

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

Alice Tupou
AUTHORIZED SIGNATURE

Alice Tupou, Asst. Director, Finance & HR
PRINT NAME AND TITLE

1/23/2026
DATE



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: HAWAII AGRICULTURE RESEARCH CENTER

Issue Date: 01/23/2026

Status: **Compliant**

Hawaii Tax#: [REDACTED]
New Hawaii Tax#: [REDACTED]
FEIN/SSN#: [REDACTED]
UI#: XXXXXX1270
DCCA FILE#: 37120

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

PUBLIC PURPOSE

The requested grant will be used for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes.

The Hawaii Agriculture Research Center (HARC) requests a grant to improve the overall benefits to the people of Hawaii by providing increased diversified agriculture and economic opportunity in the state. The requested funds will be utilized to transition HARC's Kunia Farm sugarcane infrastructure to better support diversified agriculture around the state.

HARC requests \$900,156 to achieve the stated goals.

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

Hawaii Agriculture Research Center
(Typed Name of Individual or Organization)

Alice Tupou
(Signature)

1/23/2026
(Date)

Alice Tupou
(Typed Name)

Asst. Director of Finance & HR
(Title)

II. Background and Summary

1. Description of the Applicant's Background

The Hawaii Agriculture Research Center (HARC) is a private, nonprofit organization (501c3) supporting diversified agriculture in Hawaii through scientific research, technology transfer and business development. HARC has a long track record of successful projects in collaboration with local, state and federal agencies, universities and private industry. HARC's diverse expertise in a wide range of agricultural subjects provides a valuable resource for Hawaii's farmers in a rapidly changing agricultural environment. The Hawaii Agriculture Research Center's 100-acre farm in lower Kunia directly supports new farmers, agriculture research, community organizations and educational programs by providing expertise, access to affordable land, and infrastructure.

2. Goals and Objectives

The Hawaii Agriculture Research Center (HARC) seeks Grant-in-Aid funding to renovate its Kunia Field Station into a multi-use agricultural research innovation facility. The project will modernize outdated plantation-era infrastructure into a space that supports Hawaii's diversified agricultural systems via applied research, and agriculture workforce development. The requested funds will ensure HARC's sustainable research in important crops such as coffee, moringa, cacao and *Acacia koaia*.

HARC purchased its 100-acre Kunia Farm from the James Cambell Company in 2008. The property was operated by HARC's predecessor, the Hawaiian Sugar Planters Association (HSPA), in conjunction with Oahu Sugar Company for 50+ years prior to purchase. As part of the purchase, the land was guaranteed to remain in agricultural use for perpetuity, with easements held by the US Department of Agriculture Natural Resource Conservation Service and the Agribusiness Development Corporation (ADC). Since taking ownership of the property, HARC built a new 20,000 square foot building on the property to house its agriculture research laboratory, plant propagation services (tissue culture), administrative staff and meeting space for public outreach events. HARC recently completed a new education center on the property to host the HARC Seeds4Tommorrow K-12 education program.

Despite these significant investments by HARC, the core farm site infrastructure remains designed for plantation sugarcane and no longer meets the needs of modern, diversified, research-driven agriculture. The requested funds will allow HARC researchers and educators to work closely with the administration to repurpose the site into a flexible, energy-efficient, and collaborative facility that supports the next generation of producers, researchers, and agricultural educators. HARC's commitment to existing research projects require the request of an operations GIA to ensure that HARC staff is able continue operations throughout the process and make accommodations as infrastructure is renovated. The successful completion of the project will create a communal space not only for HARC researchers, but also to host students and farmer outreach workshops.

Objective 1: Provide **general-purpose, multi-use spaces, adaptable for hands-on trainings**, or early **post-harvest processing activities** that enables HARC to continue supporting a viable network hub for producers, researchers and educators through agricultural innovation, demonstration and training.

Objective 2: Enable demonstration of crop improvement, breeding, and agronomic management by applied research across Hawai'i agroecosystems facilitating food security, circular economy, and Hawai'i's 2045 Carbon neutrality goals.

Project Impact

1. Strengthens Hawaii's diversified agriculture by providing shared space for farmers, researchers, and educators.
2. Creates a reliable demonstration site for sustainable soil and nutrient amendments, crop improvement, and climate-adaptive systems.
3. Reduces operational costs through renewable energy integration (PV system).
4. Expands HARC's role as a center for applied research, workforce development, and extension in tropical agriculture.
5. Improves safety, efficiency, and workflow for HARC staff, interns, and producer collaborators.

3. Public purpose and need to be served

As large commercial agricultural production of sugarcane and pineapple decreased in the state, many agricultural workers and their families have struggled to survive. The HARC Kunia Research Station is instrumental for developing new opportunities in diversified agriculture. The Kunia Farm is an ideal location for research on a wide range of crops such as papaya, coffee, moringa and biofuels. Furthermore, the Kunia farm's proximity to the most important agriculture region in Hawaii makes the site an ideal location to hold new farmer training, outreach and technology transfer workshops. The Kunia Farm also hosts the HARC K-12 agricultural education program (Seeds4Tomorrow), providing hands-on science education to Hawaii school children. Finally, HARC provides affordable agriculture leases to new farmers helping to ensure the future of farming in Hawaii.

4. Target population

The immediate population served by the project will be the diversified agriculture farmers around the state that rely on practical research to ensure long-term sustainability. The agricultural workers of Hawaii will benefit through the increased employment opportunities created. The general public will benefit from increased local food production, improving the sustainability and resilience of Hawaii's food system.

5. Geographic

The project has statewide implications as HARC's research is focused on crops grown throughout the state.

III. Service Summary and Outcomes

1. Scope of work, tasks and responsibilities

Infrastructure & Structural Improvements

- i. Repair the roof and weatherproofing of the main building [at the field station].
- ii. Install an electrical system upgrade to reliable 3-phase power
- iii. Install a photovoltaic system to offset power demand

- iv. Restore the two walk-in cooler and a dry room for seed, produce and research sampling storage.
- v. Restore the Clean Room area to support controlled research and sample preparation, and hands-on outreach activities.
- vi. Improve sanitation facilities for worker safety and compliance, including sink stations, showers, and bathroom spaces.
- vii. Relocate Tool Room to the current fertilizer room
- viii. Create Greenhouse Head House to support a variety of activities that support HARC field, greenhouse, laboratory and nursery activities such as soil and substrates management, seedling propagation, and transplant preparation.
- ix. Chemicals storage and washing stations in the previous Tool Room area.
 - x. Create a Hardening / Speed Breeding Room with controlled lighting to accelerate flowering and enable rapid-cycle crop improvement.
 - xi. Dryer unit
 - xii. Autoclave
 - xiii. Freeze drier
 - xiv. Walk-In Cooler

Installation of the new HARC operational infrastructure will be managed by the HARC Director of Facilities, Michael Kaufmann. Long-term HARC research scientist, Tyler Jones, will serve as the liaison between HARC administration and researchers to ensure continuation of ongoing projects.

2. Timeline

Phase	Activity	YR 1			
		Q1	Q2	Q3	Q4
I	Design, permitting, and procurement				
II	Structural & electrical renovations				
II	Installation of new equipment & PV				
IV	Interior finishing and commissioning				

3. Quality assurance and Evaluation Plans

HARC has a long, successful history of R&D on a wide range of crops. HARC utilizes an internal review process to ensure proper quality control. HARC regularly conducts external reviews with DLNR-DOFAW, the US Department of Agriculture and the US Forest Service.

HARC hires a third-party auditor annually for financial compliance.

4. *Measure of effectiveness*

Reports will be made to the legislature describing the success of proposed activities. Square footage converted to multi-use agricultural space will serve as the primary measure of effectiveness.

IV. Financial

- 1. *See Enclosed Budget Forms*
- 2. *Quarterly Funding Needs*

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$225,039	\$225,039	\$225,039	\$225,039	\$900,156

3. *No other funding sources are requested at this time.*

4. *HARC has not applied for or received any tax credits in the past three years and does not anticipate receiving any in the foreseeable future.*

5. *Government contracts, grants and grants in aid received by HARC*

A: Federal:

B: State of Hawaii: 2019 OP GIA, AGR 192, \$50,000; 2022 CIP GIA, \$650,000

C: County:

6. *As of December 31, 2025, HARC had unrestricted current assets of \$568,504*

V. Experience and Capability

1. *Necessary Skills and Experience*

HARC staff have over 100 years of combined experience in farm and irrigation management. HARC's diverse professional staff and long history of working in Hawaii provides access to a network of local, highly qualified contractors and suppliers.

2. *Facilities and Equipment*

HARC has a standard plant tissue culture laboratory to conduct the micropropagation, including a medium preparation room containing an autoclave, washing area, glass wares, a pH meter, weighing balances etc, and tissue culture rooms containing laminar hoods, bio-safety hoods, incubators and shakers etc. The laboratory provides well-controlled temperature, humidity, air circulation, and light quality and duration. HARC has approximately 180 acres of actively farmed land on Oahu between its Kunia and Maunawili Farms. Both sites have all the requisite vehicles, tractors, irrigation and other standard farm equipment needed for the field plantings.

VI. Personnel: Project Organization and Staffing

1. *Proposed staffing, qualifications, supervision and training*

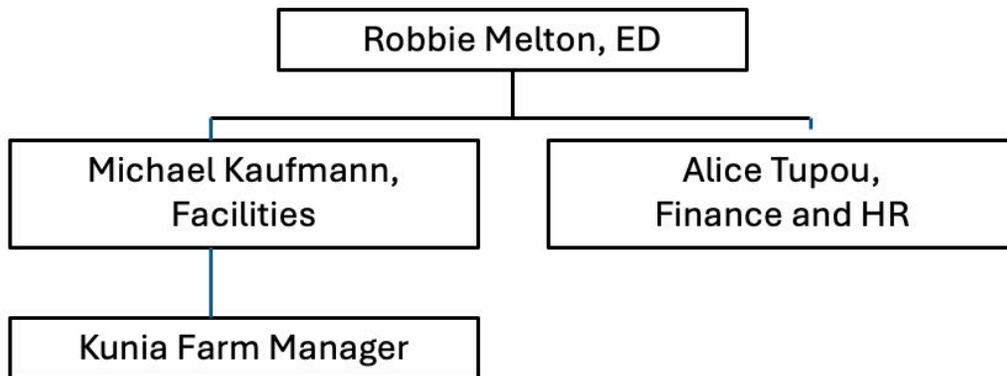
Michael Kaufmann, Facilities Director: Michael Kaufmann has over 15 years of agriculture and farm infrastructure management in Hawaii. Michael will work with the HARC

Kunia Farm manager and farm technicians to install the infrastructure improvements. Through his education, training and experience, Michael is a proven team leader, supervisor and trainer.

Alice Tupou, Finance Director, MBA: Alice Tupou will oversee the project finances including compliance with all grant requirements, procurement, reimbursement and financial reporting.

Tyler Jones, Horticulturalist, MS, MBA: Tyler has over 20 years of experience in crop research in Hawaii. Tyler’s diverse experience and relationship with a wide range of crops will ensure that the upgrades are best suited to meet future needs of diversified agriculture in Hawaii.

2. Organizational Chart



3. Compensation

The highest compensation for HARC employees are:

Executive Director	\$ 113,300
Assistant Director, Finance & HR	\$ 99,576
Horticulturalist	\$ 89,760

VII. Other

1. HARC has no pending litigation or outstanding judgements.
2. No special licensures or accreditation is necessary to complete the project.
3. No grant funds will be used to support or benefit a sectarian or non-sectarian private educational institution.
4. Future sustainability of the project will rely on private funding.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2026 to June 30, 2027

Applicant: _____

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	140,000	0	0	0
1. Salaries				
2. Payroll Taxes & Assessments				
3. Fringe Benefits	71,400			
TOTAL PERSONNEL COST	211,400			
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. Federal Indirect Rate (59%)	124,756			
10.				
11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				
TOTAL OTHER CURRENT EXPENSES	124,756			
C. EQUIPMENT PURCHASES	154,000			
D. MOTOR VEHICLE PURCHASES	110,000			
E. CAPITAL	300,000			
TOTAL (A+B+C+D+E)	900,156			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	900,156	Alice Tupou	808-621-1351	
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested		<i>Alice Tupou</i>	1/23/2026	
(d) Total Private/Other Funds Requested		Signature of Authorized Official Date		
TOTAL BUDGET	900,156	Alice Tupou, Asst. Director, Finance & HR Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2026 to June 30, 2027

Applicant: _____Hawaii Agriculture Research Center_____

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Facilities Director		\$100,000.00	20.00%	\$ 20,000.00
Horticulturist		\$125,000.00	20.00%	\$ 25,000.00
Farm Manager		\$80,000.00	20.00%	\$ 16,000.00
Farm Technicians		\$65,000.00	100.00%	\$ 65,000.00
Finance Director		\$140,000.00	10.00%	\$ 14,000.00
				\$ -
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TOTAL:				140,000.00
All salaries to be used in compliance of project competition				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2026 to June 30, 2027

Applicant: __Hawaii Agriculture Research Center__

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
			\$ -	
Seed processor	1	\$22,000.00	\$ 22,000.00	
Drier	1	\$15,000.00	\$ 15,000.00	
IT station	1	\$17,000.00	\$ 17,000.00	
Walk in Refridgeration	2	\$40,000.00	\$ 80,000.00	
Farm Trailer	1	\$20,000.00	\$ 20,000.00	
TOTAL:	6		\$ 154,000.00	
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
Full size 4x4 Truck	2.00	\$55,000.00	\$ 110,000.00	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:	2		\$ 110,000.00	
JUSTIFICATION/COMMENTS:				

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Hawaii Agriculture Research Center

Contracts Total: -

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	N/A				
2					
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