



# **Meals on Wheels**

The Thirtieth Legislature

FY 2024 Grant-In-Aid

January 20, 2023

Lanakila Pacific  
1809 Bachelot Street  
Honolulu, HI 96817

## 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.*

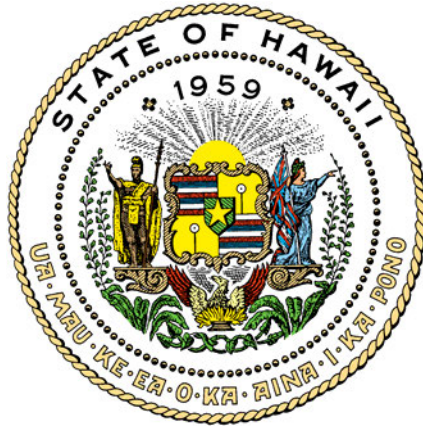
- 1) Certificate of Good Standing (If the Applicant is an Organization)
- 2) Declaration Statement
- 3) Verify that grant shall be used for a public purpose
- 4) Background and Summary
- 5) Service Summary and Outcomes
- 6) Budget
  - a) Budget request by source of funds ([Link](#))
  - b) Personnel 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

RONA YAGI FUKUMOTO  
PRINT NAME AND TITLE

1.19.2023  
DATE





## Department of Commerce and Consumer Affairs

### CERTIFICATE OF GOOD STANDING

I, the undersigned Director of Commerce and Consumer Affairs of the State of Hawaii, do hereby certify that

LANAKILA PACIFIC

was incorporated under the laws of Hawaii on 11/19/1959 ; 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 06, 2023

Director of Commerce and Consumer Affairs

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

The undersigned authorized representative of the applicant certifies the following:

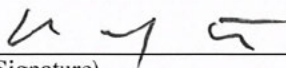
- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawai'i Revised Statutes:
  - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide 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.

Lanakila Pacific

\_\_\_\_\_  
(Typed Name of Individual or Organization)

  
\_\_\_\_\_  
(Signature)

1.19.2023

\_\_\_\_\_  
(Date)

Rona Yagi Fukumoto

\_\_\_\_\_  
(Typed Name)

President & CEO

\_\_\_\_\_  
(Title)



## Application for Grants

*If any item is not applicable to the request, the applicant should enter "not applicable".*

### **I. Certification – Please attach immediately after cover page**

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

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.

Please see attachment for Certificate of Good Standing.

#### **2. Declaration Statement**

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

Please see attachment for Declaration Statement.

#### **3. Public Purpose**

The applicant shall specify whether the grant will be used for a public purpose pursuant to [Section 42F-102, Hawaii Revised Statutes](#).

1. Name of Organization:

Lanakila Pacific

2. Public Purpose for the Grant

This fiscal year 2024 grant-in-aid application is intended to purchase replacement thermal insulated bags and cambros so Lanakila Pacific's program, Lanakila Meals on Wheels can continue to safely maintain the temperature of hot and cold meals delivered to frail and homebound seniors and individuals with disabilities, purchase orange Lanakila Meals on Wheels volunteer uniform shirts and food safe disinfecting supplies.

3. Services to be Supported by the Grant

Lanakila Meals on Wheels is the largest and only island-wide meal service provider for home-bound seniors and individuals with disabilities on Oahu, delivering approximately 6330 meals each week.

The Lanakila Kitchen prepares all meals in a certified, industrial kitchen that is regularly inspected and approved by the USDA, Department of Environmental Services and State Department of Health, following all state and local laws and regulations regarding safe food handling, food storage, and food preparation.

All meals are USDA-compliant. The menus reflect familiar local flavors and are certified annually by a Registered Dietician to ensure compliance with the Dietary Guidelines for Older Americans.

As part of our mission, Lanakila Pacific recruits, hires, trains and provides ongoing employment of people with disabilities in competitively paid positions in food service, grounds maintenance, custodial, and customized apparel/screen printing positions. Lanakila Pacific serves as a leader in accessibility, reasonable accommodations, and creating an inclusive work environment where people with disabilities contribute and prosper.

Funding through the grant-in-aid will not only provide the necessary supplies so Lanakila Meals on Wheels can continue to safely provide meals; it will strengthen Lanakila Pacific's purpose, allowing employees with disabilities to develop skills and participate in feeding Oahu's homebound seniors and individuals with disabilities.

#### 4. Target Group

Lanakila Meals on Wheels target population to be served through this proposal are frail and homebound seniors and individuals with disabilities on the island of Oahu. Meals are delivered straight to the doorstep of homebound seniors and individuals with disabilities at-risk for health issues related to poor diet due to factors such as lack of financial resources or inability to access food.

#### 5. Cost of the Grant and the Budget

Lanakila Pacific's budget for the proposed grant-in aid is \$101,011 to replace cambros needed to maintain hot foods at a safe temperature, purchase new thermal insulated bags that have deteriorated over the years from significant wear and tear from daily use, orange Lanakila Meals on Wheels volunteer uniform shirts, and food safe disinfecting supplies for the thermal insulated bags.

Quantity	Description	Cost	Total
1200	Thermal Insulated Bag	\$72.84	\$87,408.00
8	Front Loading Cambro	\$836.00	\$6,688.00
250	Orange Lanakila Meals on Wheels Volunteer shirt	\$15.66	\$3,915.00
	Food Safe Disinfecting Supplies		\$3,000.00

## **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;

Lanakila Pacific is a Hawaii-based 501(c)(3) that has served Oahu's community for over 80 years. Founded in 1939 as a vocational rehabilitation and training program for people recovering from tuberculosis, the agency has evolved through different models of service. Today, Lanakila Pacific is a family of programs and services that enables adults with disabilities, ranging from cognitive, physical and age-related challenges, to reach their goals and potential, while building independence and promoting community inclusion.

In 1971, Lanakila Pacific established its Lanakila Meals on Wheels department to provide services to vulnerable older adults. What started with a food truck outside of Aala Park, has expanded to include 1) home delivery of meals and fresh produce; 2) community-based, in-person and virtual, congregate dining meals and recreation; and 3) nutrition and SNAP education. Lanakila Meals on Wheels is the largest and only island-wide home delivered meal provider.

2. The goals and objectives related to the request;

Lanakila Meals on Wheels uses cambros and thermal insulated bags to safely maintain the temperature of the hot and cold meals delivered. Thermal insulated bags are used to transport meals daily and sanitized after each use. The deteriorating and worn thermal insulated bags will be replaced along with heated cambros to ensure hot foods are delivered at 140 degrees F and cold food at 45 degrees F or lower.

Eight new cambros and 1,200 new thermal insulated bags will be purchased to replace worn and deteriorating bags along with food safe sanitizing supplies needed for the daily cleaning of the thermal insulated bags.

250 Orange Lanakila Meals on Wheels t-shirts will be ordered and printed through Lanakila Pacific's customized apparel/screen printing program. Delivery drivers and volunteers will be given orange Lanakila Meals on Wheels t-shirts. The bright orange color will help meal recipients to easily identify program staff and volunteers. It is the Lanakila Meals on Wheels program's aim to have staff and volunteer wear these shirts to reinforce the participants' trust that a vetted staff or volunteer is delivering their meals.

3. The public purpose and need to be served;

Lanakila Pacific's proposed 2024 grant-in-aid will be used for public purpose pursuant to [Section 42F-102, Hawaii Revised Statutes](#).



This application will be used to purchase new cambros and to replace deteriorating and worn thermal insulated bags needed to safely deliver food through the Lanakila Meal on Wheels Program, provide regular delivery drivers and volunteers with Lanakila Meals on Wheels orange t-shirts, along with the food safe disinfecting supplies needed to clean the thermal insulated bags.

With the majority of Lanakila Meals on Wheels funding restricted for meals and support services, supply purchases have been deferred. New cambros and thermal insulated bags are in serious need as the thermal insulated bags have deteriorated over the years with significant wear and tear from daily use. The new cambros and thermal insulated bags will ensure that proper temperatures are maintained.

4. Describe the target population to be served; and

Lanakila Meals on Wheels target population to be served through this proposal are frail and homebound seniors and individuals with disabilities on the island of Oahu. Meals are delivered straight to the doorstep of homebound seniors and individuals with disabilities at-risk for health issues related to poor diet due to factors such as lack of financial resources or inability to access food.

5. Describe the geographic coverage.

Lanakila Meals on Wheels is the largest and only island-wide home delivered meal provider delivering approximately 6330 meals weekly on the island of Oahu.

### **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;

Lanakila Meals on Wheels is open 5-days a week, Monday – Friday, from 7:00 am – 3:00 pm. Located at 1809 Bachelot Street, the Lanakila Kitchen has the capacity and equipment to prepare, store, and deliver meals in accordance with food safety standards.

Kapiolani Community College, Culinary Institute of the Pacific is contracted to create culturally tailored, "local style" recipes. Local produce and proteins are used whenever possible, including vegetables from Kunia and Sumida Farms, beef from Kua'aina Ranch, and locally caught fish. Menus are recertified annually by a Registered Dietician to ensure compliance with the Dietary Guidelines for Older Americans.

The cambros and thermal insulated bags are necessary to pack hot and cold items separately, ensuring hot food is delivered at least 140 degrees F or higher and cold food at 45 degrees F or lower. Meals are provided in disposable, biodegradable compartmental trays. In addition to providing hot and frozen meals, Lanakila Meals on Wheels offer chopped, minced, and pureed textures for anyone who has difficulty chewing or swallowing. Should a senior or individual with disabilities have a dietary restriction for a medical reason, or just personal preference, we are able to accommodate him/her by providing a substitute meal. All frozen meals are properly labeled, including the type of meal, the date, and the instructions for reheating.

Lanakila Meals on Wheels maintain vehicles of different size capacities to navigate the wide range of neighborhoods and streets on Oahu. We have two refrigerated vans with 1,120 cubic square foot capacities to allow us to transport meals over long distances. Twelve meal distribution locations throughout Oahu where volunteer drivers pick-up the meals to be delivered. This makes it convenient for the volunteers and ensures the safe temperature and quality of the meals throughout the delivery. Each delivery route is limited in size to no more than two hours, to ensure there is time to socialize with the seniors or individuals with disabilities and have a wellness check-in at each stop. Volunteers use a smartphone app to access their route information, confirm delivery of meals, and communicate any changes in condition or messages from the seniors or individual with disabilities. Staff receive delivery information in real-time and follow up appropriately.

Lanakila Meals on Wheels utilizes a customized management information system for ordering, packing, delivering, and reporting information related to meals and the meal recipients. If there are any changes in a senior or individual with disabilities' health or social situation, the senior or individual with disabilities can be referred to the appropriate resource. Lanakila Meals on Wheel reports all significant changes in the seniors' or individual with disabilities' ability to self-care and their environment to the appropriate funding source (i.e., Elderly Affairs Division, Medicaid Health Plans) and follows their guidelines for situations on when to terminate a senior or individual with disabilities if the senior or individual with disabilities is regularly not available/does not want to accept the meal, or if the personal safety of the person/delivery vehicle is jeopardized during the delivery of the meal.

The Lanakila Meals on Wheels has a robust volunteer program that screens for eligibility, trains, evaluates, and shows appreciation for the volunteers. Approximately 150 volunteers are scheduled per week to support twelve meal distribution locations and deliver an average of 6,330 meals across the island of Oahu.

At the start of their service, each senior receives a program orientation and a copy of our Participant Handbook. During the orientation, staff review how to safely store and reheat the meals along with Lanakila Meals on Wheels confidentiality, grievance, termination, voluntary contributions policies, and contact information for questions or concerns.

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

The purchase of new cambros, thermal insulated bags, orange Lanakila Meals on Wheels volunteer uniform t-shirts, and food safe disinfecting supplies will be a one-time purchase. The cambros and bags will be used for the Monday-Friday meal deliveries throughout the year(s) until they need to be replaced.

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

Lanakila Pacific was the first organization in Hawaii to be accredited by the Commission on Accreditation of Rehabilitation Facilities (CARF). The Lanakila Kitchen prepares all meals in a certified, industrial kitchen that is regularly inspected and approved by the USDA, Department of Environmental Services and State Department of Health, following all state and local laws and regulations regarding safe food handling, food storage, and food preparation.

All meals are USDA-compliant. The menus reflect familiar local flavors and are certified annually by a Registered Dietician to ensure compliance with the Dietary Guidelines for Older Americans.

Both staff and volunteers go through a comprehensive screening before they are approved to work in the program. This includes an interview, background check, sex-offender check, and traffic abstract—if the person is driving. Lanakila Meals on Wheels is also able to rely on staff from other Lanakila Pacific departments to provide additional support.

Lanakila Meals on Wheels solicits regular feedback in the form of independent, anonymous, phone satisfaction surveys. 89.5% of the participants surveyed in October-December 2022 agreed that receiving meals helps them to be independent, allowing them to continue living at home. 85% felt that the meals improve their health as they would not have well-balanced food otherwise and 95% said that volunteers and staff are friendly and nice. All surveys are reviewed by Lanakila Meals on Wheels Director, along with Lanakila's Director of Organization Effectiveness and the President & CEO. The feedback is used to guide Lanakila Meals on Wheels in making updates to our program services.

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.

During the first quarter of the grant award, quotes will be obtained from different vendors for high quality, tearproof thermal insulated bags.

Food safe disinfecting supplies will be ordered during the first quarter of the grant award.

During the first quarter, 4 cambros will be purchased and 250 Orange Lanakila Meals on Wheels uniform t-shirts will be printed through Lanakila Pacific's customized apparel/screen printing program.

By the beginning of the second quarter, 4 cambros will be purchased and 1200 high quality, tearproof thermal insulated bags will be ordered and used during the Lanakila Meals on Wheel deliveries.

## **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)
  
2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2024.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$10,259.00	\$90,752.00			\$101,011.00

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

Approximate Amount to be Requested	Funder
\$101,011.00	State of Hawaii – GIA – <b>PENDING</b>

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

Not Applicable

5. The applicant shall provide a listing of all federal, state, and county government contracts, grants, and grants in aid it has been granted within the prior three years and will be receiving for fiscal year 2024 for program funding.

A list of required information is included in the Attachments on the provided form: "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.

\$24,891,141

**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.

Lanakila Pacific has over 80 years of experience providing services for people with challenged lives on Oahu. Lanakila Pacific’s staff have the necessary skills to successfully accomplish the goals set out in this proposal. This is evidenced by our continuous credentialing by national oversight organizations and the State of Hawaii.

Then Commission on Accreditation of Rehabilitation Facilities (CARF) has continuously accredited Lanakila Pacific since 1976. Lanakila Pacific was the first rehabilitation center in Hawaii to be accredited by CARF and was most recently reaccredited in December 2022 for three years (the highest level at which an organization may be accredited) in the areas of Community Integration, Employee Development Services, and Employment Skills Training Services.

The organization has first-hand, daily experience employing people with disabilities in competitively paid positions in food service, grounds maintenance, custodial, and customized apparel/screen printing positions.

By supporting the recruitment, hiring, training and ongoing employment of people with disabilities within Lanakila Pacific, Lanakila Pacific serves as a leader in accessibility, reasonable accommodations, and creating an inclusive work environment where people with disabilities contribute and prosper.

**Related Projects or Contract for the Most Recent Three Years**

Contract # & Contract Period	Contracting Agency, Contact Information	Title and Brief Description
MA-DCS-2300056 12/5/2022 - 9/30/2024	City & County of Honolulu Emerald Le 530 South King Street, #208 Honolulu HI 96813 Phone: (808)768-3963	Services for older adults through home delivered meals, nutrition education – informational resources and congregate dining meals
DHS-19-SNAP-0004 10/1/2018- 9/30/2023	State of Hawaii, Department of Human Services, 1010 Richards Street, Ste. 512, Honolulu, HI 96813	Supplemental Nutrition Assistance Program outreach services
90INNU0034-01-00 9/1/2021-8/31/2024	Administration for Community Living, Sean Lewis, (202)795-7384; <a href="mailto:sean.lewis@acl.hhs.gov">sean.lewis@acl.hhs.gov</a>	Congregate Meal Program



## 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.

Lanakila Meals on Wheels and Lanakila Kitchen operate out of Lanakila Pacific's main office on Bachelot Street, in Liliha. The 34,000 square foot facility is leased from the state and houses administrative offices as well as its core programs. The building meets ADA requirements, complies with safety and code specifications, and includes visual alarms for the deaf and hearing impaired.

The Lanakila Meals on Wheels' office is 1,748 square feet and the meal packing area is 649 square feet. The Lanakila Kitchen is over 2,000 square feet and has an additional 3,940 square feet in freezer, reefer, dry storage and equipment storage space.

The kitchen is equipped with 65-gallon steam kettles, tilt skillets, convection ovens, flattops, convection steamers, 65-quart stand-up mixers, walk-in freezers/refrigerators, and back-up generators. Lanakila Kitchen has the capacity to produce over 5,000 meals a day and typically store 18-days' worth of prepared meals for emergency response purposes. Producing meals in-house allows Lanakila Pacific to ensure the quality and nutritional value of our meals. Lanakila prioritizes using locally sourced produce and have optimized our production to take advantage of economies of scale. Through government, private, and non-profit partnerships we provided nearly 402,000 meals over the past fiscal year (7/1/21 – 6/30/22).

The Lanakila Meals on Wheels Director works closely with Facilities' Maintenance Director to ensure all equipment is properly maintained.

## **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.

Organizationally, Lanakila Pacific is governed by two Board of Directors. The Lanakila Pacific Center Board establishes policy for the organization, and the Lanakila Pacific Foundation Board is responsible for fundraising and managing funds to maintain perpetuity. Rona Yagi Fukumoto, President & CEO, has over 20 years of experience at the executive level and 26 years of experience working with individuals with disabilities and disadvantaged populations. She has a master's degree in Public Administration and is responsible for overseeing the organization.

The Lanakila Meals on Wheels Director, Lori Lau is responsible for the overall oversight of the department. She has over 18 years of experience serving vulnerable populations across the State of Hawaii, including 16 years of progressive management experience. Since taking over in 2016, Lori has transformed the program into a vibrant, multi-service department.

The Meals on Wheels Manager, Danielle Maldonado is responsible for the coordination of the Home Delivery program. She has an MBA and over 9 years of experience in the nonprofit sector working for The Salvation Army, The American Red Cross, and Lanakila Pacific. Through strategic planning, community assessments and analysis, grant writing and fundraising, she has developed and managed programs to meet basic needs of local communities within Alaska, Colorado, Wyoming, Montana, and Utah.

The Meals on Wheels Manager and Assistant Manager train and supervise Driver/Packers that conduct Welcome Visits and transport meals to meal distribution sites, volunteers, and program administrative staff responsible for answering the phone, data entry, billing and other office duties.

The Lanakila Pacific Food Service Director, Reid Yasunaga worked at local restaurants including Tanaka of Tokyo and John Dominis. Most recently working in management at corporate entities Dave & Buster's, California Pizza Kitchen and Hilton Waikiki Beach Hotel. Reid oversees two sites in the Food Service department, Lanakila Kitchen and Hale Aina Dining Facility at Joint Base Pearl Harbor Hickam. The Lanakila Kitchen provides job training for adults with disabilities, provides meals that serve seniors through the Lanakila Meals on Wheels program, Military Personnel, Department of Education sites and private child-care facilities.

The Lanakila Pacific's Food Service Director who is overall responsible for department oversight; a Manager and Assistant Manager responsible for menu planning, quality control, training, and supervision of staff; Cooks and Prep Cooks responsible for producing the meals, and administrative staff responsible for inventory, tracking orders and scheduling production.

**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.

Please see attachments for organizational chart

**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.

President & CEO: \$160,000  
VP of Administration: \$144,144  
Director of Finance: \$117,686

## **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.

No Litigation at this time.

### **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.

Lanakila Pacific was the first organization in Hawaii to be accredited by the Commission on Accreditation of Rehabilitation Facilities (CARF). The Lanakila Kitchen prepares all meals in a certified, industrial kitchen that is regularly inspected and approved by the USDA, Department of Environmental Services and State Department of Health, following all state and local laws and regulations regarding safe food handling, food storage, and food preparation.

### **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.

Not Applicable

### **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.

Lanakila Pacific understands the limited nature of government funding and should the Lanakila Meals on Wheels program be awarded for the fiscal year 2024 grant-in-aid, but not thereafter, Lanakila Pacific's plan for sustainability includes fundraising, in-kind support, grants, mission driven entrepreneurship.

Lanakila Pacific created Lanakila Pacific Foundation whose primary responsibility is raise funds to support Lanakila Pacific's mission and vision to embody self-sufficiency and inspire inclusive communities where people of all ages and abilities are empowered to find meaningful employment, live independently and thrive in spirit.

#### Fundraising

Lanakila Pacific's fundraising strategy concentrates on donor acquisition, renewing and upgrading current donors. Solicitation methods include direct mail, face-to-face solicitation, online fundraising, and special events.

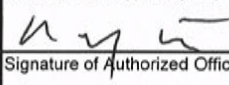
#### In-kind Support

Lanakila Pacific has solicited and received a wide range of in-kind donations to support programs, including office furniture and food and beverages, as well as donations of services such as professional consulting.

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2023 to June 30, 2024

Applicant: Lanakila Meals on Wheels

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	0			
2. Payroll Taxes & Assessments	0			
3. Fringe Benefits	0			
TOTAL PERSONNEL COST	0			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	0			
2. Insurance	0			
3. Lease/Rental of Equipment	0			
4. Lease/Rental of Space	0			
5. Staff Training	0			
6. Supplies	101,011			
7. Telecommunication	0			
8. Utilities	0			
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	101,011			
C. EQUIPMENT PURCHASES	0			
D. MOTOR VEHICLE PURCHASES	0			
E. CAPITAL	0			
<b>TOTAL (A+B+C+D+E)</b>	<b>101,011</b>			
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	101,011	Kathy Nishimoto		(808)356-8552
(b) Total Federal Funds Requested	0	Name (Please type or print)		Phone
(c) Total County Funds Requested	0			1.19.2023
(d) Total Private/Other Funds Requested	0	Signature of Authorized Official		Date
<b>TOTAL BUDGET</b>	<b>101,011</b>	Rona Yagi Fukumoto, President & CEO		
		Name and Title (Please type or print)		



## BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2023 to June 30, 2024

Applicant: Lanakila Pacific

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Not Applicable				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
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				\$ -
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				\$ -
				\$ -
				\$ -
<b>TOTAL:</b>				
<b>JUSTIFICATION/COMMENTS:</b>				

## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2023 to June 30, 2024

Applicant: Lanakila Pacific

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
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

# BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2023 to June 30, 2024

Applicant:     Lanakila Pacific    

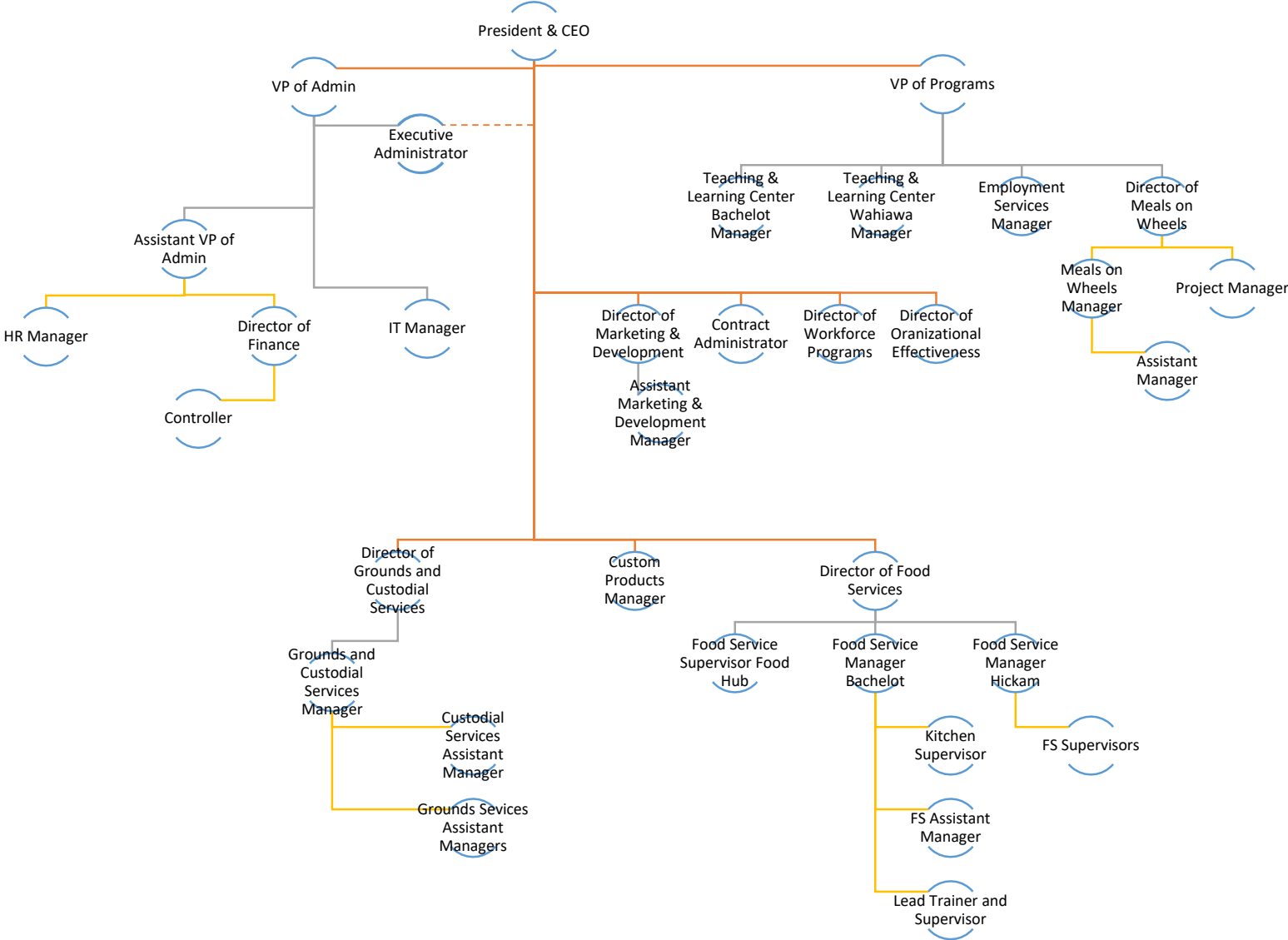
FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2021-2022	FY: 2022-2023	FY:2023-2024	FY:2023-2024	FY:2024-2025	FY:2025-2026
PLANS	Not Applicable					
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
<b>TOTAL:</b>						
<b>JUSTIFICATION/COMMENTS:</b>						

	<b>CONTRACT DESCRIPTION</b>	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)</b>	<b>CONTRACT VALUE</b>
1	Medicaid Program - Developmental Disability Waiver	Indefinite	DOH - Developmental Disabilities Division	State	Fee for Service
2	Elderly Services - Home Delivered Meals, Congregate Dining, Chores	10/1/19 - 09/30/23	DCS - Elderly Affairs Division	Honolulu	Fee for Service
3	Agency Provided Trips - TLC	07/01/19 - 01/31/23	Department of Transportation Services	Honolulu	Fee for Service
4	Grounds Maintenance - NOAA	01/01/23 - 12/31/27	Dept. of Commerce - NOAA	Federal	FY21 - \$161,272.00 FY22 - \$167,393.00 FY23 - \$169,036.80
5	Grounds Maintenance - Tripler, Wheeler, AMR	10/01/19 - 04/15/23	Department of Defense - Army	Federal	FY21 - \$885,544.00 FY22 - \$788,168.00 FY23 - \$980,000.00
6	Food Services - Hale Aina Dining Facility	10/01/19 - 03/31/25	Department of Defense - Navy	Federal	FY21 - \$1,502,939.00 FY22 - \$1,564,316.00 FY23 - \$1,560,000.00
7	Grounds Maintenance - JBPHH	10/01/19 - 09/30/25	Department of Defense - Navy	Federal	FY21 - \$281,456.00 FY22 - \$272,978.00 FY23 - \$284,979.76
8	Senior Nutrition Innovation Research Project	09/01/21 - 08/30/23	Dept of Health & Human Services - American Community Living	Federal	FY22 - \$46,342.00 FY23 - \$133,751.00
9	HiEMA Building Retrofitting (CIP)	12/03/21 - 06/03/23	Dept. of Homeland Security - FEMA	Federal	FY23 - \$202,500.00
10	Grounds Maintenance - HiARNG	09/01/19 - 2/28/2023	DOD - Hawaii Army National Guard	State	FY21 - \$321,460.00 FY22 - \$323,063.00 FY23 - \$160,000.00

	<b>CONTRACT DESCRIPTION</b>	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)</b>	<b>CONTRACT VALUE</b>
11	SNAP Outreach Services	10/01/19 - 09/30/23	OHS - Benefit, Employment & Support Service Division	State	FY21 - \$76,644.00 FY22 - \$78,559.00 FY23 \$109,329.00
12	Vocational and Work Adjustment Training Services	10/1/18 - 09/30/23	OHS - Vocational Rehabilitation	State	FY21 - \$180,366.00 FY22 - \$217,066.00 FY23 - \$336,000.00
13	Evaluation and Training	08/01/19 - 09/30/23	OHS - Vocational Rehabilitation	State	FY21 - \$48,067.00 FY22 - \$89,040.00 FY23 - \$507,000.00

# Lanakila Pacific Organizational Chart

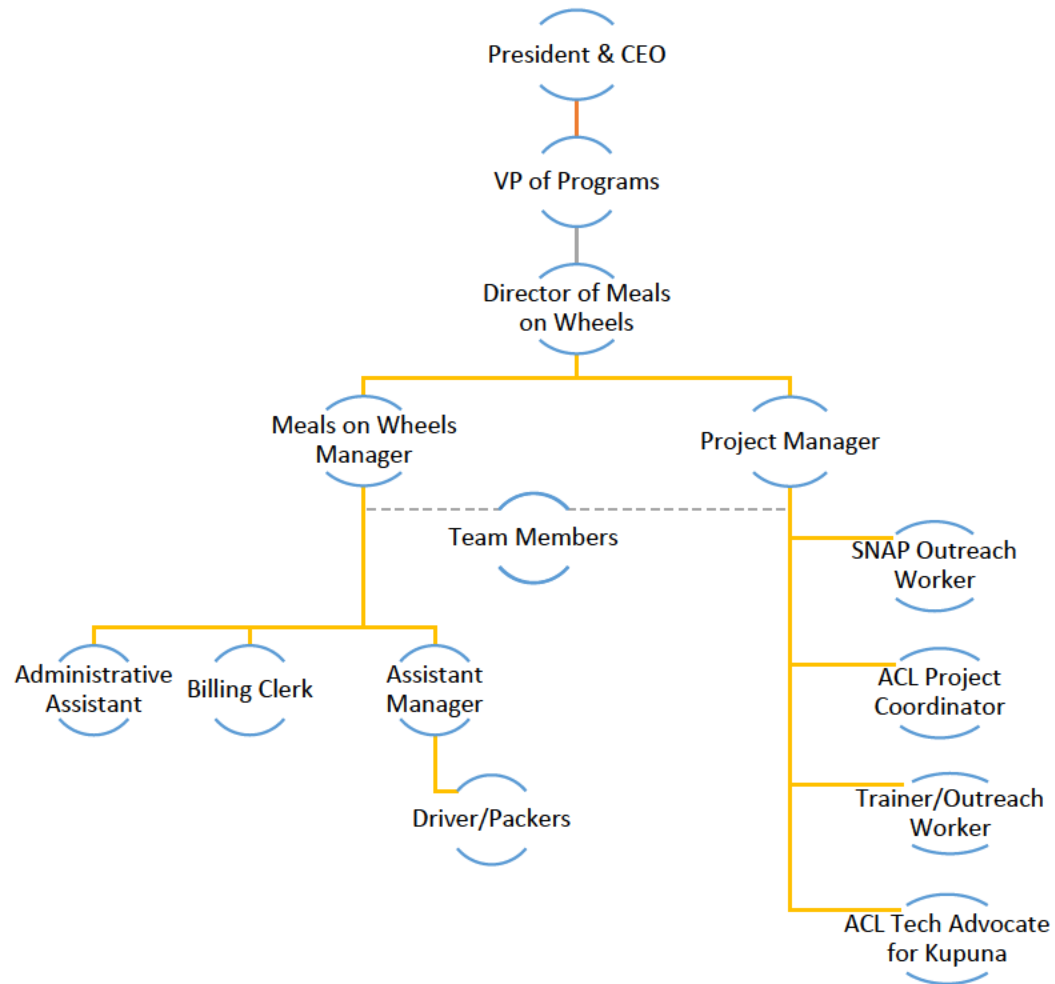
## Management 1.3.23





# Lanakila Pacific Organizational Chart

## Senior Services 1.3.23



# Lanakila Pacific Organizational Chart

## Lanakila Kitchen 1.3.23

