

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

Type of Grant Request:

Operating Capital

Legal Name of Requesting Organization or Individual: O'ahu Resource Conservation & Development Council, Dbas: as fiscal sponsor for Windward Zero Waste Schools Hui

Amount of State Funds Requested: \$ 112,000

Brief Description of Request (Please attach word document to back of page if extra space is needed):
Windward Zero Waste Schools Hui is requesting funds in order to maintain our current level of operations at five "Zero Waste School" DOE sites. The program aims to eliminate food and organic "wet" waste from the solid waste stream, with the objective to significantly reduce municipal methane emissions, provide environmental- and biology-based educational opportunities for students, and facilitate soil restoration via sale of compost yield.

Amount of Other Funds Available:

State: \$ _____
Federal: \$ _____
County: \$ \$110,000 (applied for)
Private/Other: \$ \$16,120

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

\$ 0
Unrestricted Assets: \$ \$16,120

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 209
City: Kunia State: HI Zip: 96759

Contact Person for Matters Involving this Application

Name: Lindsey Whitcomb	Title: Grant writer
Email: lindsey@zerowasteschoolhui.org	Phone: 808 265 1959

Federal Tax ID#: [REDACTED]	State Tax ID#: [REDACTED]
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Authorized Signature

Taylor Kellerman, President
Name and Title

1/16/20
Date Signed

received
01/16/2020

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

Taylor Kellerman, President

PRINT NAME AND TITLE

1/16/20

DATE

**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.

O'ahu Resource Conservation & Development Council

(Typed Name of Individual or Organization)



(Signature)

1/16/20

(Date)

Taylor Kellerman

(Typed Name)

President

(Title)



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

O'AHU RESOURCE CONSERVATION AND DEVELOPMENT COUNCIL

was incorporated under the laws of Hawaii on 11/24/1997 ;
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

Director of Commerce and Consumer Affairs

Application for Grants

I. Certification

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.

A Certificate of Good Standing dated January 15, 2020, for O'ahu RC&D is attached.

2. Declaration Statement

The applicant shall submit a declaration statement affirming its compliance with Section 42F-103, Hawaii Revised Statutes.

Please see attached.

3. Public Purpose

The grant shall be used for a public purpose in compliance with Section 42F-102, Hawaii Revised Statutes.

Name of requesting organization	O'ahu Resource Conservation and Development Council, as fiscal sponsor for Windward Zero Waste Schools Hui
Public purpose for the grant	Solid waste reduction to prevent/minimize methane emissions/greenhouse gases into atmosphere
Services to be supported by the grant	Food waste diversion & processing, soil restoration, applied environmental education in services.
Target group	Students enrolled in public schools in Hawaii
Cost of the grant and the budget	Requesting \$112,000 to support a \$240,000/yr budget for operations in five public schools

Windward Zero Waste Schools: Converting Local Schools to Zero Waste Campuses

II. Background and Summary

1. Applicant background

Windward Zero Waste Schools Hui (WZWSH), under the fiscal sponsorship of O'ahu Resource Conservation & Development Council (ORCD), is a program that partners with Windward Oahu DOE schools to work cooperatively in the pursuit of waste reduction, soil restoration, and applied environmental education. All members participate annually in the U.S. EPA's Food Recovery Challenge and adhere to strict, safe, standardized operational procedures (known as our Ka'ohao Protocol). Ka'ohao Public Charter School was named #1 in the nation in the EPA Food Recovery Challenge for 2014-15. Data collected from the 2019 calendar year demonstrate that solid waste diversion/food waste recovery at our five Windward Zero Waste School Hui campuses totaled 110,318 pounds, or 55.2 tons.

2. Goals and objectives

The short-term goal for WZWSH is to maintain current operations during the next fiscal year. The mid-range goal of WZWSH is to provide Resource Recovery programs to all desiring public schools in the Kailua-Kalaheo school area complex and provide a model of sustainability for waste management in schools, state- and nationwide. Conversion of an entire school area complex would allow for renegotiation of current Dept. of Education waste hauling practices and contracts, a prospect that would nearly cover the cost of the new green jobs being created for each campus/locale. The long-term goal of WZWSH is to provide a model to institutionalize solid waste reduction and organic waste diversion applicable to a range of institutions and help Hawai'i lead the nation in reducing municipal methane emissions.

3. Public purpose / need being served

Our campuses collect cafeteria food waste and process on-site to create rich organic soil amendments. Hui schools sort cafeteria food from non-food waste in order to divert wet waste from the solid waste stream. Daily engagement includes 2,198 students enrolled at five campuses, with numerous additional opportunities for age-appropriate activities occurring on a daily and weekly basis. Hui sites train for green jobs & internships. The yield of soil amendments produced are utilized by groundskeepers to revitalize campus; teachers for classroom garden plots, STEM projects, applied biology lessons, and more. Excess product is sold to the public. Proceeds from all sales are returned to the individual schools. Solid

waste volume is cut >85%, and our hui continues to strive to develop new technologies to further impact campus waste processes.

The state and county have taken significant steps to mitigate the already-noticeable effects of climate change on our islands. Honolulu County has pledged to convert vehicle fleets to 100% renewable energy by 2035, the state committing to 100% renewable energy by 2045. Many changes attributed to climate change are already noticeable: rising sea levels, weak trade winds, wildfires, coral reef bleaching, stronger storms, threats to freshwater supply and native species, with more expected to come. The creation and adoption of the Aloha+ Challenge in 2014 demonstrates state, city & county commitment to identifying and elevating locally and culturally appropriate and relevant goals, metrics and indicators that track Hawai'i's progress toward achieving the U.N. Sustainable Development Goals on our path to the Hawai'i 2050 sustainability plan goals.

The Aloha+ Challenge is divided into six subsets of targets, all of which pertain to the outcomes routinely achieved by Zero Waste Schools Hui (ZWS):

Solid Waste Reduction The Aloha+ Challenge goal seeks to reduce the solid waste stream prior to disposal by 70% through source reduction, recycling, bioconversion, and landfill diversion methods.

With ZWS methods, dumpster waste is cut by >85%. The lack of food waste in the trash eliminates the necessity to tip dumpsters daily. Exact greenhouse gas diversion is difficult to calculate; it is estimated that each ton of organic waste sent to landfill releases one ton of greenhouse gases in the form of CO₂-equivalents. Hui schools continue to divert many tons of noxious waste from the waste stream: food recovery and diversion for 2019 alone topped 110,000 pounds (55 tons). Since reorganizing on the windward side in 2014, WZWSH has reclaimed 321,669 pounds (160.8 tons) of food waste as we have grown from one to five campuses.

The **Local Food** goal aspires to at least double local food production and decrease reliance on overseas food suppliers.

ZWS has worked closely to provide education to the UH GoFarm and Master Gardener programs, from serving as a site leader, offering locally made & superior soil amendments for purchase, to hosting composting forums. Connecting students to the 'aina via applied environmental education sessions & instructional participation opens doors for keiki to explore their potential for working professionally or at home in agricultural practices in the future. Increased inclusion of school garden plots in curriculum connect nutrition & STEM concepts to students.

Clean Energy Transformation goal specifies goals of a reduction in average fuel per person annually, as well as total fossil fuel use.

Processing recovered waste resources (85% of total dumpster waste) on site eliminates need to transport items to landfills or incinerators, reducing the weight load of the heavily-polluting vehicles that would otherwise haul them. Resources are reused in ways that do not require further mechanical processes, reducing the carbon footprint and energy requirements of goods such as paper and corrugated cardboard. At Hui schools hosting worm bins, a majority of the paper and cardboard generated by the school are processed in the worm bins for bedding.

Targeting Smart Sustainable Communities works to increase livability and resilience through planning and implementation at the state and county levels by building resilience for disasters, improving open & green spaces and community partnerships, promoting a connection to place, sense of belonging and responsibility by enhancing appreciation of 'aina and connection to neighbors and community.

Soil restoration as facilitated by ZWS builds resilience & prepares for disaster management by increasing the water retention capacity of the soil— reducing vulnerability to both flood and drought periods. The greenhouse gas mitigation sequesters carbon overall & reduces methane and nitrous oxide emissions. Welcoming involvement of community members helps cement the connection to place in our islands. Community projects and events within ZWS include a year-round monthly compost club, public tours & work days, free tutorials at local businesses, & in-kind sponsorship of zero waste events connected to Hui schools.

Natural Resource Management to better protect or manage threatened species, marine waters, invasive species; improve the watershed and increase fresh water capacity.

Soil restoration as described above protects marine areas from run-off and increases fresh water capacity.

Green Workforce and Education seeks to increase local green jobs and education to further implement sustainability goals, promote 'aina-based education and community engagement that foster connection to land, 'ohana & communities, facilitate transformational, learner-driven educational experiences Promote workforce and professional development to foster innovation and entrepreneurship that create living-wage (green) jobs

Every ZWS job is a green job, every student inservice is 'aina-based education. Hui sites routinely serve as preceptor sites for Kupu, GoFarm community work days, and the UH Master Gardening program. Offering nontraditional learning opportunities broadens opportunities for differently-abled students to make a connection to the lessons and fosters innovation by students and teachers alike.

Our coordinator Mindy Jaffe's previous experience as a state legislator brings to the table a broader understanding of the operational necessities of waste management as cogs in the larger machine of local governance. The incinerator at H-POWER is not able to utilize "wet" waste, such as food, for waste-to-energy, and as O'ahu's two landfills edge closer towards capacity, removing the considerable bulk of school food waste from the solid waste stream is presented as a potential game-changer in waste management. Student participation in the process from start to finish ensures a deeper understanding of not only the process itself, but the necessity in doing it. Teaming consistently, as we do, with Kokua Hawaii Foundation to deliver community-led 'aina lessons is an essential component to ensure our keiki develop the mindset to pair with these habits.

4. Target population

There are currently five Windward area schools participating in the Zero Waste School program:

- Ka'ohao Public Charter School, enrollment 346
- Ka'elepulu Elementary School, enrollment 208
- Kainalu Elementary School, enrollment 466
- Enhanced Lake Elementary School, enrollment 418
- Kailua Intermediate School (KIS), enrollment 760

TOTAL 2,198 students

*Additional stakeholders include the faculty and families of students attending Hui schools.

Managing food waste at an institutional level allows for maximum efficiency by collecting at a high point of utilization; capturing food waste in a school setting allows for even higher impact due to the high rates of food waste in a school cafeteria, combined with the opportunity to lay the groundwork for lifelong habits of mindfulness and stewardship of resources. We have found that the mindful keiki takes these values home and shares them with their 'ohana, and there have the ability to impact the household habits as well. School campuses are ideal sites for composting efforts, as there are often rarely-used pockets of field that can be outfitted to accommodate a variety of composting technologies, and the improved green spaces on the campus may have a positive influence on student performance and well-being.

Zero Waste School students participate in all aspects of the operation from PK-8. It is lived & learned, every day. The campus is transformed; the students absorb the lessons, and as they mature through each grade level they begin the physical, intellectual, and emotional preparations that will be required of them to face a difficult future. Access to unlimited free soil products supports campus gardening programs, initiates schoolyard soil restoration, development ag-education projects, and inspires science fair entries and STEM inquiries.

5. Geographic coverage

Windward Zero Waste Schools is currently operating in five public schools within the Kailua-Kalaheo Complex, and serves 2,198 students. Commencing with the 2019-20 school year, an affiliate campus was initiated at Manoa Elementary School. (Regular staffing support is provided to Manoa Elementary by WZWSH, but waste diversion totals are not included in our monthly & semi-annual reports.)

III. Service Summary and Outcomes

1. Scope of work, tasks, & responsibilities

STUDENT PARTICIPATION

Every day, every child– pre-K through grade 8– sorts their breakfast/lunch waste, including food, milk, and non-recyclable rubbish. They also stack trays, bowls, and ramekins at the Separation Stations provided. Student engagement includes all 2,198 students enrolled at Zero Waste campuses DAILY. In addition, groups of students assist with the Separation Station, data collection, hot composting, and vermicomposting operations throughout the year. Academic sessions are provided by request. Older students regularly enter Science Fair projects based on Zero Waste practices, and periodically present at workshops, seminars, and conferences.

ZERO WASTE EVENTS

Ka'elepulu Elementary notably has conducted very successful Zero Waste events that expose the greater community to the Zero Waste School concept and give them a chance to try it out. Last year the Community Fun Fair attracted over 1,000 local residents, and recently the local band, The Green, pulled in a crowd of 700 concert-goers to attend a Ka'elepulu Zero Waste event.

COMMUNITY

The Hui staff welcomes Master Gardeners and a handful of other community participants fulfilling required training or volunteer hours to help with daily collection and processing tasks. Total: 12/yr.

Kainalu Elementary COMPOST CLUB

Membership in Compost Club is open to anyone who wants to help harvest our hot compost piles at Kainalu Elementary, the only school that has elected to not have students perform the monthly harvests.

Typically 15-20 members will show up at each monthly event. Families and guests are welcome to participate. Current Compost Club membership is 68 individuals.

COMPOST SALE

The Hui conducts public compost sales at Kainalu Elementary to sell surplus thermal compost and vermicast collected from all five Hui schools. All proceeds (around \$6,000 per event so far) go to the participating schools. The sale is held semi-annually, in January and June.

Under the Ka'ohao Protocol all school food waste is processed on-site, the majority being processed via hot composting piles. For every layer of food waste added to a compost pile, a layer of tree mulch is added, in a cake-layer or lasagna method, as the carbon source for the pile. Throughout the years ZWS has developed relationships with area tree trimmers, who are pleased to come deliver loads of tree mulch to our school sites at no cost, while saving themselves a trip to the waste facility. The result from the hot compost piles is rich, premium-quality compost for gardens and landscaping.

Worm bins process food prep scraps, shredded paper, and used cardboard in our custom lateral flow worm bins. With proper care, the worms eat their own weight in food each day, yielding vermicast at the end of the process. Vermicast is widely know as Gardener's Gold, as is considered to be the best fertilizer on earth.

Funding and support to cover staffing for five Kailua schools has previously been awarded from Harold K.L. Castle Foundation, Hawaii Community Foundation, Kupu, Garden Club of Honolulu, Kokua Hawaii Foundation, Ulupono Initiative, and through numerous private gifts, because these organizations have witnessed, and believe in, our process. With the expanse of the school 'ohana added to our list of stakeholders, the demand for integrated resource recovery and applied environmental education is clear. Initial wariness from custodial and food service staff has morphed into eager collaboration, and students matriculate out from ZWS with a broader sense of self and place, mindfulness, and the tools to lead Hawai'i into the future with resilience and capability for adaption in this uncertain future.

2. Projected annual timeline

As reflected in the anticipated funding requests, operations continue at ZWS sites year-round, with minimum maintenance during summer months.

Tasks	Qtr 1	Qtr 2	Qtr 3	Qtr 4
Compost pile and worm colony maintenance	X	X	X	X
Food waste separation and collection		X	X	X
Student education sessions, student harvests, preparatory activities		X	X	X
Compost Club harvests	X	X	X	X
Public compost sale		X		X

3. Quality assurance / evaluation

Outcomes are most directly measured by weight of food waste processed, reduction in dumpster volume, volume of compost and vermicast produced, weight of worms sold, number of educational seminars given, and monies distributed back to individual schools. Less quantitatively, improvements are universally seen in reduction in plastic bag consumption; increased utilization of school garden lessons and applied environmental, biology, and agricultural education; and improved green space in schools. Students participate in numerous parts of the process and are exposed to the importance of waste reduction & management of commodities, as well as the biosystems involved in the various processes of controlled decomposition of food matter.

Evaluation of data also creates an opportunity to team with school district food services to fine-tune school lunch menus to reduce primary food waste by adjusting menu options, serving sizes, preparation style (e.g. sliced vs. whole apples).

4. Measures of Effectiveness to be reported

- Public compost sale reports
- Number of students participating daily
- Monthly food recovery weight totals
- Compost pile harvest cubic yard yield
- Vermicast harvest yield
- Monies earned/distributed to schools

- Educational inservices held: public + student-based

IV. Financial

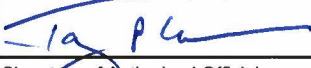
Budget

1. The following budget forms are attached:
 - a. Budget request by source of funds
 - b. Personnel salaries and wages
 - c. Equipment and motor vehicles
 - d. Capital project details
 - e. Government contracts, grants, and grants in aid

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2020 to June 30, 2021

Applicant: O'ahu Resource Conservation & Development Council, fiscal sponsor for Windward Zero Waste Schools Hui

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	92,344	0	92,418	21,000
2. Payroll Taxes & Assessments	7,064	0	7,070	0
3. Fringe Benefits	0	0	0	0
TOTAL PERSONNEL COST	99,408	0	99,488	21,000
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	0	0	0	0
2. Insurance	0	0	0	0
3. Lease/Rental of Equipment	0	0	0	0
4. Lease/Rental of Space	0	0	0	0
5. Staff Training	0	0	0	0
6. Supplies	1,400	0	0	0
7. Telecommunication	0	0	0	0
8. Utilities	0	0	0	0
9. Fiscal Services	11,200	0	0	0
TOTAL OTHER CURRENT EXPENSES	12,600	0	11,000	0
C. EQUIPMENT PURCHASES	0	0	0	0
D. MOTOR VEHICLE PURCHASES	0	0	0	0
E. CAPITAL	0	0	0	0
TOTAL (A+B+C+D+E)	112,008	0	110,488	21,000
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	112,008	Lindsey Whitcomb 808 265 1959		
(b) Total Federal Funds Requested	0	Name (Please type or print) Phone		
(c) Total County Funds Requested	110,488			
(d) Total Private/Other Funds Requested	21,000	Date <u>1/16/20</u>		
TOTAL BUDGET	243,496	Signature of Authorized Official Taylor Kellerman, President Name and Title (Please type or print)		

Period: July 1, 2020 to June 30, 2021

Applicant: O'ahu Resource Conservation & Development Council,
fiscal sponsor for Windward Zero Waste Schools Hui

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Hui Coordinator	1	\$66,560.00	35.00%	\$ 23,296.00
Resource Recovery Specialist	0.4	\$29,456.00	50.00%	\$ 14,728.00
Resource Recovery Specialist	0.4	\$29,456.00	50.00%	\$ 14,728.00
Resource Recovery Apprentice	0.3	\$15,552.00	50.00%	\$ 7,776.00
Resource Recovery Apprentice	0.3	\$15,552.00	50.00%	\$ 7,776.00
Resource Recovery Apprentice	0.3	\$15,552.00	50.00%	\$ 7,776.00
Resource Recovery Apprentice	0.3	\$15,552.00	50.00%	\$ 7,776.00
Resource Recovery Apprentice	0.3	\$15,552.00	50.00%	\$ 7,776.00
Resource Recovery Apprentice	0.3	\$15,552.00	50.00%	\$ 7,776.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				99,408.00

JUSTIFICATION/COMMENTS:

Annual salary rates entered reflect base hourly rate + taxes, etc.

Applicant: O'ahu Resource Conservation & Development
 Council, fiscal sponsor for Windward Zero Waste Schools Hui

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

JUSTIFICATION/COMMENTS:

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

JUSTIFICATION/COMMENTS:

NOT APPLICABLE

Period: July 1, 2020 to June 30, 2021

Applicant: O'ahu Resource Conservation & Development Council,
fiscal sponsor for Windward Zero Waste Schools Hui

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						
TOTAL:						

JUSTIFICATION/COMMENTS:

NOT APPLICABLE

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Contracts Total:

Applicant: O'ahu Resource Conservation & Development Council, fiscal sponsor for Windward Zero Waste Schools Hui

\$ 926,695

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	Waimanalo Stream Restoration and Community Outreach	12/4/2018-12/3/2020	Hawaii Dept. of Health ASO 18-209	State	\$ 247,716
2	Buffer and BMPs for Windward Oahu	4/11/2019-10/10/2021	Hawaii Dept. of Health ASO 19 154	State	\$ 304,726
3	Increasing Cacao Production Through Improved Orchard Management	3/1/2017-6/30/2020	Hawaii Dept of Ag ADD 17 088	State	\$ 39,474
4	Successful Cacao Orchard Establishment Through Improved Soil Management	4/1/2017-10/31/2020	WSARE (Prof+Producer) OW17-037	U.S.	\$ 49,789
5	Co-managing Food Safety and Land Stewardship on Hawaii Farms	8/1/2019-12/31/2020	WSARE (PDP) OW17-037	U.S.	\$ 74,715
6	Skill Up! Utilizing Ag-tourism to grow farm income	8/1/2019-12/31/2020	USDA-NIFA (WRME) 14167	U.S.	\$ 49,809
7	Enhancing Cacao Production and Profitability by Improving Post-Harvest	1/1/2020-12/31/2021	Hawaii Dept of Ag ADD 19 084	State	\$ 43,530
8	Popup Labs for STEAM: Building the Next Generation of Steamers	10/1/2019-9/30/2020	C &C of Honolulu	Hon	\$ 116,935

2. Anticipated quarterly funding requests for the fiscal year 2021:

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$13,000	\$33,000	\$33,000	\$33,000	\$112,000

3. Other sources of funding sought for fiscal year 2021:

City and County of Honolulu Grant in Aid: "Resource Recovery" (proposal submitted)
Hawaii Community Foundation
Individual donations

4. Listing of all state and federal tax credits within the prior three years and listing of all state and federal tax credits applied for or anticipate applying for pertaining to any capital project.

None

5. Listing of all federal, state, and county government contracts, grants, and grants in aid granted within the prior three years and receiving for fiscal year 2021 for program funding.

Windward Zero Waste School Hui has not received federal, state, or county government contracts, grants, or grants in aid during the prior three years nor does it have any secured for fiscal year 2021. O'ahu Resource Conservation and Development Council's current federal, state and county government contracts, grants and grants in aid are listed in the budget attachment .

6. Balance of unrestricted current assets as of December 31, 2019.

Windward Zero Waste School Hui (a fiscally sponsored program): \$16,120.06
O'ahu Resource Conservation and Development Council (fiscal sponsor): \$243,336.48

V. Experience and Capability

1. Necessary Skills and Experience

Since moving operations to Windward Oahu, ZWS has enjoyed tremendous success in the transformation of five public school campuses to near- zero waste. Please review the following excerpt from a calendar-year summary from the Hui for the year 2019:

2019 YEAR END REPORT

There were 180 school days included in the 2nd semester of 2018-2019 and the 1st semester of 2019-2020.

Food waste diversion

Total food/milk waste collected and processed on five campuses in 2019 was **110,318 pounds, or 55.2 tons.**

Compost harvested

Total 2019 compost yield on five campuses: 50.48 cubic yards. Market value @ \$270/cu yd = \$13,630.

Vermicast harvested

Total 2019 vermicast harvest yield on four campuses: 1.9 cubic yards or 50 cubic feet. Vermicast is sold by weight @ \$3/lb. Market value: one cubic foot = 25 lbs x 50 @ \$3/lb = \$3,750.

Spread the WORM – measurable community outreach

WZWSH advocacy is action-based and results-oriented. With the final closing of the Waikiki Worm Company breeding facility in Wahiawa in 2019, Hui schools currently own the only significant wormstock on Oahu. To spread the Zero Waste practice of vermicomposting to the community, sales of surplus worms to the public was initiated this year. Worms were sold to 104 individuals, three schools, and to seed a major installation at Green Rows Farm in Waimanalo, a total of 54 pounds, 10 ounces, with proceeds totalling \$8,740. There's a ripple effect: if each of the 104 new households with worm colonies vermicompost the average family food waste of 7 pounds per week, in 2020, an additional 37,128 pounds of food waste is diverted annually.

WZWSH satellite campus - Manoa Elementary School

Augusto Decastro, who had completed a full year as a WZWSH apprentice, was hired by Manoa Elementary as a Sustainability Coordinator – a PTT (part-time teacher) position – with the understanding that his focus would be waste management based on the Ka'ohao Protocol. With minimal resources and no budget, Augusto started collecting and composting food/milk waste, logging 15,542 pounds (7.8 tons) in 175 days. The Hui

supported this effort by paying for one day of staff help, including Manoa in volume supply buys, and lending equipment. An excellent website for this affiliate campus can be found at <https://zerowasteschools.net/manoa/>.

2. Facilities

Although our services and consultations have been requested at a range of differing institutions, currently our operations are located solely on public school campuses. After receiving a consultation request, our coordinator or a resource recovery specialist will conduct a waste audit and survey the site and facilities to determine a food waste diversion protocol that is appropriate for the size and processes of the school and campus. Composting and vermicomposting operations are constructed in a way to minimize obstruction to the daily operations on campus, and often occupy rarely-used or neglected spaces in corners, behind storage units, or near existing school garden plots. Procedures and activities are performed entirely on existing Department of Education grounds, with minimal improvements or modifications required (e.g. hose bib fittings, storage containers, retrofitting areas with canopy/shade awning).

VI. Personnel: Project Organization and Staffing

1. Proposed Staffing, Staff Qualifications, Supervision and Training

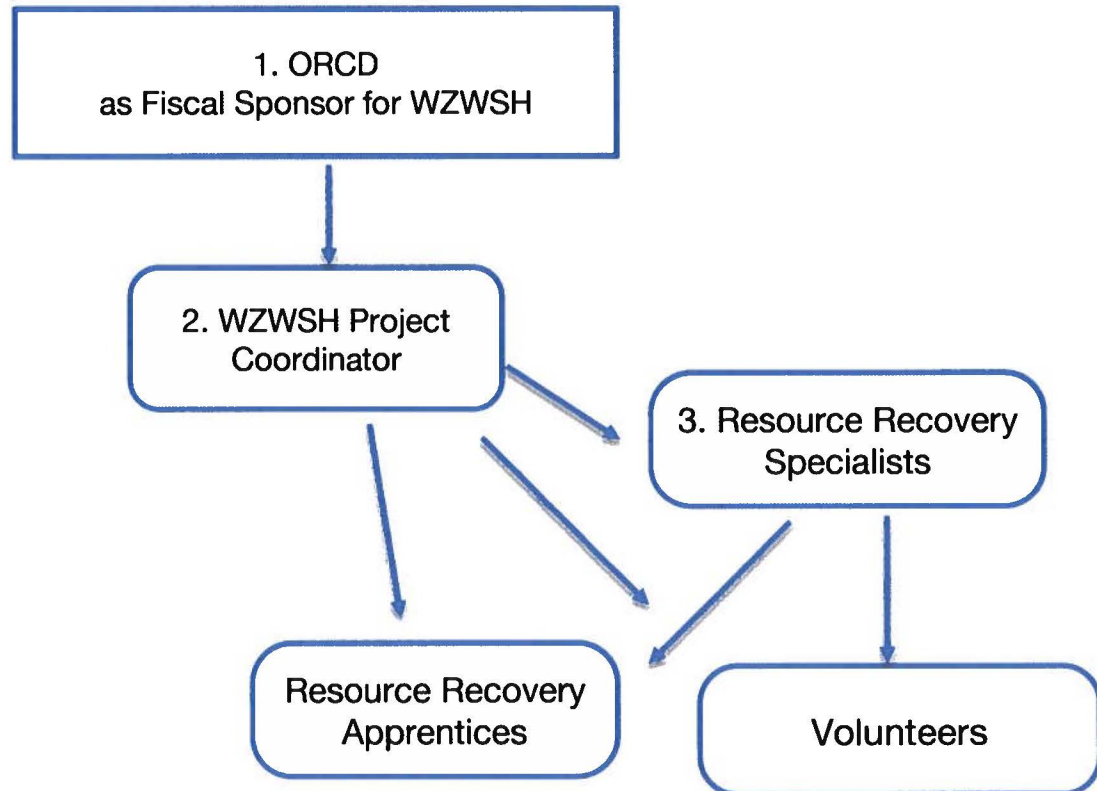
Hui Coordinator: Currently held by WZWSH founder Mindy Jaffe. Jaffe earned a Bachelor's degree in Environmental Education and is Oahu's leading authority on vermicomposting. She has maintained sole proprietorship of Waikiki Worm Co. until 2019 and participated in City of Honolulu's Recycling Teaching Partner grant program 2005-2012, conducting worm-related STEM projects at 136 public and private schools. Jaffe manages & executes on-site operations daily including site-faculty interface; organizes classroom harvests, community harvests and work days, worm & compost sales, and community outreach. Compiles and manages data, coordinates reimbursement to schools from product sales, oversees student volunteers to ensure safety and appropriateness. Plans and performs applied environmental inservices; grant reporting and media outreach.

Resource Recovery Specialist: Specialists have completed a Resource Recovery apprenticeship. Oversee daily site operations at multiple sites; train & oversee volunteers & apprentices. Manage & execute on-site operations including classroom harvests; plan and perform applied environmental inservices; maintain daily data and submits for data management. Oversee student volunteers to ensure safety and appropriateness.

Resource Recovery Apprentice: apprentices receive extensive training in proper methodology and technique from the Coordinator and Resource Recovery Specialists. The duration of a Resource Recovery apprenticeship is 40 weeks, or the duration of a full academic year. Apprentices execute on-site operations on a daily or regular basis; maintain food waste data and submit for data management. Oversee student volunteers to ensure safety and appropriateness.

Administrative and fiduciary management is provided by ORCD, as our fiscal sponsor.

2. Organization Chart



1. O'ahu Resource Conservation & Development Council oversees Windward Zero Waste Schools Hui and communicates with Project Coordinator to facilitate fiscal management and provide guidance for professional development and grant opportunities.
2. Project Coordinator coordinates with Resource Recovery Specialists, apprentices, and volunteers to manage daily operations, schedule community events, facilitate product sales
3. Resource Recovery Specialists train and oversee apprentices and volunteers

3. Compensation

Annual Salary Range for three highest-paid positions:

- Project Coordinator: \$48,000 - \$52,000 (full time)
- Resource Recovery Specialist: \$22,000 - \$28,000 (part time, varying hours)
- Resource Recovery Apprentice: \$9,000 - \$18,000 (part time, varying hours)

VII. Other

1. Litigation

Not Applicable

2. Licensure or Accreditation

Not Applicable

3. Private Educational Institutions

Grant will not be used to support or benefit a sectarian or non-sectarian private educational institution

4. Future Sustainability Plan

For the short term, supporters of WZWSH have graciously started a crowd funding campaign to support our operations. Institution-sponsored school waste reduction programs appear to be gaining traction throughout the mainland, so for the long term, we will work to gain the confidence of the DOE to eventually adopt Resource Recovery programs, institutionalizing on-site "Sustainability Coordinators" within their system.

As previously described, our mid-range goal is to incorporate the majority or all public schools within the Kailua-Kalaheo School Area Complex as Zero Waste Hui schools. Each Hui school diverts tons of noxious organic waste from the waste stream, creates innumerable cubic yards of soil rich in nutrients that retains moisture, mitigates erosion, increases biodiversity, sequesters carbon, grows great gardens, restores lawns, and teaches kids a lot about earth science. Schools make money selling their surplus compost. Plastic bag use is greatly reduced, dumpster volume is slashed, and dumpster stink – along with the flies, roaches, rats, and other pests – are noticeably fewer. Instead of being horrific trash factories, Windward schools lead the way in admirable sustainable

practices that transfer into homes and neighborhoods, and turn our keiki into leaders in sustainability.

Windward Zero Waste Schools maintains incredible community support from all who have witnessed and/or experienced the simplicity and the genius of our methods. We remain confident that with the support of our area legislators, including Sen. Laura Thielen, who is sponsoring our most recent bill for the 2020 Legislative Session, Rep. Chris Lee, whom we have previously partnered with to develop and sponsor bills, and strong support from the environmental and education committees in both houses, we will be able to succeed in passing legislation that institutionalizes the role of Resource Recovery Specialists. In the interim, we maintain focus on not only our daily operations, but seek fundraising opportunities from all possible sources and reconnect with board members from foundations that have previously provided support. All who have been connected with ZWS remain invested to ensure the program's continued operation.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2020 to June 30, 2021

Applicant: O'ahu Resource Conservation & Development Council, fiscal sponsor for Windward Zero Waste Schools Hui

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	92,344	0	92,418	21,000
2. Payroll Taxes & Assessments	7,064	0	7,070	0
3. Fringe Benefits	0	0	0	0
TOTAL PERSONNEL COST	99,408	0	99,488	21,000
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	0	0	0	0
2. Insurance	0	0	0	0
3. Lease/Rental of Equipment	0	0	0	0
4. Lease/Rental of Space	0	0	0	0
5. Staff Training	0	0	0	0
6. Supplies	1,400	0	0	0
7. Telecommunication	0	0	0	0
8. Utilities	0	0	0	0
9. Fiscal Services	11,200			
TOTAL OTHER CURRENT EXPENSES	12,600	0	11,000	0
C. EQUIPMENT PURCHASES	0	0	0	0
D. MOTOR VEHICLE PURCHASES	0	0	0	0
E. CAPITAL	0	0	0	0
TOTAL (A+B+C+D+E)	112,008	0	110,488	21,000
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	112,008	Lindsey Whitcomb 808 265 1959		
(b) Total Federal Funds Requested	0	Name (Please type or print) Phone		
(c) Total County Funds Requested	110,488	Signature of Authorized Official Date		
(d) Total Private/Other Funds Requested	21,000	Taylor Kellerman, President		
TOTAL BUDGET	243,496	Name and Title (Please type or print)		