

House District _____

Senate District X

**THE TWENTY- FOURTH LEGISLATURE
HAWAI'I STATE LEGISLATURE
APPLICATION FOR GRANTS & SUBSIDIES
CHAPTER 42F, HAWAI'I REVISED STATUTES**

Log No: 4-0

For Legislature's Use Only

Type of Grant or Subsidy Request:

GRANT REQUEST – OPERATING

GRANT REQUEST – CAPITAL

SUBSIDY REQUEST

"Grant" means an award of state funds by the legislature, by an appropriation to a specified recipient, to support the activities of the recipient and permit the community to benefit from those activities.

"Subsidy" means an award of state funds by the legislature, by an appropriation to a recipient specified in the appropriation, to reduce the costs incurred by the organization or individual in providing a service available to some or all members of the public.

"Recipient" means any organization or person receiving a grant or subsidy.

STATE DEPARTMENT OR AGENCY RELATED TO THIS REQUEST (LEAVE BLANK IF UNKNOWN):

OFFICE OF COMMUNITY SERVICES

STATE PROGRAM I.D. NO. (LEAVE BLANK IF UNKNOWN): _____

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:

Dba: ALOHA HARVEST

Street Address: 3599 WAIALAE AVE – 3RD FLOOR

Mailing Address: HONOLULU, HAWAII 96816

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name CHRISTINE CHUN

Title EXECUTIVE DIRECTOR

Phone # 537-6945

Fax # 537-6970

e-mail : cchun@alohaharvest.org

3. TYPE OF BUSINESS ENTITY:

- NON PROFIT CORPORATION
 FOR PROFIT CORPORATION
 LIMITED LIABILITY COMPANY
 SOLE PROPRIETORSHIP/INDIVIDUAL

4. FEDERAL TAX ID # _____

5. STATE TAX ID # _____

6. SSN (IF AN INDIVIDUAL): _____

7. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

(Maximum 300 Characters)

8. FISCAL YEARS AND AMOUNT OF STATE FUNDS REQUESTED:

FY 2008-2009 \$ 199,362.00

9. STATUS OF SERVICE DESCRIBED IN THIS REQUEST:

- NEW SERVICE (PRESENTLY DOES NOT EXIST)
 EXISTING SERVICE (PRESENTLY IN OPERATION)

SPECIFY THE AMOUNT BY SOURCES OF FUNDS AVAILABLE AT THE TIME OF THIS REQUEST:

STATE \$ _____

FEDERAL \$ _____

COUNTY \$ _____

PRIVATE/OTHER \$ \$200,000

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

[REDACTED]
AUTHORIZED SIGNATURE

CHRISTINE CHUN - EXECUTIVE DIRECTOR
NAME & TITLE

1-31-08

DATE SIGNED

Application for Grants and Subsidies

If any item is not applicable to the request, the applicant should enter "not applicable".

I. Background and Summary

Aloha Harvest is a non-profit organization whose sole mission is gathering quality, donated food and delivering it free of charge to social service agencies feeding the hungry throughout Oahu – seven days a week year round. Our organization was founded in November 1999 and since our inception we have delivered over 3.3 million pounds of food – food that would have previously gone to waste – to 112 social service agencies, located in every geographic area on Oahu, feeding the neediest and most vulnerable in our community – most who are either homeless, economically disadvantaged, elderly or have special needs such as mental or physical disabilities. We have accomplished this over the past 8 years with a small, dedicated staff of 3 full-timers, 2 part-timers and ONE truck. We have reached our capacity and have a need to expand our operation to include the addition of a refrigerated van and 4 full-time staff members. Funding for this request will allow us to more efficiently pick up donated food, add additional food donors increasing the quantity of food delivered to agencies and expand our reach to additional social service agencies with clients in need allowing them to stretch their budgets further.

II. Service Summary and Outcomes

Scope of Work - Aloha Harvest's goal with this funding is to maximize perishable and non-perishable charitable food distribution on Oahu. Our objectives are: to increase the amount of food donated; to increase the number of food donors; and to increase the number of social service agencies to which we distribute food.

Measurable Objectives	As of 12/31/07	Target by 6/30/09
1. Amount of Food Annually	448,566 pounds of food distributed	600,000 pounds of food distributed
2. Total Food Donors	625 Food Donors	675 Food Donors
3. Number of charitable food agencies receiving food per month	Averaged 57 agencies delivered to, per month	Average 75+ agencies delivered to, per month

Program Evaluation

Aloha Harvest will determine the effectiveness of its program based on the three objectives described above. It will record the weight of the food that is donated daily, in order to track its progress toward collecting the targeted pounds per day. It will also monitor and record the number of new food donors that donate quality food and Aloha Harvest will also keep a running tally of the charitable food agencies that become partners and receive food monthly, with an eye toward achieving the targeted number of deliveries monthly. In addition, the monitoring of approved agency partners will enable Aloha Harvest to assess their satisfaction with its service and to maintain accurate statistics on the numbers and types of clients served by Aloha Harvest food donations.

III. Financial

Budget

1. **Budget Request by Source of Funds** (Attachment #1), **Budget Justification – Personnel** (Attachment #2) and **Budget Justification – Equipment & Motor Vehicles** (Attachment #3)
2. Quarterly funding requirements for the fiscal year 2008-2009:

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$ 50,000.00	\$ 50,000.00	\$50,000.00	\$49,362.00	\$199,362.00

IV. Experience and Capability

A. Necessary Skills and Experience

Aloha Harvest is operated by a small, qualified group including three full-time employees and two part-timers. The full-time staff includes Executive Director, Chris Chun, and Executive Assistant, Miria White and a full-time driver, Dwayne Corpuz. The part-time drivers are Jayson Canoneo and Greg Nacapoy. All of these employees were hired by Chun. Upon becoming Aloha Harvest's Executive Director in June 2002, she brought with her extensive experience in both the non-profit and for-profit sectors. She had previously served five years as the Executive Director for the local Ronald McDonald House. She then spent thirteen years as Vice President of Human Resources for Title Guaranty of Hawaii and one year as a consultant with BCR/Right Management Consultants assisting out-placed Liberty House employees find new jobs.

Aloha Harvest is fast approaching the 4 million pound mark as they have picked up and distributed over *3.3 million pounds of food* free of charge since their inception - food that would have previously been thrown away! A gentleman visiting Hawaii from New York's City Harvest program recently mentioned that he was not aware of any other food rescue program in the country that was delivering over 500,000 pounds of food annually with only one vehicle. Aloha Harvest has a demonstrated track record of continually operating as efficiently as humanly possible always working to reduce expenses wherever feasible.

B. Facilities

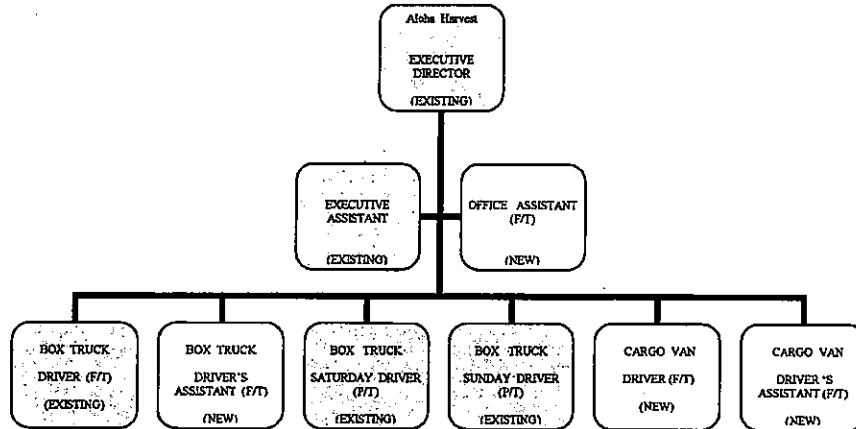
The office for Aloha Harvest is located in Kaimuki in an office space that is currently donated to our organization rent-free courtesy of First Hawaiian Bank. We have adequate space in our existing office to accommodate another administrative support person. We also have rent-free parking for our existing box truck and new van, if funded. We have no warehouse/storage facility or expense due to the fact that all food donated daily is delivered daily to agencies feeding the hungry throughout Oahu.

V. Personnel: Project Organization and Staffing

A. Proposed Staffing, Staff Qualifications, Supervision and Training

We are proposing adding 4 F/T positions – 1) an Office Assistant to assume additional administrative duties due to expansion, 2) a Box Truck Driver’s assistant to work with current driver making phone calls to agencies and off-loading truck, 3) a Van Driver with CDL License to drive new cargo van to make additional food deliveries, 4) a Van Driver’s assistant to work with van driver making phone calls to agencies and off-loading truck. Executive Director has extensive Human Resource experience and background and has conducted all supervision and training with current staff over the past six years.

B. Organization Chart



VI. Other

A. Litigation


NOT APPLICABLE

B. Licensure or Accreditation

NOT APPLICABLE

BUDGET REQUEST BY SOURCE OF FUNDS
(Period: July 1, 2008 to June 30, 2009)

Applicant: Aloha Harvest

BUDGET CATEGORIES	Total State Funds Requested (a)	(b)	(c)	(d)
A. PERSONNEL COST				
1. Salaries	110,898	130,098		
2. Payroll Taxes & Assessments	11,879	14,368		
3. Fringe Benefits	19,785	16,193		
TOTAL PERSONNEL COST	142,562	160,659		
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance/Business	920	4,191		
3. Lease/Rental of Equipment	450	62		
4. Lease/Rental of Space				
5. Staff Training	500	110		
6. Supplies			120	
7. Telecommunication	1,530	3,500	6,522	
8. Utilities		1,800		
9. Fuel	9,200	16,075	1,946	
10. Insurance/Motor Vehicle	1,600	4,191		
11. Vehicle Maintenance	8,100	12,532		
12. Food Containers			8,896	
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	22,300	42,461	17,484	
C. EQUIPMENT PURCHASES	10,000			
D. MOTOR VEHICLE PURCHASES	24,500	10,000		
E. CAPITAL				
TOTAL (A+B+C+D+E)	199,362	213,120	17,484	
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	199,362	Christine Chun	808-537-6945	
(b) Private Foundations	213,120	Name (Please type or print)	Phone	
(c) Individual/Corporate Donations	17,484		31-Jan-2008	
(d)		Signature of Authorized Official	Date	
TOTAL REVENUE	429,966	Christine Chun, Executive Director Name and Title (Please type or print)		

**BUDGET JUSTIFICATION
PERSONNEL - SALARIES AND WAGES**

Applicant: Aloha Harvest

Period: July 1, 2008 to June 30, 2009

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME BUDGETED TO REQUEST B	TOTAL SALARY BUDGETED IN REQUEST A x B
CDL Cargo Van Driver	FTE	\$32,448.00	100.00%	\$ 32,448.00
Cargo Van Driver Assistant	FTE	\$20,800.00	100.00%	\$ 20,800.00
Box Truck Driver Assistant	FTE	\$20,800.00	100.00%	\$ 20,800.00
Office Assistant	FTE	\$26,000.00	100.00%	\$ 26,000.00
Executive Director	FTE	\$72,500.00	10.00%	\$ 7,250.00
Executive Assistant	FTE	\$36,000.00	10.00%	\$ 3,600.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				\$ 110,898.00

JUSTIFICATION/COMMENTS:

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Applicant: Aloha Harvest

Period: July 1, 2008 to June 30, 2009

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Refrigeration Unit and Insulation	1 unit	\$6,000.00	\$ 6,000.00	6000
Labor to Install on Cargo Van	32 hours	\$100.00	\$ 3,200.00	3200
Labor to Install Insulation Inside Cargo Van	8 hours	\$100.00	\$ 800.00	800
		\$ -	-	
		\$ -	-	
TOTAL:			\$ 10,000.00	10,000

JUSTIFICATION/COMMENTS:

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
2008 Chevrolet Express Cargo Van, Diesel V8	1.00	\$34,500.00	\$ 34,500.00	34500
		\$ -	-	
		\$ -	-	
		\$ -	-	
		\$ -	-	
TOTAL:	1		\$ 34,500.00	34,500

JUSTIFICATION/COMMENTS:

**DECLARATION STATEMENT
APPLICANTS FOR GRANTS AND SUBSIDIES
CHAPTER 42F, HAWAII REVISED STATUTES**

The undersigned authorized representative of the applicant acknowledges that said applicant meets and will comply with all of the following standards for the award of grants and subsidies pursuant to section 42F-103, Hawaii Revised Statutes:

- (1) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant or subsidy is awarded;
- (2) Comply with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
- (3) Agree not to use state funds for entertainment or lobbying activities; and
- (4) Allow the state agency to which funds for the grant or subsidy were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and assuring the proper expenditure of the grant or subsidy.

In addition, a grant or subsidy may be made to an organization only if the organization:

- (1) Is incorporated under the laws of the State; and
- (2) Has bylaws or policies that describe the manner in which the activities or services for which a grant or subsidy is awarded shall be conducted or provided.

Further, a grant or subsidy may be awarded to a non-profit organization only if the organization:

- (1) Has been determined and designated to be a non-profit organization by the Internal Revenue Service; and
- (2) Has a governing board whose members have no material conflict of interest and serve without compensation.

Further, the undersigned authorized representative certifies that this statement is true and correct to the best of the applicant's knowledge.

Aloha Harvest
(Typed Name of Individual or Organization)


(Signature)

Christine Chun
(Typed Name)

31-January 2008
(Date)

Executive Director
(Title)

LETTERS

OF

SUPPORT



Attorneys at Law • A Law Corporation

January 31, 2008

Senator Rosalyn H. Baker
5th Senatorial District
Hawaii State Capitol, Room 210
415 South Beretania Street
Honolulu, HI 96813

Re: Aloha Harvest's Grant-In-Aid Application

Dear Senator Baker:

I write to ask for your support of Aloha Harvest's Grant-In Aid application, and I urge the Senate Committee on Ways and Means to approve the application.

Aloha Harvest is a food rescue and security charity. Annually, Aloha Harvest delivers more than 500,000 pounds of donated perishable and non-perishable foods to Oahu social service agencies without cost. The foods provided are from daily donations that Aloha Harvest collects from restaurants, hotels and other local food vendors for immediate delivery to the service agencies.

These food rescue operations ensure nutritious meals are available to those in our community who are homeless, abused, or otherwise unable to obtain decent meals. Oahu churches, homeless shelters, battered family facilities, and other critical social service agencies rely on Aloha Harvest's deliveries to feed the neediest and most vulnerable members of our Island ohana.

I have served as a volunteer Board member for the past eight years with this fine organization, and I am proud to have been a part of Aloha Harvest's work since its inception in 1999. I can attest to the organization's extraordinary efficiency. Every dollar contributed to Aloha Harvest is converted into meaningful community services by the most frugal and dedicated staff you will find in any not-for-profit agency in Hawaii. An official from

Terry E. Thomason
E-mail:
TThomason@ahfi.com

American Savings Bank Tower
18th Floor
1001 Bishop Street
Honolulu, Hawaii 96813
Phone: (808) 524-1800
Fax: (808) 524-4591

Palani Court
Suite 104
74-5620 Palani Road
Kailua-Kona, Hawaii 96740
Phone: (808) 326-7979
Fax: (808) 326-4779

One Main Plaza
Suite 521
2200 Main Street
Wailuku, Hawaii 96793
Phone: (808) 244-1160
Fax: (808) 442-0794

www.ahfi.com

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Senator Rosalyn H. Baker
January 31, 2008
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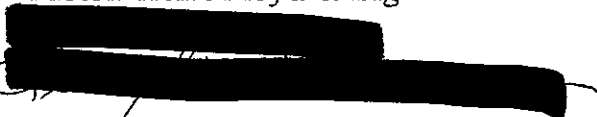
New York's City Harvest program visited Aloha Harvest recently. He stated that he knew of no other food rescue program in the country that was delivering over 500,000 pounds of food annually with only one vehicle.

We have maximized our food rescue and delivery capabilities with our existing resources. To service the growing need on Oahu, we need additional transport and delivery assets. If approved, the Grant-In-Aid will enable Aloha Harvest to deliver more food to community social service agencies and thereby preserve the health and welfare of society's neediest members.

I thank you in advance for your support of Aloha Harvest's Grant-In Aid application.

Very truly yours,

Alston Hunt Floyd & Ing


Terry E. Thomason

TET:fmk



River of Life Mission

Mailing address: P.O. Box 37939, Honolulu, HI 96837

Phone: (808) 524-7656, Fax: (808) 524-5064

Location: 101 N. Pauahi Street

January 30, 2008

RE: Aloha Harvest

Gentlemen:

River of Life Mission is *so* grateful to Aloha Harvest for their contribution to the needy and the homeless in Hawaii.

Aloha Harvest delivered to our doors *more than 125,000 pounds* (62+ tons) of food to River of Life Mission, which is turn was distributed by River of Life Mission to the needy, the elderly and the homeless.

The food received from Aloha Harvest is fresh, high-quality food, often already prepared and ready to serve immediately to those in need. We receive food from them whenever it is available, including Sunday deliveries. Their staff often voluntarily assists in helping us unload shipments, which are sometimes virtual truckloads.

Without organizations like Aloha Harvest, River of Life Mission would not be able to provide 15,000 quality meals every month to those who might otherwise be forced to do without.

Sincerely,

Bob Marchant
Executive Director



Clarence and Patti Orion
Majors



William &
Catherine Booth
Founders

THE SALVATION ARMY

WAHIAWA SILVERCREST RESIDENCE, INC.

520 Pine Street • Wahiawa, HI 96786 • Phone (808) 622-2785 • Fax (808) 621-7781

Aloha Harvest
3599 Waiālae Ave., 3rd Floor
Honolulu, HI 96816

January 30, 2008


Dear Aloha Harvest,

Salvation Army Silvercrest would like to express sincere gratitude to Aloha Harvest for the food donations that our residents receive. Since July 2000, Salvation Army Silvercrest has been given over 20,910 pounds of food! While we are so very thankful for what Aloha Harvest delivers to us currently, we could also use more food for our clients.

The seniors in our low income residence program, located in Wahiawa, really look forward to the Aloha Harvest truck. The large variety of food that we receive: chicken, fruit, bread, rice, beverages, etc, shows Aloha Harvest's love and compassion for the needy of our community. The residents at Silvercrest appreciate the fact that the food is free and nutritious helping our seniors to make ends meet in a healthy way.

Salvation Army Silvercrest extends its heartfelt gratitude to Aloha Harvest for the food donations received.

Thanks Again,



Patti Orion, Major
Residence Administrator



January 29, 2008

Christine Chun
ALOHA HARVEST
3599 Waialae Ave., 3rd Floor
Honolulu, HI 96816

January 30, 2008

Dear Chris,

On behalf of Aged to Perfection, I sincerely thank you and Aloha Harvest for your on-going generous support of our elderly daycare program. Aloha Harvest has been delivering to our agency since May 2006, having delivered over 2,320 lbs of food that is given directly to our seniors.

Most of our seniors live in the Central Oahu area and some come from other areas of the island of Oahu. But as you know most of our senior are faced with the problems of living on a very limited fixed income. Often, a sad choice must be made: whether to buy necessary medicine or food. Many of our seniors are have a very difficult time shopping and cooking for themselves. We are told by many of them that the meals we serve is most healthy and nutritious meal they eat. Aloha Harvest helps to alleviate these very critical problems by donating quality food, free of charge, to Aged to Perfection, which in turn serves it to the many seniors in our program.

Aged to Perfection wants to thank again on behalf of our seniors and staff thank Aloha Harvest for the regular and on-going donations they deliver to our door step with such cheerfulness. I hope you can expand your services to even more needy individuals..

Please call me if you have any questions at 622-4717.

Sincerely,

Harrison F. Peters
Program Director



OAHU SALVATION OF SOULS *Assembly of God Church*

Driven by the Holy Spirit to reach out and teach people according to God's purpose

Senior Pastor: John Opeta
P.O. Box 1795 - Pearl City, HI 96782
Phone: (808) 455-3100 or 341-6067
Fax: (808) 456-1963
Email: oahusalvationofsouls@hawaiiantel.net

Christ Chun
ALOHA HARVEST
3599 Waiālae Ave., P.H.
Honolulu, HI 96816

December 16, 2007


Dear Chris,

On behalf of the Oahu Salvation of Souls AG Church, I sincerely thank you and the organization for your on-going generous contributions to our Community Outreach program.

Your generous support helped us continue assisting the needy families who needs help. As you know, we reach out to these families, offering them free food, but also clothing, furniture, and sometimes counseling. Many families have been blessed because of your contributions every month. Your support means a lot to us, but especially those who are in need. Without your generousities, our mission will never fulfill.

Again, thank you for your generosity and kindness. God's blessings to you and your organization.

Respectfully yours


Pastor John Opeta
Senior Pastor
Oahu Salvation of Souls AG Church