House District __2__	THE TWENTY-SEVENTH LEGISLATURE APPLICATION FOR GRANTS & SUBSIDIES CHAPTER 42F, HAWAII REVISED STATUTES	Log No:
Senate District __1__		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): _____

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

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1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:
East Hawaii Community Development Corporation, Inc.

Dba:

Street Address:
113 Kuawa Street, Hilo, Hawaii 96720

Mailing Address:
Same as above

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name: ANTHONY MARZI

Title: Executive Director

Phone # 808-557-9372

Fax # 808-935-3381
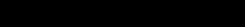
e-mail: AnthonyMarzi@EastHawaii.org

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3. TYPE OF BUSINESS ENTITY:

☒ NON PROFIT CORPORATION
☐ FOR PROFIT CORPORATION
☐ LIMITED LIABILITY COMPANY
☐ SOLE PROPRIETORSHIP/INDIVIDUAL

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

EAST HAWAII COMMUNITY DEVELOPMENT (1) FOOD SAFETY PROCESSING FACILITY AND (2) SCIENCE AND TECHNOLOGY CAPACITY BUILDING FACILITY

4. FEDERAL TAX ID #: ▮▮▮▮▮

5. STATE TAX ID #: ▮▮▮▮▮▮▮

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2014: $ 1,500,000

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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 $_____
FEDERAL $_____
COUNTY $_____
PRIVATE/OTHER $417,596.75

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

▮▮▮▮▮▮▮▮▮▮▮

| _____
AUTHORIZED SIGNATURE | ANTHONY MARZI, EXECUTIVE DIRECTOR
NAME & TITLE | 01/16/2013
DATE SIGNED |

Application for Grants and Subsidies

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

I. 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. Include the following:

1   **A brief description of the applicant's background;**

The East Hawaii Community Development Corporation (EHCDC) is a non-governmental, non-profit organization working in East Hawaii and surrounding communities. East Hawaii (EHCDC) has 501(c)(3) status under the U.S. Internal Revenue Service.

The East Hawaii Community Development Corporation was founded by local, retired businessman Ernest Matsumura, who had the vision of helping the next generation. In early 2012, Anthony Marzi, a local community organizer and successful software engineer, joined EHCDC as its first executive director. The mission of EHCDC is to promote community and economic development, and educational, research, and charitable activities in the east side of the County of Hawaii. Along with the board of directors, EHCDC represents a diverse set of talents with a strong community focus:

- o   EHCDC is interested in the application of 21st century technology as a way to help rural communities become globally competitive;

- o   EHCDC is working to coordinate with, as well as develop and expand upon, existing economic development activities through strategic project planning and outreach to build a vibrant community with quality economic activity;

- o   EHCDC has partnerships in place to provide training and mentoring, as well as to provide an expanded professional community, so the next generation of leaders can emerge; and,

- o   EHCDC is facilitating the development of strong community ties through informal networking and relationship-building, new job opportunities for local residents, and spurred community economic development.

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In support of these activities, East Hawaii (EHCDC) has two primary social enterprise initiatives, (which are detailed further below): (1) strengthening agribusiness and cultivating safe and regional food systems by establishing a Food Hub in Hilo, Hawaii; and, (2) expanding the region's science, tech, and education capacity through the foundation of Hawaii TechWorks, also in Hilo.

(1) Food Hub: The East Hawaii (EHCDC) Strengthening Agribusiness Program Coordinating the "Grow Local" Effort in Hilo, Hawaii

In order to foster increased food security, local consumption, food safety, and profitability associated with the Hawaii Island agribusiness industry, the Food Hub will be a centralized facility designed to aggregate, certify the safety of, store, process, distribute, and market locally-produced food products. We seek to do this to support the development of island-wide food systems and value chains, which will increase the ease of buying and selling safe, secure, and locally-produced foods. The increased economy of scale and ease of compliance with modernized food safety guidelines provided to local agribusinesses as members of the Food Hub program will improve market opportunities for small and mid-sized farmers through innovative approaches to automation, product coordination, market coordination, and strategic partnership development.

(2) Hawaii TechWorks: The East Hawaii (EHCDC) Science & Technology Capacity Building Program
"We believe that if you give ordinary people the right tools, they will make the most extraordinary things."

Hawaii TechWorks is a social enterprise with the mission to enable invention and innovation by providing the learning communities, the general public, and business and agribusiness communities of Hawaii Island access to computer design software, high-technology industrial design and fabrication equipment, mentoring and training services, and the business infrastructure needed to support entrepreneurial and agribusiness development within the community. TechWorks will complement, but not duplicate, the educational offerings of the high schools, community colleges, and universities in East Hawaii. Through collaboration with these institutions, the entire region will have more resources available to seed inventions, field innovations, and to pursue continuing education, thereby raising economic development and improving opportunity for everyone in the region.

2   The goals and objectives related to the request;

East Hawaii (EHCDC) has two primary social enterprise initiatives, both located in Hilo, Hawaii: (1) strengthening agribusiness and cultivating safe and regional food systems by establishing a Food Hub; and, (2) expanding the region's science, tech, and education

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capacity through the foundation of Hawaii TechWorks. The goals and objectives for each program are elucidated below:

(1) Food Hub: The East Hawaii (EHCDC) Strengthening Agribusiness Program

The goals of the Food Hub program are to (1) demonstrate that the Food Hub can successfully perform core operations, (2) demonstrate ability to scale, (3) solidify relationships with partners and provide mutual value to all participants, (4) develop safe, regional food systems in a holistic manner, and (5) deliver socioeconomic improvements within the community.

The objectives of the Food Hub program are to:
- Collectively harness the growing capacity of small farms in the region. This is the aggregation and distribution component of the Food Hub program, and will require food safety certified facilities in order to fully implement;
- Support rural workforce development. This is the farmer outreach and small agribusiness development component of the Food Hub program, and will require facilities able to facilitate small meetings, community workshops, town halls, and on-site training seminars;
- Stabilize supply/demand fluctuations. This is another farmer outreach and technical assistance component of the Food Hub program, and will require food safety certified facilities that can accommodate room temperature and flash-frozen warehousing, and regional database and supply chain management;
- Increase locally-sourced food for local consumption. This is the farmer-to-consumer outreach and technical assistance component of the Food Hub program, and will require food safety certified facilities and increased modern capacity that can produce throughput necessary to ship containers throughout the state, and food safety certified processing facilities, for adding value to raw and whole foods, thereby extending the potential and market of locally grown foods; and,
- Connect entrepreneurial solutions to enhance and modernize agribusinesses. This is another component of the farmer outreach and technical assistance component of the Food Hub program, and will require facilities able to accommodate a small office space connecting Hawaii TechWorks participants with small agribusinesses and farmers, for the purposes of mutual learning and requirements-gathering, as well as a space able to accommodate prototyping of innovations for small agribusinesses (*please refer to the Hawaii TechWorks program, also noted in this proposal; please see below*).

EHCDC's Food Hub program will focus on sustained economic development in the East Hawaii area (Hawaii Island/Hawaii County) in the form of a social enterprise with a strong emphasis on "good prices" for producers and "good food" for consumers. Overall, the vision is to support the development of safe and secure island-wide food systems and

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value chains, which will increase the ease of buying and selling locally-produced foods, and improve market opportunities for small agribusinesses through innovative and strategic partnership development.

(2) Hawaii TechWorks: The East Hawaii (EHCDC) Science & Technology Capacity Building Program

The goals of the Hawaii TechWorks (TechWorks) program are to (1) demonstrate viability of the TechWorks model for the region, (2) provide TechWorks services to community participants, (3) establish partnerships with the education and business communities of East Hawaii, and (4) provide business Infrastructure as a Service (IaaS) support, including accounting, marketing, invoicing, and other core business services, which will lower the barriers to successful market entry that often stifle entrepreneurship, thereby enabling members to market their products, as well as launch small, independent businesses.

The objectives of TechWorks are to:
- Provide the core business infrastructure (IaaS) support that community members and small businesses need to launch a technology-based company or project. This is the outreach and technical assistance component of the TechWorks program, which will increase capabilities of small businesses and entrepreneurs, and will require facilities capable of hosting meetings, small conferences, seminars, trainings, co-working delegations, and enterprise computing functionality;
- Engage in rapid prototyping, cultivate new hobbies, and for anyone, student or adult, to make almost anything. This is the applied aspect of the TechWorks program, which will require facilities capable of housing tools and equipment for prototype innovation, research and development, multi-disciplinary work-spaces, and hands-on learning and experimentation;
- TechWorks training and mentor-ship will enable members to create marketable products. This is the workforce development (outreach and technical assistance) component of the TechWorks program, which will require facilities for small, technical trainings, prototyping, and meetings; and,
- Serve as "Innovation Lab" and ideas incubator for the region. This is another component of our workforce development initiative under the TechWorks program, which requires a small computer lab, professional design software, and network infrastructure (for the Lab). Please note that the Innovation Lab component of Hawaii TechWorks is already operational and, as related to facility needs, is not included in this proposal.

By providing access to these and other essential (IaaS) support, TechWorks will increase the capabilities of small businesses, generate incomes in East Hawaii, help raise up the

quality of opportunity for individuals in the community, connect innovation to local industry, and enable community members to independently customize their path towards improving their personal sustainability and quality of life, while also contributing to the overall economic development and improvement of the region. The ethos of TechWorks is to encourage members to "stop buying and start making" -an ethos already lived and practiced by our small agribusiness members and farmers.

3   The public purpose and need to be served;

East Hawaii (EHCDC) has two primary social enterprise initiatives): (1) strengthening agribusiness and cultivating safe and regional food systems for Hawaii with the establishment and operations of a Food Hub program; and, (2) expanding the region's science, tech, and education capacity under the auspices of the Hawaii TechWorks program.   The public purpose and need to be served by each program are elucidated below:

(1) Food Hub: The East Hawaii (EHCDC) Strengthening Agribusiness Program

Hawaii Island overwhelmingly consists of small and very small farms which are less than 50 acres in size, with the median farm size consisting of 6 acres (Source: USDA Census of Agriculture, 2007). While Hawaii's large agribusinesses can achieve economies of scale, most of their goods are commercial products and commodities, intended for export to Canada, Japan, the U.S. mainland, and other overseas markets.

Not only are the small agribusinesses in Hawaii County unable to export their produce globally, many have considerable challenges in vending their products locally due to their much lower production levels. Consequently, despite Hawaii's 52-week growing season, approximately 85% of Hawaii's food supply is imported from U.S. mainland and international markets (Leung and Loke, 2008). Developing our local food economy, according to Leung and Loke (2008), will translate into $3.1 billion U.S dollars remaining in our state to support local agribusiness, the current amount being spent to purchase food from agribusinesses overseas.

Concurrent with the immense economic opportunity for the State of Hawaii are newly enacted federal food safety regulations, which will greatly benefit public health and reduce the health care burden imposed on the State, e.g. by reducing or eliminating incidences of food borne illness, but which will also impose tremendous strain on Hawaii's farmers in terms of compliance with the regulations -especially small agribusinesses and farms that already have insufficient capacity to effectively reach local and statewide markets. On January 4th, 2013, the U.S. Food and Drug Administration (FDA) published the first proposed rules from the Food Safety Modernization Act (FSMA) of 2011, regarding standards of produce safety. These rules are slated for adoption by the middle of 2013, with full compliance beginning in 2014.

The FDA projects that the new produce standards will cost small and very small farmers 4-6 times more to implement than for large farmers, acknowledging that *"...small entities with above average costs of doing business will be at a competitive disadvantage. Some small entities might determine that their new expected costs are likely to exceed their revenues." (FDA Analysis of Economic Impacts – Standards for the Growing, Harvesting, Packing and Holding of Produce for Human Consumption, 2013*). Despite this acknowledgement, the FDA does not plan to exempt small farmers, as this represents 79% of the farmers covered by the new rules, citing that exemptions would substantially reduce the expected benefit of the rule. Furthermore, even if exemptions are given, market access will be jeopardized, as large retailers, the military, institutions with immuno-compromised populations and students, and international markets will be unlikely or unable to purchase products that are not certified according to the most current food safety standards.

FSMA is the most sweeping regulatory change in food safety in the United States in 70 years, and impacts every step in the food supply chain. With a developing regulatory environment that increasingly favors large farms, Hawaii's small food producers need to able to spread out fixed costs to be competitive and to just survive the regulatory transitions. The Food Hub is in an ideal project to support farmers, by providing a single facility, economy of scale, and key infrastructure that will food safety certify their product. The result will not just rescue $585 million in economic activity for the State of Hawaii (Leung and Loke, 2008), but our Food Hub program will also result in many small farms not only just being able to stay in business, but to also thrive as a successful component of our East Hawaii community. By helping small agribusinesses to survive and thrive in the new food safety regulatory environment, our Food Hub program has the potential to save jobs in East Hawaii -and also, with a mere 10% bump in safe, secure, domestic foods sales, 2,300 jobs and more statewide would be generated in the agribusiness sector alone (Leung and Loke, 2008).

(2) Hawaii TechWorks: The East Hawaii (EHCDC) Science & Technology Capacity Building Program

Small businesses represent 96.5 percent of all employers and employ 54.6 percent of the private-sector workforce. Being such a large part of the state's economy, small businesses are central to Hawaii's health and well-being. Many of Hawaii's small businesses -up to 77.8 percent of all businesses -lack capacity and do not have employees, and most employers have fewer than 20 employees. Despite the importance of this population segment, self-employment in Hawaii declined over the last decade. In 2010, the number of opening establishments was lower than closing establishments.

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Hawaii TechWorks will serve the small businesses and entrepreneurs by providing shared infrastructure, which will reduce the cost of starting and doing business, expand the capabilities for internal business services like sign making, company branding on products; etc., without the barrier of capital investments. As a benefit, businesses will make more and spend less. TechWorks will enable rapid prototyping and quick development of new and quality products for the marketplace.

Hawaii TechWorks will incubate ideas, and nurture and help turn innovations into practical products or services that have added value, increase revenues, and bolster the incomes of East Hawaii. TechWorks will foster cooperative activities amongst its membership and deepen interactions among both aspiring and experienced innovators across East Hawaii. TechWorks will be an environment that stimulates the sharing of ingenuity, knowledge, skills, and creativity. With Hawaii TechWorks mentoring, training, and IaaS infrastructure support, participants will learn knowledge-based skills that they can then use to start a business or provide professional services. As a result, Hawaii TechWorks will raise up community members, in quality of both economic development capacity and increased opportunity, which will help close the job quality gap, worker supply gap, and worker preparation gap.

4   Describe the target population to be served; and

East Hawaii (EHCDC) has two primary social enterprise initiatives): (1) strengthening agribusiness and cultivating safe and regional food systems by establishing a Food Hub program; and, (2) expanding the region's science, tech, and education capacity through the Hawaii TechWorks program. The target populations to be served by each program are elucidated below:

(1) Food Hub: The East Hawaii (EHCDC) Strengthening Agribusiness Program

The Food Hub program and facilities will serve both producers and food purchasers (including institutions, grocers, small businesses, and the hotel and service industry) in Hawaii County, which encompasses Hawaii Island. The US Census and USDA Economic Research Service classify Hawaii Island as 'rural'. The Hub will be located in Hilo, Hawaii Island's largest town, with a 2010 population of 43,263 (US Census). While the majority of Food Hub users will consist of producers located on agricultural land in East Hawaii (including the districts of North and South Kohala, Hamakua, North and South Hilo, and Puna), it is anticipated, because of the Food Hub's close proximity to the Hilo International Airport, that growers from the districts of North and South Kona and Kau will also utilize Food Hub facilities and services to aggregate and process their products and reach out to broader markets made available through the Food Hub's marketing networks.

(2) Hawaii TechWorks: The East Hawaii (EHCDC) Science & Technology Capacity Building Program

Hawaii TechWorks will serve the learning and business communities and the general public, including but not limited to students, entrepreneurs, and participants, in Hawaii County, mainly drawing members from the East side of the county, but also anticipating that members may be drawn in from all over the county.

5   Describe the geographic coverage.

The target service area for East Hawaii (EHCDC) is the east side of the County of Hawaii.

Long-term poverty estimates for the service area, Hawaii County, indicates that the percentage of residents living below the poverty line was above the state percentage in both the 1990 and 2010 US Census reports:

1990 State of Hawaii: Percent Below Poverty: 8.3%
1990 Hawaii County: Percent Below Poverty: 14.2%
Data derived from: Hawaii County

2010 State of Hawaii: Percent Below Poverty: 10.7%
2010 Hawaii County: Percent Below Poverty: 18.4%
Data derived from: US Census, American Community Survey 1-yr estimates for 'all people'

Long-term population estimates for the service area, Hawaii County, indicates that the service area experienced a net growth of population between 1990 and 2010:

1990 Hawaii County: Total Population: 120,317
2010 Hawaii County: Total Population: 185,406
Data derived from: US Census, American Community Survey 1-yr estimates

Long-term job deterioration estimates for the service area, Hawaii County, indicates that the service area experienced an increase in the unemployment rate between 1990 and 2010:

1990 Hawaii County: Total Unemployment: 3.51%
2010 Hawaii County: Total Unemployment: 12.9%
Data derived from: US Census, American Community Survey 1-yr estimates

II.   Service Summary and Outcomes

The Service Summary shall include a detailed discussion of the applicant's approach to the request. The applicant shall clearly and concisely specify the results, outcomes, and measures of effectiveness from this request. The applicant shall:

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

The scope of work for this GIA submission includes the renovation of two existing facilities, both in Hilo, Hawaii, and both for which East Hawaii (EHCDC) holds a 10-year lease: (1) renovation of an existing 18,000 square foot food processing plant into a Food Hub; and, (2) a separate, 8,000 square foot warehouse into a High-Tech Workshop Space. GIA funds will be used to transform these spaces into (1) a functional, food safety-certified processing facility that allows local agribusinesses to access global markets, and (2) a community workshop to support entrepreneurial, educational, and economic development activities.

(1) Food Hub: The East Hawaii (EHCDC) Strengthening Agribusiness Program

The Food Hub facility is an existing structure that was built in 1953 and is centrally located in Hilo. The industrial zoning of the property and existing infrastructure make it an ideal renovation project for this purpose, with no other properties like it in the region. The facility has 3-phase 440v power, two loading docks with capacity for four 40-foot containers for receiving and delivery, a facility well for water, large grease-traps, and other extant features; establishing a new, food safety-compliant and modern facility with similar characteristics and capacity would cost an estimated $9 million.

Renovations to the Food Hub facility will be designed to meet modern food safety-compliance, energy efficiency, and environmental standards and regulations for the processing areas. This includes: surface treatments, such as upgrading floor, ceiling, and wall surfaces, which are necessary for food safety; updating of plumbing as needed, to ensure food and environmental groundwater safety; updating of electrical fixtures and wiring as necessary, to bring facilities up to safety code and enable energy efficiency measures; and, replacement of heating/cooling source equipment to meet modern food processing and safe storage temperature requirements. Renovations being designed for maximum energy efficiency will ultimately lower local food costs; furthermore, designing for ADA-compliance, given that the original structure predates the Americans with Disabilities Act of 1990, will further modernize facility.

(2) Hawaii TechWorks: The East Hawaii (EHCDC) Science & Technology Capacity Building Program

The TechWorks facility is an 8,000 square foot warehouse with an open floor plan and two-story office structure inside. The existing infrastructural aspects of this facility, mixed-use zoning, and minimal renovations needed, make it ideal for a High-Tech community workshop to support workforce development, and to stage renewable energy, agribusiness, and other innovative and entrepreneurial student and small business projects. Just like the Food Hub facility, there are no other facilities like the proposed TechWorks facility in the region, and to establish a new such facility would cost an estimated $2.5 - $3 million.

Renovations to the TechWorks facility will convert the open warehouse into established shop areas for metal, wood, electronics, and plastics, as well as lab areas for product development and design and business areas for collaboration, coworking, and educational activities. Techworks renovations will also include: ADA compliance retrofitting; energy efficient design, including passive cooling, such as insulation, air vents, and air circulators, and low-energy electrical fixtures; surface treatments for floors, walls, and ceilings; and, updated ducting for exhaust and dust collecting.

The EHCDC Executive Director will be responsible for overseeing activities from a program perspective. A qualified architect and a licensed general contractor will be responsible for specific tasks related to facility design and renovation, respectively. Food safety compliance and processing consultants will be responsible for site planning and facility certification. Scope of work includes the following:

Task	Scope (Facility)	Responsibility
Requirements Gathering	Food Hub, TechWorks	EHCDC
Design and Planning	Food Hub, TechWorks	Engineer, Architect
Renewal Energy Retrofitting Assessment	Food Hub, TechWorks	Engineer
HVAC Assessment	Food Hub, TechWorks	Engineer
ADA Assessment	Food Hub, TechWorks	Architect
Food Safety & Modernization Assessment	Food Hub	Food Safety & Processing Consultants
Design and Planning Finalization	Food Hub, TechWorks	Engineer, Architect
Permitting	Food Hub, TechWorks	Architect

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Bid Process for General Contractor	Food Hub, TechWorks	EHCDC
Base Building Preparation	Food Hub, TechWorks	General Contractor
Construction Phase: Renovation of Facilities	Food Hub, TechWorks	General Contractor
HVAC Renovation	Food Hub	HVAC Specialist
Renewable Energy Retrofit	Food Hub, TechWorks	Engineer
ADA Compliance Retrofit	Food Hub, TechWorks	General Contractor
Exhaust Duct System	TechWorks	Engineer
General Facilities Upgrades	Food Hub, TechWorks	General Contractor
Closeout and Operations	Food Hub, TechWorks	EHCDC, Architect, Engineer, General Contractor
Food Safety Certification & Operations	Food Hub	Food Safety & Processing Consultants

East Hawaii (EHCDC) is requesting $1.5 million for the construction hard costs for the renovation of the Food Hub and TechWorks facilities, and for the administration costs associated with the grant. The pre-development phase of this project has involved the completion of feasibility, finance design, project design, fundraising, and development team building. All of the 3D concept drawings are complete. East Hawaii (EHCDC) contributed $417,569.75 of its own funds to these pre-development activities.

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

Activity	*Beginning of Activity*	*End of Activity*
Requirements Gathering	June 2013	December 2013
Design and Planning	January 2014	March 2014
Renewal Energy Retrofitting Assessment	January 2014	January 2014

HVAC Assessment	January 2014	February 2014
ADA Assessment	January 2014	February 2014
Food Safety & Modernization Assessment	January 2014	March 2014
Design and Planning Finalization	March 2014	April 2014
Permitting	March 2014	March 2013
Bid Process for General Contractor	March 2014	April 2013
Base Building Preparation	April 2014	April 2014
Construction Phase: Renovation of Facilities	April 2014	December 2014
HVAC Renovation	April 2014	May 2014
Renewable Energy Retrofit	May 2014	June 2014
ADA Compliant Retrofit	May 2014	June 2014
Exhaust Duct System	August 2014	September 2014
General Facilities Upgrades	April 2014	November 2014
Closeout and Operations	December 2014	December 2014
Food Safety Certification & Operations	December 2014	December 2014

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

East Hawaii's (EHCDC's) Executive Director and Deputy Director will be responsible for overseeing the evaluation of this capital improvement project, with additional oversight provided by EHCDC's President, who has previously headed other major capital projects. The Deputy Director will meet regularly with the Executive Director, the selected contractor, and other East Hawaii (EHCDC) program staff to ensure that the design and construction of the Food Hub and TechWorks facilities are completed

satisfactorily so as to meet the food safety and economic development needs of the target community.

Quality assurance will also be maintained by reports written by the Deputy Director, which will be reviewed by EHCDC's Executive Director and President, and shared with EHCDC's Board of Directors. Reports will include progress notes of meeting all goals and objectives in this proposal within the projected time-frame and how any obstacles or delays will be worked through. The Deputy Director, in conjunction with the Executive Director, will also be responsible for collecting and storing all relevant program information for further review if necessary.

The project management team, led by the Executive Director and the President of EHCDC, who will together maintain lead oversight over the facilities improvement project, will track the progress, costs, cost savings, contract compliance, vendor participation, timeline and timeline variance and sub-contractor scheduling.

After construction, the newly renovated and updated for food safety and increased community and agribusiness capacity facilities will be evaluated for performance and delivery of the ability to meet the goals of the two major program areas for East Hawaii (EHCDC), (which are elucidated below):

(1) Food Hub: The East Hawaii (EHCDC) Strengthening Agribusiness Program

The following data will be collected and used to measure facilities effectiveness and quantify community impact:

- Amount and value of fruits and vegetables packaged or processed. Specifically crops that would have otherwise been considered lost product for farmers according to current market standards. The newly renovated for food safety and increased small agribusiness capacity Food Hub facilities will be able to accommodate high volumes of locally grown and sourced fresh foods, for aggregation and distribution, including, but not limited to, value-adding, packing, and shipping, as well as allow for safe data collection by program staff and volunteers;
- Fine-grained operations reports, which will include documentation of how many farmers and processors were served, what their returns were, and how the partnership impacted their business. The modernized Food Hub facilities will be able to accommodate farmers, producers, processors, organization staff and volunteers, for reporting, database management, community meetings, trainings, and the provision of IaaS agribusiness services; and,
- Shipment performance (rate of packing and delivery over time, rejected, and logistics). The FSMA / FDA standard modernized facilities will be able to accommodate a full produce-focused PKMS system, from receiving to packing and shipping, including safe methods for produce handling and a safe

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environment for both the fresh produce, the organization staff and volunteers, and the equipment itself.

(2) Hawaii TechWorks: The East Hawaii (EHCDC) Science & Technology Capacity Building Program

The following data will be collected throughout the performance period and used to measure facilities effectiveness and quantify community impact:

- Assessments of social impact and revenue performance of community participants. The updated TechWorks facilities will accommodate an increased community presence and greater level of community participation, including youth, retired, entrepreneurs, and educators, among others -all segments of the community that cannot currently be accommodated, except on a more limited basis, for town halls, seminars, workshops, coworking, trainings, and other social impact services currently provided or proposed by East Hawaii (EHCDC). In particular, the modernized facilities will be safe, and allow for larger aggregations of locals farmers, consumers, and small business innovators;
- Accounting of revenues generated for TechWorks, community participants, and partners. By being able to accommodate more members, EHCDC will be able to report even more member-generated revenues, for both agribusinesses and sci-tech focused endeavors, and provide more IaaS services, thereby increasing EHCDC's reach and economic development impacts in the community and region; and,
- Utilization data of for all aspects (space, equipment, etc.) of the TechWorks program. The current facilities are able to accommodate a limited number of students, members, and small equipment. The renovated facilities, with ADA-compliant facilities and meeting modern safety standards, will be able to accommodate larger and more equipment, and more classrooms and training events; therefore, more students and community members -including local agribusinesses and entrepreneurs, educators, and innovators -will be able to participate and partake in the economic development and personal and professional opportunity benefits provided by the TechWorks program. The more East Hawaii (EHCDC) services are able to assist in development, sci-tech education, and agribusiness innovation, the more EHCDC is able to meet its goal of raising up the level of community economic development and opportunity for everyone in the region.

Overall, it is critically important to the development of safe and sustainable community economic and agribusiness development strategies that there is an enlightened and effective evaluation methodology in place. East Hawaii (EHCDC) will implement and

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maintain this evaluation methodology for the updating of its facilities to modern food safety and ADA-compliant standards, with an eye on the programs and services EHCDC can now provide and will be able to provide in an expanded capacity once renovations on existing facilities are complete.

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.**

East Hawaii (EHCDC) will continue to implement our organization and programs goals, bearing in mind our ability to reach more in the community and region given the greater capacity that will be available to us through the renovated facilities. As we staff-up and bring in more farmers and other community members, the data (which is enumerated above, in Section II. 3., and here below, in Section II. 4.) will be collected by staff for all current and new members, farmers, and TechWorks participants being served by the newly food-safety modernized Food Hub and updated TechWorks facilities.

The effectiveness of the facilities and their space allocation plans will be evaluated quarterly. All employees will be surveyed twice during the first year, once during the second and once during the third year. They will be asked about the space that they occupy and their use of common space, as well as the general utility of the space in total. Visitors and infrequent users will be asked to complete an assessment of the building after their use of the facility.

III. Financial

Budget

1 **The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.**

    Please see Attachments.

2 **The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2014.**

Quarter 1- 2014	Quarter 2- 2014	Quarter 3- 2014	Quarter 4- 2014	Total Grant

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$105,000	$465,000	$465,000	$465,000	1,500,000

Quarter 1 - Assessment, Design, Planning, and Consultation
Quarter 2 - Construction and Build-out
Quarter 3 - Construction and Build-out
Quarter 4 - Construction and Build-out

3   **The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2014.**

Grant or Funding Agency	Request or Grant Amount
The Ronya and George Kozmetsky (RGK) Foundation	$20,000
Lawrence Foundation	$10,000
Surdna Foundation	$100,000
The Ambrose Monell Foundation	$20,000
The Joseph & Vera Long Foundation	$49,000
Hawaii People's Fund	$38,000
Hawai'i Island Beacon Community Healthy Eating & Active Living (HEAL) Grant	$20,000
Economic Development Administration (EDA) Economic Development Assistance Program Grant	$40,000

USDA Rural Business Opportunity Grant (RBOG) Grant	$50,000
USDA Value-Added Producer Grants (VPAG) Grant	$39,000
USDA Community Food Projects (CFP) Competitive Grant Program Grant	$45,000
Hawaii Department of Agriculture (HDOA) Market Promotion Grant	$42,000
County of Hawaii Department of Research and Development Grant	$40,000
Other / Private Funding Sources	$38,000
Total Estimated Grants or Funds	*$551,000.00*

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.**

EHCDC is not receiving any state or federal tax credits, and has not applied for any.

IV.   Experience and Capability

A.   Necessary Skills and Experience

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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.

EHCDC is led by a very qualified and capable team that is highly diverse in both discipline and experiences:

Ernest F. Matsumura, BS, is a lifelong Hilo, Hawaii resident and upstanding member of the community. **Matsumura** is a successful businessman with forty years of experience in management, leadership and administration, including budget strategy, accounting, and finance, in the food manufacturing industry. A very active member of the community of Hilo and East Hawaii, as well as Hawaii state, **Matsumura** has served as President and Director of the Kanoelehua Industrial Area Association (KIAA), Hawaii County Advisor (SRI International, Menlo Park, California), Chairman of the Hawaii County Private Industry Council (First in State), Chairman of the Hawaii island New Industry Development Committee (Mayor Matayoshi), Principal of the Hawaii Job Corps Center Educational Department, a member of the Hawaii County Hospital Management Advisory Committee (Governor Ariyoshi), on the Board of Directors of Alu Like Inc. Statewide (25 plus years), and a member of the Region IX Business Roundtable program (U.S. Department of Labor). **Matsumura** currently serves on the State of Hawaii Land Use Commission, and is Chairman of the East Hawaii Community Development Corporation (EHCDC) board of directors.

Nimr Y. Tamimi, PE, LEED AP, has over 22 years of experience in Hawaii as a Mechanical Engineer, project manager, principal, and owner of Hawaii's oldest potato chip company, Atebara Chips. **Tamimi**'s specialties include Fire Protection Engineering, air conditioning, ventilation, heating, de-humidification, domestic plumbing, industrial processes, HVAC Systems, waste water, water treatment, water pumping, solar heating, fire protection, project management, energy analysis, feasibility studies, engineering economic analysis and LEED certification. Systems **Tamimi** has designed include schools, offices, hospitals, health care, warehouse buildings, retail outlets, restaurants, industrial processing centers, shopping centers, theaters, assembly areas, water supply projects, and waste water treatment systems. **Tamimi** has also designed the mechanical systems for many observatory and base facilities on the Island of Hawaii.

Sharyl H. Kasarskis, BA, locally born and raised, has thirty years of experience in Hawaii and California in the fields of marketing, business administration, research, and operations. **Kasarskis** served as VP -Operations and Marketing for HFS Federal Credit Union (Hilo), Marketing Director for Wesley R. Segawa & Associates (Hilo), VP -

Operations, Marketing, Member Services for Southland Civic (Downey), Research and Quality Analyst for Lockheed (Burbank), Marketing Manager for Kaiser Permanente (Pasadena), Marketing Director for Los Angeles Federal Credit Union (Los Angeles), and Marketing Coordinator for Empire National Bank (Los Angeles). **Kasarskis**, currently a Grants and Project Development Specialist with Research Corporation of the University of Hawaii (UH), matriculated as a student in the Annenberg School of Communications (Journalism) at the University of Southern California (Los Angeles), holds certifications from the UH -Financial Management Office and UH -Office of Research Services, and is a member of the National Council of University Research Administrators.

Barbara D. Miller, PhD, brings with her to the East Hawaii (EHCDC) Senior Advisory Board more than thirty-five years of experience as an anthropologist, author, researcher, and world-class educator. With extensive expertise and experience in development and international affairs, and our recognition and anticipation that the EHCDC mission will have impacts far greater than Hawaii, as well as the need for our mission objectives to be able to translate across both national and international boundaries, **Miller** is an ideal member of our Senior Advisory Board. **Miller** received her BA, MA, and PhD in Anthropology from Syracuse University. She joined The Elliott School of International Affairs at The George Washington University (GWU) in 1993 as a specialist in the Anthropology of International Development. Before GWU, **Miller** taught at the University of Rochester, SUNY Cortland, Ithaca College, Cornell University, and the University of Pittsburgh. **Miller** has served as the Associate Dean of the Elliott School from 1999-2002 and from 2009-2012, while continuing to teach undergraduate courses, as well as graduate seminars, in Cultural and Medical Anthropology. **Miller** is Professor of Anthropology and International Affairs; Director, Institute for Global and International Studies; Director, Culture in Global Affairs Research and Policy Program; and, Director, Global Gender Program.

Ian Kitajima is a senior executive at Oceanit, one of Hawaii's largest and most diversified privately-held technology company, with 160 scientists and engineers. **Kitajima** is responsible for corporate-wide marketing and venturing for Oceanit's award winning innovations, products, and services. His greatest strengths are in leading Oceanit into new emerging fields, and in discovering new superstar engineers and scientists. His efforts have led to Oceanit's entry into Nanotechnology, Renewable Energy, Cyber Security, Homeland Security, Transportation Security, and Social Media. **Kitajima** is a founding member of Hoana Medical and is a co-founder of Nanopoint –Oceanit's two venture-funded companies. His current efforts are in incorporating the Design Thinking process with Oceanit's Innovation Process, as well as introducing Design Thinking into Hawaii's educational system. **Kitajima** is also focused on Oceanit's newest venture, which is to introduce sensing "Smart" concrete for bridges, roadways, and critical infrastructure. Prior to joining Oceanit, **Kitajima** was the CEO of a wireless start-up

developing virtual communities for mobile phones in Helsinki Finland. **Kitajima** is a co-founder, and the convener of the Hawaii Defense Dual Use industry group, Vice Chair of the Chamber of Commerce's Defense Dual Use Committee, and is a board member for several nonprofits, including the Public Schools of Hawaii Foundation and PBS Hawaii. **Kitajima** secured a degree at the Windward Community College.

Morwari Zafar, PhD Candidate, has eight years of experience coordinating the provision of needs assessment and capacity building initiatives for various organizations, developing surveys and monitoring fieldwork, including working with a team of researchers for an agricultural study, and conducting focus groups, both in the U.S. and within local communities internationally in multilingual and multicultural environments. **Zafar** has worked with the World Trade Center (International Trade Policies), the University of Puget Sound (University Relations), the Embassy of Afghanistan (Social Institutions Development), and Afghan Youth Sports Exchange (Coordinator -Program Outreach). **Zafar** has also worked with USAID (Program Manager -Afghanistan Alternative Livelihoods Program; Afghanistan Accelerating Sustainable Agriculture Program), International Relief and Development (Program Coordinator in Afghanistan - Journalism Department Mentor; Ministry of Information and Culture Liaison; Communications and Program Officer -Kabul University, Faculty of Agriculture), Creative Associates International (Capacity Development Advisor), University of Maryland, IRIS Center (Deputy Director -PAKAF Pilot Program (Department of Defense)), and Dyncorp International (AFPAK Instructor -Afghanistan-Pakistan Regional Expertise Training Program (Defense Intelligence Agency)). With an anthropological background in quantitative and qualitative research methodologies, and strong writing, editing, and reporting skills, and years of experience in the field focused on community development and capacity building, **Zafar** is a valued member of the East Hawaii (EHCDC) Senior Advisory Board. **Zafar** will receive her doctorate in Anthropology from the University of Oxford (Oxford, England) in 2017.

Jacqueline Johnson, BA, MA, with 10 years of experience in the field of community development, offers a unique blend of expertise in strategic planning for diversity, community outreach, and professional development training. With a background in serving the needs of underrepresented communities — **Johnson**'s work has been instrumental in bringing various perspectives to community development projects. **Johnson** currently works as a Program Manager in the Partnerships Department at the National Trust for Historic Preservation. In her role, she has effectively raised the visibility of diversity efforts within the preservation movement by leading convening projects, reinvigorating outreach programs, marketing, and developing high-level educational content for professionals in the field. **Johnson** holds a Masters of Arts in Anthropology from The George Washington University in Washington, DC and a Bachelor of Science in Criminal Justice from Old Dominion University in Norfolk, VA.

Johnson's focus on cultural anthropology, community and international development, political science and sociology in her formal education signals her ability to synthesize a variety of complex social and political issues that persist in marginalized and oft-overlooked communities.

Robin Virginia Scott, BS, JD, has five years of legislative and research experience, with a background in both state and federal law, as well as in science and technology. **Scott** is a graduate of Georgetown University in Washington, DC, and has received a law degree from the William S. Richardson School of Law in Honolulu, Hawaii. **Scott** served as a legislative aide for Congressional Representative Mazie K. Hirono. She is currently an LL.M. candidate in the Space, Cyber, and Telecommunications Program at the University of Nebraska College of Law, as well as a J9 Research Intern at the United States Strategic Command in Bellevue, Nebraska. **Scott** is ideally suited to join the Senior Advisory Board for East Hawaii (EHCDC), particularly given EHCDC's mission to expand the science and technology capacity in the region for both educational institutions and local businesses.

Anthony Marzi, BS, has five years of team lead experience, on technical projects as well as with business marketing and planning initiatives, in Saipan, the Northern Mariana Islands, at Lawrence Livermore National Laboratory in California, and at the Naval Research Laboratory (DOD), in Washington, DC. Raised in East Hawaii, **Marzi** is a graduate of the University of Hawaii at Hilo, and has been politically engaged and active in local and statewide politics since 2008, having been a political candidate in both 2008 and 2010; **Marzi** was shortlisted for nomination to the Hawaii State Senate in 2011, and has served as the Hawaii Island Representative for the State Central Committee of the Democratic Party of Hawaii. **Marzi** is committed to the community development and sustainable economic issues that face his local community and region, of Hilo and Hawaii County, and is committed to the East Hawaii (EHCDC) mission to develop a sustainable and profitable programs for the area and wider community.

Anoka Jung, BA, MA, has twelve years of combined program and project management experience, working with several NGOs and for-profit companies as a coordinator and a consultant on projects that have ranged from minority student counseling to IT healthcare services, including HIT compliance and EHRs. Born in Seoul, South Korea and raised in the U.S., **Jung** completed degrees in Development and Socio-Cultural Anthropology, with a focus on communications, technology, market reform, and domestic policy, from The George Washington University. **Jung** has an abiding interest in public health, sustainability, and technology, with a particular concern for issues in the U.S. that are centered around sustainable solutions for community development, continuing education, and lowering socio-economic barriers to access, including entrepreneurial support and

mentoring. An excellent coordinator and communicator, **Jung** is working with East Hawaii (EHCDC) to move economic development and community programs forward.

Martin Lichter, BA, has six years of experience working within different educational facilities and technology companies in Hawaii and California's Silicon Valley. Professional experience includes advertising, marketing, focus groups, usability testing, site testing, eye/brain tracing, video game testing, and communications within several companies. **Lichter** was born and raised on the East side of the Big Island of Hawaii where he graduated from St. Joseph High School and later graduated with a Mass Communications B.A. from Menlo College in Atherton, CA, an institution known for its incredibly diverse international student base. **Lichter's** extensive knowledge of online and offline marketing strategies, combined with his communications skills, makes him a valued component in bringing East Hawaii's community-based mission throughout Hilo and the rest of Hawaii.

Charles Huston, AD, completed his degree in Electrical Installation and Maintenance Technology within the Applied Technical Education Division (ATE) of Hawaii Community College. **Huston** has an established background in and is certified as an electronics safety and security expert, having served for six years as a security consultant, both for Argent Security and as an independent contractor. **Huston** has also worked for two years with the Hawaii Department of Education (DOE), as a computer technician and IT specialist, with extensive involvement in all areas, including software development, hardware maintenance, database administration, network management, and enterprise system design, as well as staff training, on behalf of DOE. Combining his academic, professional, and entrepreneurial backgrounds, **Huston** has joined East Hawaii (EHCDC) to assist with operations management and to take the lead with product prototyping, production, and marketing.

Nicole Milne, PhD Candidate, has been working in the field of natural resources for 14 years and is currently serving Hawaii's agricultural industry as an Agricultural Business Development Specialist for The Kohala Center, a non-profit 501(c)(3) located in Waimea on Hawaii Island. The Kohala Center has over 10 years of experience specializing in basic and applied research, policy research, economic development conservation and restoration initiatives, and public outreach and education, in three primary areas of work – energy self-reliance, food self-reliance, and ecosystem health. In her position at The Kohala Center, **Milne** provides outreach and community development services to inform the agricultural sector statewide about financial capitalization strategies available for Hawaii's rural agribusinesses. Recently, **Milne** served as the co-PI on an agricultural marketing project based out of Hawaii Community College, where she helped develop a marketing manual for Hawaii Island growers, entitled *Hawaii Island Farmer's Guide to Accessing Local Markets*. **Milne** has six years of experience working in Hawaii's natural

resource industries and has strong connections in the industries of agriculture and fisheries on Oahu and Hawaii Islands. **Milne** will provide in-kind assistance to the EHCDC Food Hub Project to further develop the Hub's outreach efforts with area producers, assess market development processes, and evaluate and develop the Hub's financial capitalization strategies to ensure long-term business sustainability. **Milne** is in pursuit of her doctorate in Geography at the University of Hawaii at Manoa, where she is working to understand the political economy of diversified agriculture on Hawaii Island, specifically the challenges associated with agricultural land tenure and the implementation of viable agricultural enterprises in an island setting.

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. The applicant shall also describe how the facilities meet ADA requirements, as applicable.

(1) Food Hub: The East Hawaii (EHCDC) Strengthening Agribusiness Program

The Food Hub facility is located at 230 Kekuanaoa Street, Hilo, Hawaii 96720. The location was chosen because of its central location in Hilo. It shares close proximity to Hilo International Airport and the Port of Hilo, and provides equal access for agribusinesses on the Hamakua district, Hilo CDP, and Puna district. As of 2012, East Hawaii (EHCDC) holds a 10-year lease on this property.
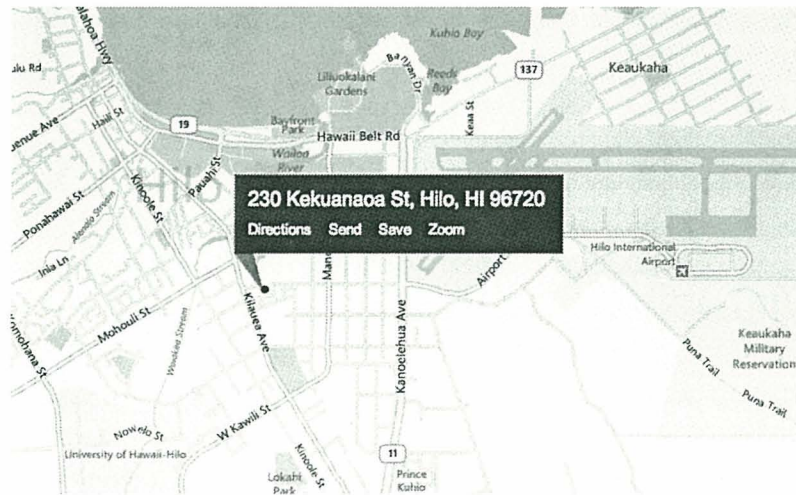
Image: Map showing area view of Food Hub Facility

The property is zoned for industrial use and was built in 1953. During the 1990s and early 2000s this building was the processing plant of Miko Meats, a local food processing

company that manufactured Portuguese sausage for Hawaii markets. The Miko Meats plant was certified to then USDA standards in the 1990s and saw $7 million in sales a year during that period. The capacity and extant infrastructure of this facility make it ideally suited to collectively harness the growing capacity of East Hawaii's agribusinesses and make a significant contribution to Hawaii's local food system.
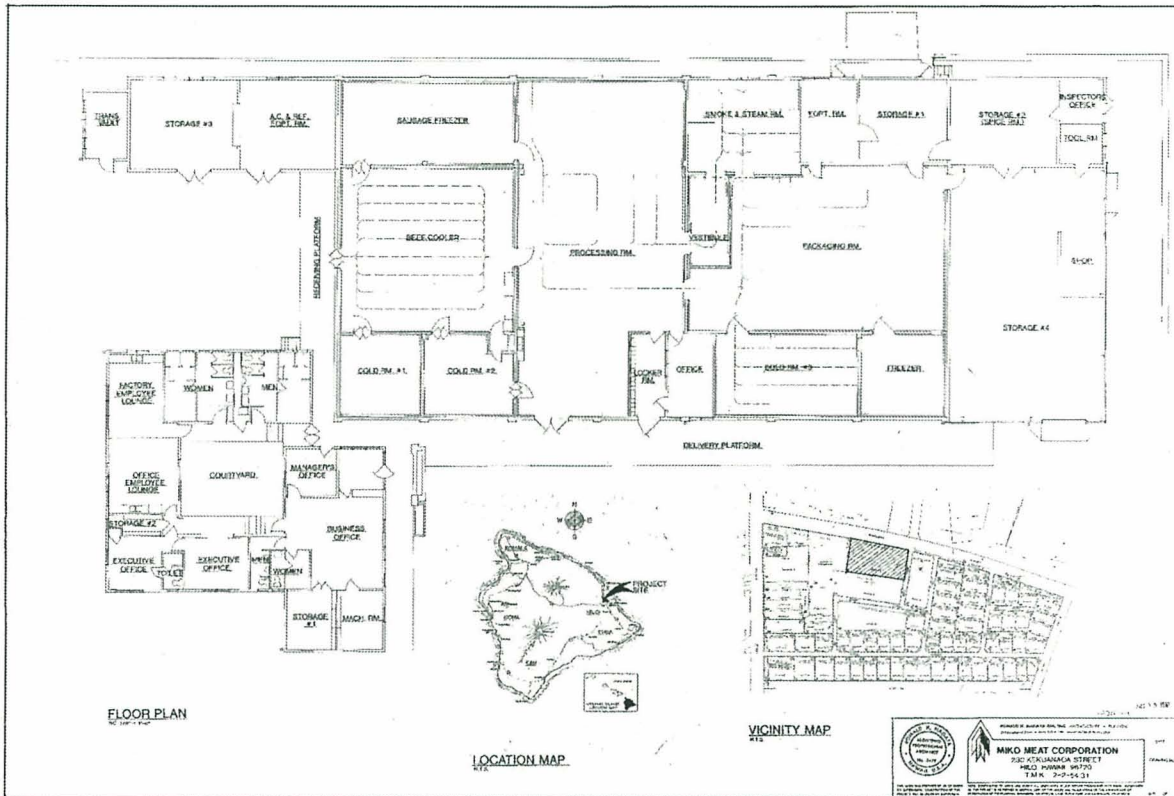
Image: Architectural Floor Plan of Food Hub Facility. **Note that room names reflect usage when operating as Miko Meats, and do not imply planned usage with EHCDC.**

Square footage: 18,000 square feet

Geographic Features
- 2.5 miles to the Port of Hilo
- 3.5 miles to the Hilo Airport for Air Freight
- Property zoned for industrial use
- Centrally located in East Hawaii, Hawaii Island

Planned Renovations (refer to site plan for room names if applicable)
- Food Safety & Modernization-compliant construction.
- ADA-compliance retrofit.
- HVAC upgrades, to meet food safety and worker safety regulations.
- Renewable Energy upgrades, including PVC-installation, to lower food costs.
- Processing Room

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- Packaging Room
- Office adjacent Processing Room
- Cold Room #3
- Freezer Adjacent to Cold Room #3
- Smoke & Steam Room
- Equipment Room
- Inspector's Office

Existing Infrastructure
- Walk-in blast-freezer
- Receiving platform with capacity for docking two containers
- Delivery platform with capacity for docking two containers
- Male/female lockers and showers
- Insulated plant areas
- Warehouse Storage
- Parking Lot
- 3-Phase 440v Power

(2) Hawaii TechWorks: The East Hawaii (EHCDC) Science & Technology Capacity Building Program

The Hawaii TechWorks facility is at 113 Kuawa Street, Hilo, Hawaii 96720. The location was chosen because of its central location in Hilo, open floor plans, and high ceilings. The location shares close proximity to several long-established businesses of Hilo, such as the American Trading Co. and Ken's Pancake House, and provides ample space for an wide variety of agribusiness, entrepreneurial and small business, and student prototyping and product and equipment development projects. The property is zoned for mixed-industrial use. As of 2012, East Hawaii (EHCDC) holds a 10-year lease on this property.
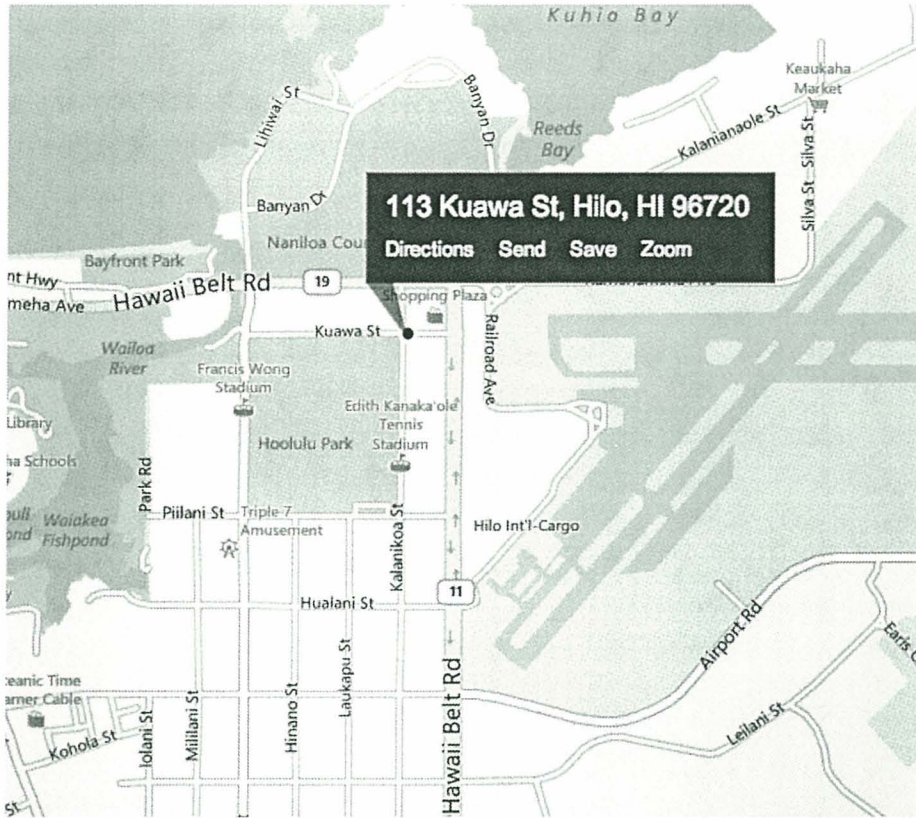
Image: Map showing area view of TechWorks Facility

The property is zoned for mixed use. From the 1970s until the late 1980s, this building was the warehouse of American Trading Company (ATC), a local importing company. The siding, roofing, and structural aspects of the facility are well-maintained. The facility also has a large parking lot, and 3-phase power for use with heavier equipment. The extant features of this facility makes it ideally suited to house a community workshop and innovation lab for East Hawaii and to make a significant contributions to Hawaii's science, technology, education, and small business and agribusiness innovation capacity.
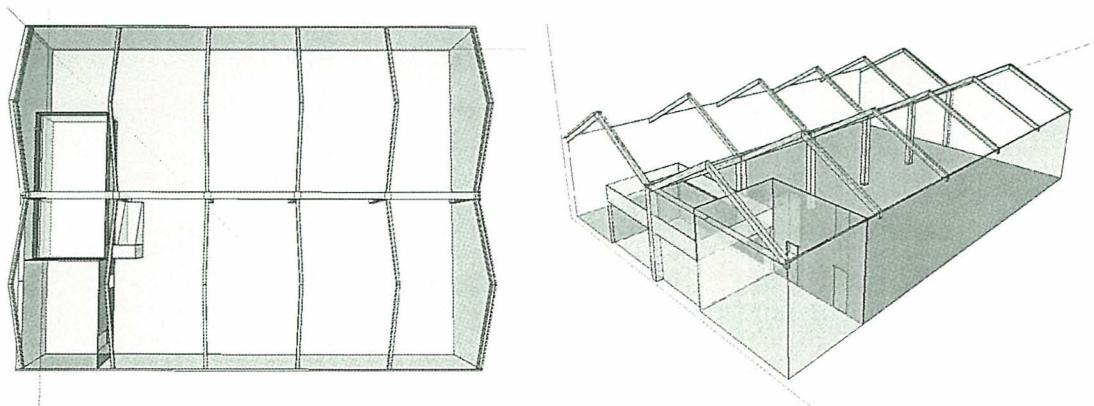
Image: 3D Model showing top and isometric views of TechWorks Facility.

Square footage: 8,000 square feet

Geographic Features
- 1 mile to the Port of Hilo
- 1 mile to the Hilo Airport for Air Freight
- Property zoned for mixed use and light industry
- Centrally located in East Hawaii, Hawaii Island

Planned Renovations
- ADA-compliance retrofit, including installation of ADA-compliant washroom facilities.
- Renewable Energy upgrades, including PVC-installation, to lower costs.
- Resurfacing rough asphalt floor into shop surface and designated shop areas for metal, wood, plastic, and electronics.
- Minor remodeling of existing office structures.
- Exhaust ducting for equipment that generates fumes or dust.
- Overhead electrical conduit with drop down power sources for equipment.
- Passive venting and insulation for temperature control.

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.

The chances for successful execution of this capacity-building and safety modernization project and the East Hawaii (EHCDC) economic and agribusiness development programs are high due to the human capital and infrastructure capacity of the project applicant, EHCDC. Ernie Matsumura, President of EHCDC, has over 30 years of experience in the food manufacturing and international and local trade industries, and is the former owner of Designer Meats Inc., a multi-million dollar food processing company formerly operating in Hilo. The Food Hub program is based out of the former building of Designer Meats Inc., in Hilo, and the TechWorks program is based out of the former warehouse of American Trading Company (ATC), also in Hilo. Matsumura's extensive professional network in the food and business industries, both in Hawaii and internationally, will facilitate the business and marketing relationships necessary for this project's and the programs' success. Additionally, team members and consultants Nimr Tamimi, Sharyl Kasarskis, Barbara Miller, PhD, Ian Kitajima, Morwari Zafar, Anthony Marzi, Anoka

Jung, and Nicole Milne have a combined 100+ years of experience in project management, business planning, and community economic development work, with strong community networks in Hawaii and on Hawaii Island.

The following chart outlines the target capabilities identified for successful execution of the two major East Hawaii (EHCDC) programs and how the personnel at EHCDC will fulfil the proposed services:

Program	Skillset	Personnel with Experience
Food Hub	Food Processing, Safety, and Operations	Ernest Matsumura, Nimr Tamimi
Food Hub	Food Industry	Ernest Matsumura, Nimr Tamimi
Food Hub	Hawaii Island Agribusinesses	Nicole Milne, Ernest Matsumura, Nimr Tamimi
Food Hub, TechWorks	Construction, Renovation, Engineering	Nimr Tamimi
Food Hub, TechWorks	Community Organizing and Outreach	Ernest Matsumura, Anthony Marzi, Anoka Jung, Nicole Milne, Jacqueline Johnson, Morwari Zafar, Martin Lichter
Food Hub, TechWorks	Information Technology and System Engineering	Anthony Marzi, Charles Huston
Food Hub, TechWorks	Business Administration and Development	Ernest Matsumura, Nimr Tamimi, Allan Takase, MD, Sharyl Kasarskis
Food Hub, TechWorks	Program Management and Development	Ernest Matsumura, Nimr Tamimi, Anthony Marzi, Anoka Jung, Barbara Miller, PhD, Morwari Zafar, Jacqueline Johnson, Sharyl Kasarskis
Food Hub, TechWorks	Project Management	Ernest Matsumura, Nimr

		Tamimi, Anoka Jung, Anthony Marzi, Sharyl Kasarskis
Food Hub, TechWorks	Legal Counsel	Robin Virginia Scott, JD
Food Hub, TechWorks	Grant Management	Barbara Miller, PhD, Anoka Jung, Nicole Milne, Jacqueline Johnson, Morwari Zafar, Sharyl Kasarskis
Food Hub	Transportation and Logistics	Ernest Matsumura, Nimr Tamimi
Food Hub, TechWorks	Industrial Engineering	Nimr Tamimi
Food Hub, TechWorks	Marketing	Ian Kitajima, Ernest Matsumura, Sharyl Kasarskis

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.

The following organization chart illustrates the position of each staff and consultant member and also illustrates the line of responsibility / supervision:
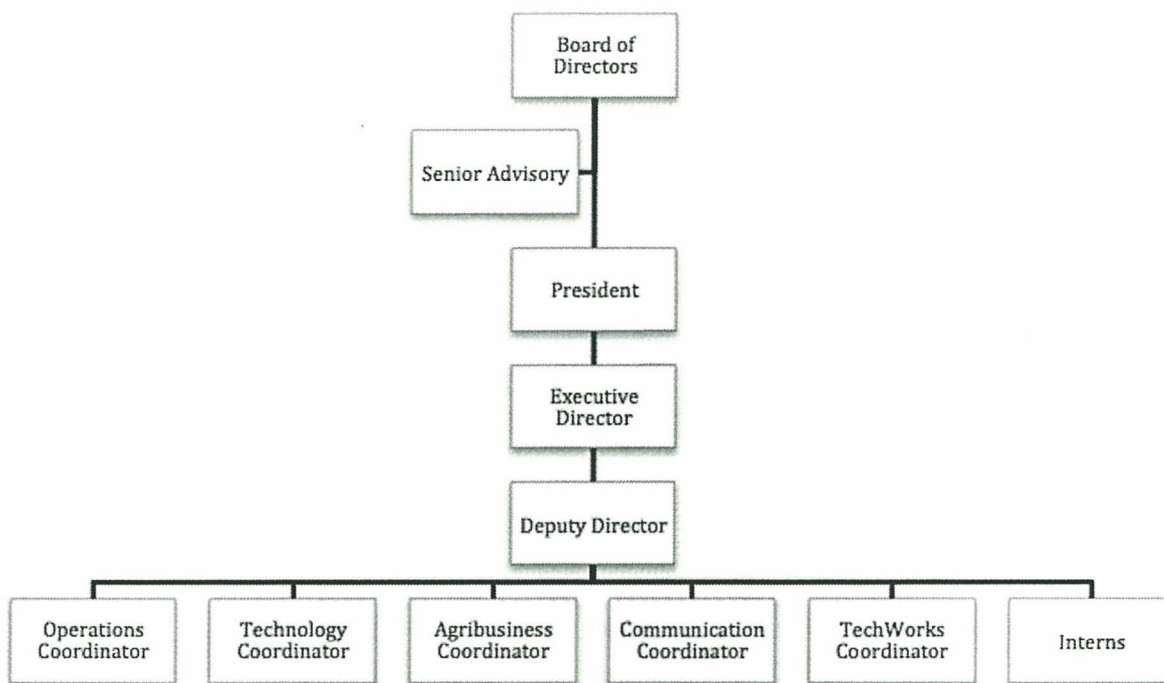
The Board of Directors of provides operational and organizational oversight, and consults directly with the Executive Director:

    Ernest Matsumura, Board Chair

    Allan Takase, MD, Board Vice-Chair

    Nimr Tamimi, Board Secretary

    Sharyl Kasarskis, Board Treasurer

The Senior Advisory Board provides programmatic oversight, and consults directly with the Executive Director, Deputy Director, and/or Staff, as appropriate:

    Barbara Miller, PhD, Senior Advisor

    Ian Kitajima, Oceanit Executive, Senior Advisor

    Morwari Zafar, BA, MA, PhD Candidate, Senior Advisor

    Robin Virginia Scott, JD, LLM Candidate, Senior Advisor

Staff:

The President takes the lead in business development and strategic partnerships, and reports to the Board of Directors:

    Ernest Matsumura

The Executive Director leads the organization, project, programs, and mission, and reports to the President (and Board of Directors, as appropriate):

    Anthony Marzi

Application for Grants and Subsidies

The Deputy Director oversees organization and programmatic operations, and reports to the Executive Director:

    Anoka Jung

The Operations Coordinator works with the Deputy Director and Executive Director, (and Board of Directors, as appropriate), and reports to the Deputy Director:

    At this time, Operations is being managed by Anoka Jung, in coordination with Charles Huston (Facilities and Projects) and Martin Lichter (Programs). As East Hawaii (EHCDC) facilities, and therefore programs capacity, expands, the role of Operations Coordinator will be filled by an individual who reports to the Deputy Director.

The Technology Coordinator works with the Deputy Director, Executive Director, and Advisory Board on information technology development and systems engineering, as well as product prototyping and high industrial grade equipment and technologies, and reports to the Deputy Director:

    Charles Huston

The Agribusiness Coordinator works with the Deputy Director, Executive Director, and Advisory Board on facilities and project management and operations, community and small farmer outreach, aggregation and distribution, and generally coordinates all aspects of the Food Hub program; the Agribusiness Coordinator reports to the Deputy Director:

    At this time, Agribusiness operations is being coordinated by Anthony Marzi, with the assistance of Anoka Jung (Programs) and Martin Lichter (Outreach). As the Food Hub program grows into modern food safety standard facilities, the Agribusiness Coordinator position will be filled by an individual who reports to the Deputy Director. Agribusiness operations will compose the majority of East Hawaii (EHCDC) operations, requiring a large segment of current and renovated facility capacity.

The Communications Coordinator works with the Deputy Director, Executive Director, and Advisory Board on marketing, project and grant management, community organizing, and trainings and outreach for both programs, and reports to the Deputy Director:

    Martin Lichter

The TechWorks Coordinator works with the Deputy Director, Executive Director, and Advisory Board on marketing, projects and programs management, including facilities and membership coordination, and reports to the Deputy Director:

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At this time, TechWorks is being coordinated by Charles Huston (Projects) and Martin Lichter (Membership), in conjunction with Anoka Jung (Operations). As East Hawaii (EHCDC) facilities, and also programs capacity, expands, the role of TechWorks Coordinator will be filled by an individual who reports to the Deputy Director.

The Interns work with the Staff Coordinators and Deputy Director, and report to their respective Staff Coordinators (and/or the Deputy Director, as appropriate):
Charles García Matey, University of California, Irvine (UCI)
Muriel Mililani Hughues, Hawaii Community College, Hilo (HCC)

Attached please see the full East Hawaii (EHCDC) resumes for Ernest Matsumura, President and Board Chair, Anthony Marzi, Executive Director, and Anoka Jung, Deputy Director.

As capacity grows with the updated to modern food safety standard facilities, the Operations Coordinator, Agribusiness (Food Hub Program) Coordinator, and TechWorks (Program) Coordinator positions will be staffed each with a dedicated resource.

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.

Not Applicable.

B. Licensure or Accreditation

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

Not Applicable.

VII. List of Attachments

A. Budget

B. **Résumés**
C. **Letter of Support**

BUDGET REQUEST BY SOURCE OF FUNDS
(Period: July 1, 2013 to June 30, 2014)

Applicant: East Hawaii Community Development Corporation

BUDGET CATEGORIES	Total State Funds Requested (a)	Private Funds (b)	In-Kind Support (c)	Grant Funding (d)	
A. PERSONNEL COST					
1. Salaries	$0.00		$157,937.50	$266,200.00	
2. Payroll Taxes & Assessments	$0.00			$39,930.00	
3. Fringe Benefits	$0.00			$66,550.00	
TOTAL PERSONNEL COST			$157,937.50	$372,680.00	
B. OTHER CURRENT EXPENSES					
1. Airfare, Inter-Island	$0.00	$5,202.00			
2. Insurance	$0.00	$9,600.00			
3. Lease/Rental of Equipment	$0.00	$30,000.00			
4. Lease/Rental of Space	$0.00	$216,000.00	$408,000.00		
5. Staff Training	$0.00			$37,515.00	
6. Supplies	$0.00			$19,980.00	
7. Telecommunication	$0.00	$900.00			
8. Utilities	$0.00	$38,400.00			
9. Computer Software Licenses				$102,000.00	
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
TOTAL OTHER CURRENT EXPENSES	$0.00	$300,102.00	$408,000.00	$159,495.00	
C. EQUIPMENT PURCHASES	$0.00			$18,825.00	
D. MOTOR VEHICLE PURCHASES	$0.00				
E. CAPITAL	$1,500,000.00				
TOTAL (A+B+C+D+E)	$1,500,000.00	$300,102.00	$565,937.50	$551,000.00	

Budget Prepare[d]

SOURCES OF FUNDING

(a) Total State Funds Requested	$1,500,000.00	ANTHONY MARZI 808-557-9372
(b) Private Funding	$300,102.00	Name (Please type or print) Phone
(c) In-Kind Support	$565,937.50	▓▓▓▓▓▓ 1-18-13
(d) Grant Funding	$551,000.00	Signature of Authorized Official Date
		ANTHONY MARZI, EXECUTIVE DIRECTOR
TOTAL BUDGET	$2,917,039.50	Name and Title (Please type or print)

Applicant: East Hawaii Community Development Corporation
Period: July 1, 2013 to June 30, 2014

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
				$0.00
				$0.00
				$0.00
				$0.00
				$0.00
				$0.00
				$0.00
				$0.00
				$0.00
				$0.00
				$0.00
				$0.00
				$0.00
TOTAL:				

JUSTIFICATION/COMMENTS: There are no positions funded by this grant-in-aid application.

| Applicant: East Hawaii Community Development Corporation | | | Period: July 1, 2013 to June 30, 2014 | | | | |

	DESCRIPTION EQUIPMENT		NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED	
	TOTAL:						

JUSTIFICATION/COMMENTS: There is no equipment funded by this grant-in-aid application.

	DESCRIPTION OF MOTOR VEHICLE		NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED	
	TOTAL:						

JUSTIFICATION/COMMENTS: There are no motor vehicles funded by this grant-in-aid application.

Applicant: East Hawaii Community Development Corporation						
	Period: July 1, 2013 to June 30, 2014					
		FUNDING AMOUNT REQUESTED				
		ALL SOURCES OF FUNDS		STATE FUNDS	OTHER SOURCES OF	FUNDING REQUIRED IN	
TOTAL PROJECT COST		RECEIVED IN PRIOR YEARS		REQUESTED	FUNDS REQUESTED	SUCCEEDING YEARS	
		FY: 2011-2012	FY: 2012-2013	FY:2013-2014	FY:2013-2014	FY:2014-2015	FY:2015-2016
PLANS		-	-	$52,500	-	-	-
LAND ACQUISITION		-	-	-	-	-	-
DESIGN		-	-	$52,500	-	-	-
CONSTRUCTION		-	-	$1,395,000	-	-	-
EQUIPMENT		-	-	-	-	-	-
	TOTAL:			$1,500,000			
JUSTIFICATION/COMMENTS:							

ERNEST MATSUMURA

Born: October 2, 1940
Hilo, Hawaii

Education: Brigham Young University. Provo Utah   BS

Family: Married
> Wife Wilma – Retired Librarian in charge, Hilo Public Library
> Daughters - Janice, Karen, and Cheryl

Occupation:
> CEO American Trading Co. Ltd. Since 1971
> Owner: (retired) Designer Meats Inc. d.b.a. Miko Foods of Hawaii
> Over thirty years of industry experience in sales, distribution, manufacturing, and marketing of specialty food and sundry products. Forty years of experience in management, leadership and administration, including budget strategy, accounting, and finance, in the food manufacturing industry. Financially responsible for operations that generated sales of 5 to 7 million dollars annually.

Community Activities:
> President – East Hawaii Community Development Corporation

Past Experience:

> Charter Director – Pacific Educational Foundation Inc. (Hawaii Jobs Corps)
> Past President/Director - Kanoelehua Industrial Area Association (KIAA)
> Hawaii County Advisor – SRI International, Menlo Park, California
> Chairman- Hawaii County Private Industry Council (First in State)
> Chairman – Hawaii Island New Industry Development Committee (Mayor
> > Matayoshi)
> Principal – Hawaii Job Corps Center Educational Department.
> Hawaii County Hospital Management Advisory Committee (Governor
> > Ariyoshi)
> Board of Director – Alu Like Inc. Statewide (25 plus years)
> Region IX Business Roundtable program U.S. Department of Labor.
> Seminars: Stanford University, North Eastern University, Harvard University,
> > University of California, University of Hawaii.
> Board of Director: Alu Like Enterprise. (for profit arm of Alu Like Inc.)
> Chairman – County of Hawaii Real Property Tax Board of Review (2006 – 09)

Anthony M. Marzi
AnthonyMarzi@easthawaii.org
(808) 557-9372
13-3310 Hookupu Street
Pahoa, HI 96678

PROFESSIONAL CERTIFICATES AND COURSES:
- Certificate of Database Administration from the University of Hawaii - Hilo
- Oracle University 11g RAC Administration
- Oracle University 10g Administration
- ESRI ArcGIS Level I & II Certificate

EDUCATION: BS, Computer Science, University of Hawaii - Hilo, 12/08

POLITICAL EXPERIENCE:

Hawaii Island Representative, State Central Committee, Democratic Party of Hawaii, 02/11 – 05/12

Nominated Candidate, District 2, Hawaii State Senate, 01/11
- One of three candidates chosen by the Democratic Party of the Island of Hawaii for Gubernatorial appointment to a vacant Senate seat.

Political Candidate, District 4, Hawaii State House of Representatives, 2008 & 2010 Election Cycles

SECURITY CLEARANCE: DOD, Top Secret, U.S. Citizen, 03/09 – 06/12

PROFESSIONAL & TECHNICAL EXPERIENCE:

East Hawaii Community Development Corporation, Inc. (501c3), Hilo, Hawaii
Executive Director & Consultant (2012 - Present)
- Responsible for the design, development, and implementation of mission-related programs, organizational culture, forming community partnerships, and raising funds.
- Expanding and fostering community and small agribusiness capacity in East Hawaii by developing a regional outreach and technical assistance center and program.
- Developing a food hub in Hilo for the consolidation, processing, marketing, and distribution of locally sourced food products for the purpose of increasing regional agribusiness sustainability and profitability.

Aileron Electronic Services, Washington, DC
Director of Technology (08/11 – 06/12), Senior Database Administrator (11/10 – 06/12)
- Established new business directions, developed new business opportunities, and expanded AES relationships.
- Worked as the DBA for Maritime Awareness Global Network (MAGNET), a Navy project at the Office of Naval Intelligence and the Naval Research Laboratory.
- Managed Oracle Spatial data for interfacing with ESRI ArcIMS, NASA Worldwind, and Google Earth.
- Modernized and built the 3rd iteration of the MAGNET system.
- Supported remote production sites across the globe at US Naval installations.

Atlascraft Development, Washington, DC
Database Administrator and Developer (03/09 – 11/10)
- Worked as the DBA for the Dynamic Enterprise Integration Platform (DEIP) Comprehensive Maritime Awareness project.
- Built and deployed system at the Navy's Fifth Fleet Command (NAVCENT) in Juffair, Bahrain.
- Optimized the system based on analysis of SQL execution plans, ADDM snapshots, and 11g tuning features.
- Installed, configured, and documented multiple Oracle 11g RAC builds.
- Created PL/SQL scripts to gather system growth metrics for capacity planning.
- Built the DEIP CMA system at MIFCLANT in Norfolk, VA.
- Tuned queries that use the Oracle Spatial package and spatial r-tree indexes.
- Ran backups of systems (SharePoint, Oracle, and SVN).
- Developed with Objective-C for mobile versions of applications.

Hawaii Department of Education, Hilo HI
PTT Position / Technical Resource (12/03 – 03/09)
- Developed and deployed CMS solutions using LAMP technology stack
- Spearheaded the initiative to introduce learning management systems into schools by prototyping, deploying, and training teachers for use on the system.
- Worked with teachers, students, and administration to gather data required for school accreditation.
- Facilitated professional development of teachers in technical areas by hosting seminars for a group of 19 teachers throughout the school year.
- Provided help desk support for 700 computers.

Team Pasifika, Garapan, Commonwealth of the Northern Mariana Islands (CNMI)
Database Administrator and Developer (08/05 – 03/07)
- Worked as an emergency management contractor for U.S. territories and Commonwealths in the Pacific.
- Built Emergency Management Resource Tracking System according to the Homeland Security National Incident Management System to track the use of emergency management resources.
- Deployed emergency management database to the emergency operations center on the island of Saipan and trained the users in the system.
- Documented all aspects of the system.
- Deployed a MS SQL Server 2005 database on Windows Server 2003.

National Security Field Experience Initiative, Lawrence Livermore National Laboratory, Livermore CA
Scientific Technician (02/05 – 08/05)
- Certified Training in ESRI Arc GIS I & II, AutoCAD I, and Oracle 10g Database Administration
- Worked for the ChemTrack group and built an emergency responder laptop. This laptop, running Red Hat OS and 10g, would hold a nightly version of the production database and be available for mobile deployment in case of an emergency hazmat response.

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anthonymarzi@easthawaii.org
(808) 557-9372

- Developed PL/SQL scripts and BASH scripts that were executed by cron jobs to replicate the nightly version of the database to the ChemTrack responder laptop.
- Worked for the Ground-based Nuclear Explosion Monitoring group and ported a seismic wave analysis tool from UNIX to Windows. This tool was deployed globally as the standard for subterranean monitoring of nuclear testing.

Anthony Marzi
Anthony.M.Marzi@gmail.com
(808) 557-9372

SELECTED TECHNICAL PROJECTS:

Maritime Awareness Global Network (MAGNET) Project
- Database Administrator on maritime tracking system used to promote National defense.
- Navy project at the Office of Naval Intelligence and the Naval Research Laboratory.
- Configured and installed storage arrays, clustered blade servers, and 11gR2 Oracle RAC Database.
- Developed backup and recovery procedures with Oracle RMAN and created a Continuance of Operations Site in case of system failure.
- Configured and administrated NetApp SAN storage.
- Designed an off-site Data Recovery center for production fail-over.
- Installed and Configured VMWare for development and production virtual machines.
- Worked in SPARC and Linux environments.

Dynamic Enterprise Integration Platform (DEIP) Comprehensive Maritime Awareness Project
- Database Administrator on Award winning Department of Defense project.
- Built system to track potential naval threats.
- Redesigned the schema for efficiency and to incorporate new features.
- Designed a security mechanism that sits on the application layer to filter out data sets for users of different access enclaves.
- Prototyped 11g Streams for customer and developed a trade study for this effort.
- Tracked performance changes through analysis of AWR baselines.
- Installed and configured Oracle Grid Control in RAC environments.
- Designed database server architecture based on workload needs.
- Deployed system at the Navy's Fifth Fleet Command (NAVCENT) located in Juffair, Bahrain.
- Installed the hardware and software to package and ship the database on-site.
- Installed server in the secure server room and performance tuned the installation under the remote workload.

Emergency Management Resource Tracking System
- Located in the Commonwealth of the Northern Mariana Islands
- Built database according to the Homeland Security National Incident Management System to track the use of emergency management resources.
- Coordinated an extensive data collection with agency heads throughout the commonwealth, including: Department of Public Works, Fire Department, and the Police Department.
- Trained users and developed documentation to support this project

Anthony Marzi
anthonymarzi@easthawaii.org
(808) 557-9372

EDUCATION

- M.A., The George Washington University, Washington, D.C.
  - ○ Department of Anthropology: *Anthropology of Language & Technology*
  - ○ Elliott School of International Affairs: *Anthropology of Development*
- B.A., (*summa cum laude*), The George Washington University, Washington, D.C.
  - ○ Columbian College of Arts & Sciences: *Socio-cultural Anthropology*

PROFESSIONAL EXPERIENCE –PUBLIC SECTOR / NGO

EAST HAWAII COMMUNITY DEVELOPMENT CORPORATION (EHCDC), INC., 501(c)(3), TELEWORK
DEPUTY DIRECTOR, 2012 – PRESENT

Operations Management
- Engaged in strategic planning, in service to the overall community economic development mission, including development of the regional agribusinesses programs, as well as the science and tech capacity programs.
- Served as project manager for the startup organization, including financial planning, to secure both operational and program funding on a rolling basis, and staff planning.
- Engaged in operations planning, working to design, develop, and then implement the pilot programs for the organization.

Programs Consultant (Technical Assistance)
- Responsible for the design, development, and implementation of mission-related programs, organizational culture, forming community partnerships, and raising funds.
- Designed and developed the organization's outreach programs.
- Worked to expand and foster community and small agribusiness capacity by developing a regional outreach and technical assistance center.
- Engaged in the development of a program for the purpose of increasing regional agribusiness sustainability and profitability.
- Assisted in the writing of grants and funding proposals.

Communications & Outreach Management (Technical Assistance)
- Directed communications, outreach, and marketing initiatives and programs, to run in tandem with the organizations' programs to foster economic development.
- Coordinated and collaborated with programs' staff and consultants to implement and conduct outreach initiatives across all programs.
- Assisted in the production of marketing, advocacy and program materials, including web and social media content development, as well as reports, brochures, and other public relations and outreach materials.
- Coordinated and assisted with updates to the organization website, including improvements to the site as necessary.
- Coordinated and assisted with research, updates, and maintenance of a database of research findings and impact for advocacy and outreach.

STUDENT PUGWASH USA (SPUSA), WASHINGTON, DC
ELECTIONS PROJECT COORDINATOR, 2007

- As public affairs and internet engagement consultant, established framework for the organization's non-partisan online resources for the 2008 Elections Project.
- Established plan for the Election Project's launch in January 2008.
- Outlined Election Project's scope, resources, and dissemination.
- Outlined the science, technology and public policy tools that SPUSA made available online for voters ages 18-25.
- Created linkages with outside organizations useful to the Election Project's development.
- Served as a point of contact with individuals and groups outside of the organization.
- Coordinated recruitment of scientists, policymakers, and students as project contributors.

- Redesigned organization website layout to improve active engagement.
- Contributed content to organization's website and blog.
- Assisted in the writing of grant and additional project proposals.

INTERNATIONAL FOUNDATION FOR ELECTION SYSTEMS (IFES), WASHINGTON, DC
MIDDLE EAST & NORTH AFRICA (MENA) PROGRAMS ASSISTANT, 2005 – 2006

- As IFES programs assistant, assisted in writing concept paper regarding issues central to the MENA region, in preparation for writing formal project proposals directed to funding agencies such as USAID, UNDP, and POGAR.
- Participated in development of innovative new civil society projects and materials, focused on conflict resolution and field training programs.
- Compiled background dossiers on Iraq, Yemen, and other areas of expansion and development interest for the MENA team.
- Coordinated MENA's logistical planning for the IFES Global Summit & Civil Society Workshop.
- Assisted in the writing, review, and editing of the weekly, monthly, and quarterly reports for USAID.
- Assisted in the review and editing of surveys undertaken in various MENA countries, including Iraq and other regions, in conjunction with IFES local field staff and representatives, for USAID.
- Coordinated the production of proposals, from concept to completion, including writing and editing, for USAID and other funding agencies.

PROFESSIONAL EXPERIENCE – PRIVATE SECTOR

TRUVEN HEALTH (*formerly* THOMSON REUTERS), WASHINGTON, DC
ANALYTIC CONSULTANT, 2007 – PRESENT

- Served as project lead or assistant on several contracts for a major government client, including serving as lead for a major contract since 2007 kickoff, developing long-term relationship and trust with client, and ensuring client retention through contract re-bid in 2012.
- Performed software testing for a software tool that enables organizations to input their own hospital admin data and generate their own website, for either internal or public use.
- Assisted with the development of a Community Support Management (CSM) Module, which had two main components, a data warehouse for enhanced analytical reporting and the CSM for real-time management support.
- Involved with several initiatives to develop and test web-based reporting processes and databases for several federal grant programs.
- Managed teams of 5-15 people encompassing the Design, Build, and Test phases of a release.
- Met with clients to gather technology goals to help shape specifications to fit their needs and to assess feasibility.
- Documented high-level requirements, and supervised requirements gathering from other team members.
- Investigated and recommended alternative solutions when specific functionality would not meet the clients' needs.
- Conducted reviews of all documentation required during each phase of a release.
- Developed Performance Test Execution Guide with detailed information on how to prepare and conduct Performance Testing.
- Coordinated with External Teams around Testing Expectations and Testing dates.
- Organized deployment activities to ensure release tasks were completed and all key resources understood responsibilities.
- Authored executive-level reporting for both internal executive teams and clients.
- Participated in Integrated Project Plan reviews and updates with management to go over release status.
- Escalated issues as needed with the client and tracked projects to completion.
- Managed any Test defects and attended all meetings to ensure any defects are properly investigated.
- Served as a functional and technical expert during releases.
- Provided post-deployment support, both to clients and/or to clients' end users.
- Provided performance feedback to team members on an ongoing basis.
- Interviewed potential candidates (as needed) to bring onto a project.

- Trained resources (as needed) to take on responsibilities, which included Test Planning, Test Tracking, and providing status.
- Conducted training sessions for new team members (as needed), teaching about functionality being developed, along with how to prepare, execute, and monitor Performance Tests.

VECTRAREPORTS / METROPOLITAN POLICE DEPARTMENT (MPD), WASHINGTON, DC
RECORDS PROCESSOR, 2006 – 2007

- As MPD records processor, held accountability for procurement, preparation and management sensitive government records, and creating secure electronic records.
- Developed and implemented streamlined processes, improving turnaround for client, District of Columbia Government, and staff training.
- Implemented advanced technologies, updating data management of secure government records for police department use, as well as public access, in compliance with federal and District rules and regulations.

ENVISION DESIGN PLLC, WASHINGTON, DC
EXECUTIVE AIDE AND BUSINESS MANAGER, 2003 – 2004

- Assisted with the management and operation of 30-person design firm.
- Performed billing management, including preparing budgets and processing invoices using Adobe, Excel, Word, and Filemaker.
- Managed preparation and dissemination of marketing materials, and developed reference manual of procedures.
- Vacated position to complete degree full-time at The George Washington University with a GWU Guaranteed Grant.

NORDSTROM DIRECT, CEDAR RAPIDS, IA
TRAINER AND DATABASE COORDINATOR, 2000 – 2003

- Conducted training classes for 100+ employees in the use of account and inventory tracking systems.
- Designed and implemented product knowledge database system used to coordinate product and vendor data from multiple systems into a central data location, improving overall corporate efficiency and customer service.
- Developed training manual and implemented new procedures, improving customer service and employee safety.
- Researched, analyzed and implemented cost-effective budgets for projects.
- Performed cost-containment and sales forecasting, resulting in improved customer service and savings of over 3 million dollars per year.

FELLOWSHIPS

THE GEORGE WASHINGTON UNIVERSITY, DEPARTMENT OF ANTHROPOLOGY, WASHINGTON, DC
GRADUATE TEACHING ASSISTANT (GTA FELLOWSHIP), 2006 – 2007

- Thesis: *Reaching Across Cultures: People, Language, and the Shaping Power of Inter(net) Action*:
  - Communications and technology focus: Internet chat groups, RPGs, instant and text messaging, and emergent media research
  - Development focus: market reform, domestic policy, and gender issues
- Designed, wrote and assigned alternative student assignments for two sections of 30 students per term.
- Independently and collaboratively developed teaching materials and methods for course sections.

THE GEORGE WASHINGTON UNIVERSITY WRITING PROGRAM, WASHINGTON, DC
STUDENT ASSISTANT (UG FELLOWSHIP), 2004 – 2006

- Presented IRB-approved research fully funded by the Cotlow Field Research Grant at the 2005 Lewis N. Cotlow Student Research Symposium:
  - Research focus: Internet chat groups, and Internet role-playing games (RPGs)

- Moderated student panelists for the University Writing and Research Symposium, providing coordination assistance and working with the panelists to review and properly present their papers.
- Completed special projects as assigned and coordinated meeting arrangements for faculty.
- Provided student assistance when necessary.

HONORS & AWARDS

- Phi Beta Kappa National College Undergraduate Honor Society
- Dean's List, Columbian College of Arts and Sciences
- Top 2%, Columbian College of Arts and Sciences
- Golden Key International Honor Society
- Phi Eta Sigma National College Freshman Honor Society
- Graduate Teaching Fellowship, The George Washington University School of Anthropology
- Lewis N. Cotlow Field Research Grant
- Emma K Carr Award
- University and Alumni Award

VOLUNTEER & PROFESSIONAL ACTIVITIES

- Toastmasters International
- Event Co-Organizer – 2007 Department of Anthropology End of Academic Year Reception
- Chair – 2007 Lewis Cotlow Student Research Conference
- Presenter – 2006 Lewis Cotlow Student Research Conference
- Moderator – 2006 University Academic Writing and Research Symposium
- Event Co-Organizer – 2006 Department of Anthropology Awards Reception
- Counselor – Member of Innovative Program Providing Counseling and Transition Assistance to Incoming Minority Freshman and Transfer Students

Anthony Marzi
Executive Director
East Hawaii Community Development Corporation (EHCDC)
113 Kuawa Street
Hilo, Hawaii 96720

Dear Anthony Marzi:

As Chancellor of Hawaii Community College, I am pleased to provide you with this letter that confirms my support for East Hawaii Community Development Corporation's Grant-In-Aid funding proposal, which will assist with the establishment of a regional food hub and community workshop in Hilo, Hawaii.

I strongly support your community development efforts to cultivate economic opportunity for Hawaii island in the local food system and to expand agricultural capacity, sustainability, and viability, as well as science and tech innovation and educational capacity. EHCDC's mission to increase the region's agribusiness and sci-tech capacity will help us at Hawaii Community College deliver on our mission by providing increased opportunity for students, alumni, and community.

The existence of programs suchs as these provides increased opportunity for Hawaii Community College to form coalitions and community-based partnerships that will strengthen our proposals for federal funding in new and competitive ways.

You have my full support for this Grant-In-Aid application and I look forward to these programs becoming an essential part of the Hawaii Island community.

Sincerely,

Noreen Yamane, Chancellor
Hawaii Community College

DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS AND SUBSIDIES 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 and subsidies 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 or subsidy 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 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.

2) 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 or subsidy is awarded shall be conducted or provided.

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.

Pursuant to Section 42F-103, Hawai'i Revised Statutes, for grants or subsidies 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.

East Hawaii Community Development Corporation

_____
        (Typed Name of Individual or Organization)

_____   1-17-13
                                     (Date)

_ANTHONY MARZI_____   EXECUTIVE DIRECTOR
        (Typed Name)   (Title)

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