

## 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

Nick Riznyk, Treasurer  
PRINT NAME AND TITLE

1/18/22  
DATE



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

Recycle Hawaii!

(Typed Name of Individual or Organization)

(Signature)

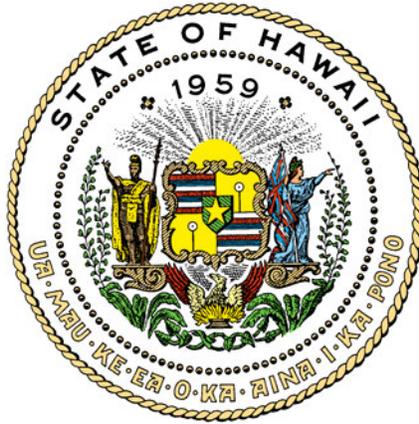
1/18/22

(Date)

Nick Riznyk  
(Typed Name)

Treasurer  
(Title)

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## 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: January 20, 2022

Director of Commerce and Consumer Affairs

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 public purpose pursuant to Section 42F-102 Hawaii Revised Statutes.

  
\_\_\_\_\_  
Nick Rizynk  
Treasurer

1/18/22  
\_\_\_\_\_  
Date

# Recycle Hawai'i Operating GIA 2022

## **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 Kealakehe 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 \$1 M 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**

After hiring a Zero Waste and Compost Director and onboarding the individuals fully to the organization, the following priorities will be met for the Recycle Hawai'i FY22-23:

### Zero Waste

**Goal 1:** Oversee development of mobile resource recovery pilot program.

**Goal 2:** Engage West Hawai'i businesses in agreement to divert valueable recycleables from landfills, reaching commitments from a minimum of 10 large businesses.

**Goal 3:** Local remanufacturing – repurposing recycled materials into a value-add product to be reutilized on island.

### Compost

**Goal 1:** Develop manure compost programs with Meddle Gold and O'okala Dairies.

**Goal 2:** Pilot the use of paper fiber in medium to large scale composting operations.

## **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'uanahulu 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.



**Task 1:** Stakeholder outreach for manure program.

**Task 2:** Develop logistics plan with dairy partners and expert researchers.

**Task 3:** Pilot run with portion of manure.

**Task 4:** Quality analysis of final manure product.

**Task 5:** Literature review of remanufacturing of remanufacturing opportunities.

**Task 6:** Waste stream portfolio of recyclable non-compostable materials on the island and cross-match with inputs that are feasibly substituted.

**Task 7:** Propose three pilot projects, prototype early models.

**Task 8:** Determine viability of prototypes.

**Task 9:** Test pulping of paper fiber with water bath technique.

**Task 10:** Map process and share with stakeholders for cardboard supply chain.

**Task 11:** Determine interest in scaling pulping program based on unit economics.

**Task 12:** Develop year end report for Recycle Hawai'i board and stakeholders.

## **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**

### **Proposed Staffing, Staff Qualifications, Supervision and Training**

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, Kristine Kubat, 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.

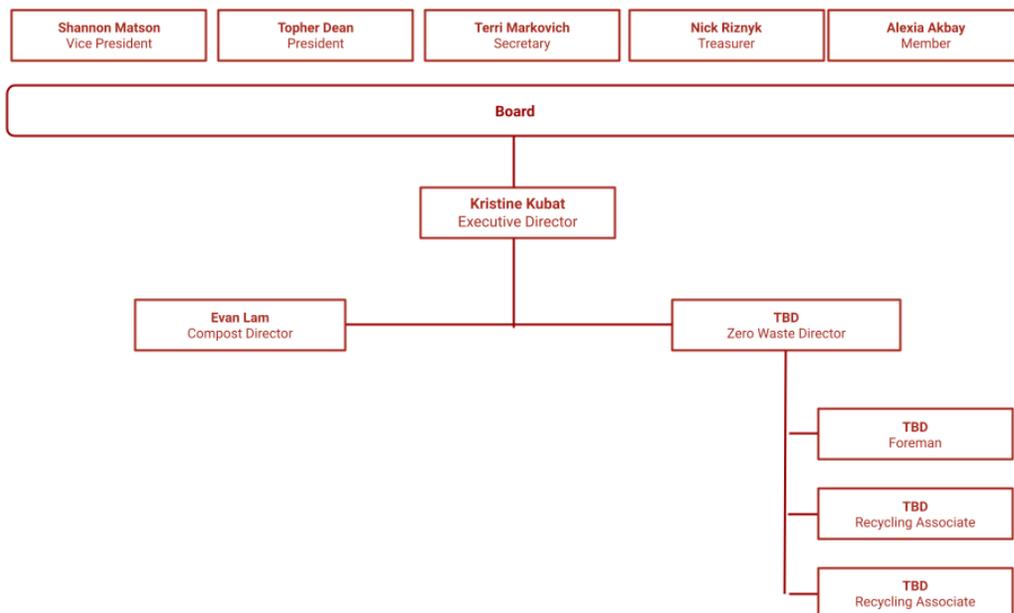
The Zero Waste Director (ZWD) will be responsible for Tasks 5-8, 12 and the mobile recycling unit project. The ZWD will also play a role in representing Recycle Hawaii in the public arena. Qualifications for the ZW hire will include at least three years of experience with the duties of

their respective positions, familiarity with Hawaii County waste management plans and protocols, a history of volunteerism, computer literacy, and outstanding references.

The Compost Director, Evan Lam, will be responsible for Tasks 1-4 and 9-12. Evan Lam was raised in an entrepreneurial family on Hawaii Island. He's previously worked as a professional chef, a cannabis entrepreneur, and a freelance consultant. After working in and opening restaurants in Australia and the San Francisco Bay Area, Evan opened an R&D cannabis cultivation facility with a focus on eliminating waste streams and lowering the energy impact of indoor, medical cannabis cultivation. He then began a journey into the sustainability space working in various freelance roles as a consultant, systemic change agent, and communicator. He currently runs a localized cardboard recycling social enterprise and works as a freelance consultant with projects relating to carbon emissions, systemic change, waste management, and more.

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.

## ORGANIZATION CHART



## **LITIGATION & PRIVATE EDUCATION INSTITUTIONS**

There is no ongoing or outstanding litigation with Recycle Hawaii at the time of writing. This grant will not be used to support any secretarian or non-secretarian private education institution within the state of Hawaii.

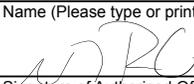
## **SUSTAINABILITY**

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, 2022 to June 30, 2023

Applicant: Recycle Hawai'i

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	175,000			
2. Payroll Taxes & Assessments	49,000			
3. Fringe Benefits	10,800			
TOTAL PERSONNEL COST	<b>234,800</b>			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
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TOTAL OTHER CURRENT EXPENSES				
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
<b>TOTAL (A+B+C+D+E)</b>	<b>234,800</b>			
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	234,800	Alexia Akbay		
(b) Total Federal Funds Requested		Name (Please type or print) <span style="float: right;">Phone</span>		
(c) Total County Funds Requested				
(d) Total Private/Other Funds Requested		Signature of Authorized Official <span style="float: right;">Date</span>		
		1/18/22		
<b>TOTAL BUDGET</b>	<b>234,800</b>	Nick Riznyk, Treasurer		
		Name and Title (Please type or print)		



Applicant: Recycle Hawaii

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: No equipment requests at this time

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

Applicant: Recycle Hawaii

Contracts Total:

259,200

CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1 Operate seven resource centers	FY17-18	Dept of Env Mang	Hawaii County	259,200
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