

House District(s) 20

Senate District(s) 10

THE TWENTY-NINTH LEGISLATURE
APPLICATION FOR GRANTS
CHAPTER 42F, HAWAII REVISED STATUTES

Log No:

For Legislature's Use Only

Type of Grant Request:

GRANT REQUEST – OPERATING

GRANT REQUEST – CAPITAL

"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.

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

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

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

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:
Aloha Harvest

Dbn:

Street Address:
3599 Waiialae Avenue, Honolulu, HI 96816

Mailing Address:
3599 Waiialae Avenue, Honolulu, HI 96816

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name KUULEI WILLIAMS

Title Executive Director

Phone # 808-537-6945

Fax # 808-537-6970

E-mail kuulei@alohaharvest.org

3. TYPE OF BUSINESS ENTITY:

- NON PROFIT CORPORATION INCORPORATED IN HAWAII
- FOR PROFIT CORPORATION INCORPORATED IN HAWAII
- LIMITED LIABILITY COMPANY
- SOLE PROPRIETORSHIP/INDIVIDUAL
- OTHER

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

EXPANDING CAPACITY TO RESCUE FOOD TO FEED THE HUNGRY, REDUCE WASTE, AND MAXIMIZE USE OF THE LOCAL FOOD SUPPLY

4. FEDERAL TAX ID #: [REDACTED]

5. STATE TAX ID #: [REDACTED]

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2019: \$80,000

8. STATUS OF SERVICE DESCRIBED IN THIS REQUEST:

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

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

STATE \$ 0

FEDERAL \$ 0

COUNTY \$ 0

PRIVATE/OTHER \$ 0

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

[REDACTED]

AUTHORIZED SIGNATURE

KUULEI WILLIAMS, EXECUTIVE DIRECTOR

NAME & TITLE

1/18/18
DATE SIGNED

JAN 9 2018
9:37 AM

Application for Grants

Please check the box when item/section has been completed. If any item is not applicable to the request, the applicant should enter "not applicable".

I. Background and Summary

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

Aloha Harvest, founded in 1999, is the sole food rescue organization in the state. Our mission is to "rescue and deliver quality, excess food to help feed the needy, hungry and homeless on O'ahu." Last year, Aloha Harvest rescued 1,928,970 lbs. of quality food (over 964 tons) from entering the waste stream to feed approximately 52,000 low income and homeless individuals. This was achieved by working with 334 businesses and 166 social service agencies and churches in *the largest and most successful collaboration between the business and nonprofit sectors in the State of Hawai'i.*

Unlike food bank organizations, Aloha Harvest does not store any food. We pick up perishable and non-perishable food from donors, and deliver it on the same day, free of charge, to social service agencies that feed the hungry. We support many food pantries run by social service agencies and churches by providing them non-perishable foods. For example, Aloha Harvest has provided food to Angel Network Charities since 1999 (they serve 1,575 per month), Once a Month Church Foodbank since 2008 (they serve 300 low income and homeless) and Manoa Punahou Catholic Community since 2001 (they serve 1,200 low income and homeless).

Our perishable food donations, such as excess prepared foods from banquets and restaurants, is delivered on the same day to agencies that serve hot meals to the hungry. We strive to fill the unique needs of each of our nonprofit agencies by providing them with the appropriate type of food, in the requested quantities. The agencies we work with have a wide range of needs: those with food pantries, like Helping Hands Hawai'i and Windward United Church of Christ, request only nonperishable foods; many serve hot meals, like the Institute for Human Services and Child & Family Services, and request prepared food only; some agencies serve less than ten needy individuals at a time, like Women in Need and Mental Health Kokua; and other agencies serve thousands, like Sacred Heart Outreach and Ohana, Family of the Living God.

As a food rescue organization, we play a critical role alongside food banks and food pantries, in the fight against hunger. The following chart summarizes the differences between our food rescue operations, food banks and food pantries.

Organizations that play a critical role in the fight against hunger.

	Aloha Harvest Food Rescue	Food Bank	Food Pantry
Type of food			
Non-perishable food			
Perishable food			
Food in damaged packaging			
Source of food			
Food purchased or donated			
Excess food donated from restaurants and businesses			
Food from food rescue or food bank.*			
Service provided to			
Food provided to social service agencies that serve the needy			
Food served directly to the needy			
Operations			
Same day delivery, no storage			
Facilities to store food			
Fees			
Charge fees to nonprofits			
All services free of charge			

* Aloha Harvest provides non-perishable food to social service food pantries and church food pantries.

2. The goals and objectives related to the request;

The goal of this project is to rescue quality excess food from restaurants, businesses, schools, and nonprofits, and deliver this food to nonprofit social service providers that feed the hungry. This food will benefit over 52,000 needy individuals.

Objective 1 - Pickup quality food from 270 businesses. This will reduce food waste and make more efficient use of the limited local food supply. (addition of 10 more donors)

Objective 2 - Deliver the rescue food to 170 nonprofits that serve individuals in need.

Objective 3 - We will rescue food, approximately 1.8 million lbs. to feed the hungry. This will also reduce the burden of waste on the environment, and make more efficient use of our local food supply.

3. The public purpose and need to be served;

Our work not only helps to feed the hungry, it also improves the efficient use of the local food supply, reduces the dependence of the state on imported food, and reduces the load on the waste management system.

Feed the hungry. There are almost 5,000 homeless individuals on O‘ahu, and over 170,000¹ that live at less than 200% of the Federal Poverty Level (FPL). As a result, 13% of O‘ahu residents are food insecure: they lack a regular and socially acceptable source of nutritious food,² and one in five relies on a food bank for assistance.³

Reduce dependence on imported food and improve efficiency of the local food supply. Hawai‘i imports 85%-90% of its food. This heavy dependence on imported food not only leaves the state vulnerable to disruptions to the shipping industry, the cost of transportation and shipping also drives up the cost of food, which in turn increases the cost of living for all Hawai‘i residents.

Decrease food waste, alleviate the load on the waste management system. Alongside the dependence on imported food, an estimated 237,122 tons of food, or 26%, of the local food supply is thrown away.⁴ Approximately 20,000 tons of this food is processed by H-Power each year. Wet food waste takes additional energy to process, reducing the efficiency of H-Power.⁵ The balance of excess food is diverted to Waimanalo Gulch, the only landfill on O‘ahu that accepts Municipal Solid Waste. Buried food sent to the landfill rots under anaerobic conditions, producing methane, a greenhouse gas that is 25% more potent than carbon dioxide.⁶

Also troubling is the limitation in the state for landfill use to process waste. Unlike mainland states that have vast, wide open spaces to expand or create new landfills away from populated areas, Hawai‘i has limited options. Waimanalo Gulch has a projected capacity of only 15 more years, and Honolulu County is actively considering 11 other sites. However, no community is willing to host a new landfill.⁷ Aloha Harvest works to reduce the food waste processed by H-Power and Waimanalo Gulch by 1,000 tons annually

Food rescue is an effective strategy to feed the hungry, improve efficiency of the local food supply, and decrease food waste. The Honolulu City Council and Hawai‘i State Legislature both recognize these challenges and the value of food rescue.

- **City and County Honolulu Revised Ordinance, Chapter 9, Section 9-3.5,** requires large hotels, restaurants, grocery stores, hospitals, food courts, and food processors recycle their excess food. Although this ordinance, effective January 1, 1997, is not enforced, food rescue is promoted by the US Environmental Protection Agency (EPA), US Dept. Agriculture (USDA), and the Honolulu County, Dept. of Environmental Services (DES). Both the DES and EPA refer businesses to Aloha Harvest for food recycling services on their websites.⁴

¹Barrington, R. *The Best and Worst States to Make a Living 2015*, June 23, 2015. Accessed on the web: <http://www.money-rates.com/research-center/best-states-to-make-a-living/the-best-states-for-making-a-living-2015.html>

²Map the Meal Gap 2016: Overall Food Insecurity in Hawaii by County in 2014, accessed on the web: <http://www.feedingamerica.org>

³Loke MK, Leung P, *Quantifying food waste in Hawaii's food supply chain*, Waste Manag Res 2015 Dec,33(12): 1076-83 doi: 10.1177/0734242X15607427. Epub 2015 Oct 7.

⁴Loke MK, Leung P, *Quantifying food waste in Hawaii's food supply chain*, Waste Manag Res December 2015 vol. 33 no. 12 1076-1083

- *In the 2016 Hawai'i Legislative session, H.B. 2648 was introduced to establish a solid waste advisory committee to assess the current level and need for infrastructure and resources to manage food waste and rescue activities. This bill also required retailers to become "zero waste", with no help from the government to provide services to make this possible.⁵ For this reason the measure was opposed by the local food industry, and deferred. It is a clear indication that the state is proactively examining ways to address the complex challenges of waste management in our island state.*

4. Describe the target population to be served; and

Low income and homeless. The food rescued by Aloha Harvest serves low income and homeless residents in need of support. Our collaborating agencies reported that the food rescued in the last fiscal year provided meals and groceries for approximately 52,000 individuals each month with these demographics:

- 65% challenged with mental illness, substance abuse or disabilities;
- 62% Native Hawaiians and Pacific Islanders;
- 20% children, 13% seniors;
- 44% homeless; and
- 25% unemployed.

The needy population is growing: while homelessness across the nation is on the decline,⁶ the state has experienced a steady increase, evident in every community across O'ahu, where "tent cities" are set up along sidewalks, public parks, and encroaching on previously safe neighborhoods and community spaces. Today Hawai'i has the highest per capita rate of homelessness in the country.⁷ By all measures, the need for food to feed the hungry in Honolulu is increasing, as is the need to improve the efficiency of our local food supply and efficiency of our waste management system.

Donor businesses. We assist food wholesalers, retailers, and food preparation businesses to manage their excess food, reducing their disposal costs. At the end of each year, we provide each food donor with a receipt of the lbs. they donated, and a calculation of the tax-deductible value of their food donation, as determined by the U.S. Department of Agriculture.

Our food donors include caterers, bakeries, food distributors, and wholesalers, grocery stores, banks, convenience stores, hotels, farms, restaurants, schools, religious institutions, and individuals. Aloha Harvest accepts both perishable and non-perishable food. This includes prepared foods, like hot meals, pastries, bentos, sandwiches, and food that is not sellable due to damaged packaging, like cans, boxes, or bags bent or torn. The largest groups of food donors are wholesalers/distributors (55.2%), restaurants (15%), food service/catering (7%), food producers (6.8%), food stores (5.4%).

⁵Legislative Update, Hawaii Food Industry Association, Government Relations, Summer 2016 <http://www.hawaiiifood.com/Government-Relations>

⁶Lazo, A., Homeless Population in the U.S. Drops Overall, but Rises in Some Areas,

⁷ HomelessHealthcare and Housing (H2) Systems Integration Initiative, data compiled by U.S. Housing and Urban Development, accessed on the web: <https://www.hudexchange.info>

The volume of quality food contributed some of our donors is considerable: In 2017 Y. Hata & Company contributed 80,700 lbs., Wismettac Asian Foods contributed 48,500 lbs., D. Otani Produce contributed 62,985 lbs., Meadow Gold Dairies contributed 89,545 lbs., Whole Foods contributed 66,605 lbs., and Shimaya Shoten contributed 90,715 lbs.

Agencies. By providing quality perishable and non-perishable food, free of charge, to nonprofit social service agencies and churches, Aloha Harvest enables them to stretch their budgets to do “more with less.” The non-profits we work with include a wide range of service providers. The following are a few of the nonprofits, the year we began providing them with food donations, and the estimated number of duplicated needy and vulnerable individuals they serve each month.

- 18 food pantry and hot meal programs, including: Institute for Human Services (Since 1999, 1,000 low income/homeless per year); Waianae Coast Comprehensive Health Center (Since 2001, 32 low income/homeless per year); Kokua Kalihi Valley Health Center (Since 2006, 315 public housing residents and low income elderly per year).
- 37 church pantries, including: St. Jude’s Catholic Church (Since 2000, 800 low income/homeless per year); First Presbyterian Church of Honolulu (Since 2010, 100 low income/homeless per year).
- 69 shelters (transitional, public housing, mental illness) including: Honolulu Habitat for Humanity (Since 2013, 500 shelter residents per year); Salvation Army Kauluwela Mission Corps (Since 2004, 100 shelter residents per year); Po’ailani (Since 2011, 36 mentally ill dual diagnosis residents per year). United States Veterans Initiative (Since 2002, 100 transitional shelter residents per year).
- 15 at-risk youth programs, including: Palama Settlement (Since 2010, 300 youth per year), Hale Kipa Youth Outreach (Since 1999, 118 youth per year); Ka Pa’alana Program (Since 2010, 300 low income children/family members per year)
- 38 programs for vulnerable individuals, including: Ohia Center for Women and Children of Domestic Abuse (Since 2003, 36 women and children per month); PACT Economic Development Center (Since 2015, 1,300 per year).

All Hawai’i residents. By decreasing the load on the waste management system and improving the efficiency of the local food supply, we benefit all residents in the State of Hawai’i. Our heavy dependence on the importing food drives up the cost of living; the additional resources required to process food, that has a high moisture content, increases the cost of our local waste management system; and food waste sent to landfill is detrimental to our environment.

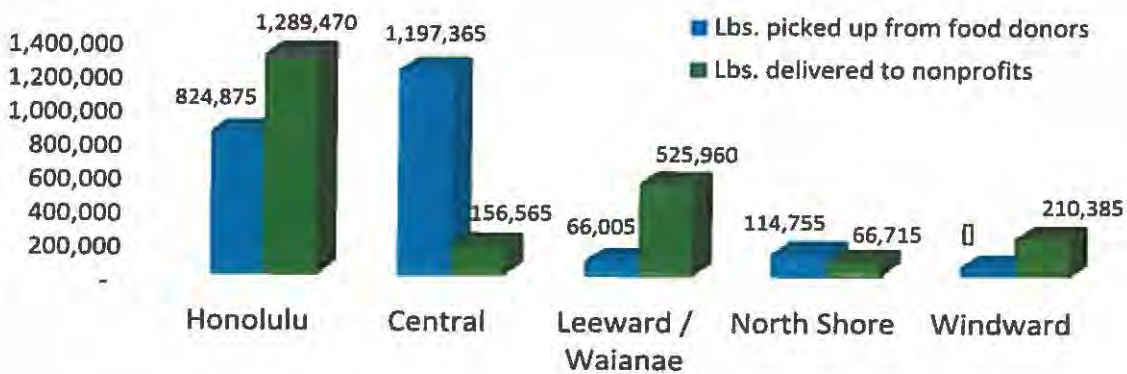
5. Describe the geographic coverage.

Aloha Harvest serves the island of O‘ahu. The geographic profile food rescued and delivered is as follows:

Agencies that feed the hungry. A majority of the food rescued was delivered to agencies in urban Honolulu and the Leeward Coast: Honolulu (59%), Waianae/Leeward (21%), Windward (10%), Central (6%), and North Shore (4%).

Businesses that donate food. The food rescued came from donors across a different geographic profile, with the majority of donations coming from the urban Honolulu and Central O‘ahu: Honolulu (44%), Waianae/Leeward (3%), Windward (2%), Central (46%), and North Shore (5%).

Service to communities across Oahu



Last year almost 90% of food was donated from organizations located in Central O‘ahu and Urban Honolulu. In the communities of Waianae, Leeward, and Windward, the majority of food distributed to nonprofits must be transported in from other areas of the island.

II. Service Summary and Outcomes

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

Scope of work - In this project, Aloha Harvest will rescue over 1.8 million lbs. of food from 270 food donors, and deliver this food to 170 nonprofit social service agencies that feed the hungry. It is estimated that 52,000 needy individuals will benefit from the rescued food.

Tasks and responsibilities - The following table details the roles and responsibilities of each staff member:

Position	Tasks
Executive Director	Oversee operations and human resources; ensures the project goals and objectives are met as planned, on a timely basis; and reports are filed as required to the State of Hawai'i and other funders.
Administrative Assistant	Provides support to the Executive Director, supports administrative office operations.
Outreach Coordinator	Coordinates the pickups and deliveries with the food donors, nonprofit agencies, and drivers; develops the daily route; tracks and summarizes the food pickup and delivery data for reporting.
Development Coordinator	Manages communications through social media and events.
Driver	Manages pickups and deliveries of food; enters data on food rescue into the tracking software system.
Driver's Assistant	Assists the drivers.

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

Operations are ongoing, and will be conducted throughout the project year.

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

Aloha Harvest measures results by tracking the donors that contribute food, the agencies that receive food, and the pounds of food rescued each day. We summarize these results into monthly and annual reports that show pounds of food donated, the number of agencies receiving food per month and per year, and the number of food donors per month and per year.

These outputs collectively assist us to track the volume of food we rescue and deliver so that we can assess our cost effectiveness, operational efficiency and productivity. In 2017 we rescued 1,928,970 lbs. of food that resulted in 2,893,455 meals, at the cost of only .45 cents per meal.

Quality assurance and improvement. We conduct an annual survey of our nonprofit partners to: 1) ensure that our services are fulfilling the needs of their agency and the people they serve, 2) confirm that we are providing quality food, in a timely manner, and 3) solicit feedback to improve our services.

Many of our agencies provide comments of how the rescued food supported the populations they serve:

- Big Brothers Big Sisters Hawai'i, Program Events Coordinator/Community Liaison Nate Fong (partner agency since 2011, 100 low income individuals served): "Over the years, Aloha Harvest has provided food support for our after-school programs, community-based families and our scholarship program for our Little Brothers and sisters."
- Honolulu Community Action Program, Director of Community Services Tehani Diaz (partner agency since 2013, 1,080 low income individuals served): "We receive food donations from Aloha Harvest, and this helps us in our work to feed the hungry. The food that is provided free of charge enables us to provide a service we normally wouldn't be able to do."
- The Salvation Army Hawaiian & Pacific Islands Division, Program Director Anna Stone, MPH (partner agency since 2016, 527 low income individuals served): "The Family Services Office is a front line provider of food, clothing and financial assistance of The Salvation Army. Our 'dry and canned food' distribution site on Vineyard Boulevard benefits at least 500 households a month. Meanwhile, our community outreaches include food distribution at homeless encampments and parks. The support of Aloha Harvest at community outreaches is valuable in providing ready to eat items for those unable to cook or prepare a meal, at no cost to the recipients."
- YMCA of Honolulu, Kalihi Branch, Associate Executive Director Ryan Leong (partner agency since 2013, 250 low income individuals served): "In working with teens across the island, Aloha Harvest allows us to have snacks available for teen activities and enables the teens to have access to food when often times at home, they are without."

We also solicit feedback from food donors to ensure we are meeting their needs and expectations when we pick up food. Many of them are very enthusiastic about participating in our food rescue program. Some of the feedback we received from food donors:

- Meadow Gold Dairies Hawai'i, Sales Coordinator Christine Lamborn: "Working with Aloha Harvest has been very rewarding in knowing that our brand spreads not only through our employees but through community as well."
- Marian's Catering, Scott Harada: "We have been able to cut down our disposal costs. Scheduled pickups are on time and supportive of operational needs."
- Brug Bakery, Owner Takemura Katsuhide (partner since 2013): "It is to help the less privileged. Otherwise we would just throw it away, and it's still good. People need it."

4. List the measure(s) of effectiveness that will be reported to the State agency through which grant funds are appropriated (the expending agency).

Objective 1 - Pickup quality food from 270 businesses.

The drivers and Outreach Coordinator will log the food donor, volume of food donated, and number of pickups made to rescue food. They will use a software system specifically designed for Aloha Harvest's food rescue operations. The Outreach Coordinator will enter the daily routes to pickup food from donors into the software system. The drivers will enter the volume of food rescued throughout the day into software system, which is accessed while they are on the road by iPads. The Outreach Coordinator receives this information in real time, and summarizes this information daily, monthly, and annually.

Objective 2 - Deliver the rescue food to 170 nonprofits that serve individuals in need

The drivers will log the nonprofit organization and volume of food they receive into the software system. The Outreach Coordinator receives this information in real time, and summarizes this information daily, monthly, and annually.

Objective 3 - We will rescue 1.8 million lbs. of food to feed the hungry.

The Outreach Coordinator downloads the data regarding the lbs. of food rescued, and summarizes this information daily, monthly, and annually.

Benefit to the needy - Our nonprofit agencies provide us an estimate of the number and demographics (homeless, elderly, youth, etc.) of the individuals that benefit from the food donations. This enables us to track the populations we serve as a way of measuring our impact in the community. We solicit this information from our partnering nonprofit agencies on an annual basis, and do not have any method of determining the unduplicated number of individuals served.

III. Financial

Budget

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.
 - a. Budget request by source of funds ([Link](#))
 - b. Personnel salaries and wages ([Link](#))
 - c. Equipment and motor vehicles ([Link](#))
 - d. Capital project details ([Link](#))
 - e. Government contracts, grants, and grants in aid ([Link](#))

The required budget forms are attached to this request.

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2019.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$20,000	\$20,000	\$20,000	\$20,000	\$80,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2019.

Aloha Harvest will seek support for fiscal year 2019 from a number of funders, including but not limited to: Hau'oli Mau Loa, ABC Stores, Friends of Hawai'i Charities, the Harold K.L. Castle Foundation, the James and Abigail Campbell Foundation, and the Hawai'i Community Foundation. Aloha Harvests is also planning a fundraising event with the Hawai'i Potters Guild in 2019.

4. The applicant shall provide a listing of all state and federal tax credits it has been granted within the prior three years. Additionally, the applicant shall provide a listing of all state and federal tax credits they have applied for or anticipate applying for pertaining to any capital project, if applicable.

Not applicable. Aloha Harvest has not received any state or federal tax credits within the prior three years, and has not applied for or anticipates applying for any state or federal tax credits pertaining to any capital project.

5. The applicant shall provide a listing of all federal, state, and county government contracts, grants, and grants in aid it has been granted within the prior three years and will be receiving for fiscal year 2019 for program funding.

Aloha Harvest received a Honolulu City and County Grant in Aid (City GIA) for \$100,000 for fiscal year 2017, and just started another City GIA grant for \$100,000 for fiscal year 2018. It will not receive any funding from the City GIA in fiscal year 2019.

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2017.

The current assets as of December 31, 2017 was \$377,382.

IV. Experience and Capability

1. Necessary Skills and Experience

Aloha Harvest is the sole food rescue organization in the state. Since 1999, Aloha Harvest has rescued over 9,800 tons of food from entering the waste system by facilitating the largest and most successful collaboration between the business and nonprofit sector in the state. See the list of current food donors and agencies included as an attachment.

The only source of government support received by Aloha Harvest is from the Honolulu City and County, Grant in Aid Program:

Contract:	CT-DCS-1800007
Amount:	\$100,000
Grant period:	10/1/2017 – 9/30/2018
Administrator:	Department of Community Services
Contact:	James Lota 808-768-7762

Our founder and core funder is Hau'oli Mau Loa:

Amount:	\$225,000
Grant period:	7/1/2017 – 6/30/2018
Administrator:	Hau'oli Mau Loa
Contact:	Janis Reischmann, Executive Director 808-533-4165

2. Facilities

Our operations are based in a 355 sq. ft. office in Kaimuki that is ADA compliant, and sufficient for administrative activities. We do not provide direct services, and all food rescue operations are conducted in communities across O'ahu.

We have two 16 ft. refrigerated trucks that are parked less than a mile away when not in use. No food storage facilities are necessary as all food is picked up and delivered on the same day. In 2016 we were awarded a new electric "smart car" by Aloha United Way and Hawaiian Electric. This car is utilized for site visits, new agency inspections and meetings.

V. Personnel: Project Organization and Staffing

1. Proposed Staffing, Staff Qualifications, Supervision and Training

Aloha Harvest is run by a small and efficient team, which consists of the Executive Director, three administrative staff, and 3 truck drivers/2 helpers. All Aloha Harvest staff are certified in Food Safety by the Hawai'i Department of Health.

The Executive Director, Ku'ulei Williams, has a depth of experience and proven skills to lead the organization. She has been with Aloha Harvest since 2004. Since taking her position as Executive Director in 2008, she has expanded the visibility of the organization through both traditional and social media, improved the efficiency of the operations, diversified funding sources, and more than doubled the volume of food rescued by Aloha Harvest.

Ku'ulei is responsible for directing the day-to-day operations of Aloha Harvest, which includes: meeting with current and prospective food donors, nonprofit agencies and funders; working with the Board of Directors; developing the communications and fundraising plans; and managing the budget. She is responsible for managing these staff positions:

Assistant to the Executive Director is responsible for all aspects of Aloha Harvest office operations, including coordination of drivers and truck maintenance, scheduling, purchasing supplies, and maintain the donor database.

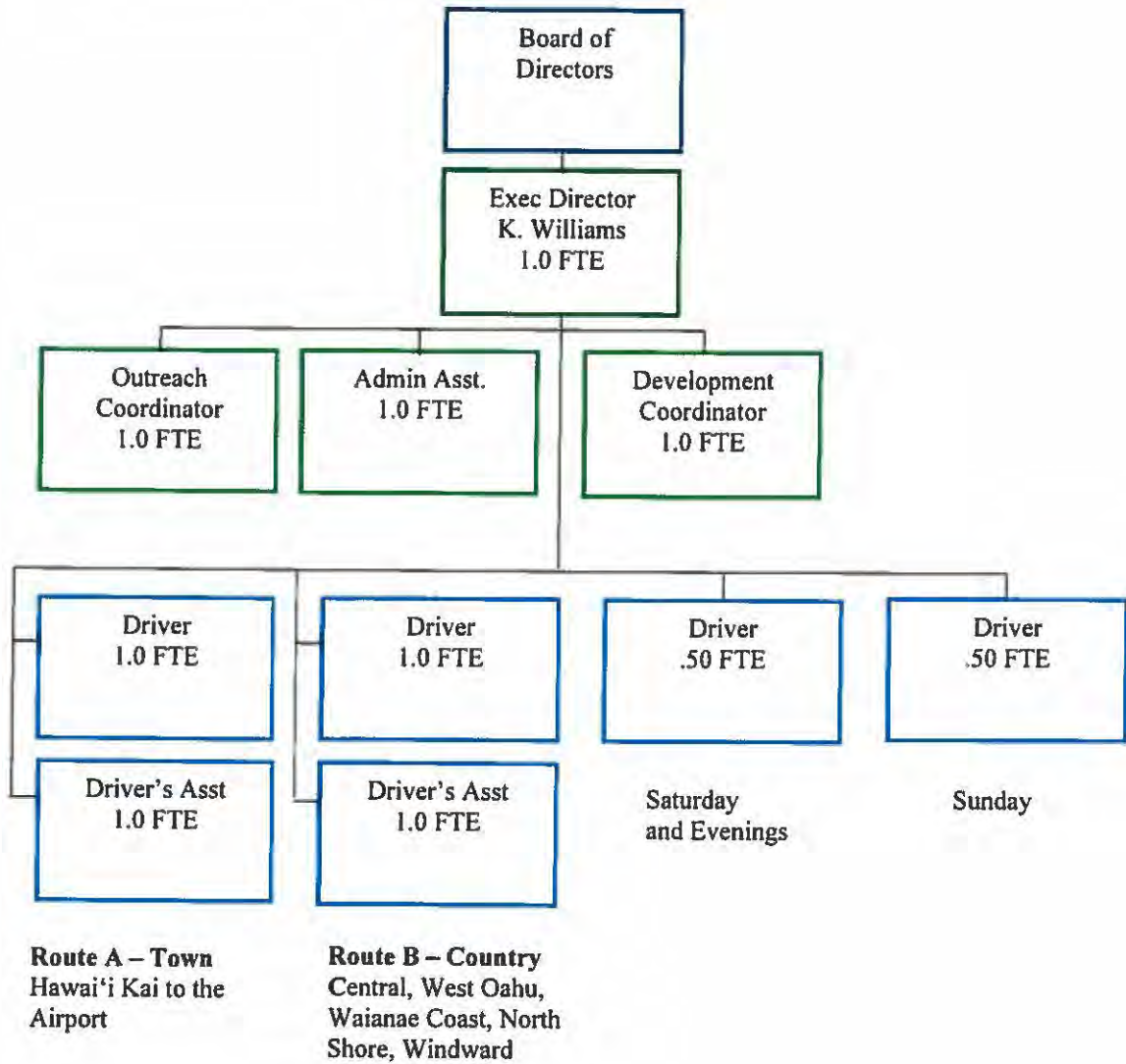
Outreach Coordinator, is responsible for all aspects of Aloha Harvest food donations and agency coordination, including data tracking, scheduling, and recruiting and managing relationships with partner donors and agencies.

Development Coordinator, will be responsible for all aspects including public relations, social media, and coordinating events and fundraisers.

Drivers have CDL or Type 4 licenses, and are responsible for all aspects of food rescue and delivery, including driving, collecting donations from donors, coordinating and scheduling drop-offs, and managing relationships with food donors, businesses, and agencies to meet community needs.

Driver Assistants are responsible for helping with all aspects of food rescue and delivery, including collecting donations from donors, coordinating and scheduling drop-offs, and managing relationships with food donors, businesses, and agencies to meet community needs.

2. Organization Chart



3. Compensation

In 2017, the Executive Director received a salary of \$82,000 with fringe benefits and taxes.

VI. Other

1. Litigation

Aloha Harvest does not have any pending litigation or outstanding judgments.

2. Licensure or Accreditation

Aloha Harvest is an IRS 501(c)3 nonprofit in good standing.

All Aloha Harvest staff complete the Hawai'i State Department of Health's Food Safety Education Program. Staff that manage the 16 ft. refrigerator trucks are licensed CDL or Type 4 drivers.

3. Private Educational Institutions

Not applicable. Funds will not be used to support or benefit a sectarian or non-sectarian private educational institution.

4. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2018-19 the activity funded by the grant if the grant of this application is:

(a) Received by the applicant for fiscal year 2018-19, but

If funding is received in fiscal year 2018-2019, we anticipate that we will be able to meet or exceed the goals and objectives of this project.

(b) Not received by the applicant thereafter.

At this time, funding is requested only for fiscal year 2018 – 2019.

Aloha Harvest proactively raises funds to support its operations. In the event it is unable to raise sufficient funds, Aloha Harvest will be required to reduce the number of hours for a truck driver and assistant to make the pickups and deliveries, reduce the amount of gas and maintenance for the trucks, and reduce the administrative staff time necessary to coordinate the many food donors and nonprofit agencies. As a small nonprofit, every dollar we receive directly impacts our ability to rescue food for the needy, and the shortfall in funds will directly result in a decrease in the number of needy and vulnerable individuals that receive food.

5. **Certificate of Good Standing (If the Applicant is an Organization)**

The Certificate of Good Standing is included as an attachment with this application.

6. **Declaration Statement**

The Declaration Statement is included as an attachment with this application.

7. **Public Purpose**

This grant will be used for a public purpose as required by Hawai'i Revised Statutes.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2018 to June 30, 2019

Applicant: ALOHA HARVEST

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
A. PERSONNEL COST				
1. Salaries	36,400			
2. Payroll Taxes & Assessments	4,605			
3. Fringe Benefits	6,720			
TOTAL PERSONNEL COST	47,725			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance	1,200			
3. Lease/Rental of Equipment				
4. Lease/Rental of Space - Parking	3,360			
5. Staff Training - Health Department	300			
6. Supplies (food containers, labels, etc.)	7,200			
7. Telecommunication	960			
8. Vehicle expenses (fuel, maintenance)	12,000			
9. Indirect expenses (10%)	7,255			
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	32,275			
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	80,000			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	80,000	Ku'ulei Williams 808-537-8945		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested		<div style="background-color: black; width: 150px; height: 20px; margin: 0 auto;"></div> 1/18/18		
(d) Total Private/Other Funds Requested		Signature of Authorized Official Date		
TOTAL BUDGET	80,000	Ku'ulei Williams Name and Title (Please type or print)		

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2018 to June 30, 2019

Applicant: ALOHA HARVEST

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Not applicable			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
Not applicable			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2018 to June 30, 2019

Applicant: ALOHA HARVEST

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2016-2017	FY: 2017-2018	FY:2018-2019	FY:2018-2019	FY:2019-2020	FY:2020-2021
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS: Not applicable						


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

The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant is awarded;
 - b) Complies with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
 - c) Agrees not to use state funds for entertainment or lobbying activities; and
 - d) Allows the state agency to which funds for the grant were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and ensuring the proper expenditure of the grant.
- 2) If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is incorporated under the laws of the State; and
 - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant is awarded shall be conducted or provided.
- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
 - b) Has a governing board whose members have no material conflict of interest and serve without compensation.

Pursuant to Section 42F-103, Hawaii Revised Statutes, for grants used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant was awarded and disposes of the land in fee simple or by lease, the organization shall negotiate with the expending agency for a lump sum or installment repayment to the State of the amount of the grant used for the acquisition of the land.

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

<u>Aloha Harvest</u>	
(Typed Name of Individual or Organization)	
	<u>1/18/18</u>
(Signature)	(Date)
<u>Kuulei Williams</u>	<u>Executive Director</u>
(Typed Name)	(Title)



**STATE OF HAWAII
STATE PROCUREMENT OFFICE**

CERTIFICATE OF VENDOR COMPLIANCE

This document presents the compliance status of the vendor identified below on the issue date with respect to certificates required from the Hawaii Department of Taxation (DOTAX), the Internal Revenue Service, the Hawaii Department of Labor and Industrial Relations (DLIR), and the Hawaii Department of Commerce and Consumer Affairs

Vendor Name: **ALOHA HARVEST***

DBA/Trade Name: **ALOHA HARVEST***

Issue Date: **01/12/2018**

Status: **Compliant**

Hawaii Tax#: [REDACTED]

New Hawaii Tax#:

FEIN/SSN#: [REDACTED]

UI#: No record

DCCA FILE#: 116372

Status of Compliance for this Vendor on issue date:

Form	Department(s)	Status
A-6	Hawaii Department of Taxation Internal Revenue Service	Compliant Compliant
COGS	Hawaii Department of Commerce & Consumer Affairs	Exempt
LIR27	Hawaii Department of Labor & Industrial Relations	Compliant

Status Legend:

Status	Description
Exempt	The entity is exempt from this requirement
Compliant	The entity is compliant with this requirement or the entity is in agreement with agency and actively working towards compliance
Pending	The entity is compliant with DLIR requirement
Submitted	The entity has applied for the certificate but it is awaiting approval
Not Compliant	The entity is not in compliance with the requirement and should contact the issuing agency for more information



Department of Commerce and Consumer Affairs

CERTIFICATE OF GOOD STANDING

I, the undersigned Director of Commerce and Consumer Affairs of the State of Hawaii, do hereby certify that

ALOHA HARVEST

was incorporated under the laws of Hawaii on 08/26/1999 ; that it is an existing nonprofit corporation; and that, as far as the records of this Department reveal, has complied with all of the provisions of the Hawaii Nonprofit Corporations Act, regulating domestic nonprofit corporations.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Department of Commerce and Consumer Affairs, at Honolulu, Hawaii.

Dated: January 12, 2018

Director of Commerce and Consumer Affairs

