

House District \_\_\_\_\_

Senate District \_\_\_\_\_

THE TWENTY-SIXTH LEGISLATURE  
HAWAII STATE LEGISLATURE  
APPLICATION FOR GRANTS & SUBSIDIES  
CHAPTER 42F, HAWAII REVISED STATUTES

Log No: 75-C

For Legislature's Use Only

Type of Grant or Subsidy Request:

GRANT REQUEST -- OPERATING

GRANT REQUEST -- CAPITAL

SUBSIDY REQUEST

"Grant" means an award of state funds by the legislature, by an appropriation to a specified recipient, to support the activities of the recipient and permit the community to benefit from those activities.

"Subsidy" means an award of state funds by the legislature, by an appropriation to a recipient specified in the appropriation, to reduce the costs incurred by the organization or individual in providing a service available to some or all members of the public.

"Recipient" means any organization or person receiving a grant or subsidy.

STATE DEPARTMENT OR AGENCY RELATED TO THIS REQUEST (LEAVE BLANK IF UNKNOWN):

AGR

STATE PROGRAM I.D. NO. (LEAVE BLANK IF UNKNOWN): \_\_\_\_\_

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:  
Pacific Gateway Center

Dba:

Street Address: 83 North King Street, Honolulu, HI 96817

Mailing Address:

83, North King Street, Honolulu, HI 96817

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name TIN MYAING THEIN, PH.D

Title Executive Director

Phone # 808-851-7010

Fax # 808-851-7019

e-mail myaing2@pacificgatewaycenter.org

3. TYPE OF BUSINESS ENTITY:

- NON PROFIT CORPORATION
- FOR PROFIT CORPORATION
- LIMITED LIABILITY COMPANY
- SOLE PROPRIETORSHIP/INDIVIDUAL

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

DIVERSIFIED AGRICULTURE DEMONSTRATION INCUBATOR.

The project goal is supported by objectives beginning with the acquisition of farmland, building the infrastructure for aquaculture and hydroponics, training and technical assistance process by publicizing the project initiatives with widespread communication among disadvantaged farmers. Further, the objectives of the project are to provide interested producers as well as immigrant farm workers planning to become beginning farmers and other farm workers desiring to become beginning farmers with further training, technical assistance and/or specialized services through a cutting edge technology.

4. FEDERAL TAX ID #: [REDACTED]

5. STATE TAX ID #: [REDACTED]

7. AMOUNT OF STATE FUNDS REQUESTED:

FY 2011-2012: \$ 466,300.00

8. STATUS OF SERVICE DESCRIBED IN THIS REQUEST:

- NEW SERVICE (PRESENTLY DOES NOT EXIST)
- EXISTING SERVICE (PRESENTLY IN OPERATION)

SPECIFY THE AMOUNT BY SOURCES OF FUNDS AVAILABLE AT THE TIME OF THIS REQUEST:

STATE \$ 0  
 FEDERAL \$ 0  
 COUNTY \$ 0  
 PRIVATE/OTHER \$ 4,000

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

TIN MYAING THEIN, CEO

NAME & TITLE

DATE SIGNED

1/31/12

## Application for Grants and Subsidies

*If any item is not applicable to the request, the applicant should enter "not applicable".*

### I. Background and Summary

#### 1. A brief description of the applicant's background;

Pacific Gateway Center (PGC) was established in 1973 and incorporated as a 501©3 organization in 1984. PGC was established as a social service agency dedicated to supporting those with significant economic, cultural, and linguistic barriers to succeed, while respecting cultural uniqueness. Initially, activities consisted of traditional human service and self-sufficiency program provision to Hawaii's immigrants and low-income persons. Today, PGC's programs also support economic development and community building as a vital pathway to self-sufficiency for all persons in the State of Hawaii through PGC's bilingual staff. To that end PGC has added cutting edge techniques in creating community-based economic development programs focused on poverty alleviation and job creation.

PGC's Economic Development Division also provides access to credit through various loan products and services as a certified CDFI, and a 12-kitchen Culinary Incubator Project, the largest in the nation at thirty thousand square feet. This facility currently serves over 82 small food businesses, and has supported over 350 new micro-enterprises since its inception in 2003. PGC has also opened a Retail Incubator in Chinatown and paired with a restaurant named Lemongrass Café. Both of these projects are potential outlets for products of the beginning farmers.

Related Work Experience: PGC has engaged in; numerous activities with disadvantaged farmers in Hawaii. In 1991, PGC began providing access to credit to low income individuals and surprisingly, 60% of the borrowers and applicants were farmers. In 2003, PGC opened the nation's largest culinary business incubator, which has since supported over 350 micro-entrepreneurs and small businesses. PGC implemented the Green Machine (GM) Project to promote recycling on Oahu by transforming bio waste into an organic, environmental friendly fertilizer that can be utilized by local farmers. PGC, in partnership with CTAHR and HDOA conducted a workshop which attracted 50 Lao farmers in order to introduce farmers to organic farming and persuade them to use less pesticide. PGC completed Targeted Assistance to Disadvantaged Farmers, in 2008 providing 270 farmers with information on the different avenues of farming and demonstrations in farm training sessions. PGC is a certified Community Development Financial Institution (CDFI) by the Department of the Treasury. Lending is targeted towards high risk clients who cannot obtain credit through other avenues and utilizes non-traditional lending practices.

#### 2. The goals and objectives related to the request;

The goals of the Diversified Agricultural Demonstration Incubation (DADI) project are to encourage more farmers to practice sustainable farming methods by producing diversified farm products including more protein products and through the use of organic farming techniques, aquaculture, hydroponics, and renewal energy.

The project goal is supported by objectives beginning with the acquisition of farmland, building the infrastructure for aquaculture and hydroponics operation for disadvantaged farmers, and jumpstarting the training and technical assistance process by publicizing the project initiatives with outreach to small farmers. Further, the objectives of the project are to provide interested producers as well as immigrant farm workers planning to become beginning farmers and other farm workers with further training, technical assistance and/or specialized services through introduction to cutting edge environmentally friendly technology.

The objectives of the project are thus:

Within 12 months, the DAD I Project will:

- 1. Acquire farmland, providing access to land for farmers who need land for farming, training and technical assistance;
- 2. Building and providing infrastructure for aquaponics and hydroponics to farmers focusing on diversified farming including protein based farming
- 3. Developing infrastructure with features of renewal sources of energy during the operation of the farm
- 4. Inform 100 disadvantaged farmers about different avenues to sustainability, access credit, methods to improve food safety/obtain a good safety certification, mechanisms to access available farmland, advantages of organic farming, aquaculture and hydroponics..
- 5. Provide 80 farmers with in-depth knowledge in one key issue of interest using workshops, and/or one-on-one training and/or written/audio materials and/or through the demonstration site.
- 6. Educate 50 farmers on utilizing sustainable farming techniques, particularly aquaculture, hydroponics, and organic farming
- 7. Educate 20 farmers to understand the importance of renewal energy resources.
- 8. Assist 10 farmers to enroll in the Agricultural Demonstration Incubator to farm on two to five acre lots.
- 9. Provide 10 farmers with assistance to extend their lease terms find alternative land to lease or find land to purchase

### **3. State the public purpose and need to be served;**

The cornerstone of our community's food sustainability is the success of our local farmers both as individuals and as an industry. The proposed project will seek to both inspire new farmers and existing small scale farmers, by providing access to land and infrastructure, information, training and resources they need to break down barriers to success through an incubator model that is also a demonstration site providing the infrastructure.

The Diversified Agricultural Demonstration Incubator (DADI)'s mission is to encourage the production of local agriculture and stimulate sustainable entrepreneurial activity of farmers through organic farming practices as well as aquaculture and hydroponics. The program area is closely in line with the State's goals to increase locally produced food as a way to improve

Hawaii's community and Hawaii's economy. The State of Hawaii imports 80% of the food the community consumes. The highest deficiency in agricultural products is in the area of protein. In pursuit of that mission, the vision and goals of the project are to provide resources through:

- Infrastructure.
- Technical assistance with a range of supportive services.
- Education in up-to-date methods of farming for profitability.
- Good organic farming practices in support of sustainability.
- Energy through renewal sources of energy.
- Demonstration site to enhance learning tools and outreach messaging.

The demonstration/incubation model allows individual farmers to focus on agricultural produce of their choice with a minimum of two to five acres, providing them the experience to expand to a larger farm later on. The period at the DADI will allow them the time to search for larger farm lots, test market viability, and establish best practices. The output of the DADI will be farmers who are well versed in good farming practices but also understand the importance of sustainable farming and the value to the community. This is another important factor. The average of farmers in Hawaii is 60 years and new and younger cohorts are needed to be encouraged to enter the field. The outreach and education effort which is needed in any project, will initially focus on potential and practicing farmers who are interested in the concept of DADI, willing to work as a team and support other in the program.

As with any business venture, farming is a risk. The barriers to success in the industry are further compounded for small businesses by the market effect from large farms, which achieve greater economies of scale and flood the market with lower cost of product, often imported. Choosing the right product and determining the niche is crucial. Since Hawaii's needs are highest in protein, DADI will focus on the need for farmers to produce more protein for the community. The project will encourage fish farming, chicken farms and egg farms. The project will use sustainable methods for farming by using organic, hydroponics and aquaponics, as appropriate. Furthermore, DADI will attempt to diminish the carbon foot print by using photovoltaic sources for energy needs and use locally produced supplies for operations. The aim is to use renewal energy sources for the "animal husbandry" and also use organic fertilizers either through the liquid fertilizer or vermiculture or locally produced feed for the fish and chickens. DADI will assist the farmers in the distribution and marketing of the products through and electric powered vehicle that will be powered through photovoltaic energy.

Strategies towards the goal of encouraging sustainable farming will include:

- Providing the land and infrastructure to farm protein and vegetable products;
- Strengthening the educational base of the farmers regarding sustainable farming;
- Acting as a liaison between farmers and market outlets;
- Providing technical assistance in increasing the profit margin while being competitive;

#### **4. Describe the target population to be served; and**

The project will target limited resource farmers; socially disadvantaged beginning farmers, immigrant farm workers planning to become beginning farmers and/or other farm workers desiring to become farmers on Oahu.

PGC has been working with socially disadvantaged farmers in Hawaii since 1991. These farmers are in regular communication with the staff of PGC for access to a variety of social service and economic development programs operated by PGC. Since its founding years PGC has been a center for socially disadvantaged ethnic groups. Communities have come to the center to gather information, receive mentoring, counseling and support. Working in conjunction with the Buddhist temples as well as the Christian churches, PGC, previously known as the Immigrant Center, provided cash assistance, interpretation, translation, housing, job readiness, training in the English language. PGC has programs that all speak to the needs of the target population. The social services of PGC provide assistance in obtaining State Identity Cards, applying for social security numbers, health screening, and employment training, including acculturation to Hawaii's employment and economic systems.

Follow-up discussions with ethnic farming and commerce groups confirmed the barriers that socially disadvantage farmers faced and these priority issues. One-on-one discussions with farmers indicated land tenure as a high priority. Many agree to work with poor leases, even short-term or month-to-month, because they have difficulty finding an alternative or language becomes a communication barrier. A scarcity of available farmland (even though there is thousands of fallow agricultural land available) exists on Oahu due to the landowner's reluctance to enter into long-term agricultural leases. This increases risk and the barriers to entry further, including limiting ability to conduct business in a variety of ways, including limiting their ability to commit to large contracts and the types of crops they can produce. This coupled with the challenges faced by socially disadvantaged farmers such as language barriers and lack of knowledge about the marketing and outlet systems make it even more difficult for the beginning farmers to succeed. This project seeks to specifically address those problems by focusing on agricultural methods that would provide higher yield in profits with less acreage, yet still responding to the need for protein, diversified agriculture and health organic foods.

The project objectives will enhance food security by increasing the pool of farmers and providing farmers in Hawaii with the knowledge, skills, and tools needed to make informed decisions for their operation and enhance their sustainability. Hawaii is an isolated land mass and food security is critical to the residents. This project will provide information, training and technical assistance to socially disadvantaged beginning farmers and those who wish to become farmers through an incubation/demonstration method with access to a wide array of PGC's programs, services and networks. In the larger picture, increasing the number of economically viable small farm producers on Oahu may increase and improve levels of food self-sufficiency from the current level of 10-15%.

##### **5. Describe the geographic coverage.**

The geographic coverage of the project will be the island of Oahu and the target population as well as the market for the agricultural products are on Oahu, the island with the largest population in Hawaii (approximately 950,000 residents (out of 1.2 million in the total State population)).

## II. Service Summary and Outcomes

The Project expects the following types of results from its activities:

- The demonstration/incubator agricultural plot will be built and established in acquired land without fear of losing the lease during the operations and training of the farmers.
- 100 farmers will be informed about different avenues to access credit, methods to improve food safety/obtain a food safety certification, mechanisms to access available farmland, organic farming, aquaculture and hydro phonics.
- 80 farmers will receive in-depth knowledge through group information sessions, on-on-one conversations and written and audio materials about at least one of the four key issues.
- 50 farmers will begin utilizing methods for organic farming, and/or aquaculture and hydroponics.
- 10 farmers will enroll in the Agricultural Demonstration Incubator and start the process of sustainable farming.
- Additional 50 farmers will eventually be trained and added to the pool of farmers.

### 1. Describe the scope of work, tasks and responsibilities;

A survey of available land will be made before strategies are made for land acquisition. Based on the resources and the needs of the client, a strategy will be outlined for land acquisition. (Objective 1) Infrastructure built to house aquaculture, hydroponic activities and chicken coops will be carried out (Objective 2) To reach 100 potential clients, informational brochures and flyers will be printed and distributed through churches, community meetings, radio broadcast will be made in ethnic languages about the project and the services offered by this project and contact information (Objective 3);

Large-scale conferences will not be part of the Project. Due to the needs and characteristics of our target group, disadvantaged farmers from various ethnic groups, the Project will rely on smaller-scale workshops and small group meetings that will take place with the communities where farmers work and live, with language-appropriate materials and interpretation. Monasteries, churches, farms with a structure and buildings of collaborators close to the fields will be the choices. Intake surveys can take place at the main office or in the field. The appropriateness of the location will have to be decided on a case-by-case basis. (Objective 4)

Participants who also be trained in energy conservation and methods or renewal energy and will be trained on the maintenance of such systems.(Objective 5)

Out of those trained participants with aptitude and interest for renewal energy will be given additional training in the mechanics of photovoltaic and solar energy. These may become train the trainer sessions if opportunity arises. (Objective 5)

Participants will be trained with a specialist consultant along with a staff member who speaks the language of the disadvantaged farmer on innovative farming methods that provide high yields with smaller plots and earnings to support a family. These methods will be presented and the client trained on the methods along with marketing and budgeting information

Business plans, marketing strategies, legal templates and briefs, and appropriate educational materials in terms of farming methods and will also be translated into pertinent languages (Objective 6).

The project activities will train the participant in specifically in aquaculture, vermiculture, and hydroponics. The consecutiveness of the three methods will be demonstrated with day to day hands on training illustrating the unique its application of the incubator/demonstration model to the small farming community (Objective 7).

Those participants who want to acquire more education and skills will be given the opportunity to spend one to two months, living on the farm to learn the daily activities of the total operation (Objective 8).

These participants will be also assisted by staff to find other opportunities for land through land lease or acquisition to begin their own farming operations. (Objective 9)

**2. The applicant shall provide a projected annual timeline for accomplishing the results or outcomes of the service;**

<b>Project Timeline (Inputs and Outcomes)</b>				
<b>Activity Year One</b>	<b>Est. numbers</b>	<b>Timeframe</b>	<b>Who Responsible</b>	<b>Who involved</b>
<b>Administrative</b>				
Sign Grant contact, notify collaborators		July 2012	PGC	
Call first meeting		July 2012	PGC,	ethnic community groups
Outcomes-Based Reporting		Quarterly	PGC	Project staff, community groups
Project budget assessment (budget to actual) adjust annually		Monthly	PGC	PGC, community groups
<b>Project Implementation</b>				
Search for available farm land and purchase and plan, design and build infrastructure (Objective 1 and 2) Create initial message informational flyers,		July 2012 to September 2012	PGC	PGC, community groups

brochures, radio broadcast messages with contact information and translate into appropriate languages and distribute accordingly.				
Building and providing infrastructure for aquaponics and hydroponics to farmers focusing on diversified farming including protein based farming		September to December 2012		
Developing infrastructure with features of renewal sources of energy during the operation of the farm	1 system	September to December 2012		
Inform 100 disadvantaged farmers about different avenues to sustainability, access credit, and methods to improve food safety /obtain a good safety certification, mechanisms to access available farmland, advantages of organic farming, aquaculture and hydroponics.	100	Jan 2013 – Jun 2013	PGC	PGC, Community groups
Provide 80 farmers with in-depth knowledge in one key issue of interest using workshops, and/or one-on-one training and/or written/audio materials and/or through the demonstration site	80	Begin Jan 2013 to Mar 2013	PGC	PGC, community groups
Educate 50 farmers on utilizing sustainable farming techniques, particularly aquaculture, hydroponics, and organic farming	50	Jan 2013 - Apr 2013	PGC	PGC, Community Groups
Educate 20 farmers to understand the importance of renewal energy resources.	20	Jan 2013 - Apr 2013	PGC	PGC, Community groups



Assist 10 farmers to enroll in the Agricultural Demonstration Incubator to farm on two to five acre lots.	10	February 2013 to June 2013		
Provide 10 farmers with assistance to extend their lease terms find alternative land to lease or find land to purchase	10	February 2013 to June 2013	PGC	PGC, and community groups

**2. The applicant shall describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results.**

Quality assurance will encompass both programmatic and administrative objectives. Several methods will be used to measure the degree to which planned objectives have been achieved by reviewing benchmark activities and tasks. Process activities will be measured by reviewing client files, reports and other recordation tools on a monthly basis to determine accomplishments. The review will use an agreed upon checklist to determine whether or not the documentation is complete and accurate. Any problems, issues or deficiencies will be recorded and corrected immediately. Activity reports will be compiled into a written report and submitted to the program coordinator on a quarterly basis.

To determine evaluation of outcomes, i.e. assessment of the effectiveness of services provided, key statistics will be included in the monitoring effort. They will include, but not be limited to, the number of clients graduating from the training as well as the number of clients entering part-time and full-time farming using the methods given in the training. The formal evaluation will also examine the degree to which PGC meets administrative requirements. This procedure will test the adherence to standard operating procedures, and fiscal rules and practices. PGC will compare accomplishments against planned outcomes.

Biweekly project staff meetings will be held to assist in the coordination of services. Problems will be addressed cooperatively and corrective action will be taken in light of circumstances.

**1. Quality Assurance and Evaluation Specifications**

The PGC has established procedures for the monitoring of grant management and program management. The procedures shall include on-site and desk reviews assessing the following:

**a. Overall compliance with contract terms:**

The grant will be categorized into program, finance, and administration. Each component will be

used as the standard by which to compare the progress of the project within each of these components. This procedure will help analyze the overall compliance of the agencies with the contract.

The applicant shall 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.

**.b Degree to which performance targets are being met:**

The performance targets as set forth in this section will be the standard by which the program is meeting the performance objectives. Each objective has outlined its target in the quarters of the program period and these will be used each quarter for performance evaluation.

**c. Achievement of project goals:**

The quarterly reports, which are the summation of the various activities of the PGC, will measure to which degree the project goals are being met. Each quarter, the achievements will be examined in relation to the goals and if the progress is not on target, corrective action will be taken.

**d. Accuracy and completeness of the documentation:**

A checklist will be developed to indicate required items that are needed for all case records and fiscal files to ensure accurate, complete, and consistent documentation. Documentation will include one documented contact per month along with a copy of the pay check or a verification letter by the employer or if self-employed, a billing statement or receipt with required details.

**e. Adherence to standard operating procedures, personnel rules, and practices:**

The PGC will measure for compliance to administrative requirements, such as procedures for personnel rules and practices, as well as the requirements for referrals and record keeping.

**f. Assessment of program effectiveness and efficiency:**

An analysis of the program will provide data to measure the effectiveness and efficiency of the program performance, impact, design and administration.

**g. Performance evaluation:**

A critique of the overall program performance will be measured by using both outcomes and process evaluation. It will measure the effectiveness and efficiency of the program through the

activities performed, as well as the comparison of expenditures to the derived outcomes. Impact evaluation will be limited to immediate impact. This will be measured by the increase in income and increased in skills for employment. While design evaluation will not be the primary focus, the result of the process evaluation, the corrective actions taken due to the information from the monitoring activities will result in design modifications. These may be in the system of reporting or in the process of intake, for example. As such, an indirect design evaluation will be included in the plan for evaluation.

**h. Sound administrative and financial management practices:**

The Project Coordinator will check financial records to insure that records are maintained in compliance with standards and that client files are accurate and complete. Examination of procedures, and whether set procedures are followed, will also be recorded and analyzed to see if modifications are needed.

The project will include an evaluation plan, which relies upon the Project Directors and Coordinator to initiate the review of annual objectives compared against outcomes. Additionally, the program manager will specifically assist in the documentation and analyzing of the project, its implementation, successes and shortcomings in order to influence annual and post-project evaluations.

**III. Financial**

**Budget**

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.
2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2011-2012.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
374,075.00	44,075.00	24,075.00	24,075.00	466,300.00

3. The applicant shall provide a listing of all other sources of funding that they are trying to obtain for fiscal year 2011-2012.

**IV. Experience and Capability**

**A. Necessary Skills and Experience**

Since 1991, with the start of a loan program, PGC found low-income farmers immigrants and refugee farmers increased in numbers of clientele, accessing the loan funds for farming needs.

As the proportion of this target population grew, PGC began to provide other farming related services. A sampling of projects related to the proposed project includes:

**Pacific Gateway Center, Business Assistance to Farmers;** PGC provides on-going business assistance to small farm farmers through loans since along with technical assistance since 1991 and access to a commercial kitchen since 2003. Through its small business loan program PCG has assisted more than 120 farmers, which accounts for approximately 60% of the PGC loan portfolio, with financing for equipment, supplies, seed/fertilizer and working capital. These farmers are primarily Laotian, Thai, Filipino and Chinese immigrants, most of who speak little English. The PGC loan officer Gloria Vegabera speaks Tagalog and Ilocano (Filipino languages). The other loan officer Deth Soulatha speaks Thai, Lao and Chinese. The Lao farmers are the largest group of farmers in Hawaii and the Filipino farmers are the second largest group of farmers in Hawaii. They play key roles in the project. Newly arrived farmers are Thai. Nora Sisounthone, another staff person, who herself is a farmer, also provides outreach and technical assistance. **The Green Machine:** PGC is also implementing the **Green Machine (GM) Project** to promote recycling on Oahu by transforming bio waste into an organic, environmental friendly fertilizer that can be utilized by local farmers. **Organic Sustainability Workshops:** PGC, in partnership with CTAHR and HDOA, has recently conducted workshops to introduce immigrant farmers to organic farming. PGC has been working with the University of Hawaii and HDOA in reaching out to farmers to persuade them to use less pesticide and lean towards more organic farming. The workshop attracted 50 Lao farmers to attend and to discuss the use of pesticide and the advantages of organic farming. The staff involved were Tin Myaing Thein, Ph.D., Deth Soulatha, Than Htut Aye, Dr. Linda Cox and Dr. Ted Radovich from CTAHR and Mathew Loke, Ph.D. from HDOA. **Targeted Assistance to Disadvantaged Farmer (TADF) Project:** The TADF Project was completed in July of 2008. The project provided 270 farmers with information on the different avenues of farming, and demonstration in farm training sessions. Project staff supported individual farmers and worked in partnership with Farm Service Agency of the USDA, in conjunction with other agencies, providing information such as financial record keeping with opportunity for hands-on exercises. In such a relationship PGC has had numerous meetings with the farmers and those who want to become farmers. Therefore, in the discussions the priority issues seem to be marketing, and access to land for farming. While those with more funds and networks seem to be able to access farming land, the ones who are socially disadvantaged are having a difficult time to access land for farming.

The **Hawaii Risk Management Education (HRME) Project** with the U.S. Department of Agriculture included provision of technical assistance to small farmers in increasing security, preventing theft, crop security, and organic certification training and support. The project was successfully completed within the 12 month period. Staff involved in the project was Tin Myaing Thein, Deth Soulatha and Than Htut Aye.

The **Rural Business Enterprise Grant (RBEG) Project** with the U.S. Department of Agriculture, managed currently since 2009, provides increased access to credit and technical assistance for business activities in rural areas. Gloria Vergabera is the Loan Officer on the project and has made several important loans to rural enterprise. PGC will begin in 2011 an expanded rural loan fund with the USDA under the **Rural Microenterprise Assistance Program**. This project will begin in Fiscal year 2011 and will be completed in 2014. In both these programs, Gloria Vergabera was the designated loan officer and liaison to the farmers, assisted by Nora Sisounthone.

**DESCRIPTION OF ONGOING SIGNIFICANT ACTIVITIES:**

PGC is currently implementing a two year project titled Outreach to the Underserved in Hawaii. The project is working in partnership with two partners, HDOA and CTAHR to outreach to those farmers who do not have knowledge of resources provided through USDA. Socially disadvantaged farmers are recent immigrants who face challenges in accessing these resources. The first year was completed on September 30, 2011 and ended with all objectives being met and sometimes beyond the expected numbers. The first objective was to provide information about the project to 500 socially disadvantaged farmers. The project reached 502 farmers. Workshops and small group settings were used to discuss key issues of agricultural theft and resources that the government had to offer. The target number was 100 farmers but 139 famers were engaged in these discussions. Additional training and technical assistance in accessing government resources were provided to reach at least 50 clients. PGC and the collaborating agencies reached 65 farmers. The challenge we now face is that having given the knowledge of the resources available, the beginning farmers realize that they need other assistance in efficient methods of farming, marketing and acquisition of land. They are eager to access the resources revealed to them in the OTTUS project to assist them in their success. Farmers have accessed government resources but needed to meet certain requirements before they could fully utilize these services. This project will certainly enhance this project and add to the possibility for greater success of the disadvantaged farmers.

**B. 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. Also describe how the facilities meet ADA requirements, as applicable.

PGC's main office, located in Downtown Honolulu at 83 North King Street, is a multi-floored facility of over 10,200 sq. ft. on a major public transportation arterial that can accommodate a varied number of ECSLIP activities. Additionally, PGC has a Culinary Business Incubator (CBI) at Umi Street, Kalihi (square footage?) and a Retail Incubator in Chinatown as well as an affordable housing unit in Kakaako. The Chinatown facility and the Kalihi Facility both have adequate space for group training as well as individual training and counseling. PGC has adequate space to accommodate the daily activities of the ECSLIP Project Administration, with private offices and multiple group conference areas available for program activities. All facilities are American with Disabilities Act (ADA) compliant. At the main office and at the Umi Street office, a digital telephone system offers connectivity to employees. Each phone module is highly sophisticated with dedicated voice-mails, programmable and paging features and other multi-functional capabilities. Staff has access to over 40 computers that are equipped with Windows 2000/XP Professional operating system and Office XP/2008 application software. Additionally, these workstations are networked via two servers. The server at King Street Chinatown is a Dell

PowerEdge 2850 with dual Xeon processors, 8GB of RAM, 4 136GB hard drives in RAID 5 mode with hot spare. Windows 2008 R2 in terminal server mode runs on this system which allows users to connect from their terminals and work off the server. Users' current desktops/workstations can be converted to terminals which can connect to the server by using free open source software called ThinStation. This way, the organization is able to save money by not having to purchase expensive desktop/workstations, but at the same time enjoy the benefits of the latest software and are not vulnerable to viruses and spyware loopholes that are usually found in older software/systems. The server in Kalihi is the same except it has 16GB of RAM and 4 300 GB hard drives in RAID5 mode with hot spare. It is running VMware vSphere ESXi 4.1. Both are a hundred times faster than a Pentium III server. The servers provides access to high-speed ADSL Internet connectivity and printing access to six high-speed laser printers in the two offices featuring fax, phone, scanning and document processing capabilities is also accessible from each workstation. The use of high-resolution digital overhead projectors provide the ultimate multimedia experience when it comes to interactive learning in a technologically replete environment.

Currently PGC has a computer lab for instructional purposes with a bank of 20 computers. These computers are IBM compatible, equipped with Pentium Processors, Windows 2000 Professional operating system, Microsoft Office XP application and high-speed ADSL Internet access. Each lab has its own set of printers, scanners and above all a high-resolution overhead projector that is ideal for instructional purposes. Through the use of such an advanced setup, instructors are able to create a more user-friendly, learning conducive environment that makes learning truly fun and entertaining.

## V. Personnel: Project Organization and Staffing

### A. 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.

5). **Personnel and Resources:** Describe in detail the key project personnel's experience in serving the identified or other audiences of beginning farmers and ranchers.

**Dr. Tin Myaing Thein** presently serves as the Executive Director of PGC who has managed the various projects relating to agriculture and farmers conducted by PGC. A former farmer herself, she is familiar with the problems at the implementation level and will be responsible for the day to day supervision of the DADI Project, coordination of the activities and the submission of timely reports. Dr. Myaing is a leader in Hawaii's non-profit community, having successfully implemented international models of poverty alleviation in Hawaii and serving on the forefront of issues faced by immigrants and refugees. Finally, Dr. Myaing has experience in overseeing multiple successful community partnerships for over 2 decades.

**Soo Sun Choe** is Assistant Director at Pacific Gateway Center and is responsible for the Rescue and Restore project for outreach and assistance to human trafficking victims, as well as the Alternative Energy Plus Project addressing environmental sustainability and community economic development. Her previous work experiences have included employment at the Hawaii State Legislature, as well as for an immigrant social service community-based organization in Los Angeles, and a human rights NGO in South Korea. She has a Master degree in Urban and Regional Planning with a focus on rural regional planning and rural revitalization and a Master degree in Asian Studies. Her undergraduate degree was in International Agriculture from Cornell University, with coursework in aquaculture. As an undergraduate she was employed in sustainable agriculture research. She has previously received training from the Master Gardener program in Los Angeles and volunteered for the International Corn Foundation. She has previous experience working on farms in Vershire, Vermont and Taegu, South Korea and was formerly a member of the Northeast Organic Farmer and Growers Association.

**Nora Sisouthone** is a bilingual case manager with a Bachelor's degree and will focus on marketing and training. A farmer herself, Nora handles most of the Human Trafficking cases, processing them through paperwork and providing social services. She is the lead case manager for farming projects at PGC as she is from Laos and Lao farmers are the largest group operating in Hawaii. Nora is also fluent in Thai.

**Gloria Vegabera** is a bilingual case manager and a loan officer. She has a back ground in business and will provide farmers assistance in accessing credit as needed. Originally from the Philippines, Gloria will play a key role in reach the Filipino farmers who make up the second largest group of socially disadvantaged farmers in Hawaii. She speaks Ilocano and Tagalog.

**Hao Thien Nguyen** is a doctoral candidate in the Department of Urban and Regional Planning at the University of Hawai'i at Manoa (UHM), Master candidate in the Department of Sociology, and the Associate Director of the Globalization Research Center. He previously worked as a research specialist at the Institute of Sociology, under the Vietnam Academy of Social Sciences in Hanoi, Vietnam. Hao received a Bachelor of Sociology at the College of Social Sciences and Humanities from the National University of Hanoi, Vietnam. He was awarded a Harvard-Yenching Institute Scholarship from Harvard University to pursue the Doctorate Program in Urban and Regional Planning. He has lived the experience of a farmer from his childhood until the time he graduated from National University of Hanoi.

## **B. 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 organizational chart that illustrates the placement of this request.

See attached.

## **VI. Other**

### **A. 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.**

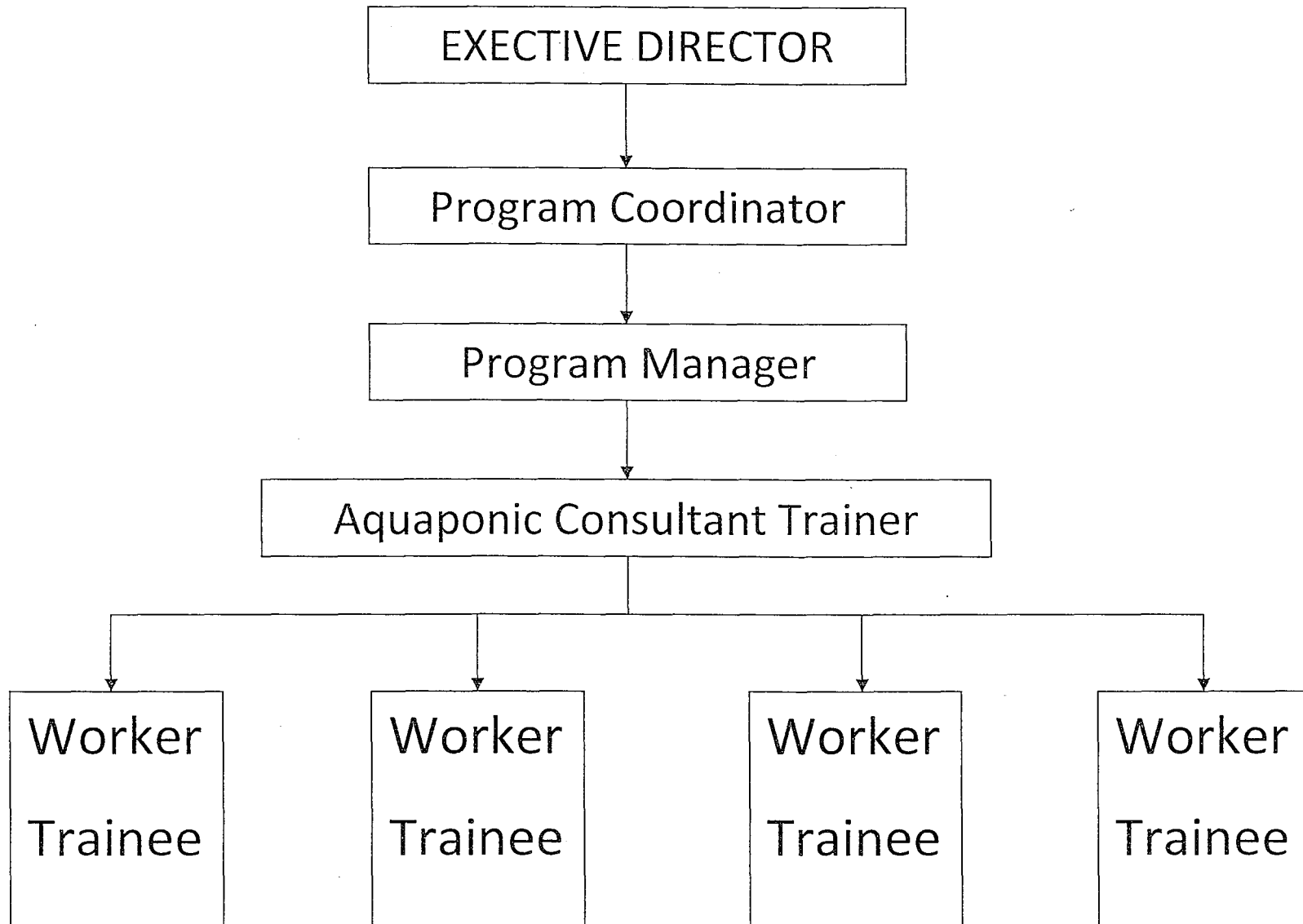
There are no pending litigation to which PGC is a party including any outstanding judgement.

**B. Licensure or Accreditation**

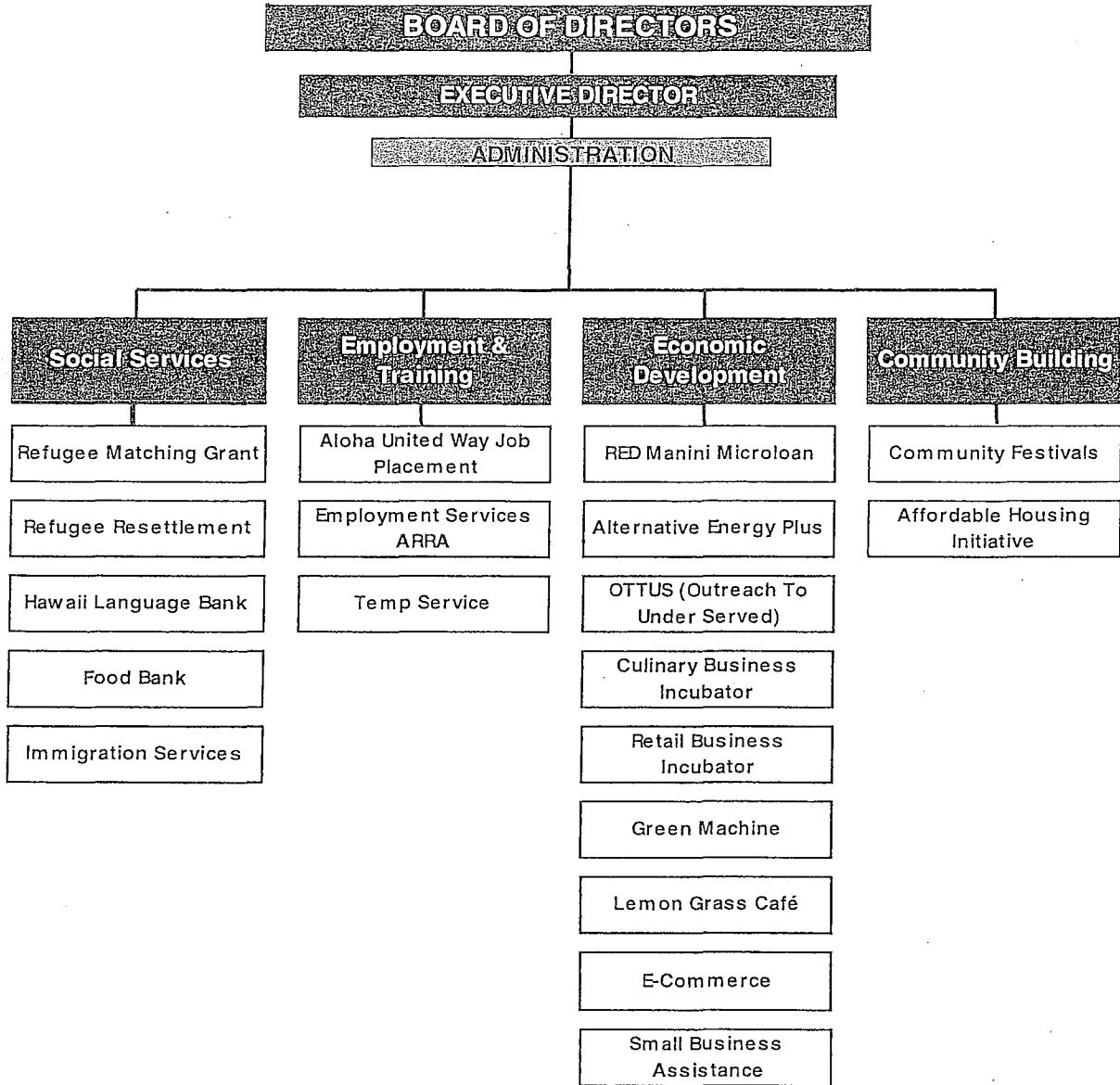
Specify any special qualifications, including but not limited to licensure or accreditation that applicant possesses relevant to this request.



# Organization Chart



# ORGANIZATION CHART



**BUDGET REQUEST BY SOURCE OF FUNDS**  
(Period: July 1, 2011 to June 30, 2012)

Applicant: \_\_\_\_\_ Pacific Gateway Center \_\_\_\_\_

BUDGET CATEGORIES	Total State Funds Requested (a)	(b)	(c)	(d)
<b>A. PERSONNEL COST</b>				
1. Salaries	40,000			
2. Payroll Taxes & Assessments	5,200			
3. Fringe Benefits	6,000			
<b>TOTAL PERSONNEL COST</b>	<b>51,200</b>			
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island				
2. Insurance	3,000			
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Training	900			
6. Supplies	1,000			
7. Telecommunication	1,200			
8. Utilities	9,000			
9. Aquaponic Consultant Trainer	30,000			
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>45,100</b>			
<b>C. EQUIPMENT PURCHASES</b>	<b>20,000</b>			
<b>D. MOTOR VEHICLE PURCHASES</b>				
<b>E. CAPITAL</b>	<b>350,000</b>			
<b>TOTAL (A+B+C+D+E)</b>	<b>116,300</b>			
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	466,300	TIN MYAING THEIN		
(b)		808-851-7010		
(c)		Name (Please type or print)		
(d)		Phone		
		Signature of Authorized Official		
		Date		
<b>TOTAL BUDGET</b>	<b>466,300</b>	Executive Director		
		Name and Title (Please type or print)		

## BUDGET JUSTIFICATION PERSONNEL - SALARIES AND WAGES

Applicant: \_\_\_\_\_ Pacific Gateway Center \_\_\_\_\_

Period: July 1, 2011 to June 30, 2012

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Executive Director		\$75,000.00	13.33%	\$ 10,000.00
Prgram Coordinator		\$54,000.00	18.52%	\$ 10,000.00
Prgram Manager		\$39,000.00	51.28%	\$ 20,000.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL:</b>				<b>40,000.00</b>
JUSTIFICATION/COMMENTS:				

## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Applicant:     Pacific Gateway Center          Period: July 1, 2011 to June 30, 2012

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Aquaponic System	1.00	\$20,000.00	\$ 20,000.00	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:	1		\$ 20,000.00	
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

## BUDGET JUSTIFICATION CAPITAL PROJECT DETAILS

Applicant: \_\_\_\_ Pacific Gateway Center \_\_\_\_

Period: July 1, 2011 to June 30, 2012

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2009-2010	FY: 2010-2011	FY:2011-2012	FY:2011-2012	FY:2012-2013	FY:2013-2014
PLANS						
LAND ACQUISITION					350000	
DESIGN						
CONSTRUCTION						
EQUIPMENT						
<b>TOTAL:</b>					350,000	
JUSTIFICATION/COMMENTS:						

**DECLARATION STATEMENT  
APPLICANTS FOR GRANTS AND SUBSIDIES  
CHAPTER 42F, HAWAII REVISIED STATUTES**

The undersigned authorized representative of the applicant acknowledges that said applicant meets and will comply with all of the following standards for the award of grants and subsidies pursuant to section 42F-103, Hawaii Revised Statutes:

- (1) 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 or subsidy is awarded;
- (2) Comply 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;
- (3) Agree not to use state funds for entertainment or lobbying activities; and
- (4) Allow the state agency to which funds for the grant or subsidy 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 or subsidy.

In addition, a grant or subsidy may be made to an organization only if the organization:

- (1) Is incorporated under the laws of the State; and
- (2) Has bylaws or policies that describe the manner in which the activities or services for which a grant or subsidy is awarded shall be conducted or provided.

Further, a grant or subsidy may be awarded to a non-profit organization only if the organization:

- (1) Has been determined and designated to be a non-profit organization by the Internal Revenue Service; and
- (2) Has a governing board whose members have no material conflict of interest and serve without compensation.

For a grant or subsidy used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant or subsidy 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 or subsidy 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.

**TIN MYAING THEIN**

\_\_\_\_\_  
(Typed Name of Individual or Organization)



(Signature)

1/31/2012

(Date)

**TIN MYAING THEIN**

(Typed Name)

**Executive Director**

(Title)