

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) (**Attachment 1**)
- 2) Declaration Statement (**Attachment 2**)
- 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 (**Attachment 3**)


Melissa Rhoden Jan 22, 2026 12:39:34 HST
AUTHORIZED SIGNATURE

Melissa Rhoden, ALFH President
PRINT NAME AND TITLE

22/01/2026

DATE

22/01/2026

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

If the applicant is an organization, the applicant shall submit one (1) copy of a Hawaii Compliance Express Certificate from the Comptroller of the Department of Accounting and General Services that is dated no earlier than December 1, 2025.

A Certificate of Vendor Compliance issued by the State of Hawai'i, State Procurement Office on January 6, 2026 indicating that the Agricultural Leadership Foundation of Hawai'i is compliant, is attached (Hawaii Tax#: 38738983-01) (**Attachment 1**).

2. Declaration Statement

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

A declaration statement affirming the Agricultural Leadership Foundation of Hawai'i's compliance with Section 42F-103, Hawai'i Revised Statutes is attached (**Attachment 2**).

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](#).

Pursuant to Section 42F-102, Hawai'i Revised Statutes, the Agricultural Leadership Foundation of Hawai'i states the public purpose of the grant is to cultivate the next generation of agricultural leaders by providing opportunities for Hawai'i's high school and college students, and their teachers/advisors, to have direct exposure to the agricultural sector through participation in the Hawai'i Agriculture Conference, including involvement in leadership training and career exploration sessions aimed at building a sustainable and robust agricultural workforce for Hawai'i.

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;

For over 40 years, the Agricultural Leadership Foundation of Hawai'i (ALFH) has been providing leadership development opportunities for people committed to strengthening agriculture in Hawai'i through the renowned Agricultural Leadership Program (ALP). Since 2002, ALFH has also successfully planned, hosted and delivered the bi-annual *Hawai'i Agriculture Conference* which has included a total of eleven (11) separate events. The conference is unique in its appeal and ability to deliver a statewide educational program that cuts across commodities to bring together and unite the entire agriculture sector with common issues, concerns and opportunities. This two-day gathering has resulted in a strengthening of the sector internally and has also expanded the public's understanding of agriculture. Additionally, the conference has become an excellent resource and platform for high school and college students and their teachers/advisors where they can learn from and network with professionals from across the state, explore potential career paths in agriculture, and have opportunities to showcase their work through presentations.

ALFH staff members and board directors have many decades of experience in management, coordination and planning that contribute to the success of ALFH's programs including the Hawai'i Agriculture Conference.

2. The goals and objectives related to the request;

Conference sessions expose students and advisors to critical issues within the agricultural sector and they become part of the conversations that aim to find solutions. Additionally, special sessions focusing on career opportunities and leadership development are offered to support the development of the next generation of agriculture leaders.

3. The public purpose and need to be served;

The public purpose of the grant is to cultivate the next generation of agricultural leaders by providing opportunities for Hawai'i's high school and college students, and their teachers/advisors, to have direct exposure to the

agricultural sector through participation in the Hawai'i Agriculture Conference, including involvement in leadership training and career exploration sessions aimed at building a sustainable and robust agricultural workforce for Hawai'i.

4. Describe the target population to be served; and

The target population to be served by this project is high school and college students and teachers/advisors involved in agriculture and natural resource programs throughout the state of Hawai'i.

5. Describe the geographic coverage.

This project supports participation of high school and college students and teachers/advisors involved in agriculture and natural resource programs throughout the state of Hawai'i.

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;

Scope of Work:

The project aims to cultivate the next generation of agricultural leaders by funding the attendance of 80 high school and college students and their teachers/advisors at the 2026 Hawai'i Agriculture Conference. The scope includes all pre-conference preparation, travel logistics, active conference participation, and post-event knowledge sharing within the school community.

Core Tasks and Activities

Pre-Conference Preparation:

- Coordinate student and teacher/advisor selection based on involvement and interest in Agriculture, Food Systems, and Natural Resources. Focus on participants of existing programs such as FFA, 4-H, CTAHR, etc.
- Develop a student event schedule to prepare students for conference participation.
- Arrange all travel logistics, including conference registration, lodging, and transportation.

Conference Participation:

- Attend designated workshops, keynote sessions, concurrent sessions, and networking events.
- Participate in student-led presentations or events.
- Conduct structured interviews with industry professionals to explore career pathways as part of a student-focused career event.

Post-Conference Integration and Wrap-up:

- Facilitate "conference experience" presentations to appropriate student audiences upon return to school. Dependent upon teacher/advisor preference, presentations may include a portfolio of student reflections, photos, or videos documenting the experience.
- Integrate conference findings into existing science, math, or social studies curricula when possible.
- Finalize financial reimbursements and other administrative details.
- Compile a final event report documenting student participation in the 2026 Hawai'i Agriculture Conference to include the number of participants, geographic representation, workshops offered, and a qualitative assessment of student learning.

Responsibilities

Program Director - Provides oversight to Project Manager and Student Engagement Team to ensure adherence to the project plan.

Project Manager - Oversees budget allocation, ensures grant compliance, and manages reporting deadlines.

Student Engagement Team - Connect with schools to identify interested students and teachers/advisors and facilitate the selection process. Develop a career exploration session and other content aimed at engaging students in agriculture. Serve as host to students and teachers/advisors throughout the event.

Teachers/Advisors - Act as primary chaperones, facilitate student learning during the event, integrate related content into classroom instruction when possible and provide opportunities for students to present "conference"

experience presentations.

Students - Actively engage in sessions, workshops and events and complete any related assignments.

School Administration - Approve travel requests, manage administrative details such as waivers, etc., and assist with financial processes as needed. Provide opportunities for students to present "conference" experience presentations.

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

All tasks related to the proposed project will be completed in 2026 per the schedule below.

February 2026	Coordinate with educational institutions and student organizations (FFA, 4-H, etc).
March 2026	Invite educational institutions and student organizations to participate.
April - August 2026	Develop the conference student program. Continue coordination with educational institutions and student organizations.
September 2026	Register students and teachers/advisors.
October 2026	Finalize logistics for students and teachers/advisors.
November 9-10, 2026	Host 2026 Hawai'i Agriculture Conference.
December 2026	Complete billing and reimbursements.
January 2027	Students complete presentations. Finalize event report.

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

Quality Assurance

QA is an ongoing process to ensure project activities are implemented as planned and to provide feedback for improvement.

- **Monitoring Activity Implementation:**
 - **Recruitment:** Track the number of students and teachers selected and confirm they represent the target population of high school and college students and teachers/advisors involved in agriculture and natural resource programs throughout the state of Hawai'i.
 - **Participation:** Monitor attendance and engagement in conference workshops and sessions through sign-in sheets, observation, and digital tools like polls and chat features.
 - **Logistics:** Regularly review travel, accommodation, and registration processes to ensure smooth execution and address issues promptly.
- **Continuous Improvement Plan:**
 - **Regular Feedback:** Collect feedback from participants immediately after key activities (e.g., session surveys) to identify areas for improvement.
 - **Progress Updates:** Project manager and student engagement team will meet regularly to provide updates to the Program Director on progress to ensure adherence to the project plan.
 - **Corrective Actions:** Document all feedback and identified issues, assigning responsibility and timelines for corrective actions, and tracking them to completion.

Evaluation Plan

Evaluation assesses the quality and success of the project in reaching its stated goals and outcomes.

- **Evaluation Questions:**
 - To what extent did participants' knowledge of agricultural topics increase?
 - Did the conference experience impact students' interest in pursuing agricultural careers?
 - To what extent was the project successful in achieving its goals/objectives?
- **Data Collection Methods and Metrics:**
 - **Surveys/Questionnaires:** Administer pre- and post-conference surveys to measure changes in knowledge, attitudes, beliefs, and motivation regarding agriculture.

- **Interviews/Focus Groups:** Conduct exit interviews or focus groups with a sample of participants to gather qualitative data on their experience, key takeaways, and future plans.
- **Presentation/Portfolio Review:** Review student projects post-conference to qualitatively assess student experience.
- **Long-term Tracking:** Collect contact information to conduct a follow-up evaluation a year later to gauge long-term impact on career or educational decisions.
- **Data Analysis and Reporting:**
 - Analyze data (both quantitative and qualitative) to identify trends, successes, and lessons learned.
 - Prepare a summative evaluation report at the project's end to be shared with stakeholders and funders.
 - Findings will be used to demonstrate impact, refine programming for future iterations, and secure future funding.

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 will aim to track immediate participation and the subsequent impact on learning.

1. Direct Student Outcomes (Learning & Engagement)

- **Knowledge Acquisition:** Results from pre- and post-conference assessments measuring gains in specific agricultural topics (e.g., sustainable farming, ag-tech).
- **Career Awareness:** The number of students reporting increased interest in pursuing careers in Food, Agriculture, Natural Resources, and other related disciplines following conference exposure.

2. Teacher Professional Development (Instructional Impact)

- **Curriculum Integration:** The number of teachers who successfully integrate new conference-learned agricultural modules or concepts into

their existing classroom curriculum.

- **Knowledge Transfer:** Success rates of teachers in sharing conference materials or new agricultural technologies with non-attending staff or local districts.
- **Self-Efficacy Gains:** Surveys measuring changes in teacher confidence and ability to teach emerging agricultural facts and technical skills.

3. Participation and Demographic Metrics (Outputs)

- **Total Reach:** The final number of students and teachers who attended, broken down by school district or region.

4. Long-Term and Institutional Metrics (Efficiency)

- **Stakeholder Partnerships:** Number of new collaborations formed between the school and agricultural industry partners met during the conference.
- **Cost-Effectiveness:** The average cost per student/teacher for participation compared to the qualitative gains in learning or career readiness.
- **Follow-on Activities:** Post-conference metrics such as the number of new supervised agricultural experience projects implemented post event.

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 2027.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
28,400	26,600	0	0	55,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2027.

ALFH is openly seeking sponsorship support for both of its key programs: the Hawai'i Agriculture Conference and the Agricultural Leadership Program. Support is requested from corporate, foundation, and government entities, as well as from individual donors that have a vested interest in the success of agriculture in Hawai'i.

Current sponsors of the overall conference event include: Ulupono Initiative, Skagit Farmer Supply, Kualoa Ranch, and Kamehameha Schools.

ALFH continually seeks donor funding for the ALP through individual donors, including alumni of the program, as well as corporations that are supportive of agricultural and leadership endeavors in Hawai'i.

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.

Not applicable.

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 2027 for program funding.

See worksheet - Government Contracts, Grants, and/or Grants in Aid

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2025.

Unrestricted current asset balance as of 12/31/2025: \$173,040.62

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.

ALFH has hosted eleven (11) all-state agricultural conferences since 2002. The event is traditionally held every two years.

The ALFH Board of Directors is composed of 11 Directors that have over 115 combined years of experience with ALFH, with experience delivering the conference back to the very first event in 2002.

AG2024 - ALFH hosted the 2024 Hawai'i Agriculture Conference (AG2024) on November 7-8, 2024 at the Hawai'i Convention Center in Honolulu, HI. 639 individuals attended this all-state conference focused on "Building CommUNITY through Hawai'i Agriculture." Attendance included residents of Hawai'i Island, Kaua'i, Maui, Molokai'i and O'ahu, as well as US mainland residents. A total of 91 students and student advisors/teachers also attended the event.

AG2022 - ALFH hosted the 2022 Hawai'i Agriculture Conference (AG2022) September 27-28, 2022 at the Hawai'i Convention Center, in Honolulu, HI. Attendance reached an all time high of 654 attendees, inclusive of residents of all islands, the US mainland, and 37 students and 19 advisors/teachers.

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.

ALFH has secured the Naupaka Ballroom Conference Facilities (Naupaka Salon 1-7) at the Waikoloa Beach Marriott Resort and Spa in Waikoloa, Hawai'i to host the 2026 Hawai'i Agriculture Conference. After careful consideration, and with the knowledge that the Hawai'i Convention Center is undergoing renovation in 2026, the planning team selected Hawai'i Island as the appropriate venue for the conference to showcase diverse agricultural landscapes and perspectives that can benefit the entire State of Hawai'i and its agricultural initiatives. By selecting this location we are tapping into local expertise and innovative concepts that widen the lens on the possibilities for agriculture here and around the world. This shift not only fosters critical agricultural community engagement and inclusivity but also highlights the importance of regional sustainability techniques, allowing participants to experience firsthand the challenges and successes faced by farmers in varied environments. The Hawai'i Island venue will breathe new life into our discussions, encouraging a holistic view of Hawai'i's agricultural future and

economic development strategy. As such the theme of the event has been identified as the following:

Dedication & Diversity: The Key to Hawai'i's Agricultural Future

Welcome to a gathering dedicated to sharpening Hawai'i's agricultural future. This year, we recognize and highlight the unwavering dedication of our farmers, researchers, and communities who continue to nurture our rich lands. We also embrace the incredible diversity that defines Hawai'i agriculture—from traditional taro fields to innovations in science and scale. Together, we explore how dedication and diversity are not just ideals but vital keys to building a resilient, vibrant, and sustainable agricultural industry that honors our heritage and paves the way for future generations.

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 Executive and Program Director and Program Manager will oversee execution of this project. A volunteer student engagement team led by an ALFH Board Director with support from leaders in Hawai'i student organizations associated with agriculture will assist the ALFH team. Five percent (5%) of the annual conference project staff time will be allocated to this project (which equates to 1% of the annual staff salaries, taxes, and benefits).

The Executive and Program Director (ED) for ALFH has been employed with the Foundation since 2017, and has successfully developed and delivered three (3) all state agriculture conferences. Additionally, the ED supported ALFH as an independent contractor providing leadership and professional expertise in the development and delivery of the Hawai'i Agriculture Conference in 2017 and the delivery of an ALFH Youth Leadership Program benefiting FFA students in 2014. As a former independent business owner and also a project manager for the National Oceanic and Atmospheric Administration, the ED

brings 24+ years of experience in planning, development, implementation, and communication of a range of programs. The ED will be responsible for supervising, training and providing administrative direction relative to the project under the supervision of ALFH's Board of Directors.

The ALFH Program Manager has assisted with the delivery of the past 3 agriculture conferences and brings a wealth of knowledge to her position from her past work as a commissioned Logistics Readiness Officer with the United States Air Force. She has been employed as the Program Assistant with ALFH since 2019 and was recently promoted to Program Manager.

The ALFH Board of Directors is composed of 11 Directors that have over 115 combined years of experience with ALFH, with experience delivering the conference back to the very first event in 2002. The Board of Directors plays a significant role in the planning and implementation of the Hawai'i Agriculture Conference Planning Committee.

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.

The 2026 Hawai'i Agriculture Conference Planning Team Organizational Chart is provided at **Attachment 3**. This project will be managed by the Student Engagement Team with the support of the Executive and Program Director and Program Manager

3. **Compensation**

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

Executive and Program Director - Annual Salary (\$92,000 - \$100,000)
Program Manager - Hourly Employee (\$30,000 - \$45,000)
See worksheet - Budget Justification - Personnel Salaries and Wages)

Officers and directors are unpaid.

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 2027 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2027, but
- (b) Not received by the applicant thereafter.

ALFH has hosted 11 conferences since it began in 2002 and plans to continue. The proposal supports the participation of Hawai'i high school and college students and their teachers/advisors to attend the 2026 Hawai'i Agriculture Conference, a unique agricultural event on Hawai'i Island. ALFH will seek sponsorship support to continue to offer special student programming if funding is not available in future years.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2026 to June 30, 2027

Applicant: Agricultural Leadership Foundation of Hawai'i

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	1,462			
2. Payroll Taxes & Assessments	310			
3. Fringe Benefits	28			
TOTAL PERSONNEL COST	1,800			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	7,000			
2. Insurance	0			
3. Lease/Rental of Equipment	0			
4. Lease/Rental of Space	0			
5. Staff Training	0			
6. Supplies	2,400			
7. Telecommunication	0			
8. Utilities	0			
9. Registration (students/teachers/advisors)	32,000			
10. Lodging (off-island students)	10,000			
11. Ground Transportation	1,800			
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TOTAL OTHER CURRENT EXPENSES	53,200			
C. EQUIPMENT PURCHASES	0			
D. MOTOR VEHICLE PURCHASES	0			
E. CAPITAL	0			
TOTAL (A+B+C+D+E)	55,000			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	55,000	Sarah Voigt (808) 947-2914 x 701		
(b) Total Federal Funds Requested	0	Name (Please type or print) Phone		
(c) Total County Funds Requested	0	Signature of Authorized Official Date		
(d) Total Private/Other Funds Requested	0	Melissa Rhoden, President, ALFH		
TOTAL BUDGET	55,000	Name and Title (Please type or print)		

Applicant: Agricultural Leadership Foundation of Hawai'i

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
None	0.00	\$0.00	\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:			\$ -	
JUSTIFICATION/COMMENTS: No funds are requested for equipment.				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
None	0.00	\$0.00	\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:			\$ -	
JUSTIFICATION/COMMENTS: No funds are requested for motor vehicles.				

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS Period: July 1, 2026 to June 30, 2027

Applicant: Agricultural Leadership Foundation of Hawai'i

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:2024-2025	FY:2025-2026	FY:2026-2027	FY:2026-2027	FY:2027-2028	FY:2028-2029
PLANS	0	0	0	0	0	0
LAND ACQUISITION	0	0	0	0	0	0
DESIGN	0	0	0	0	0	0
CONSTRUCTION	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0
TOTAL:	0	0	0	0	0	0
JUSTIFICATION/COMMENTS: No funds are being requested for plans, land acquisition, design, construction or equipment for ALFH.						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Agricultural Leadership Foundation of Hawai'i

Contracts Total: 225,500

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	2024 Hawai'i Agriculture Conference Support	July 12, 2024 - April 12, 2025	Hawai'i Department of Agriculture	State	99,000
2	Agricultural Leadership Program Class XIX Support	Oct 15, 2025 - Mar 25, 2027	Department of Agriculture and Biosecurity	State	126,500
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**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: **AGRICULTURAL LEADERSHIP FOUNDATION OF HAWAII**

Issue Date: **01/06/2026**

Status: **Compliant**

Hawaii Tax#: [REDACTED]

New Hawaii Tax#:

FEIN/SSN#: [REDACTED]

UI#: No record

DCCA FILE#: 50151

Status of Compliance for this Vendor on issue date:

Form	Department(s)	Status
A-6	Hawaii Department of Taxation	Compliant
8821	Internal Revenue Service	Waived
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

ATTACHMENT 2

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; and
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.
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, 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.

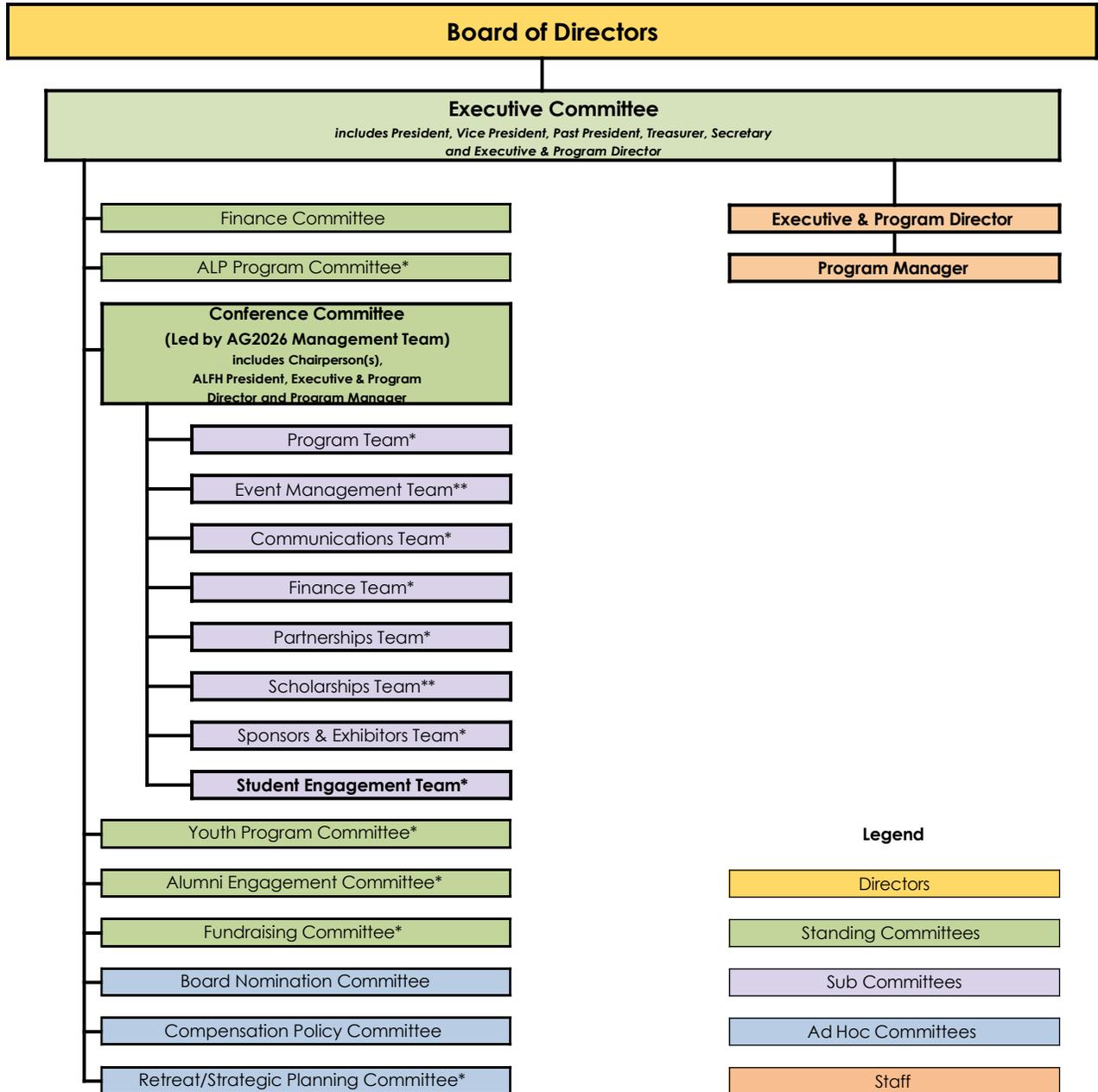
Agricultural Leadership Foundation of Hawai'i (ALFH)
(Typed Name of Individual or Organization)

Melissa Rhoden
Melissa Rhoden [Jan 22, 2026 12:39:34 HST]
(Signature)

22/01/2026
(Date)

Melissa Rhoden ALFH Board President
(Typed Name) (Title)
Rev 8/30/23

Agricultural Leadership Foundation of Hawai'i
Organizational Chart



Board of Directors - To include not less than 3 Directors and up to 20 Directors, serving 4 year renewable volunteer terms
 Executive & Program Director - Day to day oversight from President and Executive Committee
 Program Manager - Day to day oversight from Executive & Program Director
 The Executive & Program Director is full time; payroll services and benefits are contracted through ALTRES
 The Program Manager is part-time; payroll services and benefits are contracted through ALTRES
 * Staff part of team, ** Staff led team

As of Jan 1, 2026