

# REQUEST FOR LEGAL SERVICES

**Date:** December 5, 2025  
**From:** Yuki Lei K. Sugimura, Chair  
Budget, Finance, and Economic Development Committee

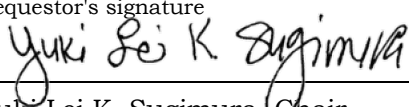
TRANSMITTAL

**Memo to:** DEPARTMENT OF THE CORPORATION COUNSEL  
Attention: Kristie M. Wrigglesworth, Esq.

**Subject:** ADMINISTRATION AND MANAGEMENT OF GRANTS (BFED-20(12))

**Background Data:** Please submit your response to bfed.committee@mauicounty.us with a reference to BFED-20(12).

**Work Requested:** ☐ FOR APPROVAL AS TO FORM AND LEGALITY  
☒ OTHER: Explanation of common reasons for payment denial or delay of grant agreements.

|                                                                                                                                           |                                                                                                                     |
|-------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|
| Requestor's signature<br><br>Yuki Lei K. Sugimura, Chair | Contact Person<br><u>Kirsten Szabo or Peter Hanano</u><br>(Telephone Extension: <u>7662 or 8007, respectively</u> ) |
|-------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|

☒ ROUTINE (WITHIN 15 WORKING DAYS) ☐ RUSH (WITHIN 5 WORKING DAYS)  
☐ PRIORITY (WITHIN 10 WORKING DAYS) ☐ URGENT (WITHIN 3 WORKING DAYS)

☐ SPECIFY DUE DATE (IF IMPOSED BY SPECIFIC CIRCUMSTANCES): \_\_\_\_\_  
REASON: \_\_\_\_\_

## FOR CORPORATION COUNSEL'S RESPONSE

|              |                |     |
|--------------|----------------|-----|
| ASSIGNED TO: | ASSIGNMENT NO. | BY: |
|--------------|----------------|-----|

TO REQUESTOR: ☐ APPROVED ☐ DISAPPROVED ☐ OTHER (SEE COMMENTS BELOW)  
☐ RETURNING--PLEASE EXPAND AND PROVIDE DETAILS REGARDING ITEMS AS NOTED

COMMENTS (NOTE - THIS SECTION NOT TO BE USED FOR LEGAL ADVICE): Please provide a short summary of the following: 1) the most common legal and risk-based reasons grant agreements are not executed or are delayed; and 2) the most common reasons grant payment requests are denied, reduced, or delayed. Please identify the Charter, Maui County Code, Hawai'i Revised Statutes, Federal law, or written County policies relied on when making the decision.

DEPARTMENT OF THE CORPORATION COUNSEL

Date \_\_\_\_\_

By \_\_\_\_\_

(Rev. 7/03)

## BFED Committee

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**From:** BFED Committee  
**Sent:** Friday, December 5, 2025 6:48 PM  
**To:** 'CorpCounselRFLS@co.maui.hi.us'  
**Cc:** 'Kristie.Wrigglesworth@co.maui.hi.us'  
**Subject:** ADMINISTRATION AND MANAGEMENT OF GRANTS (BFED-20(12))  
**Attachments:** Correspondence to Corporation Counsel 12-05-2025.pdf