



HEI Charitable Foundation

P.O. Box 730

Honolulu, HI 96808-0730

Telephone: 808-543-5889 • Fax: 808-203-1390

Email: heicf@hei.com

Grant Application Guidelines

Hawaiian Electric Industries (HEI), with its family of companies—Hawaiian Electric Company (HECO), Maui Electric Company (MECO), Hawaii Electric Light Company (HELCO), and American Savings Bank (ASB)—strives to be a trusted and valued leader in improving the economic well-being of the state, promoting the environmental sustainability of our islands, and benefiting the communities we serve.

Through the HEI Charitable Foundation (HEICF), we are proud to support and add value to important community initiatives through grants, donations, scholarships, our matching gift program and volunteerism from our employees. By doing our part, we hope to fulfill our responsibility to strengthen our communities and serve as a catalyst for a better Hawaii.

While we support a diverse range of non-profit organizations, our philanthropic efforts are focused on supporting community programs across Hawaii in the following areas:

- Educational Excellence
- Environmental Sustainability
- Economic Growth
- Community Development

Only 501(c)(3) organizations to which contributions are deductible for tax purposes under Section 170 of the Internal Revenue Code (1954) as amended will be eligible for assistance. Funds can also be donated to governmental entities provided that such funds are used for a public purpose in accordance with IRS rules governing 501(c)(3) charitable foundations.

Particular consideration will be given to organizations or programs:

- which demonstrate cost-effectiveness by maximizing the achievement of goals while utilizing a minimum of resources;
- in communities where the company has or will have a significant presence;
- which provide recognition and goodwill for the company;
- which further the well-being of the company's employees and their interests;
- which enhance business development opportunities for HEI companies; and
- which are actively supported by volunteers from the company and/or foster camaraderie within.

Generally, only one donation will be given in a calendar year to any non-profit organization. Multi-year and capital pledges are very limited. In addition, support from the United Way will be a factor in the consideration process.

Contributions will not normally be provided for:

- activities to replace government support;
- programs outside the areas served by HEI companies;
- religious activities of a particular denomination;
- veterans, fraternal or labor organizations, unless the purpose benefits all the people in the community;
- political funds;
- program advertising; and
- direct support for specific individuals.

APPLYING FOR GRANTS:

A grant application must be submitted for consideration with the necessary documentation as follows:

- non-profit organization mission statement;
- proposal narrative (the primary objective of your proposed project or activity, information on the need or problem, how the project will be administered, how it fills a need not met by others, how it will improve the business, social or surrounding environment in which our company operates, the population to be served, and the plan for project or program evaluation);
- the amount being requested;
- program budget (information on your organization and budget for this project, information regarding sources of revenue, other requests outstanding, contributions already received and the donors, including support from your officers and board members, and grant request as a percentage of total budget);
- a copy of your latest management audit, cost-effectiveness study or lacking either, an explanation of method(s) used to determine your cost-effectiveness;
- a breakdown of monies spent on your major programs;
- a list of your Board of Directors and HEI employees actively involved with the non-profit organization;

- an IRS notification letter substantiating your current 501(c)(3) tax-exempt status;
- a current Form 990;
- a current financial audit;
- chief executive officer's compensation and benefits;
- the number of paid staff members and volunteers; and
- an outline of plans for acknowledging our contribution.

SUBMISSION DEADLINE:

Grant requests are presented on a quarterly basis to the HEI Charitable Foundation Board. In order to have a grant request considered at the quarterly meeting, please submit a completed grant application by the first (1st) of January, April, July, or October.

CONTACT INFORMATION:

HEI Charitable Foundation (ASB29-Z8)
P.O. Box 730
Honolulu, HI 96808-0730
Email address: heicf@hei.com
Phone number: (808) 543-5889