



Advancing Communities through Effective Organizations

June 13, 2025

Ms. Kehaulani M. Costa, Administrator
Housing and Community Development
County of Hawai'i
1990 Kino'ole Street, Suite 102
Hilo, Hawai'i 96720

Statement of Qualifications and Interest of Professional Services

OH.1) Community Planning (Community Engagement, Strategic Planning)

(1) Eric M. Kapono (Owner), dba Advancement Services for Native Nonprofits

Mailing: P.O. Box 4789 Street: 17-707 Ala Loop
Hilo, HI 96720 Kurtistown, HI 96760
Landline: (808) 969-3991 Cell: (808) 989-5347
Email: kapono@advancementservices.org

(2) Established: July 1997 (28 years)

Employees: Sole Proprietor; No Employees past three years

(3) Education, Training, Qualifications of Eric M. Kapono

Education

1992 **State University of New York at Binghamton**, Binghamton, New York;

M.A., Anthropology

1988 **Catholic University of America**, Washington, DC;

B.A., Anthropology

Certifications

2023 **Govern for Impact**

- Governance Systems Professional (GSP)

2015 **International Association of Facilitators**

P.O. Box 4789, Hilo, HI 96720
Phone: 808.969.3991
kapono@advancementservices.org
www.advancementservices.org

- IAF Certified™ Professional Facilitator (CPF)

2020 **Creative Education Foundation**

- Level 2 Creative Problem Solving

2020 **Genuine Contact Organization**

- Orange Level Membership

Qualifications

Eric M. Kapono designs, facilitates and documents stakeholder engagements that result in consensual decisions for ways forward. This is often through Strategic Planning, however, the process and product can also be called **Community Planning**. It is about deciding the best future for the endeavor that brings a group of people together, whether it is a nonprofit organization, a governmental unit, a neighborhood, or a collective partnership. When “Planning” with “Community” at any level, group facilitation skills are critical. Eric M. Kapono is one of two professional certified facilitators in Hawai‘i, through IAF. Some recent projects include:

2025 UNIVERSITY HEALTH PARTNERS OF HAWAI‘I, HONOLULU, HAWAI‘I Scope of Work: Strategic Planning • Facilitate next two-year Strategic Plan for the JABSOM faculty practice nonprofit, including board, staff and stakeholders

2025 FRIENDS OF HŌKŪLE‘A & HAWAI‘ILOA, HONOLULU, HAWAI‘I Scope of Work: Strategic Planning • Facilitate board and staff for three-year strategic plan

2024–25 HAWAI‘I DEPARTMENT OF EDUCATION, HONOLULU, HAWAI‘I Scope of Work: Strategic Planning–Kaiapuni Education • Design, facilitate and document five-year plan for Kaiapuni Education in a way that elevates the HIDOE capacity to create space for a dual pathway system – one through English and another through Hawaiian • Engaged 28-person intra-departmental Planning Team in learning workshops, site visits and planning workshops

2024–25 HAWAI‘I STATE CENTER FOR NURSING, HONOLULU, HAWAI‘I Scope of Work: Strategic Planning • Design, facilitate, document and report on seven (7) Discovery Focus Groups across Islands for input on HSCN Strategic Plan • Develop strategic Measures for Goals that arose in Focus Groups • Design, facilitate and document Implementation Planning workshop with stakeholders to guide HSCN for the next 5 years

2024–25 KULANIĀKEA EARLY EDUCATION PROGRAM, KĀNE‘OHE, HAWAI‘I Scope of Work: Strategic Planning • Design, facilitate, document and three-year plan • Facilitate quarterly updates of the plan

2023–25 HAWAI‘I DEPARTMENT OF EDUCATION, HONOLULU, HAWAI‘I Scope of Work: Strategic Planning–Office of Hawaiian Education • Design, facilitate and update OHE’s Delivery Plan

2022–25 UH MĀNOA JABSOM DEPARTMENT OF NATIVE HAWAIIAN HEALTH, HONOLULU, HAWAI‘I Scope of Work: Strategic Planning • Facilitate stakeholders, including staff, professors, and partners, through a participatory strategic planning process for a 2023-2029 Strategic Plan, with regular updates

2023–24 MĀLAMA ‘ĀINA FOUNDATION, HONOLULU, HAWAI‘I Scope of Work: Strategic Planning • To facilitate three-year strategic plan

2018–23 HAWAI‘I DEPARTMENT OF EDUCATION, HONOLULU, HAWAI‘I Scope of Work: Strategic Planning–Office of Hawaiian Education • Design, facilitate and update OHE’s Delivery Plan

2023 UH MĀNOA JABSOM OFFICE OF THE DEAN, HONOLULU, HAWAI‘I Scope of Work: Strategic Planning • Facilitated update to the School of Medicine’s 2020-25 Strategic Plan, with the participation of Executive Leaders, Department Chairs, Clinical Heads, Researchers and community partners

2023 UNIVERSITY HEALTH PARTNERS OF HAWAI‘I, HONOLULU, HAWAI‘I Scope of Work: Strategic Planning • Facilitated two-year Strategic Plan for the JABSOM faculty practice nonprofit, including board, staff and stakeholders

2018–23 KAMEHAMEHA SCHOOLS’ WEST HAWAI‘I REGION, KEALAKEKUA, HAWAI‘I Scope of Work: Strategic Planning–Alo Kēhau o ka ‘Āina Mauna • Worked with the Alo Kēhau Hawaiian Medium school community to plan a K-12 Kaiā’ōlelo (Hawaiian Medium School-Community) in Waimea

2020–21 HUI NO KE OLA PONO, WAILUKU, HAWAI‘I Scope of Work: Strategic Planning • Designed and facilitated a virtual strategic planning process for board and staff, including stakeholder scoping, development of a balanced score card with strategy map and measures, and integration of staff strategic priorities for this Native Hawaiian Health Care System serving island of Maui • Contract ended in order to assume emergency Interim Executive Director position, from July 2021 to March 2022

2013–21 PARTNERS IN DEVELOPMENT FOUNDATION, HONOLULU, HAWAI‘I Scope of Work: Strategic Planning • Designed and facilitated a strategic planning retreat for 4 board members and 20 program managers, including 3-year Goals, Objectives, Strategies and implementation plans • On-going facilitation services for quarterly plan updates to ensure relevant and responsive strategies

(4) Five Clients in Strategic Planning:

- 2024-25 Kau'i Sang, Director, **Office of Hawaiian Education**, Hawai'i Department of Education, (808) 784-6072 (o)
- 2023-25 Chessa Harris, Associate Chair of Finance and Operations, **Department of Native Hawaiian Health**, UH Mānoa JABSOM, (808) 692-1008 (o)
- 2024-25 Laura Reichhardt, Director, **Hawai'i State Center for Nursing**, (808) 956-0524 (o)
- 2025 Billy K. Richards, President, **Friends of Hōkūle'a & Hawai'iloa**, (808) 291-5253 (c)
- 2024 Alison Masutani, President & CEO, **Mālama 'Āina Foundation**, (808) 200-3289 (o)

(5) N/A