

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

FRIENDS OF KONA PACIFIC PUBLIC CHARTER SCHOOL, INC.

was incorporated under the laws of Hawaii on 11/07/2006 ; 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 14, 2019

Director of Commerce and Consumer Affairs

**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS 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 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 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, 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 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 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.

FRIENDS OF KONA PACIFIC PUBLIC CHARTER SCHOOL
(Typed Name of Individual or Organization)



(Signature)

January 4, 2019
(Date)

Gretchen Currie Ramirez
(Typed Name)

Development Director
(Title)



PUBLIC PURPOSE

The project for which funding is requested serves clear public purposes pursuant to Hawaii Revised Statutes, Section 42F-102.

The primary public purpose that will be served by this project is economic development, through the implementation of a value-added program that serves the 750 small and family farms in West Hawai'i. The secondary public purpose is increasing local and regional food security.

The requested Grant in Aid funding for development of the value-added program will provide direct and immediate economic aid (support) to farmers in West Hawai'i.

Hawai'i Island is made up of sparsely populated agricultural communities. With a population of 190,000 spread over 4,000 square miles, the census classifies the entire island as rural, except for the city of Hilo. Our small rural communities face significant socioeconomic challenges. Hawai'i Island has the lowest per capita income in the state, and the highest rate of people whose income in the past 12 months is below the poverty level; 5.3% unemployment is the worst in the state and 23% of island residents participate in SNAP.

As the most geographically isolated place on earth, Hawai'i has a particularly urgent need to increase the local production of agricultural products. Our state imports more than 85% of its food and more than 90% of its energy supply. Increasing regional food security and self-reliance is a necessity.

This project, then, addresses these interrelated issues of poverty, hunger, and community food sovereignty with an approach that will stimulate crop production and food availability while creating jobs and economic opportunity for West Hawai'i farmers.


Helping farmers realize higher income from their current farming activities without the requirement of risky capital investment on their part will provide exactly the help they need to turn a borderline economic activity into one that allows them to support their family. Farmers are not looking for a hand out, just a hand up. This support will strengthen the local food system and agricultural economy, with benefit far beyond the farm.

The value-added production program will allow local family farms to increase the value of their agricultural production, strengthening and supporting the regional agricultural economy and increasing the food security profile for Hawaii Island.

Application Submittal Checklist

The following items are required for submittal of the grant application. Please verify and check off that the items have been included in the application packet.

- 1) Certificate of Good Standing (If the Applicant is an Organization)
- 2) Declaration Statement
- 3) Verify that grant shall be used for a public purpose
- 4) Background and Summary
- 5) Service Summary and Outcomes
- 6) Budget
 - a) Budget request by source of funds ([Link](#))
 - b) Personnel salaries and wages ([Link](#))
 - c) Equipment and motor vehicles ([Link](#))
 - d) Capital project details ([Link](#))
 - e) Government contracts, grants, and grants in aid ([Link](#))
- 7) Experience and Capability
- 8) Personnel: Project Organization and Staffing



GRETCHEN CURRIE RAMIREZ, DEVELOPMENT
DIRECTOR

1/16/2019

SIGNATURE

PRINT NAME AND TITLE

DATE



APPLICATION FOR GRANT IN AID 2019

Important note about this application:

Friends of Kona Pacific Public Charter School submits this application for an operations grant-in-aid in support of the startup and development of a value-added agricultural processing program, to be operated in the new West Hawaii Community Kitchen. This application is essentially a duplicate of a GIA proposal that was submitted to – and awarded by – the Hawaii State Legislature in 2016. After the 2016 award was made, the Hawaii State Charter School Commission was named as the expending agency for this grant, tasked with encumbering and contracting the awarded funds. Friends of Kona Pacific Public Charter School conducted all appropriate due diligence regarding this grant award, including submitting all necessary documents and making regular and repeated attempts throughout 2016 and 2017 to communicate with the charter school commission staff in order to contract and encumber the awarded funds. However, the charter school commission staff did not carry out the necessary work, and the awarded funds lapsed. Our legislators have strongly encouraged us to re-submit the application this year in order to access our awarded funds.

I. Certification

These documents have been included in this application, directly after the cover page form and before this narrative document:

1. Certificate of Good Standing
2. Declaration Statement affirming compliance with HRS Section 42F-102
3. Public Purpose Statement

II. Background and Summary

1. Applicant Background

On behalf of the West Hawai'i community, Friends of Kona Pacific Public Charter School respectfully requests a \$171,000 operations grant from the State of Hawai'i for start up and development of West Hawaii's first value-added agricultural processing program, which will be housed in the West Hawai'i Community Kitchen. The community kitchen, the first for West Hawai'i, was funded by capital GIAs in 2015 and 2018.

This application is submitted by Friends of Kona Pacific Public Charter School (Friends), a 501c3 nonprofit corporation. Friends was founded in 2006 as an affiliated support organization for Kona Pacific Public Charter School (Kona Pacific).

Kona Pacific offers a comprehensive Waldorf education with a focus on Hawaiian cultural and agricultural education. The school is located on 40 acres of rich agricultural lands just above the Kona Community Hospital in Kealahou on Hawai'i Island. Since opening in Fall 2008, Kona Pacific and Friends of Kona Pacific have successfully:

- Grown from a small school serving 96 students into a thriving school and community center serving 230 students;
- Became the only public Waldorf school in Hawai'i;
- Became the first Title I Waldorf school in the United States;
- Been awarded \$3 million in USDA Rural Development funding to purchase the 40-acre site on which the campus is located, and built 6 new classrooms and a ball field;
- Founded the W.H.O.L.E. Food Service, West Hawaii's only federally compliant school foodservice vendor, providing meals daily to Kona Pacific students.
- With community partners Parents and Children Together, Punana Leo o Kona preschool, Family Services and County Parks and Recreation we serve an additional 200 other at-risk West Hawai'i residents from age 9 months to 90 years;
- Launched the state's first-ever mobile Summer Food Service program for West Hawai'i in the summer of 2015, serving more than 32,000 lunches to needy children.
- Become a model school for the state's Fresh Fruits and Vegetable program, serving 100% locally grown, organic fresh fruit or vegetable each morning to all students;
- Implemented a highly successful AmeriCorps program, with 21 AmeriCorps volunteers providing labor for farm development at several Kona sites, while receiving valuable training;
- Partnered with the Natural Resources Conservation Service (NRCS) in the development of the first commercial "food forest park" in West Hawai'i;
- Strengthened charter schools locally and nationally through service on the Hawai'i Public Charter Schools Network board, Hawai'i State Charter School Commission, and Alliance for Public Waldorf Education.
- Received a \$1.2 million GIA in the 2015 legislative session, and a \$400,000 GIA in 2018, for the construction of West Hawaii's first community kitchen.
- Been awarded \$41,785 in USDA grant funds for developing a Farm to School action plan that incorporates our on-site farm, WHOLE Foodservice, regional food system segments, and student educational activities.

By the end of this proposed 12-month project, Friends will implement West Hawaii's first value-added processing program, enabling farmers to convert their agricultural products into higher-value food products for retail and wholesale distribution. The value-added products will leverage the farmers' current investment in capital, time, and energy, to receive a better return on their work. The value-added program will offer comprehensive support services, including product development, business plan development, USDA-compliant labeling development, and marketing and distribution help.

As a program of the West Hawai'i Community Kitchen, which also houses Kona Pacific's community foodservice, this will be the first project nationally to combine school food production with value-added processing in one shared facility.

Using data from USDA and the Hawaii Dept. of Agriculture, we project that for every \$1,000 in grant funds awarded, this project will generate \$11,000 in economic activity over the next ten years of value-added program operation. **The requested \$171,000 will generate more than \$1,881,000 in benefit to West Hawai'i.**

This project is a highly effective leveraging of the \$1.6 million in GIA funds that were awarded in 2015 and 2018 for construction of the West Hawai'i Community Kitchen facility.

"Besides offering a higher return, value-added products can open new markets, create recognition for a farm, expand the market season, and make a positive contribution to the community."

– *Adding Value to Farm Products: An Overview*
National Sustainable Agriculture Information Service, 2006

About Friends. Friends' operations are based on our 40-acre property, the Kanaeue Learning Center, located near the town of Kealahakua, district of South Kona, on Hawai'i Island. The 40-acre site hosts Kona Pacific Public Charter School, a production farm, and several other educational and social service initiatives.

Friends' mission is to support the continuing development and operations of Kona Pacific, and to develop sustainable natural resource management systems and community-based food production and educational opportunities on the Kanaeue Learning Center.

Securing a permanent campus for Kona Pacific was the initial focus of Friends, and over the past five years we have successfully purchased our 40-acre property and expanded the campus, tripling the classroom space in response to enrollment demand. Projects currently in development include increasing the production of the 13-acre farm, restoring a 5-acre section of the ancient Kona Field System for cultivation of traditional Hawaiian foods, and planting a demonstration forest of native trees, with trails and interpretive signage.

Friends' strategic plan leverages the Kanaeue Learning Center property to develop community-based educational initiatives that provide numerous educational benefits to the children of Kona Pacific and other schools, and a diverse range of economic and social benefits to our rural, underserved community.

Currently, community events are regularly hosted on site, including educational presentations, concerts and other performing arts, and children's recreation programs.

The property is also used daily by the employees of Kona Community Hospital and the Kona Courthouse, which are located immediately *makai* (downhill) from the project site. These neighbor staff members utilize the existing rock roads and trails on the property for health benefits and quiet time during their work breaks. Our Kona community is significantly under-served in terms of public parks and natural resource use areas. The Kanaeue Learning Center provides open space and recreational benefits for our community at no cost to the state or county.

Friends has successfully demonstrated the ability to identify, assess, and respond to community needs by leveraging our resources on behalf of the community we serve. This proposal for the development of a value-added processing program is an essential component of our greater vision of service to our rural, under-served community.

It is important to note that Friends has already secured the most costly parts of this project, the real property on which the community kitchen will be built, and the funds for constructing and equipping the facility. These requested GIA funds will leverage that success, capitalizing on the momentum already accomplished.

About Kona Pacific Public Charter School. Kona Pacific Public Charter School was established by an act of the Charter School Review Panel in July 2008 and opened its doors to students that Fall. Kona Pacific serves a student body that is representative of the diversity of North and South Kona.

In economically depressed South Kona, there is a particular need for *public* education opportunities. As of the 2010 U.S. Census, the percentage of school-age children living in South Kona in households that were considered not to be self-sufficient was 44%. These families are unable to explore private schooling options. In this context, the need for non-traditional public school options in South Kona is apparent. Kona Pacific is well suited to meet this need for a non-traditional school that can serve residents with a diverse range of socio-economic backgrounds.

Kona Pacific offers a developmentally appropriate education that integrates Hawaiian cultural and agricultural studies into a Waldorf academic curriculum. The school's socially inclusive learning environment enables students to achieve high standards, while nurturing a strong sense of compassion and community responsibility – inspiring the students not only to successfully meet the future, but also to help shape it.

Each year, Kona Pacific provides educational services to 230 students, as well as important supplemental social services to at least 100 school families.

Kona Pacific's 98% historical enrollment clearly demonstrates the school's success at providing academic and learning support services to the community. Throughout that time, student retention averaged 88%, also an extremely high figure in a state with a very transient population and resultant student attrition. This is also an indicator of the high level of parent satisfaction with the school.

2. Goals and Objectives Related to the Request

The proposed value-added processing program is one integral component of a larger framework of leveraging our existing resources in order to provide the highest level of service possible to our community.

The Project Goal is to provide a robust value-added processing program at the West Hawai'i Community Kitchen for our local farmers, who currently do not have access to such a facility and program.

The project objective, expressed in S.M.A.R.T. (Specific, Measurable, Achievable, Realistic and Time-bound) terminology, is:

Objective: By the end of the 12-month project, a value-added processing program, serving up to 750 small farms, will be operating out of the West Hawai'i Community Kitchen.

The term value-added refers to imparting characteristics or qualities to a product that differentiate it from a generic commodity and enhance its value in the marketplace. Adding value to a product leads to higher financial returns, with a goal of increased return on investment. For small farm enterprises, adding value involves crop selection, processing, packaging, certifications, labeling, branding, marketing and customer service.

The primary benefit of adding value is economic: increasing revenue and profits. This benefit can turn an unprofitable farm enterprise into a profitable one. An associated benefit is the development of unique products that can give a competitive edge as well as open up new markets, thus widening the range of customers for a farm's products. Another benefit is the utilization of produce that is not considered marketable, such as imperfect or excess produce that can't be sold through fresh produce marketing channels. Value-added processing can convert these "waste products" into a valuable resource and additional income.

The community benefit also extends to the consumer. People are willing to pay more for prepared foods compared with the raw ingredients, and many consumers will pay a premium for high quality products, particularly from local farm sources. Money spent on local products stays in the community and benefits the local economy. According to the Rocky Mountain Institute, each dollar spent on local agricultural products generates more than three dollars of economic value to the community.

The following table summarizes the benefits of value-added activities:

Farmer/Producer Benefits	Community Consumer Benefits
Higher revenue, higher profit margins	Access to prepared, ready-to-use local products
Diversify markets and customer base	Superior quality and service
Increase utilization of harvest	Support local farmers
Make use of "off season" time	Support local economy
Greater ability to control pricing	Prestige of unique and special products
Capitalize on allure of Hawaii "brand"	Closer relationship with producers and foods

The challenges of value-added activities include 1) the high cost of, and lack of access to, processing facilities and 2) the learning curve associated with the new layers of regulation involved (health regulations, labeling laws, etc.) and 3) the need to develop new marketing strategies.

This project focuses on directly mitigating these challenges by providing local access to a high quality and affordable value-added processing facility with state of the art equipment. In addition, the value-added program will provide an array of trainings and classes for all producers who utilize the facility, to ensure that they have they knowledge and skills they need to develop marketable value-added products.

3. Public Purpose and Need to be Served

The primary public purpose that will be served by this project is economic development, through the implementation of a value-added program that serves the 750 small and family farms in West Hawai'i.

The requested Grant in Aid funding for development of the value-added program will provide direct and immediate economic aid (support) to farmers in West Hawai'i.

Hawai'i Island is made up of sparsely populated agricultural communities. With a population of 190,000 spread over 4,000 square miles, the census classifies the entire island as rural, except for the city of Hilo. Our small rural communities face significant socioeconomic challenges. Hawai'i Island has the lowest per capita income in the state, and the highest rate of people whose income in the past 12 months is below the poverty level; 5.3% unemployment is the worst in the state and 23% of island residents participate in SNAP.

Diet-related health problems are a significant issue. On Hawai'i Island, diet-related chronic diseases – including diabetes, cardiovascular disease and cancer – disproportionately affect Native Hawaiian, immigrant, and low-income communities. One in three children entering kindergarten in Hawai'i is overweight or obese. The state's highest obesity rate of 70% occurs on Hawai'i Island, among Native Hawaiians and those with income less than 63% of the poverty level.

As the most geographically isolated place on earth, Hawai'i has a particularly urgent need to increase the local production of agricultural products. Our state imports more than 85% of its food and more than 90% of its energy supply. Increasing regional food security and self-reliance is a necessity.

This project, then, addresses these interrelated issues of poverty, hunger, and community food sovereignty with an approach that will stimulate crop production and food availability while creating jobs and economic opportunity for West Hawai'i farmers.

Helping farmers realize higher income from their current farming activities without the requirement of risky capital investment on their part will provide exactly the help they need to

turn a borderline economic activity into one that allows them to support their family. Farmers are not looking for a hand out, just a hand up. This support will strengthen the local food system and agricultural economy, with benefit far beyond the farm.

The value-added production facility will allow local family farms to increase the value of their agricultural production, strengthening and supporting the regional agricultural economy, and will contribute to the success of the WHOLE Foodservice as well.

In addition to leveraging the farmer's work, the project creates wage-paying jobs: kitchen staff as well as hourly staff to assist farmers with value-added production projects as necessary.

Value-added products that can be incorporated into the WHOLE Foodservice menus will be purchased at significant savings, further reducing food costs for foodservice operations.

4. Target Population to be Served

The community to be served by this project includes the districts of North and South Kona, and the southern parts of Ka'u. The area's population, according to the 2010 U.S. Census, is 52,635, with a diverse ethnic and racial mix, of which White (44%), Asian (20%) and Native Hawaiian (18%) are the dominant representatives.

West Hawai'i, and South Kona in particular, are rapidly growing. Between 2000 and 2010, South Kona experienced the highest rate of growth (19%) of all districts in Hawai'i County.

The value-added program at the West Hawai'i Community Kitchen facilities will serve the operators of the approximately 750 small family farms in our rural community.

Small farm enterprises are a crucial component of West Hawaii's rural agricultural economy, and these enterprises need to achieve ongoing economic viability. According to experts at the University of Hawaii College of Tropical Agriculture and Human Resources, value-added practices are essential for increasing the potential for small farm profitability.

It can be very challenging for a family to make a living from commodity crops. Most farmers sell their produce in the wholesale market, which limits the farmer's share of income, or at local farmers' markets, which can bring more income but incur additional cost and have additional limitations.

For many small farmers, the ability to control their product all the way from seed to final processed product makes the difference between financial viability, or failure.

This can be seen on Hawai'i Island in the Kona coffee industry, where an ever-increasing number of small farmers take their coffee beans all the way to a roasted, packaged and labeled product. They may conduct all the stages of processing themselves, or they may have one or two stages custom-processed on their behalf. This level of control enables the farmer to maximize their profit, and in this example it has created a vibrant industry of more than 300

estate coffees, each of them beautifully labeled and expressive of that coffee farmer's commitment to producing the finest quality of coffee possible.

In much the same way, community kitchens that have value-added processing capabilities tailored to the needs of local farmers strongly support the local agricultural economy. They have been shown to boost local job creation, diversify the local economy, and transfer ideas and technology from universities or larger companies. However, currently there is no community value-added processing facility in West Hawai'i.

5. Geographic Coverage

Friends and Kona Pacific serve a geographic area that stretches roughly 50 miles along the western side of Hawai'i Island, from Kailua-Kona in the north to Ocean View in the south, and includes the towns of Keauhou, Honalo, Kainaliu, Kealahou, Captain Cook, and Honaunau – approximately a 100-mile radius.

The closest existing value-added processing facilities are in Volcano (90 miles away) and in Honoka'a (70 miles), and there are three in Hilo (100 miles), so it is conceivable that the value-added program at the West Hawai'i Community Kitchen would serve farmers from North Kohala to Na'alehu.

III. Service Summary and Outcomes

1. Scope of Work, Tasks and Responsibilities

In order to accomplish the project goal of developing a value-added processing facility at the West Hawai'i Community Kitchen, Friends will engage a project team with proven qualifications and expertise to complete all project activities. These individuals are described in detail in Section V.

The project scope of work includes two overlapping components: research and development, and an innovative pilot project. These activities will provide the information necessary to develop operational guidelines, policy and best practices, and a long-range strategic plan for implementation of the value-added processing program.

Research and Development will focus on the essential components that have been identified as critical to a successful value-added program. These include:

- Partnership development
- Existing and potential resource assessment (funding, technical support, etc.)
- Kitchen safety requirements and protocols
- General policies and best practices
- Farmer/user curricula development: required and optional
- Licensing and permits
- Allergen control plan

- Insurance plan (what we carry and what the farmers will carry)
- Alignment with WHOLE Foodservice needs
- Web site development

The **Pilot Project** will follow the research and development activities, and will pair the project team with three selected farmers or producers. The team will work alongside each farmer as they develop a product from idea to market. Starting with the initial stages of selecting a crop and the value-added product to be made from that crop, all the way to finished product, packaged, labeled and in retail distribution, the team will work in partnership with the farmer. Throughout the pilot project, we will analyze both process and outcomes, in order to refine our understanding of what was learned in research and development, and to identify additional elements of successful program operation including:

- Specifics of shared scheduling for the value-added processing line
- Appropriate fees
- Additional trainings/certifications/expertise needed by farmer/producers
- Timelines for product development, business and marketing planning, production schedules
- Additional specialized equipment needs
- Additional storage/warehousing needs
- Additional project partners that will support successful outcomes
- Strategic planning based on what we've learned

Details of these project elements, and timelines for each, may be found in the following tables.

Research and Development

Activities	Lead Position(s) Responsible	Begin	End
Recruit and hire Value-added Program Coordinator	Project Manager Friends Board	7-1-19	7-15-19
Resource assessment: partners, funding, technical support, etc.	Value-added Program Coordinator Project Manager	7-1-19	8-15-19
Partnership development: new and ongoing	Value-added Program Coordinator Project Manager	7-1-19	6-30-20
Identify and recruit contributors to curricula development for trainings and classes	Value-added Program Coordinator Project Manager	7-1-19	7-31-19
Meet regularly with WHOLE Foodservice staff to align and integrate value-added program activities with foodservice activities	Value-added Program Coordinator Project Manager	7-1-19	6-30-20
Research and compile all health and safety requirements	Value-added Program Coordinator Project Manager	7-1-19	7-31-19
Research all licensing and permit requirement	Value-added Program Coordinator Project Manager	7-1-19	7-31-19
Research insurance needs and	Value-added Program Coordinator	7-1-19	7-31-19

options, obtain quotes	Project Manager		
Develop policies, procedures and best practices manual	Value-added Program Coordinator Project Manager	7-1-19	8-15-19
Identify specific curricula to be included in the program and begin curriculum development process	Value-added Program Coordinator Project Manager Curricula Consultants	7-15-19	8-15-19
Research and develop allergen control plan	Value-added Program Coordinator Project Manager	7-15-19	8-15-19
Retain website developer and begin building site	Value-added Program Coordinator Project Manager	7-15-19	9-1-19
Complete curriculum development and produce training guides and manuals as appropriate	Value-added Program Coordinator Project Manager Curricula Consultant	7-15-19	9-15-19

Value-added Pilot Project (5 Farmer/Producers)

Activities	Lead Position(s) Responsible	Begin	End
Develop application process for the 5 farmer/producer participants in the pilot project	Value-added Program Coordinator Project Manager	7-1-19	7-15-19
Open application process for farmer participants	Value-added Program Coordinator Project Manager	7-15-19	8-15-19
Select five farmer participants	Value-added Program Coordinator Project Manager	8-15-19	8-31-19
Launch 4-month pilot project	Value-added Program Coordinator Project Manager	9-1-19	12-31-19
Identify products to be made during pilot project	Value-added Program Coordinator Project Manager, Farmer/Producer Participants	9-1-19	9-15-19
Work with farmer participants on production from start to finish in order to determine final program: Fee schedule Trainings and classes Equipment needs Shared kitchen use strategies Marketing & Distribution Partners	Value-added Program Coordinator Project Manager Farmer Participants	9-1-19	11-15-19
Compile all findings from pilot project into standalone report	Value-added Program Coordinator Project Manager	11-15-19	12-31-19
Create Value-added Strategic Plan based on findings from pilot project and research & development activities	Value-added Program Coordinator Project Manager	1-1-20	1-31-20
Open Value-added Program to all local farmers and producers, with all program elements in place	Value-Added Program Coordinator Project Manager	2-1-20	6-30-20
Complete program evaluation report	Value-added Program Coordinator Project Manager	5-1-20	6-30-20

2. Projected Annual Timeline

As detailed in the table above, the project is scheduled to commence on July 1, 2019 and be completed by June 30, 2020.

3. Quality Assurance and Evaluation Plans

Friends has a set of comprehensive policies in place to ensure that all compliance, reporting, monitoring, and evaluation activities are carried out for grant projects. These policies have been in continuous use for almost a decade, supporting our excellent record of 100% successful projects.

The Friends board will oversee all stages of the project and ensure that it moves forward on schedule and in compliance with all grant requirements. The Project Manager and Coordinator will review periodic progress reports and make recommendations to the board according to Friends' project management policy. The Project Manager will make bimonthly progress reports to the board and ensure that any unanticipated project challenges are resolved optimally.

4. Measures of Effectiveness

The primary performance indicators used for measuring the success of this project will be:

1. The successful development of curricula for farmer/producer trainings and classes;
2. The successful development of policies, procedures and a best practices guide;
3. The successful development of a long-range strategic plan for the value-added program;
4. The number of local farmers using the facility during the project period;
5. The number of new value-added products made at the facility during the project period;
6. The dollar value of value-added products made at the facility during the project period.

Program evaluation will consist of both process and outcome evaluations. The process evaluation will involve collecting data on project development and implementation over time. Stakeholder interviews will be conducted using a structured interview guide at 3 time-points: baseline (June-July 2019), at project mid point (January-February 2020) and at the end of the project period (Dec 2017-Jan 2018). Stakeholders will consist of project staff and consultants, local farmers and producer users of the facility, WHOLE Foodservice staff, and school educators. Information from the interviews will be entered into a data management system and common themes will be identified. The data will be used to track challenges, solutions, successes, best practices and lessons learned. The process evaluation will be used to describe a model and create a long-range strategic plan for value-added operations at the West Hawai'i Community Kitchen.

The outcome evaluation will focus on analyzing program and farmer/user financial and crop data, and feedback assessments about how well the program has met its goals and objectives.

All data will be entered into a data management system and descriptive statistics and their changes over time will be computed. A comprehensive written report will describe the results from the outcome evaluation, exemplary practices found, the implications of the findings, and recommendations for future policy.

Quality control will also be an ongoing measure; the Project Manager will review project progress closely to ascertain that quality of work is maintained throughout the life of the project.

IV. Budget and Financial Information

1. Budget

Friends has submitted a budget utilizing the GIA budget forms, which are included with this application. We have also attached a budget projection that shows detail of the financial sustainability of the value-added program after the first year of grant-funded start-up costs.

2. Anticipated Quarterly Funding Requests

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$70,000	\$35,000	\$35,000	\$31,000	\$171,000

3. Fiscal Year 2019 Funding Sources

Ongoing revenue sources for Friends include lease rent from the school campus and five houses (reserved for school and farm staff) that are located on the property, as well as development activities.

Friends has a successful history of fund development, originally for school startup operations, subsequently for capital projects. Long-term relationships with repeat funders provides a stable inflow of financial resources to support our programs.

We plan to leverage this Grant in Aid to attain further funding from regional private philanthropic funders such as the Weinberg, Atherton, and Omidyar Foundations. Ongoing funders, such as the Hawai'i Community Foundation have also expressed interest in supporting this venture.

4. State and Federal Tax Credits

Not applicable.

5. Listing of Federal, State and County Government Grants

A list of all current government grants is included with this narrative (form #10).

6. Balance of Unrestricted Current Assets

As of June 30, 2018, the balance of unrestricted current assets was \$57,878.

V. Experience and Capabilities

A. Necessary Skills and Expertise

Friends has an extensive and reliable base of experience and relevant skills in the management of federal funds and major capital projects, and will retain experienced, expert consultants for specific stages of the project.

Organizational Capacities. Friends is governed by a six-member Board of Directors who are representative of the community to be served by this project and bring a wide range of relevant skills and experience in project development and management. The board includes professional educators with facilities development experience, financial advisors and managers, Native Hawaiian cultural practitioners, and agriculture experts. The Friends board manages an annual operational budget averaging roughly \$330,000, which is substantially augmented in some years by grants and contributions for specific projects.

Friends has a high level of fiduciary capacity, with comprehensive financial policies and procedures that reflect best practices for nonprofit organizations, a strong background in the management of government funds, and a demonstrated capacity of effectively meeting the critical needs of our underserved community through the implementation of innovative and focused social service and community support programs.

Friends and Kona Pacific are the only educational organizations in the State of Hawai'i that operate a community food program. Kona Pacific has been recognized by the county, state and federal governments for its valuable contributions to improving food security.

2014: In May we were awarded the Hawai'i Public Charter Schools Network's "New Best Practices" award for our foodservice and nutrition advocacy work. In August 2014, we received a Certificate of Special Recognition from the governor's office for implementing Hawaii's first Universal Breakfast in the Classroom program.

2015: As mentioned above, in April 2015, the state legislature awarded Friends a \$1.2M grant to build a community kitchen. In 2015 we were also honored by USDA, receiving the *2015 Western Region Summer Sunshine Award for Program Expansion in Local Communities* for our Summer Food Service Program mobile outreach program.

2016: In 2016, the Hawaii State Senate Ways and Means Committee made a site visit to Kona Pacific in recognition of the foodservice program, and the State Legislature awarded to Friends a \$171,000 operations GIA for the same project that is the subject of this proposal, the funds for which were never received by Friends because of inaction by the expending agency, the Hawaii State Public Charter School Commission.

2017: The Hawaii Appleseed Center for Law and Economic Justice awarded us the Good Apple Award in recognition of our foodservice and nutrition programs, and the State of Hawaii awarded is the Kukui Award for exemplary Farm to School programs at the Hawaii Agriculture Conference.

2018: The Hawaii State Legislature awarded Friends an additional \$400,000 for the construction of the West Hawaii Community Center.

Notable Projects

In October 2006, the state of Hawai'i awarded Friends \$150,000 for initial research and feasibility studies of the development of Kona Pacific Public Charter School. Friends' proposal was one of three funded out of thirteen applicants statewide. This preliminary work was so successful that Friends was encouraged by the leadership of the state Department of Education to apply directly to the federal government for further funding. The project audit confirmed that all state funds were expended appropriately, and the audit was closed with no findings.

In October 2007, the USDE awarded Friends \$300,000 for startup research and development of Kona Pacific Public Charter School. Final reports showed that all federal funds were expended in service of the project objectives, with substantial community benefit. An example of the value returned on investment is that the school's charter was scored at 96%, the highest score for a charter submission in Hawai'i to date.

In April 2011, Friends was awarded a \$3M direct loan by the USDA Rural Development Community Facilities program. Friends purchased the previously leased 40-acre parcel on which the 2.5-acre school campus is located, and constructed two new school buildings containing six classrooms, which were completed in late 2012. The OMB A-133 audit confirmed that all federal funds were expended appropriately, and the audit was closed with no findings.

Friends has also received and successfully managed many grants from private foundations and federal agencies.

Financial activities are conducted in accordance with generally accepted accounting principles, using QuickBooks to maintain accurate and secure financial records. Monthly reports are reviewed by the Financial Officer, and quarterly reports are presented to the full board for oversight.

Project Capacities. Friends will select an experienced project team to carry out and oversee all project activities. Details of the team's capabilities and experience may be found in Section V.

B. Facilities

The purchase of the 40-acre Kanaeue Learning Center in 2011, and the subsequent transfer from private ownership to public stewardship, was a significant benefit for the community and a milestone for Friends. The opportunity presented by community ownership of this valuable resource contains within it a challenge – to utilize the resource in a manner that provides the

greatest benefit to the community. We are mindful of the *kuleana* (responsibility) to be led by our community in determining the best and highest uses of the land.

The previous owner obtained a Special Use Permit (SUP) in 2001 for construction of school facilities and related improvements on the property. The SUP also affirmed the plan to further develop agricultural facilities on the property. In 2012, the Hawai'i County Planning Department granted a Special Permit Extension, allowing construction activities through August of 2021.

Existing campus facilities, which Friends leases to the school, include a 2.5-acre campus with 6 buildings that house 10 classrooms, 4 bathrooms, and administrative offices, for a total of 9,300 sq. ft. The campus has passed multiple ADA compliance reviews, exceeding federal accessibility requirements. The school site also has more than 15,000 sq. ft. of developed playground space, featuring two nature-based playgrounds and a ball field. Semi-permanent structures house extended-day programs, reading and study areas, a special education pavilion, an outdoor kindergarten learning site and a school garden outdoor classroom.

This proposal is consistent with local land use planning. The Kanaeue Learning Center property falls within an area designated as Orchards on the General Plan Land use Pattern Allocation Guide (LUPAG) Map. The zoning for the property is Agricultural-5 acres (A-5a) with a State Land use Designation of Agricultural. "Agricultural products processing, major and minor" is a permitted use in Hawai'i County's Agricultural districts.

The value-added program will be housed in the West Hawai'i Community Kitchen, the construction of which commenced on the Kanaeue Learning Center property in January 2019. The funds and resources to construct the community kitchen have been secured through the 2015 and 2018 GIA awards to Friends, as well as USDA grants and private funds raised through a community capital campaign.

VI. Personnel: Project Organization and Staffing

A. Proposed Staffing, Staff Qualifications, Supervision and Training

Friends has a solid track record of experience in successful financing and management of construction projects of this scale. We have successfully completed two multi-million dollar construction phases of the campus, both of them ahead of schedule and under budget, and the same reliable, experienced staff will manage this project.

Ultimate responsibility and accountability for project success rests with the Friends Board of Directors. The board will delegate day-to-day responsibility to the Project Manager, who will supervise all project staff.

Project Staff

Project Manager. The Friends board president, Michael Kramer, will serve as selected as the project manager. Mr. Kramer has over 25 years of program, organizational, and business

management experience. He has been a Managing Partner of Natural Investments LLC, a national Registered Investment Adviser with offices in 12 states, since 2007. He is responsible for all operational, financial, legal, and investment dimensions of the firm and oversees a team of 22 people. Michael is a former Executive Director of two non-profit organizations, Permaculture Drylands Institute and the Youth Ecology Corps, which he founded. He attained funding for, launched, and managed the West Hawaii Fatherhood Initiative at Family Support Hawaii, and also managed 16 people in its Healthy Start child development and parent education program. Michael is a co-founder of Kona Pacific Public Charter School and has served on the board of Friends of Kona Pacific Public Charter School for 10 years.

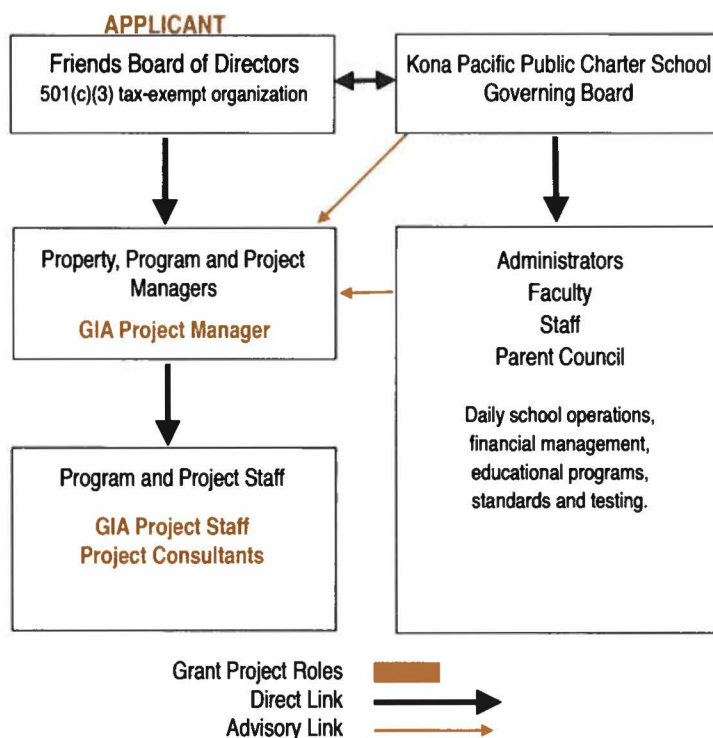
Value-added Program Coordinator. A coordinator for the value-added program will be recruited and hired. Please see the attached job description.

Accountant. Robin Bray, who serves as the finance officer for Friends, will provide project accounting services, estimated at .125 FTE during the grant-funded program.

In addition to these project staff members, expert consultants will assist the project team in the development of the curricula for the farmer/producer classes and trainings. These consultants will be recruited in the first quarter of the project period, and services will include in-kind contributions of time from project partners as well as paid consultants where necessary and appropriate.

B. Organization Chart

The chart below illustrates the position of project staff and the lines of responsibility and supervision of project activities.



C. Compensation

Friends does not compensate any officers or directors; there is one part-time land manager. The organization is staffed primarily by members of the Kona Pacific Public Charter School community who provide expert service pro bono. If funded, this project will create 1.15 FTE positions; compensation details are shown on the attached project budget.

VI. Other

A. Litigation

Not applicable.

B. Licensure or Accreditation

Friends was founded in 2006 and awarded federal 501c3 tax-exempt status in 2012.

C. Private Educational Institutions

Not applicable

D. Future Sustainability Plan

The value-added program will be economically self-sustaining long term, requiring no outside funding source to provide ongoing economic benefit to the community. Funding is requested for startup and development costs, which will allow for organic growth of program revenue, so that by the end of the grant funded startup year, the program will be generating sufficient revenue to meet all costs. The attached budget document details the financial sustainability of the value-added program after the first year of grant-funded start-up costs.

The community kitchen facility's anchor tenant, the WHOLE Foodservice, will provide a guaranteed stream of lease rent income, providing the foundation of the kitchen's long-range economic self-sustainability. The majority of ongoing overhead costs of the kitchen facility will be covered by the anchor tenant lease rent, greatly reducing the economic pressure on the value-added program.

The grant-funded first-year startup activities will lay the groundwork for a robust value-added program, complete with farmer/producer classes and trainings, which will support the program's ongoing operation in year two and beyond.

In addition to assessing user fees that will fund ongoing operations, the value-added program coordinator will seek small grants in future years for new and/or improved program activities. Project partners will also be encouraged to co-develop additional initiatives and funding sources to supplement the initial programs.

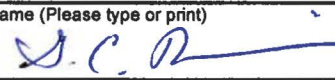
E. Certificate of Good Standing

A current Certificate of Good Standing is attached to this application

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2019 to June 30, 2020

Applicant: FRIENDS OF KONA PACIFIC PCS

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	65,500			
2. Payroll Taxes & Assessments	6,441			
3. Fringe Benefits	19,759			
TOTAL PERSONNEL COST	91,700			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training & Professional Development	7,000			
6. Supplies	1,500			
7. Telecommunication & Data Storage	2,100			
8. Utilities	7,000			
9. Bank, Payroll & HR Fees	1,000			
10. Cleaning Service	5,000			
11. Computer Hardware & Software	8,000			
12. Contingency Fund	5,000			
13. Office Furniture & Fixtures	6,000			
14. Outreach & Membership	2,000			
15. Course, Policy & Best Practices Development	77,500			
16. Strategic Planning	10,000			
17. Website Development	7,500			
18.				
19.				
20.				
TOTAL OTHER CURRENT EXPENSES	139,600			
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	231,300			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	171,000	Gretchen Currie Ramirez 808-443-1989		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested				
(d) Project Income & In-Kind	60,300	Signature of Authorized Official Date		
TOTAL BUDGET	231,300	Gretchen Currie Ramirez		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2019 to June 30, 2020

Applicant: FRIENDS OF KONA PACIFIC PCS

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
n/a			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

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

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2019 to June 30, 2020

Applicant: FRIENDS OF KONA PACIFIC PCS

NOT APPLICABLE TO THIS PROJECT		FUNDING AMOUNT REQUESTED				
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2017-2018	FY: 2018-2019	FY:2019-2020	FY:2019-2020	FY:2020-2021	FY:2021-2022
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: FRIENDS OF KONA PACIFIC PCS

Contracts Total:

1,788,755

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	2015 Capital GIA	2016–2019	Hawaii State Legislature	State	\$1,200,000
2	2018 Capital GIA	2018–2019	Hawaii State Legislature	State	\$400,000
3	AmeriCorps Program – FarmCorps Hawaii	9/18 – 8/19	CNCS/HCNCS	U.S./State	\$161,914
4	Food Forest Agroforestry Project	2014–2019	USDA/NRCS	U.S.	\$26,841
5					
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25					
26					



APPLICATION FOR GRANT IN AID 2019

EXHIBITS

Value-Added Information and Infographic Sheets (2 pages)

Maps of Project Location (2)

Budget and Budget Projections – Program Sustainability

Job Description for Value-added Program Coordinator

USDA Food and Nutrition Service 2015 Western Region Summer Sunshine Award
Mobile Summer Lunch Program

Governor's Certificate of Special Recognition
Breakfast In the Classroom Program

Hawai'i Public Charter Schools Network, "Creating New Best Practices" Award
W.H.O.L.E Food Service

West Hawai'i Community Kitchen Phase I Community Input Report (9 pages)

Friends of Kona Pacific Public Charter School Board Members

Letters of Support

Hawai'i Food Manufacturers Association

Hawai'i Tropical Fruit Growers Association

Hawai'i Farmers Union, Kona Chapter

Office of Hawai'i Child Nutrition Programs



Grant In Aid 2019 Operations Request – Project Information
 Project Title: **West Hawai'i Community Kitchen Value-Added Program**

On behalf of the West Hawai'i community, Friends of Kona Pacific Public Charter School respectfully requests a \$171,000 operations GIA for planning and development of a value-added program for the West Hawai'i Community Kitchen



GOALS	BENEFITS	DETAILS	OPPORTUNITIES
Provide a value-added processing program for our local farmers, who do not currently have access to a community kitchen.	Local farmers will have access to a community kitchen for value-added processing – the only such facility in West Hawai'i.	Value-added processing facility will be housed in the West Hawai'i Community Kitchen located on the applicant's Kanaeue Learning Center.	Partnerships with local farmer organizations and community colleges will enhance local value-added farmer training programs.
Strengthen the regional agricultural economy by providing new revenue streams for local farmers.	Increased community access to prepared, ready-to-use local products.	The community kitchen's anchor tenant, the school's WHOLE Foodservice, will ensure financial sustainability of the facility.	Branding of local products leads to increased community awareness of the quality to local value-added products.
Leverage \$1.6 million in 2015 & 2018 GIA capital funds for kitchen construction to provide robust local economic development.	Local farmers can diversify their markets and customer base.	Centrally located in the heart of Kona's farming district, the facility will be convenient and accessible for local farmers.	The WHOLE Foodservice menus will be enhanced by the inclusion of value-added items produced in the kitchen.
Assist farmers to realize higher income from their agricultural production.	Farmer producers will have access to array of trainings and classes to ensure they have the knowledge and tools to develop marketable products.	The community kitchen design will accommodate foodservice and value-added programs in one shared-use space, leveraging the capital investment.	This new model to improve the local agricultural economy while addressing community hunger can be replicated by other communities.



Grant In Aid 2019 Operations Request – Project Information Project Title: **West Hawai'i Community Kitchen Value-Added Program**

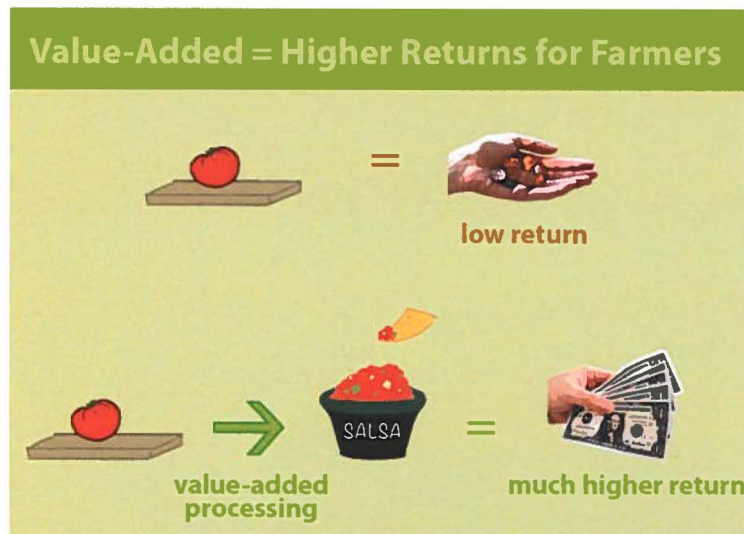
On behalf of the West Hawai'i community, Friends of Kona Pacific Public Charter School respectfully requests a \$171,000 operations GIA for planning and development of a value-added program for the West Hawai'i Community Kitchen

The Project: A Value-Added Program

The value-added program at the West Hawai'i Community Kitchen will provide services to 755 local farmers so that they have the equipment, knowledge, and skills they need to develop marketable value-added products. In addition to the production facility, the program will offer classes including: 1) food safety; 2) food preservation; 3) product development; 4) business plan development; and 5) marketing and distribution.

What is value-added processing?

Value-added is the process of taking a raw commodity and changing it to produce a high quality end product. For small farm enterprises, adding value involves processing, packaging, certifications, labeling, branding, marketing and customer service.



What are the benefits of value-added?

Benefit to Farmers: Adding value to a product leads to higher financial returns, as more of every consumer food dollar goes to the farmer.

Economic Impact: According to the DOA, each dollar invested will generate eleven dollars in return over ten years, so this GIA will generate **\$1.8 million** for family farms in our community.

Community Impact: Money spent on local products stays in the community and benefits the local economy and food sustainability.



Farmers receive for their raw commodity an average about 16% of the dollar consumers spend on food. (Illustration adapted from USDA ERS 2011.)



In addition to the value of their raw food commodity, farmers who process, distribute, sell directly to retail customers and consumers, and/or sell ready-to-eat food can earn a much larger portion of the consumer food dollar. (Illustration adapted from USDA ERS 2011.)

Project Map #1: TMK Map Showing Location of Property



Applicant: Friends of Kona Pacific Public Charter School

Project Map #2: Google Maps



The image above shows the outline of Friends' Kanaeue Learning Center and its location in relation to Kona Community Hospital and the commercial area of Kealakekua. The existing school buildings can be seen in the lower (southwest) corner of the property.

The value-added program will be housed in the new community kitchen, which is sited adjacent to, and makai of, the school campus.



Applicant: Friends of Kona Pacific Public Charter School

**Friends of Kona Pacific Public Charter School
West Hawai'i Community Kitchen • Value-Added Program
2019 Operations GIA Request**

	Grant Funded First Year	Second Year	
	Y1	Y2 →	Note
Inflows			
Operating Inflows			
User Fees	50,000	105,000	Note 1 Hourly rate, depending on equipment used; will increase with program expansion
Total Operating Inflows	50,000	105,000	
Other Inflows			
Grants - State GIA Operation	171,000	-	Note 2 Grant funds requested for startup year, self-sustaining thereafter
In-Kind Support	10,300	n/a	Note 3 In-kind project director first year
Small Grants		5,000	
Total Other Inflows	181,300	-	
Total Inflows	231,300	110,000	
Outflows			
Direct Outflows			
Startup Outflows			
Computer Hardware & Software	8,000		Note 4 Computer workstations, shared printer/scanners
Contingency Fund	5,000		
Office Furniture & Fixtures	6,000		
Public Outreach/Membership Materials	2,000		
Master Food Preserver Course Development	25,000		Note 5 Advanced/Supplementary/Commercial Curricula
Business Plan/Marketing Course Development	35,000		Note 6 Curricula and materials for training courses for farmers/producers
Value-Added Policy & Best Practices Development	17,500		Note 7 Program policy and organizational infrastructure documents
Strategic Planning	10,000		
Web Site Development	7,500		
Total Startup Outflows	116,000		
Personnel Outflows			
Accounting	7,500	7,500	Note 8 .125 FTE
Project Director	-	n/a	Note 9 4 hours per week, in-kind, during project year
Value-Added Program Coordinator	58,000	58,000	Note 10 1.0 FTE
Payroll & Fringe Benefits	26,200	26,200	Note 11 40% of gross compensation
Total Personnel Outflows	91,700	91,700	
Ongoing Outflows			
Bank, Payroll & HR Fees	1,000	750	Note 12 First year includes setup
Cleaning Service	5,000	5,000	Note 13 Weekly deep cleaning
Data Storage/Offsite Backup	1,000	1,000	
Coordinator Professional Development	5,000		
Office Supplies & Postage	1,500	1,500	
Training Supplies & Materials	2,000	500	
Telecommunications	1,100	1,100	
Utilities	7,000	7,000	
Total Ongoing Outflows	23,600	16,850	
Total Outflows	231,300	108,550	
Inflows less Outflows	-	1,450	



Job Description Value-added Program Coordinator

Job Title: Value-Added Program Coordinator

Position Type: Full time

Compensation: Within the budgeted allotment, compensation based on experience and qualifications.

Organizational Description:

Friends' operations are based on our 40-acre property, the Kanaeue Learning Center, located near the town of Kealahou, district of South Kona, on Hawai'i Island. The 40-acre site hosts Kona Pacific Public Charter School, a production farm, and several other educational and community social service initiatives.

Friends' mission is to support the continuing development and operations of Kona Pacific, and to develop sustainable natural resource management systems and community-based food production and educational opportunities on the Kanaeue Learning Center.

Friends' strategic plan leverages the Kanaeue Learning Center property to develop community-based educational initiatives that provide numerous and educational benefits to the children of Kona Pacific and other schools, and a diverse range of economic and social benefits to our rural, underserved community.

Position Description:

- Oversees the operation and management of all equipment, facility, utilities and kitchen use for the West Hawaii Community Kitchen Value-added Program.
- Manages the scheduling system for value-added kitchen use.
- Trains all community users of the kitchen on operations, safety and maintenance
- Enforces sanitary food handling methods and kitchen use policies and procedures.
- Takes regular inventory of equipment and small wares.
- Organizes dry and cold storage.
- Ensures that all users keep kitchen clean and organized.
- Ensures all equipment is properly working, and schedules equipment repair and maintenance.
- Manages the technical assistance program for food entrepreneurs.
- Manages community kitchen development program, with the assistance of the Development Director; grant writing and project management.

Value-Added Program Coordinator Tasks

Startup Activities – 15%

Outreach and recruiting, organizational infrastructure development, farmer training course development, pilot program with three farmer/producers, solicitation and selection of project contractors/consultants, development of program strategic plan.

Operations – 40%

Value-added program management, ongoing program refinement, development of long-term producer and wholesaler network, staff hiring as necessary.

Administration – 15%

Financial management, budget development, health and safety compliance and reporting.

Program Development – 20%

Creation of supplementary/additional programs in response to ongoing needs.

Fund Development – 10%

Grant writing to support capacity building, additional resources, and self-sustainability.

Qualifications and Experience

Minimum Qualifications:

- Must possess a combination of experience and skills that will ensure applicant's ability to fulfill all the responsibilities of the position.
- Demonstrable skills in culinary management.
- At least 5 years residence in West Hawaii, with a comprehensive understanding of the local family farm network and the crops grown in the area.
- A minimum of 5 years experience in grant writing and grant-funded project management
- A minimum of 5 years experience in staff and team management.
- Experience working in a nonprofit organizational environment.
- Proficiency in a solid platform of programs and applications used for project management including Word, Excel, Adobe Acrobat, PowerPoint, and social media.
- General familiarity with QuickBooks and fiscal management procedures.
- A demonstrated ability to establish and maintain effective relationships and partnerships with key stakeholders.
- Highly organized with excellent time and space management skills.
- Excellent written and oral communication skills, including presentation and public speaking skills.
- Flexibility, creativity and capacity to work both independently and collaboratively.
- Strong analytical and problem solving skills.
- Ability to work independently and with minimal supervision.

To Apply

Interested candidates should send their digital resumé with a cover letter to:

Michael Kramer, West Hawaii Community Kitchen Value-Added Program Director
Friends of Kona Pacific Public Charter School
mkramer@hawaii.rr.com



**United States
Department of
Agriculture**

Food and
Nutrition
Service

Western Region

90 Seventh St.
Suite 10-100
San Francisco, CA
94103

225 SFSP
November 9, 2015

Chris Hecht
Kona Pacific Public Charter School
P.O. Box 115
Kealahou, HI 96750

Dear Mr. Hecht,

Congratulations! We are pleased to announce that Kona Pacific Public Charter School (KPPCS) is a recipient of the **2015 Western Region Summer Sunshine Award for Program Expansion in Local Communities**. The award recognizes Kona Pacific Public Charter School for collaborating with local partners to make nutritious meals available for the children of West Hawai'i.

KPPCS used innovative and culturally sensitive ways to reach underserved children, filling a void left by a dearth of summer meal sponsors. Your engaging mobile model is inspiring and transferrable to other communities. Thank you for your efforts that led Kona Pacific Public Charter School to serving over 4,300 more meals in 2015.

The enclosed award certificate and banner are in recognition of your hard work. We wish you continued success with your program!

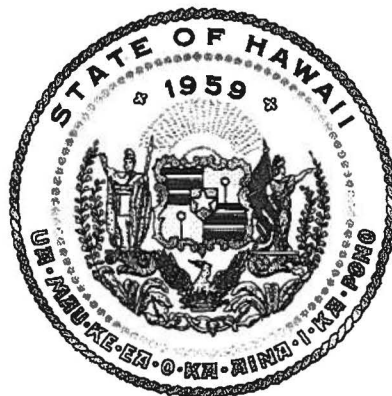
Sincerely,

A handwritten signature in black ink that reads "Ronna Bach".

Ronna Bach, MPH
Director
Special Nutrition Programs

Electronic cc: Sue Uyehara, RD, MPH, Director,
Child Nutrition Program, Hawai'i Department of Education

Jennifer Dang, Coordinator,
Summer Food Service Program, Hawai'i Department of Education



Certificate of Special Recognition

- Presented to -

Kona Pacific Public Charter School

Universal Breakfast in the Classroom

For implementing a campus-wide breakfast program and providing a nutritious morning meal for all students, thus improving their health and academic achievement.

August 18, 2014

DATE

Neil Abercrombie

NEIL ABERCROMBIE

Governor, State of Hawai'i



Hawaii
Public Charter Schools
Network

*Creating New Best Practices for
Public Education in Hawai'i*



2013 – 2014 Hawaii Charter Schools Awards

CREATING NEW BEST PRACTICES AWARD

1

**Kona Pacific Public
Charter School**

Kealahou, Hawai'i Island

Hawai'i Public Charter School Network • P.O. Box 3017 • Aiea, HI 96701 • info@hawaiicharterschools.com

West Hawai'i Community Kitchen Phase I community input report



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Kitchen Equipment Needed	7
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Introduction

In April 2015, Friends of Kona Pacific Public Charter School (Friends) received a Grant in Aid for the construction of a community kitchen that will house the school's foodservice program and will also be available to local farmers and producers for value-added processing.

In October 2015, Friends launched a comprehensive community planning process in order to engage community stakeholders in meaningful opportunities to provide input regarding the value-added production kitchen design, equipment, location & operation. Friends recognizes that it is essential that we receive input from our community in order to make well-informed design and planning decisions that meet the value-added processing needs of our community and local farmers.

In February 2016, the data gathered through the community planning process will be submitted to Kapiolani Community College. KCC will then use that data to generate preliminary kitchen design documents.

Community Input Process

Goal of Community Input & Planning Process

The goal of the community input and planning process is to develop facility and program designs for the West Hawai'i community kitchen that (1) support the successful operation of the WHOLE Foodservice; (2) facilitate a diverse array of uses by our agricultural community; (3) encourage use of the kitchen as a school and community educational center focused on nutrition and agriculture; and (4) serve as a model for a multi-use, non-profit community kitchen.

The design process is intended to result in well-informed decisions that build community interest in and commitment to the vision and values of Friends of Kona Pacific and the community kitchen project.

Input Topics

During the community input process, we sought input regarding the following topics:

- Building & kitchen design elements
 - What building & kitchen design elements will facilitate diverse multi-purpose use and encourage efficient community use?
 - Identification of all possible multi-purpose uses.
- Equipment
 - What equipment will facilitate diverse multi-purpose use and encourage community use?
 - What kinds of specific equipment will serve the value-added processing needs of our local farmers?
- Ongoing operation
 - How can the ongoing community kitchen operation be designed to facilitate efficient multi-purpose use and self-sustaining operation?

Opportunities for Input

1. Community Meetings
 - a. Three general community meetings were held at Kona Pacific; 157 community members provided input.
 - b. A school community meeting was held at which Friends board members, school staff and school Governing Board members provided input.
 - c. Online surveys captured input from community members, local farmers and agricultural producers, and Friends board members, school staff, and the school's Governing Board.
2. Meeting with the WHOLE Foodservice team.
3. Consultations with leaders in the culinary, agricultural, and value-added sectors (please see the list of consultations on the following page).
4. Ongoing visits to community and commercial kitchens.



Consultations

Nancy Redfeather

The Kohala Center – Director, Hawaii Island School Food Network; Hawaii Foodcorps Director

Ken Love

Executive Director, Hawaii Tropical Fruit Growers; Instructor, UH Master Food Preserver Certification Program

Whendi Grad

Hawaii Food Manufacturer's Association, Hawai'i Island Chapter President

Steve Sakala

President, Hawaii Farmers Union Kona Chapter

Carleton Gillenwater

Institutional foodservice and kitchen design expert

Shannon Ramirez

Director, FarmCorps Hawaii; Certified Master Food Preserver

Patti Kimball

American Culinary Federation Kona Kohala Chefs Association Board; retired Konawaena High School Culinary instructor;

Kimber-Lee Erb

Director, Hamakua Incubator Kitchen

Michael Gibson, Lori Beach

Hamakua Harvest

Steve Marquard

Bargreen/Ellingson kitchen design

Colehour Bondera

Farmer, food preserver; Kona Coffee Association Board member; former National Organic Standards Board member

Maureen Datta

Founder & Owner, Adaptations, Inc. (food hub & sustainable agriculture leader)

Eli Ednie

Produce Manager, Choice Mart (South Kona's primary grocery market)

Results - Community Input

I. Products To Be Made in the Community Kitchen

There is no “one size fits all” plan for community kitchens. One of the key qualities for a successful kitchen, as found in the many shared use kitchen case studies that have been conducted around the country, is that the kitchen ***must be closely adapted to its community and environment***. The most significant of these considerations is the kinds of produce grown by local farmers, and the desirable and marketable products that can be made from that produce. During the community input process, local farmers shared their ideas and vision about the array of products that could be produced.

Oils	Avocado oil Macadamia nut oil
Dried Produce	Dried fruits Fruit leather Dried vegetables
Chips, Crackers, Cookies	Kalo (taro) 'Uala (sweet potato) Ulu (breadfruit) Macadamia nuts
Poi	Kalo (taro) Ulu (breadfruit)
Flour (gluten-free)	Ulu (breadfruit)
Fermented & Cultured Foods	Kimchi Probiotic drinks Sauerkraut
Canned & Preserved Foods	Fruit & vegetables Jams, jellies Guacamole Canned fish & meat
Pickled Products	Vegetables
Dairy Products	Cheese Butter
Dried Meat & Jerky	Beef Venison
Juices	Fruit juices Vegetable juices



Condiments

Salsas & Chutneys
Syrups & Sauces

Ready-made Meals & Snacks

Fruit cups
Baby food
Deli meats

Processed Coffee

Freeze dried coffee (instant)
decaffeinated coffee
coffee pulp/cherry processing

Coconut Products

Coconut milk
Coconut flakes & shreds

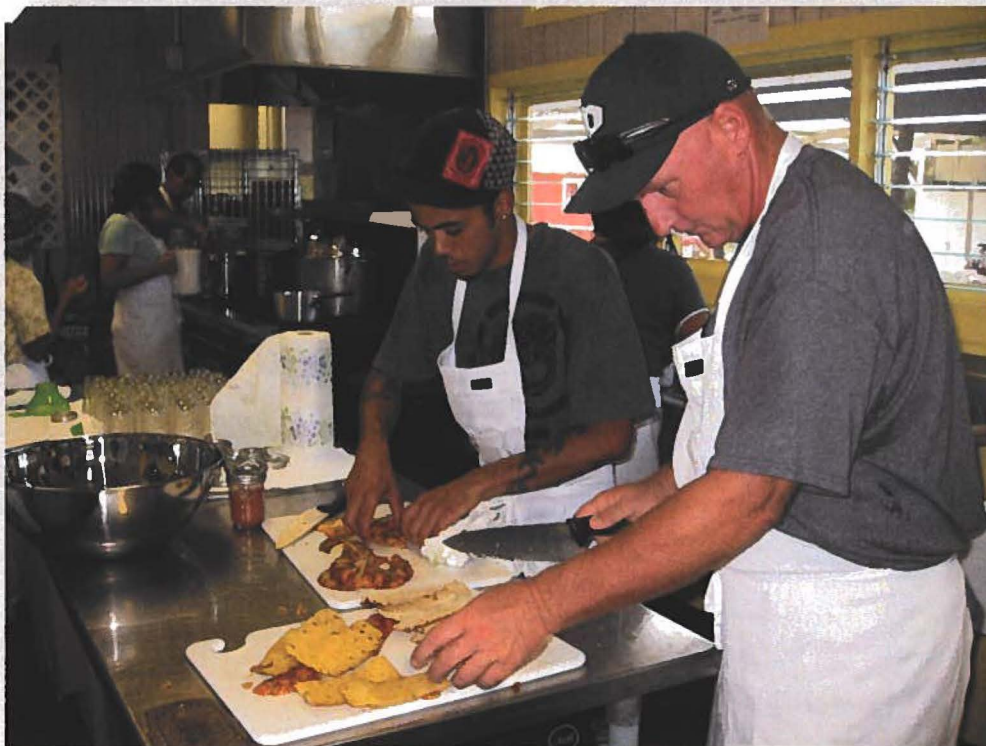
Roasted Vegetables

Tomatoes
Peppers

Fruit concentrates & purees

Chocolate

Extracts



II. Activities to Take Place in the Community Kitchen

Preparing an operations plan for a community kitchen necessitates a comprehensive understanding of the types of activities that will take place in the kitchen. Shared use kitchens are most successful when the different activities are clearly identified and prioritized, so that the shared kitchen layout is efficient in serving the needs of multiple users and uses.

At our West Hawai'i Community Kitchen, there is an anchor tenant, the WHOLE Foodservice, which will provide financial security for the kitchen by generating a consistent cash flow. The foodservice's needs are well established, and provide a solid foundation for facility design. Therefore, the community survey focused on the needs of farmers relating to value-added processing and supportive training and assistance. Educators at Kona Pacific Public Charter School were also surveyed about potential educational uses of the community kitchen for the school's K-8 academic program.

Agricultural Products Processing, Packaging, Storage

Classes for Farmers

- Master Food Preserver (10-15 participants)
- Food Safety
- Fermentation
- Cooking
- Hawaii Food Manufacturers Assn. classes (including wholesale marketing)
- USDA requirements

Seed saving

Recipe development

Kona Pacific PCS & Friends Activities

- FarmCorps Hawaii members making products with students from garden
- Fresh fruit and vegetable snack processing by Farmcorps members
- Cooking classes
- Home economics/kitchen science block
- 3rd grade curriculum
- Chemistry/food science classes
- Cooking garden foods with students
- Workshops for families/community (e.g healthy eating)
- Processing/preserving foods for wa'a ('ai pono)
- 7/8th grade food market as fundraising
- Ola Lokahi Hawaiian Knowledge classes – i.e. poi pounding
- Farm to table dinners
- Nutrition education
- Math with cooking and measurement classes
- Culinary/Agriculture demonstrations by local chefs

III. Kitchen Equipment Needs

Beyond the standard kitchen facilities, specialty equipment for value-added processing can vary greatly. The community surveys yielded important information amount equipment needs specific to our local farmers' products and plans for value-added processing.

Value-Added Production

Grill

High-capacity Steamer

High-heat gas range for preserving

Combi-oven

Flat Top Griddle

Steam-jacket cauldron

Cutting & slicing equipment

Food processors/blenders

Immersion blenders

High-capacity blender

Floor Mixer

Food dehydrators (solar powered?)

Freeze dryers

Extractor/ Oil press (mac nut & avocado)

Fermentation crocks

High-capacity juicer

Canning equipment

Flour and grain mills

CO2 extractor (for decaf coffee)

Smokehouse

Sterilization equipment

High-capacity fermentation crocks

pH testing equipment

brix testing equipment

Scales

Filling machine

Packaging equipment

Storage

Refrigerated storage – separate spaces for WHOLE foodservice and value-added uses

Freezer (rent space to farmers)

USDA-approved freezer space for meat

Mobile refrigerator

Screen shelves

Dry storage protected from vermin

IV. Community Kitchen Operations

Some of the specifics of developing an operations plan for a community kitchen can be defined beforehand through the use of surveys and consultations; others will be an outcome of pilot programs and other trial-and-error approaches. The community input process generated some useful points to consider:



1. Ensure kitchen & equipment is ready for WHOLE Foodservices each morning
2. Ensure all kitchen users are trained and compliant on food safety and handling (Serve Safe, HI Food Handlers, or Master Food Preservers)
3. Coordinate, facilitate joint procurement of common supplies (i.e. canning jars)
4. Recipe sharing
5. Have separate set of equipment for foodservice & for value-added
6. Locked access – security
7. Refrigerated vehicle
8. Require a deposit
9. Farmers process at all different times of the day
10. Farmers interested in using kitchen all days of the week (many requests for Sundays)
11. Fee Ideas
 - a. Exchange/barter agricultural products (w/ WHOLE Foodservice & among farmers)
 - b. Donation based or cooperative model
 - c. Fee schedule
 - i. Per activity, time, usage, and equipment used
 - ii. Maybe different fee for advance notice
 - iii. In Pacific NW - \$10/day + \$5 storage overnight
 - iv. Survey range was \$10 - \$50 per hour
12. Coordinator on-site for check in and check out, care & security
13. Require initial site user training
14. Research nut allergy and gluten-free issues
15. Ensure balance of community and school use
16. Ensure Hazard Analysis Critical Control Point and food safety regulation compliance
17. Potential to provide sales representation services
18. Paved access and parking

Summary

Successful community kitchen projects share one very crucial aspect: they begin with community support and engagement, so that the community that will benefit from the project effectively directs project development, ensuring that the project successfully meets real needs.

The funding for the construction of the kitchen was based on a very solid foundation of community support and well-documented need for such a facility.

The community input process described in this report was the next step in developing a community kitchen that is truly responsive to community needs.

Agriculture can be a challenging way to make a living, and food businesses are among the riskiest forms of entrepreneurship because they deal with changing consumer tastes and, typically, slim profit margins. But food is a basic and familiar need, and in a small rural community with a lot of family farmers such as ours, the concept of maximizing farming income by creating delicious, innovative, ready-to-eat food products is a compelling one.

By ensuring that our community has ample opportunity to provide guidance in the development of the West Hawaii Community Kitchen, we are laying the groundwork for long-term success of the kitchen, and for the success of the businesses that our local farmers will create with their value-added products.

With a solid grounding of community support and ongoing engagement, the new community kitchen will also provide for sustainable and community-based economic development and jobs creation and training opportunities in the expanding field of value-added agricultural products.





BOARD OF DIRECTORS 2019

Michael Kramer, who serves as board president, is a co-founder of Kona Pacific Public Charter School and has demonstrated a lifelong commitment to personal and global sustainability. Michael is Managing Partner and Director of Social Research of Natural Investments LLC, a Registered Investment Adviser that exclusively manages socially responsible investment (SRI) portfolios, a Green America-certified green business, and a founding B Corporation, with offices in 12 states. He is co-author of “The Resilient Investor: A Plan for Your Life, Not Just Your Money.” He serves on the board of the Sustainability Association of Hawai‘i, Feed Hawaii, Sustain Hawaii, and USSIF: The Forum for Sustainable and Responsible Investment.

Kumu Keala Ching serves as the Friends’ board secretary and Alaka‘i (leader and guide) for all Hawaiian culture-based projects on Friends’ 40-acre educational campus. He is a Native Hawaiian cultural educator, composer, song writer, and spiritual advisor to many Hawaiian organizations. Kumu Keala lives and breathes aloha into his Hawaiian heritage with his strong presence and great heart. He is a graduate of University of Hawai‘i, Manoa with a degree in early childhood education. He is fluent in the Hawaiian language, which he uses as the foundation for teaching all of his students. He currently lives in Kailua-Kona, where he is Kumu Hula for Ka Pa Hula Na Wai Iwi Ola.

James Kilgore, who serves as the board treasurer, has worked in nonprofit executive leadership roles for the past 15 years. He is passionate about empowering people with disabilities and their families and currently serves as Executive Director at Full Life Hawaii. Jim joined Friends of Kona Pacific Public Charter School to assist the organization in strengthening its capacity to support the school and the community. Jim brings experience in strategic planning, financial management, and leading change.

Chris Wilcox runs the innovative company Big Island Goat Dozers, which uses goats to clear land for farmers, homeowners and homeowner associations. Previously a boat captain for a Kona fish-farming operation, he switched gears in 2013 to develop what has become a highly popular, economical and eco-friendly approach to eliminate overgrowth on land. Chris also pioneered the use of goats to reduce flammable vegetation on vacant lots in high fire risk areas such as Waikoloa Village.

Rafael Ramirez serves as an advisory member of the Friends board. Rafael managed the West Hawaii Legal Aid Society office for 22 years, providing legal assistance, education and representation for the low-income communities of West Hawai‘i. He developed self-help divorce and bankruptcy clinics to empower these target communities and created an interdisciplinary support network for the elderly and disabled. He was one of the founders of Keōua Hōnaunau Canoe Club and currently serves as its president and head coach, guiding the club’s paddling, cultural and environmental stewardship programs.

Eric Ziemelis is a resident property manager in Keauhou. He served on the governing board of Kona Pacific Public Charter School from 2013–2016, and as the school’s board president from 2014–2016.



January 18, 2016

RE: Letter of Support for GIA Operations Grant Request
Applicant: Friends of Kona Pacific Public Charter School

Dear Legislators,

I am writing to you to express our strong support for the Friends of Kona Pacific Public Charter School's 2016 GIA request for \$165,000 in operations funding for startup development of a value-added agricultural processing facility.

The Hawaii Food Manufacturers Association (HFMA) is a non-profit organization of approximately 150 members, and has been promoting Hawaiian grown or manufactured products since 1977. The HFMA works to increase the understanding and appreciation of the unique flavors, quality, and care that go into the production of Hawaii's fine foods and beverages represented by our membership. HFMA is the only food manufacturing association in the United States.

HFMA members are active in markets around the world and as a collective group of manufacturers. It is our primary goal to provide consumers and institutions worldwide with the freshest and highest quality products at competitive and reasonable prices.

We are pleased that the 2015 legislature awarded Friends a \$1.2 million capital GIA for construction of a community kitchen to house the value-added program, as well as the school's community foodservice. This value-added project will provide many important benefits to the West Hawai'i community, addressing agricultural, economic development, and nutrition needs, and will also strengthen Kona Pacific Public Charter School's educational program.

This request for operations support for start-up and development of West Hawaii's first value-added agricultural processing program, if funded, will create a program that enables farmers to transform their agricultural products into higher-value food products for retail and wholesale distribution. The value-added products will leverage the farmers' current investment in capital, time, and energy, to receive a better return on their work. The value-added program will offer comprehensive services beyond simply providing processing equipment. The program's mentoring and support services will include product/recipe development, business plan development and business incubation, USDA-compliant labeling, and marketing and distribution guidance.

The requested Grant in Aid funding for development of the value-added program will provide direct and immediate economic support to farmers in West Hawai'i. Helping farmers realize higher income from their current farming activities without the requirement of risky capital investment on their part will provide exactly the help they need to turn a borderline economic activity into one that provides a living for their family. This support will strengthen the local food system and agricultural economy, with benefit far beyond the farm.

We look forward to exploring a partnership with Friends in the implementation of this project, and are fully committed to assist them in any way we can. I ask that you support this very worthy project on behalf of the West Hawai'i community.

Sincerely,

Holly Kessler
Operations Manager
Hawaii Food Manufacturers Association



**Hawaii Tropical Fruit Growers
PO Box 1162
Captain Cook, Hi. 96704**

1-14-16

**RE: Letter of Support for GIA Operations Grant Request
Applicant: Friends of Kona Pacific Public Charter School**

Dear Legislators,

I am writing to you to express our strong support for the Friends of Kona Pacific Public Charter School's 2016 GIA request for \$165,000 in operations funding for startup development of a value-added agricultural processing facility.

We are grateful that the 2015 legislature awarded Friends a \$1.2 million capital GIA for construction of a community kitchen to house the value-added program, as well as the school's community foodservice. This value-added project will provide many important benefits to the West Hawai'i community, addressing agricultural, economic development, and nutrition needs, and will also strengthen Kona Pacific Public Charter School's educational program.

This request for operations support for start-up and development of West Hawaii's first value-added agricultural processing program, if funded, will create a program that enables farmers to transform their agricultural products into higher-value food products for retail and wholesale distribution. The value-added products will leverage the farmers' current investment in capital, time, and energy, to receive a better return on their work. The value-added program will offer comprehensive services beyond simply providing processing equipment. The program's mentoring and support services will include product/recipe development, business plan development and business incubation, USDA-compliant labeling, and marketing and distribution guidance.

The requested Grant in Aid funding for development of the value-added program (Hawai'i Master Food Preservers) will provide direct and immediate economic support to farmers in West Hawai'i. Helping farmers realize higher income from their current farming activities without the requirement of risky capital investment on their part will provide exactly the help they need to turn a borderline economic activity into one

that provides a living for their family. This support will strengthen the local food system and agricultural economy, with benefit far beyond the farm.

In addition, the value-added products can be incorporated into the foodservice menus will be purchased at significant savings, further reducing food costs, while keeping nutritional quality high, which benefits the children and adults receiving meals through the WHOLE Food Service which will also be housed in the community kitchen.

The mission of Hawaii Tropical Fruit Growers is “We are dedicated to the Hawaii-grown tropical fruit community through promotion, research, education and collaboration.” Our vision is to expand and perpetuate the diversity, production and legacy of Hawaii grown tropical fruit to its full potential, and we engage in and support tropical fruit research, education, marketing and promotion.

Our membership includes people who work in many aspects of this business: small growers, commercial growers, rare fruit tree collectors, fruit tree nurseries, packers, wholesalers, and manufacturers of tropical fruit specialty products. The majority of HTFG members are in active chapters on Kauai, Molokai, East Hawaii and West Hawaii. There are many members on Maui and Oahu as well.

Over the years, many groups have tried to establish a community kitchen for West Hawaii, and we are thrilled that Friends will be taking up this initiative on behalf of the community. We look forward to exploring a partnership with Friends in the implementation of this project, and are fully committed to assist them in any way we can.

I ask that you support this very worthy project on behalf of the West Hawai‘i community.

Sincerely,

A handwritten signature in black ink that reads "Ken Love". The signature is written in a cursive, flowing style.

Ken Love
Hawaii Tropical Fruit Growers
Executive Director



January 4, 2016

RE: Letter of Support for GIA Operations Grant Request
Applicant: Friends of Kona Pacific Public Charter School

Dear Legislators,

I am writing to you to express our strong support for the Friends of Kona Pacific Public Charter School's 2016 GIA request for \$165,000 in operations funding for startup development of a value-added agricultural processing facility.

We are grateful that the 2015 legislature awarded Friends a \$1.2 million capital GIA for construction of a community kitchen to house the value-added program, as well as the school's community foodservice. This value-added project will provide many important benefits to the West Hawai'i community, addressing agricultural, economic development, and nutrition needs, and will also strengthen Kona Pacific Public Charter School's educational program.

Hawai'i Farmers Union is a chartered chapter of the National Farmers Union. NFU is the second largest general farm organization in the country and was founded in 1902. Today, the organization continues its original mission: to protect and enhance the economic well-being and quality of life for family farmers and ranchers and their rural communities. It does this by promoting legislation and education beneficial to farmers, and by developing cooperative buying and selling methods and businesses. In Hawaii we currently have about 400 members.

We support this request for operations support for start-up and development of West Hawaii's first value-added agricultural processing program that will, if funded, create a program that enables farmers to transform their agricultural products into higher-value food products for retail and wholesale distribution. The value-added products will leverage the farmers' current investment in capital, time, and energy, to receive a better return on their work. The value-added program will offer comprehensive services beyond simply providing processing equipment. The program's mentoring and support services will include product/recipe development, business plan development and business incubation, USDA-compliant labeling, and marketing and distribution guidance.

The requested Grant in Aid funding for development of the value-added program will provide direct and immediate economic support to farmers in West Hawai'i. Helping farmers realize higher income from their current farming activities without the requirement of risky capital investment on their part will provide exactly the help they need to turn a borderline economic activity into one that provides a living for their family. This support will strengthen the local food system and agricultural economy, with benefit far beyond the farm.

In addition, the value-added products can be incorporated into the foodservice menus will be purchased at significant savings, further reducing food costs, while keeping nutritional quality high,

which benefits the children and adults receiving meals through the WHOLE Food Service which will also be housed in the community kitchen.

This project will have major positive impacts that will benefit our West Hawaii community, and I strongly urge the approval of this 2016 GIA request.

Respectfully Submitted,
HAWAII FARMERS UNION UNITED-
KONA CHAPTER



Steve Sakala
Kona Chapter, President

The Kona Chapter is a subdivision of the Hawaii Farmers Union United. The Hawaii Farmers Union United is a nonprofit corporation organized under the laws of Hawaii. The Hawaii Farmers Union United and its Chapters advocate for the sovereign right of farmers to create and sustain vibrant and prosperous agricultural communities for the benefit of all Hawaii through cooperation, education and legislation.



STATE OF HAWAII
DEPARTMENT OF EDUCATION
650 IWILEI ROAD, SUITE 270
HONOLULU, HAWAII 96817

HAWAII CHILD NUTRITION PROGRAMS

January 20, 2016

TO: Friends of Kona Pacific Public Charter School

FROM: Sue Uyehara 
Director, Hawaii Child Nutrition Programs

SUBJECT: Letter of Support for GIA Operations Grant Request

I am writing to you to express our strong support for the Friends of Kona Pacific Public Charter School's 2016 Grant In Aid (GIA) request for \$165,000 in operations funding for startup development of a value-added agricultural processing facility.

We are grateful that the 2015 legislature awarded Friends a \$1.2 million capital GIA for construction of a community kitchen to house the value-added program, as well as the school's community foodservice. This value-added project will provide many important benefits to the West Hawaii'i community, addressing agricultural, economic development, and nutrition needs, and will also strengthen Kona Pacific Public Charter School's educational program.

This request for operations support for start-up and development of West Hawaii's first value-added agricultural processing program, if funded, will create a program that enables farmers to transform their agricultural products into higher-value food products for retail and wholesale distribution. The value-added products will leverage the farmers' current investment in capital, time, and energy, to receive a better return on their work. The value-added program will offer comprehensive services beyond simply providing processing equipment. The program's mentoring and support services will include product/recipe development, business plan development and business incubation, USDA-compliant labeling, and marketing and distribution guidance.

The requested Grant in Aid funding for development of the value-added program will provide direct and immediate economic support to farmers in West Hawaii'i. Helping farmers realize higher income from their current farming activities without the requirement of risky capital investment on their part will provide exactly the help they need to turn a borderline economic activity into one that provides a living for their family.

This support will strengthen the local food system and agricultural economy, with benefit far beyond the farm.

In addition, the value-added products can be incorporated into the foodservice menus at a significant savings, further reducing food costs, while keeping nutritional quality high. This benefits the children and adults receiving meals through the WHOLE Food Service through the community kitchen.

The mission of the of Hawai'i Child Nutrition Programs office is to promote the importance of nutrition through federal compliance, education and partnerships, and our vision is that all participants in the Hawai'i Child Nutrition Programs will be healthy and hunger-free.

We administer several programs in support of these goals, including National School Lunch, School Breakfast, and Special Milk programs, Afterschool Snack, Child and Adult Care Food, and Fresh Fruit and Vegetable program.

We collaborate with Kona Pacific and support their innovative nutrition programs, including pioneering Universal Breakfast in the Classroom, Community Eligibility Provision lunches, made with all scratch cooking, and unique programs that feed hungry community members.

We look forward to exploring a partnership with Friends in the implementation of this project, and are fully committed to assist them in any way we can.

I ask that you support this very worthy project on behalf of the West Hawai'i community.

GR:SU:jo

c: Timothy Mertz, Assistant Director, Hawaii Child Nutrition Programs