

**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:   
Hawai'i Agricultural Foundation                                      Hawai'i Agricultural Foundation

Amount of State Funds Requested: \$ 510,670.00

Brief Description of Request (Please attach word document to back of page if extra space is needed):  
The Hawai'i Agricultural Foundation's Educational and Outreach program grant will work to address the need to increase local food production and garner greater overall community support for local agriculture through agricultural education programs and Public Awareness and Outreach initiatives.


Amount of Other Funds Available:	Total amount of State Grants Received in the Past 5 Fiscal Years:
State:            \$ _____	\$ <u>1,209,229.00</u>
Federal:        \$ _____	Unrestricted Assets:
County:        \$ _____	\$ <u>941,289.68</u>
Private/Other: \$ _____	

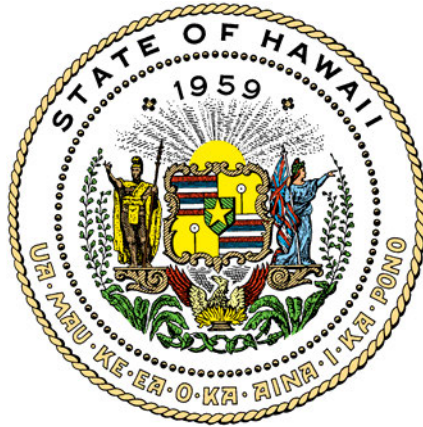
New Service (Presently Does Not Exist):     Existing Service (Presently in Operation):

Type of Business Entity:	Mailing Address:
<input checked="" type="checkbox"/> 501(C)(3) Non Profit Corporation	3538 Waialae Avenue, Suite 203
<input type="checkbox"/> Other Non Profit	City:                                      State:                      Zip:
<input type="checkbox"/> Other	Honolulu                                      HI                                      96816

Contact Person for Matters Involving this Application	
Name: Denise Yamaguchi	Title: Executive Director
Email: deniseyamaguchi@hawaiiagfoundation.org	Phone: 808-386-2538

Federal Tax ID#: [REDACTED]	State Tax ID#: [REDACTED]
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 _____ Authorized Signature	Denise Yamaguchi, Executive Director _____ Name and Title	01/20/23 _____ Date Signed
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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

HAWAII AGRICULTURAL FOUNDATION

was incorporated under the laws of Hawaii on 07/26/2007 ; 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, 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



DENISE YAMAGUCHI, EXECUTIVE DIRECTOR

01/20/23

AUTHORIZED SIGNATURE

PRINT NAME AND TITLE

DATE

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

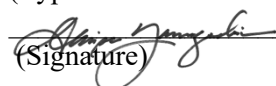
The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawaii Revised Statutes:
  - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant is awarded;
  - b) Complies with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
  - c) Agrees not to use state funds for entertainment or lobbying activities; and
  - d) Allows the state agency to which funds for the grant were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and ensuring the proper expenditure of the grant.
- 2) If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
  - a) Is incorporated under the laws of the State; and
  - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant is awarded shall be conducted or provided; and
- 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.
- 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, 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.

Hawai'i Agricultural Foundation  
(Typed Name of Individual or Organization)

 01/20/23  
(Signature) (Date)

Denise Yamaguchi Executive Director  
(Typed Name) (Title)

**I. Certification**

**3. Public Purpose**

**(1) The name of the requesting organization or individual;**

Hawai'i Agricultural Foundation (HAF)

**(2) The public purpose for the grant;**

The public purpose of the **Hawai'i Agricultural Foundation's Education and Outreach program** grant is to support the State's goal to increase local food production and addresses the need for Hawai'i to become more food secure and self-sufficient by creating greater awareness and interest in agriculture and to build an "ag workforce development pipeline" in Hawai'i's public schools and the community at large. It also hopes to better align the ag industry's future workforce needs with education to facilitate the transition for students from school to work. HAF's *Education and Outreach Program* also supports the Hawai'i Department of Agriculture's published mission to support, enhance, promote, and protect Hawai'i's agriculture and aquaculture industries by facilitating growth of existing and new agricultural commodities and value-added products statewide.

**(3) The services to be supported by the grant;**

With support from this grant, HAF will help build the workforce development pipeline and: 1) sustain and enhance its current K-12 ag education programs in public schools across the state to encourage students to choose and commit to ag-related careers; 2) host educational forums that provide common ground for the community to learn about the food we eat, the people who produce it and how the public can come together to address pressing agricultural issues; and 3) create a workforce development resource platform that brings students, teachers and the public as a whole in direct contact with agriculturists (farmers) working in the industry to help build the ag pipeline.

**(4) The target group; and**

Target populations to be served will include existing and new farmers and those in or intending to enter the ag workforce, public school students and the community at-large.

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

\$510,670.00

# 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.

### **2. Declaration Statement**

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

### **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](#).

## **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 Hawai'i Agricultural Foundation (HAF) is a non-profit charitable organization created to promote agriculture and farming. Created in 2007, the mission of HAF is to support and sustain Hawai'i's agricultural industry by addressing critical needs and services of farmers and the industry, by better connecting farmers with the community and vice-versa. This involves educational and outreach programs in the community and public schools, as well as direct marketing, technical, educational and in-the-field support for farmers.

### **2. The goals and objectives related to the request;**

The goal of HAF's *Education and Outreach Program* supports the State's goal to increase local food production and addresses the need for Hawai'i to become more food secure and self-sufficient. The goal is to create greater student

awareness and interest in agriculture and to build an “ag workforce development pipeline” in Hawai‘i’s public schools. It also hopes to better align the ag industry’s future workforce needs with education to facilitate the transition for students from school to work. HAF’s *Education and Outreach Program* also supports the Hawai‘i Department of Agriculture’s published mission to support, enhance, promote, and protect Hawai‘i’s agriculture and aquaculture industries by facilitating growth of existing and new agricultural commodities and value-added products statewide.

The objectives of HAF’s *Education and Outreach Program* are to (1) promote and sustain agricultural education in our public schools by building on HAF’s continuum of education programs that help build the ag workforce development pipeline (2) build capacity and leadership in agriculture / natural resource teachers; (3) develop more effective partnerships between industry, academia and the community at large through the creation of a workforce development resource platform; (4) continue on-going forums that bring design thinkers and thought leaders together for meaningful discussions on agriculture and natural resource management to create a greater awareness and appreciation for local products and Hawai‘i’s agricultural industry.

3. The public purpose and need to be served;

The Covid-19 pandemic underscored to many just how dependent Oahu’s economy is on tourism. Food insecurity and the high proportion of imported food (~85%) has highlighted just how important it is to focus on diversifying Hawai‘i’s economy and strengthening other sectors of the economy. In 2022, the State of Hawai‘i updated its comprehensive economic development strategy (CEDS) to increase the quality of life of its residents and create conditions for all people to thrive and fulfill their potential. To support this, HAF aims to address the need to increase local food production and garner greater overall community support for local agriculture. Hawai‘i’s farmers are aging — about 40% of them are over the age of 65 — and for years, they’ve have had a hard time recruiting young people to work their fields.

One of the strategies outlined in CEDS include strengthening the Agriculture and Food Production sector. Through HAF’s K-12 ag educational programs, students begin to foster an appreciation for agriculture at the earliest stages of development, and gain interest in exploring an ag-related career. HAF’s ag education programs were developed in cooperation with the Hawai‘i Department of Education (HIDOE) to support students’ development and encourage them to stay engaged through their school years and become committed to the ag profession and its related subsectors. The programs are aligned with the HIDOE’s Career Technical Education (CTE) goal of preparing the next generation of agriculturists for careers related to creating more food using

innovative technologies and sustainable practices. Since 2014, HAF has served over 30,000 students in over 150 public schools with its core ag education programs.

For Hawai'i's ag industry to flourish, a revitalized approach needs to be developed to create a workforce of individuals with the skills and knowledge to imagine, create, and develop a new kind of agricultural industry. With support from this grant, HAF will help build the workforce development pipeline and: 1) sustain and enhance its current K-12 ag education programs in public schools across the state to encourage students to choose and commit to ag-related careers; 2) host educational forums that provide common ground for the community to learn about the food we eat, the people who produce it and how the public can come together to address pressing agricultural issues; and 3) create a workforce development resource platform that brings students, teachers and the public as a whole in direct contact with agriculturists (farmers) working in the industry to help build the ag pipeline.

4. Describe the target population to be served;

Target populations to be served will include existing and new farmers and those in or intending to enter the ag workforce, public school students and the community at-large.

5. Describe the geographic coverage.

Geographic coverage is the entire State of Hawai'i.

### **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;

HAF's *Education and Outreach Program* includes the following programs:

#### **K-12 Ag Education Programs**

Since 2014, HAF has developed a K-12 agricultural educational continuum to bring awareness of the importance of ag while encouraging careers in ag to build a pipeline of future farmers who can meet the state's future food supply needs. Primarily targeting elementary and middle schools that have a natural resource pathway in the high schools, HAF educational programs include ***Where Would We Be Without Seeds*** (Grades K-2), ***Veggie U*** (Grades 3-5), ***S.O.I.L.*** (Grades 4 – 5), ***Aquapono Aquaponics*** (Grades 6-8), ***Young Entrepreneurs Program*** (Grades 6-12), ***In the Fields*** (Grades K



-12), and ***Future Farmers of America*** (Grades 6 – 12). These programs spark an interest in agriculture for students from elementary school through high school. HAF delivers these programs through teacher trainings, supervised ag experiences and real-life opportunities to be immersed in agriculture.

HAF proposes to use grant funds to continue, expand, and/or implement the following ag education programs in public schools statewide:

**Where Would We Be Without Seeds** is an introductory 3-unit curriculum that extends beyond botany lessons into integrating science, technology, engineering, and mathematics (STEM) and explores agricultural careers. This provides students with a hands-on learning experience and plants the seed on the use of technology in agriculture. The program familiarizes students to where food comes from and indirectly introduces the concept of farming as a career option. All lessons are aligned to Common Core, Hawai'i Content and Performance Standards III, Next Generation Science Standards, and General Learner Outcomes. Participating teachers are required to attend professional development workshops hosted by HAF. For the 2024 school year, 80 classrooms (~1,600 students) will participate. Funding from this grant will cover the supplies for 40 classrooms (800 students).

**Veggie U**: First offered in 2014 to Grade 4 public schools, Veggie U uses curriculum aligned to Next Generation Science Standards; Hawai'i Content and Performance Standards III in science, health and social studies; Common Core English language arts and mathematics standards; and General Learner Outcomes. Using a garden kit complete with flats, root view boxes and a grow light, students engage in hands-on studies while gaining knowledge of local agriculture and healthy food choices within the construct of hands-on lesson plans that work toward inspiring careers in agriculture. HAF executes Veggie U by training teachers to use the curriculum in the classroom. For the 2024 school year, 80 classrooms (~1,600 students) will participate. Funding from this grant will cover the supplies needed for 40 classrooms (800 students).

Currently, more than 140 classrooms are implementing either the Where Would We Be Without Seeds program or the Veggie U program with their students. Each school year HAF provides each classroom the necessary supplies to implement the program. These supplies include soil, seeds, grow lights, root viewers, grow trays and Ulu tasting classroom boxes. At the conclusion of the curriculum, HAF pays for the classes to visit an agricultural site so that the students can see a live farming operation in-person.

**S.O.I.L. (Sustainability, Observations through Investigative Learning)** is implemented with Hawai'i Agriculture Research Center (HARC) and is an extension of Veggie U. It takes fourth graders using the Veggie U curriculum from the classroom into the actual field at HARC in Kunia. Students learn the basics of restorative agricultural practices as it pertains to soil and growing uala

(sweet potato). After planting in class beds and in the field at HARC, students monitor plant growth in both locations while learning about the benefits of crop diversity, organic fertilization practices and seed saving. In the 2024 school year, 6 classrooms will participate (~120 students), with 3 classrooms (~60 students) being funded through this grant.

**In The Fields:** A partnership program with Hawai'i's agriculture-related businesses, In The Fields provides school students with opportunities to experience the world of working with agriculture. High schools are required to expose students to various kinds of agriculture through guided field trips to traditional, organic, and high/emerging-tech agricultural environments. Initially started as a high school program, In the Fields has now expanded to elementary and middle schools. Elementary students in the Veggie U and Where Would be Without Seeds have an opportunity to choose one agricultural site as part of their learning experience. In the 2024 school year, 30 classrooms (~ 600 students) will participate in an ag site visit. The State GIA funds will pay for the transportation costs and entrance fees for 15 classes (~300 students) of these field trips.

The **Young Entrepreneurs Program (YEP)** offers middle and high school students (grades 6-12) an opportunity to create real-world profitable small businesses with a goal of promoting locally-sourced value-added agricultural products. The student teams build a business end-to-end, from concept to business plan, production execution, marketing, sales, and fulfillment. The program allows students to combine 21st Century Learning Skills with innovation and design that helps build an entrepreneurial mindset and increase financial literacy while instilling an appreciation for agriculture and its related industries. HAF will provide startup funds, curriculum, professional development for teachers, sales marketplaces/events, travel/transportation, and marketing support to participating teams. All profits from the sales are remitted back to the school programs. Two marketplaces are provided by HAF where the student teams will sell their value-added agricultural products – an online marketplace and an in-person marketplace that will bring all 25 teams together to one statewide event to maximize student learning in an authentic retail environment. The State GIA funds will pay for the transportation costs for 15 YEP teams to participate in the YEP in-person Marketplace.

**Future Farmers of America (FFA):** FFA activities at the state and national levels build capacity and leadership in natural resource teachers and students. Working with the DOE, HAF will continue to support the annual FFA State Convention. Funds will be used to cover the cost of 10 public school FFA teams for their hotel accommodations, airfare and transportation to the FFA State Convention.

Tasks	Responsibility
Market HAF's ag education program to DOE and Charter Schools with focus on schools and feeder schools already implementing HAF's ag programs	HAF/HIDOE
Teacher training / Professional development opportunities for ag education programs	HAF/Participating teachers
Provide classroom supplies and equipment, start-up funds, Ulu tasting boxes, supplies and curriculum for programs	HAF
Coordinate ag field trips for all students as part of In the Fields	HAF/Participating teachers
Coordinate all aspects of YEP program and Marketplaces	HAF/Participating teachers
Provide on-going 1 on 1 coaching and support for all ag education programs	HAF
Evaluation of Ag Programs through site visits, surveys, and pre/post Assessments	HAF
FFA Conference	HAF/HIDOE

**Public Awareness and Outreach Initiatives**

Through Public Awareness and Outreach Initiatives, HAF will continue to support the local agricultural industry by creating a greater consumer demand for local products by facilitating a deeper connection between farmers and community, and vice versa.

**EAT THINK DRINK**

HAF's EAT THINK DRINK (ETD) event series takes place four times a year and engages diverse audiences. The events have become widely popular among millennials, Gen X and others who are not necessarily tied to the ag industry. While there is much collaboration in the industry, there is also divisiveness. Misinformation, fear-based tactics about ag issues such as GMO and pesticides have made it difficult to work together to reach the shared goal of increasing local food production. ETD serves as common ground for the community to learn about the food we eat, the people who produce it and how the community can come together to address issues at hand. Each event features a keynote speaker, panel discussion, audience Q&A and food and beverage portion of the event with local chefs creating dishes around the theme of the event and incorporating at least one local ingredient.

For 2024, HAF will host four events that will discuss the most pressing food and agricultural issues at that time. Past themes have included farm to school, food innovation, food systems, regenerative agriculture, nutrition, agricultural lands, among others. State funding will be used to videotape each ETD event and be publicly available on the HAF YouTube Channel and the HAF website so that the community at large can access and learn about these important ag issues. Allowing the community to have access to the videos of the live events help Hawai'i to build the workforce development pipeline.

**Workforce Development Resource Platform:** As HAF reaches its tenth year of working with the HDOE to bring educational opportunities in agriculture to Hawai'i's public schools, it is time to provide this network of teachers, students and the community at large the next step to connect with careers in agriculture. With funding from this grant, HAF will create a workforce development resource platform to connect students, teachers and the public to opportunities in ag careers. HAF is already the state affiliate for the National Ag in the Classroom organization, which pools resources from all 50 states together for other states to learn from. Following that model, HAF will provide training for teachers on how to navigate this system and also connect local farmers and agriculturists to the platform so that they can connect directly with teachers and students. This is the next step to help Hawai'i build its ag workforce pipeline. The platform will showcase opportunities for internships, guest speakers and job shadowing and will provide a way for prospective agriculturalists to look for new opportunities in agriculture.

Tasks	Responsibility
Bring public and private partners together for planning ETD	HAF
Secure location for events	HAF
Determine theme and program of each ETD	HAF
Invite speakers	HAF
Provide marketing support for ETD	HAF
Conduct overall evaluation on effectiveness of ETD	HAF
Develop the Workforce Development Resource platform to bring teachers, students, the community and industry partners together	HAF
Provide training for teachers and community on how to utilize the Workforce Development Resource platform	HAF/ Interested participants

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

HAF will complete the scope of work within one year from the date grant funds are released.

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

**K-12 Ag Education programs**

Quantitative metrics for success to measure HAF’s education programs include the number of teachers and students participating.-Qualitative metrics for success include changes in teacher and student perceptions and knowledge about agriculture, and agriculture as a career option as evidenced by interviews, surveys, and pre/post assessments. Through regular teacher surveys and other qualitative methods, HAF determines the effectiveness of its curriculum, student engagement and attitudes towards local agriculture. Feedback has led to improvements in programming. The number of schools and classrooms implementing the programs and students served indicates the success of each education program.

**Public Awareness and Outreach Initiatives**

HAF regularly engages with a myriad of constituents to ensure it is addressing the needs of the communities it serves, seeking feedback, input and consultation to improve upon its current initiatives. With respect to developing the network of industry partners in ag, HAF works with the government, Hawai'i Department of Education (HIDOE), farmers, private entities and other nonprofit organizations to ensure it is up to date on industry needs. HAF will also survey all of its major stakeholders in each of its programs, including teachers, students and industry leaders for feedback on its educational programs and the new resource platform. In addition, all ETD participants and attendees are asked for feedback on event and content.

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.

**K-12 Ag Education programs**

Serve the following through our educational programs:

- 75 classrooms are currently implementing the **Where Would We Be Without Seeds** program. HAF plans to expand to 80 classrooms in the 2023 – 2024 school year. **40 classrooms will be funded using State GIA funds.**

- 70 classrooms are currently implementing the **Veggie U** program. HAF plans to expand to 75 classrooms in the 2023 – 2024 school year. **35 classrooms will be funded using State GIA funds.**
- 4 classrooms are currently participating in the **S.O.I.L.** program. HAF plans to expand to 6 classrooms in the 2023 – 2024 school year. **3 classrooms will be funded using State GIA funds**
- 30 classrooms are currently participating in the **In the Fields** program. HAF plans to expand to 40 classrooms in the 2023 – 2024 school year. **20 classrooms will be funded using State GIA funds**
- 20 YEP teams are currently participating in the **Young Entrepreneurs Program**. HAF plans to expand to 25 classrooms in the 2023 – 2024 school year. **15 YEP teams will be funded using State GIA funds**
- HAF will continue to support **10 Future Farmers of America (FFA)** teams from public schools that participate in the State Conference in Honolulu.

### **Public Awareness and Outreach Initiatives**

- HAF will host four **EAT THINK DRINK** events. Each ETD event will be recorded and then made available online through HAF's website and YouTube channel. More than 28,000 HAF subscribers will receive a direct link to the recording and it will also be available to the community at large.
- HAF will host the profile of at least 35 farmers and value - added agricultural producers on the **Workforce Development Resource platform**. Qualitative metrics will be obtained through surveys with online users to determine what opportunities they utilize (internships, guest speakers and/or job shadowing).

## **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)

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

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$127,667.50	\$127,667.50	\$127,667.50	\$127,667.50	\$510,670.00

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

HAF is seeking funding in the fiscal year 2024 from the following:

- Alumbra Innovations Foundation
- Ama Olukai Foundation
- Annie Sinclair Knudsen Memorial Fund
- Atherton Family Foundation
- Bank of Hawai'i Foundation
- Clarence TC Ching Foundation
- Cooke Foundation
- County of Hawai'i
- County of Kauai
- County of Maui
- G.N. Wilcox Foundation
- Hawai'i Community Foundation
- Hawai'i Gas
- HEI Charitable Foundation
- Kamehameha Schools
- Lendlease – Island Palm Communities
- Mahi Pono
- McInerny Foundation
- Sysco Hawai'i

- 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.

See attached page titled, "GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID"

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

The estimated balance of unrestricted current assets as of December 31, 2022 is \$ 941,289.68

## **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 2007, HAF has worked to address the need for Hawai'i to become more food sustainable through three areas that deal with the supply and demands of agriculture. Its Farmer Assistance Programs support the viability of supporting farmers with training/educational working, infrastructure, and technology. Through its Education Programs, HAF has promoted agricultural careers and developed a K-12 continuum for public school students. The programs have grown from serving 160 students in its beginning stages to over 30,000 students collectively over the last nine years. HAF's Public Awareness and Outreach Initiatives are centered around community education such as the EAT THINK DRINK events series, which have consistently become a sold-out success. The annual Localicious campaign has grown from 58 businesses to 1,700 and has raised \$31,000 for HAF's K-12 ag education programs in its first year of 2014 to over \$65,000 in 2019. This demonstrates HAF's ability to bring industry, the community and the education sector together through its proposed Workforce Development Resource platform.

### **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.

HAF has an office location in the Kaimuki area of Honolulu and operates a 220-acre agricultural park in Kunia. HAF contracts Second City Property Management to handle day-to-day operations of the ag park. In addition, an Education Center is currently being built at the Hawai'i Agriculture Research Center (HARC) that



will be utilized for the S.O.I.L. program as well as the In the Fields ag site visits to HARC.

## **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.

HAF is managed by an Executive Director Denise Hayashi Yamaguchi who reports to a 10-member Board of Directors. Finance Advisor Bartt Tsuruda oversees all financial reporting and budgeting for the organization. Director of Grants and Education, Elizabeth Stanton oversees and manages all statewide educational programs and also applies for and directs the private and government funding for the organization. Executive Assistant Pam Kaneshiro assists with the data management and execution of HAF's grants, sponsorships, and donors.

All staff report directly to the Executive Director.

#### *Denise Hayashi Yamaguchi, Executive Director*

Ms. Yamaguchi provides direction and leadership to the organization. Prior to working for the HAF, Ms. Yamaguchi was a consultant to the Hawai'i Farm Bureau Federation where she helped craft the language, vision and mission of the Foundation. She has more than twenty years of experience working as a consultant and executive with non-profit organizations specializing in strategic planning, fund development, marketing, government affairs, public relations and community relations. Her past employers and clients include NCL America, Bishop Museum, Japanese Cultural Center, Hawai'i Foodbank, U.S. Senator Daniel K. Inouye, 3Rs, Artisans' Farmers Alliance, Durrant Media Five, Hawai'i Institute for Public Affairs, Hawai'i Farm Bureau Federation, Coast Guard Foundation, Hawai'i Forest Industry Association, U.S.S. Battleship Missouri Association, and the State of Hawai'i Procurement Office.

#### *Bartt Tsuruda, Finance Advisor*

Mr. Tsuruda serves as the financial advisor for HAF and oversees all financial reporting and budgeting for the organization. He is a certified public accountant and has more than 30 years in accounting and financial management experience.

#### *Elizabeth Stanton, Director of Grants and Education*

Ms. Stanton oversees all of HAF's ag education programs by collaborating with teachers and other stakeholders and ensuring that all data is collected and

reported accurately. She provides leadership and direction on obtaining private and government funding for the organization. and other appropriate assistance to ensure HAF’s educational programs are implemented. She holds a master’s degree from the University of Hawai’i in Educational Foundations and graduated from the George Washington University with a BA degree in International Relations. She is experienced in managing educational programs and volunteers, and has experience working directly with school administrators, teachers and students.

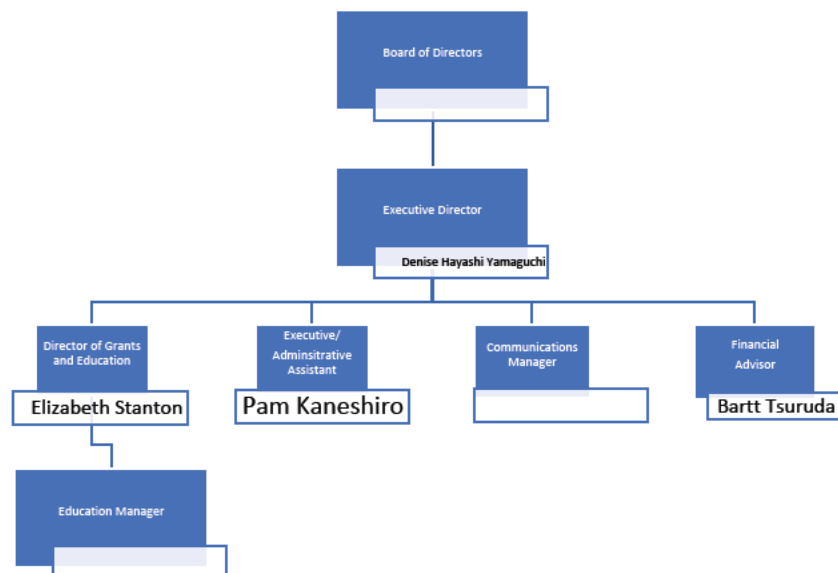
*Pam Kaneshiro, Executive/Administrative Assistant*

Ms. Kaneshiro has over 20 years of experience in supporting top officers with strategic initiatives. She is organized, has attention to detail, excellent communication skills and is self-motivated, and collaborates on all projects as needed with the HAF team.

The following positions are in the process of being contracted. The Communications Manager will create strategies to maintain HAF’s relations with major stakeholders and media partners. This includes fundraising campaign reporting, newsletters, events, and posting on social media. The Education Manager will manage the communication with teachers, operations and implementation of the ag education programs. If funding is received a person will be contracted to develop the Workforce Development Resource platform.

**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.



### **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.

Executive Director \$140,000 - \$155,000

Director of Grants and Education \$80,000 - \$95,000

Executive / Administrative Assistant \$70,000 - \$85,000

## **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.

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.

This grant will not benefit a sectarian or non-sectarian private educational institution.

### **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.

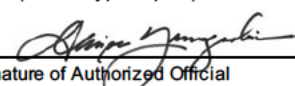
HAF has received City and County of Honolulu Grant in Aid Funding and other County funding in the past and will proactively increase efforts to increase funding through

additional corporate sponsorships, foundations and private donors. Its programs are currently sponsored by Sysco Hawai'i, Mahi Pono, Kamehameha Schools, Alexander & Baldwin, Southern Wine and Glazers, Bayer, Lendlease, Hawai'i Gas, Hawaiian Electric Company, Ulupono Initiative, Hawai'i Community Foundation, and other private individual donors and private foundations.

# BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2023 to June 30, 2024

Applicant: Hawai'i Agricultural Foundation \_\_\_\_\_

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	208,813			92,938
2. Payroll Taxes & Assessments	20,881			
3. Fringe Benefits				14,616
<b>TOTAL PERSONNEL COST</b>	<b>229,694</b>			<b>107,554</b>
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter Is and	11,750			1,000
2. Insurance				3,000
3. Lease/Rental of Equipment	5,000			5,000
4. Lease/Rental of Space	33,226			8,306
5. Staff Training				2,000
6. Supplies	37,800			20,000
7. Telecommunication				2,400
8. Utilities				3,600
9 Ground Transportation	4,500			4,500
10 Stipends	6,000			5,000
11 Accommodations for FFA	5,000			5,000
12 Dignity Services	11,000			
13 Contract Services	165,200			59,000
14 Entrance Fee to Ag Sites	1,500			1,500
15				
16				
17				
18				
19				
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>280,976</b>			<b>120,306</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>510,670</b>			<b>227,860</b>
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	510,670	Denise Hayashi Yamaguchi (808) 386-2538		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested		 1/20/23		
(d) Total Private/Other Funds Requested	227,860	Signature of Authorized Official Date		
<b>TOTAL BUDGET</b>	<b>738,530</b>	Denise Hayashi Yamaguchi Executive Director Name and Title (Please type or print)		

## BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2023 to June 30, 2024

Applicant:   Hawai'i Agricultural Foundation  

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	\$141,750.00	75.00%	\$ 106,312.50
Director of Grants and Education	1	\$90,000.00	75.00%	\$ 67,500.00
Executive/Adminstrative Assistant	1	\$70,000.00	50.00%	\$ 35,000.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL:</b>				208,812.50
<b>JUSTIFICATION/COMMENTS:</b>				

## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2023 to June 30, 2024

Applicant:   Hawai'i Agricultural Foundation  

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
N/A			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				

**JUSTIFICATION/COMMENTS:**

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
N/A			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				

**JUSTIFICATION/COMMENTS:**

## BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2023 to June 30, 2024

Applicant: Hawai'i Agricultural Foundation\_N/A

<b>FUNDING AMOUNT REQUESTED</b>						
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						
<b>TOTAL:</b>						
<b>JUSTIFICATION/COMMENTS:</b>						