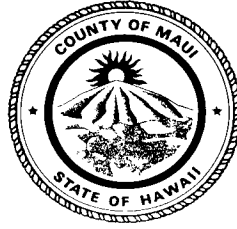


ALAN M. ARAKAWA  
Mayor  
STEWART STANT  
Director  
MICHAEL M. MIYAMOTO  
Deputy Director



MICHAEL P. RATTE  
Solid Waste Division  
ERIC NAKAGAWA, P.E.  
Wastewater Reclamation Division

COUNTY OF MAUI  
DEPARTMENT OF  
ENVIRONMENTAL MANAGEMENT  
2050 MAIN STREET, SUITE 2B  
WAILUKU, MAUI, HAWAII 96793

April 21, 2017

RECEIVED  
2017 APR 21 PM 4:06  
OFFICE OF THE  
COUNTY COUNCIL

Ms. Lynn A.S. Araki-Regan  
Budget Director, County of Maui  
200 South High Street  
Wailuku, Hawaii 96793

Honorable Alan M. Arakawa  
Mayor, County of Maui  
200 South High Street  
Wailuku, Hawaii 96793

*Alan M. Arakawa* 4/24/17

For Transmittal to:

Honorable Riki Hokama  
Chair, Budget and Finance Committee  
Maui County Council  
200 South High Street  
Wailuku, Hawaii 96793

Dear Chair Hokama:

**SUBJECT: FISCAL YEAR ("FY") 2018 BUDGET (EM-8) (BF-1)**

The County is in receipt of the above Budget and Finance (BF) Committee requested information dated April 21, 2017. Your request and the corresponding answer is provided below by the Department of Environmental Management (DEM).

1. ***As it relates to CBS-1119, Countywide Environmental Protection Agency (EPA) Compliance Wastewater Reclamation Facility Renovation Projects (page 635 of the Program Budget):***

**a. Provide a breakdown of the cost of each project. (RH)**

<b><u>Project</u></b>	<b><u>Amount</u></b>
Design for Plant RTU upgrades at the Lahaina and Kahului WWRF's	\$ 500,000
Wailuku WWPS electrical upgrade	\$ 375,000
Decommissioning the old Lahaina WWPS No. 1 and Hawaiian Homes WWPS	\$ 300,000
Resurfacing the Kahului WWRF Storage Pond	\$ 475,000
Construction of access catwalks for the Lahaina WWRF Disk filters	\$ 175,000
Infiltration repair and coating of Kihei Pump Station Drywells	\$ 175,000
<b>TOTAL</b>	<b>\$ 2,000,000</b>

**b. What is the square footage for the resurfacing of the Kahului Wastewater Reclamation Facility Storage Pond? (RH)**

125,000 S.F.

**2. As it relates to CBS-1128, Countywide Wastewater System Modifications (page 636 of the Program Budget), provide a breakdown of funds used in FY 2016 and 2017 to date, and a justification for use of the appropriations. (RH)**

<b><u>CBS No.</u></b>	<b><u>Project (Job No./Title)</u></b>	<b><u>Amount</u></b>	<b><u>Justification</u></b>
<b><u>2016</u></b>			
CBS-1151	WW14-04 Hawaiian Homes Force Main Replacement	\$96,155.69	Additional Design Funds
CBS-1162	WW15-04 Napili 5 & 6 Force Main Replacement	\$19,035.31	Additional Design Funds
	WW11-05 Countywide Pump Station Renovations (Hyatt PS)	\$24,500.00	Additional Construction Funds
CBS-1144	WW15-03 Lahaina WWRF Stage 1A (Supplemental)	\$301,186.00	Additional Design Funds
CBS-2731	WW13-04 Lahaina Pump Station No. 3 Pump Replacement & OC Upgrade	\$59,123.00	Additional Design Funds
	<b>TOTAL</b>	<b>\$500,000</b>	
<b><u>2017</u></b>			
CBS-1160	WW15-01 South Maui Recycled Water System Expansion	\$152,298.00	Additional Design Funds
CBS-1151	WW14-04 Hawaiian Homes Pump Station Force Main Replacement (Supplemental)	\$143,000.00	Additional Construction Funds
CBS-1161	WW17-03 Napili 3 Force Main Replacement (Supplemental)	\$28,712.00	Additional Design Funds
CBS-1174	WW17-04 Napili 4 Force Main Replacement (Supplemental)	\$26,878.00	Additional Design Funds
CBS-1135	WW12-05 Lahaina WWRF Odor Control/OCI	\$21,643.22	Additional Construction Funds
	WW11-05 Countywide Pump Station Renovations	\$17,226.03	Additional Construction

<b><u>CBS No.</u></b>	<b><u>Project (Job No./Title)</u></b>	<b><u>Amount</u></b>	<b><u>Justification</u></b>
CBS-3196	WW17-01 Kenolio Rd/Koki PI Sewer Rehabilitation (Supplemental)(379130)	\$9,200.00	Funds Additional Design Funds
CBS-3196	WW17-14 Kenolio Rd/Koki PI Sewer Rehabilitation Additional Survey	\$1,900.00	Additional Design Funds
CBS-2730	WW16-06 SCADA-RTU / ITDS Networking	\$23,279.29	Additional Design Funds
<b>TOTAL</b>		<b>\$424,136.54</b>	

3. ***As it relates to CBS-1160, South Maui Recycled Water System Expansion (page 639 of the Program Budget), can the Sewer Assessment Fund be used for this project? (RH)***

Sewer Assessment fees cannot be used for design or construction of recycled water projects.

4. ***As it relates to CBS-4590, Kaunakakai Wastewater Reclamation Facility (WWRF) Plan (page 643 of the Program Budget): (EC)***

- a. ***Regarding the 75 percent capacity level, what percentage are we currently at?***

We are currently processing wastewater at about 87% of capacity.

- b. ***How many gallons that does equate to?***

260,000 gpd (0.26 MGD)

5. ***Provide the amount needed for sludge disposal (index 919019B, subobject 7511 on page 5-39 of the Budget Details) for FY 2018. (RH)***

It is anticipated that sludge disposal will cost \$2,930,000 in FY2018.

6. ***Can the Department use organic material as cover material in the Makani Landfill instead of transporting it out? (RH)***

To clarify, "organic" (plant and woody debris) material is not allowed as landfill cover material. Only earthen materials with aggregate size of less than 2 ½ inches can be used as cover material. Cover material prevents water from entering the waste mass which causes leachate to be generated.

If Department of Public Works obtains funding for their CBS-4625 Makani Closed Landfill Remediation, the SWD offers to manage the stock pile screening, recycling and re-using on site.

7. ***Relating to index code 9194044B, sub-object code 6016 Electrical parts & supplies (page 5-51 of the Budget Details), is the purchase of the crystal diamond installation budgeted for purchase in the FY18 Budget? Based on current data, the number allocated in this line item should be roughly \$500,000 more. Please comment. (MW)***

The crystal diamond filter installation at the Kahului/Wailuku WWRF is not budgeted for FY2018. It was paid for with FY2017 funds and is currently under construction.

Yes, based on current data, line item 6016 should be roughly \$500,000 more. However, we felt a gradual increase would be more acceptable to ensure we stay inline with actual expenditures.

- 8. Provide the actual expenditures for FY 2016 and FY 2017 to date of rental of equipment for the Wastewater Division, by program. Include the type of equipment rental and cost. Further, provide the estimated cost of a portable air compressor for the Department. (EC)**

Below is the breakdown that could be accomplished in the amount of time given for the response:

<u>Program</u>	<u>Equipment Rented</u>	<u>Cost</u>
<b><u>FY2016</u></b>		
Kihei	Insufficient info to determine breakdown (est. 50% compressor and 50% manlift)	\$ 9,250
Lahaina	Compressor Rental	\$ 1,845
Lahaina	Insufficient info to determine breakdown (est. 60% compressor and 40% other)	\$ 13,492
Kahului	Insufficient info to determine breakdown	\$ 2,395
Mechanics	Sky Track	\$ 11,618
Collections	none	\$ 0
<b>TOTAL</b>		<b>\$ 38,600</b>

<b><u>FY2017</u></b>		
Kihei	Argon gas cylinders	\$ 80
Kihei	Manlift	\$ 4,115
Lahaina	Compressor	\$ 7,444
Lahaina	Scaffolding	\$ 277
Lahaina	Hammer	\$ 84
Lahaina	Insufficient info to determine breakdown (est. 60% compressor and 40% other)	\$ 18,576
Kahului	Insufficient info to determine breakdown	\$ 809
Mechanics	Shoting Boom (for Lahaina WWRF)	\$ 11,840
Collections	Mini-Excavator	\$ 1,064
<b>TOTAL</b>		<b>\$ 44,289</b>

The estimated cost for a portable air compressor would be \$ 27,000.

- 9. Provide the number of automated refuse collection trucks in the Department, by district. What is the replacement schedule for these vehicles? (MW)**

NUMBER OF REFUSE TRUCKS BY DISTRICT						
	WAILUKU	LAHAINA	MAKAWAO	LANAI	MOLOKAI	HANA
<b>AUTOMATIC</b>	10	2	5	2	0	0
<b>MANUAL</b>	2	2	3	0	2	1
<b>TOTAL</b>	12	4	8	2	2	2

Please refer to "Attachment Q-9 A" for the Solid Waste Division's 20 yr repl. Schedule.

Please refer to "Attachment Q-9 B" for the Solid Waste Division's 20 yr repl. Chart.

Please refer to "Attachment Q-9" Solid Waste Division Equipment Expansion Requests to Mayor.

**10. As it relates to CBS-1908 Hana Landfill Makai Berm Waste Removal (page 638 of the Program Budget), provide a cost evaluation to sort and separate the different components deposited at the Landfill, by type (for example, metal, green waste, etc.). (MW)**

The first of three phases has been contracted and work has commenced.

The current scope has been evaluated for overall cost effectiveness for the project, and will save \$ by sorting.

The contracted prices for sorting and separating component materials in Phase 1 follow:

ITEM	QUANTITY	UNIT	UNIT PRICE	CONTRACT PRICE
Excavate and stockpile existing cover soil	3,435	CY	\$2.50	\$8,587.50
Excavate waste, soil, rocks	24,765	CY	\$10.00	\$247,650.00
Sort and stockpile intact green waste, tires, scrap metals, soil and rocks	6,000	CY	\$7.00	\$42,000.00
Place sorted scrap metal and tires in bins and haul to licensed receiver of such materials	2	Ton	\$3,800	\$7,600.00

The estimated quantities for each phase follow for two material types: refuse and soil.

LOCATION/MATERIAL	REFUSE (CY)	SOIL (CY)	TOTAL (CY)
Phase 1	24,765	3,435	28,200
Phase 2	31,565	3,435	35,000
Phase 3	32,870	3,435	36,305
TOTAL	89,200	10,305	99,505

ITEM	QUANTITY	UNIT PRICE	CONTRACT PRICE
Place and compact excavated waste according to plan at active landfill	9,277 (CY)	\$46.65	\$432,772.05
for remainder of Phase 1	15,488 (CY)	"	\$722,515.20
Soil placement over exposed waste in fill area on a weekly basis	2,600 (CY)	\$49.50	\$128,700.00
" for remainder of Phase 1	4,340 (CY)	"	\$214,830.00

**11. As it relates to CBS-1095, Central Maui Landfill Phase VI-a (page 646 of the Program Budget): (RH)**

**a. What was done with the \$1,933,569 encumbered in FY17 for this project?**

CENTRAL MAUI LANDFILL PHASE VI-A				
INDEX CODE	DESCRIPTION	APPROPRIATION	EXPENSED	ENCUMBERED
356213	CML Phase VI-A Design	\$250,000	\$230,903	\$42
378214	CML Phase V Gas Collect. System Expansion	\$2,500,000 (GO)	\$0	\$0
378314	CML Phase V Gas Collect. System Expansion	\$2,500,000 (SRF)	\$511,545	\$1,191,079
378315	CML System Control/Data Acquisition	\$80,000	\$0	\$0
			<b>\$742,448</b>	<b>\$1,191,121</b>
<b>TOTAL</b>		<b>\$5,330,000</b>	<b>\$1,933,569</b>	

- The *CML Phase VI-A Design* project was for design of Phase VI-A at Central Maui Landfill (CML).
- The *CML Phase V Gas Collection System Expansion* project is funding the construction and Construction Quality Assurance (CQA) work for the expansion of the landfill gas collection and control system at CML. CQA work covers engineering oversight of the installation of the liner system and laboratory testing to insure the installation meets or exceeds regulatory minimums. There are two place holders by the Finance Department for the General Obligation Bond (GO) and State Revolving Fund (SRF) Loan.
- The CML System Control and Data Acquisition project will fund design of system improvements for improved monitoring and recording of compliance required data.

It appears that a bookkeeping error by the Finance Department has listed other unrelated projects occurring at CML under the *Central Maui LF PH VI-A* category.

- b. A recent CIP report shows \$5.3 million was already appropriated to this project. The numbers in the Program Book shows \$1,933,569. Explain the disparity in numbers.**

Please refer to Question 11a. A bookkeeping error listing two unrelated projects under the wrong category and an accounting of one project twice appears was reported in the CIP report. The CIP report does not accurately reflect the correct category of work being completed by the Solid Waste Division or the correct appropriations and expenditures/encumbrances.

- 12. Under Solid Waste Operations Program, explain the reallocation of DE-0033 Refuse Collection Equipment Operator to Refuse Collector (page 5-70 of the Budget Details). (SC)**

The reduction in funding for position DE-0033 is correctly proposed. The reallocation of position DE-0033 occurred when the position was vacant to allow flexibility in the Wailuku Refuse Collection operation. The position was an operator that could be assigned to collect automated routes as a backup, collect appliances, or to deliver/retrieve refuse carts. The reallocation did not affect operations, since the employee that transferred into the position qualified for temporary assignment to an operator position when needed.

**13. Provide a copy of the agreement with Pulama Lanai for landfill cover. (EC)**

Please see Attachment Q-13.

**14. Provide a breakdown of the Interfund transfers of \$270,000 for Solid Waste Fund to Highway Fund for refuse related labor costs, and for Solid Waste Fund to General Fund for garage services. (RH)**

After confirming with the Budget Office, Interfund transfers from 919525B-7511 is revenue to the Highway Fund for refuse collection in Hana and on Molokai (\$290,000 FY 18). Interfund transfers from 919517B-7511 is also revenue to the Highway Fund for water delivery charges to Central Maui Landfill (\$50,000 FY18). There is also Administrative Overhead that DPW assess to all Departments. Perhaps Finance or Budget can lend additional facts behind these transfers.

**15. Confirm FY18 estimate of annual tonnage for commercial, and residential refuse. (RH)**

<b>WASTE TYPE (PROPOSED FY18 TIP FEE)</b>	<b>FY18 ESTIMATED TONNAGE</b>
MSW (\$99/TON)	127,416
CLEAN EARTHEN - NO PROTRUDING REBAR (\$65/TON)	300
CLEAN EARTHEN - NO REBAR (\$0/TON)	1,700
MSW (SELF-HAUL, COUNTY RESIDENTIAL COLLECTION, OTHER COUNTY DEPTS) (\$0/TON)	85,584
<b>TOTAL</b>	<b>215,000</b>

\*Proposed rates do not include the \$10/ton recycling surcharge

**16. Relating to index code 101255B, sub-object 6317 County Grant Subsidy 9page 5-105 of the Budget Details), provide a list of grantees who receive subsidy from the \$186,000 allocation. Further, provide grant appropriations, by index, by amount, and scope of contract. (RH)**

101255B – 6317 County Grant Subsidy is awarded to one grantee, Community Work Day dba Malama Maui Nui for the “Keep Maui Beautiful” grant.

Grant application, which details scope of work, and budget sheets attached.

**17. Relating to index code 919515B, sub-object 6276 Landfill Cover Costs (page 5-83 of the Budget Details), explain the increase in costs from \$18,687 in FY16 to \$100,000 in FY17. (RH)**

Index Code	Sub-Object Code/Description	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 To Date Actual
919515B	6276 Landfill Cover Costs	\$72,913	\$94,780	\$105,533	\$18,687	\$41,324

In previous years, though there was no cost of cover soil, we were paying Pulama Lanai to load and deliver the material. On the occasions where manpower is short or when equipment (loader or dump truck) is down Pulama Lanai is requested to haul the material. There are also occasions where additional cover soil is needed for storm repair or other on site uses and soil has been purchased (in addition to the 80 tons per week) from Pulama Lanai.

We need to continue the current amount budgeted due to the following:

1. To allow for purchase of additional cover soil for repair and maintenance of the landfill. Or for major storm repair if needed.
2. Pulama Lanai has communicated to the County that they are scrutinizing the agreement and so there may be changes forthcoming.

**18. Confirm the Department's compliance with HRS 286-51 relating to the highway beautification and disposal of abandoned or derelict vehicles revolving fund. Provide a breakdown of the revenue, identify the amount available by use. Further, provide a breakdown of the expenditures and identify the amount expended by use. (RH)**

Yes, the department is in compliance with HRS 286-51. In FY 2017, \$300,000 was supplemented by the Highway Fund and as such, is not restricted to HRS 286.51. For FY 2018, however, only \$320,000 is available for use for highway beautification activities other than abandoned vehicles. Please see attached for the breakdown of revenues and expenditures.

**19. Provide all appropriations in the Department of Environmental Management for Community Work Day, by index code, by amount, and scope of contract.**

Community Work Day dba Malama Maui Nui grant request is \$623,082.

The organization is currently budgeted to receive grant appropriations as follows:

101255B-6317	County Grant Subsidy	\$186,000
919010-6317	Community Work Day – Prg	\$371,000
919870B-6317	Community Work Day Operation	<u>\$25,000</u>
		\$582,000 total budgeted

The Community Work Day – Proviso 101190B-6317 currently under the Highway Beautification Fund should be reallocated to 919010-6317 in order to comply with HRS 286-51.

Department respectfully requests and recommends that an increase of \$41,082 be added to 919190B-6317 to provide full funding for grant request of \$623,082.

The organization also indicated that the amount budgeted in 919870B-6317 of \$25,000 is insufficient due to actual hauling and disposal costs, and has requested an additional \$32,000 to adequately operate the West Maui collection events. If this amount was added, the amount in 919870-6317 would be increased to \$57,000 and the total amount of the grant would be increased to \$655,082.

Grant application, which details scope of work, and budget sheets attached.



Honorable Riki Hokama  
BF Committee Chair  
April 21, 2017  
Page 9 of 9

Sincerely,

A handwritten signature in black ink, appearing to read "Stewart Stant", is written over the printed name and title.

Stewart Stant, Director  
Department of Environmental Management

Attachments

Cc.: Solid Waste Division  
Wastewater Division  
EP&S Division

**ATTACHMENT Q-9**  
**SOLID WASTE DIVISION FY18 EQUIPMENT EXPANSION REQUESTS TO MAYOR**

PRIORITY NO.	POSITION TITLE/DESCRIPTION	'C' AMT	NOTES
1	INSPECTION VEHICLE 4X4	45,000	REPLACEMENT #913
ADMIN SUBTOTAL		45,000	
12	WHEEL LOADER	455,000	NEW
13	LANDFILL DOZER	975,000	REPLACEMENT #113
OPS-CML SUBTOTAL		1,430,000	
7	MID-SIZE DOZER/LOADER	600,000	REPLACE TRACK LOADER #106
OPS- HLF SUBTOTAL		600,000	
10	ALL TERRAIN UTILITY VEHICLE	20,000	REPLACEMENT KAWASAKI MULE #18268
11	20' REFURBISHED PAINTED STORAGE CONTAINER	6,250	NEW
9	LOADER	410,000	REPLACE TRACK LOADER #108
OPS- MLF SUBTOTAL		436,250	
6	LOADER	410,000	REPLACE #79
OPS-LLF SUBTOTAL		410,000	
15	28 YD AUTO REFUSE TRUCK	450,000	NEW TRUCK - TO AUTOMATE A MANUAL ROUTE
2	28 YD AUTO REFUSE TRUCK	450,000	REPLACE #1441
3	28 YD AUTO REFUSE TRUCK	450,000	REPLACE #1442
4	28 YD AUTO REFUSE TRUCK	450,000	REPLACE #1539
OPS-WAI SUBTOTAL		1,800,000	
5	17 YD REAR W/ LIFTS REFUSE TRUCK	350,000	REPLACE TRUCK #1100
14	28 YD AUTO REFUSE TRUCK	450,000	NEW TRUCK - TO AUTOMATE A MANUAL ROUTE
OPS- MAK SUBTOTAL		800,000	
16	28 YD AUTO REFUSE TRUCK	450,000	NEW TRUCK - TO AUTOMATE A MANUAL ROUTE
8	17 YD REAR W/ LIFTS REFUSE TRUCK	350,000	REPLACE #1121
OPS- LAH SUBTOTAL		800,000	
SW FUND			
SWD ADMIN PROGRAM:		45,000	
SWD OPERATIONS PROGRAM:			
	Landfill Section	2,876,250	
	Refuse Section	3,400,000	
SUBTOTAL SWD OPERATIONS PROGRAM		6,276,250	
TOTAL SOLID WASTE DIVISION- SUBMITTED		6,321,250	
MAYOR'S PROPOSED FY18 BUDGET		1,395,000	
MAYOR'S CUTS		(4,926,250)	

	Mayor not approved
	Mayor approved-Countywide GO Bond funding
	Mayor approved as submitted





ATTACHMENT Q-9A DEPARTMENT OF ENVIRONMENTAL MANAGEMENT  
SOLID WASTE DIVISION  
ASSET REPLACEMENT PLAN

FISCAL YEAR	2018
EQUIPMENT REPLACEMENT REQUEST	\$ 6,315,000.00

\$ 6,315,000	Submitted to Mayor	\$ 3,195,000	Mayor Approved	\$ 4,920,000	Mayor Not Approved
15	Equipment	4	Equipment	11	Equipment

DEPT	LOCATION	ASSET ID	MODEL YEAR	MAKE & MODEL	EQUIPMENT TYPE	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
LF	CML	532	1983	Fuel Truck	Truck					\$ 180,000																
LF	CML	720	1989	Ford F-350	Large Pickup									\$ 50,000												
LF	CML	913	1992	Isuzu Trooper	Small Pickup		\$ 45,000												\$ 50,000							
LF	CML	966	1994	Ford Ranger	Small Pickup			\$ 40,000												\$ 50,000						
LF	CML	1146	2002	International Dump	Dump Truck					\$ 200,000												\$ 230,000				
LF	CML	1214	2004	AutoCar WX64	Roll off						\$ 200,000															
LF	CML	1217	2004	AutoCar WX64	Roll off					\$ 200,000																
LF	CML	15893	2005	CAT 826H	Compactor	\$ 780,000								\$ 870,000												
LF	CML	101	2003	CAT DSM	Small Dozer			\$ 600,000									\$ 660,000									
LF	CML	18257	2007	Case 580M	Backhoe						\$ 120,000															
LF	CML	23376	2007	CAT D8T	Large Dozer							\$ 1,030,000										\$ 130,000				
LF	CML	12649	2004	CAT D8R	Large Dozer				\$ 990,000																	
LF	CML	23369	2008	Kawasaki K-4 Mule	ATV					\$ 20,000							\$ 1,080,000									
LF	CML	23374	2008	Kawasaki K-5 Mule	ATV				\$ 20,000																	
LF	CML	23371	2008	Kawasaki K-6 Mule	ATV			\$ 20,000																		
LF	CML	23625	2008	Kawasaki K-7 Mule	ATV			\$ 20,000																		
LF	CML	23710	2008	Aljon S25C4	Compactor			\$ 810,000																		
LF	CML	1436	2008	Ford Explorer SportTrac	Small Pickup				\$ 40,000																	
LF	CML	1466	2008	Ford F-150	Small Pickup				\$ 40,000													\$ 50,000				
LF	CML	1392	2008	Service Truck	Truck						\$ 180,000															
LF	CML	24423	2009	Case 921E	Loader						\$ 390,000															
LF	CML	1509	2009	Ford F-150	Small Pickup					\$ 40,000													\$ 430,000			
LF	CML	1510	2009	Ford F-350	Large Pickup					\$ 50,000													\$ 50,000			
LF	CML	1458	2009	Peterbilt 320	Roll off				\$ 200,000									\$ 220,000								
LF	CML	1459	2009	Peterbilt 320	Roll off			\$ 200,000																	\$ 240,000	
LF	CML	1506	2009	Water Truck	Water Truck				\$ 260,000						\$ 270,000						\$ 290,000					
LF	CML	1517	2010	Ford F-150	Small Pickup						\$ 50,000				\$ 1,060,000								\$ 1,150,000			
LF	CML	1517	2010	Ford F-150	Small Pickup																		\$ 50,000			
LF	CML	26650	2012	Tarpo-matic	Automatic Tarper												\$ 140,000									
LF	HLF	106	2004	Kawasaki M502	Small Dozer		\$ 900,000									\$ 650,000										
LF	HLF	K-3	2008	Kawasaki Mule	ATV			\$ 20,000																		
LF	HLF	R1	2009	Komatsu D85-EX-15	Large Dozer					\$ 1,000,000								\$ 1,100,000								\$ 1,190,000
LF	HLF	1545	2010	Ford F-150	Small Pickup						\$ 50,000												\$ 50,000			
LF	HLF	107	2014	Caterpillar 950K	Loader									\$ 400,000											\$ 450,000	
LF	HLF	CM2530	2015	Peterbilt	Water Truck												\$ 280,000									
LF	HLF	CM2496	2015	Peterbilt 365	Dump Truck													\$ 220,000								
LF	LLF	110	2007	Case 621E	Loader		\$ 410,000												\$ 420,000							
LF	LLF	110	2007	Caterpillar D7RDSII	Large Dozer				\$ 990,000																	
LF	LLF	1352	2007	Ford F-150	Small Pickup			\$ 40,000														\$ 1,140,000				
LF	LLF	K-2	2008	Kawasaki Mule	ATV			\$ 20,000												\$ 50,000						
LF	LLF	CM2309	2008	Peterbilt	Water Truck							\$ 270,000								\$ 30,000						
LF	LLF	1493	2010	Peterbilt 365	Dump Truck																					
LF	LLF	1517	2010	Ford F-150	Small Pickup						\$ 50,000			\$ 210,000										\$ 50,000		
LF	LLF	114	2011	Caterpillar D6T	Small Dozer									\$ 650,000												
LF	MLF	81	2013	Caterpillar D6R	Small Dozer										\$ 650,000											
LF	MLF	89	1993	CASE SkidSteer	Skid Steer	\$ 140,000																				
LF	MLF	1518	2010	Ford F-150	Small Pickup						\$ 50,000												\$ 430,000			
LF	MLF	1549	2011	Peterbilt 367 Water Truck	Truck							\$ 180,000												\$ 50,000		
LF	MLF	1600	2015	Peterbilt 365	Dump Truck																			\$ 200,000		
LF	MLF	80A	2009	Caterpillar D7RII	Large Dozer						\$ 1,010,000															
LF	MLF	K-1	2004	Kawasaki Mule	ATV		\$ 900,000													\$ 30,000						
REF	HLF	1237	2004	GMC T Series	Manual Refuse			\$ 360,000									</									



**ATTACHMENT Q-9B**  
**EQUIPMENT REPLACEMENT REQUEST**



**MEMORANDUM OF UNDERSTANDING  
BETWEEN THE COUNTY OF MAUI  
AND CASTLE & COOKE, INC.**

This Memorandum of Understanding ("MOU") is executed on the respective date of the signatures of the parties shown hereafter, between the COUNTY OF MAUI (hereinafter "County") and CASTLE & COOKE, INC. (hereinafter "CASTLE & COOKE").

County and CASTLE & COOKE agree to the following in regard to the operation of the Lana'i sanitary landfill (hereinafter "Landfill"), and the transfer of ownership of the underlying real property from CASTLE & COOKE to County.

1. CASTLE & COOKE agrees to provide County with landfill cover material at no cost to County, in an amount to be mutually agreed upon, but not less than 80 tons per week. County agrees to be responsible for the loading and transport of all cover material provided, or for the cost thereof if loading and transport is performed by Castle & Cooke at County's request.
2. So long as CASTLE & COOKE is willing to provide landfill cover material at no cost to County, County agrees to allow CASTLE & COOKE to utilize the Landfill without payment of refuse disposal fees.
3. CASTLE & COOKE and County agree to prepare and execute, subject to Maui County Council approval, a dedication of the property underlying the Landfill from CASTLE & COOKE to County.
4. CASTLE & COOKE and County agree to negotiate and execute, subject to Maui County Council approval, the necessary documents for County to acquire, by purchase, dedication or otherwise, sufficient property from CASTLE & COOKE to construct a new sanitary landfill on Lana'i in the future.
5. CASTLE & COOKE and County agree to utilize their best efforts in effecting a timely completion of all land acquisition contemplated herein.
6. CASTLE & COOKE and County agree to utilize their best efforts in future negotiations for a new landfill site on Lana'i.
7. This Agreement shall be in effect so long as the County accepts refuse at the current Landfill, and CASTLE & COOKE offers to make available to the County, at no cost, cover material for maintenance of the current Landfill. The parties may cancel this Agreement, if mutually agreed upon, by executing a cancellation document in writing.
8. Upon cancellation of this Agreement, CASTLE & COOKE will no longer be obligated to provide landfill cover material at no cost to the County, and CASTLE & COOKE shall pay refuse disposal fees for its use of the Landfill.

IN WITNESS WHEREOF, the parties hereto have executed the Memorandum of Agreement on the dates below, to be effective as of April 30, 2009.

CASTLE & COOKE:

County:

CASTLE & COOKE, INC.

COUNTY OF MAUI

By 

Print Name: HARRY A. SAUNDERS

Its SENIOR VICE PRESIDENT

Date: Nov. 24, 2008

By 

Print Name: RICHARD K. MIRIKITANI

Its ASST. SECRETARY

Date: Nov. 24, 2008

By 

~~CHARMAINE TAVARES~~

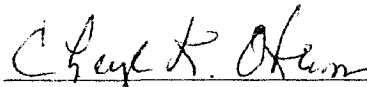
Mayor

SHERILYN A. MORRISON

Date: Jan. 14, 2009

Acting Mayor


APPROVAL RECOMMENDED:



CHERYL K. OKUMA, Esq.

Director of Environmental Management

APPROVED AS TO FORM  
AND LEGALITY:



DAVID A. GALAZIN

Deputy Corporation Counsel

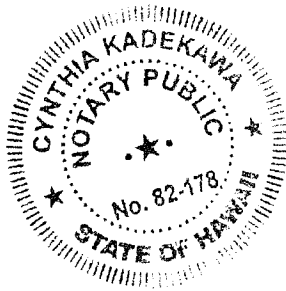
County of Maui

S:\ALL\DAG\EM\SW\Land\Landfill\2nd MOU CaCookeCoM revised 11-13-08.doc

STATE OF HAWAII  
CITY + COUNTY OF HONOLULU ) SS.

On this 24th day of November, 2008, before me personally appeared HARRY A. SAUNDERS, to me personally known, who, being by me duly sworn or affirmed, did say that such person executed the foregoing instrument as the free act and deed of such person, and if applicable, in the capacity shown, having been duly authorized to execute such instrument in such capacity.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.

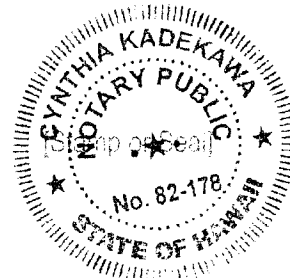


Cynthia Kadekawa  
Notary Public, State of Hawaii

Print Name: CYNTHIA KADEKAWA

My commission expires: 3/22/2010

NOTARY PUBLIC CERTIFICATION		
Doc. Date:	<u>November 24, 2008</u>	# Pages: <u>5</u>
Notary Name:	<u>CYNTHIA KADEKAWA</u>	Judicial Circuit: <u>First</u>
Doc. Description:	<u>Memorandum of Understanding Between The County of Maui and Castle + Cooke, Inc.</u>	
Notary Signature:	<u>Cynthia Kadekawa</u>	
Date:	<u>November 25, 2008</u>	

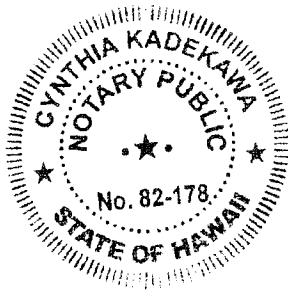


STATE OF HAWAII

CITY + COUNTY OF HONOLULU )  
SS.

On this 25th day of November, 2008, before me personally appeared RICHARD K. MIRIGTANI, to me personally known, who, being by me duly sworn or affirmed, did say that such person executed the foregoing instrument as the free act and deed of such person, and if applicable, in the capacity shown, having been duly authorized to execute such instrument in such capacity.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.

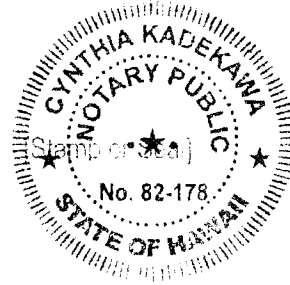


Cynthia Kadekawa  
Notary Public, State of Hawaii

Print Name: CYNTHIA KADEKAWA

My commission expires: 3/22/2010

NOTARY PUBLIC CERTIFICATION		
Doc. Date:	<u>November 24, 2008</u>	# Pages: <u>5</u>
Notary Name:	<u>CYNTHIA KADEKAWA</u>	Judicial Circuit: <u>First</u>
Doc. Description: <u>Memorandum of Understanding Between The County of Maui and Castle + Cooke, Inc.</u>		
Notary Signature:	<u>Cynthia Kadekawa</u>	
Date:	<u>November 25, 2008</u>	





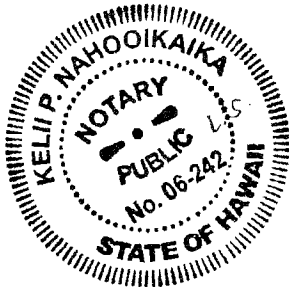
STATE OF HAWAII )

) SS.

COUNTY OF MAUI )

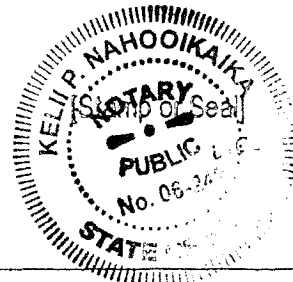
On this 15<sup>th</sup> day of January, 2008, before me appeared SHERILYN A. MORRISON, to me personally known, who being by me duly sworn did say that she is the Acting Mayor of the County of Maui, a political subdivision of the State of Hawaii, and that the seal affixed to the foregoing instrument is the lawful seal of the said County of Maui, and that the said instrument was signed and sealed on behalf of said County of Maui pursuant to Section 7-6.2 and Section 9-18.1 of the Charter of the County of Maui; and the said SHERILYN A. MORRISON acknowledged the said instrument to be the free act and deed of said County of Maui.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.



Kelii P. Nahooikaika  
KELII P. NAHOOIKAIIKA  
Notary Public, State of Hawaii  
My commission expires: April 30, 2010

NOTARY PUBLIC CERTIFICATION	
Doc. Date: <u>undated</u>	# Pages: <u>5</u>
Notary Name: <b>KELII P. NAHOOIKAIIKA</b>	Judicial Circuit: <u>2nd</u>
Doc. Description: <u>memorandum of understandings</u> <u>Castle + Cooke</u>	
Notary Signature: <u>Kelii P. Nahooikaika</u>	
Date: <u>1-15-09</u>	



## QUESTION 18

### Highway Beautification Fund

Revenue	FY18 Estimated		
Highway Beautification	320,000		
Abandoned Vehicles	1,200,000		
*Based off of 150,000 vehicle registrations and 20,000 rent-a-car registrations			

Expenditures	FY Proposed	Suggested	
Highway Beautification			
Street tree trimming - Contractual services	380,000	276,000	Reduce to be in HRS 286-51 compliance
Street tree trimming - Electricity	3,300	1,000	Reduce to be in HRS 286-51 compliance
Street tree trimming - Water Delivery Charges	18,000	33,000	Reduce to be in HRS 286-51 compliance
Teens on Call - Paia bypass	10,000	10,000	
<b>Total Highway Beautification</b>	<b>411,300</b>	<b>320,000</b>	
Abandoned Vehicles			
Salaries	111,565	111,565	
Operations	865,165	865,165	
Community Work Day proviso	216,000	-	Suggest to move to DEM - Admin under 909010B or move to EP&S - SW Fund as this grant is for highway beautification activities.
<b>Total Abandoned Vehicles</b>	<b>1,192,730</b>	<b>976,730</b>	
<b>Total Highway Beautification Fund</b>	<b>1,604,030</b>	<b>1,296,730</b>	



**MĀLAMA MAUI NUI**  
KEEP AMERICA BEAUTIFUL AFFILIATE

County of Maui  
Department of Environmental Management  
2145 Wells Street, Suite #103  
Wailuku, HI 96793  
Attn: Tamara Farnsworth

March 16, 2017

Aloha Tamara,

Attached please find the budget revision request #001 for grant #G4326 (Keep Maui Beautiful) as it pertains to FY2017.

We are requesting revision for the following: Subtracting from Personnel (Salaries, Taxes & Benefits) category that were unspent as a result of additional funding as well as staffing shortages and unpaid salaries due to medical leave of absence and disability. Increase Supplies budget to more accurately reflect the needs of the program. Increase Contractual-Admin for accounting contract hired as a result of the Office Manager position being vacated and as well as an audit to ensure MMN funds were not compromised by the previous employee in the aforementioned position. Increase/create additional section, Facility R&M for repair and maintenance of base yard for to operate KMB programs. Purchase a flatbed truck to replace old truck to facilitate KMB programs. Please see attached revised budget for more details.

It should be noted that the purchase of a flatbed truck this fiscal year will reduce the need for as many vehicles to be funded for next fiscal year. Thank you for your consideration in this matter and your continued support of our programs and services. Please feel free to contact me should you have any questions, comments and/or suggestions.

Kind regards,

Gabrielle Schuerger  
Interim Executive Director

# COUNTY OF MAUI - FY 2018

## PROGRAM BUDGET SUMMARY

: Community Work Day Program dba Malama Maui Nui

Original Date:

Program: Keep Maui Beautiful

Revision No.:

1

Budget Period: July 1, 2016 - June 30, 2017

Revision Date:

EXPENSE CATEGORY	FY17 REVISION	FY 17 APPROVED	FY 17 VAR	Notes
A. Personnel (Salaries, Taxes & Benefits)	365,000	457,450	-92,450	Additional funding reduced cost, positions not filled, disability
B. Occupancy				Inkind
C. Equipment	4,500	4,500	0	
D. Supplies	11,000	6,400	4,600	Office-\$5,000, Prog-\$6,000 realloc is more realistic as to current ops
E. Promotion, Printing	5,100	9,650	-4,550	
F. Insurance	8,000	8,000	0	
G. Shipping, Freight	2,000	3,600	-1,600	
H. Travel/Auto Expense (staff travel, gas)	22,500	30,500	-8,000	
I. Other				
Contractual-Program	31,000	38,000	(7,000)	
Contractual-Admin	38,000	11,000	27,000	Contractor hired instead of replacing Admin Officer, audit cost
Utilities	5,100	5,100	-	
Telephone	6,600	6,600	-	
Facility R&M	12,000		12,000	Budget narrative for R&M was not included in the original narrative, baseyard is used in HB program and cost to upkeep is necessary
Volunteer support	1,200	1,200	-	
IT/Computers	50,000	50,000	-	
Flatbed	70,000		70,000	Flatbed needed in order to facilitate programs
<b>TOTAL GRANT REQUEST:</b>	<b>\$ 632,000</b>	<b>\$ 632,000</b>	<b>\$ -</b>	



**COUNTY OF MAUI  
DEPARTMENT OF ENVIRONMENTAL MANAGEMENT  
AVM GRANT FY 2017 (July 1, 2017 – June 30, 2018)**

**COPY**

**GRANT APPLICATION FORM**

**FISCAL YEAR ENDING:** June 30, 2018

**DATE OF APPLICATION:** March 3, 2017

**GRANT APPLICATION FOR:** Keep Maui Beautiful

*Project Name*

**Legal Name of Organization:** Community Work Day Program dba Malama Maui Nui

**Mailing Address:** PO Box 757 Puunene, HI 96784

**Project Manager:** Gabrielle Schuerger

**Phone:** (808) 877-2524 **E-mail:** gabrielle@cwdhawaii.org

**Fax:** (808) 873-7762 **Website:** www.malamamauiinui.org

**Contact Person (Grant writer):** Gabrielle Schuerger

**Phone:** (808) 877-2524 **Fax:** (808) 873-7762 **E-mail:** gabrielle@cwdhawaii.org

**Amount of Request for County Grant Funds:** \$ ~~\$693,082.00~~

*Amount revised to \$623,082*

**Total annual budget of Organization:** \$ 946,527.00

**Has the applicant applied for any other funds from the County of Maui this fiscal year?** ☒ YES ☐ NO

**If yes, source/department:** Housing and Human Concerns

**In one (1) sentence, for each program or project, DESCRIBE THE PROGRAM for which funding is being requested:**

Funding is being requested for the Keep Maui Beautiful grant which includes the monthly West Side recycling event, Hot Spot cleanups, community cleanups, outreach and education efforts and more.

**REMEMBER:** Submit a copy of this Application page with each of the five copies of the Narrative and Budget Sections.

# **NARRATIVE GUIDELINES**

## **INSTRUCTIONS**

1. Provide narrative responses in each of the topical categories listed below.
2. Place name of agency and program on the first page of the narrative (Executive Summary).
3. Answer the questions in the order in which they appear.

## **PROGRAM / SERVICE DESCRIPTION**

### **A. Executive Summary:**

Provide a comprehensive overview of the proposed program(s) or service(s) to be delivered. Please limit executive summary to one or two paragraphs for a maximum of 150 words.

### **B. Need:**

What is the problem/need the proposed program is designed to meet?

### **C. Goal(s) and Objectives:**

Clearly state the goal(s) of the program and the specific objectives to be achieved. Goals must be specific and have measurable results (i.e. outputs and/or outcomes).

### **D. Delivery Plans:**

Please provide a clear and specific description of the proposed delivery of service. Detail the strategies, activities, and time line in such a way that a clear linkage is shown with program goals and objectives.



### **E. Evaluation:**

Describe how you will evaluate the program to ensure that goals and objectives are met and that the desired outcome will be provided.

### **F. Budget:**

Describe how the requested funds will be utilized to achieve the proposed goals and objectives. Explain any deviations from prior year grant budget. This narrative section should dovetail with the budget tables.

## **Remember:**

-  Original signature(s) must be affixed on the application form (pg. 3-7).
-  Attach the first page of grant application to the narrative and budget of each of the five (5) copies. (See: Supporting Documents Checklist.)

**COUNTY OF MAUI – DEPARTMENT OF ENVIRONMENTAL MANAGEMENT  
AVM GRANT (FY 2018)**

**I. QUALIFYING STANDARDS FOR APPLICANTS**

Applicants must meet ALL of the following standards (***Please check off, as applicable:***):

- ☒ Be a profit organization incorporated under the laws of the State of Hawaii, or a nonprofit organization determined to be exempt from federal income tax by the Internal Revenue Service;
- ☒ In the case of a nonprofit organization, have a governing board whose members have no material conflict of interest and serve without compensation;
- ☒ Have bylaws or policies which describe the manner in which business is conducted. Such bylaws or policies shall include provisions relating to nepotism and management of potential conflict of interest situations;
- ☒ Be licensed and accredited in accordance with applicable requirements of federal, state and county governments, as necessary.

**II. GRANT CONDITIONS**

The applicant agrees to accept the following terms and conditions prior to receiving a grant award (***Please check off, as applicable:***):

- ☒ Be current in all state, federal and local tax payments;
- ☒ Have written policy statements, **signed and dated**, describing the applicant's policies complying with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, disability or physical handicap, marital status, parental status, arrest and court record, National Guard participation, or AIDS/HIV infection;
- ☒ Have written policies establishing non-discrimination in hiring and client services, sexual harassment, financial audit requirements and fiscal procedure and the applicant's program compliance standards for maintaining an alcohol, tobacco and drug free workplace environment;
- ☒ Comply with all grant budget revision conditions as specified in DEM/EPS/AVM budget revision implementation and reporting policies and procedures;

☐ **Applicants based outside of Maui County that propose program services within Maui County must establish a local advisory committee to meet regularly to provide planning and operational input to the County funded program. A designated representative of that committee must also meet regularly with and report directly to the applicant's board of directors.**

- ☒ Meet applicable DEMAG insurance requirements. Submit a Certificate of Liability Insurance from a Carrier rated no less than "A-" as established by "AM Best" or "Standard & Poor ratings," with the County of Maui named as "Additional Insured, providing the following minimum coverage of:

- No less than a Combined Single Limit ("CSL") of liability coverage of \$1,000,000.
- No erosion of limit by payment of defense costs, and
- Minimum annual aggregate limit of \$2,000,000.
- Notification of County 30 days before cancellation before scheduled expiration date.

**Note:** Please have Insurance Carrier use the attached sample, with specific attention to the "Description of Operations."

- X Employ and/or contract persons qualified to engage in the activity to be funded in whole or in part by the County;
- X Agree not to use County funds for purposes of entertainment perquisites (including food), or any other expenditure not directly related to the approved objectives of the project; and
- X Allow DEM/EPS/AVM staff and/or County auditors full access to records, reports, files and other related documents to ensure that the program, management, administrative and fiscal practices of the recipient may be monitored and evaluated for the proper and effective expenditure of public funds.

### III. **CONTRACTS**

Upon successful execution of a Grant Agreement of County Funds contract by all parties – incorporating the terms of this grant application, signatures, certification of funds, notarizations, and the inclusion of corporate and County seals – contracts will be awarded and grant funds disbursed only by the County Director of Finance.

Each grant agreement shall expressly state that the recipient or provider is not an employee of the County, but rather an independent contractor that will indemnify and hold harmless the County, the appropriate contracting applicant, involved officers, employees and agents from and against all claims, damages, or costs arising from, or in connection with, acts or omissions of the recipient or provider.

### IV. **RECORDS AND REPORTS**

If applicable, applicant will provide DEM/EPS/AVM Section with a copy of the most recent management letter from the organization's CPAs; if none was issued, explanatory documentation must be provided. The applicant must keep separate financial records and prepare reports – according to generally accepted accounting principals and as otherwise prescribed by law – detailing the use of County grant funds so that the status of these funds may be quickly determined at any time.

**Reporting Requirements:** At the end of each quarter of the fiscal year, each recipient of a grant of County funds must submit Quarterly Reports (unless otherwise indicated) to the DEM/EPS/AVM Section according to the provisions specified below and containing the following information:

- **Quarterly Allotment Request Report (QAR);**
- **Quarterly Financial Report (QFR):** financial report pertaining to County funds received and expended or encumbered to date;
- **Quarterly Narrative Reports (QNR):** program activities, staffing and overall program status; and
- **Any other information,** statistics or documentation as may be specified in the Grant Agreement of County Funds or as requested or required by the DEM/SWD/AVM Section for the purposes of grant management and/or program performance evaluation.

### V. **QUARTERLY ALLOCATION OF FUNDS**

Grant funds will be disbursed to Grantees through a quarterly allocation process (unless otherwise indicated) that must include documentation as specified in "Quarterly Reports" (**above**). Allowable expenses include those itemized in the grant application budget and approved by the AVM Administrator. The fund's disbursement schedule is based on the conditions for payment specified in the Grant Agreement of County Funds.



**VI. RECOGNITION**

The grant recipient shall ensure that the County receives appropriate recognition in all publicity and/or advertising materials, for activities and/or events funded in full or in part by the County.

**VII. GRIEVANCE PROCEDURE**

The applicant will adopt and maintain a grievance procedure to assure proper accounting for any concerns and complaints about its programs or services that may arise from its members, employees, clients or members of the public.

**VIII. DISCLOSURE OF INFORMATION**

All information, data, and/or any other material provided to the County by virtue of this application, shall be subject to the Uniform Information Practices Act (UIPA), Chapter 92F, Hawaii Revised Statutes. All such material is deemed government record, open to the public, and may be provided to other public and/or private funding sources.

**IX. CONTINUED ELIGIBILITY**

**Any applicant or recipient who withholds or omits any material facts or deliberately misrepresents such facts to the County of Maui shall:** 1) immediately be disqualified from consideration for DEM/EPS/AVM Section Grants funding; or 2) be in violation of the terms of the Grant Agreement of County Funds. In either case a grant agreement may be terminated by the County and the recipient or provider may be liable to reimburse all or a portion of any funds received from the grant.

Such recipient or provider shall be prohibited from receiving any grant, subsidy or purchase of service agreement from the County of Maui for a period of up to five years.

**X. ACKNOWLEDGMENT**

**Community Work Day Program dba Malama Maui Nui**

\_\_\_\_\_  
(Legal Name of Organization)

hereby agrees to administer the

**Keep Maui Beautiful**

\_\_\_\_\_  
(Program Title)

in accordance with the regulations, policies and procedures prescribed by the DEM/EPS/AVM. Distribution of DEM/EPS/AVM grant funds is limited solely to grantees in full compliance with DEM/EPS/AVM regulations, policies and procedures. DEM/EPS/AVM SECTION reserves the right to withhold grant distributions at any time the grantee is deemed not to be in compliance.

**XI. AMENDMENTS TO THE APPLICATION/EVALUATION**

Prior to the execution of any changes, additions, amendments or deletions to any portion(s) of the grant application or duly executed Grant Agreement of County Funds, the applicant must submit a written request and justification for those changes to the DEM/EPS/AVM Section for prior review and approval by the AVM Administrator.

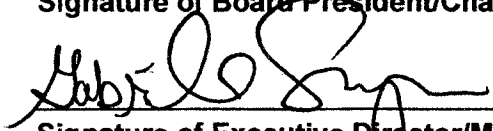
The applicant must cooperate and assist the DEM/EPS/AVM Section in any effort to evaluate, inspect or otherwise monitor any and all practices, policies, procedures or activities pursuant to this application or any grant designation or allocation received as a result of this application.

## **XII. AUTHORITY AND CAPACITY OF APPLICANT**

The undersigned hereby certify that the applicant has read and understands all terms, conditions and specifications subject to this application for DEMAG funding and that it has the authority and capacity to develop and submit this application, and to fully administer the program(s) pursuant to this application.

  
\_\_\_\_\_  
Signature of Board President/Chairperson

3/5/2017  
Date

  
\_\_\_\_\_  
Signature of Executive Director/Manager

3/5/2017  
Date

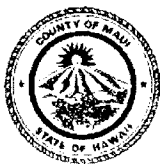
**UNSIGNED APPLICATIONS WILL NOT BE ACCEPTED.**

Please submit completed application and supporting documents in person or by mail:

AVM Administrator  
DEM-EPS-AVM  
2145 Wells St., Suite 103  
Wailuku, HI 96793

### **Questions?**

**Please email [tamara.farnsworth@co.maui.hi.us](mailto:tamara.farnsworth@co.maui.hi.us) or call at (808) 270-8217.**



**COUNTY OF MAUI  
DEPARTMENT OF ENVIRONMENTAL MANAGEMENT  
AVM GRANT FY 2017 (July 1, 2017 – June 30, 2018)**

**GRANT APPLICATION FORM**

**FISCAL YEAR ENDING:** June 30, 2018

**DATE OF APPLICATION:** March 3, 2017

**GRANT APPLICATION FOR:** Keep Maui Beautiful

*Project Name*

**Legal Name of Organization:** Community Work Day Program dba Malama Maui Nui

**Mailing Address:** PO Box 757 Puunene, HI 96784

**Project Manager:** Gabrielle Schuerger

**Phone:** (808) 877-2524

**E-mail:** gabrielle@cwdhawaii.org

**Fax:** (808) 873-7762

**Website:** www.malamamauinui.org

**Contact Person (Grant writer):** Gabrielle Schuerger

**Phone:** (808) 877-2524

**Fax:** (808) 873-7762

**E-mail:** gabrielle@cwdhawaii.org

**Amount of Request for County Grant Funds:** \$ \$693,082.00

**Total annual budget of Organization:** \$ 946,527.00

**Has the applicant applied for any other funds from the County of Maui this fiscal year?** ☒ YES ☐ NO

**If yes, source/department:** Housing and Human Concerns

**In one (1) sentence, for each program or project, DESCRIBE THE PROGRAM for which funding is being requested:**

Funding is being requested for the Keep Maui Beautiful grant which includes the monthly West Side recycling event, Hot Spot cleanups, community cleanups, outreach and education efforts and more.

**☞ REMEMBER: Submit a copy of this Application page with each of the five copies of the Narrative and Budget Sections.**

## **Community Work Day Program Keep Maui Beautiful**

## **Malama Maui Nui Grant Narrative FY 2018**

### **A. Executive Summary:**

Since 1993, the non-profit organization Community Work Day Program (CWD), now doing business as Malama Maui Nui (MMN), has worked in partnership with the County of Maui to educate, inspire and empower residents and visitors alike to nurture the environment in support of Maui's ecosystems, economy, quality of life and unique Hawaiian culture of the islands. MMN is committed to pursuing the challenges Maui faces in keeping the environment clean, namely illegal dumping and littering. MMN strives to identify and address the root issues behind littering and dumping and create positive and sustainable behavior change. MMN seeks to implement an integrated approach to empower the community and foster innovative and creative methods of nurturing the environment despite dynamic environmental, economic and political conditions.

### **B. Need:**

In the last 5 years Malama Maui Nui has helped to clean up hundreds of tons of refuse in addition to the recovery and disposal of thousands of tires, thousands of pieces of scrap metal, hundreds of appliances and more. Rather than just provide temporary solutions to the illegal dumping challenges, Malama Maui Nui seeks to create positive behavior changes that offers long-term, sustainable decreases in volume and incidents of illegal dumping and littering.

Illegal dumping and littering is the act of discarding waste in an unauthorized location such as roadways, alleys, beaches, streambeds, vacant lots or the ocean. Illegally dumped waste often contains items that are not accepted at the local landfill and require a disposal fee for proper processing such as appliances, tires, auto mobile parts, medical waste, and propane and other compressed tanks. Other commonly found materials include construction waste, green waste, furniture, household garbage and occasionally, dead animals. The aforementioned waste materials pose many threats to the health of humans and the environment alike such as an increased risk of exposure to chemicals and other harmful substances; for example, Freon from appliances, lead-acid from car batteries, automotive fluids, household chemicals, lead, asbestos and chemicals used to treat construction materials and other commercial or industrial wastes. High-level concerns include exposure to medical contaminants and preventable diseases such as dengue fever or encephalitis from disease-carrying mosquitoes and/or other illness transmitted by rodents and vermin attracted to the waste materials. Additionally, illegal dump sites increase potential exposure to sharp, rusty, metal objects that could result in injury including tetanus and/or other bacterial infections.

Furthermore, some of these wastes have the potential to ignite, either by spontaneous combustion, or more commonly, by arson, causing property damage and potentially significant environmental destruction. Locations severely affected by fire have the potential to further cause environmental degradation as a result of erosion. Maui is a small island and its landscape in close proximity to the ocean and therefore erosion/sedimentation poses a natural concern for both the source location as well as the marine ecosystem. The steep nature of the topography of the island increases the possibility of erosion/sedimentation as well as the likelihood that any of aforementioned material might contaminate our watersheds before making their way to pollute the reefs and ocean.



In addition to the environmental and health concerns illegal dumping also results in decreases in property value, negative impacts on the tourism industry and its economic influence among other economic variables. Unaddressed, illegal dumping behaviors will likely increase and the negative impacts of these behaviors will become increasingly hazardous and expensive to address.

**C. Goals and Objective:**

Facilitating community stewardship is an integrated approach designed to foster innovative and sustainable practices that increase the probability that the environment will be nurtured despite dynamic environmental, economic and political conditions. As described below, MMN has establish four goals to propel the organization in the direction of community stewardship. For ease of reference, please see the KMB Goals and Objectives Spreadsheet below.

**Goal 1: Create a cleaner, more sustainable Maui through targeted education and outreach.**

Objective 1: Increase awareness of community stewardship concepts in relation to illegal dumping and littering.

Objective 2: Promote responsible solid waste management behaviors through innovative and creative material re-use projects/events.

**Goal 2: Empower individuals of the community and visitors alike to be environmental stewards for Maui.**

Objective 1: Facilitate, directly and in partnership with businesses, organizations and community volunteers, community stewardship activities of local, national and international levels.

Objective 2: Support community led cleanups.

Objective 3: Foster and secure relevant partnerships.

Objective 4: Secure cash and in-kind donations to support community stewardship efforts.

**Goal 3: Support Maui County in significantly reducing litter and illegal dump sites.**

Objective 1: Provide reactive services in the form of reconnaissance missions and response to cleanup requests.

Objective 2: Provide proactive services that facilitate easy access to proper disposal and, by extension, prevent dumping.

**Goal 4: Increase MMN's ability to effectively and efficiently determine and address litter and illegal dumping issues.**

Objective 1: Continue to develop a mapping system using geospatial technology.

Objective 2: Continue to develop new methods of program assessment.



Site featured in photo to the left:  
Off Kahului Beach Road near Y Hata.

Site featured in photo to the right:  
Off Piilani Highway at Ukumehame





# Community Work Day Program Keep Maui Beautiful

# Malama Maui Nui Grant Narrative FY 2018

## KMB Goals and Objectives Spreadsheet

Objectives	Delivery Plans	Metrics
<b>Goal #1: Through targeted education and outreach, empower the community to take action towards a cleaner, more sustainable Maui.</b>		
Increase awareness of Best Community Stewardship Concepts in relation to illegal dumping and littering.	Use media outlet to educate target audience on community stewardship concepts such as the laws, statutes and ordinances associated with illegal dumping, what can be done to prevent illegal dumping, how and why individuals should get involved, and who to contact for assistance or to report an incident	# of pieces produced
	Develop community stewardship training materials	Training materials produced, # of staff trained
Promote responsible solid waste management behaviors through innovative and creative material re-use projects/events	Update and implement k-12 educational initiative: educational materials and presentation Clean Sweep Hawaii)	Materials and presentations developed, # of events conducted, # of volunteers, # of participants, teacher/school administrator/partner feedback
	Host Art of Trash Event	# of volunteers, # of participants, # of attendees, attendee feedback, amount of donations generated
	Use media to promote events	# of pieces produced
<b>Goal #2: Empower individuals of the community and visitors alike to be environmental stewards for Maui.</b>		
Facilitate directly or in partnership with businesses, organization and community volunteers, community stewardship activities on local, national and/or international levels	Implement Get the Drift Campaign	# of volunteers, # of community led cleanups, volume of refuse, list of bulky items collected, monetary and in-kind donations
	Implement Great American Cleanup Campaign	# of volunteers, # of community led cleanups, volume of refuse, list of bulky items collected,, monetary and in-kind donations
	Beach cleanups	# of volunteers, volume of refuse, list of bulky items collected, monetary and in-kind donations
Support community led cleanups	Provide supplies for groups (outside campaign periods) with a minimum of 10 volunteers and minimum volume of refuse (for trash pickup)	# of cleanups supported, # of volunteers, volume of refuse, list of bulky items collected , monetary and in-kind donations
Foster and secure relevant partnerships	Host introductory meetings to foster interest in projects and partnerships	# of meetings hosted, # of participants
Secure cash and in-kind donations	Strategically initiate, meet with and facilitate events/projects with partners/potential supporters	# of partnerships secured, \$ donations secured
	Engage volunteers to assist with events and activities	Total # of volunteer hours secured, \$ value generated
<b>Goal #3: Support the County in significantly reducing litter and illegal dumpsites.</b>		
Provide reactive services associated with litter and illegal dump sites	Conduct Reconnaissance Missions, Hot Spot monitoring and respond to requests to clean up dump sites	# of recon missions conducted, # of dump sites cleaned, volume of refuse, # of Freon-containing appliances, # of nonFreon-containing appliances, # of tires, # of lead-acid batteries, volume of scrap metal, GPS location of dump sites, frequency of visitation
Provide proactive services associated with litter and illegal dump sites	Facilitate Malama Aina monthly recycling events	# of events conducted, # of participants, # of volunteers, # of Freon-containing appliances, # of nonFreon-containing appliances, # of tires, # of lead-acid batteries, volume of scrap metal, amount of donations generated
<b>Goal #4: Increase MMN's ability to effectively and efficiently determine and address litter and illegal dumping issues</b>		
Develop mapping system using geospatial technology	Create base maps and parameters for data collection	Maps developed
	Train staff and/or partners on how to use geospatial tools to collect data	
	Collect, compile, assess and map data	
Initiate new methods of program assessment	Consult with appropriate expertise	Database developed and implemented, # of staff trained, reports generated
	Implement as per expert recommendations	
	Train staff how to use new data systems	



**D. Delivery Plans:**

There are a number of components involved to this integrated approach to community stewardship. In order to simplify the explanation of the implementation plans, activities have been organized under the follow headings; Education and Outreach, Cleanup Facilitation, and Program Development. For additional clarification, please reference the KMB Goals and Objectives Spreadsheet as well as the KMB Implementation Timeline at the end of this section.

Education and Outreach

Five main educational and outreach activities will be executed in response to the objectives of MMN's first goal. The first activity is to develop community stewardship training tools. They will also be used to guide media pieces such as press releases and PSA's and referenced in meetings hosted by MMN to garner interest and partnership in MMN projects/events as a means to explain and foster support for the community stewardship approach to illegal dumping and littering. Activities handbooks for fourth and fifth grades empowering classes to take actions to combat litter will be distributed and ten in school presentations will be conducted by the MMN team. The highly anticipated Art of Trash activities will take place in the third and fourth quarter of the fiscal year and serves as one of MMN's most creative awareness campaigns. Media pieces supporting these activities will be released when appropriate throughout the fiscal year.

Cleanup Facilitation

Actions listed under this category are designed to respond to the objectives under MMN's second and third goals. Those pertaining to the objectives under the second goal include cleanups designed to directly empower individuals to increase the capacity in our community to keep the environment clean. MMN will host introductory meetings to foster interest and partnerships in MMN community stewardship projects as well as host beach cleanups in the first and second quarters of the fiscal year. Overlapping the two previously mentioned activities and expanding into the third quarter, MMN will implement the Get the Drift and Bag It cleanup campaign. In the third and fourth quarters, the Great American Cleanup campaign will be conducted. Support for community led cleanups will be conducted throughout the year as will solicitation activities for the purpose of securing partnerships and donations.

Actions pertaining to the objectives of MMN's third goal are both proactive and reactive services provided to support the county in reducing the current volume of illegally dumped materials. Activities associated with the Hot Spot cleanup services (reactive) include reconnaissance missions and response to requests for cleanup. Activities associated with the Malama Aina recycling events include facilitating this monthly event in order to provide accessible recycling services where they lack on the west side of the island in a proactive attempt to reduce illegal dumping and littering. Both of these services will be conducted throughout the entire fiscal year.



## Community Work Day Program Keep Maui Beautiful

## Malama Maui Nui Grant Narrative FY 2018

### Program Development:

The six main program development activities are associated with the objectives outlined from MMN's fourth goal which is to increase MMN's ability to effectively and efficiently determine and address litter and illegal dumping issues. The development of a mapping system using geospatial technology and identifying and consulting an expert for the purpose of initiating new methods of program assessment will be initiated in the first and second quarter of the fiscal year. Once these systems are created, the staff will be trained on how to use new tools and technology and execute the new systems. Trainings associated with the geospatial technology will likely occur in the second quarter while trainings for the other systems will likely occur a bit later, presumably the third quarter. Data collection will begin after the respective training have occurred and will resume for the remainder of the fiscal year.

### KMB Implementation Timeline:

Implementation Timeline	FY2017			
	1 <sup>st</sup> Qtr.	2 <sup>nd</sup> Qtr.	3 <sup>rd</sup> Qtr.	4 <sup>th</sup> Qtr.
Education and Outreach				
Develop community stewardship training tools	X	X		
Produce education materials and presentation	X			
Conduct education events		X	X	X
Use of media to promote events and activities (PR's, PSA's, etc.)	X	X	X	X
Host Art of Trash			X	X
Cleanup Facilitation:				
Conduct beach cleanups	X	X		
Host introductory meetings to foster interest in projects and partnerships	X	X		
Implement Get the Drift and Bag It cleanup campaign	X	X	X	
Support community led cleanups	X	X	X	X
Conduct reconnaissance missions and respond to cleanup requests	X	X	X	X
Conduct Malama Aina Recycling events	X	X	X	X
Secure cash and in-kind donations	X	X	X	X
Implement Great American Cleanup campaign			X	X
Program Development:				
Develop mapping system using geospatial technology	X	X		
Identify and consult expert on new methods of program assessment	X	X		
Train staff and/or partners how to use geospatial tools for data collection		X		
Geospatial data collection		X	X	X
Implement/pilot new methods of program assessment per expert recommendations			X	X
Train staff on new data systems			X	



**E. Evaluation:**

A number of measures have been outlined to assist in the evaluation of the projects, services and events that make up this Keep Maui Beautiful grant proposal. Most include the classic metrics and can be referenced from the KMB Goals and Objectives Spreadsheet. The main metrics include how many events were conducted, how many volunteers assisted with those events, how many people participated in the events, what volume of litter was collected and disposed of, itemized list of type and quantity of bulky items collected, number of dump sites cleared, etc. As MMN seeks to engage the community in stewardship activities, the metrics listed above will provide engagement levels, provide scope as well as broad baseline data that can be used to assist in measuring long-term changes.

Additionally, it is one of MMN's high-priority objectives to initiate new methods of program assessment. The intent is to increase MMN's ability to effectively and efficiently determine and address litter and illegal dumping issues. The improved systems of measurement and data management will strengthen MMN's capacity to create and evaluate the organization's projects and services.

MMN implements activities via a project management software system in order to ensure that goals and objectives are met and that the desired outcomes are provided. In addition, the Executive Director holds monthly meetings with the entire staff. The Board Chairperson(s) is/are apprised of the organization's operations on a weekly basis in addition to the Board meeting other month.

**F. Budget:**

Please see attached.

# COUNTY OF MAUI - FY 2018

## PROGRAM BUDGET SUMMARY

Community Work Day Program dba Malama Maui Nui  
**Program:** Keep Maui Beautiful  
**Budget Period:** July 1, 2017 - June 30, 2018

**Original Date:**  
**Revision No.:**  
**Revision Date:**

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EXPENSE CATEGORY	FY18 REQUESTED	FY 17 APPROVED	FY 17 REQUESTED	VAR
A. Personnel (Salaries, Taxes & Benefits)	421,430	457,450	443,020	\$ (21,590)
B. Occupancy				
C. Equipment		4,500	3,500	\$ (3,500)
D. Supplies	15,500	6,400	6,400	\$ 9,100
E. Promotion, Printing	10,625	9,650	9,650	\$ 975
F. Insurance	7,600	8,000	8,000	\$ (400)
G. Shipping, Freight	2,000	3,600	600	\$ 1,400
H. Travel/Auto Expense (staff travel, gas)	27,437	30,500	32,400	\$ (4,963)
I. Other				
Contractual-Program	50,000	38,000	31,000	\$ 19,000
Contractual-Admin	14,550	11,000	10,250	\$ 4,300
Public Relations	6,000			\$ 6,000
Utilities	3,750	5,100	5,500	\$ (1,750)
Telephone	6,440	6,600	6,600	\$ (160)
Membership/dues/subscriptions	3,000			\$ 3,000
Facility R&M	2,500			\$ 2,500
Staff Training	9,750			\$ 9,750
Volunteer support	2,500	1,200	1,200	\$ 1,300
IT/Computers		50,000	50,000	\$ (50,000)
Flatbed	40,000		75,000	\$ (35,000)
<b>TOTAL GRANT REQUEST:</b>	<b>\$ 623,082</b>	<b>\$ 632,000</b>	<b>\$ 683,120</b>	<b>\$ 24,962</b>

*Breakdown of Other Resources	
SOURCE	AMOUNT
DHHC	\$ 116,135
SW	\$ 132,310
Occupancy inkind	\$ 50,400
<b>TOTAL:</b>	<b>\$ 298,845</b>

**COUNTY OF MAUI - FY 2018**  
**DEPARTMENT OF ENVIRONMENTAL MANAGEMENT AVM GRANT**  
**PROGRAM BUDGET SUMMARY**

**n Name:** Community Work Day Program dba Malama Maui Nui

**Program:** Keep Maui Beautiful

**Budget Period:** July 1, 2017 - June 30, 2018

**Original Date:** \_\_\_\_\_

**Revision No.:** 1

**Revision Date:** \_\_\_\_\_

EXPENSE CATEGORY	AMOUNT REQUESTED	OTHER* RESOURCES	TOTAL BUDGET
A. Personnel (Salaries, Taxes & Benefits)	421,430		\$ 421,430
B. Occupancy			
C. Equipment			
D. Supplies	15,500		\$ 15,500
E. Promotion, Printing	10,625		\$ 10,625
F. Insurance	7,600		\$ 7,600
G. Shipping, Freight	2,000		\$ 2,000
H. Travel/Auto Expense (staff travel, gas)	27,437		\$ 27,437
I. Other			
Contractual-Program	50,000		\$ 50,000
Contractual-Admin	14,550		\$ 14,550
Public Relations	6,000		\$ 6,000
Utilities	3,750		\$ 3,750
Telephone	6,440		\$ 6,440
Membership/dues/subscriptions	3,000		\$ 3,000
Facility R&M	2,500		\$ 2,500
Staff Training	9,750		\$ 9,750
Volunteer support	2,500		\$ 2,500
Vehicle	40,000		\$ 40,000
<b>TOTAL GRANT REQUEST:</b>	<b>\$ 623,082</b>	<b>\$ -</b>	<b>\$ 623,082</b>

<b>*Breakdown of Other Resources</b>	
SOURCE	AMOUNT
DHHC	\$ 116,135
SW	\$ 128,180
<b>TOTAL:</b>	<b>\$ 244,315</b>

**AVM GRANT FY 2018  
BUDGET SCHEDULES**

**Organization Name:** Community Work Day Program dba Malama Maui N  
**Program:** Keep Maui Beautiful  
**Budget Period:** July 1, 2017 - June 30, 2018

**Original Date:** \_\_\_\_\_  
**Revision No.:** 1  
**Revision Date:** \_\_\_\_\_

**A. PERSONNEL**

SCHEDULE OF PERSONNEL (include % of 40 hr. week)	AMOUNT REQUESTED	OTHER RESOURCES	TOTAL BUDGET
Exec Dir	\$ 47,775		\$ 47,775
Chief Financial Officer	\$ 52,416		\$ 52,416
Program Director	\$ 38,325		\$ 38,325
Program Coordinator	\$ 30,100		\$ 30,100
Comm Relations Specialist	\$ 32,300		\$ 32,300
Volunteer Coordinator	\$ 29,952		\$ 29,952
Field Tech Lead	\$ 19,344		\$ 19,344
Field Techs	\$ 80,884		\$ 80,884
Personnel taxes	\$ 46,089		\$ 46,089
Fringe Benefits	\$ 44,245		\$ 44,245
<b>TOTAL PERSONNEL COST</b>	<b>\$ 421,430</b>	<b>\$ -</b>	<b>\$ 421,430</b>
Justification: Admin staff for clerical, data tracking and acctg duties, program and support staff to facilitate programs.			

**B. OCCUPANCY**

SCHEDULE OF OCCUPANCY	AMOUNT REQUESTED	OTHER RESOURCES	TOTAL BUDGET
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
<b>TOTAL OCCUPANCY COST</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Justification:			

**AVM GRANT FY 2018  
BUDGET SCHEDULES**

**Organization Name:** Comm Work Day Program dba Maui Malama Nui  
**Program:** Keep Maui Beautiful  
**Budget Period:** July 1, 2017 - June 30, 2018

**Original Date:** \_\_\_\_\_  
**Revision No.:** 1  
**Revision Date:** \_\_\_\_\_

**C. EQUIPMENT**

SCHEDULE OF EQUIPMENT	AMOUNT REQUESTED	OTHER RESOURCES	TOTAL BUDGET
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
<b>TOTAL EQUIPMENT COST</b>	\$ -	\$ -	\$ -
<b>Justification:</b>			

**D. SUPPLIES**

SCHEDULE OF SUPPLIES	AMOUNT REQUESTED	OTHER RESOURCES	TOTAL BUDGET
Office	\$ 5,500		\$ 5,500
Program	\$ 10,000		\$ 10,000
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
<b>TOTAL SUPPLIES COST</b>	\$ 15,500	\$ -	\$ 15,500
<b>Justification:</b>			
Basic office supplies you would use to operate an administrative office; program supplies to include PPE, uniform shirts/jeans/shoes, cleaning/sanitation, tools, education/outreach material and all other supplies related to the programs.			

**AVM GRANT FY 2018  
BUDGET SCHEDULES**

**Organization Name:** Comm Work Day Prog dba Malama Maui Nui  
**Program:** Keep Maui Beautiful  
**Budget Period:** July 1, 2017 - June 30, 2018

**Original Date:** \_\_\_\_\_  
**Revision No.:** \_\_\_\_\_  
**Revision Date:** \_\_\_\_\_

**E. PROMOTION, PRINTING**

SCHEDULE OF PROMOTION, PRINTING	AMOUNT REQUESTED	OTHER RESOURCES	TOTAL BUDGET
Education materials	\$ 5,125		\$ 5,125
Flyers, program logo items/poster/banners	\$ 3,000		\$ 3,000
Annual mahalo advertisement/cards, recruitment ads	\$ 2,500		\$ 2,500
			\$ -
			\$ -
			\$ -
			\$ -
<b>TOTAL PROMOTION, PRINTING COST</b>	<b>\$ 10,625</b>	<b>\$ -</b>	<b>\$ 10,625</b>
<b>Justification:</b> Printing of educational materials for students and teachers, coordinator packets for GTD and GAC campaigns, annual thank you ad/ thank you cards, awareness and event flyers and logo items, banners and posters, position recruitment ads.			

**F. INSURANCE**

SCHEDULE OF INSURANCE	AMOUNT REQUESTED	OTHER RESOURCES	TOTAL BUDGET
Auto	\$ 3,600		\$ 3,600
General Liability	\$ 1,500		\$ 1,500
Directors & Officers	\$ 2,500		\$ 2,500
			\$ -
			\$ -
			\$ -
			\$ -
<b>TOTAL INSURANCE COST</b>	<b>\$ 7,600</b>	<b>\$ -</b>	<b>\$ 7,600</b>
<b>Justification:</b> Standard liability coverage for property, staff, volunteers, events, board members and vehicles.			

**AVM GRANT FY 2018  
BUDGET SCHEDULES**

**Organization Name:** Comm Work Day Prog dba Malama Maui Nui  
**Program:** Keep Maui Beautiful  
**Budget Period:** July 1, 2017 - June 30, 2018

**Original Date:** \_\_\_\_\_  
**Revision No.:** 1  
**Revision Date:** \_\_\_\_\_

**G. SHIPPING, FREIGHT**

SCHEDULE OF SHIPPING, FREIGHT	AMOUNT REQUESTED	OTHER RESOURCES	TOTAL BUDGET
Matson freight	\$ 2,000		\$ 2,000
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
<b>TOTAL SHIPPING, FREIGHT COST</b>	\$ 2,000	\$ -	\$ 2,000
<b>Justification:</b> Shipping of the vehicles to Molokai and Lanai for hot spot cleanups			

**H. TRAVEL, AUTO EXPENSE**

SCHEDULE OF TRAVEL, AUTO EXPENSE	AMOUNT REQUESTED	OTHER RESOURCES	TOTAL BUDGET
Auto gas	\$ 7,200		\$ 7,200
Auto R&M, registration	\$ 5,800		\$ 5,800
Staff travel, programs	\$ 7,000		\$ 7,000
Staff travel, admin	\$ 7,437		\$ 7,437
			\$ -
			\$ -
			\$ -
<b>TOTAL TRAVEL, AUTO COST</b>	\$ 27,437	\$ -	\$ 27,437
<b>Justification:</b> Auto expenses to cover gas, repair & maintenance, normal wear & tear, and registration & safety inspections; staff travel for programs include costs for work areas requiring overnight stays, program training travel costs, mileage reimb and other program travel expenses. Staff travel for admin to include overnight stay expenses, training travel, mileage reimb, etc.			

**AVM GRANT FY 2018  
BUDGET SCHEDULES**

**Organization Name:** Comm Work Day Prog dba Malama Maui Nui

**Program:** Keep Maui Beautiful

**Budget Period:** July 1, 2017 - June 30, 2018

**Original Date:** \_\_\_\_\_

**Revision No.:** 1

**Revision Date:** \_\_\_\_\_

**I. OTHER** (Detail of Other Expenses or Resources)

SCHEDULE OF OTHER*	AMOUNT REQUESTED	OTHER RESOURCES	TOTAL BUDGET
Contractual, Programs	\$ 50,000		\$ 50,000
Contractual, Admin	\$ 14,550		\$ 14,550
Public Relations	\$ 6,000		\$ 6,000
Utilities	\$ 3,750		\$ 3,750
Telephone	\$ 6,440		\$ 6,440
Membership/dues/subscriptions	\$ 3,000		\$ 3,000
Facility R&M	\$ 2,500		\$ 2,500
Staff training	\$ 9,750		\$ 9,750
Volunteer support	\$ 2,500		\$ 2,500
Vehicle	\$ 40,000		\$ 40,000
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
<b>TOTAL OTHER COST</b>	<b>\$ 138,490</b>	<b>\$ -</b>	<b>\$ 138,490</b>

**Justification:**

Program contracts to pay for goods & svcs to run programs, admin contracts to pay for overhead/operation goods & svcs; public relations expenses to cover networking and bldg of relationships w/ partners, awareness and outreach; membership/dues covers softwares/applications, professional dues, newspaper, post office box and other dues; volunteer support will cover expenses that are entailed when volunteers help support our mission such as cleaning supplies, PPE, water & a meal, first aid kits and annual mahalo recognition event. Vehicle request is for a pickup truck to replace older vehicle whose cost to repair is more than the worth of the vehicle.