

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

Type of Grant Request:

Operating                       Capital

Legal Name of Requesting Organization or Individual:    Db: Hawaii Institute of Pacific Agriculture

Amount of State Funds Requested: \$ 274,219

**Brief Description of Request (Please attach word document to back of page if extra space is needed):**  
 Hawaii Institute of Pacific Agriculture aims to increase the amount of local food produced and distributed to the DOE North Kohala Complex and beyond. They are working towards this goal by continuing to build a network of local farmers in Kohala and working with them to increase their production and access to markets. In conjunction, the applicant is continuing to offer and further develop its youth programming that teaches students about agriculture and nutrition, further connecting them to the food they are being served in the cafeteria. HIP Ag's educational programming is also focused on increasing the number of young people interested in agriculture as a career path to expand student's overall awareness of nutrition and connection to the agriculture industry. The applicant will accomplish these goals through the following objectives: Objective 1 (Kohala Food Hub): Local Procurement in North Kohala, Objective 2 (Education): K-2C Agriculture Education in North Kohala.

Amount of Other Funds Available:

State:            \$ 0  
 Federal:        \$ 93,649  
 County:        \$ 21,200  
 Private/Other: \$ 52,278

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

\$ 175,000  
 Unrestricted Assets:  
 \$ \$139,746.78

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:    PO Box 497


City:    Kapaau                      State:    HI                      Zip:    96719

Contact Person for Matters Involving this Application

Name: Lauren Ruotolo	Title: Director of Development
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Federal Tax ID#: 	State Tax ID# 
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 \_\_\_\_\_ LAUREN RUOTOLO - Director of Development    13 January 2020  
 Authorized Signature                      Name and Title                      Date Signed



## 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



LAUREN RUOTOLO - DIRECTOR OF DEVELOPMENT

13 JANUARY 2020

AUTHORIZED SIGNATURE

PRINT NAME AND TITLE

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 INSTITUTE OF PACIFIC AGRICULTURE

was incorporated under the laws of Hawaii on 03/26/2014 ; 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 17, 2017

Director of Commerce and Consumer Affairs







### **Certification 3. Public Purpose**

(1) The name of the requesting organization or individual; Hawaii Institute of Pacific Agriculture.

(2) The public purpose for the grant; The goal of the HIP Ag's 2020 program supports Governor Ige's goal to make Hawaii more food self-sufficient and to double local food production by 2020. We aim to increase the amount of local food produced and distributed to the DOE North Kohala Complex and beyond. We are working towards this goal by continuing to build a network of local farmers in Kohala and working with them to increase their production and access to markets. In conjunction, we are continuing to offer and further develop our youth programming that teaches students about agriculture and nutrition, further connecting them to the food they are being served in the cafeteria.

(3) The services to be supported by the grant; As part of this grant, HIP Ag will initiate: We will accomplish these goals through the following objectives:

Objective 1 (Kohala Food Hub): Local Procurement in North Kohala

Objective 2 (Education): K-20 Agriculture Education in North Kohala

(4) The target group; The primary populations to benefit from GIAS within objective 1 include new and existing farmers in Kohala as well as the Kohala DOE Complex (population of 864 students). Kohala community also benefits by receiving and consuming more locally-grown food from both HIP Ag and KHS Farm. The target populations served through objective 2 are K-20 students: an average of 50% of K-12 students from Kohala, as well as post-secondary students who have an interest in pursuing a career in agriculture. These students will benefit from a comprehensive hands-on educational experience that they can leverage to build their careers in agriculture. Our burgeoning Apprenticeship Program is designed to be an attractive next step in ag education for students participating in the HS Mentorship and Summer Internship.

(5) The cost of the grant and the budget [L 1997, c 190, pt of §3; am L 2014, c 96, §6] HAF is requesting \$274,219 for the Hawaii Institute of Pacific Agriculture's project.

## 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 Institute of Pacific Agriculture (HIP Ag) provides agriculture and nutrition education to students grades K-20. Established in 2008, HIP Ag provides programs primarily in Kohala. HIP Ag's mission is to practice and teach regenerative agriculture through programming developed to educate K-20, local farmers, and its community. HIP Ag has a track record of offering successful programming to Kohala schools and developing ongoing partnerships to build upon our success.

Over the past ten years, we have provided our community with educational programming which includes farm field trips, in-school workshops, infield farmer training, and community events. We have added to our offerings over the past two years by developing a High School Agricultural Mentorship and Internship program, a one-year post-secondary Farm Apprenticeship program, and are actively supporting 'Aina Pono in creating a successful Farm to School Pilot (F2S) and Garden to Cafeteria Program Pilot (G2C) at the Kohala Complex in Hawaii. Our small 10-acre farm of combined market gardening and tropical agroforestry serves as our classroom for our educational programming and an avenue to supply F2S in Kohala with fresh fruits and vegetables. As we build capacity to meet the needs of production for F2S, we are

working to develop a local distribution network of local farms to aggregate local produce to supply F2S in Kohala and beyond. We currently have eight farmers who have joined and we are consistently networking within the community to find additional farms willing to participate. In 2019 HIP Ag provided 4,500 lbs. of fresh produce to the Kohala DOE Complex and 22,000 lbs. to the Kohala community.

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

The goal of the HIP Ag's 2020 program supports Governor Ige's goal to make Hawaii more food self-sufficient and to double local food production by 2020. We aim to increase the amount of local food produced and distributed to the DOE North Kohala Complex and beyond. We are working towards this goal by continuing to build a network of local farmers in Kohala and working with them to increase their production and access to markets. In conjunction, we are continuing to offer and further develop our youth programming that teaches students about agriculture and nutrition, further connecting them to the food they are being served in the cafeteria. Our educational programming is also focused on increasing the number of young people interested in agriculture as a career path to expand student's overall awareness of nutrition and connection to the agriculture industry. We will accomplish these goals through the following objectives:

- **Objective 1 (Kohala Food Hub): Local Procurement in North Kohala**
- **Objective 2 (Education): K-20 Agriculture Education in North Kohala**

We remain committed to working with our partners at the Hawaii State Department of Education (HIDOE), Hawaii Public Health Institute, Farm to School Hui, Ulupono Initiative, Dorrance Family Foundation, Hawaii Department of Agriculture, and The Kohala Center to address these challenges together so that together we make the F2S program a success. We are dedicated to teaching the youth and working to support 'Aina Pono's efforts to bring in local foods into the cafeteria through Farm to School and Garden to Cafeteria programs.

## 3. The public purpose and need to be served;

North Kohala has a land area of 133 square miles, of that 85% of lands are currently zoned for agriculture. Despite this productive ag land, the state imports 85-90% of its food. In 2016, Governor Ige committed Hawaii to double its food production by 2020. The economic impact of food import replacement is significant; replacing just 10 percent of the food the state currently imports would amount to about \$313 million, according to a state report. Furthermore, in 2016 the North Kohala Community Development Plan (NKCDP), set a district goal to produce 50% of the food it consumes and to support local agriculture by re-establishing the district's ag-based education programs. One of the biggest challenges for our district to meet this goal is that the majority of farmers in Hawaii are 60 or older and the state doesn't currently have the needed workforce to replace them, preventing the expansion and development of new agricultural lands for food production. Additionally, the current issues are the lack of infrastructure, capital, and a workforce that can move the ag industry forward. With the average age of a farmer in Hawaii 60 years of age, it is critical that we encourage our youth to look at careers in agriculture. The

future of ag will be in the hands of new farmers who are versed in technology and new farming methods that make the business of agriculture viable.

One of the goals of the Farm to School Initiative is to address the supply and demand issues surrounding the purchasing of local food for our State school cafeterias. We are committed to working with local farmers in our area to provide training and resources that can increase their production and access to markets, along with the DOE to develop a localized food system in Kohala, that can be a model for the state. We have identified that procurement from small and local farms within the DOE is one of the biggest challenges to increase localized production for the F2S program. As a solution and with help from both DOA and GIA State grants, we created the Kohala Food Hub (KFH) which is a local aggregation center in North Kohala. We launched KFH in the summer of 2019 to address multiple needs within our community and the State of Hawaii. KFH involves local farmers, orchard owners, and backyard gardeners of North Kohala and interacts with them through procurement, education, and advertisement of growers' produce through an online market for consumers. KFH provides cold storage as we noticed that many farmers in our community, including ourselves, lacked access to this necessity. The site additionally supports access to a large wash pack, workshop space, and will eventually house a commercial kitchen with equipment for processing and packaging. In September, the Hawaii Agriculture Research Center (HARC) requested our support in establishing a lab in Kohala for the testing of agriculture water. Our ability to provide this service locally allows us to better support our local growers to meet food safety requirements and respond to their needs. Our tandem goals through KFH are to elevate F2S procurement by aggregating larger quantities and more varieties of produce while also supporting small-scale farmers to grow and meet the need for more local food.

According to the Coordinated Framework of Support for Preschool through Post-Secondary Agriculture Education in HI, the UH System Report to the 2019 Legislature states, "To meet the State's aspirations for increased food security, the number of local farms and farmers, the amount of food produced, and funding to agriculture education will need to increase significantly. A primary cause of the shortage in new farmers is the lack of support in agriculture education with an absence of agricultural teachers causing a reduced interest in youth pursuing fields in agriculture or natural resource management." HIP Ag agrees that education is key to increasing the number of future farmers along with healthy and conscious consumers. By expanding this job sector within our state, it will also advance rural economic development and Hawaii's overall health and food security. To support this vision, we are further developing a replicable agricultural K-20 education pipeline that includes farm excursions, in-school workshops, high school farm mentorship, and a summer internship, and a 1-year Farm Apprenticeship.

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

HIP Ag currently serves K-20 from North Hawaii (specifically Kohala and Hamakua districts) through its educational programs. Additionally, we serve individuals of all ages and backgrounds from Hawai'i and the mainland through our weekly farmers market, volunteer days, and annual event. Our target population is new and existing farmers, K-12 students and teachers, and anyone that would like to grow or consume local food and produce. In 2018 2,000 individuals participated in our programs. We served 721 students K-12 through in-school workshops, farm

field trips, and HS mentorship. We served 60 post-secondary students through our Apprenticeship and field trips. Additionally, we engaged 35 teachers through trainings and 1,184 community members through our annual event and volunteer days.

The primary populations to benefit from GIAS within objective 1 include new and existing farmers in Kohala as well as the Kohala DOE Complex (population of 864 students). Kohala community also benefits by receiving and consuming more locally-grown food from both HIP Ag and KHS Farm. The target populations served through objective 2 are K-20 students: an average of 50% of K-12 students from Kohala, as well as post-secondary students who have an interest in pursuing a career in agriculture. These students will benefit from a comprehensive hands-on educational experience that they can leverage to build their careers in agriculture. Our burgeoning Apprenticeship Program is designed to be an attractive next step in ag education for students participating in the HS Mentorship and Summer Internship. We will be expanding our outreach to let other youths in Hawaii know about this opportunity.

The overall target population is North Kohala, where 6,490 individuals are residing, 22% of which are living below the poverty line. 67% of students in Kohala come from low socio-economic backgrounds. The state average is 48%, which means they are eligible for supplemental educational services. Of the 758 enrolled students, 422 are male, 336 are female. 184 are Filipino ethnicity, 322 are native Hawaiian, and 124 are white. The average daily attendance is 92.5%, which is low compared to the state average of 94.6%. (Census.gov).

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

Kohala has a rich and historical tradition of large scale agriculture production. In Hawaiian times, the deep volcanic soils, gentle slopes, and year-round streams made it the most verdant and abundant district of Hawaii, sustaining the largest population of natives on the islands. The district was so productive that it was the ideal location for King Kamehameha the 1st to grow enough food to feed the army that conquered and unified the islands. This historical precedent makes it an ideal place to develop a breadbasket for the state again.

The district of North Kohala is a remote area located in the northwestern corner of the island, at the end of the Akoni Pule Highway and the Kohala Mountain Road, which are the only accesses into and out of Kohala. Along the western shore of the district, the topography is relatively level, gently sloping upward from the coast to the Kohala Mountains. In contrast, the windward side of North Kohala contains deep canyon-like valleys and steep vertical cliffs.

The overwhelming majority of Kohala lands are zoned for agriculture; 84.6% (67,977 acres) according to County zoning, and 80.5% in the State Agricultural district (64,713 acres). The sentiment of Kohala residents is generally that they would like to see this land utilized for agriculture. One of the biggest concerns is the misuse of this land for luxury subdivisions and/or "gentlemen estates." (North Kohala Development Plan, 2008).



### **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;

#### **Objective 1 (Kohala Food Hub): Local Procurement**

**Main Objective:** Increase the amount of local produce provided to the Kohala School Complex and beyond. Our approach to increasing local food procurement is a multi-faceted process. We are working to bridge local production with the needs of the DOE. On one level, we have been working with our farmers to understand what they grow, how much, and when. We have provided this regional context and data to the DOE to give them a better understanding of what crops grow well in our area and what is currently available and produced in North Kohala. On another level, we are working with the DOE to understand their needs around fresh fruits and vegetables. The DOE is working on developing a year-long F2S menu for the state. They have agreed to share it with us to support our understanding of their produce needs throughout the year. We are sharing that information and advice with the local farmer network and G2C program leaders at the Kohala Complex to increase production accordingly, funneling more food into the cafeteria. From surveying our farmer network, we have identified 16 year-round fruit and vegetable crops, and five seasonal fruit crops that grow well in Kohala and are of interest to the Kohala Cafeteria

We launched the Kohala Food Hub and its online market in August of 2019 to meet that, and other needs. Our goal is to increase the number of growers supplying to F2S and other networks in North Kohala. One of the main areas that we have identified that will support the capacity of local producers to increase production and distribution is the development of a community aggregation site with cold storage and an accessible wash pack. From a survey, we found that 80% of the farmers in our Hui stated that they would benefit from cold storage and distribution support. Thanks to DOA and GIAS, the KFH site is up and piloting. The walk-in cooler is available to local farmers for rent at affordable rates. One of our goals is to increase the amount of utilization of this resource by farmers and producers. Through the 2020-21 GIA, HIP Ag hopes to use funds to purchase equipment including industrial level: Hobart shredder chopper, blenders, juicers, grinder mill, and dehydrators. This equipment supports the mission of KFH encompassing farmer support services and economic development. The equipment also supports the furthering of HIP Ag's goal of developing an equipment share and multi-use processing space for farmers to value-add large quantities of crops such as citrus, turmeric, ginger, coconut, taro, sweet potato, and more. The equipment will allow local farmers to scale up their businesses and reach larger markets than with small kitchen food processors and dehydrators would enable. In addition, we are working to facilitate any necessary trainings requested by producers that would increase local production. Some of the trainings that we have hosted or co-hosted with other organizations are FSMA grower training, Ulu pruning, Banana Production, Citrus Production, Soil Health, Vermiculture, and Farm Business Marketing. The next workshops we are planning are a Harmonized Gap overview through a partnership with North Shore Economic Vitality Partnership (EVP), hoop house building, kalo production, kava identification and propagation workshop, and other needs that may arise.

#### **Objective 2 (Education): K-20 Agriculture Education**

**Main Objective:** Expand learning, awareness, and skills in agriculture and nutrition to grades K-20 at the Kohala Complex and with post-secondary students looking to pursue a career in agriculture. At Kohala High School we offer the Farm HS Mentorship program which serves all of the natural resource classes as well as Intro to Engineering, Academy class, and Career Technical Education (CTE) classes. The

school farm serves as the classroom for project-based learning for this program and many classes. High school students also have the opportunity to participate in a six-week summer farm internship at HIP Ag's farm and work with apprentices and the farm management team. Post-secondary students are served through a yearlong farm apprenticeship at HIP Ag. Our goal is to increase students' understanding and connection to regenerative food systems and healthy lifestyle choices through the following:

**1) K-8 In-class Workshops:** We will serve all classes at the Kohala Elementary School with three series of workshops including:

**A. Farm to Fork:** A nutrition class incorporates a "farm to table" lesson that uses school garden produce and other local ingredients. This connects students to food being served in the cafeteria and to crops that students are growing in their campus gardens. We believe this is an important lesson since 68% of the students are on free or reduced lunch, meaning that the majority are eating lunch from the cafeteria within the Kohala complex.

- Crops to be highlighted are taro, banana, poi, taro leaf, vegetables, fruit, breadfruit, and cocoyams.
- We aim to increase students' fondness and familiarity with foods by at least 50%.
- These classes will be offered throughout the school year, with an emphasis in October during Farm to School Month.
- Youth Program Director will give "Farm to Fork" class for all Discovery Garden classes, grades K-5 (serving 365 students), using Kokua Hawaii Foundation 'Aina in Schools curriculum at its core.

**B. Garden & Nutrition:** In the Winter, we follow the cooking demos with an in-depth garden and nutrition lesson on canoe crops, plant medicine remedies, beekeeping, soil investigations, bamboo building, and plant propagation to all 340 students in K-5 classes at KES.

**C. Pa'i'ai Pounding:** We offer pa'i'ai (poi) pounding workshops to all 365 students during the last month of school. We bring cooked kalo, boards, and stones to share the traditional tastes and experience of pounding taro into pa'i'ai. Students are much more willing and excited to eat kalo when they have been apart of creating the finished product. This activity highlights Hawaiian tools, traditional kalo preservation, and why kalo was such an important staple food crop. We utilize pre and post surveys to gauge whether or not we are achieving our intended outcomes, such as:

- Increase knowledge of pa'i'ai by 80% (including knowledge of Hawaiian terms, how kalo is grown, and how to make pa'i'ai).
- Increase students' desire to eat more kalo by 50%.
- Increase Enhance student experience by 50% through hands-on, place-based learning; introduce new experiential learning by 50%.
- All students are given pre and post surveys.

**2. 9-12 High School Mahi'ai Mentorship & Internship:** Mahi'ai mentorship program mentors Kohala High School (KHS) students grades 9-12 on gardening, farming, cooking, and leadership skills. Mentorship primarily takes place at KHS farm but incorporates other farm site visits. We are working with teachers to build a replicable curriculum and infrastructure for on-campus exposure to agriculture and farmer training. We have been supporting the revitalization of the Career Technical Education (CTE) line and its connection to the farm. Starting last spring the HS started participating in the new state pilot program Garden to Cafeteria (G2C). We will be working with students, faculty, and the administration to provide food grown at the HS farm to the Kohala Complex cafeteria. With the support of the DOA, we will host a 6-week Mahi'ai Summer Internship with a stipend to students who participate in the Mentorship Program.

**2. Farm Apprenticeship:** We provide an opportunity for post-secondary students to serve on HIP Ag's farm for one year. We are working to further develop this program to be a valuable technical education option for graduating local seniors who are interested in exploring a career in agriculture. This year we will be expanding our island outreach for an apprenticeship in hopes of increasing the number of Hawaii residents that apply to the program. The overarching goal of the program is to give more in-depth farmer training to students who are pursuing a career in agriculture and want to increase their knowledge and technical skills. Students learn through hands-on engagement, readings, and weekly educational sessions. Each apprentice receives food safety training, in-depth training on market gardening, permaculture, Korean natural farming, agroforestry, beekeeping, crop design, planting, harvesting, herbal medicine making, and value-added food processing. Apprentices leave the program with an agricultural certificate and an FSMA grower training certificate which they can leverage to attain a job within the agricultural sector or to access ag loans to start their own operation.

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

From July 2020 to July 2021, HIP Ag will increase the amount of local food accessible and distributed to the Kohala Complex DOE by addressing the supply and demand issues. The current systems of procurement from small and local farms to the HIDOE is one of the predominant roadblocks to increasing local food production for the F2S program. Through the Kohala Food Hub, HIP Ag is tackling this challenge by developing a network of local farmers, providing support to increase their production, and facilitating the HIDOE's procurement of those products. In conjunction, HIP Ag will expand youth programming which teaches students about agriculture, nutrition, and connects them to local food through in-class workshops and farm field trips. Dedication to teaching the youth supports the state's efforts to increase local foods in the cafeteria through F2S and G2C programs.

The following project activities will improve access to local foods in Kohala Complex schools through increased local procurement and agricultural education efforts. The activities will be carried out within project quarters as follows:

Q1: July 2020 - September 2020

Q2: October 2020 - December 2020

Q3: January 2021 - March 2021

Q4: April 2021 - June 2021

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

HIP Ag follows the cross-sectoral evaluation method from US Department of Agriculture which focuses on public health, community economic development, and education. The applicant is committed to identifying the indicators through the following measures:

**Local Procurement:**

1: Increase in market opportunities/income generation for local producers, processors, and distributors through sales to school districts and potentially to other institutions through procurement activity.

- 1.1 Type, quantity, and monetary value of specific local products (i.e., fruits, vegetables) purchased by Kohala Complex DOE.
- 1.2 Number and type of local produce offered to Kohala Complex DOE.
- 1.3 Increase processing equipment available for local producers to increase their use and sales of local produce by creating value-added products.

A 2019 analysis has been compiled which has created a comprehensive baseline for the metrics of success and evaluation laid out in this project plan. F2S tracking is the responsibility of the KFH Manager. The monthly metrics tracked include sales, earned revenue to producers, numbers of new and existing producers, varieties and weights of crops aggregated, seasonality, and qualitative data illustrating the successes and challenges. This data will be measured against the baseline statistics from the previous year to evaluate efficacy.

**Education:**

1. Increase in student knowledge about food and its impact on health.
  - 1.1 Knowledge of local foods, where food comes from and how it is grown.
  - 1.2 Knowledge of food impact on health.
  - 1.5 Attainment of food-related skills, such as recipe development, food preparation, gardening, and cooking.
2. Student access to local, healthy foods in Kohala Complex DOE schools.
  - 2.1 Number of students participating in, or exposed to, farm to school activities, including in-school workshops, and farm field trips.
  - 2.2 Food preparation strategies used to increase local food availability, accessibility or appeal of local, healthy foods, including the use of culturally appropriate foods in schools.

Within HIP Ag's educational programming, data is collected through pre and post surveys distributed to both students and teachers. The surveys include a mixture of qualitative and quantitative information assessing program performance to demonstrate whether core learning objectives are being fully achieved. If learning objective responses imply less than 75% improvement or retention, the curriculum will be revised. Participant tracking includes demographics, length of programming, contact hours, and learning objectives.

HIP Ag in-field staff are trained to be attentive to those being served; observations of the participant's experience are collected during programs and subsequently organized by the Director of Youth Education. These in-field observations provide meaningful insight into how programs are being experienced. The executive team reflects on these findings to collaborate on improvements.

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.

**Local Procurement Activities and Outcomes:**

- Apply for the HIDOE regional procurement contract to supply the Kohala School Complex with local produce. (Q1)
- Procure processing equipment for farmers to process and freeze larger quantities of crops to create value-added products and/or to preserve large harvests for F2S and other markets. HIP Ag's goal is to increase the use of infrastructure by 20% and increase fruit processed by 50%. (Q1-4)
- Facilitate weekly aggregation for F2S Kohala Complex DOE orders, including technical assistance, food hub onboarding, and production consultation to producers. (Q1-Q4)
- Coordinate a quarterly meeting of producers to assess needs and collaborate on improved systems and operations. (Q1-Q4)
- Coordinate or co-host six workshops per year on food safety training, increased crop production, and onboarding producers growing for F2S. (Q1-Q4)
- Procure needed supplies and equipment to facilitate increased supply through the food hub, including produce washing, drying, and packing supplies. (Q1-Q4)
- Increase the amount of produce delivered through the F2S program to Kohala Complex DOE by 15% from 2019. (Q1-Q4)
- Track local production, seasonality, and sales through the aggregation center, contributing data to the current state (including HIDOE), county, and independent open-source reporting and analysis. (Q1-Q4)
- Hire a part-time staff person (Q1) to support food hub operations for the duration of the project. (Q2-Q4)

**K-20 Agriculture Education Activities and Outcomes:**

**K-8:**

- Procure education supplies to help assist with F2S in-school workshops. (Q1)
- Provide Farm to Fork nutrition and tasting lessons using school garden produce and other local ingredients to connect a minimum of 350 students to local food being served in the cafeteria. (Q1-2)
  - Crops to be highlighted are taro, banana, poi, taro leaf, vegetables, fruit, breadfruit, and cocoyams.
  - Farm to Fork classes will be offered throughout the Fall semester, with an emphasis in October during Farm to School Month.
- Offer pa'i'ai (poi) pounding workshops to a minimum of 350 students during the last month of school by bringing cooked kalo, boards, and stones to share the traditional tastes and experience of pounding pa'i'ai. *Note: Taro, or kalo, is a Pacific crop prized for its leaves and corms and at one time, there were over 300 varieties of taro grown in Hawaii. After steaming and cleaning the corm, taro is pounded with the least amount of water on a wooden board, papa kuiai, using a stone pestle, pohaku ku'i'ai. When the*



*Native Hawaiians navigated by canoe throughout the Pacific, they were able to survive off fish from the sea and pa'i'ai. (Q3-4)*

- Increase knowledge of pa'i'ai by 80% (including knowledge of terms in Hawaiian language, how taro is grown, and how to make pa'i'ai).
- Increase student's desire to eat more kalo by 50%.
- Host a minimum of 10 classes from 7 schools at HIP Ag's farm for field trips which include grade-based curriculum, hands-on activities, and healthy snacks, reaching a minimum of 450 students. (Q1-Q4)
- Hire a part-time staff person to support education. (Q1-Q4)

#### 9-12:

- HIP Ag currently works with five different classes in the CTE. In 2020-21, we will work to add at least two additional CTE classes to the program with the principal's support, to create the farm as the focus of learning. (Q1-Q4)
- Host a minimum of four guest teachers from various fields of agriculture. We give post-surveys to gauge learning objectives and likability. (Q1-Q4)
- Take students on at least four Farm Field Trips to visit other farms in Hawaii with distributed post-surveys to measure student experience. (Q1-Q4)
- Distribute annual pre and post surveys to students to measure our target outcomes. (Q1, Q4)
- Host a minimum of eight cooking classes where students learn to cook with the food being grown on the school farm. (Q1-Q4)
- Increase student rate in growing food by 20%. (Q1-Q4)
- Increase student rate of interest in careers in food systems, agriculture, and health by 30%. (Q1-Q4)
- Increase student rate of interest in growing food by 50%. (Q1-Q4)
- Increase student self-rate of health and physical stamina by 50% (Q1-Q4)
- HIP Ag hosts a minimum of five HS students for 6-weeks, where students engage in land and project-based learning alongside the HIP Ag Farm Team. (Q1)
- Distribute pre and post surveys to HS interns. (Q1)
- Conduct bi-weekly check-ins to gauge their comprehension, engagement, personal needs, and the program's goals. (Q1-Q4)
- Increase student rate of interest in careers in farming by 50%. (Q1-Q4)
- Increase student rate of interest in growing food by 50%. (Q1-Q4)
- Increase student self-rate of health and physical stamina by 50%. (Q1-Q4)

#### Post-Secondary:

- HIP Ag staff provides training and mentorship to Apprentices throughout the year segmented into the following 8-week rotating management modules such as Food Safety, Management, Nursery Management, Amendment Management, Irrigation Management, Bee Management, and Communications. Apprentices receive a survey after each module to evaluate the module and share what they learned. Farm Managers receive a survey to evaluate the progress of the apprentice whom they mentored throughout the module. (Q1-Q4)
- Distribute pre and post surveys to Apprentices. (Q2, Q4)
- Increase Apprentice's subject knowledge by 75%. (Q1-Q4)
- Increase Apprentice's rate of interest in careers in farming by 50%. (Q1-Q4)
- Increase Apprentice's rate of interest in growing food by 75%. (Q1-Q4)
- Increase Apprentice's self-rate of health and physical stamina by 75% (Q1-Q4)

- Partner with a college that is able to provide college credit to the apprentices. (Q1-Q4)

#### **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
\$68,555	\$68,555	\$68,555	\$68,555	\$274,219

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2021.
  - USDA Farm to School Grant - \$93,649
  - USDA Beginning Farmers Grant - \$40,000
  - Hawaii Community Foundation Career Connected Learning - \$40,000
  - Healy Foundation - \$40,000
  - Frost Family Foundation - \$20,000
  - Atherton Family Foundation - \$20,000
  - County R&D Innovation - \$20,000
  - County in Aid - \$20,000
  - Specialty Crop Block Grant - \$15,000
  - Castle Foundation - \$15,000
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.
  - C.006637 - County in Aid (2017-18) \$4,500
  - C.007213 - County in Aid (2018-19) \$7,125
  - C.007877 - County in Aid (2019-20) \$11,750

- C.007342- County Innovation (2018-19) \$15,000
- C.007876 - County Innovation (2019-20) \$21,000
- Contract no. 67113 - Department of Agriculture - KOHALA DEMO18 (2018-19) \$75,000
- Contract no. 68343 - Department of Agriculture - HITRAIN19 (2019-20) \$85,000
- MD-20-038 - Sponsorship and Product Promotion for FY 2020 Department of Agriculture - \$10,000
- CEP CON 20061 - Hawaii Tourism Authority Community Enrichment (2020-21) \$15,000
- UOH100 - GIA (2018-19) \$75,000
- UOH100 - GIA (2019-20) \$100,00

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

\$139,746.78

## **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.

**Organizational Capacity:** Established in 2008, HIP Ag's staff brings together over 50 years of experience in the area of education, agriculture, non-profit management, and community development. Through its partnerships, programs, and numerous foundation grants, HIP Ag has developed successful programs focused on the needs of its community. In developing and implementing these successful programs, HIP Ag demonstrates its proficiency in agriculture, outreach, community building, education, and rural development. We measure the success of our programs through participant surveys. Through these surveys, we track the statistics related to participant engagement including feedback, pre and post knowledge, and demographics. In addition to asking for community feedback, we have weekly staff meetings to discuss in-depth management and opportunities for organizational improvement. Our advisors and board members are utilized for their expertise in areas including cultural decisions, grant editing, education, financial direction, and property improvements.

**Finances:** Financial management is measured through Quickbooks. Our accountant supports in the monitoring and labeling of grants, expenses, income, invoices, and running reports. HIP Ag directors review monthly financial reports to analyze the organization's ability to meet goals and financial needs.

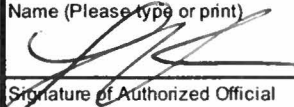
**Partners:** Ulupono Initiative, Hawaii DOE Farm to School 'Aina Pono, Hawaii Farm to School Hui, HARC, Kohala DOE, Hawaii DOE, Hawaii DOA, HCF, Hawaii Tourism Authority, Blue Zones Project Hawaii, Hawaii Forest Institute, Hawaii Island Food Alliance, The Kohala Center, Dorrance Family Foundation, Hawaii Public Health Institute, FoodCorps Hawaii, Kamehameha Schools, County Of Hawaii, State of Hawaii, Hawaii Farmers Union United

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2020 to June 30, 2021

App

Hawaii Institute of Pacific Agriculture

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
<b>A. PERSONNEL COST</b>				
1. Salaries	85,602	43,100	11,000	18,000
2. Payroll Taxes & Assessments	13,842	6,465	2,000	3,600
3. Fringe Benefits			1,000	12,678
<b>TOTAL PERSONNEL COST</b>	<b>99,444</b>	<b>49,565</b>	<b>14,000</b>	<b>34,278</b>
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island	600	2,009		
2. Insurance	2,000	3,000		
3. Lease/Rental of Equipment				
4. Lease/Rental of Space	42,600	9,700		4,000
5. Staff Training	7,000			1,000
6. Supplies	35,704	10,255	1,200	
7. Telecommunication	6,252	1,540		5,000
8. Utilities	2,810			
9. Apprenticeship Stipends	18,000		6,000	8,000
10. Indirect Costs (10%)	24,929			
11. Contractual	19,880	17,580		
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>159,775</b>	<b>44,084</b>	<b>7,200</b>	<b>18,000</b>
<b>C. EQUIPMENT PURCHASES</b>	<b>15,000</b>			
<b>D. MOTOR VEHICLE PURCHASES</b>	<b>0</b>			
<b>E. CAPITAL</b>	<b>0</b>			
<b>TOTAL (A+B+C+D+E)</b>	<b>274,219</b>	<b>93,649</b>	<b>21,200</b>	<b>52,278</b>
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	274,219	Lauren Ruotolo	808-333-8664	
(b) Total Federal Funds Requested	93,649	Name (Please type or print) <span style="float: right;">Phone</span>		
(c) Total County Funds Requested	21,200			
(d) Total Private/Other Funds Requested	52,278	Signature of Authorized Official		Date 13 January 2020
<b>TOTAL BUDGET</b>	<b>441,346</b>	Lauren Ruotolo (Director of Development) Name and Title (Please type or print)		

## BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2020 to June 30, 2021

Applicant: Hawaii Institute of Pacific Agriculture

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Executive Director	1	\$50,000.00	50.00%	\$ 25,000.00
Farm Program Director	1	\$28,800.00	50.00%	\$ 14,400.00
Kohala Food Hub Manager	1	\$15,000.00	50.00%	\$ 7,500.00
Director of Youth Education & Operations	1	\$14,502.00	50.00%	\$ 7,251.00
Director of Development	1	\$34,800.00	25.00%	\$ 8,700.00
High School Farm Instructor & Manager	0.5	\$28,571.42	42.00%	\$ 12,000.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL:</b>				<b>74,851.00</b>
<b>JUSTIFICATION/COMMENTS:</b>				



## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2020 to June 30, 2021

Applicant: Hawaii Institute of Pacific Agriculture

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Hobart Chopper/Shredder	1.00	\$15,000.00	\$ 15,000.00	15000
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>	1		\$ 15,000.00	15,000

JUSTIFICATION/COMMENTS:

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				

JUSTIFICATION/COMMENTS:

## BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2020 to June 30, 2021

Applicant: Hawaii Institute of Pacific Agriculture

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						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT	0	0	0			
<b>TOTAL:</b>			0			
<b>JUSTIFICATION/COMMENTS:</b>						

## 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.

HIP Ag currently maintains three different agricultural lots as its main facilities. Properties include: 1) HALAWA has a one-acre commercial market garden and wash-pack facility. It is a seven-acre property which is our main headquarters, containing the main office and residential spaces for the Executive Director, Director of Youth Education & Operations, and Farm Apprentices. It also has a diverse orchard of tropical agroforestry/permaculture plantings to include macadamia nuts, cacao, banana, and others. 2) 'IOLE is a productive two-acre lot located at the Kohala Institute. We use 'Iole as our agroforestry and traditional Polynesian crops production and teaching garden. 3) STARSEED RANCH- HIP Ag leases six of the 33-acre property called Starseed Ranch and it is divided into two sections, a farm area and a retreat area with a fruit orchard. The main farm area has approximately twelve acres, with three acres of arable lands that we can utilize for crop production. Near the barn, two additional units house the Farm Program Director and the Farm Apprentices. In the agricultural area, there are intercropping of papaya, breadfruit, banana, plantain, and tropical fruits which are utilized as a classroom for our field trips, workshops, and farmer trainings. The fruit will be harvested for the F2S program. The retreat side is approximately sixteen acres, including a six-acre orchard of citrus, lychee, avocado, breadfruit, coconut, and bananas. 4) KOHALA WISHING WELL- KWW is the Kohala Food Hub & F2S Aggregation site and housing for the Kohala Food Hub. This site includes two walk-in coolers, one walk-in freezer, a wash pack area, a loading zone, and a parking lot. The landowner is donating the aggregation site rental fees for at least 2 years, and we have secured a 10+ year lease.

## 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.

HIP Ag is managed by an Executive Director (ED) who reports to a 7-member Board of Directors. The Kohala Food Hub and Local Procurement focused on Farm to School will be overseen by Meg Roberts, Kohala Food Hub Manager; the K-12 Agriculture Education Programs will be overseen by the Director of Youth Education, Erika Kuhr; the Post-Secondary Agriculture Education Programs will be overseen by the Farm Program Director, Aaron Bradley; and the GIA grant will be overseen by the Director of Development, Lauren Ruotolo. All staff report directly to the Executive Director. See qualifications below:

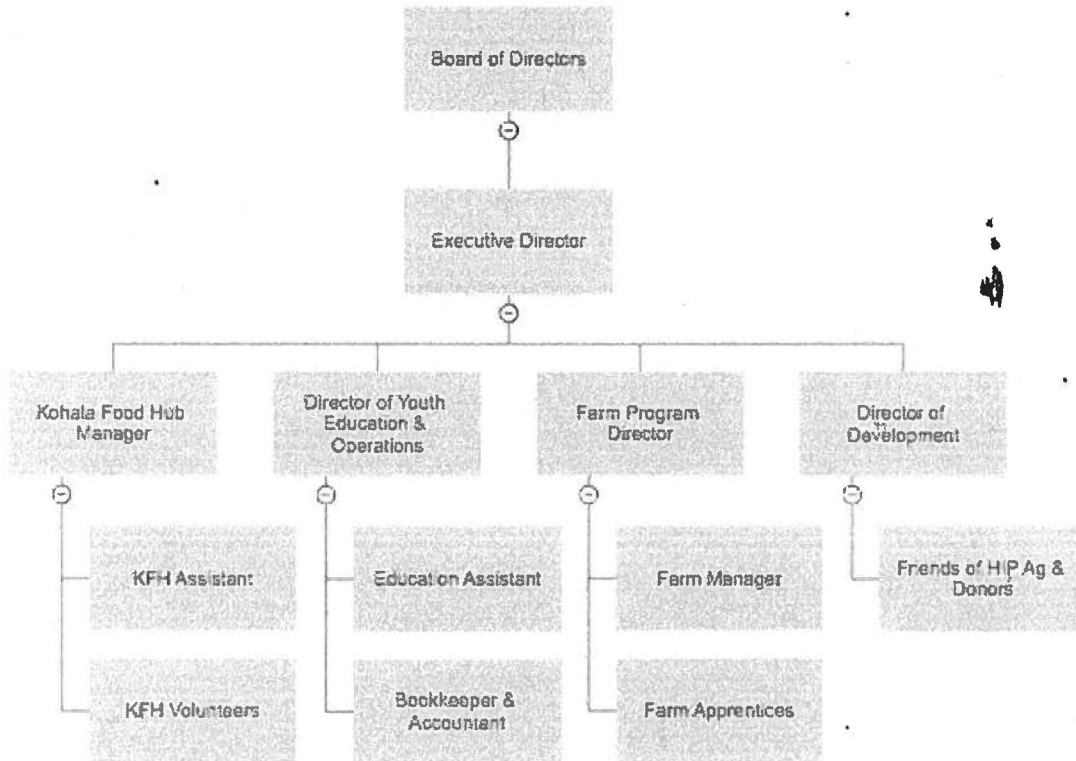
1. **Dash Kuhr, Executive Director & Lead Educator:** Manages overall strategic and operational responsibility for HIP Ag staff, programs, expansion, and execution of its mission. Works closely with Kohala Complex to ensure strong partnership with schools and the success of youth education and farm to school programs. With over a decade of youth education, agriculture, and non-profit experience, he brings expertise and understanding of how to work with multiple stakeholders including administration, teachers, students and parents to build successful

programs within the school. He is the lead educator for the high school mentorship program and teaches for the KES workshops.

2. **Erika Kuhr, Director of Youth Education & Operations:** Manages and leads all educational programs including K-12 educational workshops, field trips, and after-school programs. Her role includes coordinating, booking, managing the education team, maintaining schedules, applications, outreach, survey distribution, and record tracking. She has a BS in Nutrition and Food Sciences and uses her passion for health towards farming, educating youth on gardening, eating healthy, and teaching others to make meals with local ingredients grown in Hawaii. She has been sharing with others her love of local cuisine in Hawaii for 10 years. Additionally, Erika manages operations of the non-profit which includes financials, procuring materials, and securing compliance for business operations.
3. **Lauren Ruotolo, Director of Development:** Manages and writes all grants and reports. Leads fundraising efforts including communications with individual donors and foundations in addition to planning and executing HIP Ag's annual event, community volunteer days, and smaller fundraising events. She also manages all communications involving e-mail correspondence, social media, newsletters, articles, and media marketing. Lauren started as our Program Manager which makes her well aware of the many details concerning our operations. She has B.A. degrees in Environmental Science & Sociology from Flagler College. Lauren has been involved with non-profit and youth education efforts for the past 10 years.
4. **Meg Roberts, Kohala Food Hub Manager:** She comes to HIP Ag from a background in non-profit development and management, healthcare management, social justice, and holds a BFA from North Dakota State University. As the manager of the Kohala Food Hub, she is tasked with developing the systems and operations of the aggregation site while maintaining all community communications, grant tracking, and finances. She coordinates the Farm to School program, further developing and supporting the network of farmers who want to contribute, as well as interfacing with the Kohala Cafeteria and supporting the development of the Garden to Cafeteria Pilot. She facilitates farmer support services including proper food handling and food safety, ag water testing, grower workshops, an online weekly farmers market, and utilization of on-site services such as cold storage and wash pack.
5. **Aaron Bradley, Farm Program Director:** Aaron began his farm education volunteering as a farmhand on the Island of Hawaii and Oahu before returning to his roots on the East coast to work on urban farming projects in New York City. After jobs on rooftop farms, hydroponic greenhouses, and educational gardens in the heart of Wall Street, he moved out west and started his own farm just a few miles outside Seattle. There, he created a successful business that grew new farmers along with the freshest vegetables in the area. Aaron has returned to the islands to help localize the food of Hawaii and teach others how to grow their own prospering farm. He is a knowledgeable farmer with 7 years of experience in both urban and rural farms.
6. **Hualalai Keohulua, Educator & Assistant School Farm Manager (Part-time):** Born in Moloka'i, raised on the island of Hawai'i, Hualalai Keaweoluna Keohulua has dedicated his musical passion from his mother, Lynda Bertelmann, to bring universal awareness to our communities. His uncles sailed upon Hokule'a's maiden voyage to Tahiti. Building the voyaging canoe, Makalii his Ohana continues to preserve the Hawaiian culture through the wa'a (canoe). He is new to farming but is loving the learning process and the ability to share his learnings with students while growing food for his family.

## 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: \$50,000
- Director of Development: \$34,800
- Director of Youth Education & Operations: \$30,000

## 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.

N/A

**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.

Since 2014, HIP Ag has served as a trusted partner of HIDOE to pilot and scale the first Farm to School initiative in the State of Hawaii at the Kohala Complex public schools. In this time, HIP Ag has secured over \$500,000 in funding from public and private sources to build its organizational capacity to become a leader in Hawaii's farm to school movement. HIP Ag will leverage existing partnerships and secure non-federal funding to continue this important work beyond the project period. With support from Kohala Wishing Well, LLC, HIP Ag has access to Kohala Food Hub (KFH) for the next 10 years, including two years of access to the facility at no cost. By increasing community sales and diversified markets outside of F2S, the KFH will be able to maintain the commitment to aggregate from farmers and buffer against lengthy HIDOE payment processes.

F2S and youth education programs are cornerstones of HIP Ag's work, and the Director of Development actively fundraises for these activities by pursuing foundation grants, state procurement contracts, individual donations, and special events. Most significantly, HIP Ag will host its annual fundraiser 'Aina Fest to raise at least \$40,000 in general funds for the organization.

The F2S initiative will continue to be integral to HIP Ag's programs and mission. The applicant's partners such as Kohala Complex DOE, TKC, HDOA, and HPHI, are invested in these efforts and will collaborate together to identify and pursue funding to sustain F2S efforts.

**GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID**

App

Hawaii Institute of Pacific Agriculture

Contracts Total:

419,375

	<b>CONTRACT DESCRIPTION</b>	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY</b> (U.S. / State / Haw / Hon / Kau / Mau)	<b>CONTRACT VALUE</b>
1	C.006637	2017-18	County of Hawaii	Haw	4,500
2	C.007213	2018-19	County of Hawaii	Haw	7,125
3	C.007877	2019-20	County of Hawaii	Haw	11,750
4	C.007342	2018-19	County R&D	Haw	15,000
5	C.007876	2019-20	County R&D	Haw	21,000
6	Contract no. 67113	2018-19	DOA	HI	75,000
7	Contract no. 68343	2019-20	DOA	HI	85,000
8	MD-20-038	2020	DOA	HI	10,000
9	CEP CON 20061	2020-21	HTA	HI	15,000
10	UOH100 - GIA	2018-19	State Leg.	HI	75,000
11	UOH100 - GIA	2019-20	State Leg.	HI	100,000
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STATE OF HAWAII  
DEPARTMENT OF EDUCATION  
OFFICE OF THE COMPLEX AREA SUPERINTENDENT  
WEST HAWAII COMPLEX AREA OFFICE  
75-140 HUALALAI ROAD  
KAILUA KONA, HAWAII 96740-3723

January 9, 2020

State Capitol, Rm. 208  
Honolulu, HI 96813

To Hawaii State Legislators,

On behalf of the West Hawaii Complex Area, we are honored to submit this letter in support of the Hawaii Institute of Pacific Agriculture's (HIP Ag) proposed project for the Hawaii State GIA. The Hawaii State Department of Education continues to increase local food in student meals through its 'Aina Pono programs, including Farm to School and Harvest of the Month. HIP Ag is a leading non-profit community partner to the Kohala DOE Complex in carrying these initiatives forth and creating a model that can expand district-wide F2S access to local produce.

HIP Ag and DOE have established a partnership with a track record of successful collaboration since 2010. HIP Ag has provided Hawaii island schools with ongoing development and delivery of a K-20 agriculture pipeline which includes farm field trips, in-school workshops, and high school farm mentorship. Additionally, HIP Ag supports the development and success of Garden to Cafeteria (G2C), Farm to School (F2S), and the Kohala school gardens. HIP Ag provides staff time, agriculture supplies, technical guidance, plant starts, and fresh produce to supplement the Kohala Complex's curriculum.

Our Complex Area is committed to supporting HIP Agriculture's long-term mission in increasing the amount of locally grown food provided to the schools, organizing and training a network of farmers to supply the school, and mentoring the next generation of farmers. For these reasons, we strongly support HIP Ag's proposed project through the Hawaii State GIA and look forward to supporting the planning and follow-on implementation of this initiative.

If there are any questions about support for this project or commitment of continued collaboration, please contact me or CAS, Janette Snelling, at (808) 327-4991.

Sincerely,

Janette F.L. Snelling  
Complex Area Superintendent

Arthur F. Souza  
Deputy Complex Area Superintendent



E 'AHA LIKE MAI KĀKOU  
(Together We Can)

◆ Lōkahi ◆ Alaka'i ◆ Kuleana ◆ Ho'omau ◆

Telephone: (808) 327-4991 • Fax: (808) 327-4994  
AN AFFIRMATIVE ACTION AND EQUAL OPPORTUNITY EMPLOYER

Harry Kim  
Mayor



Diane L. Ley  
Director

Riley Saito  
Deputy Director

## County of Hawai'i

### DEPARTMENT OF RESEARCH AND DEVELOPMENT

25 Aupuni Street, Room 1301 • Hilo, Hawai'i 96720-4252  
(808) 961-8366 • Fax (808) 935-1205  
E-mail: chresdev@hawaiicounty.gov

January 9, 2020

Hawaii State Legislators  
State Capitol, Rm. 208  
Honolulu, HI 96813

Honorable State Senators and Representatives,

The Hawai'i Institute of Pacific Agriculture (HIP Ag) has demonstrated strong leadership and commitment over the last ten years in North Kohala through their K-20 agriculture and nutrition educational programs and farming operations. HIP Ag was the first local produce distributor for the Kohala Complex's Farm to School (F2S) pilot program that began in 2016. They grow and aggregate local produce for the program. The development of their food hub was in direct response to the F2S pilot program to enable other local farmers to be able to provide food to the program. With the support of the Hawai'i Department of Education, they are working to build a model for the state for regional procurement.

The Hawaii County Department of Research and Development is in support of this project and has provided funding. We support increased agricultural education, workforce development, production, increased market access through local food hubs, farmer support to comply with FSMA standards, and farmer training. We support HIP Ag's proposed project through the Hawaii State Grant in Aid. Our Food Access Coordinator and the Hawaii Island Food Alliance are available to collaborate on this initiative through networking and technical support. If there are any questions, please contact me at 808.961.8368.

Sincerely,

A handwritten signature in cursive script that reads "Diane L. Ley".

Diane L. Ley  
Director



**Vincent Mina**  
State President

**Anabella Bruch**  
Vice President  
Kaua'i

**David Case**  
Secretary  
Kona, Hawai'i

**Annie Alvarado**  
Treasurer  
Maui

~~~~~>~~~~~

**Ray Maki**  
Kaua'i

**Christian Zuckerman**  
Wa'ianae, O'ahu

**James McCay**  
Waimanalo, O'ahu

**Brynn Foster**  
North Shore, O'ahu

**Kaipo Kekona**  
Lahaina, Maui

**Bobby Pahia**  
Kahalawai, Maui

**John Dobovan**  
Haleakala, Maui

**Matthew  
VanPaepeghem**  
Hana, Maui

**Dash Kuhr**  
Kohala, Hawai'i

**Maureen Datta**  
Kona, Hawai'i

**Steve Lund**  
Puna, Hawai'i

**Eric Weinhart**  
East Hawai'i



Hawai'i Farmers Union United  
An Open Letter to the State of Hawai'i

6/25/2019

Senate President Ron Kouchi said this when he opened the 2019 legislative session:

*I am most passionate about a program the former lieutenant governor started, which is Farm to School... we sourced products from local farmers and ranchers...it's my desire to see our children who are going to school have the proper meal so that they can maximize and perform at their best...it should be something that they enjoy eating, something that will nurture their minds and bodies to have them perform at their optimum levels.*

As Hawai'i State institutions strive to increase procurement of local food, it is imperative that procedures, programs, and infrastructure be developed to enable all of Hawai'i's farmers to participate in this tremendous opportunity.

The members of Hawai'i Farmers Union United (HFUU) operate several community-based cooperatives and food hubs - defined by the USDA as "a centrally located facility with a business management structure facilitating the aggregation, storage, processing, distribution, and/or marketing of locally/regionally produced food products." HFUU represents approximately 1,000 family farmers in Hawai'i, which comprise about a third of producers who supply our local food for local consumption.

HFUU and its members are aligned with the state's vision for increased food security and agricultural self-sufficiency. We therefore support institutional purchasing from local food hubs and agricultural cooperatives - who represent a large portion of Hawai'i's producers currently supplying state markets. Linking local farms to institutions not only builds our collective capacity for food production, but connects our communities with the 'āina (land), improves public health, develops an educated agricultural workforce, and enriches the local food system and environment. Successful farm-to-state programs have potential to drive increased food production, fueling the evolution of our local farming sector to one of thriving small businesses generating commercial, food safe volumes while building our communities' capacity to create jobs and strengthen their resilience.