

Cover Letter – Page 0
HI GIA Application – FY 2027
July 1, 2026 – June 30, 2027

Applicant: Kaua'i North Shore Food Pantry (KNSFP), TAX ID 81-474-8610

Address: PO Box 1172, Kilauea, HI 96754

President, Board Chair: Kurt Last, (401-952-3346)

KNSFP Funding Request: \$75,000

I. **Certification: See attached as Page 1a**

II. **Background and Summary:**

Applicant's Background: The mission of the KNSFP is "To feed the underfed in our community to the best of our ability". KNSFP was established in 2014 and was designated as an independent 501(c)(3) in 2017. By providing a mix of healthy food, personal care items, family supplies, and pet food on a weekly basis, we have positively impacted many North Shore residing Kaua'ians. The KNSFP operates each Saturday afternoon at the Anaina Hou Community Park in Kilauea in a drive through fashion. Each family receives one bag of fresh foods, including locally grown produce, one bag of shelf stable foods and, upon request, an assortment of family health and hygiene supplies plus household necessities such as detergents. The KNSFP has enabled thousands of families to avoid hunger and to save money for other essential needs like housing, transportation, and healthcare. This was especially critical during the Covid crisis.

Goals and Objectives: The goal of this request to the Hawai'i Grant-in-Aid (GIA) program is to obtain operating funds to significantly support our budget, typically \$225,000 - \$250,000 per year, so as to continue to provide the items outlined in this proposal for the needy community of North Shore Kaua'i on a weekly basis through 2026 into 2027.

Public Purpose, Need to be Served, Population, Geographic Coverage: The population to be served by this program are those less fortunate families residing on the North and East shores of Kaua'i including children (keiki), adults and the elderly (kupuna). According to Feeding America (www.feedingamerica.org) there are 6,950 food insecure people on Kaua'i (approx. 10% of the population) including 2,420 children. Malama Kaua'i, an organization dedicated to increasing local food production and access, published a report entitled "Kaua'i Food Insecurity Survey", based on data collected in 2022 from approximately 200 residents representing almost 500 food insecure individuals. This survey highlights that 1 in 3 households are unsure if they will have sufficient food to eat each week, 58% of families missed meals monthly because of lack of food, 2 in 3 families must decide between buying food or paying other monthly bills, such as healthcare, housing and transportation. 54% experienced hunger pains at least monthly. Further, one third of the family members impacted by hunger are keiki. 63% of households reported having incomes less than \$30,000 per year and an additional 24% make between \$30,000 and \$50,000. 14% of survey respondents are houseless and 63% are renters. The average household size is 2 adults and 1 child. 28% of those surveyed have been food insecure for 2+ years and 38% report accessing food has not become easier for them over the past several months. 46% say that they are unable to provide "healthy foods", like fresh produce, to their families. The KNSFP was listed in the Malama Kaua'i report as a "partner agency".

Since 2020, community need on Kaua'i has been at its highest level since KNSFP was established in 2014 due, in large part, to Covid. With the generous support of major charitable foundations, plus private donors, we provided food and essential items to more clients than ever. During 2020, the number of our families nearly doubled from 85 per week in February, before the pandemic took full

1.a.



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: KAUAI NORTH SHORE FOOD PANTRY, INC.

Issue Date: 01/06/2026

Status: **Compliant**

Hawaii Tax#:

New Hawaii Tax#:

FEIN/SSN#:



UI#:

No record

DCCA FILE#:

268244

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

effect, to 128 per week in December 2020. This number continued to rise in 2021, with 156 families served per week in January and over 180 per week in February and March. It is estimated that over 500 people were served every week in 2021. Thus far in 2025-26, an average of 150-180 families have been served per week and we expect these numbers to continue through 2026 since the Federal Supplemental Nutrition Assistance Program (SNAP) program, under the Families First Coronavirus Response Act, was discontinued resulting in a reduction of \$90-\$250 per month per family.

Clearly, the KNSFP serves a critical need on Kaua'i and has been successful in adapting to the challenges imposed by Covid and the more recent economic hardships created by increasing inflation and reduced Federal funding for programs aimed at communities in need.

III. Service Summary and Outcomes:

Scope of Work, Tasks, Responsibilities:

In 2026-27, the KNSFP plans to serve 150+ families (over 500 people) EVERY WEEK. Each household receives a package with one bag of shelf-stable foods (8-11 staples like canned goods, pasta, peanut butter, spaghetti sauce, and rice), one bag of fresh foods (this includes a mix of fresh produce provided by community partners), designed to provide 4-5 balanced meals for each of 3-4 people per family. That adds up to approximately 150,000 individual meals during the course of the year (180 families x 4 meals per food distribution x 4 persons per meal x 52 weeks = 149,760 individual meals served). In addition to the fresh fruits / vegetables and packaged foods provided weekly, household items such as cleaning and laundry supplies, clothing, pet food and flea treatments, and other personal hygiene items are supplied during a month.

As discussed above, the primary program of the KNSFP is to provide food and family supplies to 150-180 families per week on Kaua'i at the Anaina Hou Community Park in Kilauea. The KNSFP is staffed by 1-2 Part Time employees who purchase food and deliver it to a packaging site and ultimately to the Pantry site, 5 Board of Director members who assist at the distribution site and at least 20-25 additional volunteers who purchase, package and distribute bags of food and supplies prepared for the Pantry "Shoppers". Food is obtained from commercial market sources as well as regional Food Banks and charitable donations of fresh produce from local farmers.

Another important activity undertaken during the distribution process is that volunteers verbally gather data from individual families forming the basis of the "effectiveness" component described below. This data enables the KNSFP to better evaluate how the pantry offerings and distribution event can be improved maximizing the overall impact of the program in the future. More information on the Program Activities of the KNSFP can be found on our website at www.kauaifoodpantry.org.

The annual KNSFP budget is approximately \$250,000-\$300,000 which is funded by 15-20 charitable foundations, plus private donors including each member of the Board of Directors. Support

from the State of HI and the County of Kaua'i is also obtained. Approximately 75% of the "income" earned by the KNSFP goes directly into the purchase of food and family supplies reflecting a conscientious effort to minimize "overhead".

Timeline, Measures of Effectiveness, Quality Assurance: The expectation of the KNSFP is that we will continue to provide food and health / hygiene supplies to 150-180 families per week in 2026-27, at the Anaina Hou site, given sufficient funding. Typically, over 500 individuals per week are positively impacted by the KNSFP. Success for the KNSFP is measured by the number of families served each week, including an estimate of the number of individuals per family (children, adults, the elderly) and their level of satisfaction with the food and health supplies offered weekly. This data is collected from each passing vehicle and is compiled each week using a PC-based survey system, available at the Pantry site. In addition, anecdotal information is verbally collected by the 10-15 volunteers and 2-3 Board members present during the distribution process in Kilauea. Anecdotal input is shared with organizational volunteers and staff via email, Facebook and website entries. As mentioned above, the KNSFP maintains partnerships with the Hawaii Food Bank and Kauai Independent Food Bank and Process / Outcome measures are shared with these organizations to identify opportunities for improvement. In addition, KNSFP collaborates with Malama Kaua'i including a quarterly meeting of regional food pantries to focus on shared challenges and possible long-term solutions to food insecurity.

It is also expected that sufficient funding will be obtained during the year from a variety of charitable foundations and private individuals to maintain a balanced budget to support KNSFP operations during 2026-27 based on results for prior years.

Answering the question "What difference will you make?", some typical testimonial comments, collected on-site in mid-2022, include the following which clearly reflect the difference made by the KNSFP in the lives of its "shoppers". These represent "Outcomes" of the KNSFP.

Person 1-Adult Male: I am so grateful that you guys give us produce along with staple foods. I'm ashamed that Covid made me and my 2-year-old son homeless..... you guys come through for us every week.

Person 2-Adult Female: I work at Foodland and, when working, I feel like I'm invisible. A lot of us had our hours cut and I can only say Mahalo to you guys because everyone who volunteers there makes me feel not invisible. You make a difference for us.

Person 3-Adult Male: I can't believe you have some produce for us as well. I try to grow salad stuff but that's not easy for a homeless guy.

Person 4 - Adult Male: Even though I live in my car and seem like a tough guy, my body still needs healthy food but it's too expensive. KNSFP provides fresh foods.

IV. See attached 2026 Budget as Page 4b.**V. Experience and Capabilities:**

Necessary Skills, Experience, Facilities: The KNSFP has been in continuous, weekly operation since 2017 including throughout the Covid epidemic. To achieve its mission, the KNSFP collaborates with the Anaina Hou Community Park (AHCP) in Kilauea, the site of the drive through distribution process, the Hawaii and Kaua'i Independent Food Banks as sources of low-cost food products, and many regional farmers who participate in the AHCP Farmers Market that precedes the weekly KNSFP event.

Volunteers from the Hanalei Rotary Club also help with the mid-week food / supply packaging process.

Facilities: As described above the KNSFP operates at the AHCP weekly on Saturday's from 12:30-2:00 PM. Prior to Covid, the KNSFP operated in the church hall of the Christ Memorial Episcopal Church in Kilauea which did not allow for enough physical separation during Covid.

We also collaborate with Malama Kaua'i, an agency discussed above, that is a community-based, 501(c)3 nonprofit organization that focuses on increasing local food production and access for Kaua'i. They do this through a lens of resilience and sustainability, which leverages workforce and economic development efforts, partnerships and innovative programs to grow community capacity.

VI. Personnel: The KNSFP is staffed by 15-20 volunteers, including all Board members, and one part-time salaried position that serves to purchase food and family supplies, transport them via a KNSFP van to the packaging and distribution sites. This person receives a salary of \$39,000 / year. The KNSFP has a Board consisting of Kurt Last (President, Board Chair), Scott Kelley (Treasurer), Elena Stipanovic (Secretary), Elaine Murphy (Distribution Site Volunteer), and Marcia King (Property Manager).

VII. Other: No pending litigation, no licensure or accreditation required, Item 3 – NA. Item 4 Sustainability Plan – The KNSFP receives funding from 15-20 charitable foundations including the Hawaii Community Foundation and the Bank of Hawaii group of foundations and 15 or more private individuals including all Board members.

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

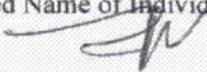
The undersigned authorized representative of the applicant certifies the following:

- 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.

KAUAI NORTH SHORE FOOD PANTRY
(Typed Name of Individual or Organization)

 1/6/26
(Signature) (Date)

F. KURT LAST CEO
(Typed Name) (Title)

Kauai North Shore Food Pantry
Preliminary Budget

2026 Budget
1/1/26 - 12/31/26

Income:

Grants (requested)	200,000
Contributions	75,000

\$275,000

Expenses:

Program Costs:

Payroll & related costs	55,000
-------------------------	--------

\$55,000

Food	155,000
Drugstore/Family	22,500

Pet Food and Supplies	22,500
-----------------------	--------

Other Expenses:

Rent	8,000
Misc Expenses-	7,500

auto insur, gas, etc

\$215,500

Total Program Costs

\$270,500

Overhead:

Grant Writing costs	0
Accounting Fees	1,900
Off & Dir Insurance	1,300

Misc Expenses-	1,300
----------------	-------

\$4,500

Total Expenses

\$275,000

7.a.

BUDGET JUSTIFICATION - PERSONNEL

Period: July 1, 2026 to June

Applicant: KNSFP

POSITION TITLE	FULL TIME EQUIVALENT
Site Manager / Food Purchaseer / Driver	0.5
TOTAL:	

JUSTIFICATION/COMMENTS:

7b.

SALARIES AND WAGES

30, 2027

ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
\$39,000.00	30.00%	\$ 11,700.00
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		11,700.00

KNSFP
Applicant: KNSFP

DESCRIPTION EQUIPMENT	NO. OF ITEMS
Truck / Van For purchases	2.00
TOTAL:	2

JUSTIFICATION/COMMENTS:

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES
TOTAL:	

JUSTIFICATION/COMMENTS:

KNSFP

COST PER ITEM	TOTAL COST	TOTAL BUDGETED
	\$ 7,500.00	7500
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ 7,500.00	7,500

--	--	--

COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	

--	--	--

9a.

KNSFP
KNSFP

FUNDING AMOUNT REQUESTED				
TOTAL PROJECT COST		ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED
		FY:2024-2025	FY:2025-2026	FY:2026-2027
PLANS	NA			
LAND ACQUISITION	NA			
DESIGN	NA			
CONSTRUCTION	NA			
EQUIPMENT	NA			
	TOTAL:			
JUSTIFICATION/COMMENTS:				

GOVERNMENT CONTRACTS, GRANTS

KNSFP
Applicant: _____

	CONTRACT DESCRIPTION	EFFECTIVE DATES
1	HI Lodging and Tourism - Walk a Thon	2025
2	County of Kaua'i	2024
3	County of Kaua'i	2025
4	HI Hotel Industry Foundation	2024
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
21		
22		
23		
24		
25		
26		
27		
28		
29		
30		

