

Kaulele

PRACTICUM FUNDING APPLICATION INSTRUCTIONS

A partnership of the Kamehameha Schools, INPEACE and the Native Hawaiian Leadership Project

Kaulele means to “take flight and soar.” It also means “extraordinary, over and above the ordinary¹”. Kaulele is a program in partnership with the Kamehameha Schools, the Institute for Native Pacific Education and Culture (INPEACE) and the Native Hawaiian Leadership Project. Kaulele has an interest in expanding outreach to a variety of financial needs for Native Hawaiians that tend to be under funded and yet crucial to our continued success in the educational arena. This outreach includes funding for Native Hawaiians required to do practicum work within their study area.

Examples of practicum work include nursing students who are required to do “rounds” in a hospital setting for credit or students in education required to do classroom “teaching” at various schools for credit.

Kaulele maintains a preference for practicum applicants that are studying in areas that service a good percentage of Native Hawaiians and/or areas of study that are underrepresented by Hawaiians in that particular field.

All completed applications need to be received in our office within the first month of the semester of study. Practicum checks are usually divided into two parts. The first half of the award is appropriated when enrollment is confirmed, the letter of agreement is received and a community service proposal is approved. The second part of the award is remitted after Kaulele receives student’s final grade, end-of-year report and community service timesheets.

Required Documentation:

1. **Before Practicum**

- Completed signed Kaulele application
- Detailed description of class/work and associated hours. You may use the instructor’s syllabus, or a paragraph describing the kuleana of the class.
- Certified original birth certificates (see application for details)

2. **During Practicum**

- Signed Letter of Acceptance (LOA) agreeing to terms of Kaulele.
- Timesheets regarding community service hours performed.

3. **After Practicum**

- Final grade received for class
- Report detailing experiences in the practicum from student

At the time that award letters are sent out, a Letter of Acceptance (LOA) is also enclosed and required to be returned to us before any funds are transferred to the recipient. This LOA delineates the terms of the practicum and the expectations of both the awardee and Kaulele staff. Within this document, it states that if for some reason the student drops out of the practicum class, the awardee will have to return to Kaulele all funds transferred to them in expectation of taking the class. It also outlines the idea that each awardee should consult with their tax advisor as to whether this award is taxable to them.

Should you have any questions, please direct them to Manu.Kaiama@Hawaii.edu or call 945-1560.

¹ The Hawaiian Dictionary, Revised and Enlarged Edition by Pukui and Elbert