



**COUNTY OF MAUI**  
**Environmental Protection & Sustainability Division (EP&S)**  
**GRANTS GUIDE**  
Fiscal Year 2024 (July 1, 2023 - June 30, 2024)



The Environmental Protection & Sustainability Division guides efforts to optimize opportunities for environmental initiatives, natural resource protection, sustainability, conservation, and restoration. The division is committed to building a sustainable community with mālama 'āina as its guiding principle.



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## EP&S Grants Timeline

The EP&S Grants cycle runs for a full fiscal year from July 1 to June 30. For Fiscal Year 2024 applicants, key events and dates are outlined in Table 1, including the application period, review process, and funding decisions.

Table 1 EP&S Grants timeline

Round	Date	Event
ROUND I	March 3, 2023	Round I application available here: <a href="https://epsgrants.grantplatform.com/">https://epsgrants.grantplatform.com/</a>
	March 15, 2023	EP&S Grants Information Session at 2:00 P.M.
	<b>March 24, 2023</b>	<b>ROUND 1 APPLICATIONS DUE BY 4:30 P.M.</b>
	March 24–April 11, 2023	Round I evaluation period
	April 12, 2023	Round I results notified by email
ROUND II	April 21, 2023	Round II selections receive link to application by email
	May 5, 2023	Round II Information Session Invitation and registration link shared by email
	<b>May 19, 2023</b>	<b>ROUND II APPLICATIONS DUE BY 4:30 P.M.</b>
	May 20–June 1, 2023	Round II evaluation period
	June 5, 2023	Round II results notified by email
FY2024 Grant Term	July 1–September 30, 2023	First Quarter of Fiscal Year
	October 1–December 31, 2023	Second Quarter of Fiscal Year
	January 1–March 31, 2024	Third Quarter of Fiscal Year
	April 1–June 30, 2024	Fourth Quarter of Fiscal Year

## EP&S Contacts

EP&S Grants Manager support is available throughout the application process. For questions or more information about EP&S Grants, please contact:

### Recycling Grants

Cecile Powell

[cecile.powell@mauicounty.gov](mailto:cecile.powell@mauicounty.gov)

### Green Grants

Michelle McLinden Nuijen, PhD

[Green.Grants@mauicounty.gov](mailto:Green.Grants@mauicounty.gov)

For **technical support on the online application**, please contact Michelle McLinden Nuijen at [Green.Grants@mauicounty.gov](mailto:Green.Grants@mauicounty.gov).

## Introduction to EP&S

The Environmental Protection & Sustainability Division (EP&S) was established in 2016 within the Department of Environmental Management to guide efforts and optimize opportunities for environmental initiatives, natural resource protection, sustainability, conservation, and restoration. EP&S houses three sections: Abandoned Vehicles & Metals, Recycling, and Environmental Programming.

EP&S is committed to building a sustainable community with mālama ‘āina as its guiding principle. Find out more about EP&S at: <https://www.mauicounty.gov/EP&S>

## EP&S Grants

EP&S administers grant funds through two categories: Green Grants and Recycling Grants.

**The NEW Green Grants Program** ([www.mauicounty.gov/GreenGrants](http://www.mauicounty.gov/GreenGrants)) partners with businesses and community organizations on small-scale and innovative environmental initiatives in the areas of sustainability, natural resource protection, conservation and restoration. Projects with a focus on women, youth, and traditional native Hawaiian practices and approaches are encouraged.

**The Recycling Grants Program** (<https://www.mauicounty.gov/1710/Recycling-Grants-Program>) was established in 1990 and has since partnered with hundreds of community businesses and organizations to achieve Maui County’s zero waste and landfill diversion goals. Projects include zero waste initiatives, recycling education, equipment upgrades, program expansion, and materials collection and processing.

Who can apply	Available funding	Selection process
<ul style="list-style-type: none"><li>• For-profit organizations incorporated under the laws of the State of Hawaii</li><li>• 501(c)3 nonprofit organizations</li><li>• Individuals</li><li>• Applicants in good standing with the State and Federal governments</li></ul>	<ul style="list-style-type: none"><li>• The Green Grants Program is expected to fund a total of \$100,000</li><li>• The Recycling Grants Program is expected to fund a total of \$500,000</li></ul> <p>Funding is dependent upon County Council Budget approval</p>	<ul style="list-style-type: none"><li>• A Grants Review Committee independently scores proposals based on a set of weighted criteria</li></ul>

## The Grants Process: Round I and Round II

Both categories run in two rounds: Round I—open to all applicants—is designed to gain a general overview of a proposed project, while Round II is a full proposal reserved for successful Round I applicants. Access to the Round II application is invitation-only after the Round I evaluation process is completed.

## Online Grant Applications

To apply for a grant, prospective grantees must create an account in our online system at <https://epsgrants.grantplatform.com/> and complete the application form provided.

Once an account is created, applicants can save their progress and return to their application at any time up to the deadline.

## Round I Guide

The Round I application is available on the date listed in the [Grants Timeline](#).



## Round I: Information Session

New and returning grant applicants are encouraged to attend the Grants Information Session. The session is by video conference and registration is required to attend. More information about how to register is available in the [Grants Timeline](#).

During the session, attendees can learn more about the Round I application process, including:

- EP&S Grant Managers
- The Round I Grant Application and process
- What applicants can expect throughout the process
- An overview of scoring criteria and the Grants Review Committee
- An introduction to the Round II Application
- Q&A

## Round I: Application

In Round I, applicants are asked to provide the following information about the proposed project. Applicants can submit proposals for programs, service projects, equipment, or a combination thereof. The information applicants provide in sections 2–5 is weighted and will be used to evaluate and score proposals (See [Round I Review Process](#) below).

### 1. General Information

In this section, applicants provide a brief overview of the organization/ business as well as other details such as contact information and website address.

### 2. Project Summary (30%)

The Project Summary should include the following, in up to 300 words:

- Narrative overview of the project
- Brief description of the community need/ problem the project attempts to solve and how the project will address the problem
- Services to be provided
- Activities to be implemented
- Equipment or supplies to be purchased, if any
- Basic description of what will be accomplished over the duration of the grant period

***Green Grants Applicants** can propose small-scale, innovative environmental initiatives or demonstration projects that may further the mission of EP&S. Example topics and projects include regenerative agriculture, backyard/ community gardens, skill-building workshops, native plant shoreline restoration, sustainable business, environmental education, and habitat resilience, among others.*

***Recycling Grants Applicants** can propose projects related to zero waste and landfill diversion such as zero waste initiatives, recycling education, equipment upgrades, program expansion, and materials collection and processing.*

### 3. Community Need & Impact (25%)

EP&S Grants focus on systematically addressing community needs and achieving impact. In other words, how much of a difference will a project make? Who and what will benefit, and by how much?

Under Community Need & Impact, Round I applicants are asked to provide information, in 1–2 sentences each, about the following in up to 200 words:

- A brief summary of the problem/need the proposed project is designed to address
- How the project will address and/or solve the problem or need
- A brief summary of project stakeholders
- A listing of goals and objectives of the proposed project
- A listing of outputs and outcomes of the proposed project

When describing Community Need & Impact, please refer to the following definitions:

- **Goals** are achievable outcomes that are broad and long term
- **Objectives** are measurable actions in the year-long grant term that are used to achieve the overall goal
- **Stakeholders** are partners and participants in the project and the human or ecological communities affected by the project
- **Outputs** are the products, services, and data stemming from project activities
- **Outcomes** are the measurable results of project activities

4. **Capability (20%)**

In this section, applicants are asked to provide an overview of the experience and expertise contributing to the project and project partners, if any. Please provide information about the following up to 200 words:

- Project leads and the expertise and experience that qualifies them to perform the work
- Involvement in past or planned projects relevant to the project's success
- Any other information that may qualify the applicant or ensure the project's success

5. **Budget Summary (25%)**

The Budget Summary section asks for descriptions of the following:

- The portion of the project's annual budget the grant represents
- If the grant will assist the organization/ business to become self-sustainable. If so, when? If not, explain why
- Total budget for each of the following categories:
  - Personnel
  - Occupancy
  - Equipment
  - Supplies
  - Promotion, Printing
  - Insurance
  - Shipping, Freight
  - Travel, Gas
  - Other/Miscellaneous
- In-kind contributions and their source(s) such as donated use of equipment or space, donated supplies or materials, and volunteer labor among others).

### Round I: Required Documents

There are no required documents for Round I other than the Round I application. If the applicant is a non-profit or for-profit business, the application must be submitted and electronically signed by an official of the organization who is authorized and recognized by the Department of Commerce and Consumer Affairs (DCCA).

## Round I: Attachments

Applicants may attach up to two (2) .PDF or .JPEG documents (file size up to 5 MB) to support their application. These documents can be used to provide additional information about the project such as diagrams, illustrations, drawings, brochures or other promotional materials, specifications, or any other pertinent information that will help to clarify and support the proposal.

## Round I: Submission

Round I applications are due on the date listed in the [Grants Timeline](#). Submissions are final and applications may not be altered after the due date, unless requested by the Grants Review Committee.

## Round I: Review Process

The Round I evaluation period is indicated in the [Grants Timeline](#). During this time, the Grants Review Committee may request additional information or ask applicants to revise their proposed budget.

The Committee members evaluate and score each application during the review period based on the criteria in Table 2 below. They assess the inclusion, responsiveness, and clarity of explanations, feasibility of deliverables, community need, project impact, and budget. After each member independently evaluates and scores the applications, the Committee meets as a group to finalize Round I scores.

Table 2. Evaluation criteria

Evaluation criteria		Weight (%)
1	Project Summary	30
2	Community Need & Impact	25
3	Capability	20
4	Budget	25

## Round I: Notification of Results

Round I applicants will be notified by email when Committee evaluations have been completed. The highest scoring Round I proposals will be invited to submit more detailed Round II proposals along with the required documentation. A final list of grant recipients for Fiscal Year 2024 will be announced after the Round II application and award process is completed.

## Round II Guide

Round II follows the same process as Round I except applicants are required to provide more detailed information about their proposed projects along with supporting documentation. Application is by invitation-only with application links emailed on the date listed in the [Grants Timeline](#).

## Round II: Information Session

The Round II information Session is by invitation only and will be held by video conference. Please see the [Grants Timeline](#) for more information. Registration is required to attend.

During the session, attendees can ask questions about and learn more about Round II, including the following:

- The Round II Grant Application process
- Community Need and Impact

- Project Activities: Goals, Objectives, Deliverables, and Measures
- Review of Terms and Conditions
  - Equipment vs. Service Grants
  - Reporting and Payment Schedules
  - Recognition of EP&S/ County in all promotional activities
- An overview of the required documents and scoring criteria
- What applicants can expect throughout the process

## Round II: Application

The Round II application is similar to Round I except it requires more detailed information and supporting documentation.

Applicants are first asked to provide the following information about the proposed project. The information applicants provide in sections 2–5 is weighted and will be used to evaluate and score the proposal (See [Round II Review Process](#) below).

### 1. General Information

In this section, applicants provide a brief overview of the organization/ business as well as other details such as contact information and website.

### 2. Executive Summary (20%)

- The Executive Summary should expand on the information provided in the Round I Application and should provide a detailed description of what will be accomplished over the duration of the grant period.. It should include information about the following in up to 500 words:
  - Project Summary: One paragraph of 4–5 sentences which summarizes the project; this summary will be published on the EP&S website if the project is selected
  - Description of the community need/ problem the project attempts to solve and how the project will address the problem
  - Services to be provided
  - Activities and methods to be implemented
  - Equipment or supplies to be purchased, if any

### 3. Community/ Environmental Need (25%)

Under Community/ Environmental Need, applicants are asked to provide the following information in up to 300 words:

- Project context, including a summary of the problem/need the proposed project is designed to address
- How the project will address and/or solve the problem or need
- A summary of project stakeholders. **Stakeholders** are partners and participants in the project and the human or ecological communities affected by the project.

### 4. Project Impact (30%)

EP&S Grants focus on systematically achieving impact. In other words, how much of a difference will the proposed project make? Who and what will be affected and by how much?

In this section:



1. Clearly state the goals and objectives of the project. **Goals** are achievable outcomes that are broad and long term while **objectives** are measurable actions implemented during the year-long grant term to achieve the overall goal.
2. Detail the key deliverables of the project and when they will be completed. **Deliverables** are specific actions or tasks required to achieve each objective. Explain how project deliverables will contribute to achieving the goals and objectives. For each deliverable, provide a realistic timeline for completion.
3. Describe the methods that will be used to measure project impact and demonstrate its success. Impact can be measured through the following ways:
  - Using **numbers** to show how much of something was accomplished, like how many people participated or how much money was raised (i.e., quantitative data)
  - Using **words** to describe the impact of the project, like how it helped people or made a difference to the environment (i.e., qualitative data)

Measuring project impact depends on the goals of the project and what kind of information is needed to show how well the project worked or not.

**Please note that the project's Goals, Objectives, Deliverables, and Measures will be used to evaluate quarterly reporting and grant payments.**

#### **5. Budget (25%)**

Proposals should provide narrative justification for all budgetary items and should show how funds will be utilized to achieve the proposed goals and objectives in the following areas:

- The portion of the project's annual budget the grant represents. This may include the entire budget for the project or a portion of a total budget that will be funded by other means
- If the grant will assist the organization/ business to become self-sustainable. If so, when? If not, explain why
- The dollar amount requested, other resources, narrative justifications, and itemized and total budgets for each of the following categories:
  - Personnel
  - Occupancy
  - Equipment
  - Supplies
  - Promotion, Printing
  - Insurance
  - Shipping, Freight
  - Travel, Gas
  - Other/Miscellaneous
- In-kind contributions such as donated use of equipment or space, donated supplies or materials, and volunteer labor among others.

Applicants are also asked to justify their budget requests, or to explain the reason for the request.

## Round II: Attachments

Applicants may attach up to two (2) .PDF or .JPEG documents (file size up to 5 MB) to support their application. These documents can be used to provide additional information about the project such as diagrams, illustrations, drawings, brochures or other promotional materials, specifications, or any other pertinent information that will help to clarify and support the proposal.

## Round II: Required Documents

Unlike Round I, a number of supporting documents are required in order to complete the Round II application. EP&S Grants Manager support is available throughout the process.

**Required documents must be submitted as attachments to the application.**

**1. For non-profits:**

- IRS Form 990: Most current document for fiscal or calendar year

**2. For non-profits and for-profit organizations:**

- Organizational Flow Chart showing the placement of the proposed project or staff within a larger organization, if applicable
- List of current Board of Directors and Officers that includes:
  - Terms of Office expiration dates
  - Addresses and phone numbers of board members
  - Board of Directors meeting schedule for Fiscal Year 2024
- Annual Financial Statements for the past two (2) years prepared by a qualified accountant and approved/ signed by the Executive Director or prepared and signed by a Certified Public Accountant (CPA)
- Current audit: All non-profit and for-profit organizations must have an audit prepared by an independent CPA at least every three (3) years

**3. Newly created organizations or those that have not submitted an EP&S grant application within the past three (3) years must also submit the following documents:**

- Internal Revenue Service (IRS) letter: Verification of nonprofit tax-exempt status OR verification of current tax status for for-profit organizations
- Articles of Incorporation: Signed and dated
- Bylaws: Signed and dated and with specific clauses on nepotism and conflicts of interest

**The following documents are *not required* to be submitted at the time of the Round II application, but will be required if the proposal is selected for a grant award:**

- Hawaii Compliance Express Certificate of Compliance
- Applicants are encouraged to register for an account at <https://vendors.ehawaii.gov/hce/>
  - Includes records for IRS, Hawaii State Taxation, DCCA, and DLIR
  - Certificate of Liability Insurance from an authorized insurance carrier with County of Maui listed as “Additional Insured” under the minimum requirements of the County. See County of Maui Terms and Conditions for more information, but generally \$1,000,000 of liability insurance is required
- W-9 form, to register as a new County vendor

## Round II: Submission

Round II applications are due on the date indicated in the [Grants Timeline](#). Applications may not be edited or altered after the due date, unless requested by the Grants Review Committee.

## Round II: Review Process

The Round II evaluation period is indicated in the [Grants Timeline](#). During this time, the Grants Review Committee may request additional information, presentations, or budget revisions.

During the review period, Committee members evaluate and score each application based on the weighted criteria outlined in Table 3 below. The criteria include the completeness and clarity of the application, the feasibility of the proposed project, the level of community need, the potential impact of the project on the community or the organization, and the budget in relation to the expected outcomes.

Each Committee member independently evaluates and scores the applications based on these criteria. Once the individual evaluations are complete, the Committee then meets as a group to finalize Round II evaluations.

*Table 3. Round II evaluation criteria.*

Evaluation criteria		Weight (%)
1	Executive Summary	20
2	Community/Environmental Need	25
3	Project Impact	30
4	Budget	25

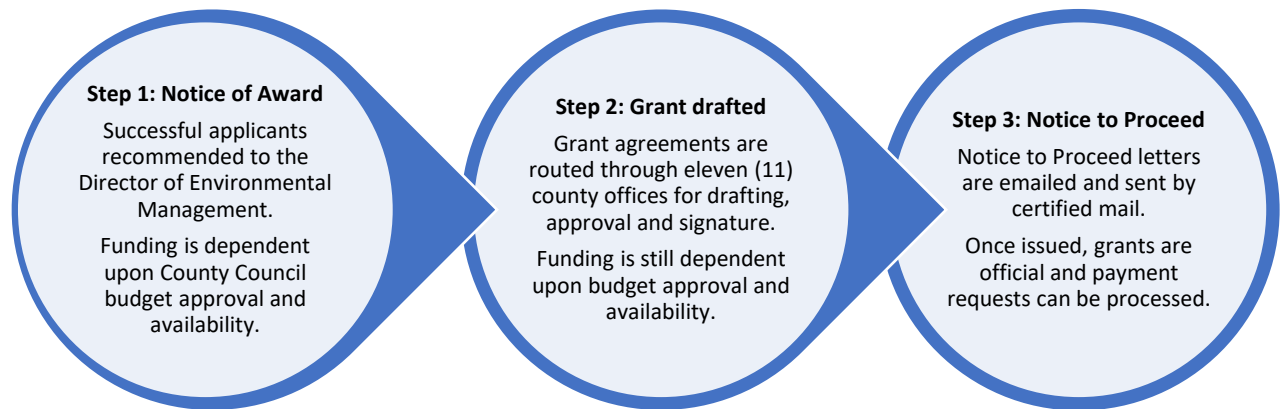
## Round II: Notification of Results

Round II applicants will be notified by email of the results as indicated in the [Grants Timeline](#). The highest scoring Round II proposals will be issued a Notice of Award by email and certified mail; however, this does not yet guarantee funding. Instead, the highest scoring proposals are recommended for funding to the Department of Environmental Management. If and when approved, grant agreements will be drafted for signature and final execution.

## Award Process

The next steps in the EP&S award process can take as little as a few weeks or as long as a few months (please see Figure 1 below). The Grants Managers do their best to expedite the process whenever possible. Once funding has been secured through a fully-executed grant agreement, a Notice to Proceed will be emailed and sent by certified mail to each grantee.

Figure 1. Award process



## Additional Information

- County grants are one-year grant terms and are aligned with the fiscal year which runs from July 1 through June 30 of the next year
- Green Grants are expected to utilize \$100,000 to fund 2–5 projects in FY 2024
- Recycling Grants are expected to utilize \$500,000 to fund 5–12 projects in FY 2024

## Requests for Equipment

Equipment purchased with grant funds remains the property of the County of Maui, but the grantee is responsible for all costs associated with its operation and maintenance. Grantees are required to submit monthly or quarterly status and maintenance logs for all granted equipment as long as it remains in their possession. If the equipment is no longer operational or is no longer used for the purposes outlined in the original grant, it must be returned to the granting office for auctioning or disposal.

Payments for granted equipment will be made quarterly, *or* upon receipt, installation, and operation.

## Reporting and Payment Schedule

Quarterly Allotment Requests (QAR) shall be paid upon approval of Quarterly Narrative (QNR) and Quarterly Financial (QFR) Reports and should be submitted within two (2) weeks of the end of each quarter:

- 25% Advance Payment (upon execution of grant agreement)
- 25% Quarter 1: Reporting and Payment
- 25% Quarter 2: Reporting and Payment
- 15% Quarter 3: Reporting and Payment
- 10% Quarter 4: Reporting and Final Payment

Additional information on grant reporting requirements will be provided to FY 2024 grantees.

### Technical Support for Online Applications

An Grant Application Tutorial, which guides applicants on using the online system, will be available at [www.mauicounty.gov](http://www.mauicounty.gov) Applicants can also contact Michelle McLinden-Nuijen, PhD at [Green.Grants@mauicounty.gov](mailto:Green.Grants@mauicounty.gov) for technical support.

### Terms and Conditions

Each award is subject to:

1. The County of Maui General Terms and Conditions, available here: <https://www.mauicounty.gov/2725/EP&S-Grants>
2. The EP&S Terms and Conditions, including “Qualifying Standards” and the “General Conditions”

### Qualifying Standards

Non-Profit and For-Profit organizations must meet ALL of the following standards:

- 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

### I. GRANT CONDITIONS

Non-Profit, For-Profit, and Individual applicants agree to accept the following terms and conditions prior to receiving a grant award, 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/EP&S 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 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 to County 30 days before cancellation prior to scheduled expiration date.
- Employ/contract persons qualified to engage in the activity to be funded in whole or in part by the County;
- 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
- Allow DEM/EP&S 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 be monitored and evaluated for the proper and effective expenditure of public funds. Records must be kept for five years.

## II. 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.

## III. RECORDS AND REPORTING

If applicable, applicant will provide DEM/EP&S 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 principles 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 County funds must submit Quarterly Reports (unless otherwise indicated) WITHIN TWO (2) WEEKS OF THE CLOSE OF THE QUARTER to EP&S, according to the provisions specified below, and containing the following information:

- Quarterly Allotment Request Report (QAR):** request for payment form
- 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;
- Any other information,** statistics or documentation as may be specified in the Grant Agreement of County Funds or as requested or required by DEM/EP&S for the purposes of grant management and/or program performance evaluation.

#### IV. QUARTERLY ALLOCATION OF FUNDS

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

#### V. 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. The Grants Manager shall approve promotional materials prior to publishing and provide grant recipient with the appropriate County and EP&S logos.

#### VI. 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.

#### VII. 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.

#### VIII. 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/EP&S Grant 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.

#### IX. ACKNOWLEDGEMENT

In accordance with the regulations, policies and procedures prescribed by the DEM/EP&S. Distribution of DEM/EP&S grant funds is limited solely to grantees in full compliance with DEM/EP&S regulations,

policies and procedures. DEM/EP&S reserves the right to withhold grant distributions at any time the grantee is deemed non-compliant.

**X. AMENDMENTS**

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/EP&S for prior review and approval by the Grants Manager.

The applicant must cooperate and assist the DEM/EP&S 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.

**XI. AUTHORITY AND CAPACITY OF APPLICANT**

The applicant certifies that they have read and understands all terms, conditions and specifications subject to the EP&S Grants application for DEM/EP&S Grant funding and that the applicant has the authority and capacity to develop and submit their application, and to fully administer the program(s) pursuant to this application.