

THE THIRTY-SECOND LEGISLATURE
APPLICATION FOR GRANTS
CHAPTER 42F, HAWAII REVISED STATUTES

Type of Grant Request:

Operating Capital

Legal Name of Requesting Organization or Individual: DbA:
Hawai'i Foodbank, Inc.

Amount of State Funds Requested: \$ 1,000,000

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

To best serve the needs of our community, Hawai'i Foodbank requests funding to support consulting services, design development and drafting of permit set and construction documents for its larger warehouse, program spaces and offices. Hawai'i Foodbank's five-year strategic plan highlights investment in a new home as an essential step towards realization of its mission to end hunger in Hawai'i.

Amount of Other Funds Available:

State: \$ _____

Federal: \$ _____

County: \$ _____

Private/Other: \$ _____

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

\$ 600,000

Unrestricted Assets:

\$ 25,739,964 *includes emergency reserves

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:

2611 Kilihau Street

City: State: Zip:

Honolulu HI 96819

Contact Person for Matters Involving this Application

Name:
Dave Washburn

Email:
dave@hawaiifoodbank.org

Title:
Director of Foundation Relations


Phone:
(808) 954-7888

Federal Tax ID#:

██████████

State Tax ID#

██████████

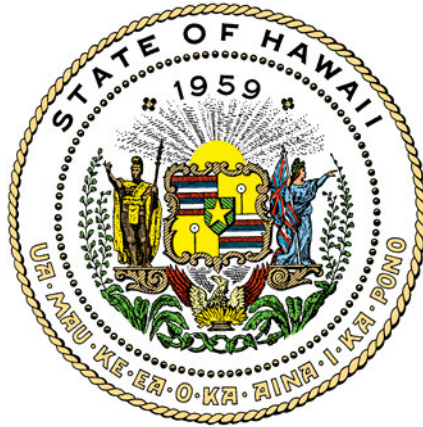

Authorized Signature

Vice President & Chief Impact Officer

Name and Title

1/17/24

Date Signed



Department of Commerce and Consumer Affairs

CERTIFICATE OF GOOD STANDING

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

HAWAII FOODBANK, INC.

was incorporated under the laws of Hawaii on 12/06/1982 ; 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: December 28, 2023

Director of Commerce and Consumer Affairs

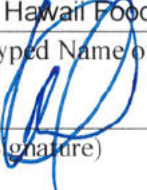
**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS PURSUANT TO
CHAPTER 42F, HAWAII REVISIED STATUTES**

The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, 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.

<u>Hawaii Foodbank, Inc.</u> (Typed Name of Individual or Organization)	
 (Signature)	01/05/2024 (Date)
<u>Laura Kay Rand</u> (Typed Name)	<u>Vice President & Chief Impact Officer</u> (Title)

Application for Grants

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

I. Certification – Please attach immediately after cover page

1. Hawaii Compliance Express Certificate (If the Applicant is an Organization)

If the applicant is an organization, the applicant shall submit one (1) copy of a Hawaii Compliance Express Certificate from the Comptroller of the Department of Accounting and General Services that is dated no earlier than December 1, 2023.

Attached.

2. Declaration Statement

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

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](#).

Hawai'i Foodbank, Inc. hereby attests and certifies that this grant will be used for a public purpose pursuant to Section 42F-102, Hawai'i 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;

For over 40 years, Hawai'i Foodbank has provided daily and emergency food assistance to needy individuals through economic downturns, the global pandemic, and natural disasters, including the Maui wildfires. As the state's leading hunger-relief organization, we partner with a network of more than 200 agencies to help the approximately 1 in 6 people in Hawai'i who are at risk of hunger. Together, we distribute food directly to those in need through food pantries, homeless and domestic abuse shelters, residential programs, soup kitchens, and more. Last year, Hawai'i Foodbank distributed 17.7 million pounds of food, including more than 5 million pounds of

produce, resulting in 14.7 million meals provided to the food insecure. Each month, we serve an average of more than 120,000 people¹, including many keiki and kūpuna.

Hawai'i Foodbank's organizational model enables nearly 92% of all expenses to be used directly for program support. Organization data is shared with the community annually through Hawai'i Foodbank's website, social media platforms and annual report. For the 14th consecutive year, Hawai'i Foodbank has attained Charity Navigator's coveted 4-star rating for demonstrating strong financial health and commitment to accountability and transparency. This is Charity Navigator's highest possible rating and indicates Hawai'i Foodbank exceeds industry standards.

2. The goals and objectives related to the request;

In late 2021, Hawai'i Foodbank performed a facility and location assessment that included discussions with its Board of Directors, staff, and community partners, as well as analysis of distribution volumes and projected needs. The assessment concluded that the current facility and location do not support the mission of the Foodbank in the near and long term and continued operations from this site may significantly impact the ability of Hawai'i Foodbank to meet the growing food insecurity needs of Hawai'i.

To best serve the needs of our community, Hawai'i Foodbank requests funding to support consulting services, design development and drafting of permit set and construction documents for its larger warehouse, program spaces and offices. Hawai'i Foodbank's five-year strategic plan highlights investment in a new home as an essential step towards realization of its mission to end hunger in Hawai'i.

Hawai'i Foodbank's current location at 2611 Kilihau Street in the Mapunapuna area of Honolulu benefits from its proximity to ports and highways and its network of donors and distribution partners who fuel food security work. The urban location is convenient for a sizable portion of the organization's workforce and volunteer base. However, frequent tides over 1.6' hamper access to and from the Kilihau facility on a regular basis. At the current location, flood hazards and tsunami evacuation zone risks threaten the Foodbank's ability to optimally respond during times of disaster. Long-term sea level rise will have a significant negative impact on facility accessibility and daily operations. Also, the current facility does not have capacity to sufficiently address growing food system supply needs in both day-to-day and emergency scenarios.

In 2022, the Hawai'i State Legislature authorized a planning grant of \$200,000 for Hawai'i Foodbank to complete a facility needs assessment and feasibility study. The following scope of work is nearing completion, with full expenditure of funds anticipated in February 2024:

- Determine O'ahu facility requirements, based on a variety of considerations, including but not limited to, projected food volume, disaster readiness and risk reduction, partner agency needs, equipment and chiller needs, environmental factors, etc.;

¹ This number measures frequency of service usage. Individuals may utilize our services multiple times each month.

- Assess current O‘ahu facility, including a site and facility evaluation and a gap analysis comparing the existing facility with the determined facility requirements;
- Identify and assess alternatives to meet the facility requirements, including a preliminary evaluation of potential sites and preliminary financial feasibility analyses; and
- Identify the preferred alternative and rationale.

A new site in Milltown Waipahu has been identified as the best choice for a new Hawai‘i Foodbank headquarters. It consists of six separate parcels (TMK #: (1) 9-4-166:001 to 003 and (1) 9-4-166:024 to 026). There are three parcels along Maikoiko Street consisting of about 1.5 acres (approximately 63,388 square feet); and three parcels along Akoki Street consisting of about 1 acre (approximately 49,736 square feet). The sites are being secured from the State of Hawai‘i Department of Land and Natural Resources for the construction of two buildings, totaling at least 50,000 square feet, for Hawai‘i Foodbank’s operations, including administrative office warehousing/open space, walk-in chillers/freezers, parking, storage, and ancillary purposes including additional overflow parking and temporary storage.

Development of a two-building “campus” was selected as the preferred alternative in order to establish a site that is closest to the urban core and the highest concentration of volunteers and communities in need. “Building A” will be designed for industrial warehouse purposes, including food collection, inspection, storage and distribution, almost tripling capacity as compared to the current facility. “Building B” will house the administrative functions of Hawai‘i Foodbank and is located only 650 – 800 feet away from the warehousing and distribution site. In addition to offices, the administrative building would also expand services with a Client Choice Pantry with wraparound service offices, a demo kitchen for education, and a commercial kitchen to prepare hot meals for disaster response purposes, summer keiki meals provision, etc. Furthermore, it would include volunteer and staff spaces, and a multipurpose area that can be used for both public and Hawai‘i Foodbank functions. Both buildings will be designed with a sustainable design directive and emergency generation units that are presently not available in the current location.

The objectives of the current proposal for a Fiscal Year 2025 Grant-In-Aid include:

- Support consulting services, design development and drafting of permit set and construction documents for a new headquarters and warehouse.
 - The new site (or sites) will prioritize functionality and optimize location to facilitate operations.
 - The facility will expand capacity to serve existing needs and achieve strategic priorities. The new facility shall have more storage and redundancy for disaster response, expanded cold storage, and capacity for receiving farm-packed produce to advance work in nutrition and health.

3. The public purpose and need to be served;

Hawai'i Foodbank provides daily and emergency food assistance to needy individuals throughout Hawai'i. On December 28, 2023, Hawaii News Now reported two devastating facts. First, food insecurity in our island had increased by 40% since 2021. They additionally reported that 15% of our children do not have sufficient access to food.

Previously, Hawai'i has been cited as having the second highest rate of childhood hunger in the nation, second only to Louisiana. When experiencing hunger and/or food insecurity, children can face increased risk of cognitive issues, aggression, anxiety, behavioral problems, depression, and suicide ideation.

Furthermore, 44% of households in the City and County of Honolulu are considered ALICE – Asset Limited, Income Constrained, Employed – meaning they earn just above the Federal Poverty Level, sometimes working more than one job. However, their income is still insufficient to afford necessities such as food, housing, childcare, transportation, and health care (data from Aloha United Way, ALICE project 2022). Adults who are food insecure and low-income experience higher levels of chronic disease and are at increased risk for obesity. Older adults struggling with food insecurity consume fewer calories and nutrients than needed and have lower dietary quality, putting them at nutritional risk. They often experience negative mental and physical health conditions and outcomes such as diabetes, hypertension, lower cognitive function, heart failure, and osteoporosis. One of Hawai'i Foodbank's strategic priorities is to help shift our communities who face food insecurity and hunger away from diets filled with cheaper, highly processed foods that contribute to chronic disease and poor health. We do this by increasing equitable access to the Foodbank's distribution of nutritious, fresh and local food.

In Hawai'i, the increasing cost of living associated with housing, education, childcare, and consumer goods has exacerbated financial issues for many families. Since the onset of the COVID-19 pandemic, food insecurity in Hawai'i has grown dramatically. As economic hardships continue to impact Hawai'i's families, Hawai'i Foodbank has the extraordinary challenge of providing food to thousands of households newly at risk of food insecurity, in addition to those who were already struggling with hunger before the crisis began.

Food insecurity is caused not only by a lack of financial resources, but also by other socioeconomic conditions, such as systemic inequalities in our economy, food supply chain, and the lack of availability of fresh or healthy foods in certain neighborhoods. Food supply is also threatened by natural disasters and other emergencies. Hawai'i Foodbank has provided essential emergency assistance for decades, including during Hurricane Iniki, the COVID-19 pandemic, volcanic eruptions on Hawai'i island, Kilauea flooding on Kaua'i, Kona low winter storms, and the recent Maui wildfires.

In November 2023, following the destructive Maui wildfires, the Food, Water, and Other Supplies Working Group was formed with the purpose "To evaluate the availability and distribution of food and other necessary supplies for displaced individuals and families, and to prepare recommendations for appropriate legislative action". The working group was led by Co-Chairs Representatives Greggor Ilagan and Terez Amato, with member Representatives Diamond Garcia, Cedric Asuega Gates, Rose Martinez, Richard H.K. Onishi, Jackson D. Sayama, and Adrian K. Tam. One of the findings of the working group was, "Food banks have filled a critical need during disaster situations, including Hurricane Iniki, COVID-19, and the

Lahaina wildfire.” Their working group recommends increased investment in food infrastructure and reserves, for normal and emergency operations.

Hawai'i Foodbank respects the importance of food as a component of culture and resources, and distributes culturally responsive, locally grown produce, such as Okinawan sweet potato, choy sum, bok choy, long beans, breadfruit, pineapple, taro, and more. This prioritization helps us to ensure that all members of our community can thrive in an environment that is inclusive, equitable, and reflects the diverse communities we serve. Providing the households we serve with the dignity of choice not only nourishes the body, it feeds the soul.

As described above, a new facility is essential to allow Hawai'i Foodbank to fulfill the food security needs of our communities. Furthermore, it is consistent with the Waipahu Town Plan, adopted by the Honolulu City Council in 1995 through Resolution No. 94-309, C.D. 1. The Resolution called for the Waipahu Town Plan to provide comprehensive, long-range objectives to guide land use and public improvements, which address the needs and concerns of the community and enhance the long-term livability and economic vitality of Waipahu. The plan proposes the development of a light industrial subdivision adjacent and mauka of the sugar mill, including warehouse and storage operations.

4. Describe the target population to be served; and

Hawai'i Foodbank serves individuals and families in need of assistance, regardless of their circumstances. We believe that food is more than a basic need. It connects us to family, celebrates our island cultures, and is essential to thriving communities. As Feeding America's partner representative for the state of Hawai'i, the Foodbank distributes food to families and individuals in need on O'ahu and Kaua'i -- both in daily life and in the event of natural disasters and other emergencies. We also partner with The Food Basket to serve Hawai'i County and Maui Food Bank to serve Maui County. As an island state, many of the communities provided with food are often underserved, economically disadvantaged and live in areas that face greater risk of being cut off from urban areas during natural disasters and emergencies due to flooded roads, downed trees, storm surge, single-wall constructed homes, etc.

Hawai'i is one of the most diverse states in the country, with 77% of the population identifying as Asian, Native Hawaiian, Pacific Islander, Black, or multi-racial (U.S. Census). Native Hawaiian and Pacific Islander (NHPI) populations disproportionately experience hunger in Hawai'i. Research conducted by Craig Gunderson at Baylor University on food insecurity in Hawai'i found that Native Hawaiians and Pacific Islanders experience much higher rates of food insecurity when compared to the general population. Often, statistical analyses include this community within the broader Asian American and Pacific Islanders (AAPI) group, masking the unique experiences and realities of these individual communities. For instance, Gunderson's research found that as a whole, 9.9% of the AAPI community in Hawai'i faces food insecurity. However, when broken out, he found that Native Hawaiians and Pacific Islanders experience food insecurity at a rate of 23.4%, in comparison to 6.2% of Asian Americans.

In addition to providing food to partner agencies for distribution through food pantries, soup kitchens and other feeding programs, Hawai'i Foodbank operates several programs for uniquely challenged populations:

- Food 4 Keiki programs include our School Pantry initiative, Feeding Our Future, and two Federal nutrition programs, Child and Adult Care Food Program (CACFP) and Summer Food Service Program (SFSP). At 47 schools on O'ahu and Kaua'i, these programs serve as a critical food resource for K-12 students, their siblings, and their families. The school pantries provide healthy snacks for immediate consumption as well as family food bags to take home. Last year, the pantries distributed more than 28,000 pounds of food each month to more than 5,000 kids and 4,500 adults. Feeding Our Future is a summer congregate lunch program that helps provide nourishment to students who may normally rely on school-provided meals during the school year, with hot lunches distributed by our food partner agencies. CACFP, launched in January 2024, provides afterschool meals in partnership with afterschool care providers. SFSP provides summer meals at community sites, such as schools, parks, etc.

- 'Ohana Produce Plus distributes millions of pounds of fresh produce, assorted dry goods and non-perishable food items in under-served communities on O'ahu and Kaua'i. For many recipients, 'Ohana Produce Plus is their only source of fresh fruits and vegetables. Last year more than 10 million pounds of food was distributed, including 5 million pounds of produce, to an average of 50,000¹ individuals each month.

- Senior Farmers Market Nutrition Program (SFMNP) provides vouchers to close to 7,000 low-income seniors to pay for fresh fruits, vegetables, herbs and honey at local farmers' markets.

- Commodity Supplemental Food Program (CSFP), also known as the "Senior Food Box Program" is a partnership with the State Office of Community Services. Each month, over 2,000 low-income seniors receive supplemental foods such as milk, cheese, cereal, juice, peanut butter, rice, and canned meats. More than 640,000 pounds of food was distributed in 2023.

- The Kūpuna Fresh program augments and expands our existing programs for needy seniors by supplementing them with healthy, fresh local produce. This ensures they receive the invaluable benefits of fresh produce that are critical to kūpuna health. Seniors aged 60 years or above who are at or below 130% of the federal poverty guidelines for Hawai'i are eligible. Each month last year we served more than 300 low-income seniors on O'ahu, distributing a total of nearly 32,000 pounds of fresh produce.

5. Describe the geographic coverage.

A State Grant-in-Aid would directly support a construction project on O'ahu, which would positively impact our capacity to advance the Hawai'i Foodbank mission statewide.

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;

Hawai'i Foodbank is requesting State GIA support for consulting services, design development and creation of permit set and construction documents for the project described above. The Foodbank has hired consultant The Wilhelm Group and RIM Architects, with Kissling Architecture, as the principal firms responsible for work to be performed.

The tasks and responsibilities of the scope of work are summarized in the table below:

Tasks	Responsibilities
<i>Consulting Services:</i> Pre-Construction support including design management, procurement of General Contractor for construction, and third-party interface, such as design team, environmental/historical/cultural review, and other technical consulting needs.	The Wilhelm Group
<i>Design Development:</i> Create detailed plans for civil, landscape, building plans & elevations, material selections, structural, mechanical, plumbing, electrical/control systems for final design. Several revisions of the plan may be needed as the project is developed during this planning stage. Prepare a final design plan based on the input received from Hawai'i Foodbank and any applicable governmental agencies responsible for project approvals.	RIM/Kissling
<i>Permit Set:</i> After approval and acceptance of the task above by Hawai'i Foodbank, as well as the appropriate municipal commissions and other governing bodies, create detailed construction and specification documents for permit submittal(s). RIM is responsible for the procurement of all plan approvals from the local municipals, Department of Planning & Permitting, and other authorities having jurisdiction.	RIM/Kissling
<i>Construction Documents:</i> After approval and acceptance of the above detailed task by Hawai'i Foodbank, as well as the appropriate municipal commissions and other governing bodies, RIM will create detailed construction and specification documents for final bidding/contracting purposes.	RIM/Kissling

<p>The final construction documents shall include as a minimum: Site Plan, Storm Water Management Plan, Drainage & Utility Plans, Landscaping Plan, Floor Plans, Roof Plan, Exterior Elevations, Building Sections, Foundation Plan, Framing Plans, Details & Sections, Door/Window/Room Finish/Mechanical/Plumbing /Electrical schedules, HVAC Plans, Electrical Plans, Plumbing Isometrics, and a Project Manual including specifications in CSI division format.</p>	
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2. Provide a projected annual timeline for accomplishing the results or outcomes of the service;

Month 1-3 Design Development
 Month 4-6 Permit Set
 Month 7-9 Construction Documents
 Month 6-12 Permitting

Submit reporting to the State of Hawai'i as required.

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

To assure that the work meets our unique needs, Hawai'i Foodbank hired the following firms with significant local experience:

- The Wilhelm Group, a construction management and development consultant with strong relationships and a proven record of expertise.
- RIM Architects, internationally renowned architect and design firm, in conjunction with Kissling Architecture, which has experience designing superior food bank facilities.

The planning process included charrettes with staff and board to determine the best use of spaces.

Upon completion, all project deliverables will be reviewed by the construction management consultant and owner (Hawai'i Foodbank). Evaluation measures include completion of project tasks according to the developed timeline and satisfactory delivery of project tasks as assessed by the owner and consultant.

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.

- Design delivery completed by month 3
- Permit set completed by month 6
- Construction documents completed by month 9
- Permitting process advancement is satisfactory according to the judgement of owner and consultant as of month 12.
- Quality of deliverables is assessed as satisfactory by owner and consultant with regular feedback during the grant period.

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
\$362,957	\$42,969	\$564,838	\$29,235	\$1,000,000

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

For 40 years, Hawai'i Foodbank has provided daily and emergency food assistance to needy individuals through economic downturns, the global pandemic, and natural disasters, including the Maui wildfires.

To sustain our activities, we nurture and grow key community partnerships. We are incredibly grateful for our donors, which include foundations, corporations, government and individuals, as well as in-kind support in the form of food donations from food drives, retailers, producers, wholesalers, and manufacturers. Hawai'i Foodbank staff and its board of directors work continuously to identify and evaluate potential sources of financial and food support. We strive to keep administrative costs low. Our organizational model enables nearly 92% of all expenses to be used directly for program support.

Hawai'i Foodbank maintains relationships with the USDA and local and national food growers, manufacturers, retailers, and distributors to obtain monetary and donated food. Hawai'i Foodbank also leverages national corporate partnerships through a network affiliation with

Feeding America, the nation's largest domestic hunger relief organization. Hawai'i Foodbank continues to expand its partnerships with the Hawai'i Farm Bureau and local agricultural producers to build and improve a sustainable food supply and distribution network of culturally responsive locally grown produce.

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.

None.

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.

Attached.

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2023.

This figure is \$25,700,000. Hawai'i Foodbank's board of directors recognizes that the future will likely hold another natural disaster, like Hurricane Iniki, that will directly impact the state. A strong financial reserve will be needed to access sufficient food inventory to support the state during a crisis.

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.

Since 1983, Hawai'i Foodbank has established itself as a dependable and accomplished service provider. With a strong network of local and national partner agencies, we consistently provide quality, nutritious food to Hawai'i's food insecure. Our ongoing programs include Food 4 Keiki, 'Ohana Produce Plus, The Senior Farmers' Market Nutrition Program (SFMNP), the Commodity Supplemental Food Program (CSFP, also known as the Senior Food Box program), Kūpuna Fresh, The Emergency Food Assistance Program (TEFAP) and the Temporary Assistance to Needy Families (TANF) Memorandum of Effort (MOE) program. Please refer to our answers in Section II, Questions 1 and 4 for more program information.

To sustain our activities, we nurture and grow key community partnerships. We have a network of more than 200 charitable agency partners and receive support from nearly 300 food growers, manufacturers, and other community donors. We are incredibly grateful for these donors, which include foundations, corporations, government, and individuals, as well as in-kind support in the form of food donations from food drives, retailers, producers, wholesalers, and manufacturers. Hawai'i Foodbank staff and its board of directors work continuously to identify and evaluate potential sources of financial and food support.

Hawai'i Foodbank maintains relationships with the USDA and local and national food growers, manufacturers, retailers, and distributors to obtain monetary and donated food. Hawai'i Foodbank also leverages national corporate partnerships through its role as Hawai'i's certified, state food bank for Feeding America, the nation's largest domestic hunger relief organization. Hawai'i Foodbank continues to expand its partnerships with the Hawai'i Farm Bureau and local agricultural producers to build and improve a sustainable food supply and distribution network of culturally responsive, locally grown produce. As a result of these efforts, more than one quarter of all food distributed is fresh produce, about half of which is sourced locally.

Hawai'i Foodbank stands by a commitment to provide accessible food staples, supplements, and fresh produce to promote healthier lifestyles and ensure balanced meals and dietary variety among the 1 in 6 residents who are at risk of hunger, including keiki, kūpuna, and low-income families. Our response to the unprecedented, sustained increase in demand for food assistance since March 2020 has shown that Hawai'i Foodbank is resilient, adaptable, and capable of rising to the challenge to feed our 'ohana today and end hunger tomorrow.

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.

Hawai'i Foodbank operates out of two locations: a 23,668 square-foot warehouse on Kilihau Street in Honolulu, O'ahu and a 4,750 square-foot warehouse at 4241 Hanahao Street in Lihue, Kaua'i. Both warehouses are inspected and certified for food safety by AIB International, which sets the standards for food quality, handling, and safety nationwide.

The O'ahu and Kaua'i facilities are open for public donations Monday-Friday from 7:00 am - 4:00 pm. Here, donated and purchased foods are received, inspected for safety, sorted, inventoried, stored, and distributed to our partner agencies and through our direct service programs. Both warehouses include non-perishable and perishable food storage areas such as chillers and freezers and a food inspection area where staff ensure items are fresh and in good condition. There are dedicated spaces for dispatch teams and staff who work directly with partner agencies. The warehouses each have an agency distribution floor where items are organized and displayed in such a way as to allow agency partner representatives to pick up the items for their food pantries, food outreach distributions, and feeding programs.

Hawai'i Foodbank also maintains a fleet of 12 vehicles on O'ahu and 4 vehicles on Kaua'i, including refrigerated trucks that help to distribute food across the islands. Over the years, Hawai'i Foodbank has successfully managed the purchase of large quantities of food at the warehouses and developed an effective inventory management system to ensure facility compliance to programs, laws, and regulations and safe distribution to partner agencies and clients.

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.

Led by President and CEO Amy Miller, Hawai'i Foodbank has 72 staff members statewide, nine of whom work at Hawai'i Foodbank Kaua'i. We also benefit from the dedication of our many volunteers, who in 2023 provided more than 30,000 hours of service. Below is an overview of Hawai'i Foodbank's leadership team and the staff responsible for supervision and guidance of the proposed project:

Amy Miller, President & CEO: Amy joined Hawai'i Foodbank in May 2021. She has more than two decades of experience specializing in nonprofit operations, financial management, and fund development. She most recently served as Senior Vice President and Chief Operating Officer of Bishop Museum. Prior to joining Bishop Museum in 2016, Amy served as the Vice President for Institutional Advancement at the Academy of Natural Sciences in Philadelphia. Before that, she was the Vice President of Institutional Advancement at Bishop Museum. She also worked as the Development and Volunteer Program Coordinator at The Dolphin Institute & Kewalo Basin Marine Mammal Lab.

Gene Caliwag, Vice President of Operations: Gene Caliwag oversees all operations for both the O'ahu and Kaua'i branches. He joined Hawai'i Foodbank in March 2022 and brings more than 31 years in leadership roles for both for-profit and nonprofit organizations, with over 26 years' experience in distribution, transportation, supply chain and warehouse operations. He most recently was the general manager for C&S Wholesale Grocers Hawai'i, one of the largest privately held retail grocery distribution companies in the nation with over \$30B in annual revenue. He was also the CEO for Pacific Historic Parks (USS Arizona Memorial) and held executive positions with Hawai'i Pacific Health, OfficeMax/Office Depot and Cardinal Health. He has a Bachelor's degree in Business Administration from San Jose State University, Associate of Arts degree from Chabot College and completed the executive education program with the University of Notre Dame, Mendoza College of Business.

Curtis Leong, Vice President & Chief Financial Officer: Curtis Leong has oversight of Finance and Administration, Human Resources, and Information Technology. He is a senior executive with extensive non-profit and for-profit experience. Curtis worked as a CFO for the past 20+

years with American Machinery, Girl Scouts of Hawai'i, EA Buck Financial Services, and Asian and Pacific Islander American Health Forum with oversight of numerous functions; Human Resources, IT, Property Management, Finance, Accounting, Licensing and Contracting, and Risk Management. Prior to becoming a CFO, Curtis worked as a Senior Analyst and Internal Auditor with Amfac/JMB Hawai'i, Inc. as well as an audit professional with Coopers & Lybrand in California's Silicon Valley. He has a Bachelor of Science in Accounting degree from San Jose State University and a Master of Business Administration degree from Simon Fraser University in British Columbia, Canada.

Laura Kay Rand, Vice President & Chief Impact Officer: With 35 years of nonprofit leadership experience as a team member and consultant, Laura Kay Rand joined Hawai'i Foodbank in December 2016. She is responsible for the Foodbank's marketing and fund development operations, including fundraising in the corporate, individual, foundation, and government channels. Prior to her position with Hawai'i Foodbank, Laura Kay served on the executive leadership teams at Goodwill Hawai'i and Kroc Center Hawai'i, and served Hawai'i's nonprofit sector through consulting work. She received her Master of Business Administration degree from the Shidler College of Business and Bachelor of Science in Psychology degree from the University of Hawai'i at Manoa.

Marielle Terbio, Vice President of Strategy & Programs: In her 7 years with the Foodbank, Marielle has helped explore and launch strategic initiatives to combat food insecurity in Hawai'i including the Foodbank's School Pantry Program, Summer Food Service Program, SNAP Outreach Program, and Advocacy and Farm to Food Bank initiatives, including sourcing fresh produce to increase access to local, healthy fruits and vegetables. Currently, her work focuses on Food is Medicine (nutrition and health) initiatives to help improve health equity efforts in Hawai'i and deeper community engagement to help address root causes of hunger. She has worked in the non-profit sector for over 19 years in Hawai'i and Guam, also helping elevate at-risk youth and their families and helping homeless animals find loving homes.

Kim Bartenstein, Director of Agency Relations: Kim Bartenstein has worked for Hawai'i Foodbank since 2002 and leads the Agency Relations team, working with the Foodbank's partner agency network. Kim is also responsible for directing Foodbank programs such as 'Ohana Produce Plus, and she oversees state and federal programs such as the Commodity Supplemental Food Program (CSFP), the Senior Farmers' Market Nutrition Program (SFMNP), The Emergency Food Assistance Program (TEFAP), and Temporary Assistance for Needy Families (TANF).

Wesley Perreira, Kaua'i Branch Director: Wesley Perreira manages daily operations on Kaua'i and has worked for Hawai'i Foodbank for over 11 years. He previously worked for 18 years in law enforcement, with positions in patrol, investigative services, and administration. He has an Associate Degree in Business Administration from the University of Hawai'i at Hilo.

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.

Attached.

3. Compensation

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

President & CEO: \$150,000-\$200,000

Vice President 1: \$100,000-\$175,000

Vice President 2: \$100,000-\$175,000

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.

None.

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.

Hawai'i Foodbank is certified by Feeding America, the nation's food bank network. This signifies that Hawai'i Foodbank operations meet strict national guidelines for the safe handling and distribution of food, financial and administrative practices, and donor/agency relations.

In addition, Hawai'i Foodbank is certified to the highest standards of food safety by AIB International.

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 2024-25 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2024-25, but
- (b) Not received by the applicant thereafter.

Hawai'i Foodbank fundraises year-round to ensure we are able to meet the needs of those in our community facing food insecurity. We continue to purchase food at a significantly higher rate than pre-pandemic and anticipate the increased need will necessitate utilizing this business model for the foreseeable future.

State GIA funding will allow Hawai'i Foodbank to increase its food inventory and strengthen its food distribution capabilities across the islands of O'ahu and Kaua'i. For more regarding sustainability considerations, please see Section IV, Question 3.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2024 to June 30, 2025

Applicant: Hawai'i Foodbank, Inc.

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				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
TOTAL PERSONNEL COST				
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES				
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL	1,000,000			
TOTAL (A+B+C+D+E)	1,000,000			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	1,000,000	Dave Washburn 808-954-7888		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested		1/17/2024		
(d) Total Private/Other Funds Requested		Signature of Authorized Official Date		
TOTAL BUDGET	1,000,000	Laura Kay Rand, VP & Chief Impact Officer Name and Title (Please type or print)		

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2023 to June 30, 2024

Applicant: Hawaii Foodbank, Inc.

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

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

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2024 to June 30, 2025

Applicant: Hawai'i Foodbank, Inc.

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	200000		549336			
LAND ACQUISITION						
DESIGN			450664			
CONSTRUCTION						
EQUIPMENT						
TOTAL:	200000		1,000,000			
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Hawaii Foodbank, Inc.

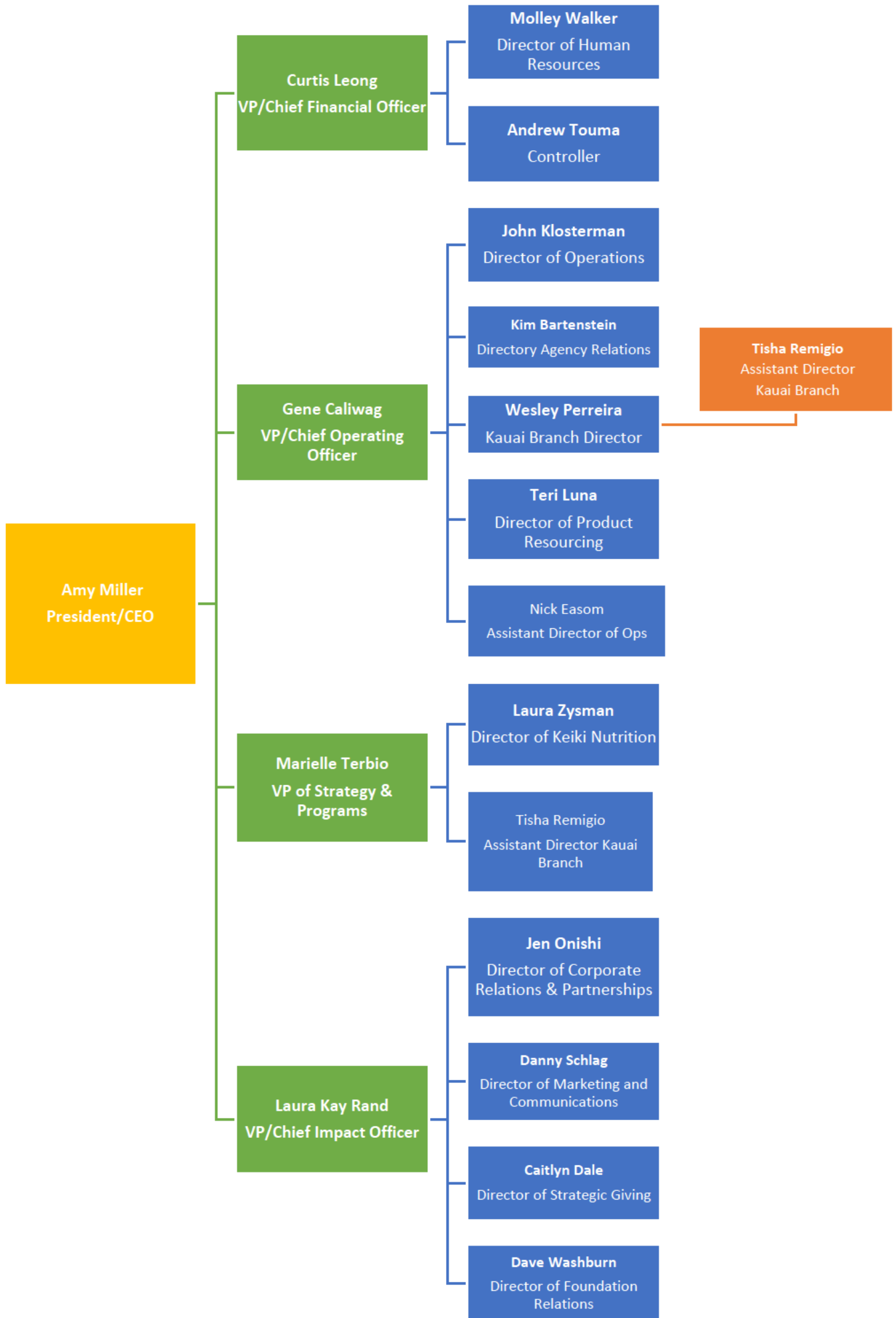
Contracts Total: 8,983,778

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	Senior Farmers Market Nutrition Program (Oahu)	CY2021	Dept of Labor	State	\$ 299,548.00
2	Senior Farmers Market Nutrition Program (Kauai)	CY2021	Dept of Labor	State	\$ 14,800.00
3	Senior Farmers Market Nutrition Program (Oahu)	CY2022	Dept of Labor	State	\$ 351,593.00
4	Senior Farmers Market Nutrition Program (Kauai)	CY2022	Dept of Labor	State	\$ 19,120.00
5	Senior Farmers Market Nutrition Program (Oahu)	CY2023	Dept of Labor	State	\$ 337,369.66
6	Senior Farmers Market Nutrition Program (Kauai)	CY2023	Dept of Labor	State	\$ 15,950.00
7	Senior Farmers Market Nutrition Program (Oahu)	CY2024	Dept of Labor	State	\$ 374,155.94
8	Senior Farmers Market Nutrition Program (Kauai)	CY2024	Dept of Labor	State	\$ 17,579.46
9	Temporary Emergency Food Assistance Program (Oahu)	FFY2021	Dept of Labor	State	\$ 263,944.00
10	Temporary Emergency Food Assistance Program (Kauai)	FFY2021	Dept of Labor	State	\$ 21,510.00
11	Temporary Emergency Food Assistance Program (Oahu) (possible add'l funding)	FFY2022	Dept of Labor	State	\$ 109,199.00
12	Temporary Emergency Food Assistance Program (Kauai) (possible add'l funding)	FFY2022	Dept of Labor	State	\$ 8,884.00
13	Temporary Emergency Food Assistance Program (Oahu)	FFY2023	Dept of Labor	State	\$ 181,640.35
14	Temporary Emergency Food Assistance Program (Kauai)	FFY2023	Dept of Labor	State	\$ 17,149.32
15	Temporary Emergency Food Assistance Program (Oahu)	FFY2024	Dept of Labor	State	\$ 180,547.00
16	Temporary Emergency Food Assistance Program (Kauai)	FFY2024	Dept of Labor	State	\$ 15,143.00
17	Oahu Food Purchase CT-DCS-2100032	FY2021	DCS	C&C of Honolulu	\$ 125,000.00
18	Oahu Food Purchase CT-DCS-2000023	FY2022	DCS	C&C of Honolulu	\$ 200,000.00
19	State Emergency Food Assistance Program	FY2023	Dept of Labor	State	\$ 1,326,600.00
20	State of Hawaii Grant in Aid	FY2023	Dept of Labor	State	\$ 200,000.00
21	State of Hawaii Grant in Aid	FY2024	Dept of Labor	State	\$ 400,000.00
22	Commodity Supplemental Food Program (Oahu)	FFY2021	Dept of Labor	State	\$ 142,347.00

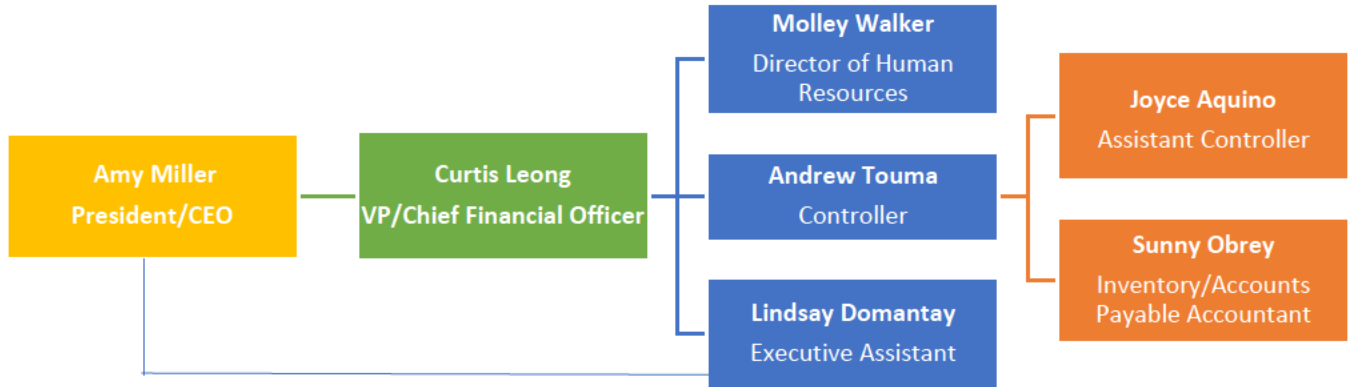
23	Commodity Supplemental Food Program (Kauai)	FFY2021	Dept of Labor	State	\$ 17,964.00
24	Commodity Supplemental Food Program (Oahu)	FFY2022	Dept of Labor	State	\$ 135,969.00
25	Commodity Supplemental Food Program (Kauai)	FFY2022	Dept of Labor	State	\$ 17,159.00
26	Commodity Supplemental Food Program (Oahu)	FFY2023	Dept of Labor	State	\$ 162,280.00
27	Commodity Supplemental Food Program (Kauai)	FFY2023	Dept of Labor	State	\$ 18,515.00
28	Commodity Supplemental Food Program (Oahu)	FFY2024	Dept of Labor	State	\$ 179,014.00
29	Commodity Supplemental Food Program (Kauai)	FFY2024	Dept of Labor	State	\$ 20,424.00
30	Temporary Assistance to Needy Families	CY2021	Dept of Human Services	State	\$ 375,000.00
31	Temporary Assistance to Needy Families	CY2022	Dept of Human Services	State	\$ 375,000.00
32	Temporary Assistance to Needy Families	CY2023	Dept of Human Services	State	\$ 450,000.00
33	Temporary Assistance to Needy Families	CY2024	Dept of Human Services	State	\$ 450,000.00
34	SNAP Outreach	FFY2023	Dept of Human Services	State	\$ 369,417.85
35	EFSP Phase 39 plus ARPA (Kauai)	CY2023	U.S. Dept of Homeland Security Federal Emergency Management Agency (DHS/FEMA)	Federal	\$ 79,972.00
36	EFSP Phase 39 plus ARPA (Oahu)	CY2023	U.S. Dept of Homeland Security Federal Emergency Management Agency (DHS/FEMA)	Federal	\$ 642,922.00
37	EFSP Phase 40 (Oahu)	CY2024	U.S. Dept of Homeland Security Federal Emergency Management Agency (DHS/FEMA)	Federal	\$ 55,661.00
38	EFSP Phase 40 (Kauai)	CY2024	U.S. Dept of Homeland Security Federal Emergency Management Agency (DHS/FEMA)	Federal	\$ 9,400.00
39	Community Project Funding	CY2024	U.S. Dept of Housing and Urban Development	Federal	\$ 1,003,000.00
40					
41					
42					

Organizational Leadership

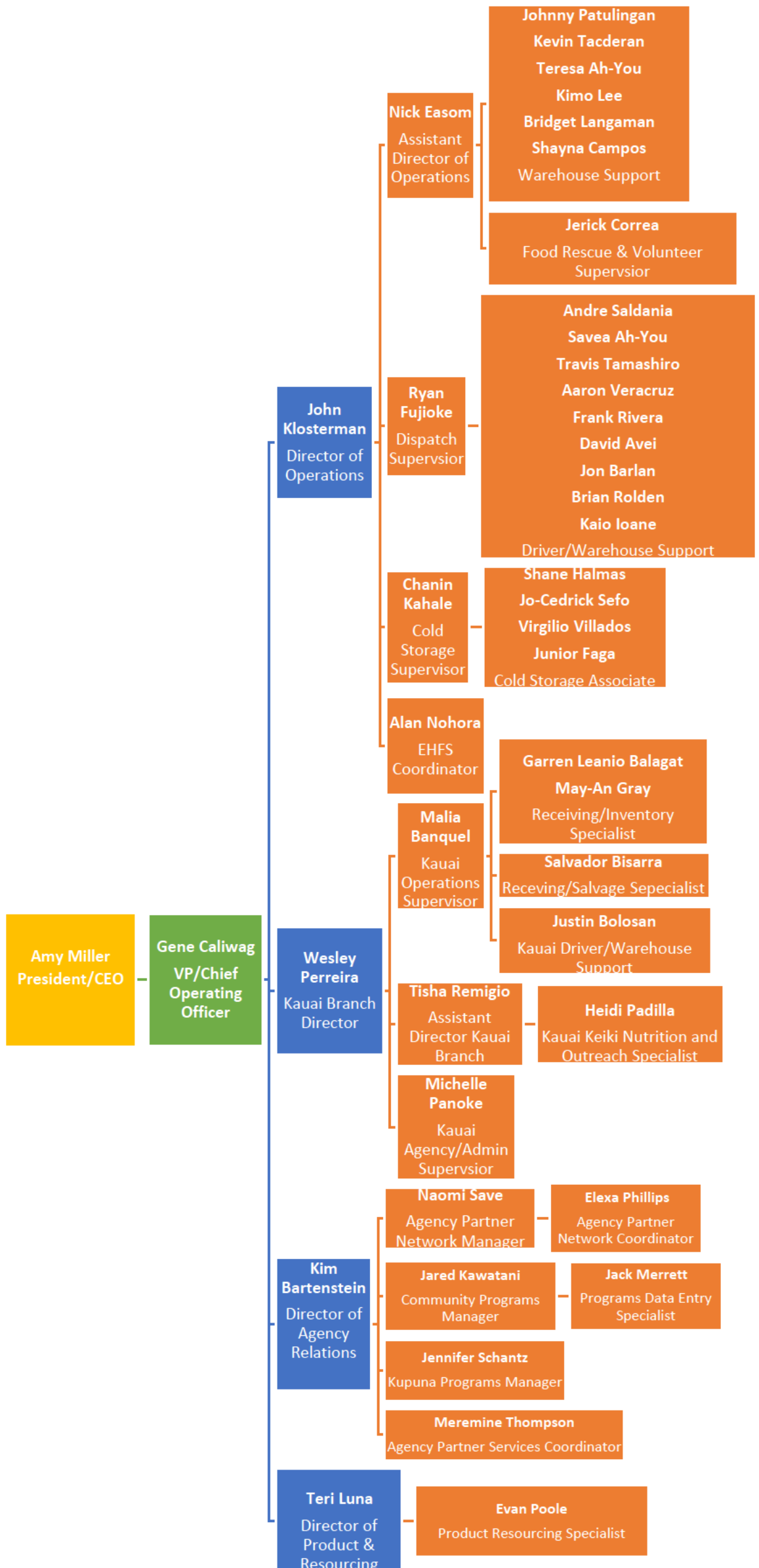
HAWAII FOODBANK, INC.



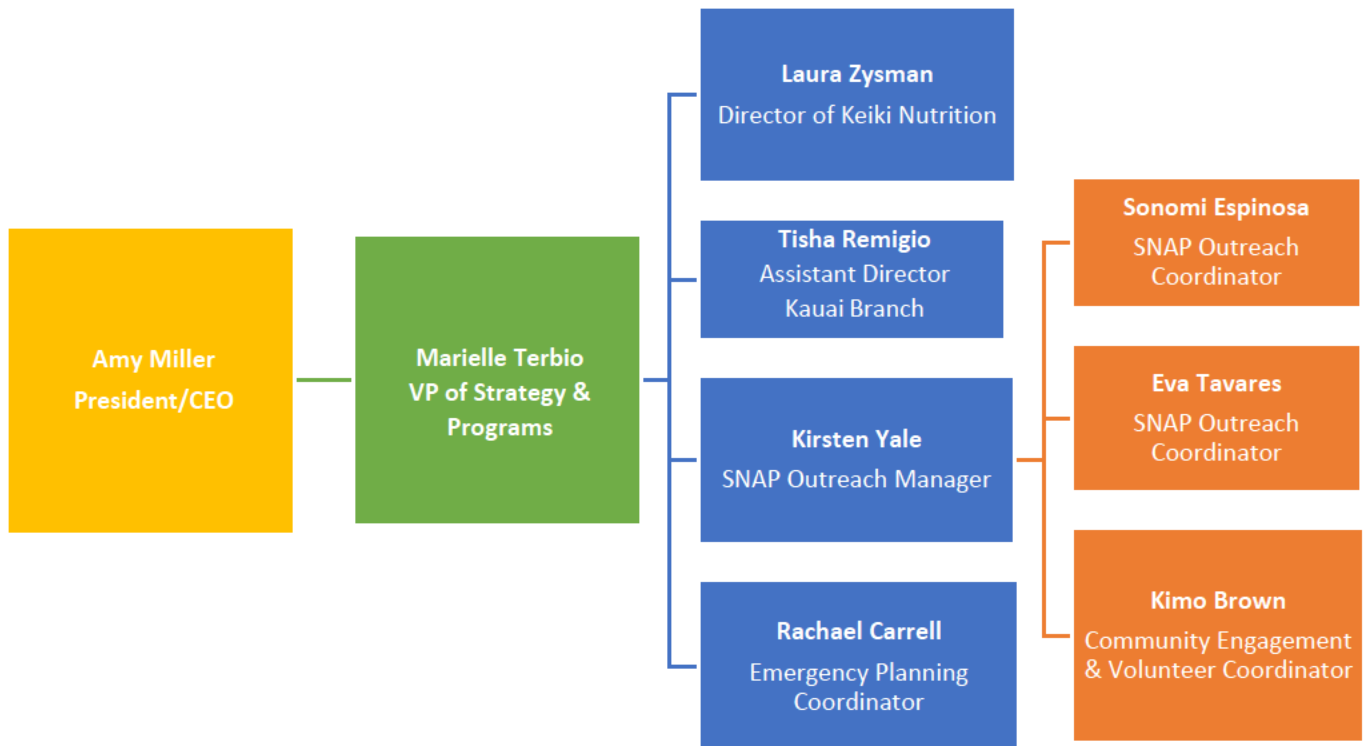
Admin and Finance



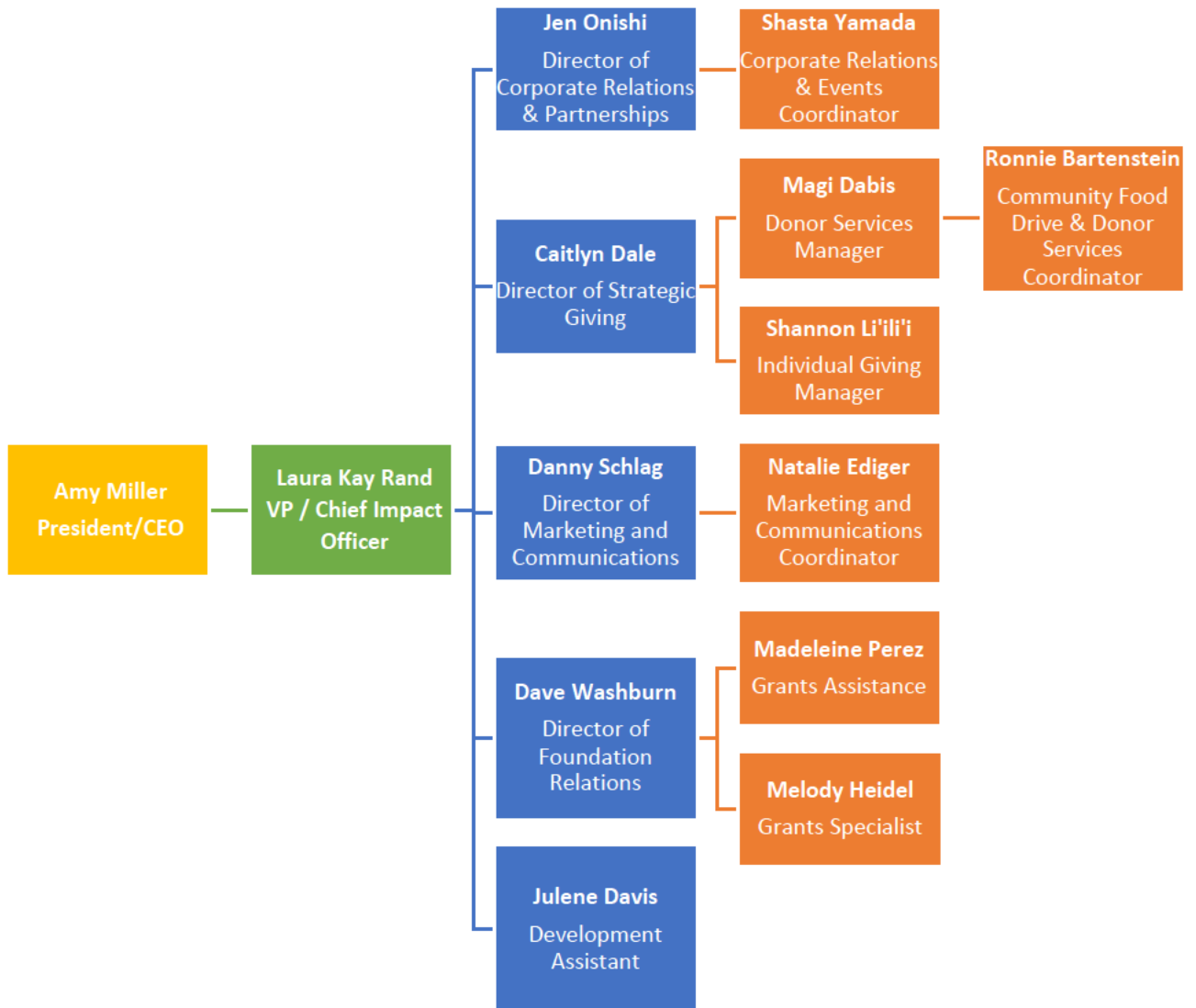
Operations



Impact Programs



Impact Development



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



A handwritten signature in blue ink, consisting of several loops and a long vertical stroke extending downwards.

AUTHORIZED SIGNATURE

Vice President & Chief Impact Officer
PRINT NAME AND TITLE

01/17/2024
DATE