

**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:

Hamakua Harvest, Inc.

Amount of State Funds Requested: \$ 67,400

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

Hamakua Harvest requests operating funds for an existing agricultural hub that offers education, community enrichment, and economic opportunities in the rural region of Hamakua on Hawaii Island. To facilitate and promote local agriculture, current programs include a weekly farmers' market, a demonstration orchard, a keiki learning garden, an annual farm festival, and a farmer training series.

Amount of Other Funds Available:

State: \$ 30,000

Federal: \$ _____

County: \$ 6,870

Private/Other: \$ 8,500

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

\$ 134,265

Unrestricted Assets:

\$ 2,720

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:

P.O. Box 621

City:

Honokaa

State:

HI

Zip:

96727

Contact Person for Matters Involving this Application

Name:
Marielle Hampton

Title:
Vice-President, Board of Directors

Email:
marielle.hampton@gmail.com

Phone:
808-430-1876

Federal Tax ID#:

██████████

State Tax ID#

██████████

Marielle Hampton

Authorized Signature

Marielle Hampton, Vice-President

Name and Title

1/15/20

Date Signed

received

1/17/20 2:11:24 am

Application Submittal Checklist

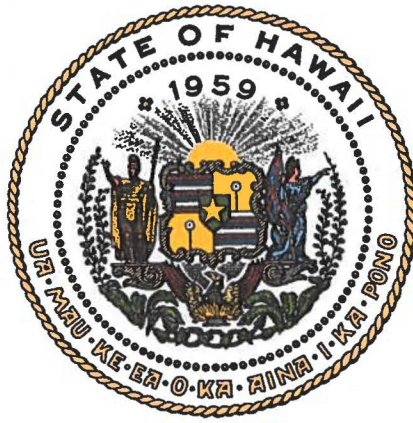
The following items are required for submittal of the grant application. Please verify and check off that the items have been included in the application packet.

- 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

Marielle Hampton
AUTHORIZED SIGNATURE

BOARD OF DIRECTORS
MARIELLE HAMPTON, VICE-PRESIDENT
PRINT NAME AND TITLE

1/16/20
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

HAMAKUA HARVEST, INC.

was incorporated under the laws of Hawaii on 09/26/2011 ; 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 14, 2020

Director of Commerce and Consumer Affairs



**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS PURSUANT TO
CHAPTER 42F, HAWAI'I REVISED 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, Hawai'i 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, Hawai'i 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, Hawai'i 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, Hawai'i 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.

Hamakua Harvest, Inc.

(Typed Name of Individual or Organization)

Marielle Hampton

Marielle Hampton

1/16/2020

Vice-President, Board of Directors

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, 2019.

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](#))

Applicant affirms grant funds will be used for public purposes

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;

Hāmākua Harvest, Inc. (HH) was incorporated in 2011. In February 2014, we secured 70 agriculturally zoned acres at the intersection of Hwy 19 (Mamalahoa Hwy) and Hwy 240 (Mamane St.), a highly visible location adjacent to the district's commercial center of Honoka`a, Hawai'i County. We received our 501(c)3 status in May 2014 and broke ground in 2015.

Our mission is to promote and advance agriculture by supporting local farmers, enriching the region's social fabric, and promoting healthy rural lifestyles for the benefit of Hāmākua's communities, economy, and environment.

We are a multi-faceted agricultural hub that serves as a community-based platform for collaboration, education, and innovation to incentivize and facilitate farming in order to increase local food security and vitalize the rural economy of the Hāmākua region and enrich the community.

Our focus is on sustainable agriculture, access to healthy foods for all income groups, supporting local entrepreneurship, and creating a safe, family-friendly space for the community to gather.

Current programs:

1. The Weekly Farmers' Market was established in 2015 and offers only locally produced products. We currently enjoy approx. 600 visitors weekly and are the only direct market outlet available to area farmers shifting the money that would be spent on imports (~90% of our food is imported) to the local area farmers, increasing their economic well-being. We are the only Farmers' Market in the area that accepts SNAP/EBT benefits which provides low income families (12.6% of the population lives in poverty) with fresh, healthy local foods. We offer a monthly education event (over 900 participants in the last two years) and feature a local musician weekly. We donated over 400 pounds of fresh produce to the area's low income seniors in the last year.
2. Our farmer agricultural training program, *Practical Agriculture with Hāmākua Harvest*, served over 160 participants in its first year. This program offers a diverse curriculum that includes a monthly lecture as well as a hands-on workshop providing training and technical assistance. The subjects being offered are chosen based on responses to a community survey. This provides existing farmers with the education and skills needed to advance farming and food production. By improving their knowledge of new techniques and technologies farmers can dramatically increase their level of productivity and income which will greatly contribute to the success of our local farmers and the expansion of agriculture in Hāmākua and on the Island of Hawai'i.
3. Our Keiki Learning Garden provided a free after-school and summer program to area youth serving more than 500 youth in 2018. Most of the children participating come from low income households. The Garden provides an innovative, hands-on, education program in an "outdoor classroom" which offers a rich experiential education while encouraging youth to sustain a healthy lifestyle and prepares them for related career fields in their hometown. This type of experiential learning can have a positive influence on children and can lead to positive life-long habits. It's been shown that child-centered gardening fosters keen observation, critical and independent thought and the achievement of life skills such as teamwork, decision-making ability and communication skills. These skills are not only vital to the development of an individual but for a strong community as well.
4. Our 3-acre Demonstration Orchard is a diversified farming system that models sustainable practices for specific economically and environmentally viable crops suited to Hāmākua's unique climate and soils. The Orchard is designed to teach and inspire local farmers through hands-on training and educational programs which is not otherwise available in the area.

5. The Annual Farm Festival, held in May of each year, features 40 vendors selling only locally produced goods. Farm Fest is an all-day schedule of educational events, local entertainers and draws over 1,500 people annually. It is a free community event that brings community and agriculture together.

These programs were made possible through incredible community support and partnerships or collaborations with over 15 non-profit and community organizations (see list at end of application).

The goals and objectives related to the request;

The goals and objectives of this request are:

The Farmers' Market will be held weekly and we will continue to attract new vendors raising our average from 18 vendors to at least 19 vendors weekly. We will continue to actively promote the market and anticipate at least a 10% increase in our attendance from an average of 600 per week to 660 per week.

The Demonstration Orchard will be maintained and used for training and education purposes.

The Practical Agriculture classes will be held regularly with subject matter experts from inside and outside the community. We will continue to attract at least 30 participants per session.

2. *The public purpose and need to be served;*

The public purpose and need being served is broad and far reaching. While our primary beneficiaries are residents of Hāmākua, we have people taking part in our programs from all areas of the Island.

One of our main target audiences is the family farmer as we feel they are critical to the stated public purpose of increasing local food systems. We work with many groups around the Island to reach as many farmers as possible including: *The Hāmākua Agricultural Cooperative, Hawai'i Ulu Producers Cooperative, Honoka'a Seed Exchange, The Kohala Center*, and others. These farmers benefit from our project, not only through the direct sales opportunity that is provided by our Farmers' Market, but through our education and training program that provides them the skills necessary for them to succeed.

Despite the tremendous interest in and commitment to the advancement of farming in our area, Hāmākua lacked the needed resources to assist farmers and support the development of a local food system, an issue crucial to our region as well as the Island and State. Our project helps to fill this public purpose and need.

The Hāmākua region is historically renowned for its agriculture. In pre-contact times the region was known as the "breadbasket" of the Island, providing food for the people of

Hawai'i Island and other islands in the Hawaiian chain. Sugar plantations dominated the area for over 100 years, virtually controlling all aspects of life in the region. When the Hāmākua Sugar Plantation closed in 1994, the residents of Hāmākua lost their employment and were forced to redefine their lifestyle. Since the closing of the plantation, the Hāmākua region has struggled to regain its economic and social vibrancy.

The Hāmākua Community Development Plan describes the region as *“a rural community of distinctive small towns and villages thriving on sustainable agriculture and ranching to provide ourselves and the rest of Hawaii with healthy food and locally grown products.”*

As noted in the 2008 study conducted by the State Department of Agriculture and University of Hawai'i College of Tropical Agriculture and Human Resources, Hawai'i Island represents slightly greater than 60% of both the total farms and the total acreage farmed in the state. They concluded that replacing just 10% of the consumption of imported foods with locally produced foods would result in \$94 million in sales at the farm gate, generating an estimated economy wide impact of \$188 million, \$47 million in earnings, \$6 million in state tax revenues, and more than 2,300 jobs. Hawai'i County, by virtue of its large share of local food production by small family farmers, has the potential to capture between 40% and 50% of increased sales, earnings, and jobs, which would contribute to overall economic growth for the island. Hāmākua Harvest provides the needed support, education, market opportunities for our area farmers to succeed and meet this public purpose and need.

In 2010, the County published the “Hawaii Agriculture Development Plan” (http://hawaiicountyag.com/images/pdf/County%20AG%20PLAN_Final_Oct2010.pdf), which states: “food security is an especially salient issue in an island setting. The availability of most of the food supplied by retail stores depends on an uninterrupted shipping service. It is widely accepted that these retail outlets have only enough food to last approximately two weeks. In the case of emergencies—natural disasters, labor strikes or interruptions to shipping deliveries—no clear plan exists for food sourcing and distribution.” The Plan goes on to state the following items are needed to establish a local food system:

- Programs that bring farmers closer to consumers, such as farmers markets, CSA's, and promotions like the Buy Local, It Matters campaign, will tend to move Hawai'i Island closer toward a more robust local food system.
- Expansion of these direct marketing and sales channels and improve access to fresh local food for lower-income residents
- Facilitate and advocate for formal and informal agricultural education. Agricultural education is a key component in the development of future farmers, increased community food self-reliance, knowledgeable consumers, and responsive policy makers.
- Agricultural education begins with our children. Good nutrition and a healthy connection with nature is an essential building block for student success.
- A concerted effort to reestablish home gardening and informal community exchange is one element in assuring local food security and should be encouraged by County actions and regulations.

- Special events featuring island farmers and chefs are another way to promote locally grown food, and the introduction of new or exotic crops can create a demand for local food where it did not previously exist.

Our project provides the necessary components for increasing the production and consumption of local food, assisting small family farmers in becoming successful, providing residents with increased access to fresh, local food, increasing community partnerships, linking our community to agriculture and sustainability and providing a platform for positive change.

The programs at Hāmākua Harvest address all of these issues demonstrating the public purpose and needs being served.

3. Describe the target population to be served;

The primary population being served is the 7,500 residents of the Hāmākua region, but our programs have Island-wide reach for both residents and visitors. While our programs are primarily focused on agriculture, we are committed to engaging and enriching the community and seek to draw all people of all ages and backgrounds to our project.

In the last year:

Over 27,000 people attended the Weekly Farmers' Market.

We increased the average number of Farmers' Market vendors to 18, providing the only direct marketing opportunity available on Sundays for entrepreneurs providing local products.

Over \$13,000 in eligible produce, fruit-bearing and edible plants, and food items were sold to SNAP/EBT recipients (12.6% of the population lives in poverty).

Our weekly education events hosted 400 participants.

Over 650 pounds of fresh produce were donated to the area's low-income seniors.

Our farmer training program, Practical Agriculture with Hāmākua Harvest, delivered agricultural education to 165 participants.

The Annual Farm Festival draws over 1,500 residents and visitors annually. We are honored to "kick off" the historic Western Week festivities each year in Honoka'a.

We have tremendous support from the community. We work with over 15 non-profit and community organizations (See complete list at end of application). We have ongoing partnerships with the *Hawaiian Cultural Center of Hāmākua*, the *Hāmākua Agricultural Cooperative*, the *Honoka'a Business Association* with the Annual Farm Festival and *One Island Same Canoe* that allows us to expand our SNAP/EBT offerings.

4. Describe the geographic coverage.

Hāmākua Harvest (HH) is located in the rural district of Hāmākua on the Island of Hawai'i that stretches 50 miles along the northeast coast of Hawai'i County with a population of 7,500 residents.

The small family farms in this area have struggled to overcome the challenges they face. HH provides an integrated array of educational programs, commercial opportunities and demonstration projects in order to provide family farmers what they need to be successful, and what the wider community needs to sustain its rural lifestyle and create occupational opportunities for its children.

While our location is in Hāmākua, we serve all of Hawai'i Island. We have market vendors and class participants who come from over 100 miles away, and visitors at our market and festival join us from throughout the county, state, and world. Our market is known for its friendly community, beautiful views, and educational events.

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;

Since we are requesting general operating support our scope of work, tasks and responsibilities will be to keep our current programs operating as we work to increase our self-sufficiency.

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

Requested funds and results and outcomes will all be completed by December 2020.

July through September 2020:

- The Farmers' Market will be held each week on Sunday.
- The Market manager will continue to recruit new vendors.
- Educational programs will be held at least once per month.
- The Demonstration Orchard manager will prepare the site for Practical Agriculture field days.
- Volunteer work parties will be held at the Demonstration Orchard.
- Practical Agriculture will begin its farmer training series in September 2020.

October 2020 through June 2021:

- The Farmers' Market will be held each week on Sunday.

- The Market manager will continue to recruit new vendors.
- Educational programs will be held at least once per month.
- The Demonstration Orchard will be maintained and used for farmer training.
- Practical Agricultural with Hāmākua Harvest will complete a series of 8 - 10 classes, workshops, and field days.

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

Systems are in place to allow us to track and measure the effectiveness of our programs.

Farmers' Market: We track the following data to evaluate our program and determine how we can improve our results:

- Weekly Market attendance – Goal: 650 weekly (average) by end of year
- Average number of market vendors – Goal: increase to 19 by end of year
- Total number of market vendors accepting SNAP/EBT
- Number of events and attendees at the education programs
- Number of SNAP/EBT customers and the amount spent
- Pounds of food donated to the low-income seniors - Goal: 700 lbs

Practical Agriculture Classes: We track the following data to evaluate our program and determine how we can improve our results:

- Subject, presenter and number of attendees at each event
- Exit surveys are given to attendees to assess their satisfaction with the program and ask for additional topics of interest.

4. 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.

Measures of effectiveness that will be reported:

1. Number of attendees at the Farmers' Market
2. Number of vendors at the Farmers' Market
3. Number of SNAP/EBT customers the Farmers' Market
4. Amount of SNAP/EBT transactions at the Farmers' Market
5. Amount of food donated to the low-income seniors
8. Number of attendees at the Practical Ag sessions
9. Overall satisfaction percentage for each program based on exit surveys

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
\$33,700 (50%)	\$20,220 (30%)	\$10,110 (15%)	\$3,370 (5%)	\$67,400

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

- County of Hawai'i Non Profit Grant
- Hawai'i Tourism Authority Community Enrichment Program
- Hawai'i State Department of Agriculture

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.

None

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.

Hawai'i State Department of Agriculture - 2016 \$49,265 / 2018 \$35,000

Hawai'i Tourism Authority - 2017 \$19,500 / 2018 \$20,000 / 2019 \$6,000 / 2020 \$7,000

County of Hawai'i Non Profit Grant - 2018 \$8,675 / 2019 \$6,870

USDA FMSSG 2015 - 2018 \$137,174

State Grant-In-Aid - 2019 \$30,000

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2019.

\$2,727.00

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2020 to June 30, 2021

App

Hamakua Harvest, Inc.

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	40,500			
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
TOTAL PERSONNEL COST	40,500			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance	1,800			
3. Lease/Rental of Equipment				
4. Lease/Rental of Space	3,000			
5. Staff Training				
6. Supplies	9,500			
7. Telecommunication				
8. Utilities				
9. Grounds Maintenance	12,000			
10. Accountant	600			
11				
12				
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20				
TOTAL OTHER CURRENT EXPENSES	26,900			
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	67,400			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	67,400	Marielle Hampton (808) 430-1876		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested		<i>Marielle Hampton</i> 1/16/20		
(d) Total Private/Other Funds Requested		Signature of Authorized Official Date		
TOTAL BUDGET	67,400	Marielle Hampton Vice-President, Board of Directors		
		Name and Title (Please type or print)		

Applicant: _____

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: 2018-2019	FY: 2019-2020	FY: 2020-2021	FY: 2020-2021	FY: 2021-2022	FY: 2022-2023
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS:						

Applicant: _____

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

App:

Hamakua Harvest, Inc.

Contracts Total: 71,870

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	Demo Orchard / Farmer Training contract	7/1/19-10/1/20	HDOA	State	35,000
2	County Non-Profit Grant	7/1/19-6/30/20	Research & Development	Hawaii County	6,870
3	2019 GIA	7/1/19 - 6/30/20	State	State	30,000
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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.

Hāmākua Harvest's accomplishments in the last five years demonstrate that we have the capacity and skills to provide the services proposed in this application. Since breaking ground in 2015, our organization has:

- Initiated a weekly Farmers' Market and increased the average weekly attendance from 200 to 600, hosted education events with over 1,000 total attendees, and featured local musicians every week for over four years. The Farmers' Market at Hāmākua Harvest accepts SNAP/EBT as a commitment to providing fresh and nutritious food to all families. We have a highly skilled Market Manager and systems in place to provide the service proposed in the application.
- Held an Annual Farm Festival that draws over 1,500 attendees and 40 vendors, bringing community together to celebrate agriculture.
- Initiated a 0.75 acre Keiki Learning Garden that hosted educational programs reaching over 500 youth participants.
- Planted and maintained a 3-acre Demonstration Orchard. Maintenance and improvements to the orchard will be led by the Demonstration Orchard Manager.
- Launched an agriculture education series, Practical Agriculture for Hāmākua, providing classes and farm tours to 165 attendees.

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.

The site has been developed to include parking areas, a gravel driveway, tents for eating, music, and education events, portable bathrooms, and a sink with County water. The main lawn is mowed and maintained to host the weekly farmers' market, and the Demonstration Orchard and Keiki Learning Garden are planted and maintained by program managers, volunteers, and organization partners and collaborators.

We are in the process of signing a new lease with Kamehameha Schools for the site. A 10-year term is planned and the lease should be finalized by March 2020.

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.

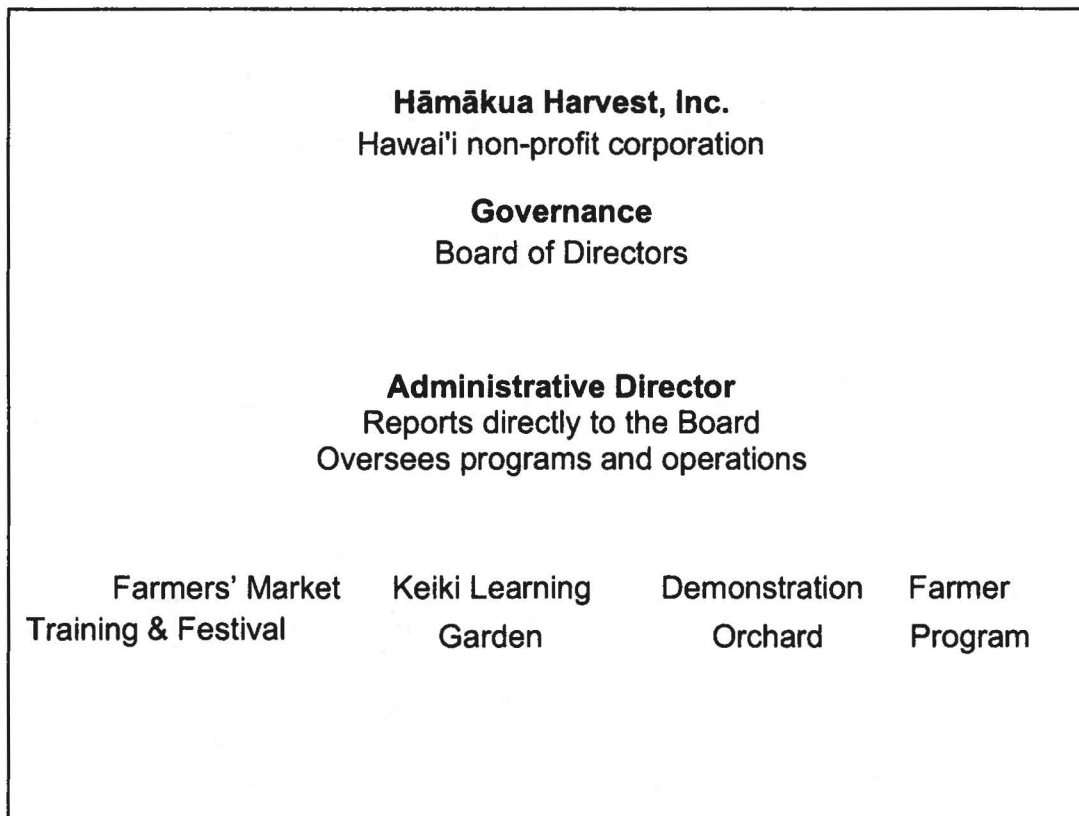
Administrative Director. As the HH project continues to grow in capacity, the organization requires a part-time administrative director to oversee the daily operations of the non-profit, including bookkeeping, fundraising, grant administration, and strategic planning. This position was filled until recently, but the qualifications and responsibilities are unchanged and the recruitment process has been initiated.

Elizabeth Mallion, Farmers' Market Manager. Elizabeth Mallion has been the Farmers' Market Manager for the last year, offering connections gained through over 10 years of work in the local agricultural community. In addition to her role as market manager, Ms. Mallion organized the 2019 Annual Farm Festival and launched the Practical Agriculture for Hāmākua educational series. Since she stepped into the role of Market Manager, weekly market attendance has regularly exceeded 600 visitors.

Program Manager: The Program Manager will be responsible for organizing, hosting, and reporting on the Practical Agriculture farmer education series, as well as overseeing the development of the demonstration orchard through volunteer work parties, record-keeping, and maintenance or improvement as needed.

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.

Farmers' market manager (independent contractor) - \$25,000

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.

None

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.

N/A

4. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2020-21 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2020-21, but
- (b) Not received by the applicant thereafter.

Plans for self-sufficiency include:

Farmers' Market: The Farmers' Market is near self-sufficiency, with vendor fees covering the cost of the market manager and supplies. Site maintenance is not yet covered by market income, but increased recruitment and marketing could draw more vendors.

Keiki Learning Garden: In the past year, community partnerships have allowed the Keiki Learning Garden to flourish with minimal external support. The Keiki Learning Garden is maintained and used as a learning environment by the Hamakua Youth Center. In 2019, this partnership brought local children to a summer class series at the Garden and periodic field days to care for the garden and plant and harvest culturally significant crops. For the upcoming 2020 Farm Festival, a team of local educators are planning a daylong schedule of family-oriented games and activities utilizing the Keiki Learning Garden.

Demonstration Orchard: Community partners have donated time, landscaping expertise, and fertilizer to nurture the growing Demonstration Orchard. Funding will allow us to hire a Demonstration Orchard Manager to better serve this budding community resource while building on existing in-kind capacity. Within the next few years, the trees in the orchard will begin production and their fruits will be harvested and sold at the Farmers' Market to offset the cost of the program.

Practical Ag with Hāmākua Harvest: Attendees pay a minimal fee (\$10) for each session, covering the expense of the Program Coordinator but not supplies or additional services (such as recording events for online viewing). As the program becomes more established, increasing attendance and popularity can provide additional income to cover non-administrative costs.

Non Profits and Community Group Affiliations:

Big Island Invasive Species Committee
Bioscape Hawai'i
Blue Zones Project
Friends of the Library
Girl Scouts of America
GO Farm Hawai'i
Hāmākua Agricultural Cooperative
Hāmākua Youth Center
Hawai'i Ulu Producers Cooperative
Hawaiian Cultural Center of Hāmākua
Honoka'a Seed Exchange
Honoka'a Business Association
Kamehameha Schools
Master Gardeners
National Resource Conservation Service (NRCS)
North Hawai'i Education and Research Center
One Island Same Canoe
Slow Food Hawai'i
Small Business Development Center
The Food Basket
The Kohala Center
UH CTAHR