANSMITTAL**

*Richard T. Bissen, Jr.*  
Mayor Date

For Transmittal to:

Honorable Keani Rawlins-Fernandez, Chair  
Efficiency Solutions and Circular Systems Committee  
Maui County Council  
200 South High Street  
Wailuku, Hawaii 96793

Dear Chair Rawlins-Fernandez:

**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 Department is in receipt of your September 27, 2024 letter requesting information related to the above subject. Responses are provided below.

- 1. In the Fiscal Year ("FY") 2025 Council Adopted Budget, Appendix A, Part I, attached, you project your Department will receive fifteen grants. Do you anticipate applying for more grants in FY 2025 than you are projected to receive? Please explain.**

The majority of items listed in the FY2025 Council Adopted Budget, Appendix A, Part I, are considered Restricted Use Revenues, not grants, and do not require an application. Restricted Use Revenues are designated for a specific program or purpose, as well as the delivery of authorized services through contracts various Federal and State agencies.

The Department does not anticipate applying for more grants in FY2025 due to the following considerations:

1. Funding opportunities are often limited in scope: Many available grants have specific and narrow scopes that may not align with our current priorities or needs.
2. Staffing Challenges: Department is currently facing a staffing shortage. Most grants require the introduction of new programs along with new performance metrics and expectations. Implementing new initiatives under these circumstances would place additional strain on our existing staff, potentially impacting our ability to maintain existing levels and deliver quality services.
3. Eligibility Criteria: Many grant opportunities may not be accessible to us due to strict eligibility requirements.
4. Alignment with County Policies: The expectations outlined in grant agreements may not align with contract and procurement policies of the County of Maui. This creates challenges in compliance and program execution.

If funding opportunities arise in FY 2025 that align with County policies and programs, and support or supplement our current commitments, the Department would be open to pursuing them.

**2. Please confirm your Department employs one Grants Management Program Manager, one Grants Specialist, and has two vacant grants positions.**

The Grants Management Division (GMD) is comprised of the following positions:

- Grants Management Program Manager
- Grants Management Program Specialist IV
- Grants Management Program Specialist III (Vacant – recruitment ongoing)
- Grants Management Operations Assistant (Vacant – recruitment ongoing)

In addition to the GMD staff above, grants are also managed by additional staff members at respective division levels. For instance, the Maui County Office on Aging (MCOA) employs four (4) program specialists who oversee the management of grants and contracts with service agencies that provide direct services to seniors, family caregivers, and individuals with disabilities according to the specific scopes of federal, state, and county funding services.

**3. For each grant the Department’s Human Concerns Division has applied for in the last three years, please provide:**

**a. The requested amount in each grant application.**

Information is provided in table on next page.

**b. Whether the grant application was approved or denied, and the amount awarded.**

Information is provided in table on next page.

Grant	Amount Requested	FY23 Approved & Awarded	FY24 Approved & Awarded	FY25 Approved & Awarded
A&B Kokua Giving Contribution	\$20,000	\$20,000	\$20,000	\$20,000
Retired Senior Volunteer Program	\$73,350	\$73,350	\$73,350	\$73,350
Strategic Prevention Framework-Partnership for Success (SPF-PFS) Grant	\$110,000	\$110,000	\$110,000	\$116,912
Department of Housing and Urban Development Notice of Funding Opportunity for FY 2022 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grant	\$195,000	\$195,000	N/A	N/A
USAgging Disaster Relief Fund	\$10,000	N/A	\$10,000	N/A
Older Americans Act Disaster Assistance Grant	\$690,778	N/A	\$1,081,528	N/A
National Council on Aging Digital Literacy Workshop and Resources for Older Adults	\$7,500	N/A	N/A	\$7,500*
USAgging COVID-19 and Influenza Vaccination Initiative for Older Adults and Persons with Disabilities	\$600,000	\$766,950*	N/A	N/A

\*Indicates grant was not received. Explanation provided in response to item 3c below.

**c. A brief sentence explaining the purpose of each grant applied for, whether approved or denied.**

- **A&B Kokua Giving Contribution:** Grant is to support Kaunoa's Congregate Nutrition Program
- **Retired Senior Volunteer Program:** Federal grant from AmeriCorps Seniors to implement its Retired and Senior Volunteer Program for Maui County.
- **Strategic Prevention Framework-Partnership for Success (SPF-PFS) Grant:** Federal pass-through grant supplemented with State funds. The overall grant goals are to provide training and support to increase the capacity of substance abuse prevention workforce including increases in the size of the prevention workforce, those receiving and maintaining

credentials as a Certified Prevention Specialist, and locally based resources to offer prevention training.

- **Department of Housing and Urban Development Notice of Funding Opportunity for FY 2022 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement:** Funding was granted for homeless outreach to expedite the placement of unsheltered individuals into permanent housing.
- **USAgging Disaster Relief Fund:** The relief fund was awarded in November 2023 for the purchase gift cards or products in support of MCOA Title III and Kupuna Care Program participants in their own recovery/rebuilding efforts.
- **Older Americans Act Disaster Assistance Grant:** The Disaster Assistance Grant was awarded to the County of Maui to support the August 2023 wildfire recovery efforts. The grant funds are designated for services and supports that align with an existing contract delivering Title III services. These funds however, cannot be used to prevent, respond to, and recover from future or other major disaster and emergencies, or used for construction to replace or renovate a building impacted by the wildfires.
- **National Council on Aging Digital Literacy Workshop and Resources for Older Adults:** The scope of this grant involved providing digital literacy workshops and technology office hours to older adults ages 60 and over. The grant was approved but withdrawn due to misalignment in the contract language required by the County of Maui relating to indemnification and Governing Law (Venue).
- **USAgging COVID-19 and Influenza Vaccination Initiative for Older Adults and Persons with Disabilities:** The primary grant activities involved vaccinations, outreach and education, and supportive services. The grant was approved, but withdrawn due to staffing challenges.

Thank you for the opportunity to provide this information. Should you have any questions, please feel free to contact me at Ext. 7805.

Sincerely,



LORI TSUHAKO, LSW, ACSW  
Director of Human Concerns

## ESCS Committee

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**From:** Michelle Santos <Michelle.Santos@co.maui.hi.us>  
**Sent:** Friday, October 11, 2024 10:42 AM  
**To:** ESCS Committee  
**Cc:** Cynthia Sasada; Josiah Nishita; kimberly.ferguson@co.maui.hi.us;  
loriann.tsuhako@co.maui.hi.us; Kelii Nahooikaika  
**Subject:** MT#10806 Resolution 24-155  
**Attachments:** MT#10806-ESCS Committee.pdf

**NOTE: PLEASE DO NOT FORWARD MY EMAIL TO ANYONE OUTSIDE OF THE COUNTY OF MAUI. YOU MAY CLICK ON THE ATTACHMENT ITSELF AND CREATE YOUR OWN EMAIL TO FORWARD THE DOCUMENT TO ANOTHER PERSON OUTSIDE OF THE COUNTY.**

*Michelle L. Santos*

Office Operations Assistant

Office of the Mayor

County of Maui

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