

2023

ANNUAL REPORT



COOKE
FOUNDATION,
LTD.

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 Hawaii.



ANNA CHARLOTTE COOKE

(1853–1934)

Photo by Matteo Sandona



CHARLES MONTAGUE COOKE

(1849–1909)

Photo by Jim Carter

HISTORY

On June 1, 1920, the forerunner of the 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 Kauai, 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 Lihue 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 Hawaii 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...”



HISTORY

Charles' will continued that the object of the corporation was also to:

“...extend and expand, all worthy endeavors for the betterment and welfare of this community and other communities...”

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...”

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 Malaekahana. 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 a 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 the 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 Hawaii 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 the Cooke Foundation, Limited.

TRUSTEES & SUCCESSORS

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 L. Cooke T. 2012 –
Clarence H. Cooke 1920 – D. 1944	Richard A. Cooke Jr. T. 1944 – R. 1998	Lynne Johnson T. 1998 – R. 2014	Gregory C. Wrenn T. 2014 –
George P. Cooke 1920 – D. 1960	Dora C. Derby 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	Elisabeth (Lissa) Dunford T. 2004 –
Alice C. Spalding 1920 – R. 1963	Phillip 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 – R. 2017	Amber Strong Makaiau T. 2017 –



OFFICERS & TRUSTEES

PICTURED (LEFT TO RIGHT)

Rikki Cooke, Alternate Trustee
Catherine L. Cooke, Vice President & Trustee
Amber Strong Makaiau, Vice President & Trustee
Caroline Bond Davis, Vice President, Secretary & Trustee
Dale Bachman, Alternate Trustee
Alison Baclig, Alternate Trustee
Charles C. Spalding, Jr., Vice President, Treasurer & Trustee
Fred Cowell, Alternate Trustee
Elizabeth (Lissa) Dunford, Vice President & Trustee
Robert Cowell, Alternate Trustee

NOT PICTURED

Gregory C. Wrenn, President & Trustee
Ian Bond, Alternate Trustee
Edith Cooke, Alternate Trustee
Michael Fitzgerald, Alternate Trustee
Juliet Johnson-Moore, Alternate Trustee
James (Toby) King, Alternate Trustee
Craig Spalding, Alternate Trustee
Nicole Spalding, Alternate Trustee



THE COOKE FAMILY LEGACY AT MANOA HERITAGE CENTER

The annual report is a welcome opportunity to reflect on an aspect of the Cooke family history. This year we would like to remember the Manoa Heritage Center. With gratitude to the late David W. Forbes, many of the following passages have been adapted from his book, Paintings, Prints, and Drawings of Hawaii from the Sam and Mary Cooke Collection. These describe the roles of Charles Montague Cooke Jr. (1874–1948), his wife, Eliza “Lila” Lefferts Cooke (1881–1970) and their grandson, Samuel Alexander Cooke (1937–2015), in the history of the Cooke family residence and property Kualii and its evolution to the current Manoa Heritage Center. We acknowledge Mary Moragne Cooke (1936–2022) as well, given her vision and lasting dedication to the founding of this cherished organization.

Charles Montague Cooke Jr., fondly known as “Monte,” was the eldest son of Charles Montague Cooke and Anna Rice Cooke. His professional interests were in the field of malacology, the study of mollusks. From 1902 he was a curator of the Bernice Pauahi Bishop Museum collection of Pulmonata (snails) in Honolulu. Cooke led notable expeditions through the South Pacific and worked to identify species of snails in the Hawaiian islands. Many of the younger scientists he mentored went on to earn national reputations. Throughout his life, Monte made significant contributions to the scientific study of shells, establishing the remarkable collection of Pacific land-shells at the Bernice Pauahi Bishop Museum.

In addition to being a respected malacologist, Monte was interested in the graphic arts. He formed a collection of several thousand American engravings, etchings, and lithographs, which in the

THE COOKE FAMILY LEGACY AT MANOA HERITAGE CENTER

family tradition made their way from his Manoa home to the print drawers of the Honolulu Museum of Art, generously accompanied by funds for future acquisitions. In 1901, Monte married Eliza “Lila” Lefferts Cooke and they had two children.

In 1911, the Cookes hired architectural firm Emory and Webb to design a home for them on land Monte’s parents gave them in 1901 as a wedding present. The Manoa property was at the location of Kukao, an ancient Hawaiian heiau. Monte directed the architects to build the home behind the heiau to preserve the thousand-year-old site. The home was designed in the Tudor Revival style. The Cookes named the house Kulalii after a famous Oahu chief associated with the site. Besides an interest in dairy farming, Monte was a dedicated gardener and at one time there were extensive botanical gardens and an aviary on the site. Many of the trees he planted are still there.

Lila Cooke lived at Kualii until her death in 1970. She left her home to her son Charley, and she left her garden (which included Kukao Heiau) to her daughter Carolene. Sam, Charley’s son, talked his father into letting him buy Kualii, and he, his wife Mary, and their three young daughters Julie, Cathy, and Edi moved in soon after. In 1992, when the garden was sold and divided up into eight lots, Sam and Mary purchased the lot that included the heiau and two additional lots adjacent to the property.

To help steward the land, Sam and Mary enlisted a trusted friend, Hawaiian cultural preservationist Nathan Napoka, to advise on the preservation of the heiau. An interpretive master plan incorporating earlier architectural studies of Kukao was conducted, and Napoka suggested hiring Billy Fields, a native Hawaiian stone mason from Kona, to restore the heiau. Fields did a magnificent job of repairing and restoring

Kukao using only stones associated with the site. Upon completion of the restoration, Sam and Mary began to incorporate significant and endangered native plants into the surrounding landscape; today the gardens are a showcase for the cultivation of native Hawaiian plants in a modern setting.

Similar to Monte’s passion for collecting prints, when Sam and Mary first moved on the property they began to acquire paintings of Hawaii—at first casually, and then with determination—eventually forming a comprehensive collection. Simultaneously, Sam began to judiciously build a collection of printed pictorial matter, books, and atlases; the result is a superb compilation of seminal works on 18th- and 19th-century Hawaii, all in pristine condition. Together, these two collections of Sam and Mary’s are unsurpassed by any other private collection in the islands.

To ensure both the stewardship of the property and the art collection in perpetuity, Sam and Mary established the Manoa Heritage Center in 1996. In 2000, Kualii, its gardens, and Kukao heiau were listed on the National Register of Historic Places. In 2017, the Visitor Education Hale opened with a variety of educational spaces designed to best serve local school students, teachers, the community and visitors. Today, Manoa Heritage Center is a 3.5 acre living classroom dedicated to promoting an understanding of Hawaii’s cultural and natural resources.

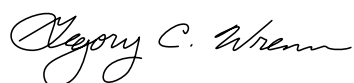
Recently, Manoa Heritage Center has begun transitioning the Kualii residence into a historic house museum that will open to the public in 3 to 5 years. With Kukao heiau and its surrounding native Hawaiian botanical gardens, future tours of the magnificent home, art and library collections will add new dimension to Manoa Heritage Center’s vibrant programs. Although Sam and Mary Cooke have now passed on, their legacy and far-reaching vision live on in tangible ways for future generations through all they so lovingly created together.

2023 YEAR IN REVIEW

The Trustees of the Cooke Foundation, Ltd. are proud to support the efforts of Hawaii 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. In this report, we are excited to highlight the work of several grantees, which exemplify the variety and impact of the projects funded by the Foundation this year.

There are moments when it seems we are just recovering from one crisis, only to be confronted by another unimaginable tragedy. We have all witnessed, and many have lived through, devastating events right here at home. So too have our hearts, souls and collective psyche been battered. In the face of so much loss and destruction, we must not lose sight of the selfless acts of kindness, bravery, generosity and compassion. Neighbors helping neighbors. People lending a hand to pitch in wherever they can. Groups and establishments, both large and small, mobilizing to help at a moment's notice. Without a doubt, our community is strong!

We offer our most sincere thanks to Hawaii's nonprofits for their tireless work and for always shining through. With admiration and heartfelt appreciation, we salute the leadership, staff and volunteers of the countless organizations working hard to ensure a better tomorrow for our Island home. Our lives are enriched by the work they do. With gratitude, we thank our partners at the Hawaii Community Foundation for their steadfast guidance and support.



Gregory C. Wrenn, President and Trustee





CAMP ANUENUE

Each year, more than 50 Hawaii keiki are diagnosed with cancer. Growing up can be difficult at the best of times; doing so while dealing with cancer can sometimes seem insurmountable. Enter Camp Anuenue, an annual week-long camp offered free of charge for survivors of or those living with pediatric cancers. Established in 1985 as part of the American Cancer Society, Camp Anuenue became an independent nonprofit in 2017 and has served hundreds of keiki, youth, parents, and caregivers with the mission, “to provide a community where every child with cancer in Hawaii is accepted, valued, and celebrated.”

The Cooke Foundation awarded Camp Anuenue a grant to support its Summer 2023 camp, and what a week it was! Twenty-five pediatric cancer survivors ages seven to 18 gathered at Oahu’s Camp Mokuleia for swimming, arts and crafts, basketball, volleyball, flying through the sky on the zipline, and, most importantly, building tight bonds with peers who understand the complex and scary world of

cancer. Ten of this year’s campers were new to Camp Anuenue, and a majority of the staff were former campers. Camp Anuenue has a volunteer pediatric oncology doctor and a nurse who participate in the week. Campers not only receive cancer treatments and post-activity medical attention, but they also throw chocolate pudding and water balloons at the medical professionals as part of the fun of camp, changing the dynamics and building positive relationships with these vital members of their caregiving ohana.

Highlights of this year’s camp included the “Lucky 13” space, where teenagers play games, talk story, and sing karaoke, and a surprise performance for all by award-winning Pacific Island reggae group Kolohe Kai. The feelings of hope, strength, and possibility were captured by a new Camp Anuenue participant, who said, “Camp made me feel loved and accepted for who I am and what it’s like to be loved physically and mentally. Camp healed me in so many unique ways.”



HAWAII INSTITUTE OF PACIFIC AGRICULTURE

For more than a decade, the Hawaii Institute of Pacific Agriculture (HIP Ag) has been pivotal in North Kohala, Hawaii, advancing regenerative agriculture practices through education and hands-on training and strengthening the local food system. Acknowledging the aging farmer demographics in Hawai'i, with most over 60 years old, HIP Ag recognized the urgent need for workforce support and agricultural investment to counter the view of farming as low-paying and high-risk, which often deters new farmers from entering the profession.

To tackle this issue, the Cooke Foundation awarded HIP Ag a grant for its innovative "Residential Farming Apprenticeship" program. A key initiative in developing future farmers and rejuvenating North Kohala's agricultural practices, the program achieved remarkable milestones this past year. Six apprentices completed intensive training programs, ranging from five and a half to 11 months, gaining skills vital for careers in agriculture and food systems. Half of these apprentices plan to continue in the agricultural sector, reflecting the program's success in fostering

long-term interest. Participants engaged in 32 hours a week of hands-on training in direct collaboration with HIP Ag's seasoned farm manager, along with educational field trips and expert sessions. The multifaceted curriculum spanned various farming aspects, including vegetable gardening, agroforestry, orchard management, pest control, market vending, herbal medicine, and more. Emphasizing indigenous knowledge, the program partnered with Native Hawaiian farmers, cultural practitioners, and experts to actively engage apprentices in teaching lessons on canoe crops, *loi kalo*, the *mahina* calendar, and basic *olelo Hawaii*, deepening the connection with indigenous practices and the land.

The success of HIP Ag's program showcases its dedication to sustainable agriculture, training a new generation of skilled agriculturists and aiming for the program's self-sustainability in two years. Beyond training in agriculture, culinary arts, and agritourism, HIP Ag's efforts significantly enhance Hawaii's food security, cultural preservation, and community health.



HUI NOEAU VISUAL ARTS CENTER

The Hui Noeau Visual Arts Center is a well-loved arts center in Upcountry Maui, housed in the historic site of Kaluanui, the former home of Harry and Ethel Baldwin. Founded in 1934, Hui Noeau offers classes, exhibits, and artist residencies in a wide variety of visual arts, from painting and jewelry-making to weaving, ceramics, and many more. During the pandemic, Hui Noeau focused on providing much needed artistic outlets for the community and retaining staff by creating and distributing “Art2Go Art Kits” and offering virtual programming. This meant, however, that several updates to facilities and new additions for programs were deferred.

With a grant in 2023 from the Cooke Foundation, Hui Noeau enhanced and developed three of its arts studios. Hui Noeau purchased a new electric

kiln, which will help streamline the firing process for its highly popular ceramics classes, open studios, and youth programs. Hui Noeau then restored its photography darkroom and created a new glass-fusing studio, both of which will allow Hui Noeau to offer new classes in these media beginning in 2024. Hui Noeau anticipates these three expanded studio offerings will benefit more than 450 students and artists each year.

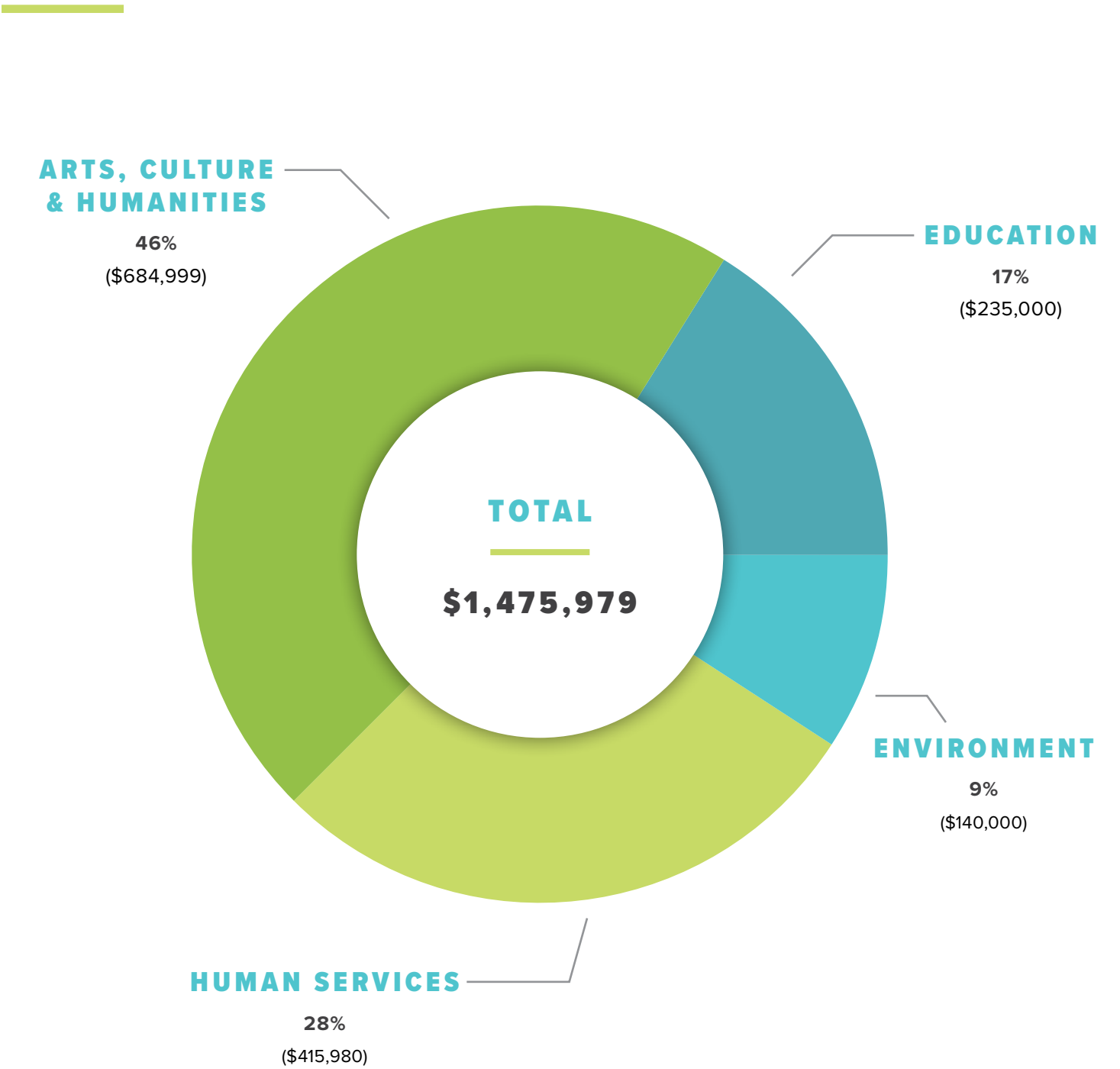
Of additional note, Hui Noeau is committed to supporting its local and island communities following the wildfires that affected Upcountry Maui and Lahaina in August 2023, including by offering increased arts outreach programs that share the healing power of the arts.

COMPARATIVE SUMMARY

Grants and Contribution Distributions, Years Ended June 30, 2023–2019.

YEAR	2023		2022		2021		2020		2019	
Arts, Culture & Humanities	\$684,999	46%	\$731,188	47%	\$826,996	52%	\$370,000	33%	\$433,145	40%
Education	\$235,000	17%	\$331,000	21%	\$304,140	19%	\$245,00	22%	\$310,000	28%
Environment	\$140,000	9%	\$190,000	12%	\$153,500	10%	\$175,000	15%	\$167,000	15%
Health	—		—		—		\$50,000	4%	—	
Human Services	\$415,980	28%	\$304,000	20%	\$293,870	19%	\$295,000	26%	\$180,967	17%
Total	\$1,475,979	100%	\$1,556,588	100%	\$1,578,506	100%	\$1,135,000	100%	\$1,091,112	100%

PERCENTAGE OF TOTAL GRANTS FOR 2023



FY 2023 GRANTS LIST

ARTS, CULTURE & HUMANITIES			
ORGANIZATION	PROJECT DESCRIPTION	CAPITAL	PROGRAM
Diamond Head Theatre	A New Diamond Head Theatre	\$50,000.00	
Friends Of The Future	Tutu's House		\$20,000.00
Haleakala Conservancy	Engaging Local Communities in Astronomy at Haleakala		\$11,000.00
Hawaii Opera Theatre	An American Dream		\$20,000.00
Hawaii Symphony Orchestra	2023–2024 HapaSymphony Series		\$30,000.00
Hawaii Youth Symphony Association	Making Music a Right, Not a Privilege		\$15,000.00
Hawaiian Mission Children's Society	The Hawaiian Evangelical Association (HEA) Project		\$15,000.00
Honolulu Academy Of Arts	Annual Grant — Unrestricted General Support		\$100,000.00
Honolulu Academy Of Arts	HoMA Beretania Campus Capital Improvements	\$200,000.00	
Honolulu Theatre For Youth	HTY's SUPER AUNTY		\$10,000.00
Hui Noeau	Advancing Community Arts Education Through Photography, Glass, and Ceramics		\$9,000.00
Ma Ka Hana Ka Ike Building Program	Malama I Na Hulu Kupuna		\$20,000.00
Manoa Heritage Center	Annual Grant — Unrestricted General Support		\$50,000.00
North Kohala Community Resource Center	Bond Library Restoration Project	\$25,000.00	
PAI Foundation	Ola Ka Ilima	\$25,000.00	
Palama Settlement	Preserving 125 Years of Palama Settlement History		\$10,000.00
Storybook Theatre Of Hawaii	Furnishings for Main Cabin — KCAC	\$15,000.00	
The Estria Foundation	Mele Murals Program — Prince Jonah Kuhio Elementary School		\$19,999.00
The Popolo Project	Calabash Circle and Our Space Youth Programs		\$20,000.00
Young Of Heart Workshop	Aupuni Space, an Ongoing Program of Puuhonua Society		\$20,000.00
SUBTOTAL		\$315,000.00	\$369,999.00
ARTS, CULTURE & HUMANITIES TOTAL		\$684,999.00	

FY 2023 GRANTS LIST

EDUCATION			
ORGANIZATION	PROJECT DESCRIPTION	CAPITAL	PROGRAM
Chaminade University of Honolulu	Higher Education in the Prisons		\$15,000.00
Hanahauoli School	Annual Grant — Unrestricted General Support		\$50,000.00
Hawaii Public Television Foundation	HIKI NO		\$25,000.00
Hawaii Youth Opera Chorus	Music Education for Oahu Schools		\$10,000.00
Hawaiian Humane Society	Education Program		\$15,000.00
Hoa Aina O Makaha	Na Keiki O Ka Aina Program and the Ke Ala Learning Center Program		\$20,000.00
Island School	New Classroom Building Project	\$40,000.00	
Kau High School	Kau Ku Makaha Mural		\$5,000.00
Kimokeo Foundation	Na Liko I Ka Lai Program — Spring 2023		\$10,000.00
La Pietra — Hawaii School For Girls	Alakaii Program and E-STEM		\$5,000.00
Moanalua Gardens Foundation, Inc.	Malama Kamananui Environmental Education Program		\$20,000.00
President Abraham Lincoln Elementary School	Lincoln Elementary Ohana Beautification Project		\$5,000.00
Re-Use Hawaii	Re-use Hawaii Capacity Development		\$10,000.00
State Of Hawaii—DOE, Lihikai Elementary School	Papaku Hanai a Malama		\$5,000.00
SUBTOTAL		\$40,000.00	\$195,000.00
EDUCATION TOTAL		\$235,000.00	

FY 2023 GRANTS LIST

ENVIRONMENT			
ORGANIZATION	PROJECT DESCRIPTION	CAPITAL	PROGRAM
808 Cleanups	Panoramic Pono: Building Blocks of Stewardship		\$20,000.00
Aloha Kuamoo Aina	Moolelo Matters Speaker Series		\$20,000.00
Kulia Na Mamo	The Kapaemahu Project		\$10,000.00
Malama Maunalua	Community Participation in Makai Restoration		\$20,000.00
Molokai Land Trust	Annual Grant — Unrestricted General Support		\$25,000.00
The Nature Conservancy Of Hawaii	Annual Grant — Unrestricted General Support		\$25,000.00
The North Shore Community Land Trust	Restoration of Kalaeokaunaoa (Kahuku Point)		\$20,000.00
SUBTOTAL		—	\$140,000.00
ENVIRONMENT TOTAL		\$140,000.00	

HUMAN SERVICES			
ORGANIZATION	PROJECT DESCRIPTION	CAPITAL	PROGRAM
Aloha Harvest	Rescuing Quality Food to Nourish and Strengthen Our Community		\$20,000.00
Boys & Girls Club Of Hawaii	What's Next		\$20,000.00
Boys And Girls Club Of The Big Island	Hoai Pono		\$10,000.00
Boys To Men Mentoring Network, Inc.	Reaching More Male Teens to Thrive Through BTMHI Mentoring Program		\$10,000.00
Camp Anuenue Corporation	Camp Anuenue 2023		\$4,500.00
Family Promise Of Hawaii	Emergency Shelter for Keiki and Families		\$10,000.00
Friends Of The Children's Justice Center Of Oahu	Hoola Na Manao — Hope and Healing		\$10,000.00
Going Home Hawaii	9 Months: Windows of Hope (“WOH”)		\$20,000.00
Hana Retreat	Hana Ku		\$10,000.00
Hawaii Children's Cancer Foundation	Family Financial Assistance Program		\$10,000.00
Hawaii Farmers Union Foundation	Hana Farmers Market		\$10,000.00

FY 2023 GRANTS LIST

HUMAN SERVICES			
ORGANIZATION	PROJECT DESCRIPTION	CAPITAL	PROGRAM
Hawaii Institute Of Pacific Agriculture	The HIP Agriculture Residential Farmer Apprenticeship		\$20,000.00
Hawaii Meals On Wheels, Inc.	Meal Delivery Vehicle Replacement	\$10,000.00	
Hawaii Workers Center	Earned Income Tax Credit Outreach (EITC) Campaign		\$20,000.00
Hoola Na Pua	Shining the Light and Building Resilience for Hawaii's Sexually Exploited and At-Risk Youth		\$20,000.00
Kahua Paa Mua Inc.	Community Food Systems		\$10,000.00
Kauai Food Bank Inc.	Keiki Cafe		\$10,000.00
Kauai Humane Society	Kokua for Kauai's Pets and their Ohana		\$5,000.00
Malama Kauai	Moloaa AINA Center	\$20,000.00	
Maui Day Care Center For Senior Citizens And Disabled	Saralift Equipment For the Kahului Center	\$5,000.00	
Parents And Children Together	Parents And Children Together Capital Campaign — Kalaulanilawapuni	\$25,000.00	
Stand Up Maui	The Scorecard		\$20,000.00
The Arc Of Hilo	Career Exploration Program (CEP)		\$10,000.00
The Children's Law Project Of Hawaii	Enter the Child's World: A Multidisciplinary Team Approach to Holistic Legal Advocacy for Children in Foster Care		\$10,000.00
The Island Of Hawaii YMCA	Family Visitation Center Program		\$10,000.00
The Maui Farm Inc.	Family Strengthening Program		\$6,480.00
The Salvation Army	Bringing Hope and Help Through Community Hubs		\$35,000.00
Thinktech Hawaii Inc	POINT-COUNTERPOINT HAWAII		\$5,000.00
Waianae Economic Development Council	R3: Restore-Reconnect-Revive		\$20,000.00
Waikiki Community Center	Malama Kupuna Program		\$15,000.00
Waikiki Health	Empowering Homeless Youth Through Education and Job Readiness Assistance		\$5,000.00
SUBTOTAL		\$60,000.00	\$355,980.00
HUMAN SERVICES TOTAL			\$415,980.00

TOTAL COOKE FOUNDATION, LTD. \$1,475,979.00

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 Hawaii.

ELIGIBILITY & PRIORITIES

- The Foundation's priority interests are arts, culture, and 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 or must apply through a fiscal sponsor with 501(c)(3) status. The Foundation does not make grants to supporting organizations classified under section 509(a)(3) of the Internal Revenue Code.
- The Foundation does not generally fund loans; endowments; funds for re-granting; conferences, festivals, and similar one-time events; religious programs; activities that have already occurred; scholarships; and grants or direct cash payments to individuals or for the benefit of identified individuals.
- Applications from a unit of the University of Hawaii must be submitted through the University of Hawaii 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. Fiscal sponsors are eligible to sponsor multiple projects at a time, including their own; however, the Foundation's guidelines below, regarding ongoing funding and support for two consecutive fiscal years, will apply to fiscally sponsored organizations, as well as organizations serving as a fiscal sponsor.
- The Foundation encourages Hawaii non-profit organizations to build their long-term sustainability through support from diverse funding sources such as foundation grants, public grants and contracts, individual donations, and earned income. The Foundation generally does not provide ongoing funding, support any one program for more than two consecutive fiscal years, or fund any one organization for more than two consecutive fiscal years.
- The Foundation may choose to fund over a number of years. In the case of a multi-year pledge, payments are released in twelve-month intervals, and each payment is contingent on receipt of a satisfactory progress report.
- The Foundation generally awards grants up to \$20,000. The Foundation will accept applications for more than this amount; however, awards over \$20,000 are rare. The Foundation no longer requires Trustee sponsorship for applications.
- Requests for more than \$5,000 should demonstrate that the Cooke Foundation portion of the budget does not exceed 30% of the total project budget.
- The Foundation does not accept incomplete applications or applications from organizations with overdue reports.

GRANT APPLICATION GUIDELINES

• APPLICATION PROCEDURES

Applications must be submitted online through Hawaii Community Foundation's Grants Portal. New users may register for an account here:

https://Hawaiiicf.smartsimple.com/s_Login.jsp

Registered users may log in to their account to submit an application. Please give yourself adequate time before the submission deadline to access the system and familiarize yourself with the application process and requirements.

For assistance with the online application process, please submit a support ticket at:

<http://hawaiicommunityfoundation.org/ticket>

INSTRUCTIONS

- Only complete and timely applications will be accepted.
- The online application has fillable boxes with character limits. The character counts in MS Word may not match the character counts in the application. If you cut and paste your work into the application, please be sure your text fits the space provided.
- The online application accepts diacritical markings in written Olelo Hawaii.

INSTRUCTIONS FOR SPONSORED ORGANIZATIONS WITH A FISCAL SPONSOR

- The sponsored organization, that is not a 501(c)(3) public charity, must submit the application.
- Sponsored organizations that do not have an account, should register, and select "Other Organization." Complete and submit the Organization Profile (see more information at right).
- The fiscal sponsor, that is a 501(c)(3) public charity, must also have an account. Fiscal sponsor organizations that do not have an account, should register, and select "501(c)(3) Charity." Complete and submit the Organization Profile.

- In the application "Program Overview" section, the applicant (sponsored organization) must select yes to the question *Do you have a fiscal sponsor?* Then select your fiscal sponsor from the list. If you cannot find your fiscal sponsor, please ask the fiscal sponsor organization to register in the system.
- In the application "Supporting Documents & Certification" section, the applicant (sponsored organization) must upload the completed Resolution and Agreement forms. See page 21 for more information. Please upload only the required forms.

ORGANIZATION PROFILE

As part of the online application, your organization profile (and fiscal sponsor organization profile, if applicable) must be certified prior to submission of grant applications and must be certified annually. Information needed to complete your organization profile (and fiscal sponsor organization profile, if applicable) includes, but is not limited to the following:

- IRS 501(c)(3) determination letter (not required if previously applied to the Foundation or if applying through a fiscal sponsor)
- Number of full-time staff, part-time staff, and regular volunteers
- Organization mission
- Service location(s)
- Types of services provided (including age, gender, and target populations served)
- Financial statements
 - Annual operating budget for the current year
 - Income statement (or profit/loss statement) for the most recently completed fiscal year
 - Balance sheet for the most recently completed fiscal year

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- Audited financial statements are preferred but not required
- Local units of national organizations must submit local unit financial information
- **Your organization's updated financial documents must be submitted in the Organization Profile prior to submitting the application. If the financial documents are not up to date, the application will be administratively denied.**
- Board of Directors list

APPLICATION

The application consists of 4 sections. Information needed to complete your application includes the following:

PROGRAM OVERVIEW

- Provide general information and characteristics about the program including, but not limited to program title, duration, area of interest, program location(s), and ages and genders served.
- If you have a fiscal sponsor, you will be asked to identify your fiscal sponsor. Please note, your fiscal sponsor must be registered in the Grants Portal prior to submitting your application.

PROGRAM INFORMATION

Organization Description: Describe the history and mission of the organization/program. What is the organization's experience implementing this program and staff capabilities to conduct the proposed work? *(Maximum 2,500 character count, single spaced)*

Problem or Opportunity: Clearly describe the problem, need, or opportunity to be addressed by the project. Support your statements with relevant data, research or information. Describe the population that will benefit from the project, including an estimate of size or numbers. For capital requests, describe the need for

the asset(s) or capital improvement for the organization and the population that will benefit it. *(Maximum 5,000 character count, single spaced)*

Project Overview: Provide a general overview of the project. Explain why you chose this approach to address the problem or opportunity. Provide a project timeline. If this is an ongoing project provide past results and achievements. For capital requests, provide the timeline and key activities for the capital project. *(Maximum 4,500 character count, single spaced)*

Activities & Expected Results: Describe the activities to be performed and the results or goals you expect to achieve. Describe how you will measure if your goals are met. For capital requests, explain the expected impact of the capital project on the organization and your ability to deliver your program(s) and meet community needs. *(Maximum 3,500 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:

Please include the following information on the Program Overview section if you are submitting a capital request:

- **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.
- **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

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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.

BUDGET

Provide your total program budget, amount requested through this application, and upload a copy of your program 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)

Applicants are strongly encouraged to use the Cooke Foundation Program Budget Template, found on the Grant Portal's Resources section and on the Cooke Foundation website:
<https://www.cookefoundationlimited.org/grant-seekers>

SUPPORTING DOCUMENTS & CERTIFICATION

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

- Fiscal sponsor's Board of Directors Resolution authorizing project fiscal sponsorship
- Fiscal Sponsor's Agreement. The fiscal sponsor documents can be found here:
<https://www.hawaiicommunityfoundation.org/grants/fiscal-sponsor-materials>

Attachments should be uploaded as PDFs for the program budget and fiscal sponsor documents (if applicable).

DEADLINES

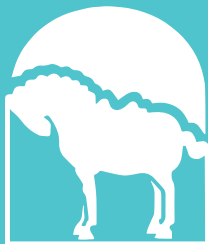
Application Due Date	Trustee Meeting
August 1, 2023	November 2023
March 1, 2024	May 2024

Completed applications must be submitted by 4:00 pm HST on the deadline dates indicated above.

CONTACT INFORMATION

If you have questions about the guidelines or the application process, please contact Elizabeth Lentz-Hill at elentzhill@hcf-hawaii.org or (808) 566-5543.

For technical assistance with the online application process, please submit a support ticket at:
<https://www.hawaiicommunityfoundation.org/web/support-tickets>



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NOTES

We recognize the significance of diacritical markings in written Hawaiian as pronunciation guides, but have opted not to use them in this digital report since they display inconsistently across various computer platforms/browsers and do not conform to search engine optimization.