

INNOVATION GRANT Q&A:

Q: What is the difference between “Administration” and “Grant Administration”.

A: Administration would be for administrative expenses directly relating to project, such as paying a payroll company to administer the payroll for your project employees, copies of any project plans, etc.

Grant Administration is specifically for the administration of the Grant (these fees do not include fees for writing of the application for this grant.

Q: Is there an administration cap?

A: Grant Administration maximum is 15% of your total grant request.

Q: The RFP states that personnel costs should not be the primary use of grant funds. Is 40% for salary costs too high?

A: It depends on the project itself. Its hard to tell, we won't know until we get all of the applications. Also there is a project sustainability factor. How will the project sustain itself after the project is over?

Q: Travel is listed as generally listed as an ineligible list of grant funds, but can we use county funds to transport student interns to county sites.

A: Yes. Travel generally means traveling off island.

Q: Our organization is not based in Hawaii, but we are working with Kauai-based non-profits on a local project focused on community-led storytelling. Due to capacity constraints, we would likely be the primary applicant, with potential funds being put toward the local project. I see that tax-exempt non-profits are eligible to apply, can you confirm that this includes organizations not based in Kauai?

A: The Applicant must be a Non-Profit based (Incorporated under the laws of the State of Hawaii – please see Section 1 – 1.03 “Eligible Entities”) and the project must be 100% Kauai based.

Q: In the RFP, it is stated that programs or projects currently funded by other County Grants will not be considered.

Our project is statewide, and we have funding from County of Hawaii and County of Maui to support participants from those islands. Does this make us ineligible to apply for County of Kauai funding (because we have other County grants)?

A: Sorry, County means County of Kauai. So yes, even though you are funded by other counties you could still apply. Be sure to show the other funding by counties in your project budget.

Q: In the RFP, it is stated that *this program is intended to support projects that occur 100% in the County of Kaua ‘i.*

Our project includes teacher training, workshops and professional development opportunities on Kauai. However, it also includes bringing Kauai County residents to Honolulu to participate in statewide events. Funding from the County would be specific for Kauai County residents to fly to Oahu as needed. Are we still eligible to apply?

A: Funding can only be spent on projects that take place on Kauai, so if you have a multi-island project, you need to be able to break out the specific costs for Kauai only. As per the RFP, most travel expenses are ineligible.

Q: Are former winners eligible for awards in future years/in succession? For example, if an organization wins this round would they be able to win the year thereafter?

A: Yes, former winners of any grant are eligible, however it could not be for the same project and the scoring committee does try to spread the little funding that we get around to as many community groups as possible, i.e., if we gave you a grant the previous year, they may be less inclined to give you one the following year if there are other suitable projects or applications that may not have been funded in prior year(s).

Q: Can a project be eligible and win multiple grants in the same fiscal year from the OED/Kauai County?

A: OED does not fund the same project more than once and cannot fund projects that have already been funded by another department or agency within the county (“double dipping”). I don’t know if that’s the policy for all departments, as each run their grant programs a little differently.

Q: Under permissible expenses, are tenant improvements to a leased retail space eligible?

A: Generally we do not pay lease rent or improvements.

Q: According to the RFP, “facility rental” is included in the allowable expenses. Does the expense for renting a retail space during the grant period now count under “facility rental?”

A: Facility Rental is for something like the rental of a space for an event. Not a long term rental, though I know its not clearly defined 😊. You can ask for anything though! Just letting you know that it hasn't been funded much in the past.

Q: The RFP says the grant agreement period is October 13, 2025, to October 31, 2026. Should matching funds be expended during this same time period or can they begin earlier, and if yes what is the earliest matching funds can be expended?

A: The grant agreement does not officially begin on October 13. That is the date of the week when award notifications are sent, but because contract execution takes time, the start date will more likely be closer to **November 1, 2025**.

Matching contributions should generally be expended during the official grant period. However, there may be some flexibility if the expense occurred shortly before the start date and was clearly and specifically tied to the project.

Q: Under eligible expenses, the RFP lists equipment rental; are equipment purchases directly related to the project allowable as grant or matching expenses?

A: Equipment purchases that are directly related to the project may be allowable as either a grant-funded expense or as part of the required cash match.

Q: Would a planning project to support the development of a coordinated pathway for disconnected youth to get connected with ag workforce development programs and holistic supports.

Does the grant support planning projects? The funding would be shared among the partners to give us dedicated time to meet and develop the pathway as opposed to doing actual work.

A: It is possible to use the Innovation Grant for planning, but the proposal would need to clearly outline *how* the planning effort leads toward building an actual workforce pathway. We have been very interested in supporting the trades, and the project should demonstrate a clear route to economic self-sufficiency for participants.

Planning can be supported if it is tied to filling an identified need that directly moves participants closer to economic success. The key is that it must result in a pathway to

workforce readiness and employment, rather than stopping at internships or preliminary activities.

If your proposal can show how the planning will translate into a concrete route for youth to move into workforce opportunities—especially in the trades—it would be considered a fit.