



COOKE FOUNDATION, LIMITED
ANNUAL REPORT 2013



Photo by Matteo Sandona

ANNA CHARLOTTE COOKE

(1853-1934)

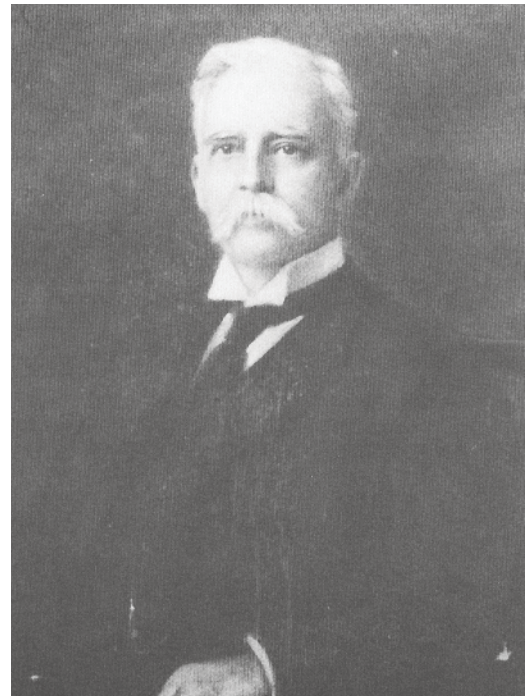


Photo by Jim Carter

CHARLES MONTAGUE COOKE

(1849-1909)

COOKE FOUNDATION, LIMITED MISSION STATEMENT

*The Cooke Foundation supports worthy endeavors
in the community that the family feels will make a significant difference
in the betterment and welfare of the people of Hawai'i.*

HISTORY

On June 1, 1920, the forerunner of Cooke Foundation, Limited, the Charles M. and Anna C. Cooke Trust, was created by Anna C. Cooke. The purpose of the Trust was:

"to assure in some measure the continuance of, and also to extend and expand, all worthy endeavors for the betterment and welfare of this community and other communities by gifts and donations to the United States of America, any State, Territory, or any political subdivision thereof, and to corporations now or here after organized and operated exclusively for religious, charitable, scientific, or educational purposes, or for the prevention of cruelty to children or animals ..."

The funding for the Trust was 300 shares of Charles M. Cooke, Limited.

Anna Charlotte Cooke was born in Honolulu on September 5, 1853, the fifth child of William H. and Mary H. Rice, who were missionaries to the Islands. She grew up on Kaua'i, and in April of 1874 married Charles Montague Cooke. Charles M. Cooke was born in Honolulu on May 16, 1849, the fifth child of the missionaries Amos S. and Juliette M. Cooke. He died on August 17, 1909.

Charles M. Cooke, Ltd. was formed, at Charles' suggestion, by incorporating his and Anna's holdings. He had obtained his considerable assets over the years by first working for Castle and Cooke; by investing in sailing ships carrying sugar, molasses and rice; by becoming a partner in Lewers and Cooke, Ltd.,

a lumber company; by acquiring large holdings in Lihu'e Plantation, Hawaiian Agricultural Company, and C. Brewer Company; and through other investments, such as Hawaiian Electric Company, Mutual Telephone Company and Ewa Plantation Company. After his retirement in 1894, he and P.C. Jones started Bank of Hawai'i in 1897 and, later, Hawaiian Trust Company.

In 1898, as Charles was making his will, he wrote to Anna, in California at the time, suggesting that they merge their estates. He did not want his holdings to be made public when he died, as was customary in those times. Additionally, as stated in his will:

"... the object of forming said corporation (Charles M. Cooke, Ltd.) was to hold my wife's and my own estate intact for the benefit and enjoyment of our children ..."

Anna agreed to this plan, so Charles M. Cooke, Ltd. was formed with one-fifth shares belonging to Anna, and four-fifths to Charles M. Cooke. Clarence H. Cooke, speaking of his father:

"... I have often marveled at the clear foresight of father in forming this corporation as a means of holding the family as a unit, each of his children continuing to hold equal interest in ownership. That never could have resulted if a distribution of his holdings had been made at the time of his passing, thus keeping the family together, and continuing the form of investments along the lines that he personally originated ..."

*...organized and operated exclusively for religious,
charitable, scientific, or educational purposes, or for
the prevention of cruelty to children or animals...*

*...for the betterment and welfare
of this community and other communities...*

Charles M. Cooke, Ltd. was dissolved at the end of 1942, and its assets distributed to its 58 stockholders. The first Trustees of the Charles M. and Anna C. Cooke Trust were Anna C. Cooke and her six children: C. Montague Cooke, Jr., Clarence H. Cooke, George P. Cooke, Richard A. Cooke, Alice C. Spalding, and Theodore A. Cooke. Meetings were held on Thanksgiving Day on Anna's lanai at her country home at Mālaekahana.

In 1971, Theodore Cooke, who had served as president of the Trust since 1944 when he succeeded Clarence Cooke, resigned. Richard Cooke, Jr. was then elected president of the Trust that had now passed to the third generation of Cookes.

In June of 1971, Charles M. and Anna C. Cooke Trust, a private foundation, was incorporated in compliance with the Internal Revenue Code. Charles M. and Anna C. Cooke, Ltd. was formed. In 1972, the first annual report was published by the Trust. Four Trustee meetings per year were scheduled. Past meetings had been held once a year in December at Theodore Cooke's home. The assets of the Trust were transferred to Hawaiian Trust Company, Ltd. to act as financial agent, manage the endowment portfolio, and act as grants administrator. Prior to this, Clarence Cooke and then Theodore Cooke had managed the portfolio and been grants administrators. The number of Trustees was later increased from five to six so that each family would be represented.

In 1980, the name of Charles M. and Anna C. Cooke, Ltd. was changed to Cooke Foundation, Limited,

"...recognizing the expanded interests of family members, and wishing to reflect this broadened perspective, we have become the Cooke Foundation, Limited as of July 1, 1980."

Samuel A. Cooke was made a Trustee in 1973, and when Richard Cooke moved to California in 1989, Samuel Cooke, a member of the fourth generation, was elected president. In 1988, the Hawai'i Community Foundation was made grants administrator.

At the 1987 April meeting, the Trustees adopted the policy that each Trustee appoint one or two alternates from their branch of the family to serve in their stead when they were unable to attend a meeting, or in the case of the Trustee's death, to be the successor to the Trustee, subject to the board's approval. The Alternate Trustees receive a copy of the minutes of meetings and attend the last board meeting of each year. In this way, the Trustees felt that more members of the family would become involved in Cooke Foundation, Limited.

(Quotations are from Charles Montague Cooke 1849-1909 by Clarence H. Cooke, 1942; and Cooke Foundation, Limited, 1980 Annual Report.)

TRUSTEES AND SUCCESSORS OF CHARLES M. COOKE, LIMITED

Charles M. and Anna C. Cooke Trust and the Cooke Foundation, Limited

ORIGINAL TRUSTEES	SUCCESSOR TRUSTEES		
Anna C. Cooke 1920 - D. 1934			
C. Montague Cooke Jr. 1920 - D. 1948	Carolene C. Wrenn T. 1948 - R. 1971	Samuel A. Cooke T. 1973 - R. 2012	Catherine Cooke T. 2012 -
Clarence H. Cooke 1920 - D. 1944	Richard A. Cooke Jr. T. 1944 - R. 1998	Lynne Johnson T. 1998 -	
George P. Cooke 1920 - D. 1960	Dora C. Derby A. 1951 - 1971 T. 1971 - R. 1989	Anna Derby Blackwell T. 1989 - R. 2008	Caroline Bond Davis T. 2008 -
Richard A. Cooke 1920 - D. 1941	Dorothea C. Paris T. 1941 - D. 1982	Betty P. Dunford T. 1982 - R. 2004	Lissa Dunford T. 2004 -
Alice C. Spalding 1920 - R. 1963	Philip E. Spalding T. 1963 - R. 1971	Charles C. Spalding T. 1971 - R. 1991	Charles C. Spalding Jr. T. 1991 -
Theodore A. Cooke 1920 - R. 1971	Catherine C. Summers T. 1971 - R. 1993	Dale S. Bachman T. 1993 -	



Front Row (left to right):

Charles C. Spalding Jr.
Vice President, Treasurer & Trustee

Caroline Bond Davis
Vice President, Secretary & Trustee

Boyd Davis Bond*

Lynne Johnson
Vice President & Trustee

Lissa Dunford
Vice President & Trustee

Dale S. Bachman
President & Trustee

Catherine Cooke
Vice President & Trustee

Back Row (left to right):

Sage Spalding*
Amber Strong Makaiau*

Alison Baclig*

Gregory Wrenn*

Thane Pratt*

Edith Cooke*

Bob Cowell*

Not Pictured:

Rikki Cooke*

Fred Cowell*

Juliet Matsumura*

Tyler Spalding*

**Alternate Trustee*

Hawai'i Community Foundation provides staff and grants administration for the Foundation.

SAMUEL ALEXANDER COOKE ALL OF THE ABOVE—AND MORE

From the Far East comes the story of the blind men hoping to describe an elephant. In the Buddhist version, the men assert the elephant is either like a pot (the blind man who felt the elephant's head), a winnowing basket (ear), a plowshare (tusk), a plow (trunk), a granary (body), a pillar (foot), a mortar (back), a pestle (tail) or a brush (tip of the tail).



A Jain version of the story says that six blind men were asked to determine what an elephant looked like by feeling different parts of the elephant's body. The blind man who feels a leg says the elephant is like a pillar; the one who feels the tail says the elephant is like a rope; the one who feels the trunk says the elephant is like a tree branch; the one who feels the ear says the elephant is like a hand fan; the one who feels the belly says the elephant is like a wall; and the one who feels the tusk says the elephant is like a solid pipe.

A king explains to them: All of you are right. The reason every one of you is telling it differently is because each one of you touched the different part of the elephant. So, actually the elephant has all the features you mentioned.

There's a Sufi version also.

The story is told here to illustrate the difficulty of describing Samuel Alexander Cooke, recently retired as president of Cooke Foundation (and bumped up to emeritus status). Without getting into the deep philosophical aspects of the story (and without trying to relate body parts to community efforts), consider the varied and praiseworthy benefits that Sam Cooke has brought to Hawai'i in his nearly 50 years of community service.

Sam's passions include conservation, the natural and cultural history of these islands, fine art appreciation and its wide exhibition, and meaningful assistance to groups seeking community betterment. These are reflected in the aims, purposes, and charitable giving of Cooke Foundation, Ltd. A trustee since 1973, Sam became president in 1989 when Dick Cooke retired as president after 40 years' service. His management style has combined respect for the biases as well as the achievements of the other five members with humor and a shrewd view of practical and economic realities. Early on, at a newly-instituted planning retreat, Sam transformed the alternate trustee function from merely decorative into a means of family involvement and training for future trustees. Alternates were sent to national and regional conferences; their opinions were solicited prior to each decision-making meeting; and they were able to move seamlessly into their trustee role when the time came.

Sam has been blessed with both the means and the opportunity to act upon his deep interests in the Hawaiian natural environment and the history of our islands. He was founding chairman of the Nature Conservancy Board of Governors in 1981, serving until 1992. He directed campaigns that raised at least \$15 million for the protection of more than 50,000 acres of key conservation lands. The Mo'omomi shoreline and the mauka watershed on Molokai, both areas where he spent time in his youth, are a large part of this heritage. This led to the vice chairmanship of the Nature Conservancy International Board of Governors from 1989 to 1991 where he began in 1981; he was treasurer from 1986 to 1988.

A major achievement is his service as chairman of the Honolulu Academy of Arts (now the Honolulu Museum of Art). On the Board of Trustees since 1969, Sam was chairman from 1975 to 1981 and again from 1997 to 2002. He directed a successful capital campaign for more than \$30 million during a depressed economy

Worthy endeavors in the community that (the family feeds) will make a significant difference in the betterment and welfare of the people of Hawai'i

(1999-2002) for Hawaii's only comprehensive fine arts museum and oversaw an annual operating budget of seven million dollars.

When Hawai'i Community Foundation was established from the 1987 merger of the eleemosynary divisions of local trust companies, Sam was a founding director of its Board of Governors and served as chairman until 1992. He remained on that Board until 2012. HCF is a public statewide charity and grants making organization; it awarded \$45 million in 2012. Sam was key in bringing the current president and CEO to the fore: a major factor in the Foundation's success.

In 1995 Sam was a founder of both the Manoa Heritage Center and the Kualii Foundation, an asset holding foundation which will assure the preservation of the historic home built by his grandparents over a century ago. The Manoa Heritage Center is devoted to preserving—and educating the public about—Hawaiian culture, the protection and propagation of indigenous Hawaiian plants, and the history of Manoa. Thousands of Hawai'i school children (and adults) visit the heiau behind Kualii to learn about Hawaiian natural and cultural history. The home itself is filled with Hawai'i art works and books, the collection of a lifetime. Here Sam and his wife, Mary Moragne Cooke, raised their three daughters: Juliette, Catherine, and Edith. His partner and prime mover in the Manoa Heritage Center and Kualii Foundations, Mary has served as a board member of the National Trust for Historic Preservation and as a trustee of Punahou School for 43 years.

Sam retired as a senior vice president of Morgan Stanley in Honolulu in 2002. Starting in 1964, he served as financial advisor to public, private, and non-profit corporations, foundations, and individuals with multimillion-dollar portfolios, and developed investments and acquisitions.

Starting with the Hawaiian Mission Children's Society, where he was president from 1968 to 1980,

Sam's other community service includes board memberships of Hawai'i Pacific University from 1991 to 2004, Conservation Fund of America (from 1992); the National Tropical Botanical Garden (1994 to 2005; vice chairman 1998 to 2005); Alternative Energy System Hawaii (1995 to 2004) and the American Farmland Trust, director 1993 to 1995. Sam has also been a vice president of Strong Foundation since 1965; this service continues.

Nationally and locally, Sam has received awards for his efforts, including two from the Aloha Chapter of the National Society of Fundraising Executives, and was declared an Outstanding Living Treasure by the Honpa Hongwanji Mission of Hawai'i in 1999. He and Mary were chosen Kama'aina of the Year in 2006 by the Historic Hawai'i Foundation.

Why this long and loving career of serving the Hawai'i community in creative and fundamental ways? "I enjoy doing it!" says Sam.



One of "Grandma's" earliest gifts, and one of her most beloved. "Kwan Yin" has been a talisman to us all from small kid time.

Guanyin (Bodhisattva) statue, Honolulu Museum of Art

YEAR IN REVIEW

The Trustees of the Cooke Foundation are proud to support the efforts of Hawai'i nonprofit organizations that provide meaningful programs and services and develop innovative ways to maximize their resources. Through grant awards to charitable organizations, the Cooke Foundation invests in and contributes to the well-being of communities throughout our state. We are pleased to highlight the work of three grantee organizations which exemplify the variety and impact of the projects funded by the Foundation this year.

HAWAI'I FOREST INSTITUTE

Honolulu Zoo Children's Discovery Forest



Children and parents plant seedlings at the Discovery Forest groundbreaking

The Hawai'i Forest Institute is collaborating with several community partners to establish the Children's Discovery Forest at the Honolulu Zoo. This forest demonstration project is located near the Zoo entrance, adjacent to the future site of a Native Hawaiian Village. The Discovery Forest will be a representation of natural systems, creating a scene of Hawai'i before the arrival of humans. The project broke ground last April and when completed in late 2013 will feature three zones of native plants, strand vegetation, and Polynesian-introduced species and cultivars, including culturally significant flora that once flourished near traditional shoreline villages of O'ahu. The exhibit will demonstrate the significance of place, and the kuleana of mālama 'āina by integrating traditional Hawaiian forest ecosystems, stewardship opportunities, and innovative educational opportunities for school classes and other visitors. The Discovery Forest will benefit residents of Hawai'i and serve as a resource for Zoo visitors to learn about

the cultural and natural aspects of Hawaii's native forests. Funds from the Cooke Foundation have supported the schematic design and landscape plans, several volunteer events, educational materials, and creation of the Polynesian-introduced section of the Discovery Forest.

HONOLULU MUSEUM OF ART

Improving the Quality of the Visitor's Experience

Conceived as an institution that would make Hawai'i an even better place to live, the Honolulu Museum of Art's mission is to showcase the highest quality art from around the world for the benefit of residents and visitors. Since The Contemporary Museum and the Honolulu Academy of Arts joined forces in 2011 to create the Honolulu Museum of Art (HMA), the museum has become better equipped to fulfill this mission. The operational deficit has been reduced by two-thirds without any staff reductions; a new membership program aimed at broadening its audience has increased membership by 146%; and, thanks to support from the Cooke Foundation, the museum is in the process of improving the visitor arrival experience and significantly enhancing landscaping and other visitor amenities. As a direct result of the educational mandate established by its founder, Anna Rice Cooke, the Association of American Museums reports the HMA now reaches more K-12 children than the Museum of Modern Art in New York and the National Gallery of Art, D.C., combined.



Students discuss a painting in the Museum's permanent collection

KAUAI FOODBANK

Kupa'a Kokua Kupuna



Clients make healthy food choices at the Foodbank

Older Kauai residents are often part of a "quiet" segment of the community that may receive less attention than others. Yet many seniors face significant challenges to their health and well-being, including lack of or insufficient income, transportation, health care, and nutritious food. The Kauai Independent Food Bank (KIFB), with the generous assistance of the Cooke Foundation, has developed a program to assist older Kauai residents. Kauai seniors who attend the nine County of Kauai Senior centers and two Alu Like Hawaiian Senior Centers, as well as members of AARP not affiliated with a senior center, may obtain food at KIFB monthly for free. Seniors who make monthly excursions to Lihue to shop, have lunch, and socialize, may also stop at the KIFB to select canned goods, fresh fruits and vegetables, dairy and bakery products and other items at no cost to them. Nearly 200 clients participate monthly and the number has increased as more seniors have learned about the service.

These and other projects listed in this report enrich the lives of many in our community. With deep appreciation, we salute the tireless work of the leadership, staff and volunteers of Hawai'i's nonprofit organizations.

I would like to thank Anna Derby Blackwell who contributed the essay in this report that describes the prodigious accomplishments of our esteemed cousin Sam Cooke. Sam ably served the community and Cooke Foundation as a board trustee for 37 years and as president for 27 years. The trustees and I are honored to have worked with Sam, and I am humbled to succeed him as president.

Dale S. Bachman

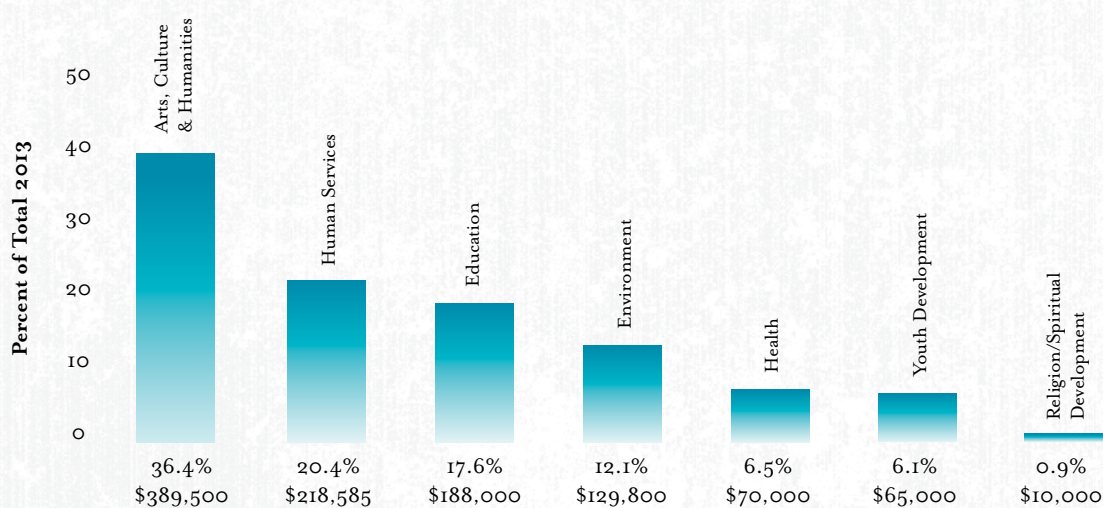
DALE S. BACHMAN
President and Trustee

*...proud to support the efforts of Hawai'i nonprofit organizations
that provide meaningful programs and services
and develop innovative ways to maximize their resources*

SUMMARY OF GRANT AND CONTRIBUTION DISTRIBUTIONS

Years Ended June 30, 2013–2009

	2013		2012		2011		2010		2009	
	AMOUNT	PERCENT	AMOUNT	PERCENT	AMOUNT	PERCENT	AMOUNT	PERCENT	AMOUNT	PERCENT
Arts, Culture & Humanities	\$389,500	36.4%	\$245,000	30.5%	\$290,540	29.7%	\$410,149	39.0%	\$415,000	36.8%
Community Development							\$43,000	4.1%		
Education	\$188,000	17.6%	\$178,000	22.1%	\$196,712	20.1%	\$194,000	18.4%	\$272,500	24.2%
Environment	\$129,800	12.1%	\$110,000	13.7%	\$229,000	23.4%	\$95,000	9.0%	\$119,819	10.6%
Health	\$70,000	6.5%	\$80,000	10.0%	\$95,000	9.7%	\$52,500	5.0%	\$43,000	3.8%
Human Services	\$218,585	20.4%	\$130,034	16.2%	\$136,833	14.0%	\$128,333	12.2%	\$187,000	16.6%
Religion/Spiritual Development	\$10,000	0.9%	\$35,000	4.4%			\$35,000	3.3%	\$45,000	4.0%
Youth Development	\$65,000	6.1%			\$30,000	3.1%	\$95,000	9.0%	\$45,000	4.0%
Other			\$25,000	3.1%						
Total grant and contribution distributions	\$1,070,885	100%	\$803,034	100%	\$978,085	100%	\$1,052,982	100%	\$1,127,319	100%



GRANTS

July 1, 2012 – June 30, 2013

ARTS, CULTURE AND HUMANITIES

CAPITAL

Bishop Museum	\$25,000
<i>Pacific Hall Renovations</i>	
Hawaii Public Television Foundation dba PBS Hawaii	\$25,000
<i>Capital Campaign and Arts Leadership</i>	
Historic Waimea Theater & Cultural Arts Center	\$8,000
<i>Digital Movie Projection System Conversion</i>	
Manoa Heritage Center	\$100,000
<i>Manoa Heritage Center Visitor Hale and Education Center</i>	
The Friends of the Palace Theater	\$15,000
<i>Purchase and Installation of a New Digital Cinema System</i>	
The Movement Center	\$12,000
<i>Dance Floor Replacement</i>	
Waioli Corporation	\$15,000
<i>Final Phase of the Historic Mahamoku Museum Restoration Project</i>	

PROGRAM

Afterschool Art	\$5,000
<i>Printmaking Pueo Project</i>	
Hawaii Opera Theatre	\$20,000
<i>Dialogues of the Carmelites Production—Grand Opera Season 2013</i>	
Hawaiian Mission Children's Society	\$10,000
<i>8th Annual Hawaii Book & Music Festival</i>	
Hawaiian Mission Children's Society	\$14,000
<i>HMH Museum Theatre Program Development Support</i>	
Honolulu Museum of Art	\$20,000
<i>Improving the Quality of the Visitor's Experience</i>	
Honolulu Museum of Art	\$100,000
<i>Annual grant</i>	
Ohi'a Productions, Inc.	\$6,000
<i>Blue Sea Adventure Summer Drama Camp</i>	
Society for Kona's Education & Art	\$4,500
<i>Summer Day Camp for Middle Schoolers</i>	
University of Hawai'i Foundation	\$10,000
<i>Jingju Residency 2013–2014</i>	

TOTAL FOR ARTS, CULTURE
AND HUMANITIES

\$389,500

EDUCATION

CAPITAL

Hawaii Preparatory Academy	\$25,000
<i>Stanford W. Shutes Track Renovation</i>	
Kona Christian Academy Incorporated	\$20,000
<i>Preschool Start-up and Facilities Upgrades</i>	
Mililani Community Church	\$25,000
<i>Phase I Early Education Building</i>	
Mililani Presbyterian Church	\$5,000
<i>Capital Expansion and Renovation</i>	
Pacific Buddhist Academy	\$25,000
<i>Construction of a New Classroom Building</i>	
Punahou School	\$25,000
<i>Omidyar K-1 Neighborhood Project</i>	

PROGRAM

Chamber Music Hawaii	\$10,000
<i>Music Education Resource for Molokai Teachers, Students and Communities</i>	
Hawaii Youth Opera Chorus	\$15,000
<i>Music Education for Oahu Public Schools</i>	
Iliahi Elementary School	\$5,000
<i>2012 Cooke Beautification Award for Public Schools</i>	
Lahaina Arts Association	\$8,000
<i>Molokai Project</i>	
Leadership Kauai	\$10,000
<i>Pi'ina Hoku Youth Leadership Training Expansion</i>	
Leilehua High School	\$5,000
<i>2012 Cooke Beautification Award for Public Schools</i>	
St. Andrew's Priory School	\$5,000
<i>Curriculum Mapping Project – Phase II</i>	
Washington Middle School	\$5,000
<i>2012 Cooke Beautification Award for Public Schools</i>	

TOTAL FOR EDUCATION

\$188,000

GRANTS (continued) July 1, 2012 – June 30, 2013

ENVIRONMENT

CAPITAL

Camp Mokuleia Inc.	\$25,000
<i>A Sustainable Transformation at Camp Mokuleia</i>	
God's Country Waimanalo	\$19,800
<i>Waimanalo Family Farmer Aquaponics Program</i>	
Hawaii Forest Institute	\$20,000
<i>Honolulu Zoo Children's Discovery Forest</i>	
National Tropical Botanical Garden	\$25,000
<i>Cultivating Paradise: The Campaign for National Tropical Botanical Garden</i>	

PROGRAM

Cooper Center Council	\$5,000
<i>Volcano Coquistadores: Keeping Volcano Nights Quiet: Controlling Coqui Frogs</i>	
Garden Island Resource Conservation and Development, Inc.	\$5,000
<i>Koke'e Special Ecological Areas Project</i>	
Storybook Theatre of Hawaii	\$5,000
<i>Da Tree R's—Reduce, Reuse, & Recycle—A Traveling Educational Program</i>	
The Nature Conservancy of Hawaii	\$25,000
<i>Mauka to Makai Campaign</i>	

TOTAL FOR ENVIRONMENT **\$129,800**

HEALTH

CAPITAL

Hospice of Hilo	\$25,000
<i>In-Patient Hospice Facility</i>	
Rehabilitation Hospital of the Pacific Foundation	\$20,000
<i>Capital Renovations to Improve Capacity to Provide Acute Rehabilitation to Hawaii Residents</i>	
Shriners Hospital for Children	\$25,000
<i>New Hospital Building Project</i>	

TOTAL FOR HEALTH **\$70,000**

HUMAN SERVICES

CAPITAL

Aloha House, Inc.	\$5,000
<i>Purchase of Mattresses and Blinds</i>	
ARC of Maui County	\$8,000
<i>Hale o Ekolu</i>	
Hale Kipa, Inc.	\$50,000
<i>The Hale Kipa Services Center, Residential Shelters and Educational Facility Campus</i>	
La a Kea Foundation	\$6,000
<i>Sustainability for Maui's Special Adults</i>	
Lokelani 'Ohana	\$20,000
<i>Na No'eau O Lokelani</i>	
North Hawaii Hospice, Inc.	\$15,000
<i>Capital Campaign: A New Meeting Place for Hospice Patient Care Staff</i>	
Palama Settlement	\$5,000
<i>Locker Room Health and Safety Improvement Project</i>	
United States Veterans Initiative	\$4,000
<i>Advance Women Veterans Program</i>	
YWCA of Kauai	\$30,000
<i>Capital Campaign—Empowering Our Future</i>	
YWCA of Oahu	\$4,585
<i>Aquatic Access Pool Lift for Laniakea</i>	

PROGRAM

Habitat for Humanity West Hawaii	\$12,000
<i>Save Our Living Environment (S.O.L.E.)</i>	
Hawaii Autism Foundation	\$5,000
<i>Caring for the Caregiver & Child Water Safety Training</i>	
Kauai Food Bank Inc.	\$9,000
<i>E Ku No'a Kokua Kupuna (To Stand For and Help Kupuna)</i>	
Kokua Kalihi Valley Comprehensive Family Services	\$15,000
<i>Community Capital Academy</i>	
Mental Health America of Hawaii	\$5,000
<i>Training Trainers to Stop Youth Suicide and Bullying</i>	
Mothers Against Drunk Driving, Honolulu Chapter	\$10,000
<i>Underage Drinking Prevention Initiative</i>	

GRANTS *(continued)* July 1, 2012 – June 30, 2013

Na Hoaloa Maui Interfaith Volunteer Caregiver	\$5,000
<i>Aloha Cruisers Senior Transportation Project</i>	
YMCA of Honolulu, Metropolitan Office	\$10,000
<i>New Kids: Addressing Hawaii's Childhood Obesity</i>	

TOTAL FOR HUMAN SERVICES \$218,585

RELIGION/SPIRITUAL DEVELOPMENT

CAPITAL

St. Peters Episcopal Church	\$10,000
<i>St. Peter's Organ</i>	

**TOTAL FOR RELIGION/SPIRITUAL
DEVELOPMENT \$10,000**

YOUTH DEVELOPMENT

CAPITAL

Hawaiian Kamalii Inc.	\$10,000
<i>Capital improvements to our Hale, Wa'a and 'Aina</i>	

PROGRAM

Big Brothers Big Sisters of Honolulu, Inc.	\$10,000
<i>Statewide Unification of Youth Mentoring Programs</i>	
Boys & Girls Club of Hawaii	\$25,000
<i>General Operations</i>	
Friends of Hawaii Volcanoes National Park	\$10,000
<i>Youth Ranger Internship Program</i>	
Hawaii Canoe Kayak Team Inc.	\$10,000
<i>HCKT Junior Sprint Development Program</i>	

**TOTAL FOR
YOUTH DEVELOPMENT \$65,000**

**TOTAL GRANTS AND
CONTRIBUTIONS \$1,070,885**

COOKE FOUNDATION GRANT APPLICATION GUIDELINES

MISSION

The Cooke Foundation supports worthy endeavors in the community that the family feels will make a significant difference in the betterment and welfare of the people of Hawai'i.

ELIGIBILITY AND PRIORITIES

- The Foundation's priority interests are arts, culture, humanities; education; environment; and human services. The Foundation may make grants in other areas of interest at the discretion of the Trustees, but unsolicited proposals outside its priority interests will not be considered.
- Applicants must be classified under section 501(c)(3) of the Internal Revenue Code. The Foundation does not make grants to supporting organizations classified under section 509(a)(3) of the Internal Revenue Code or other organizations requiring expenditure responsibility.
- Applicants must be in existence for five years and be in stable financial condition.
- The Foundation does not generally fund loans; operating support; endowments; funds for re-granting; conferences, festivals, and similar one-time events; religious programs; activities that have already occurred; scholarships; and grants to individuals or for the benefit of identified individuals.
- Applications from a unit of the University of Hawai'i must be submitted through the University of Hawai'i Foundation.
- A grantee may not receive more than one grant in any fiscal year (July through June), except that a grantee serving as the fiscal sponsor for another organization may receive a second grant for its own project.
- The term of a grant is usually one year. Grantees may reapply for funding in subsequent years, but must submit a final report before reapplying. In general, organizations may receive a maximum of three consecutive years of grant support.
- The Foundation may choose to fund over a number of years. In the case of a multi-year pledge, payments are released in 12-month intervals, and each payment is contingent on receipt of a satisfactory progress report.
- Requests to the Foundation over \$5,000 may not exceed 30% of the project budget.
- Requests for more than \$20,000 must be sponsored by a Trustee.
- The Foundation does not accept incomplete applications or applications from organizations with overdue reports.

APPLICATION PROCEDURES

Online Submission

This application is available for online submission. Your organization must first establish an online account with the Hawaii Community Foundation to access the online application. Please go to <https://nexus.hawaiicommunityfoundation.org/nonprofit> to request an account or, if you already have an account, to access the online application.

Note

If you are requesting an account for the first time, it may take two to three days for you to receive the account information. We recommend that you request your account early to give yourself adequate time to complete the application by the submission deadline. If you are not able to submit your proposal online, please contact Terry Savage, via email at tsavage@hcf-hawaii.org or call (808)566-5508, toll free from neighbor islands (888)731-3863 ext. 508

Executive summary

Please summarize the proposal narrative that follows as concisely as possible, using the same headings. (*Maximum 4,000 character count, single spaced*)

PROPOSAL NARRATIVE

Organization: Describe the organization, including mission and history, year established, geographic reach, staff size, and staff capabilities to conduct the proposed work. (*Maximum 3,500 character count, single spaced*)

Problem or opportunity: Describe the problem or opportunity to be addressed by the project. Describe the population that will benefit from the project, including an estimate of size or numbers. (*Maximum 5,000 character count, single spaced*)

Activities: Describe the activities to be performed, and the services or products to be delivered, including quantities and a timeline. If the project is a partnership, describe each partner's role. Explain why you chose this approach to the problem or opportunity. (Maximum 5,000 character count, single spaced)

Expected results: Explain how participants or the community will benefit. Provide specific, measurable expected results. Describe the plan to determine the effectiveness of the project. (Maximum 3,000 character count, single spaced)

Funding plan: Explain the project budget, including adjustments to be made if not all anticipated funding is received. Describe the plan, if any, to continue funding the project after the grant period ends. Requests to the Foundation over \$5,000 may not exceed 30% of the project budget. (Maximum 3,000 character count, single spaced)

Addendum for capital requests:

- Capital campaign: Describe how the capital campaign is being conducted and the experience of board members and staff with capital campaigns. Identify how much funding has been secured as of the date of the proposal. (Maximum 3,000 character count, single spaced)
- Construction: Describe the form of site control, including relevant terms of long-term leases or purchase agreements if not under ownership. Describe the status and timeline for design and engineering work and the status of required permits. Provide the source for cost estimates. Describe who will manage the design and construction phases and their experience in this work. (Maximum 2,500 character count single spaced)

ADDITIONAL REQUIRED DOCUMENTS

Please upload these files:

- Project budget showing: Anticipated income (source, amount, restrictions, and whether secured or pending); Anticipated expenses (overall expenses, and expenses for which Cooke Foundation grant will be used)
- Board of directors list
- IRS 501(c)(3) determination letter (not required if applying through a fiscal sponsor)
- Organization's annual operating budget for the current year

- Organization's balance sheet for the most recently completed fiscal year
- Organization's income statement (or profit/loss statement) for the most recently completed fiscal year
Audited financial statements are preferred but not required.
Local units of national organizations must submit local unit financial information

If a fiscal sponsor is involved, please upload the following additional files:

- Fiscal sponsor's Board of Directors Resolution authorizing project fiscal sponsorship available at: <http://www.hawaiicommunityfoundation.org/nonprofits/fiscal-sponsor-materials>
- Fiscal Sponsor's Agreement (click to download template) available at: <http://www.hawaiicommunityfoundation.org/nonprofits/fiscal-sponsor-materials>
- Fiscal Sponsor's IRS 501 (c)(3) determination letter
- Fiscal Sponsor's Board of Director's list
- Fiscal Sponsor's annual operating budget for the current year
- Fiscal Sponsor's balance sheet for the most recently completed fiscal year
- Fiscal Sponsor's income statement (or profit/loss statement) for the most recently completed fiscal year
Audited financial statements are preferred but not required.
Local units of national organizations must submit local unit financial information

DEADLINES

Applications submitted by 5:00 p.m. (HST) on the first business day in:	...will be considered at the Trustees' meeting in:	...and applicants will receive decision letters in:
March	May	early June
September	November	early December

Please visit www.cookefdn.org for the most current information about recent grants and application guidelines.



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