

**THE THIRTIETH LEGISLATURE  
APPLICATION FOR GRANTS  
CHAPTER 42F, HAWAII REVISED STATUTES**

Type of Grant Request:

Operating

Capital

Legal Name of Requesting Organization or Individual: Db: Hawaii Agricultural Foundation

Amount of State Funds Requested: \$ 567,013

Brief Description of Request (Please attach word document to back of page if extra space is needed):

The Ag 2020 will (1) support new farmers with education and resources needed to help them build capacity and scale; (2) create ag education in our schools to promote careers in agriculture; (3) build capacity and leadership in agriculture and natural resource among Hawaii's state leaders; (4) develop partnerships between industry and academia to ensure a workforce that is prepared with relevant education and experience; (5) create an forums for dialogue and meaningful discussion to address the ever changing landscape of agriculture in Hawaii.

Amount of Other Funds Available:

State: \$ \_\_\_\_\_

Federal: \$ \_\_\_\_\_

County: \$ \_\_\_\_\_

Private/Other: \$ \_\_\_\_\_

Total amount of State Grants Received in the Past 5 Fiscal Years:

\$ 1,929,363

Unrestricted Assets:

\$ 633,765

New Service (Presently Does Not Exist):

Existing Service (Presently in Operation):

Type of Business Entity:

501(C)(3) Non Profit Corporation

Other Non Profit

Other

Mailing Address: 3538 Waialae Ave., #203

City: Honolulu

State: Hi

Zip: 96816

Contact Person for Matters Involving this Application Denise Hayashi Yamaguchi

Name: Denise Hayashi Yamaguchi

Title: Executive Director

Email: deniseyamaguchi@hawaiiagfoundation.org

Phone: 808-386-2538

Federal Tax ID#:

State Tax ID#



Authorized Signature

Denise Yamaguchi, Executive Director

Name and Title

01/18/2019

Date Signed

**received**  
1/17/19 11:34am JR

## Application Submittal Checklist

*The following items are required for submittal of the grant application. Please verify and check off that the items have been included in the application packet.*

- 1) Certificate of Good Standing (If the Applicant is an Organization)
- 2) Declaration Statement
- 3) Verify that grant shall be used for a public purpose
- 4) Background and Summary
- 5) Service Summary and Outcomes
- 6) Budget
  - a) Budget request by source of funds ([Link](#))
  - b) Personnel salaries and wages ([Link](#))
  - c) Equipment and motor vehicles ([Link](#))
  - d) Capital project details ([Link](#))
  - e) Government contracts, grants, and grants in aid ([Link](#))
- 7) Experience and Capability
- 8) Personnel: Project Organization and Staffing



DENISE YAMAGUCHI, EXECUTIVE DIRECTOR

JAN 18, 2019

AUTHORIZED SIGNATURE

PRINT NAME AND TITLE

DATE



## Department of Commerce and Consumer Affairs

### CERTIFICATE OF GOOD STANDING

I, the undersigned Director of Commerce and Consumer Affairs of the State of Hawaii, do hereby certify that

HAWAII AGRICULTURAL FOUNDATION

was incorporated under the laws of Hawaii on 07/26/2007 ; that it is an existing nonprofit corporation; and that, as far as the records of this Department reveal, has complied with all of the provisions of the Hawaii Nonprofit Corporations Act, regulating domestic nonprofit corporations.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Department of Commerce and Consumer Affairs, at Honolulu, Hawaii.

Dated: January 10, 2019

Director of Commerce and Consumer Affairs



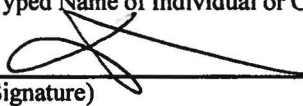
**DECLARATION STATEMENT OF  
APPLICANTS FOR GRANTS PURSUANT TO  
CHAPTER 42F, HAWAII REVISIED STATUTES**

The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawaii Revised Statutes:
  - a) 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 is awarded;
  - b) Complies 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;
  - c) Agrees not to use state funds for entertainment or lobbying activities; and
  - d) Allows the state agency to which funds for the grant 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 ensuring the proper expenditure of the grant.
- 2) If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
  - a) Is incorporated under the laws of the State; and
  - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant is awarded shall be conducted or provided.
- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
  - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
  - b) Has a governing board whose members have no material conflict of interest and serve without compensation.

Pursuant to Section 42F-103, Hawaii Revised Statutes, for grants used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant was awarded and disposes of the land in fee simple or by lease, the organization shall negotiate with the expending agency for a lump sum or installment repayment to the State of the amount of the grant used for the acquisition of the land.

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

<u>Hawai'i Agricultural Foundation</u>	
(Typed Name of Individual or Organization)	
	<u>1/18/2019</u>
(Signature)	(Date)
<u>Denise Yamaguchi</u>	<u>Executive Director</u>
(Typed Name)	(Title)

## I. Certification

### 3. Public Purpose

- (1) The name of the requesting organization or individual;  
**Hawaii Agricultural Foundation**
- (2) The public purpose for the grant;  
The Governor of the State of Hawaii has made one of his priorities to double food production by 2020. With Hawaii importing 85% of all the food it needs for consumption, food sustainability is of paramount importance. The most compelling use of ag land is for food crops. However, the transition from sugar and pineapple to food crops and diversified agriculture has been a challenge. This grant addresses the State's goals to improve food sustainability and food security in our islands.
- (3) The services to be supported by the grant;  
As part of this grant, HAF will initiate: 1) partnerships with other ag-related organizations to develop a model that will help new farmers become self-sufficient and build capacity; 2) a pipeline of educational programs from K-12 that encourages careers in agriculture among our students; 3) lifelong learning among new consumers to become better informed food and agriculture in Hawaii; and 4) a conference for our State's leaders to host other leaders from rural communities to learn from each other about the challenges and opportunities in agriculture.
- (4) The target group; and  
The target populations to be served are new farmers, K-12 school age students, ag leaders, and the community at large.
- (5) The cost of the grant and the budget. [L 1997, c 190, pt of §3; am L 2014, c 96, §6]  
HAF is requesting \$567,013 for Ag 2020. (Budget is attached).

## Application for Grants

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

### **I. Certification – Please attach immediately after cover page**

#### **1. Certificate of Good Standing (If the Applicant is an Organization)**

If the applicant is an organization, the applicant shall submit one (1) copy of a certificate of good standing from the Director of Commerce and Consumer Affairs that is dated no earlier than December 1, 2018.

#### **2. Declaration Statement**

The applicant shall submit a declaration statement affirming its compliance with Section 42F-103, Hawaii Revised Statutes. ([Link](#))

#### **3. Public Purpose**

The applicant shall specify whether the grant will be used for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes. ([Link](#))

### **II. Background and Summary**

This section shall clearly and concisely summarize and highlight the contents of the request in such a way as to provide the State Legislature with a broad understanding of the request. Please include the following:

#### **1. A brief description of the applicant's background;**

The Hawaii Agricultural Foundation (HAF) is a non-profit charitable organization created to promote agriculture and farming. Created in 2007 (initially as *The Hawaii Farm Bureau Foundation for Agriculture*, and renamed *The Hawaii Agricultural Foundation* in 2010), the mission of HAF is to support and sustain Hawaii's agricultural industry by addressing critical needs and services of farmers and the agricultural industry in Hawaii, and by better connecting the farmers with the community and vice-versa. This involves educational and outreach programs in the community, as well as direct marketing, technical, educational and in-the-field support for farmers.

#### **2. The goals and objectives related to the request;**

The goal of the HAF's Ag 2020 program supports Governor Ige's goal to make Hawaii more food self-sufficient and to double local food production by 2020. Furthermore, it supports the State Department of Agriculture's published mission to promote the conservation, development and utilization of agricultural resources in the State.

Furthermore, the grant supports the *Increased Food Security and Food Self-Sufficiency Strategy Plan* that was prepared by DBEDT Planning and DOA that identified a need to build the agricultural workforce and continue the “Green Jobs Initiative” which provides workforce development services for the agricultural, energy, natural resources and related industries in order to increase food production.

The Ag 2020 will (1) support new farmers with education and resources needed to help them build capacity and scale; (2) create ag education in our schools to promote careers in agriculture; (3) build capacity and leadership in agriculture and natural resources among Hawaii’s state leaders; (4) develop partnerships between industry and academia to ensure a workforce that is prepared with relevant education and experience; (5) create forums for dialogue and meaningful discussion to address the ever changing landscape of agriculture in Hawaii.

3. **The public purpose and need to be served;**  
With large developers and the State now committing land to agricultural production, there is no shortage of ag land available. The current issues are the lack of infrastructure, capital, and a workforce that can move the ag industry forward. With the average age of a farmer in Hawaii 60 years of age, it is critical we encourage our youth to look at careers in agriculture. The future of ag will be in the hands of new farmers who are versed in technology and new farming methods that make the business of agriculture viable.

With Hawaii importing 85% of all the food it needs for consumption, the most compelling use of ag land is for food crops. However, the transition to food crops and diversified agriculture has been a challenge. In the last several years, two premiere and well-known farms, Hamakua Springs and Nalo Farms, have closed.

As part of this grant, HAF will initiate: 1) partnerships with other ag-related organizations to develop a model that will help new farmers become self-sufficient and build capacity; 2) a pipeline of educational programs from K-12 that encourages careers in agriculture among our students; 3) lifelong learning among new consumers to become better informed about food and agriculture in Hawaii; and 4) a conference for our State’s leaders to host other leaders from rural communities to learn from each other about the challenges and opportunities in agriculture.

4. **Describe the target population to be served; and**

The target populations to be served are new farmers, K-12 school age students, ag leaders, and the community at large.

5. **Describe the geographic coverage.**

The geographic coverage to be served is statewide.

**III. Service Summary and Outcomes**

The Service Summary shall include a detailed discussion of the applicant’s approach to the request. The applicant shall clearly and concisely specify the results, outcomes, and measures of effectiveness from this request. The applicant shall:

1. Describe the scope of work, tasks and responsibilities;

The grant will provide the needed funds for HAF to expand its programs that connect farmers to the community, and promote long-term food sustainability in our islands. Ag 2020 includes the following programs:

**Farmer Scalability**

HAF currently licenses lands on its 220-acre Ag Park in Kunia to 20 small and immigrant farmers (who were alleged victims of human trafficking). The original intent of the HAF Ag Park at Kunia was to provide small farmers with access to land and then to help them scale their farms. When the ag park opened in 2011, there were very few small farmers and HAF partnered with Pacific Gateway Center to help about 17 farmers who were alleged victims of human trafficking. Over the last 2 years, HAF has worked directly with these farmers and it is apparent that it will be near to impossible to help these farmers scale. They lack many basic skills such as the English language, math, writing, general business knowledge, as well as desire, to scale their operations. HAF will continue to work with these immigrant farmers to help them improve their farm skills to help them meet the needs for basic food safety food practices. However, in 2019, HAF will work with GoFarm Hawaii to identify one or two farmers that have graduated from the GoFarm program that show promise scaling their operation from a small one- to two- acre plot to 10 acres. The long-term goal is to work with them to develop a template for scaling these farmers as they move to a larger farm.

**Tasks**

- Identify GoFarm Farmers
- Set-aside 5-acres of land
- Develop One-on One Training
- Develop Template for other Farmers
- Monitor Farmers
- Evaluate Business Plans and Scalability

**Responsibilities**

- GoFarm Hawaii
- HAF
- GoFarm Hawaii
- HAF/GoFarm
- HAF/GoFarm
- GoFarm Hawaii

**Student Education**

During the past three years, HAF has developed and implemented an array of initiatives that were built one upon the other to create a continuum of educational K-12 programs in Hawaii’s traditional and charter public schools. HAF proposes to use grant funds to continue, expand, and/or implement the following programs:

**Where Would We Be Without Seeds:** First implemented on Maui, Where Would We Be Without Seeds is a 3-unit, second grade STEM and Common Core standards-based curriculum that integrates multiple content areas to provide a hands-on seed-to-planting



agricultural experience. HAF, in partnership with the Maui County Farm Bureau, is working in 2018 to expand the program statewide. The program familiarizes students to where food comes from and indirectly introduces the concept of farming as a career option. All lessons are aligned to Common Core, Hawaii Content and Performance Standards III, Next Generation Science Standards, and General Learner Outcomes. Participating teachers are required to attend professional development workshops hosted by HAF. For the 2020 school year, 780 students will be served. Funding from this grant will cover 390 students.

**Veggie U:** First offered in 2014 to Grade 4 public schools, Veggie U uses curriculum aligned to Next Generation Science Standards; Hawaii Content and Performance Standards III in science, health and social studies; Common Core English language arts and mathematics standards; and General Learner Outcomes. Students gain knowledge of local agriculture, healthy food choices within the construct of hands-on lesson plans that work toward inspiring careers in agriculture. HAF executes Veggie U by training teachers to use the curriculum in the classroom. In the 2019-20 school year, 1,300 students statewide will be served with 650 served through this grant.

**AquaPono Aquaponics:** A secondary grade program, AquaPono Aquaponics employs a science-based curriculum to engage students in aquaponics. All curriculum is aligned with Common Core State Standards and Hawaii Content and Performance Standards, and is implemented through a partnership with AquaPono. AquaPono provides teacher training to both elementary and middle schools. In the 2019-20 school year, 500 students will be served with 250 students covered by this grant.

**Kids Cooking Local (After School Middle School):** Kids Cooking Local is a partnership project between After-School All-Stars (ASAS), Boys and Girls Club and Hawaii Agricultural Foundation. Kids Cooking Local was launched as a pilot at Waianae and Jarrett Intermediate Schools with cooking, gardening, and nutrition as topics and activities. The primary goal of Kids Cooking Local is to provide students (and their families) living in disadvantaged communities with healthy, nutritious food while also teaching them how to cook and how to make healthy food choices.

Because of its popularity, HAF will expand this program from four sites to five schools over the next year. The target is to serve 150 students (75 to be covered by this grant).

**Future Farmers of America:** Future Farmers of America (FFA) activities at the state and national levels build capacity and leadership in natural resource teachers and students. Working with the DOE, HAF will continue to support FFA activities and training as a professional development tool. For the 2019-2020 convention, HAF will provide funding for 14 teachers and 125 students to travel for pre-conference activities and to the FFA State convention.

**Plant to Product:** Plant to Product is implemented with Hawaii Agriculture Research Center (HARC) and is an extension of Veggie U. It takes fourth graders using the Veggie U curriculum from the classroom into the actual field at HARC in Kunia. Students take sprouted seedlings and plant them into the ground where they are

responsible to water, weed, determine if pesticides should be used, and harvest. In 2019-20, a total of 250 students will be served (10 classes). Of that total, 5 classes and 125 students will be served through this grant.

**In The Fields:** A partnership program with Hawaii’s agriculture-related businesses, In The Fields provides school students with opportunities to experience the world of work. Started as a high school program, In the Fields has now expanded to elementary and middle schools. High schools are required to expose students to all different kinds of agriculture through guided field trips to conventional, organic, and bio-tech agricultural environments. Elementary students in the Veggie U and Where Would be Without Seeds have an opportunity to choose one farm as part of their learning experience. In 2019-20, 1,750 students will be served (700 elementary and middle schools and 1,050 high schools). Of that total, 875 students will be served by this grant (350 elementary and middle schools and 525 high schools). In addition, HAF will also place six high school students in ag-related business internships (3 will be covered by this grant).

**Ag & Culinary Entrepreneurship Program:** HAF will work with high school agricultural and culinary programs to incorporate real-life business experiences into their programs. Culinary and ag programs will take what they’ve learned in the classroom, create value-added product(s), create a business and take it to market. Teacher training, development of a structured curriculum, and start-up funding for each class business would be funded by this program. In the 2019-20 year, 22 classes will be served.

**Tasks**

Market HAF Ag Programs with support of DOE  
 Where Would We Be Without Seeds, Veggie U, AquaPono,  
 and In The Fields Program Teacher Training  
 Execution of Ag Programs by Teachers  
 Evaluation of Ag Programs through site visits

**Responsibilities**

HAF/DOE  
 HAF / DOE  
 DOE Teachers  
 HAF

Development and design Kids Entrepreneurship Program  
 Kids Entrepreneurship Program Teacher Training  
 Keiki in the Kitchen Marketplace

HAF / DOE  
 HAF  
 HAF

FFA Conference

HAF / DOE

**Public / Community Education**

**EAT THINK DRINK**

To address the ever-changing issues facing agriculture and Hawaii’s food supply, HAF proposes to continue its quarterly public workshops, EAT THINK DRINK, to discuss sustainability issues affecting the production, distribution and access to local food. The workshops will be presented in a neutral format and will be designed for the layman. In addition, the format for these workshops will be fun, engaging, as well as educational. The following areas to be addressed include:

- Sustainable Agriculture
- Sustainable Fishing

- Sustainable Ranching
- New initiatives in Food Resources

<u>Tasks</u>	<u>Responsibilities</u>
Bring public and private partners together for planning	HAF
Secure location for workshops	HAF
Determine agenda	HAF
Invite speakers	HAF
Provide marketing support for workshops	HAF
Conduct overall evaluation on effectiveness	HAF

**Ag Chairs Summit**

In 2020, HAF will work with the State Agriculture and Rural Leaders (SARL) to host the Ag Leaders Summit in 2021. The Ag Leaders Summit is organized to bring together 250 of our nations state and provincial legislators to discuss policy issues affecting agriculture in rural communities. State Agriculture and Rural Leaders is a nonprofit dedicated to promoting and fostering cooperation, leadership and educational opportunities among and for state and provincial legislators that are passionate about agriculture and rural communities.

The Ag Chairs Summit will be hosted on the Big Island – the breadbasket of Hawaii. In addition to workshops and policy presentations, the Ag Chairs Summit will provide attendees to visit Hawaii agricultural resources such as the CTAHR facility, OTEC Aquaculture facility, Ag Tourism activities, etc.

<u>Tasks</u>	<u>Responsibilities</u>
Work with local ag leaders to develop conference theme	HAF
Secure location for workshops	HAF / SARL
Determine agenda	HAF / SARL
Invite speakers	HAF / SARL
Provide marketing support for workshops	HAF / SARL
Conduct overall evaluation on effectiveness	HAF / SARL

2. Provide a projected annual timeline for accomplishing the results or outcomes of the service;

HAF’s Ag 2020 Program will be completed in one year from the time the funds of the grant are released.

3. Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and

1. Develop Farmer Scalability Program with GoFarm to support scaling a farm business(es)
  - a. Monitor and Evaluate--We will partner with GoFarm Hawaii to identify and work with 1 – 2 farmers to help them scale their farm

- business; we will evaluate the program by determining their viability and ability to scale their farming operations
- b. **Improve Results--**We will improve the program by closely working with the farmers to determine short and long-term challenges and opportunities, and learning from the process.
2. **Continue building a continuum for ag education from K-12, adding new programs each year to build on existing programs.**
    - a. **Monitor and Evaluation –** We will track the number of teachers who attend the workshops and evaluate teacher feedback for Where Would We be Without Seeds, Veggie U, Plant to Product, and Aquaponics. For In the Fields, we will track student participation and secure feedback from students on the field trips. For the Ag & Culinary Entrepreneurship Program, we will secure feedback from both teachers and students and also track how much money was generated through sales of value-added products.
    - b. **Improve Results –** We will improve the program based on teacher and student feedback.
  3. **Further refine quarterly public workshops to increase public awareness of sustainability issues by developing partnerships with other agricultural and natural resource organizations to share information with the public.**
    - a. **Monitor and Evaluation –** We will track the number of workshops and overall participation and also secure feedback from participants.
    - b. **Improve Results –** We will ask participants and industry leaders to evaluate workshops to improve the program.
  4. **Create the first Ag Chairs Summit in Hawaii to put a spotlight on Hawaii as a place where agriculture can thrive in rural communities, and to bring leaders together to share information and discuss opportunities and challenges in agriculture and rural areas in our nation.**
    - a. **Monitor and Evaluation –** We will track the number of participants and secure feedback from participants.
    - b. **Improve Results –** We will ask participants to evaluate Hawaii as a location for the Ag Chairs Summit and also evaluate workshops to improve the program.
  5. **List the measure(s) of effectiveness that will be reported to the State agency through which grant funds are appropriated (the expending agency). The measure(s) will provide a standard and objective way for the State to assess the program's achievement or accomplishment. Please note that if the level of appropriation differs from the amount included in this application that the measure(s) of effectiveness will need to be updated and transmitted to the expending agency.**
    1. **An outline and template of best practices from the Farmer Scalability program**

to help small farmers scale.

2. Serve the following through our educational programs:
  - Where Would We be Without Seeds – 780 second graders (390 funded by this grant)
  - Veggie U – 1300 fourth graders (650 funded by this grant)
  - Aquapono – 500 elementary/middle school (250 funded by this grant)
  - Kids Cooking Local – 150 students (75 to be funded by this grant)
  - Plant to Product – 250 fourth graders (125 funded by this grant)
  - In the Fields – 1,750 students (875 funded by this grant)
  - In the Field Internships – 6 students (3 funded by this grant)
  - FFA – 14 teachers and 125 students
  - Ag & Culinary Entrepreneurs Program – 22 classes (approximately 300 students)
3. Reach a minimum of 700 residents, 10 key speakers and five sponsors through the EAT THINK DRINK series.
4. Reach a minimum of 250 participants in the Ag Chairs Summit.

#### **IV. Financial**

##### **Budget**

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.
  - a. Budget request by source of funds ([Link](#))
  - b. Personnel salaries and wages ([Link](#))
  - c. Equipment and motor vehicles ([Link](#))
  - d. Capital project details ([Link](#))
  - e. Government contracts, grants, and grants in aid ([Link](#))
2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2020.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
141,753.25	141,753.25	141,753.25	141,753.25	567,013

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2020.

HAF is seeking funding in the fiscal year 2020 from the following:  
 Hawaii Community Foundation – \$50,000  
 HFM Food Services - \$25,000

Paradise Cove - \$15,000  
Island Palm Communities - \$25,000  
HMSA Foundation - \$25,000  
Hawaiian Electric Company - \$20,000  
Alexander & Baldwin - \$15,000  
Kamehameha Schools - \$15,000  
Ulupono Initiative - \$15,000  
Atherton Family Foundation - \$10,000  
Ward Villages Foundation - \$10,000  
HCIA - \$7,500

4. The applicant shall provide a listing of all state and federal tax credits it has been granted within the prior three years. Additionally, the applicant shall provide a listing of all state and federal tax credits they have applied for or anticipate applying for pertaining to any capital project, if applicable.  
N/A
5. The applicant shall provide a listing of all federal, state, and county government contracts, grants, and grants in aid it has been granted within the prior three years and will be receiving for fiscal year 2020 for program funding.

See attached

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2018.

Unrestricted Net Assets as of December 31, 2018 is \$633,765

## **V. Experience and Capability**

### **1. Necessary Skills and Experience**

The applicant shall demonstrate that it has the necessary skills, abilities, knowledge of, and experience relating to the request. State your experience and appropriateness for providing the service proposed in this application. The applicant shall also provide a listing of verifiable experience of related projects or contracts for the most recent three years that are pertinent to the request.

The Hawaii Agricultural Foundation has been in existence since 2007. It has been successful in developing a number of initiatives including the HAF Ag Park at Kunia, Localicious Hawaii, Lei Fresh, Veggie U, Kids Cooking Local, Eat Think Drink and In the Fields.

## **2. Facilities**

The applicant shall provide a description of its facilities and demonstrate its adequacy in relation to the request. If facilities are not presently available, describe plans to secure facilities.

HAF is in the process of developing an Education Center on its HAF Ag Park at Kunia. It currently operates a 220-acre agricultural park in Kunia for 21 farmers and has an office location on Waialae Avenue.

## **VI. Personnel: Project Organization and Staffing**

### **1. Proposed Staffing, Staff Qualifications, Supervision and Training**

The applicant shall describe the proposed staffing pattern and proposed service capacity appropriate for the viability of the request. The applicant shall provide the qualifications and experience of personnel for the request and shall describe its ability to supervise, train and provide administrative direction relative to the request.

The HAF is managed by an Executive Director (ED) who reports to a 10-member Board of Directors. The Farmer Scalability Program will be overseen by Kacey Robello, HAF AG Park/Local Inside Manager; the Education Program will be overseen by the Director of Education, Iris Mizuguchi; and the Community Outreach programs, EAT THINK DRINK and the Ag Chairs Summit will be overseen by the Communications Manager, Allison Tong and the Executive Director, Denise Hayashi Yamaguchi respectively. All staff report directly to Executive Director. See qualifications below:

#### **Denise Yamaguchi, Executive Director**

Prior to working for the HAF, Yamaguchi was a consultant to the Hawaii Farm Bureau Federation where she helped craft the language, vision and mission of the Foundation. She has more than nineteen years working as a consultant and executive with non-profit organizations specializing in strategic planning, fund development, marketing, government affairs, public relations and community relations. Her past employers and clients include NCL America, Bishop Museum, Japanese Cultural Center, Hawaii Foodbank, U.S. Senator Daniel K. Inouye, 3Rs, Artisans' Farmers Alliance, Durrant Media Five, Hawaii Institute for Public Affairs, Hawaii Farm Bureau Federation, Coast Guard Foundation, Hawaii Forest Industry Association, U.S.S. Battleship Missouri Association, and the State of Hawaii Procurement Office.

#### **Teri Matsukawa, Finance Advisor**

Teri Matsukawa serves as the financial advisor for HAF and oversees all financial reporting and budgeting for the organization. She has more than 30 years in accounting and financial management with her last position as the CFO for Louis Vuitton. She is a graduate of the University of Hawaii and is a Certified Public Accountant

**Lucy Ahn, Director of Development**

Lucy Ahn currently oversees the day-to-day operations of the Hawaii Agricultural Foundation and manages the HAF's Localicious Hawaii campaign. She has worked in non-profit and government sectors, and was previously in charge of corporate support and grant management for PBS Hawaii, Hawaiian Educational Council, the *Grow Hawaii* program of the Hawaii Association of Independent Schools (HAIS), and Ronald McDonald House Charities. Along with Nainoa Thompson of the Polynesian Voyaging Society and HAIS president Robert Witt, Ahn also played a leadership role in the start-up of a new charter school serving the children and families of Waimanalo.

**Iris Mizuguchi, Director of Educational Programs**

Iris Mizuguchi currently oversees HAF's educational programs. She has more than 38 years working in the classroom and as an administrator for the Hawaii State Department of Education. Prior to her retirement in 2015, she held the position Education Specialist, Career and Technical Education where she oversaw all CTE activities inclusive of four student organizations (Family, Career and Community Leaders of America, National Future Farmers of America, Future Health Professionals and SkillsUSA). She was also responsible for managing CTE state budget and eight district resource teachers.

**Kacey Robello, Kunia Ag Park / Local Inside Manager**

Kacey Robello currently serves as HAF's Kunia Ag Park/Local Inside Manager. Previously employed by the Hawaii Farm Bureau for 8 years as Farmers Market General Manager, she was responsible for coordinating and managing seven Farmers' Markets on a weekly basis working with 150 vendors. Robello brings her coordinating and management skills as well as her background of working with over 50 producers that produce locally -grown, -caught, and -raised products. She also brings her relationships with restaurants and chefs as vendors, customers, and participants with farmers' market demos.

**Elizabeth Stanton, Educational Manager**

Elizabeth Stanton currently manages HAF's education programs, with a primary focus on after-school initiative Kids Cooking Local and In the Fields. She has a Masters degree from the University of Hawaii in Education Foundations and graduated from the George Washington University with a Bachelor of Arts degree in International Relations. Prior to her tenure with HAF, she spent four years working as the Educational Program Director for the Japan America Society. She is experienced in coordinating programs and volunteers, and has experience working directly with school administrators, teachers and students.

**Allison Tong, Communications Manager**

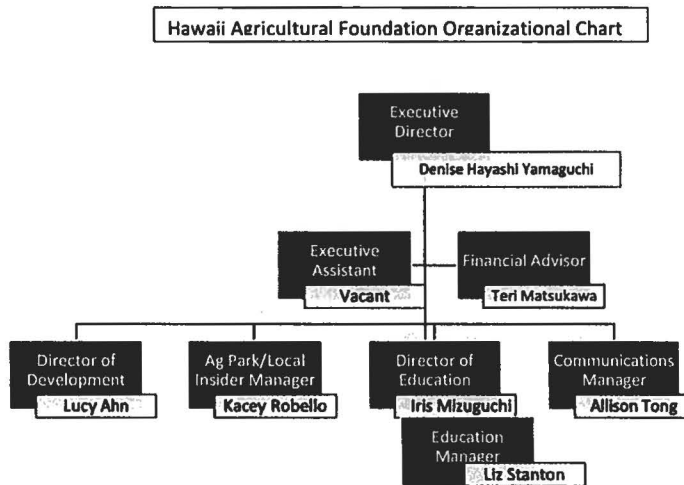
Allison Tong is the communications manager at the Hawaii Agricultural Foundation (HAF), overseeing all development and execution of the organization's communications strategy. Prior to her role at HAF, Tong combined her love for culinary with her passion for communications, owning her own bake shop company and working for various public relations agencies in the Bay area and in Hong Kong. She received her Bachelor of Science



in Strategic Communications from Hawaii Pacific University and received her designation as a certified chef from Bauman College in Berkeley, California.

**2. Organization Chart**

The applicant shall illustrate the position of each staff and line of responsibility/supervision. If the request is part of a large, multi-purpose organization, include an organization chart that illustrates the placement of this request.



**3. Compensation**

The applicant shall provide an annual salary range paid by the applicant to the three highest paid officers, directors, or employees of the organization by position title, not employee name.

- Executive Director - \$102,000
- Director of Development - \$75,000
- HAF Ag Park/Local Inside Manager - \$60,000

**VII. Other**

**1. Litigation**

The applicant shall disclose any pending litigation to which they are a party, including the disclosure of any outstanding judgement. If applicable, please explain.

N/A

## **2. Licensure or Accreditation**

The applicant shall specify any special qualifications, including but not limited to licensure or accreditation that the applicant possesses relevant to this request.

N/A

## **3. Private Educational Institutions**

The applicant shall specify whether the grant will be used to support or benefit a sectarian or non-sectarian private educational institution. Please see Article X, Section 1, of the State Constitution for the relevance of this question.

## **4. Future Sustainability Plan**

The applicant shall provide a plan for sustaining after fiscal year 2019-20 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2019-20, but
- (b) Not received by the applicant thereafter.

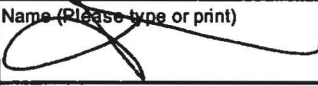
HAF has launched an aggressive fundraising sponsorship initiative to secure private funds. For the Farmer Education program, it is expected that we will be able to get federal funds through the USDA Local Food Promotion Program.

For the Student and Community Education Program, it is expected that HAF will work to increase efforts to generate corporate sponsorship support. It currently has HFM Food Service, Paradise Cove, Alexander & Baldwin, Southern Wine and Glazers, Hawaii Crop Improvement Association, Lendlease, HMSA Foundation, Kaiser Foundation, Hawaii Electric Company, Atherton Foundation and Ulupono Initiative.

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2019 to June 30, 2020

Applicant: Hawaii Agricultural Foundation

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
A. PERSONNEL COST				
1. Salaries	119,650			
2. Payroll Taxes & Assessments	11,965			
3. Fringe Benefits	29,913			
<b>TOTAL PERSONNEL COST</b>	<b>161,528</b>			
B. OTHER CURRENT EXPENSES				
1. Travel (Air/Ground)	29,140			
2. Insurance	3,000			
3. Printing/Design	10,000			
4. Lease/Rental of Space	20,436			
5. Staff Training	7,500			
6. Computer Supplies	10,000			
7. Telecommunication	4,000			
8. Utilities	3,500			
9. Contracted Services (Acctg)	24,000			
10. Contracted Services (Photo/Video/Social Medi	47,500			
11. Internet	12,600			
12. Substitute Teachers	2,224			
13. Entrance Fees	3,900			
14. Honorarium/Stipends	7,130			
15. FFA Conference	19,350			
16. Supplies	15,425			
17. Contracted Services (Farm Support)	5,000			
18. Rental of Conference Space	122,000			
19. Food Cost	46,280			
20. Ground Transport/Ag Tours	12,500			
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>405,485</b>			
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
<b>TOTAL (A+B+C+D+E)</b>	<b>567,013</b>			
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	567,013	Denise Hayashi Yamaguchi	808-386-2538	
(b) Total Federal Funds Requested		Name (Please type or print)	Phone	
(c) Total County Funds Requested				1/18/19
(d) Total Private/Other Funds Requested		Signature of Authorized Official	Date	
<b>TOTAL BUDGET</b>	<b>567,013</b>	Executive Director		
		Name and Title (Please type or print)		

**BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES**

Period: July 1, 2019 to June 30, 2020

Applicant: Hawai'i Agricultural Foundation

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
CEO	1	\$102,000.00	25.00%	\$ 25,500.00
Director of Development	1	\$75,000.00	10.00%	\$ 7,500.00
Local Inside/HAF Ag Park Manager	1	\$60,000.00	15.00%	\$ 9,000.00
Communications Manager	1	\$50,000.00	40.00%	\$ 20,000.00
Director of Education	0.5	\$37,800.00	50.00%	\$ 18,900.00
Education Manager	1	\$37,500.00	50.00%	\$ 18,750.00
Plant to Product Manager	1	\$40,000.00	50.00%	\$ 20,000.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL:</b>				<b>119,650.00</b>

**JUSTIFICATION/COMMENTS:**

## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2019 to June 30, 2020

Applicant: Hawaii Agricultural Foundation

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
N/A			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				

**JUSTIFICATION/COMMENTS:**

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
N/A			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				

**JUSTIFICATION/COMMENTS:**

## BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2019 to June 30, 2020

Applicant: Hawaii Agricultural Foundation

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2017-2018	FY: 2018-2019	FY:2019-2020	FY:2019-2020	FY:2020-2021	FY:2021-2022
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
<b>TOTAL:</b>						
<b>JUSTIFICATION/COMMENTS: N/A</b>						

**GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID**

App:                      Hawai'i Agricultural Foundation    Contracts Total:                      1,929,363

	<b>CONTRACT DESCRIPTION</b>	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)</b>	<b>CONTRACT VALUE</b>
1	Contract C.005737—Building a Continuum	06/14/16-05/31/17	Dept of Research & Dev	Hawaii	\$ 25,000.00
2	Contract C.006646—Building Ag Ed from K-12	09/11/17-06/30/18	Dept of Research & Dev	Hawaii	\$ 25,000.00
3	Contract C.007344—Deepening K-12 Ag Ed	11/7/18-06/30/19	Dept of Research & Dev	Hawaii	\$ 15,000.00
4	CT-DCS-1400080 Funding Improvement & Ag	01/24/14-01/23/15	Dept of Community	Honolulu	\$ 90,018.00
5	Land to Allow Farmers More Productivity & to		Services		
6	Create Branding & Marketing for Farmers of				
7	the Kunia Agricultural Park				
8	CT-DTS-1500364 Provide Lands, Infrastructure	07/01/15-10/31/15	Dept of Community	Honolulu	\$ 30,006.00
9	& Technical Assistance to Small Farmers		Services		
10	CT-DTS-1600062 Building a New Generation	10/01/15-09/30/16	Dept of Community	Honolulu	\$ 150,000.00
11	of Farmers		Services		
12	Appropriation 001-0901-512-36-00	09/15/18-09/14/19	Ofc of Economic Dev	Kauai	\$ 6,750.00
13	Localicious Hawaii: Kauai County Expansion				
14	CO-10555 Build a Continuum from K-12	07/01/14-05/31/16	Dept of Education	State	\$ 466,339.00
15	CO-10621 Provide Educational & Outreach incl	07/01/15-12/31/17	Dept of Education	State	\$ 308,750.00
16	Technical, Educational & In-the-Field Support				
17	CO-65683 Agriculture Expansion Program	07/01/16-05/31/18	Dept of Agriculture	State	\$ 100,000.00
18	CO-66478 Farmer, Student & Community	07/01/17-06/30/19	Dept of Agriculture	State	\$ 250,000.00
19	Education Program				
20	CO-67400 Connecting Farmers to the	07/01/18-12/31/19	Dept of Agriculture	State	\$ 400,000.00
21	Community				
22	Contract 62512 Localicious 2014	01/01/14-01/01/15	Dept of Agriculture	State	\$ 10,000.00
23	Contract 63731 Localicious 2015	03/20/15-03/20/16	Dept of Agriculture	State	\$ 20,000.00
24	Contract 64544 Localicious 2016	03/08/16-03/08/17	Dept of Agriculture	State	\$ 10,000.00
25	Contract 65686 Localicious 2017	05/02/17-05/02/18	Dept of Agriculture	State	\$ 22,500.00
26					
27					
28					
29					
30					