

**THE THIRTIETH LEGISLATURE
APPLICATION FOR GRANTS
CHAPTER 42F, HAWAII REVISED STATUTES**

Type of Grant Request:

Operating

Capital

Legal Name of Requesting Organization or Individual: Hawaii Agricultural Foundation
Dba: Hawaii Agricultural Foundation

Amount of State Funds Requested: \$ 463,177

Brief Description of Request (Please attach word document to back of page if extra space is needed):

With grant funding, HAF will work to address the need to increase local food production and garner greater overall community support for local agriculture through agricultural education programs and Public Awareness and Outreach initiatives.

Amount of Other Funds Available:

State: \$ _____

Federal: \$ _____

County: \$ _____

Private/Other: \$ _____

Total amount of State Grants Received in the Past 5 Fiscal Years:

\$ 2,351,363

Unrestricted Assets:

\$ 710,000 (estimated)

New Service (Presently Does Not Exist): Existing Service (Presently in Operation):

Type of Business Entity:

501(C)(3) Non Profit Corporation

Other Non Profit

Other

Mailing Address:

3538 Waialae Ave, #203

City:

Honolulu

State:

HI

Zip:

96816

Contact Person for Matters Involving this Application

Name:
Denise Hayashi Yamaguchi

Title:
Executive Director

Email:
deniseyamaguchi@hawaiiagfoundation.org

Phone:
808-386-2538

Federal Tax ID#:
[REDACTED]

State Tax ID#
[REDACTED]



Denise Hayashi Yamaguchi, Executive Director

1/17/20

Authorized Signature

Name and Title

Date Signed

received
01/17/2020

11:54 am

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



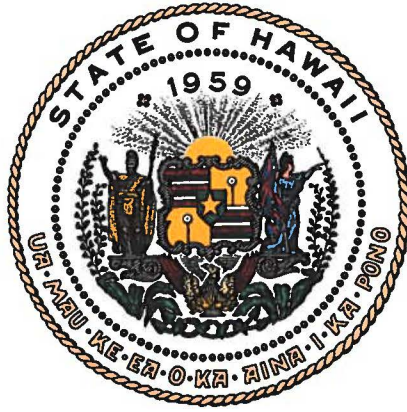
AUTHORIZED SIGNATURE

DENISE HAYASHI YAMAGUCHI
EXECUTIVE DIRECTOR

PRINT NAME AND TITLE

1/17/2020

DATE



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

HAWAII AGRICULTURAL FOUNDATION

was incorporated under the laws of Hawaii on 07/26/2007 ; 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 15, 2020

Catherine P. Owaik

Director of Commerce and Consumer Affairs

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

The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant is awarded;
 - b) Complies with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
 - c) Agrees not to use state funds for entertainment or lobbying activities; and
 - d) Allows the state agency to which funds for the grant were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and ensuring the proper expenditure of the grant.

- 2) If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is incorporated under the laws of the State; and
 - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant is awarded shall be conducted or provided.

- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
 - b) Has a governing board whose members have no material conflict of interest and serve without compensation.

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

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

Hawaii Agricultural Foundation

(Typed Name of Individual or Organization)



(Signature)

1/17/2020

(Date)

Denise Yamaguchi

(Typed Name)

Executive Director

(Title)

I. Certification

3. Public Purpose

(1) The name of the requesting organization or individual;

Hawaii Agricultural Foundation

(2) The public purpose for the grant;

The Hawaii Agricultural Foundation (HAF) grant proposal supports the State's 2050 Sustainability Plan by supporting local agriculture to increase food production. HAF has established K-12 agricultural education initiatives in partnership with the State of Hawaii Department of Education (DOE) to build the State's agricultural workforce in order to sustain Hawaii's agricultural industry. Through a K-12 continuum in schools with a Natural Resource Pathway for ag, HAF programs in Hawaii's public and charter schools create greater student awareness and interest in the industry and teaches relevant skills for success in an agriculture-related enterprise.

(3) The services to be supported by the grant;

With support from this grant, HAF will address the need by: 1) Sustaining its current K-12 ag education programs in public schools across the state and expanding to additional DOE campuses with Natural Resource Pathways for ag. Through K-12 ag education, students begin to foster an appreciation for agricultural at the earliest stages of development, and gain interest in exploring an ag-related career. 2) Support the local agricultural industry by creating a greater consumer demand for local products by facilitating a deeper connection between farmers and community, and vice versa.

(4) The target group; and

Target populations to be served will include K-12 public school students, the community at-large, and the agricultural industry.

(5) The cost of the grant and the budget. [L 1997, c 190, pt of §3; am L 2014, c 96, §6]

\$463,177

Application for Grants

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

I. Certification – Please attach immediately after cover page

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

If the applicant is an organization, the applicant shall submit one (1) copy of a certificate of good standing from the Director of Commerce and Consumer Affairs that is dated no earlier than December 1, 2019.

2. Declaration Statement

The applicant shall submit a declaration statement affirming its compliance with Section 42F-103, Hawaii Revised Statutes. ([Link](#))

3. Public Purpose

The applicant shall specify whether the grant will be used for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes. ([Link](#))

II. Background and Summary

This section shall clearly and concisely summarize and highlight the contents of the request in such a way as to provide the State Legislature with a broad understanding of the request. Please include the following:

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

The Hawaii Agricultural Foundation (HAF) is a non-profit charitable organization created to promote agriculture and farming. Created in 2007 (initially as The Hawaii Farm Bureau Foundation for Agriculture, and renamed The Hawaii Agricultural Foundation in 2007), the mission of HAF is to support and sustain Hawaii's agricultural industry by addressing critical needs and services of farmers and the industry, by better connecting farmers with the community and vice-versa. This involves educational and outreach programs in the community, as well as direct marketing, technical, educational and in-the-field support for farmers.

2. The goals and objectives related to the request;

In line with the State's 2050 Sustainability Plan, HAF aims to address the need to increase local food production and garner greater overall community support for

local agriculture. The goal is to mitigate the effects of a dwindling agricultural workforce by building a pipeline of qualified individuals with the relevant skills to succeed in an agricultural-based enterprise. Through K-12 ag education, students begin to foster an appreciation for agricultural at the earliest stages of development, and gain interest in exploring an ag-related career. Through Public Awareness and Outreach initiatives, HAF works to facilitate a deeper connection between local agriculture and the community and vice versa, in order to create a greater consumer demand for local products.

3. The public purpose and need to be served;

With almost 90% of Hawaii's food supply imported, there is a need to increase local food production to safeguard the islands' food security, overall sustainability and economy. According to the report on Economic Impacts of Increasing Hawaii's Food Self Sufficiency published by the University of Hawaii at Manoa College of Tropical Agriculture and Human Resources (CTAHR), replacing just 10% of imported food would make immense economic impacts, amounting to approximately \$313 million going into the local economy. While there are proliferating opportunities for Hawaii's ag industry to flourish, a qualified workforce of individuals who have the relevant skills required is in dire need. Many multi-generational farms, such as Otsuji Farm, face imminent closure without succession. It is imperative for veteran farmers to pass on the their knowledge cultivated through decades of experience to new farmers and forge a pathway to success.

With support from this grant, HAF will address the need by: 1) Sustaining its current K-12 ag education programs in public schools across the state and expanding to additional Hawaii public school campuses with Natural Resource Pathways for ag. Through K-12 ag education, students begin to foster an appreciation for agricultural at the earliest stages of development, and gain interest in exploring an ag-related career. 2) Establishing a mentorship program for new farmers to learn from and gain hands-on experience with experienced farmers. 3) Support the local agricultural industry by creating a greater consumer demand for local products by facilitating a deeper connection between farmers and community, and vice versa through Public Awareness and Outreach Initiatives.

4. Describe the target population to be served; and

Target populations to be served will include K-12 public school students, the community at-large, and the agricultural industry.

5. Describe the geographic coverage.

Geographic coverage is the entire State of Hawaii.

III. Service Summary and Outcomes

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

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

K-12 Pathway to Ag

Over the past several years, HAF has developed and implemented programs that build a continuum from K-12 to encourage careers in ag and build a pipeline of future farmers. Primarily targeting elementary and middle schools that have a natural resource pathway in the high schools, HAF educational programs – *Where Would We Be Without Seeds*, *Veggie U*, *AquaPono Aquaponics*, *In the Fields*, and *Young Entrepreneurs* – spark interest and engage students with agriculture throughout elementary school, middle school and high school. HAF provides support through Teacher Training Sessions and ag field trips for classes who complete the curriculum.

HAF provides teacher training and professional development sessions for DOE teachers interested in implementing HAF education programs. Participating schools are compensated for teacher substitute expenses to attend the teacher training as well as applicable air and ground transportation for the trainer, and all teaching materials and classroom teaching materials and equipment.

Where Would We Be Without Seeds (Grade 2)

A 3-unit, second grade standards-based curriculum that integrates multiple content areas to provide a hands-on seed-to-planting agricultural experience. This past school year, the program has expanded to more schools on Oahu and Hawaii Island, bringing the total to 10 schools. The program familiarizes students to where food comes from and indirectly introduces the concept of farming as a career option. All lessons are aligned to Common Core, Hawaii Content and Performance Standards III, Next Generation Science Standards, and General Learner Outcomes. HAF currently serves 653 students in this program and will work to expand to at least 700 students in the 2020-21 school year using grant funds.

Veggie U (Grades 3-5)

Veggie U uses curriculum aligned to Next Generation Science Standards; Hawaii Content and Performance Standards III in science, health and social studies; Common Core English language arts and mathematics standards; and General Learner Outcomes. Students gain knowledge of sustainable farming methods, local agriculture, and healthy food choices within the construct of hands-on/minds-on lesson plans that work toward inspiring next generation farmers, and agribusiness men and women who can continue to grow and expand

Hawaii's agricultural industry. HAF currently serves 999 students in this program and will work to expand to at least 1100 students in the 2020-21 school year using grant funds.

Plant to Product (Grade 4)

Plant to Product provides an opportunity for students to learn basic research skills, practice real-world calculations and gain hands-on experience with farming. Students extend their classroom explorations with seeds and plants to the Hawaii Agriculture Research Center Kunia farm site. Students take their seedlings from the classroom, plant them into soil at the farm site, weed around their plants, harvest their product, and enjoy their product in a "feast" cooked by a renowned chef. HAF currently serves 128 students in this program and will work to sustain this number in the 2020-21 school year using grant funds.

AquaPono Aquaponics (Grades 4-8)

An upper elementary/secondary grade program, the science-based curriculum engages students in aquaponics and allows them to demonstrate and apply their knowledge and skills on par with industry standards. All curriculum is aligned to applicable Common Core State Standards and Hawaii Content and Performance Standards and is supported by HAF-sponsored professional development workshops for teachers. HAF currently serves 1314 students in this program and will work to expand to at least 1350 students in the 2020-21 school year using grant funds.

Kids Cooking Local (Grades 6-8)

The program engages students in disadvantaged communities by teaching them about where food comes from, basic cooking skills, how to prepare recipes, and provides them with a bag of ingredients to take home so they can recreate recipes with their families. In cooperation with After-School All-Stars (ASAS) and the Boys and Girls Club of Hawaii (BGCH), weekly sessions take place at five sites that reach Title I schools – Ilima Intermediate, Jarrett Middle, Nanakuli High & Intermediate, Waianae Intermediate and Washington Middle – where students learn about local agriculture and cooking through farm field trips and live cooking demos with a professional chef assigned to each school per semester. HAF currently serves 138 students in this program and will work to expand to at least 140 students in the 2020-21 school year using grant funds.

In The Fields (Grades 9-12)

A partnership program with Hawaii's agricultural industries and businesses, In The Fields educates students on conventional, organic and biotech farming while introducing them to the diversity of careers available in agriculture through internships. HAF currently serves 1120 students in this program and will work to expand to at least 1200 students in the 2020-21 school year using grant funds.

Young Entrepreneurs (Grades 6-12)

HAF's newest program launched to serve students in the 2019-20 school year,

the goal of Young Entrepreneurs (YEP) is to have students create real-life businesses and develop products using local ingredients and materials to sell at the Hawaii Food & Wine Festival's Made in Hawaii Marketplace for Kids by Kids. With grant funding, HAF will host at least two professional development workshops for at least 15 teachers from academies and Career Technical Education programs. The first workshop will provide teachers show teachers how to help their students develop a business plan and entrepreneurial mindset. The second session will have teachers attend the Made in Hawai'i (MIH) Festival to see first-hand how small local businesses market their products and learn the best practices. HAF will work to sustain the program with at least 15 schools for the 2020-21 school year.

Future Farmers of America (FFA) (Grades 7-12)

FFA activities at the state and national levels build capacity and leadership in natural resource teachers and students. Working with the DOE, HAF will continue to support FFA activities and training as a professional development tool for DOE teachers using grant funds to provide subsidies for teachers from 10 public schools to cover the cost of hiring substitute teachers, hotel accommodation, meals, and transportation to the FFA State Convention in Maui, April 1-3, 2020.

<u>Tasks</u>	<u>Responsibilities</u>
Market HAF Ag Programs with support of DOE	HAF / DOE
Teacher training / Professional development for Where Would We Be Without Seeds, Veggie U, AquaPono, In The Fields, Young Entrepreneurs	HAF / DOE
Supply teaching kits and materials for each program to teachers	HAF
Execution of Ag Programs by Teachers	DOE Teachers
Evaluation of Ag Programs through site visits	HAF
Keiki in the Kitchen Marketplace	HAF
FFA Conference	HAF / DOE

Public Awareness and Outreach Initiatives

Through Public Awareness and Outreach Initiatives, HAF will continue to support the local agricultural industry by creating a greater consumer demand for local products by facilitating a deeper connection between farmers and community, and vice versa.

EAT THINK DRINK

HAF's EAT THINK DRINK (ETD) event series takes place three times a year and engages diverse audiences. The events have become widely popular among millennials, Gen X and others who are not necessarily tied to the ag industry. While there is much collaboration in the industry, there is also divisiveness. Misinformation, fear-based tactics about ag issues such as GMO and pesticides have made it difficult to work together to reach the shared goal of increasing local

food production. ETD serves as common ground for the community to learn about the food we eat, the people who produce it and how the community can come together to address issues at hand. Each event features a keynote speaker, panel discussion, audience Q&A and food and beverage portion of the event with local chefs creating dishes around the theme of the event and incorporating at least one local ingredient.

For 2020, HAF will host three events with the following topics:

- 1) Food Policy
- 2) Food Waste
- 3) Farm to State initiatives

<u>Tasks</u>	<u>Responsibilities</u>
Bring public and private partners together for planning	HAF
Secure location for events	HAF
Determine theme and program	HAF
Invite speakers	HAF
Provide marketing support for workshops	HAF
Conduct overall evaluation on effectiveness	HAF

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

HAF will complete the scope of work within one year from the date grant funds are released.

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

HAF regularly engages with a myriad of constituents to ensure it is addressing the needs of the communities it serves, seeking feedback, input and consultation to improve upon its current initiatives. With respect to challenges farmers face, HAF works with government, private entities and nonprofit organizations to ensure it is up to date on industry needs.

K-12 Pathway to Ag

Through regular teacher surveys and other qualitative methods, HAF determines the effectiveness of its curriculum, student engagement and attitudes towards local agriculture. Feedback has led to improvements in programming. The number of schools and classrooms implementing the programs and students served indicates the success of each education program.

Public Awareness and Outreach Initiatives

EAT THINK DRINK

HAF engages with State and private entities to foster discussion on pressing ag-

related issues, including the Dept. of Agriculture, Dept. of Education, Kamehameha Schools, Alexander & Baldwin, Lendlease, Hawaii Crop Improvement Association, and Ulupono Initiative, among others. Following the events, HAF surveys attendees on the quality of the presentations so that improvements can be made for future events. The number of attendees and qualitative feedback from the surveys determine the success of each event.

4. List the measure(s) of effectiveness that will be reported to the State agency through which grant funds are appropriated (the expending agency). The measure(s) will provide a standard and objective way for the State to assess the program's achievement or accomplishment. Please note that if the level of appropriation differs from the amount included in this application that the measure(s) of effectiveness will need to be updated and transmitted to the expending agency.

K-12 Pathway to Ag, 2020-21 school year

Where Would We Be Without Seeds (Grade 2)

HAF currently serves 653 students in this program and will work to expand to at least 700 students in the 2020-21 school year using grant funds.

Veggie U (Grades 3-5)

HAF currently serves 999 students in this program and will work to expand to at least 1100 students in the 2020-21 school year using grant funds.

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In The Fields (Grades 9-12)

HAF currently serves 1120 students in this program and will work to expand to at least 1200 students in the 2020-21 school year using grant funds.

Young Entrepreneurs (Grades 7-12)

HAF will host a two professional development workshops for at least 15 teachers from DOE schools and Career Technical Education programs. HAF will work to sustain the program with at least 15 participating schools.

Future Farmers of America (FFA) (Grades 7-12)

HAF will continue to support FFA activities and training as a professional development tool for DOE teachers using grant funds to provide subsidies for teachers from 10 public schools to cover the cost of hiring substitute teachers, hotel accommodation, meals, and transportation to the FFA State Convention in Maui, April 1-3, 2020.

Public Awareness and Outreach Initiatives

EAT THINK DRINK

HAF will host three events with 12 speakers and a minimum of 200 attendees at each event.

IV. Financial

Budget

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

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2021.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
115,794.25	115,794.25	115,794.25	115,794.15	463,177

The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2021.

HAF is seeking funding in the fiscal year 2021 from the following:

- Hawaii Community Foundation
- Annie Sinclair Knudsen Memorial Fund
- Atherton Family Foundation
- Kukio Community Fund
- County of Hawaii
- County of Kauai
- County of Maui
- Sysco Hawaii
- Lendlease – Island Palm Communities
- Mahi Pono

- Hawaiian Electric Company
- Hawaii Gas
- Alexander & Baldwin
- Kamehameha Schools
- Ulupono Initiative
- Ward Villages Foundation

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

N/A

5. The applicant shall provide a listing of all federal, state, and county government contracts, grants, and grants in aid it has been granted within the prior three years and will be receiving for fiscal year 2021 for program funding.

See attached page 10

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2019.

The **ESTIMATED** balance of unrestricted current assets as of December 31, 2019 is \$710,000.

V. Experience and Capability

1. Necessary Skills and Experience

The applicant shall demonstrate that it has the necessary skills, abilities, knowledge of, and experience relating to the request. State your experience and appropriateness for providing the service proposed in this application. The applicant shall also provide a listing of verifiable experience of related projects or contracts for the most recent three years that are pertinent to the request.

Established in 2007, HAF has worked to address the need for Hawaii to become more food sustainable through three areas that deal with the supply and demands of agriculture. Its Farmer Assistance Programs support the viability of supporting farmers with training/educational working, infrastructure, and technology. Through its Education Programs, HAF has promoted agricultural careers and developed a K-12 continuum, including but not limited to specific Dept of Education complex areas with a natural resource pathway to ag. The programs have grown from serving 160 students in its beginning stages to over 22,000 students collectively over the last six years. Its Public Awareness and Outreach Initiatives are centered around community education such as the EAT

THINK DRINK events series, which have consistently become a sold-out success. The annual Localicious campaign has grown from raising \$31,000 for HAF's K-12 ag education programs in its first year of 2014 to over \$65,000 in 2019. The Localicious campaign continues to attract an increasing number of businesses while garnering community support.

2. Facilities

The applicant shall provide a description of its facilities and demonstrate its adequacy in relation to the request. If facilities are not presently available, describe plans to secure facilities.

HAF has an office location in the Kaimuki area of Honolulu and operates a 220-acre agricultural park in Kunia. HAF contracts Second City Property Management to handle day-to-day operations of the ag park.

VI. Personnel: Project Organization and Staffing

1. Proposed Staffing, Staff Qualifications, Supervision and Training

The applicant shall describe the proposed staffing pattern and proposed service capacity appropriate for the viability of the request. The applicant shall provide the qualifications and experience of personnel for the request and shall describe its ability to supervise, train and provide administrative direction relative to the request.

HAF is managed by an Executive Director Denise Hayashi Yamaguchi with day-to-day administrative support from Executive Assistant, Cassidy Apo. Ms. Yamaguchi reports to a 10-member Board of Directors. Finance Advisor Teri Matsukawa oversees all financial reporting and budgeting for the organization. Associate Director of Development, Allison Tong manages funding, oversees marketing communications for HAF and its Public Awareness and Outreach Initiatives. Communications Coordinator Sarah Anne Mau and Communications and Development Assistant Lei'a Haff execute marketing communications and support Public Awareness and Outreach Initiatives. K-12 Education Programs are led by Education Programs Managers, Elizabeth Stanton and Celeste Yee. All staff report directly to Executive Director. See qualifications below:

Denise Hayashi Yamaguchi, Executive Director

Prior to working for the HAF, Ms. Yamaguchi was a consultant to the Hawaii Farm Bureau Federation where she helped craft the language, vision and mission of the Foundation. She has more than nineteen years working as a consultant and executive with non-profit organizations specializing in strategic planning, fund development, marketing, government affairs, public relations and community relations. Her past employers and clients include NCL America, Bishop Museum, Japanese Cultural Center, Hawaii Foodbank, U.S. Senator Daniel K. Inouye, 3Rs, Artisans' Farmers Alliance, Durrant Media Five, Hawaii Institute for Public Affairs, Hawaii Farm Bureau Federation, Coast Guard

Foundation, Hawaii Forest Industry Association, U.S.S. Battleship Missouri Association, and the State of Hawaii Procurement Office.

Cassidy Apo, Executive Assistant

Ms. Apo joins HAF as a 2019 graduate of Saint Martin's University in Lacey, Washington in May 2019. Apo majored in business administration while also coordinating, planning, and executing campus events for her university. She also interned and volunteered as an event planning assistant for a non-profit children's museum in Washington.

Teri Matsukawa, Finance Advisor

Ms. Matsukawa serves as the financial advisor for HAF and oversees all financial reporting and budgeting for the organization. She has more than 30 years in accounting and financial management with her last position as the CFO for Louis Vuitton. She is a graduate of the University of Hawaii and is a Certified Public Accountant

Allison Tong, Associate Director of Development

Formerly based in Hong Kong and the San Francisco Bay Area, Ms. Tong brings a wealth of experience in media, marketing, events and project management spanning from Cohn & Wolfe – a global public relations agency under the WPP conglomerate, to Digital Butter – a tech startup. She secures grant funding, corporate sponsorships and leads HAF's Public Awareness and Outreach initiatives. She holds a bachelor's degree in Strategic Communications from Hawaii Pacific University and attended Bauman College in Berkeley, California where she became a certified chef of holistic health and nutrition.

Elizabeth Stanton, Education Programs Manager

Ms. Stanton currently manages all of HAF's education programs, with a primary focus on after-school initiative Kids Cooking Local and Young Entrepreneurs. She has a Masters degree from the University of Hawaii in Education Foundations and graduated from the George Washington University with a Bachelor of Arts degree in International Relations. Prior to her tenure with HAF, she spent four years working as the Educational Program Director for the Japan America Society of Hawaii. She is experienced in coordinating programs and volunteers, and has experience working directly with school administrators, teachers and students.

Celeste Yee, Education Programs Manager

For the past three years, Ms. Yee has developed outreach programs and executed trail management projects as an Outreach & Administrative Associate for the Division of Forestry and Wildlife (DOFAW), DLNR. Prior to working at DOFAW, she served as a Science Resource Teacher for Myron B. Thompson Academy for elementary school students. With a degree in biology and a passion for education, Ms. Yee also has work experience in systematics laboratories at

the University of Hawai'i at Mānoa, and supported a number of high school environmental learning programs in her hometown of Kaneohe.

Sarah Anne Mau, Communications Coordinator

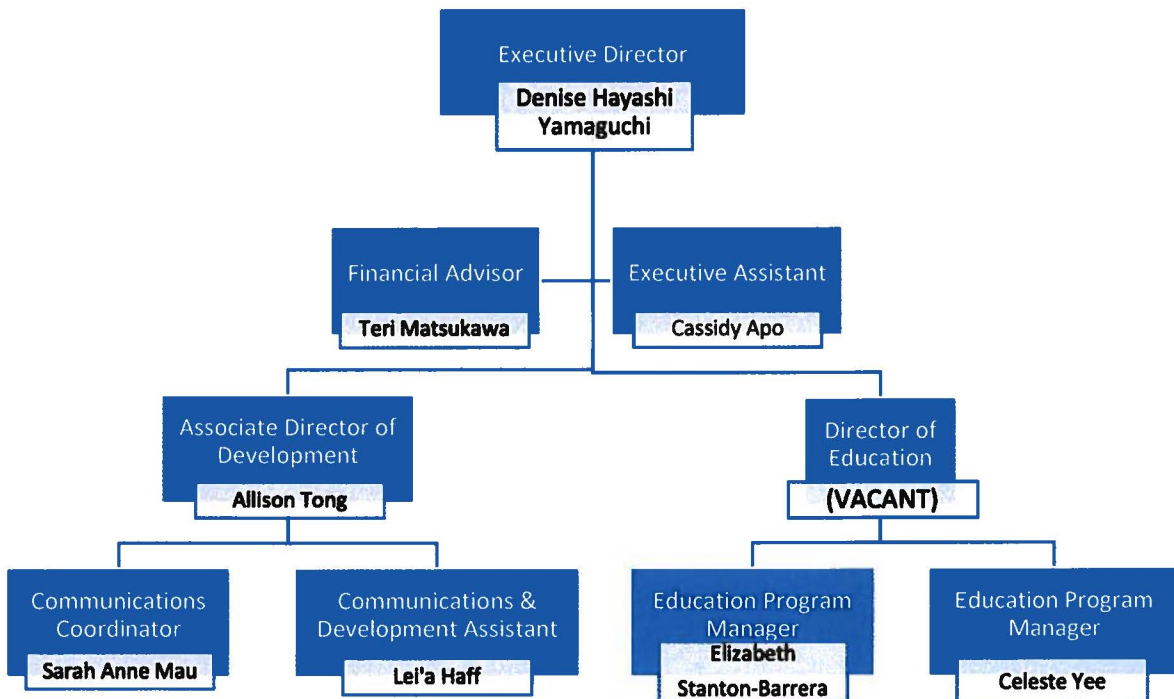
Ms. Mau graduated from Punahou School in Oahu and obtained a Bachelor's degree in Psychology from the University of Southern California. As an editor of Hawaii Parent Magazine and Hawaii Military Guide, she helped launch the company's social media presence. Ms. Mau is charged with developing communications materials, content and community management on HAF social media channels and the HAF website. She also assists with the coordination and execution of Public Awareness and Outreach Initiatives.

Lei'a Haff, Communications and Development Assistant

Ms. Haff is a recent 2019 graduate of the University of Hawaii West Oahu. She assists with the distribution of communications materials, design of marketing collaterals, and the coordination and execution of Public Awareness and Outreach Initiatives.

2. Organization Chart

The applicant shall illustrate the position of each staff and line of responsibility/supervision. If the request is part of a large, multi-purpose organization, include an organization chart that illustrates the placement of this request.



3. Compensation

The applicant shall provide an annual salary range paid by the applicant to the three highest paid officers, directors, or employees of the organization by position title, not employee name.

Executive Director \$102,000 - \$115,000
Director of Development \$60,000 - \$65,000
Director of Education \$60,000 - \$65,000

VII. Other

1. Litigation

The applicant shall disclose any pending litigation to which they are a party, including the disclosure of any outstanding judgement. If applicable, please explain.

N/A

2. Licensure or Accreditation

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

N/A

3. Private Educational Institutions

The applicant shall specify whether the grant will be used to support or benefit a sectarian or non-sectarian private educational institution. Please see [Article X, Section 1, of the State Constitution](#) for the relevance of this question.

This grant will not benefit a sectarian or non-sectarian private educational institution.

4. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2020-21 the activity funded by the grant if the grant of this application is:


- (a) Received by the applicant for fiscal year 2020-21, but
- (b) Not received by the applicant thereafter.

HAF will proactively increase efforts to increase funding through additional corporate sponsorships, foundations and private donors. Its programs are currently sponsored by Sysco Hawaii, Mahi Pono, Anheuser-Busch Sales of Hawaii Inc., Paradise Cove Alexander & Baldwin, Southern Wine and Glazers, Hawaii Crop Improvement Association, Lendlease, Hawaii Gas, Hawaii Electric Company, Ulupono Initiative, Hawaii Community Foundation, and anonymous donors.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2020 to June 30, 2021

Applicant: Hawaii Agricultural Foundation

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	231,800			
2. Payroll Taxes & Assessments				
3. Fringe Benefits	35,350			
TOTAL PERSONNEL COST	267,150			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	13,000			
2. Insurance	3,000			
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Computer and mailing supplies				
7. Telecommunication	4,000			
8. Utilities	3,500			
9. Internet	12,600			
10. Contracted services - Accounting	12,000			
11. Contracted services - Photography, videography, graphic design	10,000			
12. Contracted services - Digital marketing consultant	7,500			
12. Substitute Teachers	6,682			
13. Entrance Fees	4,250			
14. Honorarium/Stipends	5,190			
15. Teaching materials and equipment	9,650			
16. Printing	5,000			
17. Food Cost	2,390			
18. Ground Transport/Ag Tours	19,915			
19. FFA Conference	23,350			
20. Facilities	30,000			
21. Supplies	24,000			
TOTAL OTHER CURRENT EXPENSES	196,027			
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	463,177			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	463,177	Denise Hayashi Yamaguchi 808-386-2538		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested		 1/17/20		
(d) Total Private/Other Funds Requested		Signature of Authorized Official Date		
TOTAL BUDGET	463,177	Denise Hayashi Yamaguchi, Executive Director Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2020 to June 30, 2021

Applicant: Hawaii Agricultural Foundation

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Education Director	1	\$65,000.00	100.00%	\$ 65,000.00
Education Manager	1	\$55,000.00	100.00%	\$ 55,000.00
Director of Development	1	\$65,000.00	40.00%	\$ 26,000.00
Executive Director	1	\$102,000.00	40.00%	\$ 40,800.00
Communications Director	1	\$50,000.00	50.00%	\$ 25,000.00
Communications Assistant	1	\$40,000.00	50.00%	\$ 20,000.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				231,800.00
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2020 to June 30, 2021

Applicant: ___Hawaii Agricultural Foundation

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, 2020 to June 30, 2021

Applicant: _Hawaii Agricultural Foundation

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: 2018-2019	FY: 2019-2020	FY:2020-2021	FY:2020-2021	FY:2021-2022	FY:2022-2023
PLANS	N/A					
LAND ACQUISITION	N/A					
DESIGN	N/A					
CONSTRUCTION	N/A					
EQUIPMENT	N/A					
TOTAL:	N/A					
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Apr

Hawai'i Agricultural Foundation

Contracts Total:

2,351,363

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	Contract C.005737—Building a Continuum	06/14/16-05/31/17	Dept of Research & Dev	Hawaii	\$ 25,000.00
2	Contract C.006646—Building Ag Ed from K-12	09/11/17-06/30/18	Dept of Research & Dev	Hawaii	\$ 25,000.00
3	Contract C.007344—Deepening K-12 Ag Ed	11/7/18-06/30/19	Dept of Research & Dev	Hawaii	\$ 15,000.00
4	CT-DCS-1400080 Funding Improvement & Ag Land to Allow Farmers More Productivity & to Create Branding & Marketing for Farmers of the Kunia Agricultural Park	01/24/14-01/23/15	Dept of Community Serv	Honolulu	\$ 90,018.00
5	CT-DTS-1500364 Provide Lands, Infrastructure & Technical Assistance to Small Farmers	07/01/15-10/31/15	Dept of Community Serv	Honolulu	\$ 30,006.00
6	CT-DTS-1600062 Buildng a New Generation of Farmers	10/01/15-09/30/16	Dept of Community Serv	Honolulu	\$ 150,000.00
7	Appropriation 001-0901-512-36-00 Localicious Hawaii: Kauai County Expansion	09/15/18-09/14/19	Ofc of Economic Dev	Kauai	\$ 6,750.00
8	CO-10555 Build a Continuum from K-12	07/01/14-05/31/16	Dept of Education	State	\$ 466,339.00
9	CO-10621 Provide Educational & Outreach incl. Technical, Educational & In-the-Field Support	07/01/15-12/31/17	Dept of Education	State	\$ 308,750.00
10	CO-65683 Agriculture Expansion Program	07/01/16-05/31/18	Dept of Agriculture	State	\$ 100,000.00
11	CO-66478 Farmer, Student & Community Education Program	07/01/17-06/30/19	Dept of Agriculture	State	\$ 250,000.00
12	CO-67400 Connecting Farmers to the Community	07/01/18-12/31/19	Dept of Agriculture	State	\$ 400,000.00
13	Contract 62512 Localicious 2014	01/01/14-01/01/15	Dept of Agriculture	State	\$ 10,000.00
14	Contract 63731 Localicious 2015	03/20/15-03/20/16	Dept of Agriculture	State	\$ 20,000.00
15	Contract 64544 Localicious 2016	03/08/16-03/08/17	Dept of Agriculture	State	\$ 10,000.00
16	Contract 65686 Localicious 2017	05/02/17-05/02/18	Dept of Agriculture	State	\$ 22,500.00
17	(Contract no. pending) 2019 Grant In Aid—Ag 20	07/01/19-12/31/20	Dept of Agriculture	State	\$ 400,000.00
18	Contract C.007344—Deepening K-12 Ag Educati	06/19/19-6/30/20	Dept of Research & Dev	Hawaii	\$ 15,000.00
19	OED20-G021—2020 Localicious Hawaii	10/02/19-9/14/2020	Office of Economic Deve	Kauai	\$ 7,000.00
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