

## I. Project Justification

**Program goal and associated objective(s):** The funds requested from IMLS would contribute directly to the Living Library's development of efficient 1) strategic partnerships and 2) content sharing within, across, and outside Native Hawaiian communities to ultimately enhance the preservation and revitalization of Native Hawaiian culture and language.

KEY Project's Living Library is a multi-media space dedicated to creating and capturing digital images, video, and audio stories of resilience from our community. Our understanding of the past allows us to bring forward the shared values of our community for a stronger and brighter future. The Living Library honors the stories of our *kūpuna* (elders; in this grant application, all non-English italicized words are Hawaiian, followed by translations in parentheses) who are with us and want to share their stories. The Living Library also connects KEY Project and the Ko'olau communities to our partners, educators, filmmakers, and cultural practitioners perpetuating and preserving Hawaiian culture. In addition to providing a physical space that is easily accessible to the community, the Living Library also equips the community with audio and video equipment to empower the community's individual voices to articulate their own stories of cultural, environmental, social, economic, and recreational well-being.

The Living Library is in alignment with Program goal #3: enhance the preservation and revitalization of Native Hawaiian culture and language, and alignment with objective 3.1: Support the development of efficient strategic partnerships within, across, and outside Native Hawaiian communities, and objective 3.3: Support the sharing of content within and/ or beyond Native Hawaiian communities.

**Program Need, Identification, and Understanding:** To define the need for our project, our findings result from KEY Project staff listening to community members coming onsite to attend KEY Project's consistent programming and share their struggles and needs, a formal Community Needs Assessment conducted in August 2021, demographic information from Census data, discussions with and research by another local community center, and learnings from current and ongoing programming that inform KEY Project's knowledge and understanding of the economic circumstances and conditions of the community it serves.

Since KEY Project is the only community center with support and programs for seniors located between the nearly twenty seven miles between Kaneohe and Kahuku, KEY Project's programs are unique and irreplaceable to the *kūpuna* (elders) of these communities. KEY's unique opportunity to fill this gap is integral to supporting the targeted vulnerable population of older adults. KEY Project's Na Pua o Ko'olau *kūpuna* program is dedicated to the social, intellectual, cultural, economic, emotional, and physical needs or interests of adults 50 years of age or older in the community and has been operating for the past 54 years. Na Pua o Ko'olau offers breakfast, culture and arts classes, as well as fitness and nutrition workshops to encourage *kūpuna* (elders) to learn and grow with one another. Nearly 2,000 *kūpuna* (elders) in the community receive services from the Na Pua O Ko'olau program. Over a hundred *kūpuna*

(elders) make onsite visits to KEY Project weekly, and most make more than one visit a week. Despite current programming, Na Pua o Ko'olau kūpuna program participants have shared their feedback and have requested for more ways for older adults to make new social connections and maintain existing ones, specifically through their culture and traditions.

In August 2021, KEY Project administered a community survey and then measured and analyzed demographic information pulled from Census data against the response and interests of program participants. KEY's Community Needs Assessment allowed for the target population and direct and indirect beneficiaries to give direction to the needs and priorities they wish to see through KEY Project's programming (Figure 1). Specifically, the *kūpuna* (elders) were given the opportunity to comment on the type and focus of future programming. Culture and aina based programming, content, programs and off-site visits that are specifically geared towards sustaining and perpetuating Hawaiian culture and practices was reported by community members as a desire for our target population (Figure 1 and Figure 2).

In response to the target population's feedback and request for more culture and *aina* (land) based programming, KEY Project spoke with Ho'oula 'Aina and Kōkua Kalihi Valley Comprehensive Family Services (KKV), another local community-based partner, in December 2021 to learn about how Ho'oula 'Aina conducted their Legacy Interviews with their *kūpuna* (elders) in their community. KEY Project is also interested in integrating the *Pilinahā* or the Four Connections Framework for health in KEY Project's Na Pua o Ko'olau kūpuna program and Living Library activities. "*Pilina* in Hawaiian means connection or relationship. The Hawaiian language commonly has layered meanings, and here *hā* references '*ehā*, meaning 4, as well as *hā*, meaning breath of life. *Pilinahā* represents the 4 connections essential for health and healing"<sup>1</sup>. In alignment with objective 3.1: support the development of efficient strategic partnerships within, across, and outside Native Hawaiian communities, KEY Project requests to use IMLS funds, for the Living Library to support the development of partnerships such as Ho'oula 'Aina to ultimately develop dialogue, within the communities we serve, to contribute to the growing body of work on community and indigenous well-being.

There are over twenty five local magazines, newspaper, digital collections, or nonprofit organizations that focus on actively developing and publishing content and digital products or supporting the archiving and preservation of Native Hawaiian content<sup>2</sup> yet there is an opportunity, especially for an established community-based organization such as KEY Project's Living Library to focus on the development of efficient 1) strategic partnerships and 2) content sharing within, across, and outside Native Hawaiian communities to ultimately enhance the preservation and revitalization of Native Hawaiian culture and language. Thus, while there is a pool of Native Hawaiian content creators and preservationists, including past IMLS grant winners, many may lack the facilities including a large indoor/outdoor pavilion for film screenings that KEY Project has.

---

1 <https://www.ncbi.nlm.nih.gov/pmc/articles/PMC6700459/>

2 <https://iolani.libguides.com/hawai>

KEY Project's Living Library produces archival materials documenting how KEY Project's programs, such as the youth program and kūpuna program, revitalize and practice Native Hawaiian culture and language; yet, there is a large opportunity for KEY Project's Living Library to connect the communities in our service areas, or as a *kūpuna* (elder) respondent o KEY's Community Needs Assessment wrote, "work with organizations that are outside of Kualā-He'eia but service the community". By supporting the development of efficient strategic partnerships within, across and outside Native Hawaiian communities then KEY Project's Living Library will fill a need or ask from the community in addition to filling a need or gap in the ecosystem of Native Hawaiian Culture preservationists and practitioners.

In alignment with Objective 3.3: Support the sharing of content within and/ or beyond Native Hawaiian communities, KEY Project requests to use IMLS *Native Hawaiian Library Services Grants* for development of partnerships by utilizing KEY Project as a safe, accessible, and well-maintained space where our Native Hawaiian cultural practitioners, archivists, content creators, documentarists, and filmmakers, including past IMLS grant winners, can share their creative products to the community.

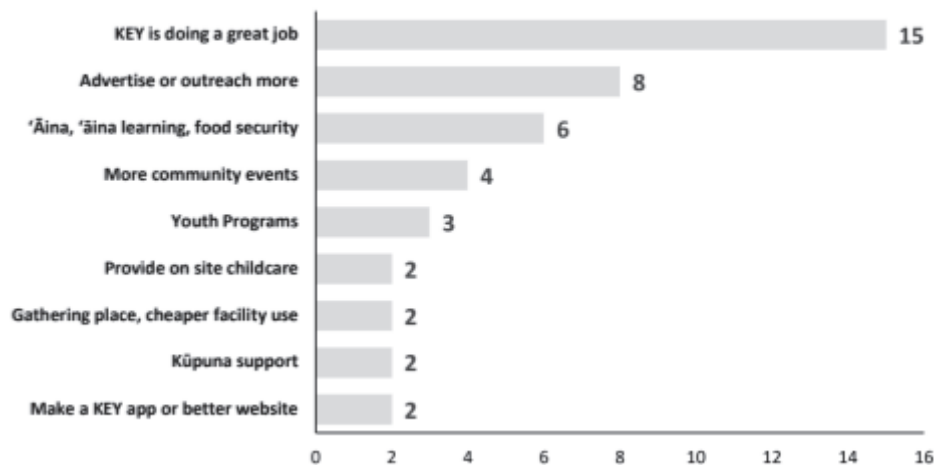
**Figure 1** Count for new programming suggestions



**Figure 3. Specific comments for KEY Project staff**

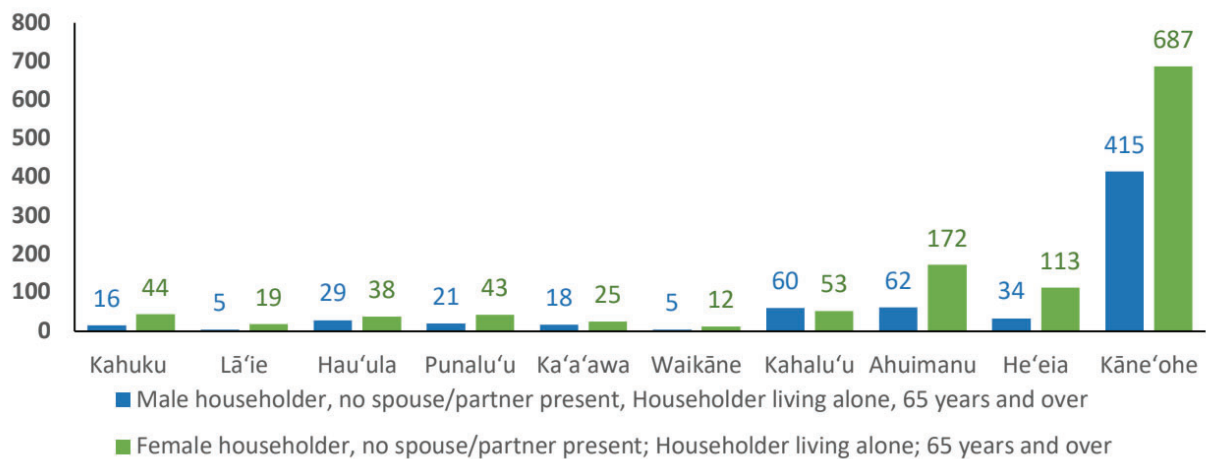
We would like a tastier breakfast. Husband and I are not fond of most of the entrees. We prefer simple items and not spicy.
understanding the water cesspool overflow issues and how we can develop and improve the system for all
form a "mothers' group for exchange of ideas/services: babysitting, cooking, advice, etc.
Work with organizations that are outside of Kuala-He'eia but service the community
Due to COVID the people today are not very trustworthy to any program's out there because of the turnaround time.
Have friendlier or more "out-going" seniors who make others who come to Key Project feel welcome. The people I encounter seem like they dread what they must do: sign in people. Optimism of the front line would help to encourage other seniors to attend.
Solicit more volunteer help from community recipients to give back to Key Project for the services this organization provides.

**Figure 2. Count for specific actions KEY should take to serve the community better**



**Target Population:** The target population for this program are our community’s *kūpuna* (elders), specifically adults aged 50 and older. 2019 Census records show that there are 1,596 adults, age 65 years or older, that live alone and independently within KEY’s service area. Because Na Pua O Koolau serves *kūpuna* (elders) aged 50 years and older, we predict that there are approximately 2,000 adults in KEY Project’s service area. The target population has been involved in the planning of KEY Project’s Living Library through the Community Needs Assessment conducted in August 2021 in addition to select formal and informal interviews gathered from KEY Project events and services.

**Figure 4. Estimated number of kūpuna households (65+) living alone, by Census District (2019, 5-year Summary File)**



Community centers like KEY can offer places for older adults to make new social connections and maintain existing ones which is one of the benefits we’ve witnessed when KEY Project hosts community and kapuna gatherings for storytelling and film screenings. Accessibility to continued cultural, intellectual, and social development is paramount for older adults utilizing community resource centers. KEY Project is the only senior center located between Kaneohe and Kahuku, making our programming unique and irreplaceable to the *kūpuna* of these communities. KEY’s unique opportunity to fill this gap is integral to supporting the targeted vulnerable population of older adults. Census data also demonstrates that in the KEY Project service district, households are utilizing more of their monthly income towards housing payments than the state average. Low or zero-cost programming through our senior services decreases barriers to these vulnerable families.

**Beneficiaries:** Offering KEY Project’s facilities for film screenings and building partnerships within, across, and outside of the Native Hawaiian community will fuel the success of KEY Project’s Living Library. Not only will KEY Project’s Living Library directly benefit the target population, the *kūpuna* (elders) and youth by supporting KEY’s ancillary programs and services,

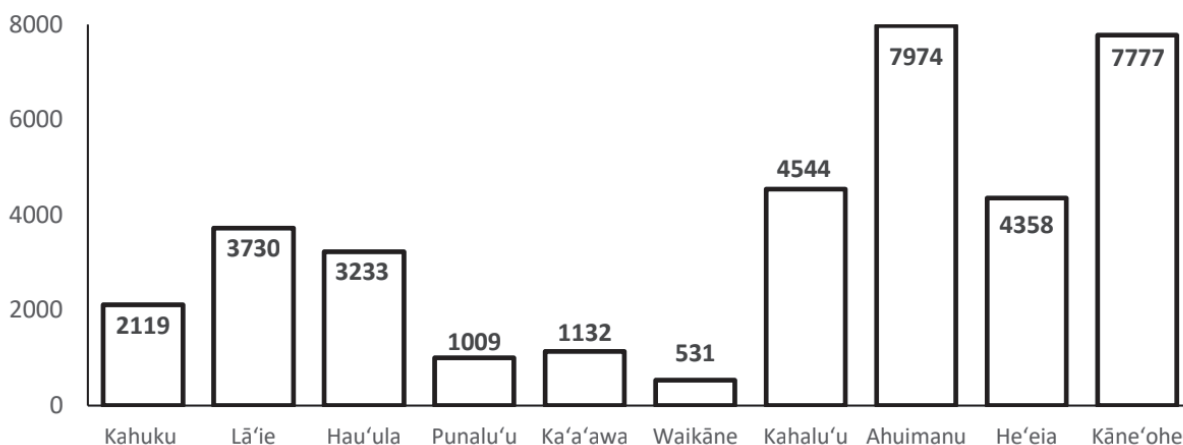
but the Living Library will also aid in the long-term development of other members and populations in need in the Ko'olau region. By amplifying and supporting the sharing of content that uphold and preserve Native Hawaiian values, the Living Library will aid families in general; parents, specifically single parents; and schools, not just the students but also helping teachers.

These ultimate beneficiaries identified were also a result of KEY's Community Needs Assessment and ongoing conversations with the community.

KEY Project serves the communities from Kāne'ōhe to Kahuku. In these areas, there are a total of 19,082 households<sup>1</sup> with an average household size of 3.3 individuals and a total of 36,407 individuals.

Figure 1 below shows the estimated population in households in each Census District.

Figure 1. Estimated population in households, by Census District (ACS, 2019 5-year Summary File)

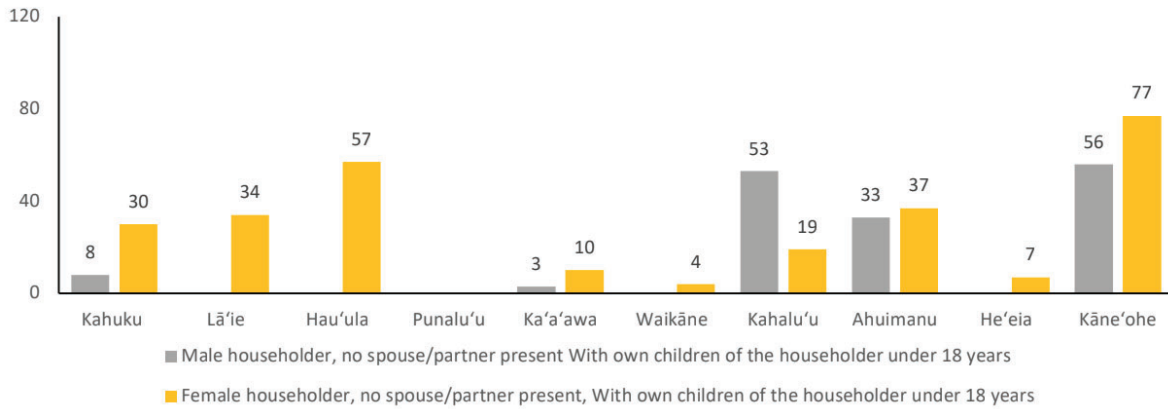


An important note is that not all people live in households covered by the Census data collection methodology. Houseless individuals and those living in group quarters (military barracks, hospitals, treatment, or group shelters) are often not included in Census Districts.

Parents, specifically single parents;

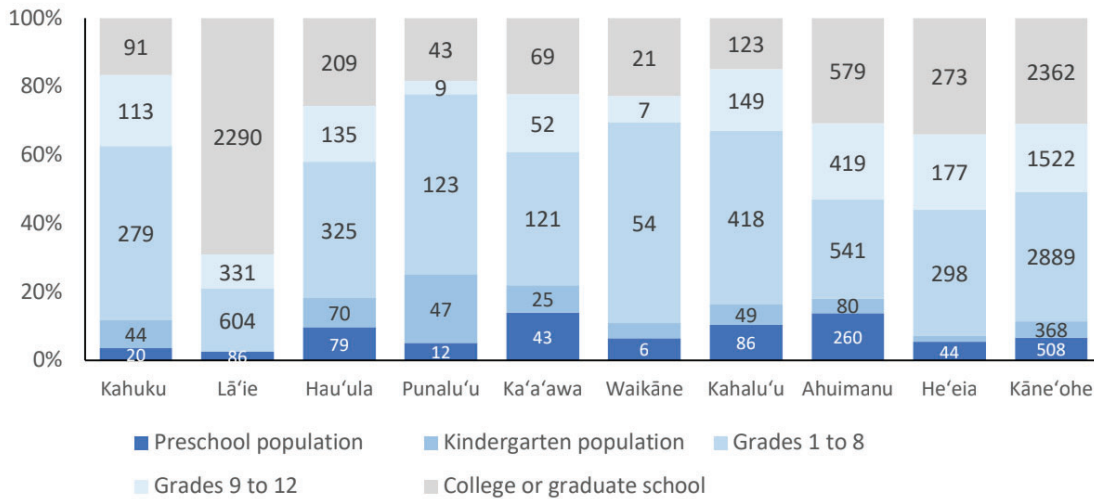
Figure 2 below shows the estimated single-parent households with own children under 18 in the region served by KEY Project. In Kahalu'u, there are 53 single father households, which is about 4.1 percent of the total households and four times the state average of single father households (1.0 percent). The state average for single mother households with children is 3.4 percent; the 57 single female households in Hau'ula (7.1 percent) and 30 single female households in Kahuku (5.6 percent) are higher than the state average. The other communities have fewer than average single male and female households with their own children.

Figure 2. Estimated single parent households with own children under age 18, by gender of householder, by Census District (ACS, 2019 5-year Summary File)



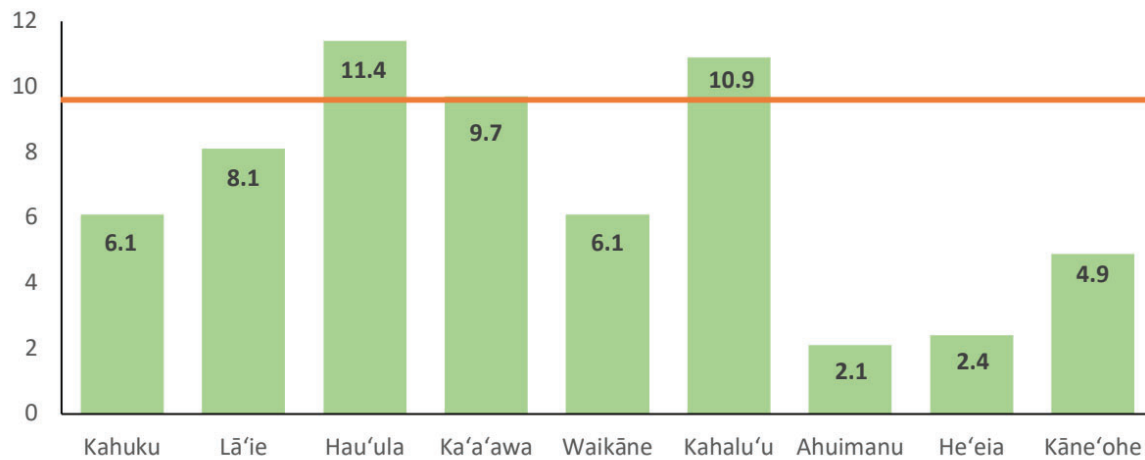
Ko'olau region includes 34 schools. This includes 30 public schools and 4 charter schools. Elementary-Middle, 23 elementary, 3 high school, and 6 mixed intermediate- high schools.

Figure 6. Estimated number of children, by school age group and Census District (2019, 5-year Summary File)



Digging further into the economic needs of the Ko'olau communities, Figure 14 below shows the percent of households with children who live below the poverty line. Across the state, 9.6 percent of all households live in poverty. Hau'ula and Kahalu'u had the highest percentage of households with children living in poverty; Ka'a'awa comes close to matching the state average. The other communities also have families living in poverty, though they remain lower than the state average. One area to note is a seemingly stark difference in poverty in Ahuimanu versus Kahalu'u, which are adjacent communities and also sit on either side of KEY Project. Ensuring equitable access and services to Kahalu'u families as for Ahuimanu families will be an important goal for KEY Project.

**Figure 14. Percent of households with own children under age 18 living below the poverty line in the last year (2019, 5-year Summary File)**



## II. Work Plan

**Goals:** 1) Organize the Project Team, 2) Community and Partner Outreach, 3) Learn from community partners' best practices + integrate with Living Library, 4) Develop Living Library Film Screening Framework for Community Partners, 5 ) Host film screenings + community conversation nights, 6) Train community partners on Living Library resources and space, 7) Host end of IMLS Project Exhibition at Key Projectm, 8) Evaluate Project Data

### **Key Individuals involved in Program (not exclusive):**

**Program Manager (PM) : Louella Aquino** - 10 years of experience designing and implementing programs of various budgets within the private and public sector with 2 additional years supporting a public library. As a Program Manager and Artist, Louella will execute Living Library program activities, measure grant activity completion, and communicate to stakeholders.

**Kūpuna Program Coordinator: Kehaulani Quinata** - In partnership with Kūpuna Program Coordinator, Kehaulani will lead Kūpuna programming with her 5 years of experience in Hawaiian culture and morals lesson planning and implementation.

**Community Development Coordinator (CDC) : Joseph Hnatusko Wat** - Graduated with a BS in Biology and BA in Chinese Language and Culture from Tufts University in 2013. He has 7+ years of leading youth through educationally rigorous nutrition and gardening experiences for a diverse range of participants.



Pages in excess of the limit specified in  
the Notice of Funding Opportunity  
have been removed by IMLS staff.



Pages in excess of the limit specified in  
the Notice of Funding Opportunity  
have been removed by IMLS staff.



Pages in excess of the limit specified in  
the Notice of Funding Opportunity  
have been removed by IMLS staff.

## **LIVING LIBRARY - DIGITAL PRODUCT PLAN**

### **TYPE**

#### **What Digital Products will you create?**

While the KEY Project Living Library does develop content focused on documenting ancillary KEY Project pillar programs, such as KEY Project's Na Pua o Ko'olau kūpuna program and youth program, KEY Project is not focused on developing digital content for our identified strategic partners if awarded the IMLS grant funds. There is a significant and talented pool of Native Hawaiian content creators and preservationists, including past IMLS grant winners, actively developing and publishing content and digital products or supporting the archiving and preservation of Native Hawaiian content, that would immensely benefit from the support of a community-based organization such as KEY Project's Living Library to focus on the development of efficient 1) strategic partnerships and 2) content sharing within, across, and outside Native Hawaiian communities to ultimately enhance the preservation and revitalization of Native Hawaiian culture and language. If awarded the IMLS grant, then KEY Project's Living Library tangible products that may be in the Digital Products Plan include:

- 1) a thematic framework that incorporates the Pilinaha framework for the Living Library
- 2) Promotional materials (such as printed or digital flyers) for at least five onsite film screenings or community conversations
- 3) an events and community dialogue facilitation guide for film screenings (for our partners)
- 4) an exhibition of community responses to the content and films shared over the course of the IMLS grant
- 5) a paper documenting and analyzing the outcomes and performance of the project

In addition to the above, KEY Project will also be collecting survey data from the community to understand the success and improve the execution of our film screenings. If KEY Project is sharing and amplifying a partner organization's digital products, then KEY Project acknowledges no ownership rights over the content or information shared. KEY Project observes U.S. copyright law (Title 17 of U.S. code). In the instances a partner organization(s) presents their digital products at KEY Project, then the partner organization(s) will hold the copyright(s) and be owners of their digital products' access and use.

### **AVAILABILITY**

#### **How will you make your digital products openly available (as appropriate)?**

KEY Project will make digital products widely available, as appropriate, through KEY Project's outreach materials and digital or online spaces including the KEY Project website. KEY Project will also invite all partner organizations, including KEY Project's supporting organizations not involved with the IMLS grant, to make the availability of the digital products known on their websites and online spaces available.

As appropriate (where KEY Project holds the intellectual property status and the publication of the content doesn't risk or violate the privacy of any of its community members) KEY Project will ensure that the public can access, read, download, and analyze the work without charge. The team's Project Director and Authorizing Official will develop protocol to ensure that availability is made in the best interest of the community.

In the instances where KEY Project does not hold copyright, KEY Project will encourage partner organizations to share their work whenever possible through free and open-access sites and repositories. KEY Project will defer to our partner organizations on their conditions of availability, access, and use.

## ACCESS

**What rights will you assert over your digital products, and what limitations, if any, will you place on their use? Will your products implicate privacy concerns or cultural sensitivities, and if so, how will you address them?**

KEY Project will not assert any ownership rights over digital products not created by KEY Project. KEY Project will announce, written or otherwise, and properly credit the organization who owns, created, or introduced the content to KEY Project. In the instance where a partner organization were to request KEY Project to design, develop, and create digital products, including but not limited to digital content, film, videos, surveys, or research data, then KEY Project would request to retain any intellectual property status or copyright on these materials or share copyright. This would vary from partner to partner.

For instances where KEY Project documents an organization sharing their digital products, including films and research, at KEY Project's large indoor/outdoor pavilion for film screenings, then KEY Project acknowledges no right to that intellectual property status of the digital products shared by the organization but would request to retain intellectual property status of the responses, including verbal or written feedback, shared by KEY Project's community. KEY Project hopes to retain any intellectual property status of any products or content that would expose or reveal a community member, especially youth or kūpuna.

KEY Project asserts ownership rights of responses, including but limited to written surveys or verbal testimonies, from the community. Protecting our community's privacy, including those of youth and our kūpuna, is critical. First, any survey data, content, or information recorded or collected by an individual under eighteen years of age or determined youth, will need explicit permission and authorization from a guardian or parent. KEY Project's Youth program coordinator would help address this, in addition to cultural sensitivities that come along with this. For our kūpuna, KEY Project is learning from partner organizations who have actively been completing legacy interviews to understand better frameworks for addressing cultural sensitivities and privacy issues.

In the instance where a partner organization were to request KEY Project to design, develop, and create digital products, including but not limited to digital content, film, videos, surveys, or research data, then KEY Project would request to retain any intellectual property status or copyright on these materials or share copyright depending on the content request and partner.

## SUSTAINABILITY

**How will you address the sustainability of your digital products?**

Partner organizations who hold copyright and intellectual property status to their content will own all asset maintenance. While KEY Project will defer to our partner organizations on their asset maintenance and preservation plan, KEY Project will promote FADGI standards to ensure high quality preservation. If a partner organization's digital products have not been archived then digitization procedures, specific to the project as informed by industry guidelines, will be adapted for the needs of the project and its shared products. KEY Project will promote Technical Guidelines for Digitizing Cultural Heritage Materials established by the Federal Agencies Digitization Guidelines Initiatives (FADGI) and aim to meet or exceed the specifications corresponding to a 3-star rating in the FADGI Star System.

In regard to strategy for preserving and maintaining metadata, KEY Project will not be creating the descriptive or structural metadata for our partner organization's digital products. Our partner organizations will come to us with digital products with various standards or data models for their metadata structure.