



County of Hawai'i
Department of Finance
Property Management Division
25 Aupuni Street, Suite 1101
Hilo, HI 96720
Telephone: (808) 961-8069

OFFICIAL USE ONLY:

PO No. _____

Vendor # _____

Rcv'd: _____

Approved for payment: _____

Dated: _____

STEWARDSHIP GRANT PROGRESS REPORT

PLEASE CHECK TYPE OF PROGRESSREPORT: SEMI-ANNUAL ANNUAL

ENTER INFORMATION IN THE FIELDS PROVIDED.

1. NAME AND ADDRESS OF ORGANIZATION:
2. PERSON TO CONTACT:
3. CONTRACT NO.:
4. CONTRACT AWARD AMOUNT:
5. PROJECT NAME (*same name used on contract*):
6. PROJECT PERIOD:
7. PROGRESS REPORT PERIOD:
8. PROJECT LOCATION (*list all TMKs from the contract*):

9. CERTIFICATION:

The Applicant certifies that the information contained in this report is true and correct to the best of his/her knowledge.

NAME OF AUTHORIZED OFFICIAL:

TITLE OF AUTHORIZED OFFICIAL:

SIGNED: _____

DATE: _____

A. PROJECT OVERVIEW:

B. PROJECT ACCOMPLISHMENTS

C. PROJECT CHALLENGES

D. FUTURE PLANS RELATING TO THE PROJECT

E. PHOTOGRAPHS, MAPS, AND OTHER EXHIBITS *(These must be attached at the end of the report as a Word document. If you attach photos, be sure to caption each photo with a date and subject. If it is a group picture, please identify the group and date photo was taken. No need to name the individuals in the photo. There is no need for the same location maps that were attached in the original application. Maps can be sketches and/or drone photos illustrating before and after activities.)*

F. PROJECT ACTIVITIES FOR CONTRACT NO.

(Use the table format below for details on your project's activities. Use more than 1 page, if needed. See examples in Instructions.)

Type of Activity	Completion Date and/or % Complete	Contractors/Collaborators

F. PROJECT ACTIVITIES FOR CONTRACT NO. (Continued)

Type of Activity	Completion Date and/or % Complete	Contractors/Collaborators

G. PROJECT RECEIPTS (GRANT FUNDS ONLY) FOR CONTRACT NO.

(Please be prepared to provide documentation upon request to the Dept. of Finance.)

HI County Charter 10- 16(g)	Date(s) of Payment	Type of Expense	Vendor	Number of Receipts	Total Amount
TOTAL AMOUNT FOR THIS PAGE					

G. PROJECT RECEIPTS (GRANT FUNDS ONLY) FOR CONTRACT NO.
(Continued)

HI County Charter 10- 16(g)	Date(s) of Payment	Type of Expense	Vendor	Number of Receipts	Total Amount
TOTAL AMOUNT FOR THIS PAGE					

G. PROJECT RECEIPTS (GRANT FUNDS ONLY) FOR CONTRACT NO. C.011707
(Continued)

HI County Charter 10- 16(g)	Date(s) of Payment	Type of Expense	Vendor	Number of Receipts	Total Amount
(g) 1, 2, 3, 4	5/1/24	Landscape and Nursery Maintenance: Ground Cover and Staples	Nursery Things, Inc.	1	4,572.75
(g) 1, 2, 3, 4	5/6/2024 to 6/28/2024	Landscape and Nursery Maintenance: Weed Whacking	Jay Toriano	3	1840
(g) 1, 2, 3, 4	5/12/2024 to 6/9/2024	Landscape and Nursery Maintenance: grinder blades and concrete pavers	Lowe's	3	190.68
(g) 1, 2, 3, 4	5/17/2024 to 6/28/2024	Landscape and Nursery Maintenance: Weed Whacking	Jim Miller	3	1,150.00
(g) 1, 2, 3, 4	5/21/24	Landscape and Nursery Maintenance: PVC Ball Valves	Ace Hardware	1	25.10
(g) 2	6/13/2024	Landscape and Nursery Maintenance: Seed Storage	Ka'Ahahui'O Ka Nahelehele	1	200.00
(g) 1, 2, 3	4/28/2024 to 6/9/2024	Volunteer snacks and drinks (Meals and entertainment)	Walmart	2	120.78
(g) 10, 15, 16	5/7/24	Office and conference room supplies - maintenance and education	Ace Hardware	1	49.16
TOTAL AMOUNT FOR THIS PAGE					8,148.47

G. PROJECT RECEIPTS (GRANT FUNDS ONLY) FOR CONTRACT NO. C.011707

(Please be prepared to provide documentation upon request to the Dept. of Finance.)

HI County Charter 10- 16(g)	Date(s) of Payment	Type of Expense	Vendor	Number of Receipts	Total Amount
(g) 1, (g) 1, 2, 3	5/10/2024 to 6/21/2024	Payroll- Gross expenses -maintenance workers (boots on the ground hourly pay)- staff and contractors	ProService Hawaii	9	9,390.11
(g) 2, 3, 4	5/7/24	Program and Educational Expenses: bags for preserving garden processed food for educational events	Ace Hardware	1	92.73
(g) 2, 3	5/13/24	Program and Educational Expenses: Garden Pamphlets	Island Prining and Graphics	1	784.82
(g) 4	6/15/24	Program and Educational Expenses: Reimbursement for paint for picnic tables	James Todd	1	274.45
(g) 4	5/31/2024 to 6/26/2024	Maintenance: Cleaning Services	Hana Lima Cleaning Services	2	628.28
(g) 4	6/5/2024 to 6/7/2024	Repairs and Maintenance: water line repair, paint for picnic benches	Ace Hardware	3	218.60
(g) 4	6/24/2024 to 6/26/2024	Equipment repair and maintenance: bar oil, floor jacks and stands for equipment repair	Napa Auto Parts	1	568.53
(g) 2, 10	5/1/2024 to 6/1/2024	Security: Alarm Service	Alert Alarm	2	119.96
TOTAL AMOUNT FOR THIS PAGE					12,077.48

G. PROJECT RECEIPTS (GRANT FUNDS ONLY) FOR CONTRACT NO.
(Continued)

HI County Charter 10- 16(g)	Date(s) of Payment	Type of Expense	Vendor	Number of Receipts	Total Amount
TOTAL AMOUNT FOR THIS PAGE					
TOTAL AMOUNT OF GRANT FUNDS ENCUMBERED/SPENT FOR REPORTING PERIOD					
GRAND TOTAL OF GRANT FUNDS ENCUMBERED/SPENT <i>(For Annual Report Only)</i>					

H. IN-KIND SERVICES AND OTHER RESOURCES FOR CONTRACT NO.

(Use additional pages, if needed. See Instructions.)

Date	Activity	Person/Organization	# of Participants	Calculation of In-Kind Value	Other Resources
TOTAL OF IN-KIND VALUES AND OTHER RESOURCES FOR REPORTING PERIOD					

H. IN-KIND SERVICES AND OTHER RESOURCES FOR CONTRACT NO. *(Continued)*

Date	Activity	Person/Organization	# of Participants	Calculation of In-Kind Value	Other Resources
TOTAL OF IN-KIND VALUES AND OTHER RESOURCES FOR REPORTING PERIOD					
GRAND TOTAL OF IN-KIND VALUES AND OTHER RESOURCES <i>(For Annual Report Only)</i>					

I. EQUIPMENT INVENTORY $\geq$ \$1,000.00 (GRANT FUNDS ONLY) FOR CONTRACT NO.

(Attach copy of any warranty documents.)

Item Description	Cost	Purchase Date	Model/Serial No.	Location
TOTAL COST				

2023 Stewardship Grant – Friends of Amy Greenwell Ethnobotanical Garden Annual Report -6/30/2024



New picnic area designed to draw more community members into the Garden, esp. on farmer's market days.



New picnic area in use during a community plant stewardship event



The Garden's 1+ acre mauka parcel in preparation for use as nursery and other uses.



Mauka lot under weedmat to eradicate invasives and prepare site for use.



Ongoing garden maintenance this period included building a new trellis for Hawaiian gourds, in the style of a traditional hale.

AGEG 2023 PONC Annual Report – page 3



New community meeting space in Hale Pulelehua, set up for an educational event.



Community plant stewardship event (hala growing and use).



Community event related to mālama 'āina – caring for the land, featuring mahi'ai Kai'ana Runnels



Kalo collection of ~70 varieties being readied for harvest.



Every season, the kalo collection has to be moved and replanted to ensure good soil fertility and to protect against pathogens. These are the new beds, prepared with help of community volunteers.

AGEG 2023 PONC Annual Report – page 2



AGEG ADA entry path to Garden – with newly constructed bamboo fence with Hawaiian sugarcane, ko, behind the fence.



U.S. Forestry Accessibility path linking Garden entry to Hale o Pulelehua - Community meeting room.



Accessibility path near Garden entry through existing kuaiwi.



Kalo collection nearing time to harvest.



Hale o Pulelehua, Community meeting room and future Garden Manager residence, with recently constructed patio covers.

AGEG 2023 PONC Annual Report – page 4



AGEG nursery growing ohia trees for future quarterly nursery sales.



AGEG nursery growing koa'ai trees in grow tubes for future nursery sales.



Mauka lot new fencing to keep out wild pigs. The fencing to date is not closed off, due to waiting on Island Burial Council's input on preservation instructions for the burial platform located on this lot.