

**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 Culinary Education Foundation

Amount of State Funds Requested: \$ 200,000

Brief Description of Request (Please attach word document to back of page if extra space is needed):
The Hawaii Culinary Education Foundation annually reaches over 6,000 culinary students and professionals. HCEF has been restricted throughout the pandemic.

The mission of HCEF is to provide fully funded, cutting-edge culinary experiences for students entering the culinary field, providing programs that are outside of the regular curriculum and budget of the state's community college culinary

Amount of Other Funds Available:	Total amount of State Grants Received in the Past 5 Fiscal Years:
State: \$ _____	\$ <u>0</u>
Federal: \$ _____	Unrestricted Assets:
County: \$ _____	\$ <u>46,974</u>
Private/Other: \$ <u>46,974</u>	

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

Type of Business Entity:	Mailing Address:
<input checked="" type="checkbox"/> 501(C)(3) Non Profit Corporation	P.O. Box 31081
<input type="checkbox"/> Other Non Profit	City: _____ State: _____ Zip: _____
<input type="checkbox"/> Other	Honolulu HI 98802-3108

Contact Person for Matters Involving this Application	
Name: Tom Mullen	Title: Hawaii Culinary Education Foundation Chairman
Email: tommullen82@gmail.com	Phone: 808-371-8379

Federal Tax ID#: ██████████	State Tax ID# ██████████
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 _____ Authorized Signature	Tom Mullen, Chairman _____ Name and Title	1.20.22 _____ Date Signed
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Brief Description of Request – continuation page:

The Hawaii Culinary Education Foundation annually reaches over 6,000 culinary students and professionals.

HCEF fundraising has been restricted throughout the pandemic.

The mission of HCEF is to provide fully funded, cutting-edge culinary experiences for students entering the culinary field, providing programs that are outside of the regular curriculum and budget of the state's community college culinary programs. The HCEF approach is three-fold: community college culinary programs, high school culinary programs, and working professionals.

This grant will allow HCEF to continue our educational 501c3 mission. The cumulative impact of HCEF programs reaches far beyond the student experience, enhancing the food quality and dining experience for Hawaii residents and visitors.

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

TOM MULLEN, CHAIRMAN

PRINT NAME AND TITLE

1.20.22

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

HAWAI'I CULINARY EDUCATION FOUNDATION

was incorporated under the laws of Hawaii on 12/21/2005 ; 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 13, 2022

Director of Commerce and Consumer Affairs



To check the authenticity of this certificate, please visit: <http://hbe.ehawaii.gov/documents/authenticate.html>
Authentication Code: 417723-COGS_PDF-214173D2

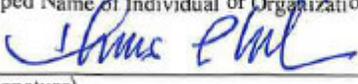
**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS PURSUANT TO
CHAPTER 42F, HAWAII REVISIED STATUTES**

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, 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.

<u>Hawaii Culinary Education Foundation</u>	
(Typed Name of Individual or Organization)	
<u></u>	<u>1.20.22</u>
(Signature)	(Date)
<u>Tom Mulligan</u>	<u>Chairman</u>
(Typed Name)	(Title)

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)

Please see page-4 HCEF Certificate of Good Standing

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

Please see page-5 HCEF Declaration Statement

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](#).

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

Hawaii Culinary Education Foundation

(2) The public purpose for the grant:

This grant will allow HCEF to continue our educational 501c3 mission providing educational culinary programs for Hawaii's community college and high school culinary students.

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

Hawaii Culinary Education Foundation's programs are outside of the regular curriculum and budget of the state's community college culinary programs and fulfill a need for elevating culinary education.

(4) The target group:

Hawaii Community College and High School Culinary students and educators

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

\$200,000

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;

Hawaii Culinary Education Foundation (HCEF) is a 501C3 non-profit organization dedicated to culinary education. Created in 1998, the organization is comprised of prominent members of the Hawaii restaurant and business community and leaders of culinary programs at the states' community colleges. The HCEF has one consultant who coordinates programs and activities with the assistance of the volunteer board.

The mission of HCEF is to provide fully funded, cutting-edge culinary experiences for students entering the culinary field, providing programs that are outside of the regular curriculum and budget of the state's community college culinary programs. The HCEF approach is three-fold: community college culinary programs, high school culinary programs, and working professionals.

HCEF presents 12 to 15 culinary training programs annually at the state's six community college culinary schools. These college level programs, addressing specialized topics identified by faculty, utilize Hawaii's chefs, visiting mainland and international guest chefs, and food purveyors as subject-matter-expert program instructors. Programs are presented at no cost to the schools.

HCEF coordinates a state-wide chef mentoring program for Hawaii high school culinary programs, networking island chefs with high school culinary instructors and students. The goal of this program is to encourage and inspire high school culinary students to continue their culinary education and enter the culinary and hospitality profession. Emphasizing a train-the-trainer approach, HCEF offers High School culinary teacher's educational resources, and training support through food safety training and professional-to-professional discussions. Statewide thirty-seven high schools and 34 chefs are actively participating in HCEF high school programming.

HCEF conducts classes for working culinary professionals designed to enhance their skills, especially addressing those professionals that do not have the opportunity for formal culinary education. These classes focus on building culinary skills, shaping a more highly trained culinary work force.

HCEF educational programming reached 6,192 in 2021 – maintaining momentum despite COVID challenges. The cumulative impact of HCEF programs reaches far beyond the student experience, enhancing the food quality and dining experience for Hawaii residents and visitors.

2. The goals and objectives related to the request;

The goal of HCEF programming is to expose students to ingredients and preparation techniques they do not have access to in the classroom – items that are highlighted in restaurants and food media. These ingredients and presentations are not accessible to Hawaii Community College programs and students without HCEF sponsorship. HCEF does not charge for the presentation of the programs or for the ingredients used in classroom teaching. HCEF believes that culinary training should include an awareness and familiarity with as many foods as possible.

The Hawaii Culinary Education Foundation programs educate culinary students on the ingredients and techniques needed to produce high quality foods and to provide experiences that go beyond the classroom. The goal of HCEF programming is to raise the bar for aspiring culinary professionals.

3. The public purpose and need to be served;

HCEF is proposing to offer classes at Leeward Community College, Kapiolani Community College, Hawaii Community College (Hilo), West Hawaii Palamanui (Kona), Maui Culinary Academy, and Kauai Community College. The workshops will focus on handling, preparing and tastings of high-quality ingredients.

Hawaii's highly skilled chefs will teach these workshops. Chefs who work with HCEF generously donate their time / expertise offering real world solutions for application in the restaurant kitchen. The importance of a visiting chef is in the exposure of students to different culinary philosophies and the expansion of culinary horizons.

HCEF will also be offering a series of professional culinary development workshops for working cooks / chefs. These workshops requested by the professional chef community will focus on developing and enhancing culinary skills amongst working cooks.

4. Describe the target population to be served;

The target population is Hawaii culinary students attending University of Hawaii Community College culinary programs and professional chefs.

The ingredients / classes offered will be based upon input gathered from the culinary programs and the professional chef community. The classes will be offered state-wide.

The project will be managed by the HCEF Board and Hayley Matson-Mathes, HCEF Coordinator.

5. Describe the geographic coverage.

State of Hawaii

III. Service Summary and Outcomes

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

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

Coordinate and set up culinary workshops sponsored by the Hawaii Culinary Education Foundation at Maui, Hawaii Island (Kona and Hilo), Kauai and Oahu Community College culinary programs in the Fall of 2022 and Spring of 2023. The workshops will be in alignment with the UH Culinary programs and enhance their educational programming. The HCEF programs do not duplicate classroom learning experiences or replicate ingredients that are easily accessible. HCEF will engage working chefs to teach the workshops, provide transportation as required for the chefs, and pay for workshop ingredients.

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

Fall Semester 2022 and Spring Semester 2023 with culinary workshops at Maui, Hawaii Island (Kona and Hilo), Kauai and Oahu campuses.

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

The goal of this program is to provide students and chefs with a much greater understanding of the foods they are preparing and open their minds to culinary techniques. It is expected that culinary students and professional chefs will enhance their skills and knowledge and gain an expanded appreciation for products and techniques. Detailed student and instructor evaluation forms will gauge the level of knowledge prior to the class and post class evaluations will document results.

4. List the measure(s) of effectiveness that will be reported to the State agency through which grant funds are appropriated (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.

Culinary instructors and students at each of the culinary schools will provide direct written feedback about the HCEF program and the training / educational value of the ingredients supplied for the classes. Written results from the classes will provide feedback for fine-tuning future culinary education programs. HCEF will also survey the chefs who teach the classes to assess the value of the workshop and seek methods for program improvement.

IV. Financial

Budget

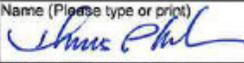
1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.
 - a. Budget request by source of funds (Link)
See page-11
 - b. Personnel salaries and wages (Link)
See page-12
 - c. Equipment and motor vehicles (Link)
NA
 - d. Capital project details (Link)
NA
 - e. Government contracts, grants, and grants in aid (Link)
NA

a. Budget request by source of funds

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2022 to June 30, 2023

Applicant: Hawaii Culinary Education Foundation

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
A. PERSONNEL COST				
1. Salaries	40,000			10,000
2. Payroll Taxes & Assessments	2,000			500
3. Fringe Benefits				
TOTAL PERSONNEL COST	42,000			10,500
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	4,000			1,000
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies	12,000			3,000
7. Telecommunication				
8. Utilities				
9. Program Costs - Community College Culinary Programs	57,600			14,400
10. Program Costs - High Scholl Mentorship Programs	43,520			10,880
9. Program Costs - Working Chef Programs	40,000			10,000
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	157,120			39,280
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	199,120			49,780
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	199,120	Tom Mullen	808.371.6379	
(b) Total Federal Funds Requested		Name (Please type or print)		Phone
(c) Total County Funds Requested			1.20.22	Date
(d) Total Private/Other Funds Requested	49,780	Signature of Authorized Official		Date
TOTAL BUDGET	248,900	Tom Mullen, Chairman		
		Name and Title (Please type or print)		

b. Personnel salaries and wages

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Coordinator / Consultant	1	\$50,000.00	80.00%	\$ 40,000.00
				\$ -
				\$ -
				\$ -
TOTAL:				40,000.00
JUSTIFICATION/COMMENTS:				

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2023.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$75,000	\$75,000	\$25,000	\$25,000	\$200,00

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2023.

NA

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.

NA

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 2023 for program funding.

NA

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2021.

The balance is \$ 46,974

V. Experience and Capability

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

Established in 1998, the Hawaii Culinary Education Foundation has an established track record presenting high quality culinary education for Hawaii's Community College culinary programs. HCEF presents and funds center of the plate workshops and master classes throughout the state featuring top local and national chefs helping students hone skills by focusing on specific culinary techniques and philosophies. HCEF offers professional workshops for industry professionals / chefs and high school culinary teachers to improve and update their skills.

HCEF programming in the last three years has reached 20,717 culinary students and professionals. These classes have focused on teaching food safety and sanitation, using local and specialty ingredients / techniques including: seafood, beef butchery, chocolate, and vegetables. A sampling of HCEF programming (not comprehensive):

Programs	School
Chef Chai – Fish	LCC
Chef Kevin Lee – Indian Curries	West Hawaii
Chef Sheldon Simeon – Local Flavors	Kauai
Chef Chris Kajjoka – Technique	Maui
Chef Mimi Mendoza – Pastry	Hilo
Chef Kenneth Lee – Modern Plating	Kauai
Chef Mills Stovall – Beef Butchery	West Hawaii
Chef Renee Erickson – Oysters & Halibut	KCC
Author Marion Nestle – Nutrition	UH
Chef Mavro – Squab en Papillote	LCC
Chef Santa Miyoshi – Sushi	LCC
Chef Ocean Kanekoa – Kampachi	Hilo
Chef Jonathan Mizukami – Sole Veronique	KCC
Chef Joanne Chang – Pastry / Business	Maui

- 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.

HCEF programming is conducted at Hawaii Community Colleges and High School culinary classrooms.

VI. Personnel: Project Organization and Staffing

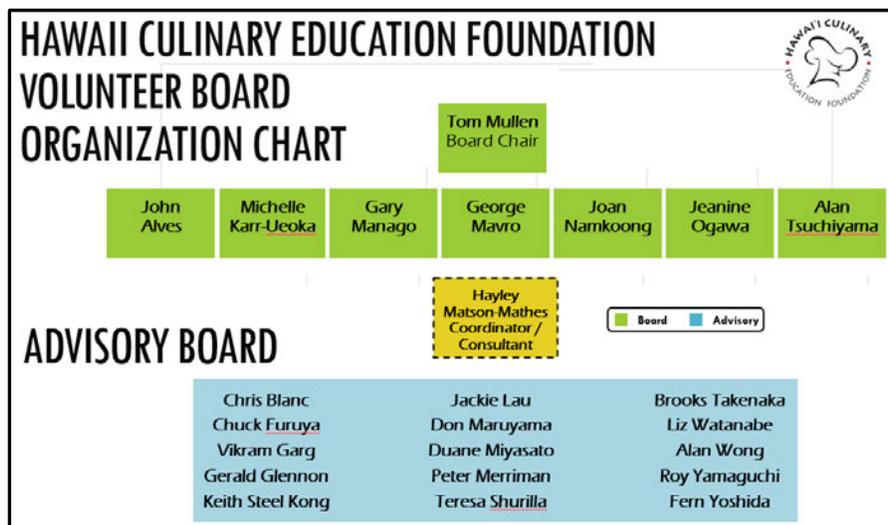
- Proposed Staffing, Staff Qualifications, Supervision and Training:** The applicant shall describe the proposed staffing pattern and proposed service capacity appropriate for the viability of the request. The applicant shall provide the qualifications and experience of personnel for the request and shall describe its ability to supervise, train and provide administrative direction relative to request.

Hayley Matson-Mathes is a coordinator / consultant for the Hawaii Culinary Education Foundation. Hayley served in government and corporate culinary marketing and education positions throughout her career, building a comprehensive background in culinary and agriculture education, foodservice and retail promotions.

Hayley has a Bachelor of Science degree (expertise in nutrition / culinary / Extension Education) with honors from Kansas State University and completed a Master of Science in Communications from Fort Hays State University. She has also pursued Culinary Institute of America continuing education classes. Hayley served as the International President of Les Dames d’Escoffier International.

The Hawaii Culinary Education Foundation (unpaid/volunteer) Board is actively engaged in supporting the Foundation’s culinary educational programming.

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



- 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.

- Board members are unpaid
- Culinary Coordinator / Consultant \$40,000 to \$50,000

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.

NA

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.

NA

2. **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.

NA

4. **Future Sustainability Plan:** The applicant shall provide a plan for sustaining after fiscal year 2022-23 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2022-23, but
- (b) Not received by the applicant thereafter.

The Hawaii Culinary Education Foundation anticipates resuming culinary fundraising activities (suspended COVID19 pandemic) to sustain program funding going forward.