

**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:

Hawaii Agricultural Foundation

Amount of State Funds Requested: \$ 504,938.00

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

The Hawai'i Agricultural Foundation's Building an Ag-Tech Ready Workforce in Hawai'i program grant will work 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 by introducing businesses focused on agriculture to the community and students.

Amount of Other Funds Available:

State: \$ _____

Federal: \$ _____

County: \$ _____

Private/Other: \$ _____

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

\$ 1,175,000.00

Unrestricted Assets:

\$ 914,668.82

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

Type of Business Entity:

- 501(C)(3) Non Profit Corporation
 Other Non Profit
 Other

Mailing Address:

3538 Waialae Avenue, Suite 203

City:

Honolulu

State:

HI

Zip:

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#:

State Tax ID#

Denise Yamaguchi
Denise Yamaguchi | Jan 19, 2024 05:21 HST

Authorized Signature

Denise Yamaguchi, Executive Director

Name and Title

January 19, 2024

Date Signed

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) Hawaii Compliance Express Certificate (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
Denise Yamaguchi (Jan 19, 2024 05:21 HST)

AUTHORIZED SIGNATURE

DENISE YAMAGUCHI, EXECUTIVE DIRECTOR

PRINT NAME AND TITLE

JANUARY 19, 2024

DATE



STATE OF HAWAII
STATE PROCUREMENT OFFICE

CERTIFICATE OF VENDOR COMPLIANCE

This document presents the compliance status of the vendor identified below on the issue date with respect to certificates required from the Hawaii Department of Taxation (DOTAX), the Internal Revenue Service, the Hawaii Department of Labor and Industrial Relations (DLIR), and the Hawaii Department of Commerce and Consumer Affairs (DCCA).

Vendor Name: HAWAII AGRICULTURAL FOUNDATION

DBA/Trade Name: HAWAII AGRICULTURAL FOUNDATION

Issue Date: 01/17/2024

Status: **Compliant**

Hawaii Tax#: [REDACTED]

New Hawaii Tax#:

FEIN/SSN#: XX-XXX9538

UI#: No record

DCCA FILE#: 219874

Status of Compliance for this Vendor on issue date:

Form	Department(s)	Status
A-6	Hawaii Department of Taxation	Compliant
8821	Internal Revenue Service	Compliant
COGS	Hawaii Department of Commerce & Consumer Affairs	Exempt
LIR27	Hawaii Department of Labor & Industrial Relations	Compliant

Status Legend:

Status	Description
Exempt	The entity is exempt from this requirement
Compliant	The entity is compliant with this requirement or the entity is in agreement with agency and actively working towards compliance
Pending	A status determination has not yet been made
Submitted	The entity has applied for the certificate but it is awaiting approval
Not Compliant	The entity is not in compliance with the requirement and should contact the issuing agency for more information

**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.

_____ Hawaii Agricultural Foundation _____
(Typed Name of Individual or Organization)

Denise Yamaguchi
Denise Yamaguchi (Jan 19, 2024 05:21 HST)

(Signature)

January 19, 2024 _____

(Date)

Denise Yamaguchi
(Typed Name)

Executive Director
(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 Building an Ag-Tech Ready Workforce in Hawaii program** 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 by introducing businesses focused on agriculture to the community and students. 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 *Building an Ag-Tech Ready Workforce in Hawaii 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 through the following services: 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) build capacity and leadership in agriculture / natural resource teachers; and 3) host educational forums that provide common ground for the community to learn about the food we eat, the people who produce it, and promote new ag businesses which will ultimately support the growth of the ag industry and new jobs.

(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. Services are provided statewide.

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

\$504,938.00

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, 2023.

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 and reconnecting the community with agriculture.

2. The goals and objectives related to the request;

The goal of HAF's *Building an Ag-Tech Ready Workforce in Hawai'i* 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. It will help to

support local agriculture as a strategic public investment and to build community resilience and strengthen our economic base by creating new innovative ag-tech driven education programs in our 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 *Building an Ag-Tech Ready Workforce in Hawai'i* 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 *Building an Ag-Tech Ready Workforce in Hawai'i* 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 and students; (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;

Over the last ten years, HAF has worked with the Hawai'i Department of Education (HIDOE) to build a K-12 continuum in the public schools to bring awareness to the importance of agriculture while also encouraging careers in ag to build a pipeline of future agriculturalists who can meet the state's future food supply needs. However, over that time, agriculture around the world has changed from conventional farming to one that is driven by technology, efficiencies, and economics. Part of that change has been driven by environmental impacts, climate change and a growing population. We can now understand the deficiencies in our food systems, and recognize labor, water, climate change, and population growth as continued critical issues for our agricultural industry. Jobs in agriculture are multidimensional and our future workforce must have technical skills and soft skills.

In addition, the Covid-19 pandemic underscored 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..

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. The average age of farmers in Hawai'i is 61, so we need to encourage more young people to enter the agricultural workforce. Since 2014, HAF has served over 35,000 students in over 175 public schools with its agricultural 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; 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 and 4) work with HIDOE to develop dishes for school lunches that incorporate locally sourced ingredients.

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 teachers and 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 *Building an Ag-Tech Ready Workforce in Hawai'i* 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), ***Young Entrepreneurs Program*** (Grades 6-12), ***In the Fields*** (Grades K -12), ***Localicious Contests*** (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 a 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, Next Generation Science Standards, and General Learner Outcomes. Participating teachers are required to attend professional development workshops hosted by HAF. For the 2024- 2025 school year, 80 classrooms (~1,600 students) will participate. Funding from this grant will cover the costs for 40 classroom teachers to implement the program.

Veggie U: First offered in 2014 to Grade 4 public schools, Veggie U uses curriculum aligned to Next Generation Science Standards; 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 2024-2025 school year, 75 classrooms (~1,600 students) will participate. Funding from this grant will cover the costs for 35 classroom teachers to implement the program.

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. Some of these basic supplies include soil, seeds, grow lights, root viewers, grow trays and veggies to taste. In addition, some of the teachers have expanded their students' learning to include vertical farming as an additional way to introduce and experience agriculture in the classroom. HAF supports these efforts by funding additional supplies and equipment to enhance the programs. 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.

In the Fields (ITF) (grades K-12) gives students a first-hand look into different kinds of careers in agriculture. This is achieved through supporting paid work-study, class projects and visiting traditional, organic, and high/emerging-tech agricultural environments, including visits to HAF's newly built education center located at the Hawai'i Agriculture Research Center (HARC). In the 2024-2025 school year, 40 classrooms (~ 600 students) will experience real life agriculture through either a visit to an agricultural site, or through a HAF supported internship. State GIA funds will pay for the transportation costs, entrance fees and internship stipends for 15 classes (~300 students).

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 provides startup funds to YEP teams, teacher training sessions, field trips to farms, businesses and innovation centers, marketplaces to sell the products, and marketing support to participating teams. All profits earned from the marketplaces are remitted back to the school programs. Marketplaces are coordinated by HAF where the student teams sell their value-added agricultural products to the community at large. These culminating events maximize student learning in an authentic retail environment. The State GIA funds will pay for the transportation costs, start up funding and related costs associated with YEP for 15 teams in school year 2024 – 2025.

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.

In addition to continuing our agricultural education offerings in the public schools, HAF will collaborate with the HIDOE to develop school lunch menus that incorporate locally sourced ingredients. Using our network of teachers, HAF will encourage students to develop dishes that include locally sourced ingredients that also meet the USDA requirements. HAF's mission intersects with HIDOE's Farm to School Program, which aims to enhance food sustainability in Hawai'i, focuses on improving the health of students while supporting local farmers, and aligns with Act 175, which mandates HIDOE to purchase 30% locally sourced food by 2030. HIDOE is the state's largest institutional consumer of food products, serving over 100,000 students a day.

Tasks	Responsibility
Market HAF's ag education program to HIDOE 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, and curriculum for programs	HAF
Coordinate ag field trips and internship opportunities for teachers/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
State FFA Convention coordination	HAF/HIDOE
Menu Development ideas for school lunch program	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. In addition, the purpose of ETD is to promote agriculture-related businesses to the community, which ultimately supports the growth of the ag industry and the job sector. 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.

During the grant period, 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 ideas, 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. In addition, funding will be needed to rent the venue and equipment to hold the event. Allowing the community to have access to the videos of the live events help Hawai'i to build the workforce development pipeline. This will also promote various businesses involved with 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

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, contests 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 as potential speakers for ETD, HAF works with the government, HIDOE, farmers, private entities and other nonprofit organizations to ensure it is up to date on industry needs. In addition, by promoting ag related businesses, HAF is supporting the growth of the ag industry and potential new jobs. 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. 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 2024-2025 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 2024-2025 school year. **35 classrooms will be funded using State GIA funds.**
- 30 classrooms have experienced real life agriculture through the **In the Fields** program this year. HAF plans to expand to 40 classrooms in the 2024-2025 school year. **15 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 teams in the 2024-2025 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 **4 (four) EAT THINK DRINK** events with support from State GIA funds. 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.

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 2025.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$126,234.50	\$126,234.50	\$126,234.50	\$126,234.50	\$504,938

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2025.

HAF is seeking funding in the fiscal year 2025 from the following:

- Alumbra Innovations Foundation
- Ama Olukai Foundation
- Annie Sinclair Knudsen Memorial Fund
- Atherton Family Foundation
- City & County of Honolulu
- County of Hawai'i
- County of Kauai
- G.N. Wilcox Foundation
- Hawai'i Community Foundation (community grants)
- Hawai'i Gas
- HEI Charitable Foundation
- Kamehameha Schools
- Lendlease – Island Palm Communities
- Mahi Pono
- McInerny Foundation
- Sysco Hawai'i
- US Department of Agriculture

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.

N/A

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 2025 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, 2023.

The estimated balance of unrestricted current assets as of December 31, 2023 is \$ 914,668.82

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 35,000 students collectively over the last ten years. HAF's Public Awareness and Outreach Initiatives are centered around community education such as the quarterly EAT THINK DRINK events series, which have consistently become a sold-out success. HAF started the Localicious campaign in 2014, which grew from 58 businesses to 1,700 in just five years. The campaign raised \$31,000 for HAF's K-12 ag education programs in its first year of 2014 to over \$65,000 in 2019. The annual campaign pivoted in 2020 to Food-A-Go-Go to support all restaurants, and later all farms, farmers markets, CSAs, value-added producers and agricultural tours and experiences, that were negatively affected by the pandemic. In 2021, HAF continued with Food-A-Go-Go as a one-week initiative to support the struggling restaurant industry. In 2022 HAF returned to Localicious, but this time as a year-long campaign versus a month-long campaign. This demonstrates HAF's ability to bring industry, the community and the education sector together.

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 has been built at the Hawai'i Agriculture Research Center (HARC) that will be utilized as part of the In the Fields opportunities for students and teachers.

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.

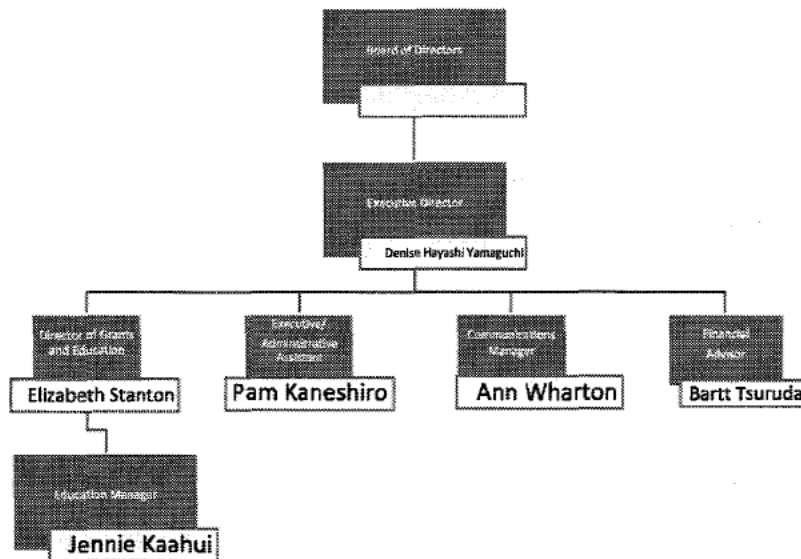
Pam Kaneshiro, Executive/Administrative Assistant

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.

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 - \$75,000

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 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, 2024 to June 30, 2025

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)
A. PERSONNEL COST				
1. Salaries	212,625			
2. Payroll Taxes & Assessments	21,263			
3. Fringe Benefits				
TOTAL PERSONNEL COST	233,888			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	13,500			
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space	51,200			
5. Staff Training				
6. Supplies	29,250			
7. Telecommunication				
8. Utilities	2,400			
9. Contract Services	139,200			
10 Ground Transportation	5,500			
11 Stipends (interns, teachers, farmers)	12,000			
12 Accomodations	15,000			
13 Entrance Fees to Ag sites	3,000			
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	271,050			
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	504,938			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	504,938	Denise Yamaguchi (808) 386-2538		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested		<i>Denise Yamaguchi</i>		
(d) Total Private/Other Funds Requested		Denise Yamaguchi (Jan 19, 2024 05:21 HST) 1/19/24		
		Signature of Authorized Official Date		
TOTAL BUDGET	504,938	Denise Yamaguchi, Executive Director		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2024 to June 30, 2025

Applicant: Hawai'i Agricultural Foundation

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
N/A			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
N/A			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2024 to June 30, 2025

Applicant: Hawai'i Agricultural Foundation

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: 2022-2023	FY: 2023-2024	FY:2024-2025	FY:2024-2025	FY:2025-2026	FY:2026-2027
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS:						
N/A						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Hawai'i Agricultural Foundation

Contracts Total: \$ 1,561,229.00

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	City and County of Honolulu Contract No: CT-DCS-2200021	10/01/2021 - 09/30/2022	Office of Com Svcs.	Honolulu County	\$ 199,661.00
2	Contract No. 168377 -Sponsorship and Product Promotion FY21: The Local Insider	8/21/2021 - 12/30/2022	Dept of Agriculture	State	\$ 8,068.00
3	Contract No. 009585 - Innovation: D.I.G. into Ag Education	10/01/2021-05/31/2023	Dept of Research & Dev	Hawaii County	\$ 15,000.00
4	Contract COK12-04 - County of Kauai Grant in Aid program - Ag Education for K-12 students on Kauai FY22 - 23 County of Kauai	09/01/2022 - 10/31/2023	Office of the Mayor	Kauai County	\$ 2,500.00
5	Contract No. G5745 - Building an Agricultural Workforce Pipeline on Maui	01/01/2023 - 05/31/2024	Dept of Finance	Maui County	\$ 24,000.00
6	Contract No. OCS-GIA-23-18 State of Hawaii GIA - 2022 Grant in Aid (Operating)	03/01/2023 - 02/28/2024	DLIR - Office of Community Services	State	\$ 350,000.00
7	Contract No. 70772 Specialty Crop Block Grant FY21 (COVID): Localicious Heroes program	03/01/2023 - 02/28/2024	Dept of Agriculture	State	\$ 20,000.00
8	Contract No. 71698 State of Hawaii GIA - 2023 Grant in Aid (Operating)	07/1/2023 - 06/30/2024	Dept of Agriculture	State	\$ 250,000.00
9	State of Hawaii GIA - 2023 Grant in Aid (Capital)	Awarded; not yet contracted	DLIR - Office of Community Services	State	\$ 320,000.00
10	Award No. S215K230079 FY2023 K12 Congressionally Funded Community Project	10/1/2023 - 12/31/2024	U.S. Dept of Education	Federal	\$ 372,000.00
11					
12					
13					







Hawaii Agricultural Foundation_504938_OP

Final Audit Report

2024-01-19

Created:	2024-01-19
By:	Denise Yamaguchi (info@hawaiiagfoundation.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAfZfLPM3VRNuIUWtcBTYRUUMU5z6DStAZ

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-  Document created by Denise Yamaguchi (info@hawaiiagfoundation.org)
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-  Signer hiagfdn@gmail.com entered name at signing as Denise Yamaguchi
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-  Document e-signed by Denise Yamaguchi (hiagfdn@gmail.com)
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