

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.

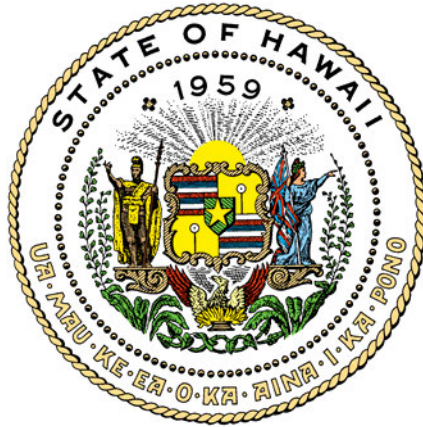
- 1) Certificate of Good Standing (If the Applicant is an Organization)
- 2) Declaration Statement
- 3) Verify that grant shall be used for a public purpose
- 4) Background and Summary
- 5) Service Summary and Outcomes
- 6) Budget
 - a) Budget request by source of funds ([Link](#))
 - b) Personnel salaries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

A. Zinn Vittore

AUTHORIZED SIGNATURE

PRINT NAME AND TITLE

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

RE-USE HAWAI'I

was incorporated under the laws of Hawaii on 10/10/2006 ; 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 05, 2023

Director of Commerce and Consumer Affairs



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*

2. Declaration Statement

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

**See Attached*

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](#).

As a response to **§42F-102 Applications for grants**. Requests for grants shall be submitted to the appropriate standing committees of the legislature at the start of each regular session of the legislature. Each request shall state: (1) The name of the requesting organization or individual; (2) The public purpose for the grant; (3) The services to be supported by the grant; (4) The target group; and (5) The cost of the grant and the budget. [L 1997, c 190, pt of §3; am L 2014, c 96, §6]; we have included the following narrative to detail all items will be used for a public purpose.

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.

Re-use Hawai'i is an environmental nonprofit with a vision to eliminate wasteful practices and create a thriving and sustainable future for Hawai'i. It helps the Hawai'i community significantly reduce hazardous waste to prevent its land being continuously taken to fulfill the need for

landfills. Founded in 2006, Re-use Hawai'i has performed more than 777 deconstruction projects, distributed more than \$8.5 million worth of recovered building material back into the community, and diverted more than 17 million pounds of material from the landfill. It has served more than 40,000 unique community members. To date, Re-use Hawai'i reduced over 8,877.12 tons of greenhouse gas (GHG) emissions, the equivalent to eliminating 1,973 cars from the roads for a year.

The Deconstruction and Redistribution Programs

Re-use Hawai'i diverts the major contributor to landfills - construction and demolition waste – through our two main programs: Deconstruction and Redistribution. In the Deconstruction Program, Re-use Hawai'i disassembles buildings by hand to recover material that would otherwise end up in the landfill. Then, all salvaged material is taken to the Redistribution Centers where the community can purchase locally-sourced materials, including reclaimed lumber, building materials, furniture, and more.

The Deconstruction Program

This program works as an industry competitor in the construction industry by providing strong incentives for an alternative sustainable method to traditional demolitions. Success within the program requires us to perform 4-6 deconstruction projects per month ranging from whole houses, remodels, and commercial projects. The size of the projects span from a quick renovation to the deconstruction of the Kona Village in 2018. Re-use Hawai'i works with local contractors, architects, and home-owners to salvage as much material as possible, and provide them with a tax-deductible donation receipt. In addition, we conduct the following supportive activities:

- Proactive marketing and communication efforts.
- Targeted email campaigns will be sent to builders and contractors quarterly.
- Consistent social media posts (Facebook, Instagram, and LinkedIn) featuring the program.
- Signage with educational information will be available at project sites for passers-by and neighbors to learn about deconstruction.
- Monthly mailers about the program will be sent to people who recently pulled building permits.

The Redistribution Program

Re-use Hawai'i has two redistribution centers: the Founding Center in Honolulu and the Kailua-Kona Yard. The Redistribution Program utilizes these centers to divert valuable material from Hawaii's landfills and into use within the community. In the 2022 Fiscal Year, we diverted 442 tons of waste on O'ahu and 12.5 tons in Kona. Both centers' inventory is supplied from the Deconstruction Program, community-wide donations, and the hotel renovation projects.

Serving about 40,000 customers since opening in 2009, the Re-use Hawai'i Redistribution Center is open five days a week from 9 a.m. - 5 p.m. The local community can shop for affordable, salvaged material or donate material and receive a tax-deductible donation receipt. The program also mindfully keeps its prices as low as it can, so the community reaps the fiscal benefits of reuse. Additionally, we've expanded our waste diversion efforts to include a donation pickup program. We will conduct the following supportive activities:

- Free community pick-up program for people to donate their items. This additional flow of incoming material further diverts waste, and helps community members easily donate materials without carrying out large deconstruction projects.
- Community tours are hosted at the Redistribution Center to bring awareness of the benefits of reuse and the circular economy to the community.
- Strategic promotions to drive sales will bolster awareness in the community and will appeal to new community members.
- Ongoing social media posts educate our community on sustainable action, promote services, act as a platform to collaborate with other nonprofits and community-oriented organizations, and highlight the value of salvaged materials.
- Weekly email broadcast to 3,600+ opted-in community members.
- Quarterly email broadcast to 5,000+ contacts.

Workforce Development Program

In addition to its main programs, Re-use Hawai'i has created several other programs that have addressed specific needs within the community. In the Workforce Development Program, Re-use Hawai'i partners with Kupu, the Youth Services Center, and Job Corp Hawaii to offer sustainable job training by teaching participants construction, retail, woodworking, and nonprofit management skills. This program selects a diverse group within the local community of all ages, backgrounds, and abilities. Since early 2020, it has had 35 participants and several have been offered full time roles within our operations. To strategically plan and coordinate adequate job opportunities, Re-use Hawai'i will steward, recruit, and train approximately 40 unduplicated participants per year.

Community Pickup Program

Re-use Hawai'i utilizes a daily Community Pickup Program to collect donations at no cost from community members. As a result, our waste diversion programs are inclusive to communities throughout the island that are unable to bring their donations to the centers.

Local Tree Reclamation Project

Re-use Hawai'i diverts hundreds of trees from entering landfills and creates a local resource for the local community. Annually, a large volume of trees are felled to make way for construction or because of their disruptive root systems. With both the purchase of a portable saw and the

assistance of Hunt Development, Re-use Hawai'i secured a location in Kalaeloa to process the lumber. Demand for slabs is more than Hawaii's local supply leading to imports of wood slabs that come with a high carbon price. We've identified 12 arborists, 8 government agencies, and 17 landowners as potential partners to help source logs for the program. This program decreases this demand and, as a result, cuts the import of wood slabs. To date, Re-use Hawai'i has milled 3,550 board feet of lumber.

2. The goals and objectives related to the request.

Our goal is oriented around the sustainable development of Hawai'i. This includes a cleaner environment, enhanced well-being, and increasing the quality of life for local communities, especially in low to moderate-income areas. We do this by revitalizing "waste" in the construction industry, local redistribution of materials amongst our community, and reducing the environmental impact of the construction industry. This activity supports sustainable improvements in our communities, as our work contributes to a circular economy where we are less reliant on imports, more resilient to climate change, and less fiscally vulnerable to global market shifts. When virgin materials are used, GHG emissions are released into the atmosphere, further contributing to global climate change. Reappropriating construction material reduces the need for the use of virgin materials. Our island community is extremely vulnerable to sea level rise, therefore, we should do all that we can to mitigate the effects of climate change.

During Fiscal Year (FY) 2024, Re-use Hawai'i will achieve all of the identified outcomes in this proposal. Progress will be monitored by management and administrative staff monthly to ensure milestones are met.

Objective 1: Annually this will divert a minimum of 660 tons of material from the landfills between the Deconstruction and Redistribution programs.

Objective 2: Annually this will reduce an estimated 510 tons of greenhouse gas emissions (GHG).

Objective 3: Serve approximately 22,1000 community members through our Redistribution Centers and train 50 Workforce Development participants.

3. The public purpose and need to be served.

Re-use Hawai'i's work addresses several needs within the Hawaiian Islands. These islands are one of the most geographically isolated places on earth, and that isolation comes with significant barriers to achieving environmental sustainability. The islands are reliant on imports, have limited natural resources, and are vulnerable to shifts in the global market. Annually, O'ahu alone receives more than 16 million tons of material from freight sleeping and produces 2.2 million tons of waste (opala.org) which is unsustainable for the landfill capacity on the islands. As construction continues to boom, the lifespan of the landfills have shortened significantly. In

addition, the islands' economic development is also largely dependent on tourism which has steep infrastructure costs. The median household income for a family of four in Hawai'i is barely above the poverty line, which is even more felt as Hawai'i has the highest cost of living in the nation.¹ Consequently, many lifelong residents of Hawai'i are left with little choice but to leave their island homes for the mainland.

Re-use Hawai'i tackles many of these issues through its various and broad-reaching programs. The Deconstruction and Redistribution programs directly replace traditional demolition methods where 100% of the structure ends up in a privately owned landfill. This directly reduces not only landfill waste, but also GHG emissions and leachate leaks (liquid that is released by landfills) that threaten Hawai'i's soil and domestic water supply. These programs are striving to preserve one of Hawai'i islands' most scarce resources: its land. It has been determined by the Department of Environmental Services that the current private landfill, due to capacity issues, will close within the next decade. The search for a new landfill is underway, taking fresh healthy land away from the Hawaiian community. Re-use Hawai'i is working to expand its programs to reduce the overdependence on landfills.

The Local Tree Reclamation Project aims to reduce the CO2 emissions produced by the lumber industry in Hawai'i. Along with reducing imported lumber and its transportation carbon footprint, the program provides its local community with reasonably priced lumber.

Hawai'i's workforce requires diversification to address these monumental challenges. The Workforce Development Program was formed to give our community the skills and knowledge to create a more sustainable future for Hawai'i.

4. Describe the target population to be served.

The overall target population served by Re-use Hawai'i through our various programs are the residents of the state of Hawai'i. All Hawai'i residents are impacted by the unsustainable wasteful practices of the construction and demolition industry. Providing sustainable alternatives to landfill expansions creates new opportunities for the use of public land. The programs also benefit community members whose health and standard of living are directly impacted by landfills and their growth, which disproportionately impacts residents of low-moderate income. Through the Redistribution program, Reuse Hawai'i serves homeowners, renters, contractors, artists, and others by offering an affordable and local community resource.

The Workforce Development program will develop strategic plans in recruiting and piloting successful training opportunities for participants. We host a wide-variety of participants,

¹ Reference: The Council for Community and Economic Research survey determined A score of 100 indicates the national average cost of living, and Hawai'i scored 185.6.

including those completing community service hours, those seeking pre-apprenticeship positions, and those with barriers to employment. The Workforce Development program aims to work with an underserved population to remove employment barriers by providing valuable skills sets and resources.

Re-use Hawai'i runs age-friendly programs by providing kūpuna with meaningful roles in our organization. Re-use Hawai'i intentionally employs kūpuna staff in paid, volunteer, training, and advisory roles. Like old-growth forests that share carbon from their roots with younger generations, their knowledge is essential to the growth of our well-being. Through our programs and partnerships with Kupu, Youthbuild, and HNL Tool Library we honor our kūpuna and their knowledge by offering them positions where they can mentor and mentee. In this intergenerational sharing, our younger staff teach new technologies and our kūpuna staff share their gathered knowledge. This channel is vital for a healthy community, and honors Hawai'i's unique, multi-generational community. Our kūpuna act as role models for others, and their roles keep them physically and mentally active.

We have a long history of serving the community of all ages, including kūpuna with our Deconstruction services and at our Redistribution Center. Our outreach is multigenerational, as we utilize in-person signage, social media, and referrals or "word of mouth" to continue to support the circular economy. Re-use Hawai'i also offers discounts for kūpuna, military, first responders, and students at the Redistribution Center to encourage members of all ages and backgrounds to join our sustainability mission.

Educational tours and presentations are given to students of all ages to spread awareness of our mission and the circular economy. Our staff has given interactive presentations to elementary aged children, tours, and circular economy presentations to university students, with every age student represented in between. In 2022, Re-use gave a total of six educational tours and presentations to over ninety students total. Additional resources about environmental education were shared with all groups before or after their tour. Re-use Hawai'i is committed to inspiring the next generation of environmental protectors and believes our keiki are the keys to our sustainable future.

5. Describe the geographic coverage.

Re-use Hawai'i's mission of waste reduction and conservation serves all of Hawai'i. The majority of salvaged material is sourced and redistributed on O'ahu followed by the Hawai'i Island operations. We gather the zip codes of the community participants from the deconstruction proposals to the point of sale. The highest concentrations of the programs' users come from Honolulu County. Since its inauguration in 2018, the Kona Yard on Hawai'i Island has served 2,100 people across the island. To encourage and make our resources even more affordable and accessible, we have zip-code specific discounts.

Re-use Hawai'i also works with residents of neighboring islands to transport material from the Redistribution Centers, including a recent collaboration with housing disadvantaged communities on Moloka'i. This collaboration with the Moloka'i Affordable Housing Alliance was designed to develop the Naiwa DHHL Agriculture lots for the "Tiny Home Haven Project" to serve kūpuna in need with homes and household items on the island of Moloka'i. We have donated two forty foot containers of carpet, plumbing and electrical fixtures, cabinets, solar panels, and more. Re-use Hawai'i performs deconstruction projects on O'ahu, Kaua'i, Maui, and Hawai'i Island. To date we have completed 759 projects and diverted 8,135 tons on O'ahu; three projects and diverted 149 tons on Kaua'i; two projects and diverted 21 tons on Maui; 15 projects and diverted 572 on Hawai'i Island. Resources from these deconstruction projects benefit residents throughout the state as we are supporting the circular economy and providing an alternative to creating more waste. As well, our Redistribution Centers on O'ahu and Hawai'i Island provide affordable and accessible building and home products. During the pandemic, we also partnered with Aloha Harvest and the Waianae Coast Comprehensive Center to deliver and distribute food for families in need. We also donated and delivered refrigerators to charter schools.

Traditional demolition methods are extremely wasteful, with almost 100% of a structure ending up in the landfill. O'ahu only has one landfill (PVT) that accepts construction and demolition materials. PVT, located on the Waianae Coast, will need to close within the next five years due to capacity issues. The Department of Environmental Services (ENV) is currently looking to site a new landfill to accommodate the construction and demolition waste on O'ahu. Many conversations have been intentionally centered around the topic of fairness when it comes to where the next landfill will be located. The Leeward Side has been historically overlooked when resources are being distributed, as well as overburdened by O'ahu's energy and waste needs. To reduce this burden across the whole island, we must reduce the amount of waste created. Shipping our waste off-island is environmentally, culturally, and economically unsustainable.

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 scope of work includes all tasks under the three objectives, as detailed below:

Objective 1: Annually divert a minimum of 660 tons of material from the landfills between the Deconstruction and Redistribution programs. Every item we divert from the landfill is weighed

as soon as it enters our Redistribution Centers, it is recorded in our database, and the data is shared each month.

Objective 2: Annually reduce an estimated 510 tons of greenhouse gas emissions (GHG). Each pound of lumber diverted has a greenhouse gas diversion equivalent. We carefully weigh and calculate this number every month. The salvaged lumber is given the best chance at recirculation through our Redistribution Centers as it is de-nailed and safely prepared in our Processing Department. Our lumber is increasingly in high demand as the cost of lumber has skyrocketed over the past few years. Additionally, we calculate the greenhouse gas emissions reduced from the non-structural wood products we divert from the landfill (such as wooden doors, cabinets, tables, etc.), which is calculated utilizing a calculator spreadsheet created by the California Air Resources Board² and the GHG emissions reduced from milled slabs through our Local Tree Reclamation program.

Objective 3: Serve approximately 22,100 community members through our Redistribution Centers and train 50 Workforce Development participants. This objective is fulfilled by measuring the number of community members that make a purchase at our Redistribution Centers and the number of participants in our Workforce Development Program This number is gathered by our retail software and is analyzed twice a month. This number does not include the number of community members who receive free materials at our Centers.

These objectives will be carried out and managed by the Executive Director, Redistribution Center Manager, Workforce Development Coordinator and the Deconstruction Program Manager. Data will be compiled by the Director of Administration.

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

Objective 1: Annually divert a minimum of 660 tons of material from the landfills between the Deconstruction and Redistribution programs.				
ACTIVITIES	Q1	Q2	Q3	Q4
Maintain 3 simultaneous crews on O‘ahu performing an average of 68 Deconstruction Projects per year	17	17	17	17
Maintain 1 crew on Hawai‘i Island performing an average of 1 Deconstruction Project per crew every month	3	3	3	3
Accept and weigh community wide donations of	*	*	*	*

² http://ww2.arb.ca.gov/sites/default/files/auction-proceeds/calrecycle_reuse_finaluserguide_5-29-20.pdf

materials through the O‘ahu Redistribution Center				
Conduct community wide pickup programs to help divert hundreds of tons of material	*	*	*	*
Accept community-wide donations of materials through the Hawai‘i Island Redistribution Center	*	*	*	*

Objective 2: Annually reduce an estimated 510 tons of greenhouse gas emissions (GHG).

ACTIVITIES	Q1	Q2	Q3	Q4
Denail and safely prepare salvaged lumber in the Processing Department	*	*	*	*
Weigh and calculate the tonnage of lumber diverted from the landfill, then convert into GHG emission reduction	*	*	*	*
Weigh and calculate the tonnage of milled slabs from our Local Tree Reclamation Program, then convert into GHG emission reduction	*	*	*	*
Calculate the GHG emission reductions from the diversion of non-structural wood products (such as cabinets, doors, tables, etc.)	*	*	*	*

Objective 3: Serve approximately 22,100 community members through our Redistribution Centers and train 50 Workforce Development participants.

ACTIVITIES	Q1	Q2	Q3	Q4
Measure the number of community members that make a purchase at both Redistribution Centers	*	*	*	*
Measure the number of participants in our Workforce Development Program	12	12	12	14
Continuously expand community awareness of our programs and offerings on social media	*	*	*	*

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

Leadership will perform ongoing evaluations to provide quality assurance and help to identify strengths and opportunities for growth. The Director of Administration will issue monthly, quarterly, annual, and profit and loss statements of the programs to help leadership and the Board of Directors understand and improve financial performance.

Objective 1 methods include monthly project analysis and evaluations, Deconstruction Program clients surveyed at the completion of each project, and hosting bi-weekly leadership meetings to evaluate progress and support needs. We will evaluate and improve the results through analyzing the following metrics: project timeframes and safety issues, the number of operating crews, tonnage of diverted material, recycled metal, the status of monthly goals, efficiency of program performance, rate of material disposed vs diverted, and new prospects tracked through customer relationship management tools.

Objective 2 methods include measuring and processing lumber worth 510 tons of GHG emissions. We will evaluate the amount of lumber, milled slabs, and non-structural wood products processed monthly, enter it into the approved formula, and generate reports to maintain this goal. We will evaluate and improve their results by addressing safety issues and maintaining the number of Processing and Receiving Department crew members.

Objective 3 methods include bi-monthly analysis of programs through our "Lightspeed" customer system. We will evaluate and improve on our programs in leadership meetings and through thorough social media marketing campaigns.

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 measure of effectiveness for each objective is listed below.

Objective 1: Maintain 3 simultaneous crews on O'ahu performing an average of 68 deconstruction projects per year. Maintain 1 crew on Hawai'i Island performing an average of 1 deconstruction project per crew every month. The weight of donations and materials through the O'ahu Redistribution Center. Conducting community-wide pickups that will allow us to continue diverting hundreds of tons of material.

Objective 2: A consistent flow of lumber from the Processing Department and flow of milled slabs from the Local Tree Reclamation Program to the Redistribution Centers' sales floor,

Effectiveness will be measured by the number of lumber and milled slabs sales and the tonnage diverted from the landfill.

Objective 3: Effectiveness will be measured by the number of sales at both Redistribution Centers in alignment with our goal, the number of Workforce Development Participants, and through social media data.

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)**

Enclosed budget forms at the end.

- 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
\$97,272	\$104,736	\$49,941	\$49,941	\$301,890

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

In addition to the State of Hawai'i GIA, Re-use Hawai'i is seeking funding from Foundations, Corporate Sponsors and the Economic Development Administration.

Funding prospects from foundations include:

- Bank of Hawaii
- Hawaiian Airlines
- James and Abigail Campbell Family Foundation
- The Healy Foundation
- Koaniani Foundation
- Atherton Family Foundation
- George N. Wilcox Trust

Cooke Family Foundation
McInerny Foundation
A&B Foundation
HECO
Hawaiian Electric Industries Charitable Foundation
First Hawaiian Bank
Hawaii USAFCU
Central Pacific Bank
Kukio Community Fund

Corporate Sponsorship prospects include:

Kona Brewing
Servco Foundation
The Kobayashi Group
Fergus and Company
HEMIC
UHA
Kennedy Wilson
Hunt Development
Young Brothers
Sunglassfix
Lung Rose Voss Wagnild
Community Impact Advisors
Goodfellow Brothers

- 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.**

We received the Families First Coronavirus Response Act (FFCRA) Tax Credit for 2020-2021 for \$11,519.60.

- 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.**

Listed in the document below.

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

The balance of unrestricted current assets as of December 31, 2022 is \$458,625.16

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.

During Re-use Hawai'i's 17 years of operations, the Deconstruction Program has performed more than 777 deconstruction projects across the Hawaiian islands. Over the course of the Redistribution Center's operations, it has distributed more than \$8.5 million worth of recovered building material back into the economy, and into use. These programs combined have diverted more than 17 million pounds of material from the landfill and enhanced the community. Re-use Hawai'i is an established local non-profit organization with an impressive track record of fulfilling our waste diversion goals through material reuse and recycling. Additionally, we have served more than 40,000 unique community members at our Redistribution Center. To date, we've reduced over 8,877.12 tons of GHG emissions, which is equivalent to eliminating 1,973 cars from the roads for an entire year!

Re-use Hawai'i is an established environmental nonprofit organization with an impressive track record of success in fulfilling its mission of waste diversion through material reuse and recycling. The skills needed to perform this work, including knowledge of deconstruction methods, construction and demolition industry practices, personnel training, and nonprofit fundraising, are provided by an experienced leadership team and dedicated staff. The revenue generating streams of Re-use Hawai'i allow for income that is not often available to other non-profit organizations. Through its careful program design, Re-use Hawai'i is able to generate the majority of the revenue needed to operate, and fundraise the additional funds.

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.

The Re-use Hawai'i Redistribution Warehouse is a 40,000 square foot facility in Kaka'ako. The Hawai'i Island location is 30,000 square feet. Equipment involved in the transportation of material includes: three 16' flat-bed trucks, two box trucks, four pickup trucks, four telescopic forklifts, one skid steer machine and three conventional forklift trucks. The deconstruction program currently maintains four tool sets and two tool trailers. The existing administrative infrastructure consists of five offices with multiple workstations with Mac computers.

Re-use Hawaii seeks to acquire a new 16 foot flatbed truck to replace the 2005 model that is used for operations on O'ahu. It would be utilized to pick up donations and expand our operations to more remote areas. This would also allow Re-use Hawai'i to serve new communities that it could previously not reach.

We also aim to replace the 2004 or 2006 telescopic forklift that we are currently maintaining for a newer model. The goal is to reduce our spending and time on maintenance of this equipment, which would allow us to spend more time focusing on serving the community.

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.

Re-use Hawai'i is led by Executive Director, Quinn Vittum, who designed the Deconstruction Services protocols and methods for safe and efficient structure disassembly. The Deconstruction Program employs 10 full-time staff. The Redistribution Center, located in Kaka'ako, is a 40,000-square-foot facility managed by a full-time program manager and staffed by 23 full-time and 5 part-time staff members. The leadership roles within the organization are staffed by a team of 7 as detailed:

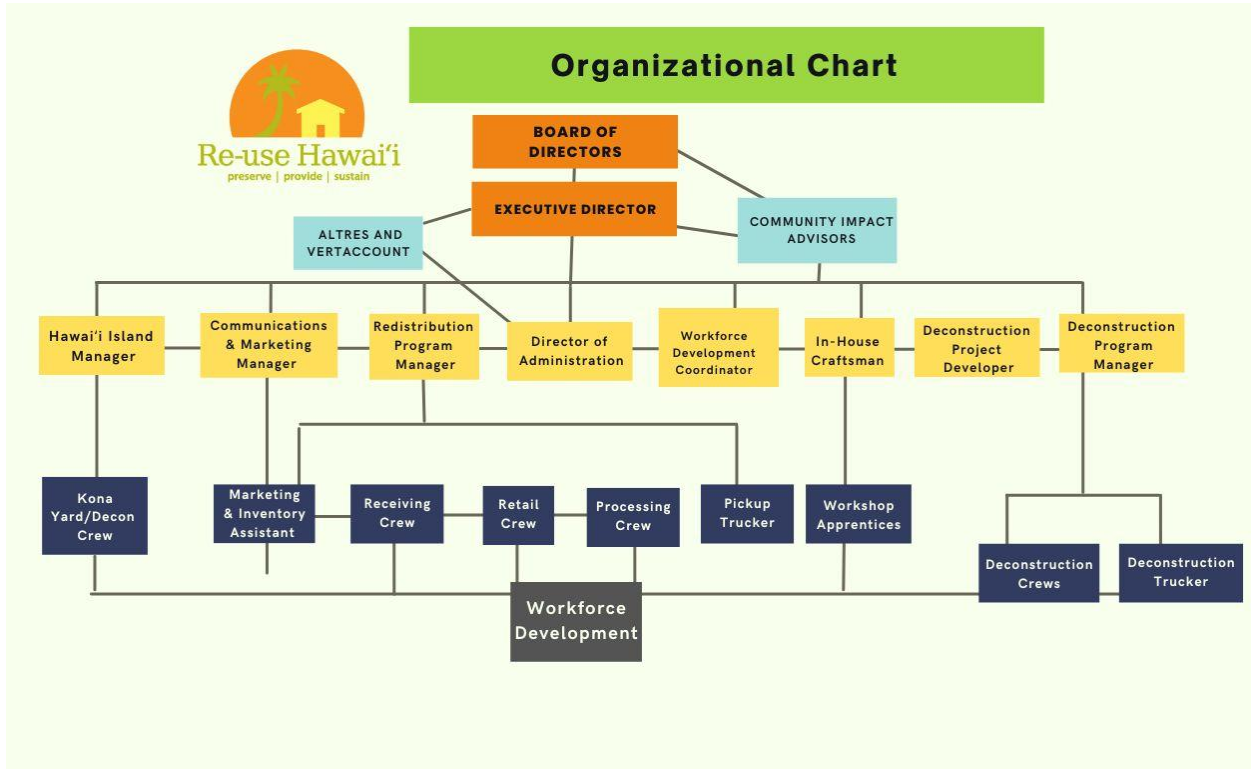
- ***Quinn Vittum***, Executive Director and founder - Quinn has 20+ years of experience running reuse organizations and is an innovator in the deconstruction industry. His method of deconstruction is used by many other reuse organizations throughout the U.S., and he is highly regarded as a source for best practices in the field. He is a recent graduate of the prestigious Omidyar Fellows Leadership Training Program.
- ***Michaela Nartia***, Director of Administration - Michaela has been with Re-use Hawai'i for 5 years. She has worked in several departments, including material inventory, customer service, project developer, and is now in charge of finances, administration, and human resources.
- ***Jaecine Madiro***, Redistribution Center Program Manager - Jae has over 10 years of experience managing retail operations. She leads the Redistribution Center with compassion, adaptability, and truly listens to all of our community members.
- ***Ryan Reynolds***, Deconstruction Program Manager - Ryan has been with us since 2015. He confidently and skillfully leads our Deconstruction Program. He keeps our staff well trained and operating smoothly. For our largest deconstruction project, he trained over 50 individuals.

- **Tucker Haworth**, Deconstruction Project Developer - Tucker has led several departments over the course of his career, is a craftsman at heart, and has a knack for identifying exciting projects and partnerships in our community. He has over a decade of experience in the construction and woodworking industry.
- **Phil Ziegler**, In-House Craftsman - Phil leads our woodworking and workshop efforts. He leads a team in designing and building with salvaged materials. He has a keen eye for detail and was formerly a shipbuilder.
- **Nathaniel Pak**, Workforce Development Coordinator - “Nat” was the Kuleana Program Coordinator at the University of Hawaii where he developed and coordinated sustainability programs in workplace energy efficiency, waste management, and transportation alternatives. He is an expert in volunteer and workforce development coordination through his seven years as the Volunteer Coordinator at the Nature Conservancy.
- **Harley Didriksen**, Communications & Marketing Manager - Harley was born and raised in the Rocky Mountains of Montana. Her passion for protecting the environment grew from her summers spent hiking Glacier National Park. Her commitment to creating a more just and sustainable world led her to degrees in both International Studies and Sustainable Development from Hawai‘i Pacific University.
- **Benjamin Kamiya-Miller**, Hawaii Island Manager - Ben graduated from the University of Arizona with a degree in Anthropology, then traveled to Hull, England for his Master’s where he focused on the development of rural areas in Latin America. His educational pursuits didn’t pigeonhole his experiences - he explored the work world from construction to social work, and even spent some time as a kindergarten teacher. His passion for waste diversion is rooted in the belief that our work can contribute to greater unity in the community.

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 organizational chart listed below illustrates the line of responsibility and supervision throughout the organization beginning at the highest level of supervision with the Board of Directors and ending with Workforce Development participants. The Workforce Development participants are supervised and trained by all of the staff listed.



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: \$66,297 - \$69,611

Director of Administration: \$54,600 - \$57,330

Deconstruction Program Manager: \$52,250 - \$54,862

VII. Other

1. Litigation

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

Sarah Burgett-Leutner v. Re-use Hawai'i: Civil No. 1CCV-20-0001576. The case is being defended by our insurance company and its appointed counsel. The claims are disputed and the

plaintiff cannot show any liability against Re-use Hawai'i. The last update from our insurance company on 1/20/22 is that the case will likely be dismissed by the courts.

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.

We are licensed by the Hawai'i State Contractor License Board. Our Contractor's License number is C-28351.

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.

Re-use Hawai'i designs its programs with the aim to be as self-sufficient as possible. With the assistance of Hawai'i State GIA, we seek to implement strategies that would lead to that ultimate goal. Our main programs' revenue exceeds our fundraising efforts (on average 17-25% of our total revenue) which could feasibly support the nonprofit. However, this would limit Re-use Hawai'i's social and environmental impact with the local community. Additional funding will expand and strengthen our programs' work, while providing the local community with sustainable jobs.

Historically, nonprofits in other states involved in statewide waste diversion are supported by the state government. This is not the case for Re-use Hawai'i, which has used its own revenue streams and fundraising efforts. The Hawai'i State GIA funds would be administered to build and expand our crucial programs for Hawai'i, including the Local Tree Reclamation and Workforce Development Program. It would help these programs gain the momentum necessary to become self-sustainable in the future. In addition, the funds and support from the Hawai'i State GIA will assist our main programs to reach communities we have been unable to reach before and increase the number of people we can help.

**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.

(Typed Name of Individual or Organization)

A. Jim Vetter

(Signature)

(Date)

(Typed Name)

(Title)

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2023 to June 30, 2024

Applicant: Re-use Hawaii

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	75,535		97,560	75,000
2. Payroll Taxes & Assessments	6,088			
3. Fringe Benefits	16,723		16,553	
TOTAL PERSONNEL COST	98,346		114,113	75,000
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space			59,830	83,004
5. Staff Training				
6. Supplies			5,153	18,750
7. Telecommunication	1,536		12,504	
8. Utilities				2,626
9. Disposal/recycling costs			8,400	15,302
10. Equipment/Vehicle Maintenance				15,318
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	1,536		85,887	135,000
C. EQUIPMENT PURCHASES	104,736			40,000
D. MOTOR VEHICLE PURCHASES	97,272			40,000
E. CAPITAL				
TOTAL (A+B+C+D+E)	301,890		200,000	290,000
SOURCES OF FUNDING	Budget Prepared By:			
(a) Total State Funds Requested	301,890	Michaela Nartia	808-539-8904	Phone
(b) Total Federal Funds Requested		Name (Please type or print)		
(c) Total County Funds Requested	200,000	<i>Michaela Nartia</i>		
(d) Total Private/Other Funds Requested	290,000	Signature of Authorized Official		
		Date		
		01/20/2023		
TOTAL BUDGET	791,889	Name and Title (Please type or print)		
		Michaela Nartia, Director of Administration		

Applicant: Re-use Hawai'i

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Telescopic Forklift	1.00	\$104,736.36	\$ 104,736.36	104736.36
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:	1		\$ 104,736.36	104,736

JUSTIFICATION/COMMENTS:
 We received a quote for a new telescopic forklift from a company called, Bobcat of Chico, and they quoted us the above amount for a new forklift. This new forklift would replace one of our current telescopic forklifts that is a 2004 model.

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
Isuzu NQR flatbed truck (16-feet length)	1.00	\$97,272.21	\$ 97,272.21	97272.21
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:	1		\$ 97,272.21	97,272

JUSTIFICATION/COMMENTS:
 We received a quote from HT&T Truck Center, a commercial vehicle dealer in Honolulu, and they quoted us the above amount for a 2024 Isuzu flatbed truck. This truck would replace our aging 2005 Isuzu flatbed truck.

Applicant: ___Re-use Hawai'i_____

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						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS: n/a						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Re-use Hawaii

Contracts Total:

681,945

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	Roosevelt High School New Gymnasium deconstruction project	06/01/2023	State of Hawaii Dept. Of Education	State	81,128
2	City & County of Honolulu GIA	10/01/2022	C&C of Honolulu	Honolulu	200,000
3	State of Hawaii GIA	07/01/2022	State of Hawaii	State	75,000
4	2021 Hawaii County GIA	10/08/2020	Hawaii County	Hawaii	27,750
5	2021 City & County of Honolulu GIA	09/07/2021	C&C of Honolulu	Honolulu	123,067
6	CARES Act Relief Grant	10/19/2020	C&C of Honolulu	Honolulu	40,000
7	2020 City & County of Honolulu	08/26/2019	C&C of Honolulu	Honolulu	115,000
8	CARES Act Funds - Coronavirus Aid grant	12/11/2020	Office of the Mayor	Hawaii	10,000
9	Economic Injury Disaster Loan Grant	05/04/2020	SBA	US	10,000
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					