



Pauahi Foundation

2025-2026
TERMS AND CONDITIONS OF THE
PAUAAHI KEIKI SCHOLARS (PKS) SCHOLARSHIP PROGRAM

Beginning April 28, 2025, the Pauahi Foundation will be administering all KS scholarship programs.

GENERAL INFORMATION

- Recipient must reapply for this scholarship each year and meet all eligibility requirements. Only completed applications by the deadline will be considered.
- The award is determined annually and is based on factors which may include the family's financial need and recognized tuition costs of the preschool that the recipient will attend. Participating preschools are identified on the Pauahi Foundation website.
- The award is non-transferable to another student, school year, or non-participating preschool and reflects the maximum monthly award amount that a recipient is eligible to receive from the Pauahi Foundation.
- The Pauahi Foundation may request the submission of a completed IRS Form 4506-T Request for Transcript of Tax Form as determined to verify applicant's financial data.
- The Pauahi Foundation may share Recipient data with KS to support operational efficiencies.
- Award amount and Terms and Conditions may change from year-to-year as the amount is subject to the availability of funds.
- Failure to meet the Terms and Conditions may cause the recipient to be disqualified for consideration under the program in subsequent years.
- Preference is given to applicants of Hawaiian ancestry to the extent permitted by law.

1. USE OF FUNDS

- The award must be used for preschool program tuition only. If the recipient does not enroll in the preschool identified on the award letter, the award may be used by the recipient at another participating PKS preschool.
- The initial award amount stated in the award letter is the maximum award amount a student can receive at the preschool listed on the award letter.
- If the recipient is receiving subsidies from other early learning programs (e.g. Preschool Open Doors, Child Care Connections, etc.), Parent(s)/Legal Guardian(s) are responsible for sending a copy of subsidy notifications by email to scholarships@pauahi.org. The Pauahi Foundation may revise the award amount if the sum of other subsidies and PKS award exceeds preschool tuition. Parent(s)/Legal Guardian(s) will be notified in writing of revised award amount.
- PKS funds cover preschool program hours from 7:30 am to 5:30 pm, Monday through Friday. If your child only enrolls part-time, the PKS award amount may decrease as awards do not cover the full cost of tuition. Families are responsible for any outstanding balance(s) for deposits, tuition, fees, meals, and/or other costs.
- The Pauahi Foundation may revise the amount of the award if the actual tuition charged by the preschool is less than the recognized tuition cost. Parent(s)/Legal Guardian(s) will be notified in writing of revised award amount.

- The award cannot be used to reserve a seat at the preschool. Child must be enrolled and attending the preschool.

2. AWARD DISBURSEMENTS

- Disbursement check(s) are made payable directly to the Parent(s)/Legal Guardian of the PKS recipient once all disbursement conditions are met.
- Initial disbursement check will be initiated after:
 - Parent(s)/Legal Guardian(s) acknowledge the Terms and Conditions by clicking the “Accept” button to approve the award in FACTS.
 - Parent(s)/Legal Guardian(s) sends the Pauahi Foundation information that verifies enrollment and tuition costs. Enrollment date is defined as the first day the recipient is present at the preschool.
 - If applicable, Parent(s)/Legal Guardian(s) should send the Pauahi Foundation information and documents which verify that all conditions for previously awarded school years have been met.
- The Pauahi Foundation disburses awards on a monthly basis in 3- or 4-month increments. See chart below:

Disbursement Period	Enrollment period	Month check issued to Parent(s)/Legal Guardian
1	August 2025 – October 2025	July or August
2	November 2025 – January 2026	October
3	February 2026 – May 2026	January
4	June 2026 – July 2026	May

Note: This schedule is subject to change. Disbursement periods 3 and 4 are conditional upon Parent(s)/Legal Guardian(s) completion and submission of Parent Quarterly Reports (PQR).

- No award disbursement(s) for the 2025-2026 award year will be made after September 30, 2026. All unpaid charges incurred are the responsibility of the Parent(s)/Legal Guardian(s).

3. SCHOOL CHANGES

- Parent(s)/Legal Guardian(s) may use the award for another participating PKS preschool at any time during the school year.
- The Pauahi Foundation may revise the amount of the award based on the recognized cost of the new preschool. Parent(s)/Legal Guardian(s) will be notified in writing of revised award amount.
- Parent(s)/Legal Guardian(s) must notify the Pauahi Foundation in writing before the award is used at another participating PKS preschool.
- The PKS Scholarship cannot be used at a Kamehameha Schools Preschool or a non-participating PKS preschool.
- Charges and fees, including late notification charges, which result from a transfer either to the new preschool or from the original preschool is the responsibility of the family.

4. PARENT QUARTERLY REPORT

- Parent(s)/Legal Guardian(s) are responsible for submitting completed attendance and preschool volunteer work, community service and/or parent workshop information via the Parent Quarterly Report (PQR) by the established due dates to ensure timely disbursements.

Quarterly Reporting Period	Parent Quarterly Report Deadline
August – October (Q1)	November 30 th , 2025
November – January (Q2)	February 28 th , 2026
February – April (Q3)	May 31 st , 2026
May – July (Q4)	August 31 st , 2026

- Late PQRs may result in delayed disbursements, award suspension and/or termination for the current award year, and ultimately, ineligibility for future awards.
- An email notification will be sent after the end of each reporting quarter with a link to submit attendance and community service reports. Alternatively, Parent(s)/Legal Guardian(s) can log in directly to FACTS to submit the information.

5. AWARD CONDITIONS: ATTENDANCE

- Child should maintain an attendance rate of 80% in each 3-month reporting quarter.
- Child should have no more than three (3) consecutive days of unexcused absences. Unexcused absences are determined by the preschool.
- Attendance is self-reported. Parent(s)/Legal Guardian(s) should provide attendance information following each reporting quarter by submitting a completed Attendance form on through FACTS.
- Parent(s)/Legal Guardian(s) do NOT need to request an official attendance report from the preschool.
- Attendance reported prior to the end of the quarterly period will NOT be accepted.

6. SERVICE ACTIVITY HOURS

- Families are encouraged to participate in service activities which develop and strengthen engagement with Hawaiian culture, language, values, land, and the community.
- Total No. Of Completed Service Activity Hours
The Pauahi Foundation recommends that Parent(s)/Legal Guardian(s) of each PKS recipient aim to perform **five (5) activity hours each 3-month reporting quarter for *each* awarded child**. For example, for more than one awarded child, consider five (5) hours for each awarded child. (i.e. 2 awarded children = 10 hours per quarter)
- Please be mindful of the following criteria relating to the performance of activity hours:
 - Parent(s)/Legal guardian(s) should not use the same activity hours for more than one awarded child.
 - Hours should be completed within the current scholarship year.
 - Hours should be performed with a non-profit organization or performed with your child's school.
 - Hours cannot benefit a KS student, staff, or program.
 - Hours cannot benefit political campaigns, programs, or parties.
 - Any community service hours completed must be unpaid.
 - Activity Hours are self-reported. Parent(s)/Legal Guardian(s) should include service activity hours following each reporting quarter in their PQR.

Categories

- 'IKE/NOHONA (Hawaiian knowledge and culture)
Activities that give families the opportunity to strengthen their Hawaiian identity, language, culture and practices:
Examples include:
 - *Volunteering to clear invasive species from a fishpond*
 - *Harvesting and cleaning kalo at a lo'i kalo*
 - *Completing a Hawaiian language or history course*
 - *Attending a seminar or lecture series on topics related to Native Hawaiian knowledge and contemporary issues such as 'ai pono, Native Hawaiian filmmaking, etc.*
- PAPA HANA (Workshops and classes)
Activities that foster personal growth and incorporate newfound knowledge into daily life.
Examples include:
 - *Completing a "decolonizing your diet" workshop series*
 - *Taking a money management/budgeting workshop*

- *Completing a computer literacy course*
- *Joining other families at a parenting skills workshop*
- E KŌKUA KĀKOU (Community service)
Activities completed with non-profit organizations that offer the opportunity to lead by example for 'ohana and community.
Examples include:
 - *Volunteering at a community event promoting/celebrating Mahina 'Ōlelo Hawai'i, Lā Kū'oko'a, or other commemorative Native Hawaiian events.*
 - *Participating in Native Hawaiian community issues and activism*
 - *Serving food to homeless families with a non-profit organization*
 - *Leading an activity for kūpuna at a senior living and/or activity center*

7. PARENT-TEACHER CONFERENCES

Parent(s)/Legal Guardian(s) are encouraged to attend all scheduled parent-teacher conferences offered at their child's preschool.

8. CHANGES IN CONTACT INFORMATION

Parent(s)/Legal Guardian(s) agree to update the Pauahi Foundation in writing of any changes in address, phone number(s), parental custody and/or email address within 30 days of noted change. Send written statement by email to: scholarships@pauahi.org.

9. REPAYMENT

- The Pauahi Foundation may request repayment of award funds or cancel/suspend an award if it is determined that the recipient's Parent(s)/Legal Guardian(s) have not met the Terms and Conditions of the award, have provided fraudulent information, or if Pauahi Foundation receives information after initial awarding that affects award determination or calculation.
- Repayment must be made in full before any additional funds are disbursed or to restore eligibility for a subsequent award year or participation in any Pauahi Foundation scholarship program.