

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

Type of Grant Request:



Operating



Capital

Legal Name of Requesting Organization or Individual: Dba:

The Food Basket, Inc.

Hawai'i Food Basket

Amount of State Funds Requested: \$ 2,541,107

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

The Hawai'i Food Basket is seeking a \$2,541,107 GIA grant to establish a 5,000 sq. ft. commercial kitchen and agricultural processing facility as part of a larger 12,000 sq. ft. Agriculture Support Building at our Ho'olako Agriculture Innovation Park and Food Systems Campus site. This facility will work in conjunction with a mobile van to distribute pre-prepared meals to underserved and remote communities, addressing critical food access issues on Hawai'i Island. The project aims to improve food security, support local farmers by creating a steady demand for locally sourced produce, and foster economic development through value-added food production. The commercial kitchen will also serve as a commissary for mobile food vendors and a venue for community education programs. The target population includes low-income residents, particularly those relying on SNAP benefits, and local farmers. This initiative is part of a broader effort to create sustainable food systems and enhance community resilience.

Amount of Other Funds Available:

State: \$ 0

Federal: \$ 0

County: \$ 0

Private/Other: \$ 0

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

\$ 2,000,000

Unrestricted Assets:

\$ 2,956,000

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:

40 Holomua St.

City:

Hilo

State:

HI

Zip:

96720

Contact Person for Matters Involving this Application

Name:

Kristin Frost Albrecht

Title:

Executive Director

Email:

kristin@hawaiifoodbasket.org

Phone:

(808) 933-6030



Authorized Signature

Kristin Frost Albrecht

Name and Title

1/17/2025

Date Signed



STATE OF HAWAII  
STATE PROCUREMENT OFFICE

**CERTIFICATE OF VENDOR COMPLIANCE**

This document presents the compliance status of the vendor identified below on the issue date with respect to certificates required from the Hawaii Department of Taxation (DOTAX), the Internal Revenue Service, the Hawaii Department of Labor and Industrial Relations (DLIR), and the Hawaii Department of Commerce and Consumer Affairs (DCCA).

**Vendor Name:** THE FOOD BASKET INC.

**DBA/Trade Name:** Hawaii Island's Food Bank

**Issue Date:** 01/16/2025

**Status:** Compliant

Hawaii Tax#: W82718245-01

New Hawaii Tax#:

FEIN/SSN#: XX-XXX9475

UI#: No record

DCCA FILE#: 219167

Status of Compliance for this Vendor on issue date:

Form	Department(s)	Status
A-6	Hawaii Department of Taxation	Compliant
8821	Internal Revenue Service	Compliant
COGS	Hawaii Department of Commerce & Consumer Affairs	Exempt
LIR27	Hawaii Department of Labor & Industrial Relations	Compliant

**Status Legend:**

Status	Description
Exempt	The entity is exempt from this requirement
Compliant	The entity is compliant with this requirement or the entity is in agreement with agency and actively working towards compliance
Pending	A status determination has not yet been made
Submitted	The entity has applied for the certificate but it is awaiting approval
Not Compliant	The entity is not in compliance with the requirement and should contact the issuing agency for more information

**DECLARATION STATEMENT OF  
APPLICANTS FOR GRANTS PURSUANT TO  
CHAPTER 42F, HAWAII 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, 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; and
- 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.
- 4) The use of grant-in-aid funding complies with all provisions of the Constitution of the State of Hawaii (for example, pursuant to Article X, section 1, of the Constitution, the State cannot provide "... public funds ... for the support or benefit of any sectarian or nonsectarian private educational institution...").

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.

The Food Basket, Inc.; Hawai'i Food Basket

(Typed Name of Individual or Organization)



(Signature)

1/17/2025

(Date)

Kristin Frost Albrecht

(Typed Name)

Executive Director

(Title)

## Application for Grants

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

#### **1. Hawaii Compliance Express Certificate (If the Applicant is an Organization)**

Please see the attached document.

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

Please see the attached document.

#### **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.

The applicant specifies that the grant will be used for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes. The Food Basket provides the following information confirming that GIA grant funds would support the continued operations of their program and development of food systems infrastructure at the Ho‘olako site:

##### **1. Name of the requesting organization**

The Food Basket, Inc.; DbA: Hawai‘i Island’s Food Bank

##### **2. Public purpose of the grant**

The Food Basket, Hawai‘i Island’s Food Bank, has been serving the community since 1989. As the largest island in the state, Hawai‘i Island covers 4,028 square miles, and The Food Basket is dedicated to its mission of ending hunger in Hawai‘i County.

According to The State of Food Insecurity in Hawai‘i 2023, nearly 1 in 3 households across Hawai‘i are experiencing food insecurity, with Hawai‘i County facing the highest rate at 40%. Of these households, 11% experience low food security—resulting in reduced dietary quality and variety—while 19% experience very low food security, which leads to disrupted eating patterns, including skipped meals due to insufficient food. Among households with children, 9% report children skipping meals, and 6% report children going an entire day without food due to financial constraints.

Before the COVID-19 pandemic, The Food Basket served approximately 14,000 individuals monthly. During the height of the pandemic, this number surged to

84,000 individuals per month but has since stabilized as federal and local support programs expanded. However, with many of these programs now ending and cost-of-living expenses significantly rising, food insecurity has worsened.

Over the past three years, food prices in Hawai'i have increased by approximately 25%. The 2024 ALICE Report indicates that 18% of Hawai'i County households fall below the Federal Poverty Line (FPL), and an additional 30% are below the ALICE threshold. This means 48% of residents in Hawai'i County struggle to afford basic living costs.

Hawai'i Island's vast geography and inadequate public transportation exacerbate the challenges faced by rural communities, commonly referred to as "food deserts," where access to affordable, fresh food—especially fruits and vegetables—is severely limited. The U.S. Department of Agriculture identifies twelve food deserts on Hawai'i Island, where at least 20% of the population lives in poverty and 33% of residents are more than a mile from a grocery store in urban areas and over ten miles away in rural areas. Additionally, five areas on the island have more than 100 households without vehicles and are situated more than a half-mile from the nearest supermarket.

The combination of rising food prices and escalating living costs, including housing, utilities, and transportation, has resulted in an increased need for food assistance. In 2025, The Food Basket anticipates serving over 60,000 low-income residents per month, including families and individuals impacted by the COVID-19 pandemic and previous natural disasters.

A key lesson learned from the pandemic is the unsustainability of relying on food imported from 2,500 miles away. Our project aims to address this by providing immediate food assistance while simultaneously strengthening the local economy. To fulfill our mission of ending hunger in Hawai'i County, we must work toward food sovereignty, reducing dependence on mainland food imports and supporting local farmers, producers, ranchers, and fishermen. By doing so, The Food Basket seeks not only to alleviate hunger but to create a sustainable model for food security and economic resilience on Hawai'i Island. Ultimately, our goal is to empower the local food system and economy to ensure long-term sustainability in our mission to end hunger.

This grant request aims to establish a 5,000 sq. ft. commercial kitchen and agricultural processing facility, serving as a central hub in collaboration with mobile vans for distributing pre-prepared meals. This initiative addresses the urgent need

for expanded food access and improved local food distribution. This value-added production center and meal preparation facility is specifically designed to achieve the following objectives:

- Improve food access for underserved communities by increasing the availability of locally sourced pre-prepared meals.
- Strengthen Hawai'i's local food system by creating opportunities for small farmers to supply fresh produce for meal preparation.
- Promote economic development by supporting local food producers, food retail industries, and food service operations.
- Enhance food security for low-income households and individuals experiencing food insecurity.

The 5,000 sq. ft. facility will be a key component of the 24.5-acre Ho'olako Agriculture Innovation Center and Food Systems Campus, a multifaceted development dedicated to enhancing food security and agricultural sustainability on Hawai'i Island. The campus will feature agricultural lands, support structures, a farmers market pavilion, retail and food service spaces, and community meeting areas. Designed to foster collaboration, innovation, and education, the campus will serve as a hub for local farmers, food producers, and community members, promoting resilience and self-sufficiency in the local food system.

### **3. Services to be supported by the grant**

- This grant will fund the capital costs of a commercial kitchen and the necessary equipment for preparing and transporting meals to communities in need. The project will prioritize creating nutritious meals from locally grown produce, sourced from Hawai'i Island's farmers, to be delivered to food-insecure households and individuals.
- When not in use for meal preparation and distribution, the commercial kitchen will be available for rent at a subsidized rate. It will support the production of value-added products and serve as a commissary kitchen for mobile food establishments, among other uses.
- The facility will also support health and community education programs, with the kitchen serving as a venue for recording and live-streaming cooking tutorials.

#### **4. Target group**

- Hawai'i Island's low-income residents, particularly those experiencing food insecurity, and communities with limited access to healthy food options.
- Many users of our Emergency Food Program are unable to make use of the food items they receive as they are either houseless or unable to prepare meals at home.
- Families with children and working families who are receiving SNAP benefits. By providing fresh, locally prepared meals through the mobile vans, the project aims to directly support these households, ensuring that they have access to healthy, nutritious meals to offset the rising costs of other household essentials.
- Another target group is Hawai'i Island's agricultural producers, who will benefit from increased demand for their products, helping to sustain local agriculture. We are currently working with over 75 Hawai'i Island farmers through our programs.
- Value-added producers and food innovators. The space can be leased to entrepreneurs on weekends or after hours.

#### **5. Cost of the grant and budget**

The total amount requested is \$2,541,107 for the establishment of the commercial kitchen and mobile van service, including equipment. This budget supports the goal of addressing food insecurity while creating opportunities for local food systems growth and economic development.

## **II. Background and Summary**

### **1. Applicant's background:**

The Food Basket is dedicated to ending hunger in Hawai'i County. Since 1989, The Food Basket has been the sole food bank serving Hawai'i Island, addressing the hunger needs of residents through a wide range of programs. These include: The Emergency Food Program, which umbrellas Partner Agency distribution (including food pantries and soup kitchens), the "We Got Your Back" Keiki Backpack Program, School Pantries, and the Kupuna Pantry Program; SNAP Outreach; DA BUX Double Up Food Bucks program; DA BOX community supported agriculture; Kōkua Harvest gleaning project; and Mālama Da Farmer - which provides business support to

producers. With warehouses and offices in both Hilo and Kona, The Food Basket aggregates food from donations and local agricultural producers to distribute to over 100 nonprofit partner agencies across the island. Serving approximately 60,000+ low-income residents per month, The Food Basket's initiatives focus on increasing food security and access to healthy, locally sourced foods for those in need.

## **2. Goals and objectives:**

Goal 1: Establish a 5,000 sq. ft. commercial kitchen, agricultural processing station, and mobile food distribution vans at the Ho'olako property to combat food insecurity in Hawai'i Island's remote isolated communities.

- Objective 1-1: Prepare nutritious, locally sourced meals in the commercial kitchen and distribute them to underserved areas, with a focus on the remote and rural communities of Hawai'i Island, the homeless, and individuals unable to prepare meals themselves.
- Objective 1-2: Deploy mobile food distribution vans to deliver these meals to individuals and families at partner agency locations or designated drop-off points. These locations will be strategically chosen based on community needs, ensuring access to nutritious food for even the most isolated populations.

Goal 2: Enhance local food production and consumption by supporting Hawai'i Island's agricultural producers and promoting the use of locally grown food.

- Objective 2-1: Utilize the commercial kitchen to prepare meals featuring locally sourced ingredients, creating a reliable market for Hawai'i Island's farmers.
- Objective 2-2: Establish partnerships with local food producers to secure a consistent supply of high-quality ingredients, benefiting both the farmers and food-insecure residents.
- Objective 2-3: Use the kitchen as an incubator for individuals to develop and test value-added products, with opportunities to showcase these products at an on-site farmers market.
- Objective 2-4: Address the shortage of commercial kitchen space by offering the facility for rent at an affordable rate, supporting local entrepreneurs and food businesses.



### **3. Public purpose and need to be served:**

The proposed project will be located at the Ho‘olako Agriculture Innovation Park and Food Systems Campus at 505 Ponahawai Street in Hilo, and aims to address the critical need for expanded food access, particularly in rural and remote communities where residents face significant barriers to obtaining healthy food. By establishing a centralized commercial kitchen and processing facility, we will be able to prepare large-scale meals using locally grown products. The development of a mobile food distribution system will ensure the delivery of fresh, nutritious, locally prepared meals to residents in areas with limited access to grocery stores or other food resources. This initiative directly contributes to alleviating food insecurity in geographically isolated communities, ensuring that those in need have access to affordable, healthy meals.

Additionally, the project will support Hawai‘i Island’s local agricultural economy by sourcing ingredients from local producers, helping them reach new markets and increasing their income. This initiative aligns with The Food Basket’s broader mission to not only address hunger but to also strengthen the state's food system by creating sustainable solutions for food access and local food production.

### **4. Target population to be served:**

According to The State of Food Insecurity in Hawai‘i 2023, Hawai‘i Island currently has the highest levels of food insecurity in the state at a 40% rate. According to the most recent ALICE report published in January 2025, Hawai‘i Island also has the highest levels of those living below the Federal Poverty Line at 18%, with a total of 48% who struggle financially to afford the basic costs of living.

The direct beneficiaries of this project will be low-income residents, particularly those in the remote areas of Hawai‘i Island who face challenges accessing fresh, healthy food. Many of these individuals and families rely on federal SNAP benefits and struggle to access nutritious foods. Hawai‘i Island has twelve defined “food deserts” where the poverty rate is at least 20%, and at least 33% of residents live more than one mile away from a grocery store in urban areas and more than ten miles away in rural areas. We currently have five areas on the island that have more than 100 households with no working vehicles that live more than a half mile from the nearest supermarket.

The mobile food distribution service will bring healthy, locally sourced meals directly to these underserved communities, addressing the gap in equitable food access. Additionally, local farmers will benefit by gaining access to a new market for their produce through the commercial kitchen, which will source ingredients for the prepared meals.

#### **5. Geographic coverage:**

The project will serve remote and rural communities across Hawai'i Island, particularly areas that are not easily reached by traditional food retail outlets or food assistance programs. By targeting these isolated communities, The Food Basket will increase food access where it is most needed. The mobile vans will ensure that these communities, regardless of their location, can receive nutritious meals prepared with locally produced food, enhancing the health and well-being of residents across Hawai'i Island.

### **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 project will include the following components to address food insecurity:

- **Commercial Kitchen and Mobile Food Distribution:** A central feature of the project will be the establishment of a commercial kitchen to prepare healthy, locally sourced meals for individuals in food-insecure areas. A mobile distribution service will bring these meals directly to remote communities, where access to fresh food and prepared meals is often limited. The project will leverage The Food Basket's existing CSA distribution routes with vehicles equipped to transport meals.
- **Expansion of Agricultural Capacity:** The project will also support local agricultural producers by increasing the demand for Hawai'i-grown products through both the campus's food systems initiatives and the mobile distribution service, which will showcase locally sourced prepared meals. This effort helps strengthen the local agricultural economy while addressing food access issues in underserved areas.
- **Community Engagement:** The Ho'olako project will provide educational programming and community engagement activities that connect participants with

healthy eating resources, gardening, and nutrition education. This includes direct involvement with Native Hawaiian and Pacific Islander communities, who face disproportionately high levels of food insecurity and chronic health conditions like diabetes and obesity.

- **Collaboration with Local Agencies:** The project will collaborate with local non-profit organizations, government entities, and other community stakeholders to ensure the food distribution efforts meet the needs of residents, especially in rural, remote, and hard-to-reach areas. These collaborations will be vital to ensuring the success of the project's long-term sustainability.

## **2. Projected annual timeline for accomplishing the results or outcomes of the service:**

The project is underway, with conceptual design work started, pre-engineering reports completed, and zoning and grubbing permits secured, while grading permits are currently being pursued. Key milestones throughout the year include site preparation, procurement, and the commencement of construction, followed by the installation of equipment, staff training, and operational testing. The project is targeted for full completion within 18 months.

## **3. Quality assurance and evaluation plans for the request; how the applicant plans to monitor, evaluate, and improve their results:**

To ensure the effectiveness and impact of the project, the following measures will be employed:

1. **Community Feedback:** Regular surveys and direct feedback from participants will be collected to assess satisfaction with the mobile food distribution service and the quality of prepared meals. This will allow for the continuous improvement of services.
2. **Monitoring Distribution Access:** The geographic areas served by the mobile distribution units will be monitored through GIS mapping, ensuring that remote and underserved areas are effectively reached. Evaluation of access will help optimize delivery routes and ensure that the program effectively addresses food insecurity in isolated regions.

3. **Partnership Assessment:** Regular check-ins and evaluations with key partners—such as local farmers, food hubs, and non-profit organizations—will be conducted to assess the success of supply chain management, local food sourcing, and overall community impact.

**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.**

The effectiveness of the project will be assessed through the following metrics:

- **Increased Access to Nutritious Food:** The success of the mobile prepared food distribution service will be measured by the number of individuals served in remote areas, with a specific focus on rural communities that have limited access to food. The goal is to provide at least 500 meals per week in these areas.
- **Support for Local Farmers:** The number of farmers and ranchers supplying produce for prepared meals and the volume of locally sourced food used in meal preparations will be tracked. Success will be measured by an increase in demand for local produce, benefiting both farmers and the local economy.
- **Improved Health Outcomes:** Through follow-up surveys, the project will monitor improvements in food security and health conditions among participants, focusing on chronic disease prevention and improved nutrition among those served by the mobile food service.


**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:****BUDGET REQUEST BY SOURCE OF FUNDS**

Period: July 1, 2025 to June 30, 2026

Applicant: The Food Basket, Inc.

<b>BUDGET CATEGORIES</b>	<b>Total State Funds Requested (a)</b>	<b>Total Federal Funds Requested (b)</b>	<b>Total County Funds Requested (c)</b>	<b>Total Private/Other Funds Requested (d)</b>
<b>A. PERSONNEL COST</b>				
1. Salaries	0	0	0	0
2. Payroll Taxes & Assessments	0	0	0	0
3. Fringe Benefits	0	0	0	0
<b>TOTAL PERSONNEL COST</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island	0	0	0	0
2. Insurance	0	0	0	0
3. Lease/Rental of Equipment	0	0	0	0
4. Lease/Rental of Space	0	0	0	0
5. Staff Training	0	0	0	0
6. Supplies	0	0	0	0
7. Telecommunication	0	0	0	0
8. Utilities	0	0	0	0
9				
10				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>C. EQUIPMENT PURCHASES</b>	<b>406,180</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>D. MOTOR VEHICLE PURCHASES</b>	<b>200,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>E. CAPITAL</b>	<b>1,934,927</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL (A+B+C+D+E)</b>	<b>2,541,107</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>SOURCES OF FUNDING</b>		Budget Prepared By: Justin Clayton - Project Director (808) 933-6030 Name (Please type or print) Phone  Signature of Authorized Official Date Justin Clayton - Project Director Name and Title (Please type or print)		
(a) Total State Funds Requested	2,541,107			
(b) Total Federal Funds Requested	0			
(c) Total County Funds Requested	0			
(d) Total Private/Other Funds Requested	0			
<b>TOTAL BUDGET</b>	<b>2,541,107</b>			

Applicant The Food Basket, Inc.

**b. Personnel salaries and wages:**

### BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2025 to June 30, 2026

Applicant: The Food Basket, Inc.

POSITION TITLE		FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
TOTAL:					
JUSTIFICATION/COMMENTS:					

**c. Equipment and motor vehicles:**

**BUDGET REQUEST: EQUIPMENT & MOTOR VEHICLES**

Period: July 1, 2025 to June 30, 2026

Applicant: The Food Basket, Inc.

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Hood (large span)	1	\$90,000	\$ 90,000.00	
Hood (medium span)	1	\$57,600	\$ 57,600.00	
Storage or Related Racking	1	\$48,000	\$ 48,000.00	
Processing Area Outfit	1	\$48,000	\$ 48,000.00	
Double Convection Ovens/Stacked	2	\$11,400	\$ 22,800.00	
40 gallon tilt skillet	1	\$19,800	\$ 19,800.00	
Undercounter refrigeration	4	\$4,560	\$ 18,240.00	
Stainless Work Tables (8')	2	\$9,000	\$ 18,000.00	
Surface top gas range (4-6 burners) + griddle surface	1	\$15,000.00	\$ 15,000.00	
40 gallon steam kettle	1	\$14,400	\$ 14,400.00	
Commercial Floor Mixer	1	\$12,000	\$ 12,000.00	
Small Equip Budget	1	\$10,000	\$ 10,000.00	
6-burner gas range	2	\$4,200	\$ 8,400.00	
3-bay sink (dish/clean use)	2	\$3,000	\$ 6,000.00	
1-bay sink (general use)	3	\$1,800	\$ 5,400.00	
2-bay sink (general use)	2	\$2,220	\$ 4,440.00	
Ice Machine	1	\$3,600	\$ 3,600.00	
Commercial spray hose + nozzle	6	\$300	\$ 1,800.00	
Speed Racks	10	\$180	\$ 1,800.00	
Handwashing sink with faucet mount	3	\$300	\$ 900.00	
			\$ -	
			\$ -	
TOTAL:	46		\$ 406,180.00	
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
Ford Transport Van (+wraps, racking, & warm boxes)	2.00	\$100,000	\$ 200,000.00	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:	2		\$ 200,000.00	
JUSTIFICATION/COMMENTS:				

d. Capital project details:

BUDGET REQUEST: CAPITAL PROJECT DETAILS

Period: July 1, 2025 to June 30, 2026

Applicant: The Food Basket, Inc.

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:2023-2024	FY:2024-2025	FY:2025-2026	FY:2025-2026	FY:2026-2027	FY:2027-2028
PLANS			85,997			
LAND ACQUISITION			-			
DESIGN			128,995			
CONSTRUCTION			1,719,935			
EQUIPMENT			606,180			
TOTAL:			2,541,107			
JUSTIFICATION/COMMENTS:						



**e. Government contracts, grants, and grants in aid****GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID**Applicant: The Food Basket, Inc.

Contracts Total: 20,612,340

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	DA BUX SNAP Nutrition Incentives	9/1/2024	NIFA	US Dept of Ag	8,405,085
2	The Kokua Harvest Project - food gleaning	11/1/2022	NIFA	US Dept of Ag	3,506,252
3	Hawaii Island Agriculture Park and Food Systems Campus	Pending	County of Hawaii (OHCD)	US Dept of Ag	1,600,000
4	DA BUX Hawaii Healthy Food Incentive Program	12/13/2024	State of Hawaii	State of Hawaii	1,500,000
5	Improving Community Food Security	11/27/2024	County of Hawaii	Federal ARPA SLFRF funds	900,000
6	Local Food Producer Expansion Grant Program	11/27/2024	County of Hawaii	Federal ARPA SLFRF funds	800,000
7	County Emergency Assistance Program	10/15/2022	County of Hawaii	U.S.	600,000
8	Kaukau for Keiki	6/3/2022	County of Hawaii	U.S.	541,800
9	DA BUX Double Up Food Bucks Program	9/28/2023	State of Hawaii	U.S.	500,000
10	State Emergency Food Assistance Program	7/1/2022	State of Hawaii	U.S.	396,000
11	Equipment Acquisition for Emergency Food Storage	11/25/2024	County of Hawaii (OHCD)	U.S. Dept. HUD	270,000
12	SNAP Outreach Program	10/1/2024	State of Hawaii	USDA federal funds	140,000
13	TEFAP Reach and Resiliency	7/1/2023	State of Hawaii	USDA federal funds	137,222
14	SNAP Outreach Program	10/1/2022	State of Hawaii	USDA federal funds	120,604
15	Commodity Supplemental Food Program	10/1/2022	State of Hawaii	USDA federal funds	116,796
16	Commodity Supplemental Food Program	10/1/2023	State of Hawaii	USDA federal funds	112,064
17	Commodity Supplemental Food Program	10/1/2024	State of Hawaii	USDA federal funds	111,993
18	SNAP Outreach Program	10/1/2023	State of Hawaii	USDA federal funds	110,302
19	The Emergency Food Assistance Program	10/1/2023	State of Hawaii	USDA federal funds	93,647
20	The Kokua Harvest Project - food gleaning	3/10/2023	County of Hawaii	County of Hawaii	91,500
21	Emergency Food and Shelter Program	4/20/2022	FEMA	U.S.	74,986
22	TEFAP Reach and Resiliency	7/1/2022	State of Hawaii	USDA federal funds	69,900
23	The Emergency Food Assistance Program	10/1/2022	State of Hawaii	USDA federal funds	59,448
24	CSFP Commodity Credit Corporation	12/1/2024	State of Hawaii	USDA federal funds	58,581
25	DA BOX Community Supported Agriculture	7/1/2024	County of Hawaii	County of Hawaii	50,000
26	Senior Brown Bags	7/1/2023	County of Hawaii	County of Hawaii	50,000
27	Emergency Food Program	7/1/2023	County of Hawaii	County of Hawaii	50,000
28	The Emergency Food Assistance Program	10/1/2024	State of Hawaii	USDA federal funds	44,847
29	Emergency Food and Shelter Program	11/7/2023	FEMA	U.S.	34,419
30	Emergency Food and Shelter Program	4/18/2022	FEMA	U.S.	20,000
31	Emergency Food and Shelter Program	5/2/2024	FEMA	U.S.	20,000
32	Emergency Food	7/1/2022	County of Hawaii	County of Hawaii	10,000
33	Malama Da Farmer - ag theft - District 6	12/1/2024	County of Hawaii	County of Hawaii	7,844
34	Malama Da Farmer - ag theft - District 1	12/12/2023	County of Hawaii	County of Hawaii	6,050
35	Emergency Food	7/1/2022	County of Hawaii	County of Hawaii	3,000

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2026.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$406,489	\$492,086	\$605,262	\$1,037,270	\$2,541,107

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2026.

The Food Basket is currently in the planning stages of a capital campaign, with the specific funding goal and launch date yet to be determined. The organization remains committed to pursuing additional funding opportunities as they become available to support its initiatives.

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 2026 for program funding.

None.

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2024.

\$2,956,000

## **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 Food Basket has the necessary expertise and organizational capabilities to successfully implement the proposed project. With over 35 years of experience in Hawai'i County, we have developed a deep understanding of the community's needs and have successfully managed large-scale food assistance programs. Our experience includes overseeing the DA BUX Program, providing food relief during the

COVID-19 pandemic, and working with local farmers and ranchers to ensure access to fresh produce and protein for food-insecure residents. This expertise, combined with our strong community partnerships, positions us to effectively deliver and sustain the services proposed in this application.

In addition to managing food assistance efforts, The Food Basket has built a robust infrastructure focused on food distribution, community engagement, and long-term sustainability. Our success in administering programs such as DA BUX, which has provided millions in benefits to low-income households, demonstrates our ability to manage complex projects at scale while ensuring equitable access to nutritious food.

The Food Basket's commitment to purchasing locally strengthens our local economy. Our initiatives focus on increasing food security with equitable access to healthy, locally grown foods for those in need.

- The Emergency Food Program – The Food Basket's pioneer program serving 60,000+ individuals a month island-wide in partnership with 100 organizations through food pantries, soup kitchens, and many other food distribution programs.
- DA BOX Community Supported Agriculture (CSA) Program – Delivering fresh, locally grown fruits and vegetables to DA BOX members island-wide. All produce is sourced on island and distributed through refrigerated vans at sites across the island.
- DA BUX Double Up Food Program – A statewide incentives program that encourages the purchase of local fresh fruits and vegetables amongst low-income families from participating grocery stores, food hubs, and farmers markets at over 100 sites across the state. SNAP recipients can utilize DA BUX to purchase local produce at a 50% discount utilizing their SNAP benefits. DA BUX also works with our DA BOX CSA Program. In 2023 alone, DA BUX issued a total of \$2.4 million in local produce discounts.
- Nā Kuke 'Ōpio (cooking classes) – Hawaiian translation for "The Young Cook". A nutrition education program that targets teens from low-income households that incorporates fresh, local produce into hands on cooking classes. These classes focus on preparing affordable, nutritious meals that are easy to replicate empowering our youth to live a healthy lifestyle, now and in the future.
- Kōkua Harvest – our food rescue or gleaning program that harvests excess fresh produce from farmers and backyard gardeners and redistributes them to low-income communities, preventing food waste at its source.

**Bios:**

**Kristin Frost Albrecht, Executive Director, The Food Basket**

Kristin Frost Albrecht has served as the Executive Director of The Food Basket since 2017. Under her leadership, The Food Basket has grown significantly, expanding services to thousands of individuals across Hawai'i Island. Kristin brings over 20 years of experience in nonprofit management, including expertise in food insecurity, community development, and program administration. She has successfully led several major initiatives, including large-scale emergency food distributions and local food system projects. Her deep commitment to community service and her collaborative approach to problem-solving are central to The Food Basket's continued success.

**Justin Clayton, Ho'olako Project Director**

Justin Clayton is the Project Director for Ho'olako, Hawai'i Island's Agriculture Innovation Center and Food Systems Campus. With over 15 years of experience in corporate banking and finance, Justin transitioned to focus on sustainable food systems and accessibility to healthcare. He holds a BBA from the University of Hawai'i at Hilo and a Master's in Finance from the University of Michigan. Justin's experience in financial planning, analysis, and project management ensures the strategic oversight and long-term viability of The Food Basket's initiatives.

**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 Food Basket does not currently have access to a commercial kitchen and processing space. The project will be built on the 24.5-acre Ho'olako Agriculture Innovation Center and Food Systems Campus in Hilo, Hawai'i, which will include agriculture production, a food bank, an agricultural innovation center, a farmers market pavilion, and community meeting spaces. The commercial kitchen will be equipped to handle large-scale meal production, while the mobile food distribution units will be designed to transport prepared meals to areas that are critically underserved. The campus will be constructed with sustainability and accessibility in mind, ensuring that the facilities are ADA-compliant and environmentally friendly.

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

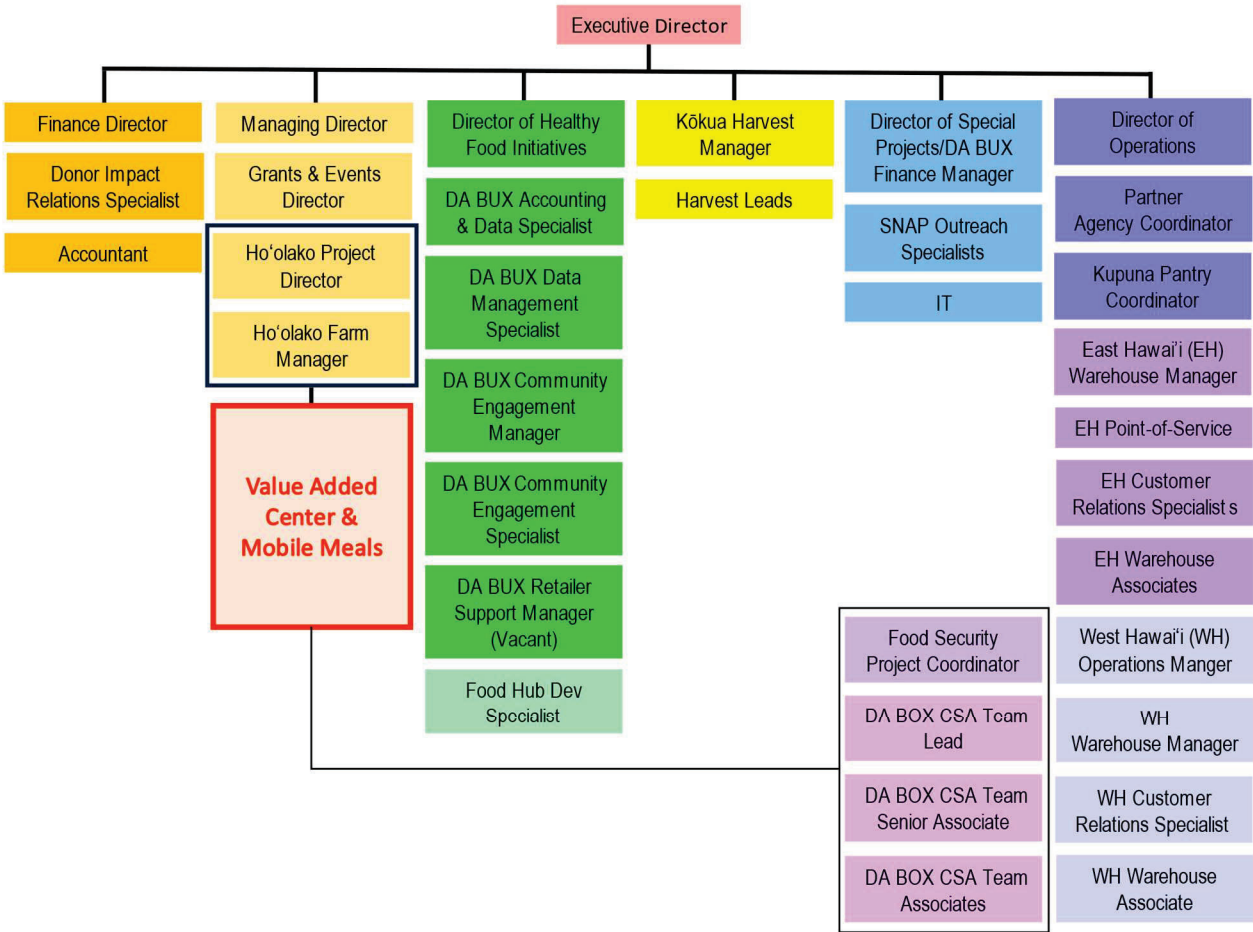
### **1. Proposed Staffing, Staff Qualifications, Supervision and Training**

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 project will be led by the Ho‘olako Project Director overseeing the development of the commercial kitchen and mobile food distribution network. Construction management will be outsourced by sealed bidding process. The kitchen will be staffed by volunteers and partner agencies, while meal distribution will utilize the existing CSA network and partner agencies. The Project Director will ensure timely execution and budget adherence, while staff will receive training in food safety, operational procedures, and customer service. Senior management will provide ongoing support, and The Food Basket's administrative infrastructure will ensure effective oversight, financial management, and compliance with regulations.

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.

Position	Range
Executive Director	\$95,000 - \$105,000
Director of Finance	\$85,000 - \$95,000
Director of Healthy Food Access Initiatives	\$78,000 - \$88,000

## **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.

Not applicable.

### **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.

Not applicable.

### **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.

Not applicable.

### **4. Future Sustainability Plan**

The applicant shall provide a plan for sustaining after fiscal year 2026 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2026, but
- (b) Not received by the applicant thereafter.

The Food Basket is committed to sustaining the project beyond fiscal year 2026 by diversifying funding sources, including private donations, grants, partnerships, and revenue-generating activities. Strong community engagement and collaboration with local stakeholders and partner agencies will ensure ongoing support. Additionally, we will focus on building internal capacity through staff training and volunteer involvement, while optimizing operational efficiency to reduce costs.

Once constructed, the project will become self-sustaining through revenue generated from renting the commercial kitchen and processing space, as well as operating an onsite farmers market. Efficiencies within our existing CSA programs and food distribution network will also create operational synergies across the organization.

## 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) Hawaii Compliance Express Certificate (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

Kristin Frost Albrecht - Executive Director

PRINT NAME AND TITLE

1/17/2025

DATE