

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


AUTHORIZED SIGNATURE

RON MIZUTANI
PRINT NAME AND TITLE

1/17/2020
DATE

received
1/17/2020

**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 Foodbank, Inc. Hawaii Foodbank

Amount of State Funds Requested: \$ 125,000.00

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

Established in 1983, Hawaii Foodbank provides food to 1 in 8 Oahu residents each year including the elderly, families, children and those in need of emergency food assistance. To help us continue to meet the needs of people on Oahu, Hawaii Foodbank respectfully requests support to purchase canned goods, fresh produce and/or rice to supplement the foods received through donations. Over three decades of experience have shown us that these items are not usually donated in sufficient quantities to ensure each Foodbank recipient receives the food that they need.

Amount of Other Funds Available:

State: \$ _____
Federal: \$ _____
County: \$ _____
Private/Other: \$ 400,000.00

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

\$ 100,000.00
Unrestricted Assets:
\$ 19,997,316

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:

2611 Kilihau Street
City: State: Zip:
Honolulu HI 96819

Contact Person for Matters Involving this Application

Name: Laura Kay Rand	Title: Vice President & Chief Impact Officer
Email: lkrand@hawaiifoodbank.org	Phone: (808) 954-7857

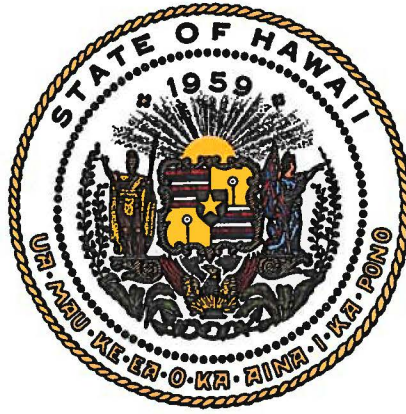
Federal Tax ID#:

State Tax ID#


Authorized Signature

Ron Mizutani, President & CEO
Name and Title

1/17/2020
Date Signed



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 FOODBANK, INC.

was incorporated under the laws of Hawaii on 12/06/1982 ; 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 13, 2020

Director of Commerce and Consumer Affairs



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

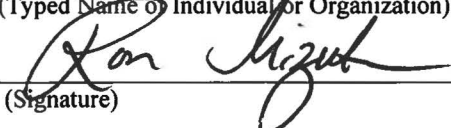
The undersigned authorized representative of the applicant certifies the following:

- 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.

Hawaii Foodbank, Inc.
(Typed Name of Individual or Organization)


(Signature)

1/17/2020
(Date)

Ron Mizutani
(Typed Name)

President & CEO
(Title)

II. Background and Summary

1. Brief Description of the applicant's background:

Founded by John White in 1983, Hawaii Foodbank has a mission to ensure that no one in Hawaii goes hungry. We work to gather food from our communities and distribute it to those in need through direct service programs and through a network of nearly 200 partner agencies including food pantries, soup kitchens, and emergency shelters, as well as through over 30 Ohana Produce Plus program partners. This mission is from the heart and we strive to fulfill our pledge with integrity, humanity and aloha.

The first Hawaii Foodbank warehouse opened on Sand Island Access Road on Oahu in 1983 and our warehouse in Puhi Industrial Park in Lihue on Kauai opened in 2010. Today, Hawaii Foodbank and our network of partner agencies help to feed 1 in 8 people on Oahu and Kauai each year including the elderly, families, children, and people who struggle to make ends meet. We distribute over 10.5 million pounds of food annually on Oahu and 1.3 million pounds on Kauai that is collected through donations, food drives, and food purchases.

2. Goals and objectives related to the request:

Hawaii Foodbank provides food to partner agencies that help feed those in need on Oahu and Kauai each year including the elderly and children who are at-risk of hunger, adults who are low income and single parent families, the homeless/houseless, working poor, the disabled (including veterans), people recovering from substance or domestic abuse, and the unemployed and underemployed.

To continue to meet the needs of Oahu residents, Hawaii Foodbank respectfully requests support to purchase canned/pouched foods and/or rice to supplement donated food. Over three decades of experience have shown us that these items are not usually donated in sufficient quantities to ensure that all Foodbank recipients receive the food that they need. It is not possible to predict a precise number of pounds of food that will be purchased, as it depends on the type of foods needed to fill gaps in donated supplies. In previous years, amounts have ranged from 1.8 million pounds to 3.3 million pounds.

Through this project, our network of partner agencies and Ohana Produce Plus public food distribution sites, which distribute fresh produce, dairy products, eggs, as well as baked goods, cereal, and snack foods in communities across the island, will distribute the purchased food to approximately 1 in 8 Oahu residents in need each month.

In addition to our regular partnerships and programs, Hawaii Foodbank also provides direct service programs and vital emergency food assistance during natural disasters. When a community is hit by a natural disaster, it can take months to recover. In most cases national response organizations move in to provide relief after the initial crisis. This support may last for a few days or weeks. However, Hawaii Foodbank's staff, partners, and volunteers are ever present, serving those affected for as long as we are needed while maintaining regular distribution activities.

3. The public purpose and need to be served:

Food insecurity continues to be a significant issue for individuals and families on Oahu. The USDA defines food insecurity as the limited or uncertain availability of nutritionally adequate foods or the uncertain ability to acquire these foods in socially acceptable ways. According to Feeding America, many Americans are one job loss or medical crisis away from food insecurity. Aloha United Way's 2017 ALICE (asset limited, income constrained, employed) report highlights that having enough food is a basic challenge for many working families in Hawaii.

Recent data shows that 11 percent of Oahu residents are food insecure and in need of emergency food assistance at some point during the year while 17 percent of children ages 18 and under live in households that are food insecure. Hawaii Foodbank's mission is to help meet that need by distributing food to community members in need. However, food donations do not meet the demand so we must purchase additional foods.

Hawaii Foodbank has noted a decline in food donations over the past year that has meant we must purchase more food. This coincided with the departure of Kraft Foods from the islands. Initially there was a surge of donations as the company cleared out their warehouse, but when they closed, the loss of those food donations was felt. For example, in fiscal year 2017 we received a total of 15.1 million pounds of food compared to 11.1 million in 2019. Hawaii Foodbank is exploring new ways to fill the gap in supply; however, food purchases are an even more crucial tool to ensure we have the supply of food that our recipients need.

All indications are that demand for our services will increase in years to come, making food purchases and donations even more vital. According to Aloha United Way's ALICE report, government food programs have declined, while the use of nonprofit resources including soup kitchens, food pantries, and food banks has increased steadily. The report also notes that more people under the age of 25 are accessing food pantries than ever before and the number of food insecure seniors more than doubled nationwide from 2001 to 2011. Food insecurity among those 65 and older is particularly acute for non-White seniors, those with multiple generations in a household, and those with lower incomes (Aloha United Way ALICE report 2017).

Addressing hunger is not only a moral imperative, but also highly cost effective. A report from the Alliance to End Hunger found that every dollar spent on reducing food insecurity saves \$50 in Medicaid expenses. It is less expensive to feed an individual for an entire year than it is to cover the costs of hospitalization and related medical expenses for one day (Alliance to End Hunger, 2014).

4. Describe the target population to be served:

The grant activity will serve residents of all ages including keiki, kupuna, low-income families, the working poor, the disabled, veterans, and the under/unemployed in Oahu communities.

5. Describe the geographic coverage:

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The purchased food will primarily be distributed through our network of nearly 200 partner agencies and over 30 Ohana Produce Plus program partners to Oahu residents in need.

III. Service Summary and Outcomes

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

The project provides vital food assistance to the most vulnerable members of the community including seniors, persons with disabilities, children, victims of domestic violence, homeless persons, and those suffering from the effects of substance abuse or poor mental health. Through the purchase and distribution of food, Hawaii Foodbank and partner agencies will continue to ensure that these populations, and other low-income individuals, have regular access to food for their health and well-being.

With State Grant in Aid funding, Hawaii Foodbank will purchase assorted canned or pouched foods and/or rice to supplement the foods received from canned food drives, food manufacturers and retailers, farmers, the USDA and other sources. The project has two outcomes:

Outcome 1: Hawaii Foodbank's Director of Warehouse Operations will purchase and ship canned/pouched foods and/or rice from the continental U.S. to the Hawaii Foodbank warehouse in Honolulu in a cost-effective manner. Supplemental food may also be purchased locally, based on timing, price, quality, and/or need.

Hawaii Foodbank will ensure the best prices by contacting a variety of vendors such as: Columbia Fresh Produce, Faribault Foods, Feeding America, Golden Foods Corp., Seneca Foods, Sun Foods, etc.

Success measures for this outcome include: the quantity of food purchased, the cost of the food, the cost of shipping, and the cost of trucking from Honolulu Harbor to the Hawaii Foodbank warehouse.

Outcome 2: Hawaii Foodbank will distribute the purchased food to at least 75 partner agencies per month and/or 25 Ohana Produce Plus programs through one of three methods: daily food distribution from the Foodbank warehouse; scheduled distribution from the Foodbank warehouse; and distribution through the Ohana Produce Plus program.

Success measures for this outcome include: The number of pounds of food distributed to partner agencies using Hawaii Foodbank's inventory system.

Foodbank agencies that receive the purchased food will report the number of people served per month to Hawaii Foodbank using the Hawaii Foodbank Partner Agency Month Activity Report. Staff and volunteers will compile the data from the reports.

2. Provide a projected annual timeline for accomplishing the results or outcomes:

October 2020- Hawaii Foodbank's Director of Warehouse Operations places the order for canned/pouched foods and/or rice. He also arranges shipping and trucking to the warehouse.

November 2020- Food arrives at the warehouse and is inspected and stored. Warehouse staff creates and assigns codes for the purchased food in the inventory system to track distribution. Distribution dates are scheduled and partner agencies are notified.

Invoices from food, shipping and trucking suppliers are received by the Director of Warehouse Operations and submitted along with payment requests to the accounting department.

November-December 2020- Payment of all invoices will be processed and sent to suppliers.

November 2020- September 2021 - Partner agencies receive purchased food until all purchased food is distributed.

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

Partner agencies will receive food from Hawaii Foodbank and will distribute it to those in need in communities across the island. The success of the food purchase and distribution will be determined in the following way:

Outcome 1: Hawaii Foodbank's Director of Warehouse Operations will purchase and ship canned/pouched foods and/or rice from the continental U.S. to the Hawaii Foodbank warehouse in Honolulu in a cost-effective manner. Supplemental food may also be purchased locally, based on timing, price, quality, and/or need.

Quality assurance and success measures for this outcome include: the quantity of food purchased, the cost of the food purchased, the cost of shipping, and the cost of trucking the food to the Hawaii Foodbank warehouse.

Outcome 2: Hawaii Foodbank will distribute the purchased food to at least 75 partner agencies per month and/or 25 Ohana Produce Plus programs through one of three methods: daily food distribution from the Foodbank warehouse; scheduled distribution from the Foodbank warehouse; and distribution through the Ohana Produce Plus program.

Quality assurance and success measures for this outcome include: The number of pounds of food distributed to member agencies, number of people served as reported in Monthly Agency Activity reports, formal and informal discussions with partner agencies.

Hawaii Foodbank tracks all food purchases through our internal inventory system. Receipts are issued to partner agencies when they come to the warehouse to select food for their programs. Partner agencies and Ohana Produce Plus programs are also required to submit a Monthly

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Agency Activity report, which includes information on the number of community members served through their food pantry, soup kitchen, or feeding program each month.

4. List the measure(s) of effectiveness that will be reported to the State agency through which grant funds are appropriated:

Hawaii Foodbank will document the number of partner agencies and Ohana Produce Plus programs that receive purchased food through regular reporting to the State agency.

IV. Financial

1. Budget: Please see attached budget forms.

2. Provide anticipated quarterly funding requests for the fiscal year 2020:

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$125,000				\$125,000

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

Hawaii Foodbank submitted proposals (pending decision) for \$125,000 to the City and County of Honolulu Grant in Aid fund and for \$7,000 from a private foundation. The remaining \$143,000 is secured from Hawaii Foodbank's general operating revenues.

4. List all state and federal tax credits: N/A

5. List all federal, state, and county government, contracts, grants and grants in aid within the prior three years and will be receiving funding for fiscal year 2020:

Please see attached form Government Contract, Grants, and/or Grants in Aid.

6. Provide the balance of unrestricted current assets as of December 31, 2019:

Balance of unrestricted current assets as of December 31, 2019 is \$19,997,316.

V. Experience and Capability

1. Necessary Skills and Experience (State experience relating to request. Also provide a listing of verifiable experience for related projects or contracts for most recent three years that are pertinent to request):

For over 36 years, Hawaii Foodbank has provided emergency food assistance to island residents in need through direct service programs and partnerships, and during natural disasters.

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In fiscal year 2019, Hawaii Foodbank distributed more than 12 million pounds of perishable and nonperishable food; 10.7 million pounds was distributed to Oahu residents in need and 1.3 million pounds was distributed through our operation on Kauai. The donated and purchased food reached 1 in 8 island residents in need through our partners that operate community food pantries, emergency shelters and soup kitchens and other feeding programs. Hawaii Foodbank also provides direct services to the community including:

Ohana Produce Plus: In fiscal year 2019, Hawaii Foodbank and over 30 partner agencies distributed 2.6 million pounds of donated and purchased fresh produce, and 3.7 million pounds of baked goods, dairy products, eggs, and snack and non-perishable foods in communities island-wide.

Food 4 Keiki School and Keiki Food Pantry Program: This program provides 18,200 students on Oahu and Kauai with snacks to eat immediately and bags of supplementary food to take home and share with their families. Hawaii Foodbank stocks food pantries located on 16 school campuses and 1 community partner facility to ensure that children and need have reliable and easy access to the food that they need.

Commodity Supplemental Food Program (CSFP), the "Senior Food Box Program:" This program, provided in partnership with the Office of Community Services (OCS), provided more than 5,800 low-income seniors each month with supplemental foods such as milk, cheese, cereal, juice, peanut butter, rice and canned vegetables and meats.

Senior Farmers' Market Nutrition Program (SFMNP): The program, also provided in partnership with OCS, provided vouchers to qualifying seniors to improve their access to fresh fruits and vegetables through farmers' markets. During the most recent fiscal year, Hawaii Foodbank provided 6,328 seniors with vouchers.

In addition to our regular food distribution partnerships and programs, Hawaii Foodbank also provides vital emergency food assistance during natural disasters and other unforeseen events. Hawaii Foodbank's regular rate of food distribution is 46,000-50,000 pounds/day. As an example of the impact of such events, in 2018, following numerous natural disasters, daily distribution peaked at 65,000 pounds/day because of the extraordinary need for emergency food assistance.

Led by President & CEO, Ron Mizutani, we have a staff of 54 on Oahu and Kauai. For over 36 years, we have successfully managed the purchase of food for our Oahu and Kauai warehouses. Hawaii Foodbank also has an effective inventory management system and systems to ensure the timely and safe distribution of food to those in need.

We have successfully secured the following support for food purchases over the past 3 years:

CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVT ENTITY	CONTRACT VALUE
Commodity Supplemental Food Program (Oahu)	FY2017	Department of Labor	State	141,989

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Commodity Supplemental Food Program (Kauai)	FY2017	Department of Labor	State	15,156
EFSP - Phase 35 (Kauai)	Nov 2018 - May 2019	U.S. Department of Homeland Security Federal Emergency Management Agency (DHS/FEMA)	Federal	4,000
EFSP - Phase 35 (Oahu)	Nov 2018 - May 2019	U.S. Department of Homeland Security Federal Emergency Management Agency (DHS/FEMA)	Federal	40,000
Senior Farmers Market Nutrition Program (Oahu)	2017	Department of Labor	State	260,552
Temporary Assistance to Needy Families	2017	Department of Human Services	State	290,000
Temporary Emergency Food Assistance Program (Oahu)	FY2017	Department of Labor	State	49,186
Temporary Emergency Food Assistance Program (Kauai)	FY2017	Department of Labor	State	3,750
Senior Farmers Market Nutrition Program (Kauai)	2018	Department of Labor	State	12,890
Senior Farmers Market Nutrition Program (Oahu)	2018	Department of Labor	State	277,592
Temporary Assistance to Needy Families	2018	Department of Human Services	State	290,000
Temporary Emergency Food Assistance Program (Oahu)	FY2018	Department of Labor	State	78,602
Temporary Emergency Food Assistance Program (Kauai)	FY2018	Department of Labor	State	6,661
Commodity Supplemental Food Program (Oahu)	FY2018	Department of Labor	State	140,575
Commodity Supplemental Food Program (Kauai)	FY2018	Department of Labor	State	13,096

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Commodity Supplemental Food Program (Oahu)	FY2019	Department of Labor	State	135,762
Commodity Supplemental Food Program (Kauai)	FY2019	Department of Labor	State	13,136
Oahu Food Purchase CT-DCS-1900029	FY2019	DCS	C&C of Honolulu	125,000
State of Hawaii Grant in Aid	FY2019	Department of Labor	State	100,000
Commodity Supplemental Food Program (Oahu)	FY2020	Department of Labor	State	132,625
Commodity Supplemental Food Program (Kauai)	FY2020	Department of Labor	State	16,245
EFSP Phase 36 (Kauai)	Aug 2019- Mar 2020	U.S. Department of Homeland Security Federal Emergency Management Agency (DHS/FEMA)	Federal	5,591
EFSP Phase 36 (Oahu)	Aug 2019- Mar 2020	U.S. Department of Homeland Security Federal Emergency Management Agency (DHS/FEMA)	Federal	41,000
Temporary Emergency Food Assistance Program (Oahu)	FY2019	Department of Labor	State	81,719
Temporary Emergency Food Assistance Program (Kauai)	FY2019	Department of Labor	State	5,742
Temporary Emergency Food Assistance Program (Oahu)	FY2020	Department of Labor	State	79,668
Temporary Emergency Food Assistance Program (Kauai)	FY2020	Department of Labor	State	7,194
Temporary Assistance to Needy Families	FY2019	Department of Human Services	State	375,000
Temporary Assistance to Needy Families	FY2020	Department of Human Services	State	375,000

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Senior Farmers Market Nutrition Program (Oahu)	FY2019	Department of Labor	State	333,535
Senior Farmers Market Nutrition Program (Kauai)	FY2019	Department of Labor	State	31,394
Oahu Food Purchase CT-DCS-2000034	FY2020	DCS	C&C of Honolulu	125,000

2. Facilities (describe facilities and demonstrate its adequacy in relation to request):

Hawaii Foodbank's 23,668 square-foot food storage and distribution warehouse is located on Kilihau Street in Honolulu. The facility is open Monday-Friday from 6:30 a.m. - 4:00 p.m. The warehouse includes non-perishable and perishable food storage areas such as chillers and freezers and a food inspection area where staff ensure items are fresh and in good condition. There is also a space for our dispatch teams and Agency Relations staff who work directly with partner agencies. The warehouse has a distribution area where items are organized and displayed in such a way as to allow partner agency representatives to pick up the items they need for their food pantries and feeding programs. Hawaii Foodbank’s Oahu warehouse staff processed and distributed over 12 million pounds of non-perishable and perishable food during 2019.

In addition to the warehouse facility, Hawaii Foodbank maintains a fleet of 8 vehicles including refrigerated trucks that help to distribute food across the island.

Partner agencies are essential to our mission of providing food to individuals and families who struggle to meet their own needs. To become a partner agency, an organization must operate in compliance with Federal regulations and Feeding America standards, including annual civil rights training, food safety training, maintaining IRS 501(c)(3) determination, adhering to site inspections, complying with monthly reporting requirements, and audits.

VI. Personnel: Project Organization and Staffing

1. Proposed staffing, staff qualifications, supervision and training:

Hawaii Foodbank has purchased food for our Oahu warehouse for over 36 years. Director of Warehouse Operations, Tom Luiz, will manage the food purchase and arrange shipping to Oahu. Tom is responsible for inventory management, food purchases and coordinating the transportation of food. Once the food shipment has reached Oahu, he and his team will coordinate the delivery, inspection, inventory, and distribution of the purchased food. The Hawaii Foodbank Agency Relations team will then notify partner agencies and schedule appointment times for them to come to the warehouse and select the food needed for their programs.

Below is a summary of key staff involved in food purchases and distribution and their qualifications:

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Ron Mizutani, President & CEO: Ron Mizutani joined Hawaii Foodbank in 2018 following a 33-year career as a news reporter and anchorman. Between his news career, Ron served as Vice President of Corporate Communications for Hawaiian Telcom and as Senior Vice President at Communications Pacific. Ron previously served on the board of Easter Seals Hawaii and has volunteered with Special Olympics Hawaii, the Duke Kahanamoku Foundation, and many more community benefit organizations.

Laura Kay Rand, Vice President & Chief Impact Officer: Laura Kay Rand joined Hawaii Foodbank in 2016 and has over 30 years of nonprofit leadership experience. She is responsible for the Foodbank's programs and services, including its partner agency network, contract and grants management, fund development, marketing, and volunteer services. Before joining the Foodbank, Laura Kay served on executive leadership teams at Goodwill Hawaii and the Kroc Center Hawaii. She also served the nonprofit sector as a consultant for organizations such as Catholic Charities Hawaii, Hawaii Community Reinvestment Corporation, and Damien Memorial School.

Kim Bartenstein, Director of Mission and Quality Assurance: Kim Bartenstein has worked for Hawaii Foodbank since 2002 and leads its Agency Relations team, working with the partner agency network. Kim is responsible for directing Foodbank programs, such as Ohana Produce Plus and our Food 4 Keiki programs, and administering grant-funded programs that provide supplemental food boxes for seniors, farmers' market vouchers for low-income seniors, and supplemental and emergency food for low-income individuals and families.

Tom Luiz, Director of Warehouse Operations: Tom Luiz joined Hawaii Foodbank as Director of Warehouse Operations in April 2018. He oversees the Foodbank's warehouse and transportation activities, including food purchases, storage, safety, equipment maintenance and repair, and the timely distribution of inventory. Prior to joining Hawaii Foodbank, Tom was a store manager for CVS Longs from 2014 - 2018. He has more than 25 years of experience managing retail sales, operations and logistics for corporations including Ikea, Best Buy, Home Depot and Toys R Us.

Teri Luna, Director of Product Resourcing: With a decade of experience in sales, logistics, distribution services and merchandising, Teri Luna joined Hawaii Foodbank in April 2017 as Director of Product Resourcing. She is responsible for the Foodbank's food acquisition strategies, including identifying, securing and maintaining food donations from Hawaii's food retailers, wholesalers, brokers, distributors, manufacturers and farmers. Prior to her position with Hawaii Foodbank, Teri served as a District Supervisor for TNG, and has held management positions with The News Group, The Islander Group and Aston Hotels and Resorts. She is a member of the Hawaii Food Industry Association (HFIA), Hawaii State Volunteer Organizations Active in Disasters (HSVOAD) and Hawaii Farmers Bureau.

Lillian Rodolfich, Vice President & Chief Financial Officer: Bringing with her over 30 years of experience in managing accounting and financial operations, Lillian Rodolfich joined the Hawaii Foodbank in November 2018. She is responsible for financial management, internal controls, cost analysis, financial planning, cash management, investments, taxes and auditing. She has worked for a variety of organizations, including nonprofits like Catholic Charities Hawaii, SEC-traded companies, real estate companies, and an air cargo operation.

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2. Organization Chart: Please see attached.

3. Compensation:

President & CEO \$140,000-\$200,000
Vice President 1 \$90,000-\$140,000
Vice President 2 \$90,000-\$140,000

VII. Other

1. Litigation:

Hawaii Foodbank is not involved in litigation.

2. Licensure or Accreditation:

Hawaii Foodbank is accredited by Feeding America, a nationwide network of 200 food banks, and holds food safety certifications from AIB International and the State Department of Health.

3. Private Educational Institutions: N/A

4. Future Sustainability Plan:

Hawaii Foodbank has provided emergency food assistance to needy individuals for over 36 years. We will continue to fulfill our mission going forward by maintaining our relationships with 300 food growers, manufacturers and other community donors and with our partner agencies that distribute the food to the community.

Hawaii Foodbank receives generous support in the form of donated food and monetary contributions. We fundraise through soliciting recurring donations via our Fight Hunger Hui program; direct mail, e-newsletter, and social media campaigns; and public awareness efforts reaching our community at large via community and corporate partnerships. Hawaii Foodbank also partners with the State on several feeding programs; we pay for certain costs upfront and are reimbursed by the collaborating government agency (16% of funding).

Other smaller sources account for 41% of financial support including fundraising events, shared maintenance charges to our member agencies, and investment income.

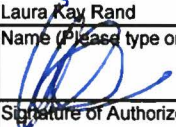
Going forward, Hawaii Foodbank will continue to encourage both monetary and food donations from Hawaii retailers, food manufacturers, the USDA, Feeding America, and other corporate and individual donors. We are also exploring new ways of working with food banks on the continent to build food flow partnerships to gain greater access to fresh produce.

##END##

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2020 to June 30, 2021

Applicant: Hawaii Foodbank, 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				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
TOTAL PERSONNEL COST				
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9. Food Purchase	107,496		107,496	126,000
10. Shipping Purchased Food	17,135		17,135	21,000
11. Trucking Purchased Food	369		369	3,000
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	125,000		125,000	150,000
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	125,000		125,000	150,000
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	125,000	Laura Kay Rand (808) 954-7857		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested	125,000			
(d) Total Private/Other Funds Requested	150,000	Signature of Authorized Official Date		
TOTAL BUDGET	400,000	Laura Kay Rand, Vice President & Chief Impact Officer		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2020 to June 30, 2021

Applicant: Hawaii Foodbank, Inc.

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:

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2020 to June 30, 2021

Applicant: Hawaii Foodbank, Inc.

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	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:						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Hawaii Foodbank, Inc.

Contracts Total: 3,607,660

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	Commodity Supplemental Food Program (Oahu)	FY2017	Department of Labor	State	141,989
2	Commodity Supplemental Food Program (Kauai)	FY2017	Department of Labor	State	15,156
3	EFSP - Phase 35 (Kauai)	Nov 2018-May 2019	U.S. Department of Homeland Security Federal Emergency Management Agency (DHS/FEMA)	Federal	4,000
4	EFSP - Phase 35 (Oahu)	Nov 2018-May 2019	U.S. Department of Homeland Security Federal Emergency Management Agency (DHS/FEMA)	Federal	40,000
5	Senior Farmers' Market Nutrition Program (Oahu)	2017	Department of Labor	State	260,552
6	Temporary Assistance to Needy Families	2017	Department of Human Services	Department of Human Services	290,000
7	Temporary Emergency Food Assistance Program (Oahu)	FY2017	Department of Labor	State	49,186
8	Temporary Emergency Food Assistance Program (Kauai)	FY2017	Department of Labor	State	3,750
9	Senior Farmers' Market Nutrition Program (Kauai)	2018	Department of Labor	State	12,890
10	Senior Farmers' Market Nutrition Program (Oahu)	2018	Department of Labor	State	277,592
11	Temporary Assistance to Needy Families	2018	Department of Human Services	State	290,000
12	Temporary Emergency Food Assistance Program (Oahu)	FY2018	Department of Labor	State	78,602

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Hawaii Foodbank, Inc.

Contracts Total: 3,607,660

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
13	Temporary Emergency Food Assistance Program (Kauai)	FY2018	Department of Labor	State	6,661
14	Commodity Supplemental Food Program (Oahu)	FY2018	Department of Labor	State	140,575
15	Commodity Supplemental Food Program (Kauai)	FY2018	Department of Labor	State	13,096
16	Commodity Supplemental Food Program (Oahu)	FY2019	Department of Labor	State	135,762
17	Commodity Supplemental Food Program (Kauai)	FY2019	Department of Labor	State	13,136
18	Oahu Food Purchase RGP-DCS-1900029	FY2019	DCS	C&C of Honolulu	125,000
19	State of Hawaii Grant in Aid	FY2019	Department of Labor	State	100,000
20	Commodity Supplemental Food Program (Oahu)	FY2020	Department of Labor	State	132,625
21	Commodity Supplemental Food Program (Kauai)	FY2020	Department of Labor	State	16,245
22	EFSP - Phase 36 (Kauai)	Aug 2019-Mar 2020	U.S. Department of Homeland Security Federal Emergency Management Agency (DHS/FEMA)	Federal	5,591
23	EFSP - Phase 36 (Oahu)	Aug 2019-Mar 2020	U.S. Department of Homeland Security Federal Emergency Management Agency (DHS/FEMA)	Federal	41,000
24	Temporary Emergency Food Assistance Program (Oahu)	FY2019	Department of Labor	State	81,719
25	Temporary Emergency Food Assistance Program (Kauai)	FY2019	Department of Labor	State	5,742

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Hawaii Foodbank, Inc.

Contracts Total: 3,607,660

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
26	Temporary Emergency Food Assistance Program (Oahu)	FY2020	Department of Labor	State	79,668
27	Temporary Emergency Food Assistance Program (Kauai)	FY2020	Department of Labor	State	7,194
28	Temporary Assistance to Needy Families	FY2019	Department of Human Services	State	375,000
29	Temporary Assistance to Needy Families	FY2020	Department of Human Services	State	375,000
30	Senior Farmers' Market Nutrition Program (Oahu)	FY2019	Department of Labor	State	333,535
31	Senior Farmers' Market Nutrition Program (Kauai)	FY2019	Department of Labor	State	31,394
32	Oahu Food Purchase RGP-DCS-2000034	FY2020	DCS	C&C of Honolulu	125,000
33					
34					
35					

HAWAII FOODBANK, INC.

Ron Mizutani
President/CEO

Lillian Rodolfich
Vice President/
Chief Financial Officer

Malcolm Inamine*
Vice President/
Chief Operations Officer

Laura Kay Rand
Vice President/
Chief Impact Officer

Teri Luna*
Director of Product
Resourcing

Tom Luiz*
Director of Operations

Wesley Pereira
Kauai Branch Director

Kim Bartenstein
Director of Mission/
Quality Assurance

Marielle Terbio*
Director of Community
Engagement & Advocacy

Beverly Santos
Director of
Food Drive & Events

Connie Bennett*
Controller

Carol Abejuela*
Accountant/ Human
Resources

Michelle Panoke
Kauai Agency/Admin Sup

Kirsten Yale*
Community Engagement
& Volunteer Coordinator

Tammi Byerly-Zahn
Food Drive & Events
Assistant

Lisa Nakano
Donor Relations
Manager

Lillian Shiraki*
Administrative/
Accounting Clerk

Michael Moniz
Chill/Freezer Supervisor

Glen Inouye
Warehouse Supervisor

David Fujiyama*
Dispatch/Donations
Supervisor

Open
Donor Specialist

Jonathan Velasco
Distribution/Warehouse
Support

Chris Tazono
Receiving/Inventory
Specialist

Johnny Pagtulingan
Asst. Warehouse
Supervisor

Queen Patterson
Dispatch/Data
Coordinator

Magi Dabis
Donor Services
Coordinator

Kerian Clemente
Distribution/Warehouse
Support

Open
Receiving/Inventory
Specialist

Alapati Fale
Driver/Warehouse
Support (CDL B)

Alan Nohara
Driver/Warehouse
Support (CDL B)

Julene Davis
Donor Services
Assistant - PT

Alfred Naumoff
Distribution/Warehouse
Support

Michael Salsedo
Salvage Coordinator

Tiana Teves*
Salvage Coordinator

David Avei
Driver/Warehouse
Support (CDL B)

Andre Saldania
Driver/Warehouse
Support (CDL B)

Danny Schlag
Web & Publications
Coordinator

Archie Pascual*
Distribution/Warehouse
Support

Rob Kay*
Distribution/Warehouse
Support

Douglas Lagapa
Distribution/Warehouse
Support

Kimo Venne
Driver/Warehouse
Support (CDL B)

Keone Kaleikula-Kele
Driver/Warehouse
Support (CDL B)

Wendy Vergara*
Grants/Comm
Coordinator

Jerick Correa
Distribution/Warehouse
Support

Open
Distribution/Warehouse
Support

Open
Distribution/Warehouse
Support

Leighton Bright
Driver/Warehouse
On-Call Driver (CDL B)

Kaipo Tamashiro
Driver/Warehouse
Support (Non-CDL)

Jin Kim
Distribution/Warehouse
Support

Open
Distribution/Warehouse
Support

Open
Distribution/Warehouse
Support

Brian Roldan
Driver/Warehouse
Support (Non-CDL)

Derek Sato
Agency Relations Asst.

Jared Kawatani*
Community Program
Coordinator

Naomi Save*
Food Partner Network
Coordinator

Jennifer Schantz
CSFP Coordinator

Derek Sato
Agency Relations Asst.

* designates First Aid/CPR/AED Certified

January 14, 2020