

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:

Amount of State Funds Requested: \$ _____

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

Amount of Other Funds Available:

State: \$ _____

Federal: \$ _____

County: \$ _____

Private/Other: \$ _____

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

\$ _____

Unrestricted Assets:

\$ _____

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:

City:

State:

Zip:

Contact Person for Matters Involving this Application

Name:

Title:

Email:

Phone:

Federal Tax ID#:

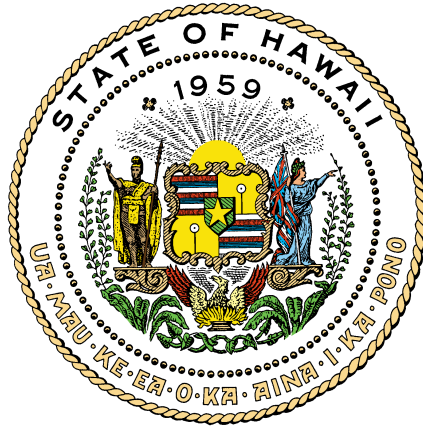
State Tax ID#

Jennine G. Sullivan

Authorized Signature

Name and Title

Date Signed



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

FEEDING HAWAII TOGETHER

was incorporated under the laws of Hawaii on 12/17/2002 ; 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 10, 2023

Director of Commerce and Consumer Affairs

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

JENNINE SULLIVAN, EXECUTIVE DIRECTOR

PRINT NAME AND TITLE

JANUARY 7, 2023

DATE

Application for Grants

If any item is not applicable to the request, the applicant should enter “not applicable”.

I. Certification – Please attach immediately after cover page

1. Certificate of Good Standing (If the Applicant is an Organization)

If the applicant is an organization, the applicant shall submit one (1) copy of a certificate of good standing from the Director of Commerce and Consumer Affairs that is dated no earlier than December 1, 2022.

See attached Certificate of Good Standing.

2. Declaration Statement

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

See attached 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](#).

If awarded State Grant-in-Aid, funds would be used for a public purpose as described below in section *II. Background and Summary*, to build capacity and help ensure bandwidth for Feeding Hawaii Together (Trade Name: The Pantry) to provide vulnerable children and adults on Oahu access to consistent and reliable food and household essentials each week through our online portal or app that facilitates curbside pick-up, much like a grocery store.

II. Background and Summary

This section shall clearly and concisely summarize and highlight the contents of the request in such a way as to provide the State Legislature with a broad understanding of the request. Please include the following:

1. A brief description of the applicant's background;

The Pantry by Feeding Hawaii Together is a non-profit organization established in 2002 that is addressing Oahu's hunger crisis by providing consistent and reliable access to nutritional food with the vision of serving as a model for food security and sustainability in Hawaii. From our humble beginnings 20 years ago in a shared Kakaako warehouse,

The Pantry grew into one of the largest food distribution organizations in Hawaii. An expired lease shuttered our doors in 2016, but through funds from a Community Development Block Grant, The Pantry purchased its own 13,000 sf warehouse in the heart of Kalihi and reopened to the public in April 2020, right at the cusp of COVID-19.

As the only weekly eCommerce free food distribution program in the nation, we leverage our experience and effective model of food delivery to provide solutions that address food insecurity among vulnerable populations on Oahu, both in the short- and long-term. Food insecure individuals and families qualify for services by registering through our eCommerce website or app, then “shop” online for items specific to their needs. Staffed by volunteers who receive, package and distribute food, The Pantry’s grocery shopping experience is available weekly year-round to ensure vulnerable children and adults have an ongoing source of food to rebuild resilience to withstand impending economic challenges.

2. The goals and objectives related to the request;

Goal

Over 12 months, The Pantry will build capacity to distribute 1 million pounds of food to an estimated 75,000 duplicated children, ALICE households, seniors and other vulnerable populations on Oahu experiencing food crisis through our eCommerce food distribution program.

Objectives – Over 12 months, The Pantry will:

1. Enhance client customer service by registering new clients as necessary who lack access to Internet services, responding to inquiries and troubleshooting as necessary;
2. Develop robust partnerships with food sources, local producers, farmers, fishers, ranchers and/or distributors, as well as with philanthropic sources with individuals, corporations, foundations, trusts, etc.;
3. Build awareness, educate and inform the public of The Pantry services and issues of food insecurity; and
4. Provide vulnerable populations on Oahu with reliable, weekly access to healthy and nutritious food year-round to mitigate food insecurity.

3. The public purpose and need to be served;

Oahu children and adults continue to suffer from food insecurity as a result of a prolonged pandemic, record high inflation and soaring gas prices.

A June 2022 report from University of Hawaii Economic Research Organization indicates more than 1 in 5 surveyed individuals continue to report low or very low food insecurity. Sadly, more and more families are being thrust into becoming asset limited, income constrained, employed (ALICE) households, barely above the threshold to survive in Hawaii but with minimal to no government support. The report demonstrates the lingering economic impact of the COVID-19 pandemic on Hawaii residents, with

nearly 2 in 3 facing some type of hardship. Economic impacts include 15% of survey respondents unable to pay rent, 12% who were laid off or experienced reduced work hours and nearly 1 in 4 who have depleted their savings.

As a result, Hawaii is experiencing a hunger crisis, with nearly 11% reporting food scarcity, compounded by the highest inflation rate in four decades and astronomical daily living costs, including skyrocketing prices for groceries, childcare, gas and utilities. Food prices on Oahu have risen by 7.4% over the past year, with gas prices increasing by 29.3% and electricity by a staggering 45.4% for the same period (U.S. Bureau of Labor Statistics, Sep 2022).

Although life is returning to normal for some, vulnerable households on Oahu are still struggling to feed their families, many for the first time in their lives. Since the pandemic, every 2 in 5 households are grappling to make ends meet, with 1 in 5 believed to be living in poverty. Since the pandemic, the cost of food in Hawaii, such as fish, poultry and eggs, has escalated by as much as 29% as a result of growing inflation. A family of four in Hawaii can expect to spend an average of \$14,042 on food in 2022, well above the national average according to the Economic Policy Institute. Many families on Oahu are experiencing the “benefits cliff,” wrestling to afford rising food prices as pandemic-related assistance programs become nonexistent. Despite a looming recession and record numbers of households making heart wrenching tradeoffs between basic necessities just to survive, Congress is unlikely to support additional funding for financially struggling families according to economic experts.

Hurting families, many just a paycheck away from homelessness, need a food-security safety net like The Pantry equipped to offer a weekly and reliable source of healthy food options both now and into the future as Oahu braces for an impending recession in 2023. The Pantry’s unique client eCommerce food distribution service provides a tangible solution to Oahu’s food insecurity crisis, enabling families to redirect survival budget funds to other essential household costs, such as rent, utilities or medication.

Oahu is largely dependent on food brought in through ocean freight or air transit to meet daily needs, with only a five-day commercial warehouse of market food supply in Honolulu County. Although the nation has managed to avoid a rail shutdown, supply chain issues and ongoing threats of natural disaster and inflation have magnified the critical need to develop partnerships with local growers and distributors to help ensure food security resilience. Unfortunately, government assistance available for many vulnerable families is inadequate to meet basic household needs, given Hawaii’s high cost of living and nationwide inflation that soared to a 40-year high. By developing new partnerships with local farmers, producers and distributors, The Pantry can help defray some of these costs, ensuring a sustainable supply of locally sourced food for food insecure children and adults, promoting healthier nutritional choices while supporting in-state/migrant farmers, fishers and ranchers who are often also considered ALICE households.

4. Describe the target population to be served; and

No one on Oahu, from keiki to kupuna, should be forced to make painful choices between paying for food or other basic necessities like housing or medicine. The Pantry provides a long-term and sustainable solution to Oahu's growing food insecurity, moving the needle forward to ensure young and old alike have weekly, reliable access to healthy food and are no longer forced to choose between food and other essentials just to survive.

The Pantry directly benefits vulnerable, food insecure children, families, veterans, physically challenged individuals, single parents, kupuna and ALICE households throughout the City and County of Honolulu. Our food insecure clients mirror the ethnic diversity of Oahu's communities, representing all gender identities. All individuals and families served are experiencing economic hardship and struggle to make ends meet, many who are unemployed or have experienced financial impacts from Hawaii's high cost of living, exacerbated by a prolonged pandemic and rising inflation costs. Within the last 12 months, 92% of clients at The Pantry indicated they were worried food would run out before receiving money to buy more. Of the households served in 2021, 62% were female-led, the majority financially impacted by Covid, considered ALICE or homeless.

5. Describe the geographic coverage.

The Pantry is conveniently located in the Kalihi/Palama submarket off of Middle Street with bus stops both ways two blocks down. The Pantry serves clients from Kalihi-Palama and surrounding communities, which encompass homeless shelters, public housing and tax-subsidized low-income rental units. However, The Pantry serves as a food security safety net for hurting children and adults throughout all geographical parts of Oahu, particularly as food insecurity continues to escalate in the wake of the global pandemic and record-high inflation.

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;

The Pantry offers qualified food insecure individuals and families the only eCommerce free food distribution program in the nation that enables families to select online from a weekly assortment of fresh food and shelf stable goods, while minimizing contact, promoting social distancing and giving clients a dignified way to shop for groceries based on what they like. Hurting individuals and families register online through our eCommerce website and provide information to document that their income does not exceed 185% of Hawaii's poverty level. Staffed by volunteers who receive, package and

distribute food, The Pantry's grocery shopping experience is available each week year-round to ensure families have an ongoing, reliable source of healthy food throughout the pandemic and beyond, long after emergency distributions and federal funding subside.

Our "grocery-style" model of food distribution gives clients a dignified shopping experience that allows them to choose food based on what they like, ensuring healthy food gets into the hands of households when they need it and eliminating a major barrier to safety net utilization – the perceived stigma surrounding food insecurity. Our partnerships with local farmers, producers and distributors also enable The Pantry to offer vulnerable individuals a wide variety of food options to meet Oahu's multicultural populations, eliminating another barrier to access.

Jennine Sullivan serves as The Pantry's Executive Director, responsible for overseeing daily operations, as well as supervising and training volunteers and staff. If awarded State Grant-in-Aid funding, the Executive Director will work with the Operations Manager to ensure distribution is streamlined and new clients are able to register to the eCommerce site through a computer or The Pantry app, which launched June 2022. The Executive Director will also work in tandem with the Volunteer Coordinator to ensure collaborative partnerships with businesses and community-based organizations from which to recruit an ongoing corp of volunteers, including seniors and retired kupuna. The Pantry will train and license new volunteers for their food handling certification, so they are able to assist with packing orders and distributing selected food to hurting individuals and families. The Warehouse Coordinator will oversee warehouse management, scheduling pickup and deliveries, while ensuring The Pantry's forklifts, pallet jacks and trucks are maintained and operational.

This will enable the Executive Director to focus efforts on building additional collaborations with local food partners to ensure sustainability and help mitigate threats from future disasters, supply chain issues and economic downturns. Working in tandem with food banks, local farmers and other distributors, The Pantry will secure donations or purchase fresh produce and food items with longer shelf life at discounted costs, enabling clients to order healthier, more indigenous food items online 24/7 with weekly scheduled pick-ups year-round.

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

Upon receiving the Notice to Proceed, The Pantry will accomplish the following service outcomes:

1. Distribute food weekly to qualified individuals and households.
2. Analyze statistical data and identify trends.
3. Register new clients.
4. Build awareness and advocate for issues surrounding food insecurity among the public.

5. Establish partnerships with local farmers/growers and/or distributors, as well as with new philanthropic sources of funding.
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 Executive Director will track food purchases and the number of partnerships developed over 12 months with local farmers/growers, foodbanks and other distributors who donate food or offer it at reduced prices.

The Pantry's data management system will provide detailed statistical data on the number of registered users to the eCommerce website. This point-in-time data includes numbers served, as well as percentage of families with at least one member employed to give insight into the number of ALICE households struggling with food insecurity. The system also provides data on the number and percentage of registrants who are seniors, veterans, disabled and students, as well as household information such as the number and percentage of adults and children served and the percentage who are eligible for The Emergency Food Assistance Program aka USDA. The Pantry App will enable us to collect more accurate data in real-time, as well as capture self-reported data through questions added to the intake questionnaire, such as whether or not clients need assistance with applying for benefits, such as health insurance. The Executive Director will track data quarterly to ensure the program meets its goals and objectives.

4. List the measure(s) of effectiveness that will be reported to the State agency through which grant funds are appropriated (the expending agency). The measure(s) will provide a standard and objective way for the State to assess the program's achievement or accomplishment. Please note that if the level of appropriation differs from the amount included in this application that the measure(s) of effectiveness will need to be updated and transmitted to the expending agency.

The Pantry will report quarterly progress to the State on the number of individuals served and pounds of food distributed to ensure it is on track to meet its projected goal.

IV. Financial

Budget

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

See attached Budget forms.

- The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2024.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$41,596.25	\$41,596.25	\$41,596.25	\$41,596.25	\$166,385

- The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2024.

The Pantry submitted a \$200,000 request from City GIA FY2024 in November 2022, with decisions anticipated by Spring 2023. A \$166,385 award from State Grant-in-Aid would help complete funding for this 12-month project and ensure The Pantry has the bandwidth to provide vulnerable food insecure children and adults with a consistent and reliable food safety net essential to rebounding from unprecedented challenging economic times.

- The applicant shall provide a listing of all state and federal tax credits it has been granted within the prior three years. Additionally, the applicant shall provide a listing of all state and federal tax credits they have applied for or anticipate applying for pertaining to any capital project, if applicable.

N/A

- 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 2024 for program funding.

Source	Period	Amount	Purpose
CDBG	2/18 – 2/43	\$3,515,800	Alleviating Hunger and Food Insecurity through a Permanent Home
City GIA FY22	10/1/21– 9/30/22	\$199,997	First-Year Start-Up Costs – Support Resilience for Oahu’s Food Insecure
City GIA FY23	10/1/22– 9/30/23	\$200,000	A Food Security Safety Net During Covid and Beyond

- The applicant shall provide the balance of its unrestricted current assets as of December 31, 2022.

The balance of Feeding Hawaii Together’s current assets as of December 31, 2022 is \$624,895.60.

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.

In 2017, The Pantry was awarded a \$3.5 million Community Development Block Grant (CDBG) that enabled us to purchase our own 13,000 sf warehouse that is now the permanent home of our unique food distribution program. In early 2020, we also completed minor capital renovations to the facility to bring the building to code for its use as a food pantry. Should The Pantry be awarded State Grant-in-Aid funding, we will leverage our experience in effectively managing recent awards, including CDBG funding and grants from State and City Grant-in-Aid, as well as from local foundations and corporations.

Operating the only eCommerce free food distribution in the state that combats food insecurity, The Pantry is leading the way in providing vulnerable populations on Oahu with a reliable and ongoing food safety net immediately and during economically challenging times on the horizon. With a debt-free warehouse and a cadre of volunteers, The Pantry operates with minimal staffing costs and little overhead. In partnership with local businesses and nonprofits, The Pantry recruits volunteers to assist with operations year-round, from unloading food and restocking perishable/non-perishable items to packaging online orders. The Pantry also works in tandem with food banks, farmers and other producers to purchase healthy food, but is also collaborating with local distributors to secure donations or purchase fresh produce and food with longer shelf life at discounted costs.

Despite another year of enduring some of the most unparalleled financial challenges in the history of the state, The Pantry served a record 106,347 duplicated food insecure individuals, representing 39,752 duplicated food insecure households from October 2021 – September 2022.

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.

In early 2020, we completed renovations that brought our 13,000 sf warehouse to code for its new use as a pantry. The property is owned debt-free and features a building connected to a warehouse, with mezzanine office space and a large parking lot to facilitate food deliveries and our contactless pick-up system for clients.

All public areas and functions of the food distribution/non-food distribution are ADA compliant, without steps, and located on the first floor of the warehouse, which has ample room for pallet shelves and refrigeration. The two restrooms are also located on the first floor, do not have steps and each is equipped with an ADA stall. The warehouse is currently open only to volunteer staff for receiving food deliveries and stocking food in necessary areas, such as refrigerators and pallet shelves.

VI. Personnel: Project Organization and Staffing

1. Proposed Staffing, Staff Qualifications, Supervision and Training

The applicant shall describe the proposed staffing pattern and proposed service capacity appropriate for the viability of the request. The applicant shall provide the qualifications and experience of personnel for the request and shall describe its ability to supervise, train and provide administrative direction relative to the request.

Executive Director Jennine Sullivan oversees daily operations at The Pantry, as well as supervises and trains volunteers and staff. Jennine was named an honoree of the Pacific Business News 40 under 40 Class of 2021, which recognizes the best and brightest young leaders in Hawaii. Jennine was also named a finalist for the Nonprofit Leadership Award in 2021 by The Cades Foundation in recognition of The Pantry's work in addressing and responding to critical issues that benefit Hawaii. In 2022, Jennine was honored by Pacific Business News as part of "Women Who Mean Business," in recognition of her ability to secure funding and partnerships with vendors and food providers during COVID, doubling the size of The Pantry's Board, creating an Advisory Board and training 500 volunteers.

Jennine is an accomplished professional with over 10 years of domestic and international experience in developing and growing businesses from start-up through the enterprise level. Prior to assuming the position at The Pantry, Jennine served as Senior Associate of Business Creation at GE where she created financial and operating plans, spearheaded marketing research and developed plans for governance, funding and hiring. While serving as Integration Manager for GE Ventures, Jennine built and executed cross-functional integration plans for \$1 billion revenue businesses.

Alice Liu serves as The Pantry's **Operations Manager**, managing distribution days, warehouse inflow and outflow of food products and assessing processes to increase client satisfaction. Alice was initially hired as the full-time Distribution Coordinator but was so phenomenal in this role she was quickly promoted to The Pantry's Operations Manager after the 6-month mark. With 3 solid years of experience in hospitality, marketing and public relations and 3 years of experience working internationally at schools in Beijing, Alice helps ensure that distribution and operations of The Pantry's eCommerce programs are streamlined for maximum efficiency. Alice led implementation and go-live of our App and worked on launching our Volunteer

Management System that went live January 1st. She leads all data, reporting, operations, warehouse management and technology.

Volunteer Coordinator (To Be Hired) will report to the Operations Manager and will be responsible for recruiting, training and scheduling our cadre of volunteers, who are at the heart of what we do. Volunteers not only enable us to operate with minimal staffing, these partners support distribution services, from unloading food and restocking perishable/non-perishable items to packaging online orders.

Warehouse Coordinator (To Be Hired) will report to the Operations Manager and will be responsible for maintaining, receiving and warehousing food items, as well as performing pickups and deliveries of food and other materials as needed.

Donor/Partnership Manager (To Be Hired) will report to the Executive Director and will be responsible for helping develop partnerships with farmers, ranchers, fishers and local food distributors, as well as with nonprofits and philanthropic funders who can assist with diversifying revenue streams.

2. Organization Chart

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

The Pantry's Organizational Chart is attached.

3. Compensation

The applicant shall provide an annual salary range paid by the applicant to the three highest paid officers, directors, or employees of the organization by position title, not employee name.

Position Title	Annual Salary with Benefits
Executive Director	\$99,500
Operations Manager	\$60,500
Volunteer Coordinator*	\$55,000

**Note: Position currently open*

VII. Other

1. Litigation

The applicant shall disclose any pending litigation to which they are a party, including the disclosure of any outstanding judgement. If applicable, please explain.

N/A

2. Licensure or Accreditation

The applicant shall specify any special qualifications, including but not limited to licensure or accreditation that the applicant possesses relevant to this request.

N/A

3. Private Educational Institutions

The applicant shall specify whether the grant will be used to support or benefit a sectarian or non-sectarian private educational institution. Please see [Article X, Section 1, of the State Constitution](#) for the relevance of this question.

N/A

4. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2023-24 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2023-24, but
- (b) Not received by the applicant thereafter.

By developing strong partnerships with locally sourced food producers in conjunction with diversifying revenue streams, The Pantry will build capacity over time to operate a self-sustaining program that withstands supply chain disruptions and mitigates economic crises.

In 2021, The Pantry completed a Fund Development Plan that encompasses a roadmap to increasing revenue streams through annual giving, targeted solicitations and government funding. While we are implementing growth strategies for fund development, we anticipate this plan to take 2-3 years to yield fruition. Because The Pantry opened at the cusp of COVID-19 a month after the nationwide shut down, the majority of efforts over the past two years have been focused on enhancing our eCommerce delivery model to meet the needs of thousands of Oahu residents experiencing food insecurity. Now that COVID numbers have stabilized, The Pantry

plans to enhance its base of philanthropic partners through individual and small group site visits.

Collaborations with local distributors for donated or reduced-price food is projected to garner results within 2-3 years, decreasing cost-share of food purchased over time. The Pantry will continue building capacity beyond fiscal 2023-2024 by diversifying revenue streams, increasing volunteers and developing partnerships with local food distributors and like-minded nonprofits, including those that build out our purchase power in support of local agriculture. Funding from State Grant-in-Aid will help ensure we have the bandwidth to continue serving as a food safety net to accommodate the surge in demand from vulnerable food insecure individuals and families on Oahu who are facing significant financial hardship.

**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; and
- 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.
- 4) The use of grant-in-aid funding complies with all provisions of the Constitution of the State of Hawaii (for example, pursuant to Article X, section 1, of the Constitution, the State cannot provide "... public funds ... for the support or benefit of any sectarian or nonsectarian private educational institution...").

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.

Feeding Hawaii Together (Trade Name: The Pantry)
(Typed Name of Individual or Organization)

Jennine G. Sullivan January 7, 2023
(Signature) (Date)

Jennine Sullivan Executive Director
(Typed Name) (Title)

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2023 to June 30, 2024

Applicant: Feeding Hawaii Together (Trade Name: The Pantry)

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	\$72,500	\$0	\$150,498	
2. Payroll Taxes & Assessments	\$5,546	\$0	\$11,513	
3. Fringe Benefits	\$2,400	\$0	\$4,800	
TOTAL PERSONNEL COST	\$80,446	\$0	\$166,811	
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	\$0	\$0	\$0	\$0
2. Insurance	\$0	\$0	\$0	\$0
3. Lease/Rental of Equipment	\$924	\$0	\$1,320	\$0
4. Lease/Rental of Space	\$0	\$0	\$0	\$0
5. Staff Training	\$0	\$0	\$0	\$0
6. Supplies	\$7,200	\$0	\$3,000	\$0
7. Telecommunication	\$4,625	\$0	\$1,200	\$0
8. Utilities	\$26,000	\$0	\$3,600	\$10,000
9. Professional/Contractual Fees	\$34,542	\$0	\$19,509	\$0
10. Mileage and Parking	\$11,400	\$0	\$600	\$0
11. Postage	\$640	\$0	\$360	\$0
12. Security	\$608	\$0	\$3,600	\$0
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	\$85,939		\$33,189	\$10,000
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)	\$166,385	\$0	\$200,000	\$10,000
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	\$166,385	Jennine Sullivan	(808) 888-0779	
(b) Total Federal Funds Requested	\$0	Name (Please type or print)	Phone	
(c) Total County Funds Requested	\$200,000	<i>Jennine C. Sullivan</i>	1/7/2023	
(d) Total Private/Other Funds Requested	\$10,000	Signature of Authorized Official	Date	
TOTAL BUDGET	\$376,385	Jennine Sullivan, Executive Director		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2023 to June 30, 2024

Applicant: Feeding Hawaii Together (The Pantry)

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Executive Director	1 FTE	\$85,000.00	50.00%	\$ 42,500.00
Donor/Partnership Manager	.5 FTE	\$60,000.00	50.00%	\$ 30,000.00
				\$ -
				\$ -
				\$ -
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				\$ -
TOTAL:				72,500.00
JUSTIFICATION/COMMENTS: JUSTIFICATION/COMMENTS: The Executive Director will oversee daily operations of The Pantry, as well as work with the Donor/Partnership Manager to build capacity through partnerships to meet the extraordinary increase in food insecure children and adults on Oahu both now and beyond the grant period. <input type="checkbox"/>				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2023 to June 30, 2024

Applicant: Feeding Hawaii Together (Trade Name: The Pantry)

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Not Applicable			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
Not Applicable			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2023 to June 30, 2024

Applicant: Feeding Hawaii Together
 (Trade Name: The Pantry)

FUNDING AMOUNT REQUESTED - NOT APPLICABLE						
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: 2021-2022	FY: 2022-2023	FY:2023-2024	FY:2023-2024	FY:2024-2025	FY:2025-2026
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Feeding Hawaii Together (Trade Name: The Pantry)

Contracts Total: \$3,915,797

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	CDBG Program; CT-DCS-1800177	2-2018 - 2-2043	Department of Community Services	U.S.	\$3,515,800.00
	City Grant-in-Aid FY2023	10/1/2022 - 9/30/2023	Department of Community Services	Honolulu	\$200,000.00
2	City Grant-in-Aid FY2022	10/1/2021 - 9/30/2022	Department of Community Services	Honolulu	\$199,997.00
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17					
18					
19					
20					
21					
22					
23					
24					
25					
26					
27		10			Application for Grants

