

**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/a:

Recycle Hawaii

Amount of State Funds Requested: \$ 15,000

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

Recycle Hawaii requests funding to cover expenses for FY20/21 as the organization rebuilds operational capacity and secures funding for new programs. Relinquishment of a major county contract to the private sector in 2018 required a downsizing that left our organization without paid staff. Since that time, Recycle Hawaii has reorganized under the direction of its all-volunteer board to fulfill an updated mission, one specifically focused on the connection between waste and climate change.

Amount of Other Funds Available:

State: \$ \_\_\_\_\_

Federal: \$ \_\_\_\_\_

County: \$ \_\_\_\_\_

Private/Other: \$ 3,500.00

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

\$ 0.00

Unrestricted Assets:

\$ 3,500.00

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:

P.O. Box 4445

City:

Hilo

State:

HI

Zip:

96720

Contact Person for Matters Involving this Application

Name:  
Kristine Kubat

Title:  
Board President

Email:  
admin@recyclehawaii.org

Phone:  
808-747-4246

Federal Tax ID#:

State Tax ID#

*Kristine Kubat*

Kristine Kubat

Board President

January 15, 2020

Authorized Signature

**received**  
1/17/20 2c W:25 am

Name and Title

Date Signed

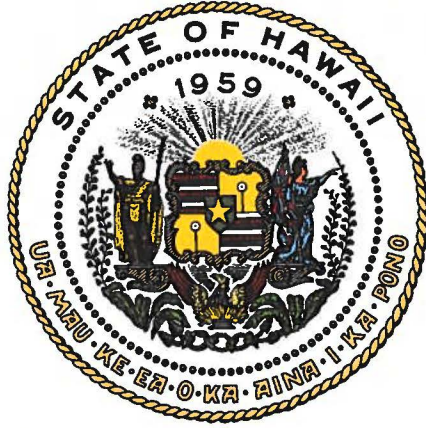
Applicant Recycle Hawaii

## 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

Kristine Kubat Kristine Kubat, Pres. 1/15/20  
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

#### RECYCLE HAWAII

was incorporated under the laws of Hawaii on 02/24/1992 ; 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: December 19, 2019

Director of Commerce and Consumer Affairs

**DECLARATION STATEMENT OF  
APPLICANTS FOR GRANTS PURSUANT TO  
CHAPTER 42F, HAWAI'I REVISED STATUTES**

The undersigned authorized representative of the applicant certifies the following:

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

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

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

Recycle Hawaii  
(Typed Name of Individual or Organization)

Kristine Kubat          1/15/20  
(Signature)                                  (Date)

Kristine Kubat          President  
(Typed Name)                                  (Title)

Recycle Hawaii hereby verifies that any and all funding awarded to our 501(c) 3 non-profit organization by the State of Hawaii through its Grants-in-Aid program will be used for a public purpose pursuant to Section 42F-102 Hawaii Revised Statutes.

Kristine Kubat

Kristine Kubat  
Board President

1/15/2020  
Date

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## **BACKGROUND AND SUMMARY**

Recycle Hawaii began in 1989 when a number of determined community members responded to a lack of municipal recycling services on Hawaii Island. The volunteer programs they set up at the Keaau and Kealahou transfer stations became so popular that the group was able to garner overwhelming support, not only for their own collections but also for the establishment of a county-run recycling program under the auspices of a newly formed department of environmental management, which, to this day, employs a number of full time specialists.

After incorporating as a non-profit in 1992, Recycle Hawaii went on to pioneer innovative programs throughout Hawaii County and across the state, either via the same volunteer collection model or through contractual agreements with federal, state and county agencies. Hawaii's first electronics recycling program and scores of zero-waste events illustrate the first approach; executing a federal contract to establish the state's first reuse center at a county transfer station is a prime example of the second. Recycle Hawaii also played a key role in establishing the state's single-use beverage container redemption program, which continues to this day. Recycle Hawaii is best known throughout Hawaii County for overseeing the operation and expansion of the reuse centers that continue to serve the island, for managing the state's used motor oil program here, and for conducting recycling education in the schools. The success of these efforts led to ongoing contracts with the county and state that eventually raised the organization's cash flow to \$1M per year. When Recycle Hawaii relinquished the contract to operate Hawaii County's seven reuse centers to a lower bidder in 2018, the sharp decline in revenues led to a reorganization period that has since left Recycle Hawaii primed to provide leadership on new frontiers. As Hawaii Island residents face both local waste and global climate crises, Recycle Hawaii is returning to its activist roots to promote policies and activities that will transform the county's current waste management approach into a functional, climate-conscious, resource-recovery model readily adaptable by island communities everywhere.

## **GOALS AND OBJECTIVES**

The requested funding will cover part-time salaries and benefits for two principals, as well as one part-time educational director for one year, with the balance covering operational expenses over the same period. Our primary goal is to be active in waste management policy arenas, educating stakeholders about the connection between waste and climate change, while sharing information critical to the wise development and successful implementation of zero-waste policies and solutions. We also seek to create opportunities for island residents and

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visitors to be less wasteful. Our primary objective is to secure future funding through private and public partnerships.

### **PUBLIC PURPOSE AND NEED TO BE SERVED**

In October 2019, Hawaii County stopped accepting all forms of plastic and most paper, leaving corrugated cardboard, brown paper bags and glass the only recyclables collected at transfer stations islandwide. This rollback came on the heels of earlier restrictions that ended the collection of aluminum and some grades of plastic. In December 2019, the closure of the South Hilo Sanitary Landfill initiated another change that significantly increased the environmental impacts of Hawaii County's waste management operations when a longstanding plan to truck discarded materials generated on the east side of the island to the Pu'uuanahulu Landfill on its west side went into effect.

Although a zero-waste plan adopted by Hawaii County Council in 2009 was specifically aimed at preventing both these outcomes, the failure of two subsequent administrations to implement that plan has instead led to a significant increase in waste generation at increased carbon cost. At the heart of these policy failures lies a misunderstanding of the extent to which wastefulness feeds the global climate crisis. With global warming an existential imperative, our mission has never been more urgent.

Clearly, the task of implementing and sustaining resilient and effective waste reduction programs cannot be left to government alone. It is not enough to pass laws and resolutions that declare ambitious goals. There must be some mechanism to generate the political will and public support needed to achieve such goals, and it is the responsibility of the private and voluntary sectors to develop and drive that mechanism. With its 30-year legacy in the waste management arena, Recycle Hawaii is uniquely positioned to assist Hawaii County as it strives to rebuild its diversion programs. In its role as a 501(c) 3 charity, Recycle Hawaii can attract monetary and in-kind donations to help decrease government costs; in its role as an NGO, the organization can explore and implement solutions in ways government cannot. Hawaii County's ambitious waste reduction goals can only be met through strong partnerships that allow it to leverage resources and increase public buy-in. Although the primary target of our programs are Hawaii Island residents and visitors, as our partnership with Hawaii County succeeds, we pave the way for similarly successful endeavors throughout the Hawaiian Islands.

## SERVICE SUMMARY AND OUTCOMES

Recycle Hawaii's three overlapping focus areas function synergistically toward the goal of fulfilling our mission. They are 1) zero-waste implementation, 2) education, and 3) climate-action advocacy. What follows is a brief overview of our organization's FY20/21 programming, including specific action items. Among the items listed below, those in bold font represent deliverables funded directly via this request, while those that are not bolded represent items for which we will seek private sector funding with the help of staff paid via this request. Because efforts to secure that additional funding are in themselves part of this scope of work, we decided to include them as well.

### 1) ZERO-WASTE IMPLEMENTATION

Establishing zero-waste communities requires a multi-faceted approach, one that provides everyone living and working within those communities opportunities to engage in activities that demonstrate respect for natural resources, both in public spaces and at home. One facet deals with organizing and staging large scale zero-waste events that teach and inspire; another deals with encouraging individuals and business owners to adopt zero-waste practices in their everyday lives; yet another deals with creating the public infrastructure needed to ensure that such practices actually divert significant volumes of discarded materials from the waste stream.

Action Items: **Stage Zero-Waste Events; Establish a Zero-Waste Standard for Hawaii County Film Productions;** Update the Hawaii County Zero Waste Implementation Plan; Work with Hawaii County Department of Environmental Management (DEM) to Re-invent Low-Volume Transfer Stations as Climate Action Hubs.

### 2) EDUCATION

In response to the 2018 UN Intergovernmental Panel on Climate Change report, Recycle Hawaii is focusing its educational efforts on raising awareness about the impact our global culture of waste has on climate, with special attention given to the impacts of plastic pollution.

Action Items: **Collaborate with Established Educators to Develop Hands-on Educational Programs; Collaborate with Hawaii County DEM on Educational Outreach;** Develop a Zero-Waste Literacy & Leadership Program in Conjunction with Laupahoehoe Public Charter School.

### 3) CLIMATE-ACTION ADVOCACY

As a 501(c)3 non-profit organization, Recycle Hawaii does not engage in political lobbying. Instead, we focus on building a support base through education and information sharing that



empowers communities to advocate in favor of resource-recovery strategies. We do this by promoting zero-waste behaviors, keeping abreast of cutting-edge research, and developing educational materials that are shared in classrooms, town-hall style meetings and public hearings.

Action Items: **Establish the Zero-Waste Islands Network;** Create and Stage the Zero-Waste Islands Network Roadshow; **Develop a “Plastics and Climate” presentation based on the CIEL Report “Plastic and Climate: The Hidden Costs of a Plastic Planet.”**

## **TIMELINE**

**Stage Zero-Waste Events:** Recycle Hawaii will double down on its zero-waste activities, moving from simply advising organizers of local events to providing hands-on support. When organizers of the Lavaman Triathlon (April 5th, Waikoloa) approached Recycle Hawaii for assistance transitioning to a less wasteful event, our limited capacity as volunteers meant we could only play an advisory role. At the same time, last minute requests to help with the Pahoa Christmas Parade (December 7) and the Women’s March (January 19, Hilo) had to be turned down. A GIA grant would enable us to fully support future requests from these and many other event organizers. With the popularity of zero-waste events growing and such requests ongoing, Recycle Hawaii is committed to assisting with at least one event (including those listed above) per month. This would amount to a total of 12 events per year; with the results accomplished on the day of the event.

**Establish a Zero-Waste Standard for Hawaii County Film Productions:** Preliminary outreach with local production companies has generated enough positive response to indicate a quick turnaround for this project. We will begin as soon as funds are provided; we estimate it will take no longer than six months to complete.

Other zero-waste implementation programs: Fundraising for the following programs will be ongoing—Update the Hawaii County Zero Waste Implementation Plan and Work with Hawaii County DEM to Re-invent Low-Volume Transfer Stations as Climate Action Hubs.

**Collaborate with Established Educators to Develop Hands-on Educational Programs:** Activities related to the development of these programs have already begun and represent a major time commitment by Recycle Hawaii volunteers to date. We will continue in earnest as soon as funds are provided; we plan to have a DOE-sanctioned zero-waste literacy curriculum by the end of FY20/21.

**Collaborate with Hawaii County DEM on Educational Outreach:** Activities related to the development of these programs has already begun and represent the bulk of our volunteer activities to date. Recycle Hawaii plans to reply to RFPs soliciting proposals for education programs as they are issued by Hawaii County. We expect at least one such opportunity during FY20/21, and are planning to expand this relationship in the years to come.

Other education programs: Fundraising for this program has already begun and will be ongoing—Develop a Zero-Waste Literacy & Leadership Program in Conjunction with Laupahoehoe Public Charter School.

**Establish the Zero-Waste Islands Network:** Action on this item has already begun, with Recycle Hawaii instrumental in the establishment of a Big Island Zero Waste Kona Chapter as a result of our networking with the Hilo Chapter. Ongoing networking with Oahu Zero Waste and unaffiliated supporters will continue throughout the year.

**Development of a “Plastics and Climate” presentation based on the CIEL Report: “Plastic and Climate: The Hidden Costs of a Plastic Planet.”** Research for this project has already begun and we will begin the development of the presentation as soon as funding is received. We expect to have the project complete in six months.

Other climate advocacy programs: Fundraising for the Zero-Waste Islands Network Roadshow has already begun.

## **QUALITY ASSURANCE**

**Stage Zero Waste Events:** Staging a zero waste event is successful from the moment the organizers make the commitment to do so because anytime anyone makes the decision to accept responsibility for the waste they generate, progress has been made; at the same time, zero-waste efforts offer a way to directly measure their success. Known as the “diversion rate,” this calculation compares the volume of discarded items diverted from the landfill to the total volume of items discarded. After each zero-waste event we stage, Recycle Hawaii will record the number of participants, the number of volunteers who assisted with the effort, the volume of materials discarded, the volume of materials diverted and the diversion rate. A report for each event will be prepared and that report will include recommendations for improving results, including increasing the diversion rate for future events.

**Establish a Zero-Waste Standard for Hawaii County Film Productions:** The measures of success for this program will be the number of productions that agree to adopt zero-waste strategies and the diversion rates accomplished for each production. Preliminary outreach has already generated interest among two Hawaii based companies; if we are able to get three production companies to commit to the program goals, we will consider this a success.

**Collaborate with Established Educators to Develop Hands-on Educational Programs:** As we collaborate with established educators to develop hands-on educational programs, we will consider the number of educators we engage in the process as a measure of success. Our goal is to hold three mini, one-day conferences, in three separate locations, with educators paid a stipend to attend. Recommendations made as a result of collaboration will be used to develop the zero-waste literacy curriculum. DOE acceptance of the curriculum will be another measure of success; if we fail to achieve this goal we will certainly attempt to resolve any issues and earn DOE acceptance at a later date.

**Collaborate with Hawaii County DEM on Educational Outreach:** Proposals submitted in response to county solicitations must include a provision for measuring the success of the program proposed. Typically the success of an educational outreach program is measured in terms of the number of people it reaches. Participant evaluations are another common method for measuring success. Recycle Hawaii will use both methods for every educational program we propose.

**Establish the Zero-Waste Islands Network:** Success for this initiative will be measured in terms of the number of new sister organizations that emerge in response to our promotional efforts and the number of existing zero-waste groups that participate in the monthly online conference calls we organize. These statistics are easy to compile and we will use them to evaluate our success in-house. We will also ask each member of the network to track their activities and we will use that information to develop an overview of the zero-waste movement's effectiveness.

**Development of a "Plastics and Climate" presentation:** The success of this effort will be measured in terms of the number of presentations Recycle Hawaii gives, the number of people who attend and feedback given on evaluation forms, including feedback from supporters who helped organize the presentation. We will also make the presentation available online. Anyone who requests permission to give the presentation will be required to register with Recycle Hawaii and provide follow-up information regarding where and when the presentation was

given and how many people attended. These metrics will be used to help measure success and perfect the presentation.

All of the measures described above will be shared with the expending agency, unless that agency expresses a disinterest in receiving them.

### **EXPERIENCE AND CAPABILITY**

Recycle Hawaii began in 1989 when community volunteers established Hawaii Island's first recycling programs. Later incorporated in 1992 as a non-profit, RH went on to pioneer other innovative programs either via the same volunteer collection model or through contractual agreements with federal, state and county agencies. As a result of our 30-year commitment, several million tons of otherwise wasted resources were diverted from Hawaii's landfills.

While Recycle Hawaii is best known throughout Hawaii Island for overseeing the operation and expansion of reuse centers, managing the state's used motor oil program here, and educating the public, we regularly have a statewide impact by supporting the establishment of programs such as those for single-use beverage container redemption and electronics recycling. At the height of our capacity in FY 2017/18, we expended a \$975k-budget employing 29 staff; relinquishment of a major county contract to the private sector at year's end required downsizing that led to a reorganization period.

During our 30-year history, Recycle Hawaii has partnered with every federal, state and county agency that has ever played a role in managing Hawaii County's solid waste, including the USDA, EPA, Hawaii Department of Health, the Hawaii County environmental management department as well as its environmental management commission and county council. These partnerships required Recycle Hawaii to fulfill contractual obligations by providing paid public services; on occasion, we also served as paid consultants.

Under similar agreements Recycle Hawaii has received funding from the Hawaii Community, Omidyar Family, Healy, Swain-Barber, Grousbeck Family, and Atherton Foundations, as well as PepsiCo and Waste Management, Inc.

Recycle Hawaii fulfilled these obligations by partnering with Keep America Beautiful, Keep Hawaii Islands Beautiful, Keep Puako Beautiful, the Kona-Kohala Chamber of Commerce, Hawaii Island Economic Development Board, Big Island Resource Conservation and Development Council, Method, Matson Navigation, Goodfellow Bros. Inc., Mr. K's Recycling

Center, Atlas Recycling, Reynolds Recycling, Business Services Hawaii, KTA Super Stores, Sustainable Island Products, Island Naturals Food and Deli, Kona Brew Company, Lex Brodie's, Big Island Toyota, CarTow, Kona Harley Davidson, Prince Kuhio Mall, International Market Place, The Sanctuary at Mana Ke'a, Big Island Gay Pride, Taste of the Hawaiian Range, The Institute for Local Self Reliance, The Kohala Center, Hawaii Wildlife Fund, Sustainable Coastlines Hawaii, Surfrider Foundation, Hiccup Circus, Firehouse Gallery, East Hawaii Cultural Center, and the Volcano Center for Arts and Sciences, as well as every DOE and public charter school on Hawaii Island, including the University of Hawaii at Hilo.

## **PERSONNEL**

Recycle Hawaii will begin rebuilding its organizational capacity with three staff positions, including a part-time executive director, a part-time development director, and a part-time educational director.

The executive director shall serve as the primary agent for the organization, manage the organization's paid staff, oversee office functions and report to the Recycle Hawaii board, generating financial documents and reports as needed. The ED will also interact with Hawaii County officials involved in waste management to keep them informed, build relationships, and keep abreast of contract opportunities as they arise. This position operates as part-time until additional funding from other sources is received. The development director will focus on fundraising by tracking opportunities, writing grants and building relationships with potential funders. The DD will also play a limited role representing Recycle Hawaii in the public arena. This position operates as part-time until additional funding from other sources is received. Collaborating with the executive director and the development director, the educational director will network with established educators to develop programs suitable to Hawaii County youth and adults. This position operates as part-time until additional funding from other sources is received.

Qualifications for these hires will include at least three years experience with the duties of their respective positions, a familiarity with Hawaii County waste management plans and protocols, a history of volunteerism, computer literacy, and outstanding references. In addition to these paid positions, Recycle Hawaii works with an all-volunteer, seven-member board of directors. Our collaborative organizational model operates on a level playing field, empowering staff to take responsibility while helping them realize their full potential. A yearly performance evaluation by the board of directors for all staff takes this model into consideration.

## **COMPENSATION**

Compensation for our new staff is as follows: Part-time Executive Director, \$2,500/month plus benefits; Part-time Development Director, \$2,500/month plus benefits; Part-time Education Director, \$2,200/month plus benefits. Salaries will be supplemented as additional funding is secured with the cap on each salary as follows: Full Time Executive Director, \$5,500/month plus benefits; Full Time Programming Director, \$4,800/month plus benefits; Part-time Education Director, \$3,000/month plus benefits.

## **SUSTAINABILITY**

During the 28 years Recycle Hawaii has served the public interest as a non-profit corporation, its board members and executive director have always managed to secure funding for its public service and educational programs. We find ourselves in the unusual situation of looking outside established channels due to the unanticipated loss of a major contract with Hawaii County that left us without a paid staff. Support from the GIA program as we rebuild our organization's staff allows us to effectively raise funds from the foundations that have already expressed interest in our 2020 programming, including The Healy Foundation, Marisla, Lush, and the Frost Family Foundation. Past experience has taught us that such foundations prefer to fund program rather than operational costs. For this reason, the State GIA request carries unique value in providing a much needed reboot, so that Recycle Hawaii can return to full functionality and meet its programming commitments into the future. Additionally, Recycle Hawaii plans to apply for funding from the Hawaii County DEM as it solicits proposals for recycling educational programs.; the agency's current budget for such programs is \$100,000.00, and this line item is carried over for the next two years.

# BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2020 to June 30, 2021

App

Recycle Hawaii

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	66,000	0	10,000	39,000
2. Payroll Taxes & Assessments	11,220	0	1,700	6,630
3. Fringe Benefits	6,570	0	800	2,380
<b>TOTAL PERSONNEL COST</b>	<b>83,790</b>	<b>0</b>	<b>12,500</b>	<b>48,010</b>
<b>B. OTHER CURRENT EXPENSES</b>		0		
1. Airfare, Inter-Island	850	0		
2. Insurance	2,700	0		
3. Equipment	0	0		3,600
4. Lease/Rental of Space	0	0		
5. Office Supplies	700	0		
6. Program Supplies	3,400	0	0	11,290
7. Telecommunication	780	0		
8. Utilities	0	0		
9. Website	2,400	0		
10. Payroll Processing	2,800	0		
11. Bookkeeping	9,000	0		
12. Accounting/Audit	5,400	0		
13. Transportation	3,180	0		
14. Consultants			11,800	38,400
15. Travel				27,400
16. Conferences				8,000
17				
18				
19				
20				
21				
22				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>31,210</b>		<b>11,800</b>	
<b>C. EQUIPMENT PURCHASES</b>				
<b>D. MOTOR VEHICLE PURCHASES</b>				
<b>E. CAPITAL</b>				
<b>TOTAL (A+B+C+D+E)</b>	<b>115,000</b>		<b>24,300</b>	<b>136,700</b>
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	115,000	Kristine Kubat 808-747-9246 Name (Please type or print) Phone		
(b) Total Federal Funds Requested	0			
(c) Total County Funds Requested	20,000	Kristine Kubat January 15, 2019 Signature of Authorized Official Date		
(d) Total Private/Other Funds Requested	141,000	Kristine Kubat President Name and Title (Please type or print)		
<b>TOTAL BUDGET</b>	<b>276,000</b>			

## BUDGET NARRATIVE

Recycle Hawaii has already begun raising funds from sources other than the Hawaii State GIA program. A request for \$40,000 was submitted to Marisla Foundation January 14; we have a meeting scheduled with the Healy Foundation to discuss financial support January 22; we will submit to the Hawaii County Grant-in-Aid program by January 31, and both the Lush and Frost Family Foundations have asked us to submit proposals.

Over the past three years we have received no state or federal tax credits. Although Hawaii County DEM did award a \$5,000 recycling education grant to Recycle Hawaii in 2019, a lack of staffing did not allow us to follow through with that opportunity. Based on this most recent response to a request from our organization and a long history of contracts between the two parties, we anticipate winning at least one Hawaii County contract over the next year and we have included them as a source in the amount of \$4,300. The last year Recycle Hawaii received funding from a government contract was from Hawaii County in FY 17/18 in the amount of \$259,200.

Quarterly disbursements of the grant should be made as follows:

Quarter One	Quarter Two	Quarter Three	Quarter Four	TOTAL
40000	25000	25000	25000	115000



		January 15, 2020
<b>ASSETS</b>		
Current Assets		
Checking/Savings		
1020 · FHB CHECKING #90-030205		3,581.00
Total Checking/Savings		3,581.00
Accounts Receivable		
1100 · ACCOUNTS RECEIVABLE		0.00
Total Accounts Receivable		0.00
Other Current Assets		
1080 · PETTY CASH		0.00
1499 · Undeposited Funds		0.00
Total Other Current Assets		0.00
Total Current Assets		3,581.00
Fixed Assets		
1300 · EQUIPMENT		
1305 · ORIGINAL COST		0.00
1310 · ACCUM. DEPRECIATION		0.00
1350 · NEW SMALL EQUIPMENT		245.00
1375 · 179 DEDUCTION		0.00
1300 · EQUIPMENT - Other		1,000.00
Total 1300 · EQUIPMENT		1,245.00
Total Fixed Assets		1,245.00
Other Assets		
1800 · ORGANIZATION COSTS		0.00
1805 · ACCUM AMORTIZATION		0.00
Total Other Assets		0.00
<b>TOTAL ASSETS</b>		<b>4,826.00</b>
<b>LIABILITIES &amp; EQUITY</b>		
Liabilities		
Current Liabilities		
Accounts Payable		
2000 · ACCOUNTS PAYABLE		0.00
Total Accounts Payable		0.00
Credit Cards		
2500 · AMERICAN EXPRESS		0.00

		Total Credit Cards		0.00
		Other Current Liabilities		
		2100 · PAYROLL LIABILITIES		
		2105 · FWH Tax PAYABLE		0.00
		2110 · MEDICARE PAYABLE		0.00
		2120 · SS PAYABLE		0.00
		2130 · STWH Tax PAYABLE		0.00
		2140 · SUTA PAYABLE		0.00
		Total 2100 · PAYROLL LIABILITIES		0.00
		Total Other Current Liabilities		0.00
		Total Current Liabilities		0.00
		Total Liabilities		0.00
		Equity		
		3000 · OPENING BAL EQUITY		0.00
		3500 · RETAINED EARNINGS		0.00
		Net Income		0.00
		Total Equity		0.00
		TOTAL LIABILITIES & EQUITY		0.00

### BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2020 to June 30, 2021

Applicant: Recycle Hawaii

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Executive Director	.5	\$30,000	100%	\$ 30,000 -
Development Director	.5	\$30,000	100%	\$ 30,000 -
Education Director	.5	\$26,000	100%	\$ 26,000 -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL:</b>	3			
<b>JUSTIFICATION/COMMENTS:</b>				

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

Applicant: Recycle Hawaii

Contracts Total: -

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	Operate seven Re-use center	FY17-18	Dept of Env Mang	Hawaii County	\$ 259,200
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