



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 RESTAURANT ASSOCIATION

Issue Date: 01/17/2024

Status: **Compliant**

Hawaii Tax#:

New Hawaii Tax#:

FEIN/SSN#: XX-XXX7621

UI#: No record

DCCA FILE#: 3846

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

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



AUTHORIZED SIGNATURE

Sheryl Matsuoka, Executive Director

PRINT NAME AND TITLE

01/17/2024

DATE

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

The undersigned authorized representative of the applicant certifies the following:

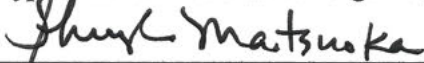
- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant is awarded;
 - b) Complies with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
 - c) Agrees not to use state funds for entertainment or lobbying activities; and
 - d) Allows the state agency to which funds for the grant were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and ensuring the proper expenditure of the grant.
- 2) If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is incorporated under the laws of the State; and
 - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant is awarded shall be conducted or provided; and
- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
 - b) Has a governing board whose members have no material conflict of interest and serve without compensation.
- 4) The use of grant-in-aid funding complies with all provisions of the Constitution of the State of Hawaii (for example, pursuant to Article X, section 1, of the Constitution, the State cannot provide "... public funds ... for the support or benefit of any sectarian or nonsectarian private educational institution...").

Pursuant to Section 42F-103, Hawaii Revised Statutes, for grants used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant was awarded and disposes of the land in fee simple or by lease, the organization shall negotiate with the expending agency for a lump sum or installment repayment to the State of the amount of the grant used for the acquisition of the land.

Further, the undersigned authorized representative certifies that this statement is true and correct to the best of the applicant's knowledge.

Hawaii Restaurant Association

(Typed Name of Individual or Organization)



(Signature)

01-18-24

(Date)

Sheryl Matsuoka

(Typed Name)

Executive Director

(Title)

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.

See attached.

2. Declaration Statement

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

See attached.

3. Public Purpose

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

In the event of receiving the grant from the State Grant-in-Aid (GIA) funds, the Hawai'i Restaurant Association (HRA) will channel these funds towards the pivotal public purpose of directly aiding Lahaina restaurants that were either destroyed or in closure due to the infrastructural losses inflicted by the August 8, 2023 Wildfires.

The focal objective behind this grant request is the execution of our [Lahaina Restaurant Relief Kokua Program](#) (LRRKP). This program will deliver targeted relief support and much needed resources to the restaurants in Lahaina that faced destruction or closure. The key components of the LRRKP involve:

(1) Curating and distributing critical-need items promptly. These include essential small business supplies, monetary contributions, and in-kind donations.

(2) Elevating workforce development opportunities for the affected employees by forging robust partnerships and engaging in community collaborations. This aims to empower and facilitate the recovery of the impacted workforce through strategic initiatives and support networks.

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;

Established in 1947, the Hawai'i Restaurant Association (HRA) is a dynamic force dedicated to enriching the foodservice industry. Committed to supporting the heart of our local economy, we champion the interests of small to medium-sized, locally-owned restaurants that play a critical role in enhancing the quality of life in Hawai'i. As stalwart community advocates, we unite our members and the general public through innovative programs, fostering engagement and providing a powerful platform for restaurant owners to amplify their voices.

Our collaborative efforts extend beyond the confines of our association, as we actively engage in community initiatives and work in tandem with government and community agencies. Through strategic partnerships and workforce development opportunities, we ensure that the challenges confronting the industry are met with fairness and equity. We believe that our restaurant industry plays a vital role in our community and economy, and that the contributions from these local establishments have enriched the way of life for Hawai'i visitors and residents alike.

At HRA, we go beyond advocacy - we empower our members through a range of comprehensive programs and services. By offering support, training, and education across various workforce development areas, we cater to the specific needs of Hawai'i's food service establishments. With a special emphasis on small businesses, we pave the way for sustained growth and prosperity in our vibrant culinary landscape.

2. The goals and objectives related to the request;

The major goals of the Lahaina Restaurant Relief Kokua Program are to:

- 1) Improve workforce development conditions, speed up the recovery efforts and aid in restoring business to Lahaina restaurants:
 - a) Build and strengthen partnerships with local organizations, businesses, and community groups to enhance the support network for restaurants in Lahaina.
 - b) Collaborate with government agencies and non-profit organizations to leverage additional resources and relief aid for the benefit of Lahaina restaurant employees who lost their jobs.

- 2) Provide Direct Support and Resources:
 - a) Provide direct support to affected restaurants in Lahaina, such as mentoring, consulting, and training programs to help these businesses overcome challenges and improve their operational capabilities.
 - b) Facilitate the distribution of in-kind and monetary donations; provide access to high-need resources such as small office equipment, (re)start up funds, technology tools, marketing services, and business support to enhance the efficient operations and sustainability of the Lahaina restaurants.
- 3) Create Pathways to access Public Funds and Monetary Donations:
 - a) Create and maintain a transparent and fair process for distributing grant-in-aid and monetary donations to Lahaina restaurants that were either destroyed or closed due to loss of infrastructure.
 - b) Monitor and assess the impact of monetary donations and other in-kind support on the recovery of recipient businesses, ensuring that the funds and resources are being utilized effectively.
- 4) Provide Monitoring and Evaluation:
 - a) Implement a monitoring and evaluation system to track the progress of supported Lahaina restaurants in their recovery journey. This will help measure the long-term impact of this project and provide insight for future community needs.
 - b) Regularly assess the effectiveness of the grant program in achieving its objectives and make necessary adjustments to enhance our impact within the community.

The major objectives of our projected related to this request are to:

- 1) Form Strategic and Key Partnerships: Identify and establish key partnerships with local organizations or community groups focused on supporting the recovery of Lahaina restaurants within the first quarter of the grant period.
- 2) Resource Management and Distribution: Develop a robust resource hub on an accessible platform to provide Lahaina restaurants access to business resources, navigational tools, support and relevant information for business revival and sustainability.
- 3) Capacity Building: Conduct training sessions or workshops within the grant period, focusing on areas such as business recovery and operational management, marketing strategies, and technology adoption tailored for restaurants.
- 4) Distribution of Monetary Aid: Create a fair and transparent application process for Lahaina restaurants seeking monetary aid during the grant period. Disburse

monetary donations to eligible businesses in a timely manner, ensuring prompt financial assistance.

5) Impact Assessment: Implement a post-support survey or evaluation for Lahaina restaurants that have received aid to measure the impact of the grant on their recovery and/or journey to reopening. Compile and publish a report detailing the achievements, challenges, and lessons learned from the program.

These goals and objectives align with our mission of supporting and restoring Lahaina restaurants that faced either destruction or closure due to the loss of infrastructure resulting from the August 8, 2023 Wildfires. The initiatives encompass the dissemination of up-to-date, pertinent information, as well as the provision of direct support and resources tailored to the needs of Lahaina restaurants. The emphasis is on cultivating partnerships, offering hands-on assistance, and perpetually refining programs to ensure sustained improvement in the support provided.

3. The public purpose and need to be served;

The public purpose of our Lahaina Restaurant Relief Kokua Program (LRRKP), is to provide targeted relief support and much needed resources to the restaurants in Lahaina that faced destruction or closure due to the August 8, 2023 Wildfires.

The catastrophic aftermath of the Maui fires disaster has cast a lingering shadow over the state of Hawai'i. As an integral part of Hawai'i's collective commitment to uplift our Maui lahui and especially our Lahaina restaurants, the HRA is actively contributing to various community and partnership endeavors. Our goal is not only to provide immediate assistance but also to continue to extend long-term support to the affected communities, aiding in their coping and recovery processes. Ultimately, we aspire to facilitate a collective rebuilding, ensuring they rise and thrive once more.

These Lahaina restaurants have critical needs that will be served via the following:

(1) Curating and distributing critical-need items promptly. These include essential small business supplies, monetary contributions, and in-kind donations.

(2) Elevating workforce development opportunities for the affected employees by forging robust partnerships and engaging in community collaborations. This aims to empower and facilitate the recovery of the impacted workforce through strategic initiatives and support networks.

Our goal is to swiftly alleviate the continued long-term distress within our Lahaina community of Maui. We aim to offer essential resources and business support to the restaurants and their employees. The need to serve this specific area is critical as these restaurants have suffered the direct impact of the Maui Fires,

4. Describe the target population to be served; and

The target population to be served by this project are the business owners and employees of the Lahaina restaurants that were either destroyed or closed due to loss of infrastructure as a result of the August 8, 2023 Wildfires.

We continue to be proactive in identifying and assessing the critical needs of restaurant and business owners, along with their staff and families who lost their longstanding brick-and-mortar spaces, business records, and equipment in the fire. Because research, relief and recovery efforts for the Maui wildfire victims and their families are currently underway and continue to evolve with the pressing needs of this beloved community, it is difficult to accurately measure and ascertain the impact of devastation this has caused on the Lahaina restaurant landscape.

Numerous restaurants have undergone temporary closures, while others have resorted to shifting and reopening in alternative (and often times makeshift) locations to navigate through the surmounting challenges. Some establishments have unfortunately faced complete destruction, and others have made the difficult decision to close their doors temporarily, leaving their future prospects uncertain. The impact of this adversity on the Lahaina restaurant industry is profound, yet people continue to show signs of courage, hope and strength, reflecting the resilience that has become the beacon of light for this vulnerable community, even in the aftermath of these devastating events.

As part of our ongoing recovery support initiatives, the HRA has prominently featured a curated selection of crowdfunding links on the landing page of our website (www.hawaiirestaurant.org). These links have undergone meticulous vetting by our team and originate directly from restaurant owners and smaller food service establishments, many of which were physically situated in the direct impact zone of the wildfires.

The Lahaina Restaurant Relief Kokua Program (LRRKP) stands as a dedicated response to address the urgent needs of this affected workforce. Our approach is characterized by continuous adaptation to evolving conditions, ensuring that our efforts seamlessly align with the critical needs of the Lahaina community. This strategic alignment aims to effectively complement the assistance provided by other resource organizations actively engaged in relief efforts.

5. Describe the geographic coverage.

The HRA offers a variety of programs that are available for foodservice establishments and restaurants statewide, serving the industry on all islands. However, the geographic coverage of the LRRKP will prioritize and focus on the needs of the restaurants in Lahaina, Maui that were either destroyed or closed due to loss of infrastructure as a result of the August 8, 2023 Wildfires.

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;

Our scope of work, tasks and responsibilities involves identifying the immediate needs of our target population in order to alleviate distress within the Lahaina community of Maui. The primary goal is to provide essential resources and financial support to these restaurants to fast-track their recovery journey and aid them in reopening business.

We will achieve this through the following tasks and responsibilities:

LRRKP Project Tasks:

- Resource Allocation: Identify and allocate funds for the prompt provision of essential resources.
- Financial Support: Develop a mechanism for receiving and disseminating financial support, including identifying additional funding for long term sustainability.
- Needs Assessment: Conduct a needs assessment to understand the specific challenges faced by the affected restaurants in Lahaina.
- Collaboration: Establish collaborations with local businesses, organizations, and community groups to enhance the impact of the assistance.
- Communication: Communicate effectively about the initiative, including the challenges faced by businesses and the purpose of the support.

LRRKP Project Responsibilities:

The HRA will manage and oversee the effective utilization of any public funds received, and facilitate monetary and in-kind donations for the community relief efforts in Lahaina. We will also coordinate with local entities to ensure targeted assistance reaches food service businesses and employees.

Other project responsibilities include:

- Community Engagement: Our team is passionate in serving the Lahaina community (and other impacted businesses outside of Maui) and engaging directly with community members to better understand evolving needs and concerns due to the impacts of the fire. We will facilitate open communication channels to address feedback and adapt support strategies accordingly.

- Program Management: We will continue to administer and manage the LRRKP and other relevant workforce programs for small business owners, ensuring it aligns with the broader goals of providing both immediate and long-term assistance.
- Strategic Planning: This request will enable us to develop and implement a strategic plan to extend long-term support to affected communities beyond immediate relief efforts.
- Monitoring and Evaluation: The HRA will also establish a monitoring and evaluation framework to assess the impact of the relief efforts on the coping and recovery processes of the affected communities in Lahaina. We will conduct regular reviews and adjust the framework based on the evolving situation and community needs.

This comprehensive scope of work involves a combination of financial support, resource allocation, collaboration, communication, community engagement, and strategic planning to address the multifaceted challenges faced by the Lahaina restaurants.

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

If awarded funding through State Grant-in-Aid, the HRA will immediately draw down funds to support our goals and objectives, fully expending funds within a 12-month period. We will do this through the following annual timeline, to provide a structured approach to addressing the immediate and long-term needs of restaurants, their owners and their employees in the Lahaina area:

Month 1-2: Project Initiation and Needs Assessment

- Task 1: Establish the LRRKP Project Team which will be responsible for managing and implementing our project activities.
- Task 2: Initial Fund Allocation: Allocate initial funds for immediate needs and initial relief efforts.
- Task 3: Needs Assessment: Initiate a comprehensive needs assessment for the restaurants closed or destroyed in Lahaina .

Month 3-4: Resource Planning and Collaboration

- Task 4: Resource Planning: Develop a plan for resource allocation, including essential resources and financial support mechanisms.
- Task 5: Collaboration Initiatives: Initiate and strengthen collaborations with local businesses, organizations, and community groups to enhance the level and impact of support.

Month 5-8: Implementation of Immediate Relief Efforts for Lahaina Restaurants:

- Task 6: Immediate Assistance Rollout: Roll out immediate assistance initiatives, including financial aid, resource distribution, and support services.
- Task 7: Communication Campaign: Launch a comprehensive communication campaign to inform the community about available support and the purpose of the initiative.

Month 9-12: Long-Term Support and Evaluation

- Task 8: Strategic Planning: Develop a strategic plan for extending long-term support to affected communities, outlining goals and action steps.
- Task 9: HRA Program Management: Administer and manage the LRRKP and other HRA programs, aligning it with the long-term support objectives.
- Task 10: Monitoring and Evaluation:
 - Implement a monitoring and evaluation framework to assess the impact of relief efforts on coping and recovery processes.
 - Review and adjust strategies based on feedback and evolving community needs.

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

See above for Months 9 - 12 of our project annual timeline. We will also implement continuous improvement and adaptation via the following quality assurance activities:

- Program assessments: We will conduct program assessments to review the effectiveness of our deliverables and make necessary adjustments.
- Community Engagement: We will strengthen and maintain ongoing engagement with the Lahaina community of Maui to stay informed about evolving needs and concerns.

Over 12 months we anticipate the following outcomes: timely provision of resources, financial stability for businesses and employees, targeted assistance, strengthened collaborations, transparent communication, efficient fund utilization, coordinated support, community engagement, program management alignment, strategic long-term support, and informed decision-making through ongoing monitoring and evaluation.

These outcomes collectively contribute to the overall success of the relief and support initiative in addressing the multifaceted challenges faced by the Lahaina restaurants in the aftermath of the Maui Fires and the long-term impacts of tourism decline.

4. List the measure(s) of effectiveness that will be reported to the State agency through which grant funds are appropriated (the expending agency). The

measure(s) will provide a standard and objective way for the State to assess the program's achievement or accomplishment. Please note that if the level of appropriation differs from the amount included in this application that the measure(s) of effectiveness will need to be updated and transmitted to the expending agency.

The HRA will report progress to the State, as well as report the number and demographics of small businesses served through the relief recovery and other HRA support programs for our target populations and impacted communities.

These measures of effectiveness include:

Financial Impact Assessment of businesses supported through this grant:

- Measure: Percentage increase in revenue for supported food service entities and restaurants compared to the pre-support period.

Employment Stability:

- Measure: Percentage of retained jobs within the supported establishments in Lahaina, demonstrating the program's contribution to employment stability.

Resource Distribution Reach:

- Measure: Number of restaurants (and by extension their owners and staff) in Lahaina that received essential resources and financial support.

Collaboration Effectiveness:

- Measure: Number of successful collaborations established with local businesses, organizations, and community groups, indicating the LRRKP effectiveness in enhancing support networks.

Communication Impact:

- Measure: Level of community awareness and understanding of the LRRKP initiative, assessed through surveys or feedback mechanisms, to gauge the effectiveness of communication strategies.

Funds Utilization Efficiency:

- Measure: Percentage of grant funds effectively utilized for community relief efforts, showcasing financial stewardship and accountability.

Equitable Assistance Distribution:

- Measure: Assessment of the equitable distribution of targeted assistance among different food service businesses and employees to ensure fair support allocation.

Community Engagement Metrics:

- Measure: Frequency and depth of community engagement, including town hall meetings and/or workshops, surveys, and feedback sessions, to gauge the level of community involvement and responsiveness.

LRRKP Impact:

- Measure: Number of participants, reach on social media platforms, and overall engagement metrics related to the project and engagement with other HRA programs, indicating its effectiveness in garnering support.

Long-Term Support Metrics:

- Measure: Success in implementing and achieving milestones outlined in the strategic plan for long-term support, indicating the LRRKP sustained impact.

Monitoring and Evaluation Feedback:

- Measure: Timely and actionable feedback received through the monitoring and evaluation framework, demonstrating the program's adaptability and responsiveness to community needs.

Coping and Recovery Assessment:

- Measure: Surveys or assessments conducted to evaluate the coping and recovery processes of affected communities, providing insights into the overall impact of the relief efforts.

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](#)) - N/A
 - d. Capital project details ([Link](#)) - N/A
 - 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
\$100,000.00	\$50,000.00	\$5,000.00	\$5,000.00	\$160,000.00

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

NONE

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.

NONE

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

See attached.

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.

The HRA is committed to keeping the community informed about issues affecting the local restaurant industry. Through our electronic mailing list, active social media channels, and extensive local and global networks, the HRA consistently updates our supporters on available resources, upcoming fundraising events, and various avenues including ways to bolster ongoing efforts in aiding in Maui's long-term and immediate recovery.

In strong partnership with stakeholders and members across the state, we continue to stand united, actively reinforcing and amplifying the ongoing relief initiatives for our beloved Maui community. The HRA remains dedicated to extending a helping hand in every possible way. The following our specific ongoing relief and support efforts offered through our programs:

- Leveraging mass communication through e-blasts to the community, we guide individuals on various ways to support our Maui 'ohana.
- Offering both temporary relief and long-term assistance for families and visitors displaced by the disaster.
- Gathering data from over 400 volunteers and donors in the past three months.
- Distributing this valuable information directly to our community partners and organizers on the ground in Maui.

- Providing continuous updates and evolving information on on-site assistance, housing, bedding, food, generators, monetary aid, transportation, activity shelter locations, and emergency updates.
- Coordinating the collection and distribution of essential items, including food, water, medical supplies, bedding, clothing, emergency items, personal care items, diapers, and generators, both on Maui and O'ahu.
- Coordinating donations of both cooked and uncooked food, along with essential supplies, on-site manpower, and referrals to reputable sites for monetary contributions.
- Managing relief efforts on the ground and facilitating communication between those in immediate need and generous donors.
- Actively curating and vetting crowdfunding links from restaurant and related food-establishment businesses to feature prominently on our website.
- Providing the general public with diverse opportunities to directly support those affected in our industry.
- Facilitating direct communication between the public and affected business owners to understand specific needs and efficiently direct donations and support offerings.

In unity and resilience, the HRA remains committed to bridging the gap between those seeking aid and the generosity of our community, ensuring a coordinated and effective response to the disaster's impact.

Our HRA Partnership and Collaboration Efforts for Maui Support showcase the remarkable connections forged over the past few months, uniting our endeavors to provide direct assistance to the Maui community. Highlights of these collaborative efforts include:

- Hana Bakery's generous donation of forty dozen eggs to the Maui Food Bank, exemplifying the impactful contributions stemming from even the smallest businesses.
- A storage facility on Maui partnering with a Waimanālo non-profit organization, housing ten forty-foot containers brimming with donations ready to be shipped off-island. Five of these containers have already reached Maui, poised for unpacking and swift distribution to those in need.
- Jesse Aguinaldo, an esteemed HRA Board Member and the CEO of Mahalo Burger, played a pivotal role in rallying support. The Raiders Nation responded swiftly, pledging a substantial \$100,000.00 for Maui Relief and Recovery through a donation to the Hawai'i Community Foundation Maui Fund.
- The HRA established connections with a national equipment company committed to assembling household starter kits for families transitioning into temporary

housing. This initiative aligns with the Family Life Center on Maui, which recently broke ground on a 10-acre property owned by King's Cathedral to provide shelter for hundreds of displaced families.

These collaborative efforts underscore the power of solidarity and proactive engagement, reflecting the HRA's commitment to leveraging diverse partnerships for the betterment of the Maui community during these challenging times

The resonance of these programs and activities, along with the dedicated support efforts outlined above, extends beyond the immediate, offering not only rapid relief to our most vulnerable Maui families but also cultivating enduring trust and collaboration within both the community and our industry. These endeavors have not only met the urgent needs of our most susceptible families with a swift turnaround, but have also fortified sustained collaborative initiatives. These collaborative efforts, marked by resilience and commitment, are poised for a lasting impact, ensuring that the needs of every victim are swiftly identified and addressed. Furthermore, they contribute to the dismantling of barriers that hinder our ability to serve the Maui community comprehensively.

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.

Not applicable: our project request will not require the use of facilities.

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.

Sheryl Matsuoka, Executive Director

Sheryl Matsuoka has been the voice, face, and leading force of Hawai'i restaurants and the food industry for more than five years. She currently leads a team of seven professional staff and hundreds of volunteers dedicated to improving the business climate and opportunities for the food service industry in Hawai'i.

As the Executive Director of the Hawai'i Restaurant Association, Sheryl has successfully navigated the organization through the most difficult and critical period of history. Her visceral understanding of the local restaurant industry and its crucial needs coupled with her deep commitment to hard work and partnership, catapulted HRA into the spotlight as it sought to mitigate the challenges the Covid-19 pandemic forced on not just restaurants, but all of Hawai'i.

Under her leadership, many initiatives were developed which provided relief for thousands during the pandemic. The most impactful initiative was the Hawai'i Restaurant Card (HRC) distributed to Hawai'i's residents with the support of the business community. In 2020, round one of the HRC infused \$75 M into our food service industry and included assistance to the unemployed. In Round 2, working in partnership with the American Savings Bank, private businesses and organizations purchased HRC in support of the food service industry. And in 2021 (Round 3), another \$750K was raised to support this effort.

Sheryl also led coordination of Free Food Box distributions in 2019, and free face mask distributions on all islands from the start of the pandemic until to this very day. With familial and personal experience in the restaurant business, Sheryl has the advantage of understanding the needs of the restaurant owners and the passion and aloha needed to provide support and guidance to owners of large as well as small establishments.

Sheryl has served as the Executive Director of numerous trade associations including the National Utilities Contractors Association, Honolulu Executives Association, The Hawaii Association for Justice, and The Hawaii Jewelers Association. She also served for more than 25 years collectively in leadership positions with Toshiba Business Solutions and Hawaii Business Equipment.

In the fall of 2023, in large part due to Sheryl's reputation as a connector and doer, HRA was approached by the Guy Fieri Foundation to coordinate distribution of the celebrity chef's \$1.2 million donation to workers of restaurants in Lahaina that were destroyed or closed due to the August 8, 2023 wildfires. In a matter of weeks, Sheryl was able to create the infrastructure, organize a team of professional staff and volunteers, and partner with financial institutions to successfully reach and distribute Guy's monetary support to thousands of impacted workers.

Sheryl is a tireless advocate for Hawaii's food service industry. With the combination of professionalism and aloha she has bridged stronger relationships with restaurants around the state, government officials, public and private partners, and the general public.

Ginny Wright, Operations Associate

As the Operations Associate for the Hawaii Restaurant Association, Ginny Wright is responsible for leading the support team in the planning and execution of all major association events and activities. Her role also demands that she keep abreast of national and state legislation that impacts the restaurant industry.

With more than 27 years of professional association management experience, Ginny also serves as the Executive Director of the American Council of Engineering Companies of Hawaii (ACECH), Chapter Administrator of The Hawaii Chapter of the ESOP Association, and Administrator of The Hawaii Women's Legal Foundation. She also served for more than 10 years as a Planner with the State of Hawaii Department of Health's Child and Adolescent Mental Health Division. These involvements give her the edge in understanding the importance of government relations and citizen involvement in the political process as well as insight into the importance of collaborative networking among private and public entities to promote a better Hawaii for all.

A former special education teacher, Ginny's passion for working with people with disabilities has resulted in her recognition as a strong advocate in the field of disability rights. She has served as President of the Autism Society of Hawaii, as a founding Board Member of the Hawaii Fetal Alcohol Spectrum, Disorders Action Group, and as a member of the SAMHSA Native Expert Panel on Fetal Alcohol Spectrum Disorders (a national appointment under three U.S. Presidents). Ginny has been a presenter at many state, national, and international conferences on disabilities and is also a certified ASL interpreter.

A proud Native Hawaiian, Ginny earned a B.A. in Special Education from Weber State University in Ogden, Utah. She and her husband have adopted eight children – 5 with severe disabilities – and has been a state licensed Resource Caregiver (foster parent) for more than 30 years.

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.

See 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.

Annual Compensation (Contracted Support)

Executive Director	\$65,000.00 - \$88,000.00
Operations Associate	\$40,000.00 - \$62,000.00
Project Coordinator	\$25,000.00 - \$38,000.00

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.

NONE

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.

NONE

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.

The LKKRP is a term-limited fast-track project envisioned for the first 12 months contingent upon support capacity and funding received. The needs of the Lahaina restaurant community are urgent and must be addressed as swiftly as possible. If funds are received from the GIA, the HRA will continue to seek additional sources of

sustainability funding beyond the initial grant year where available, to enhance our community relief efforts and expand our reach for those most vulnerable.



Hawaii Restaurant Association

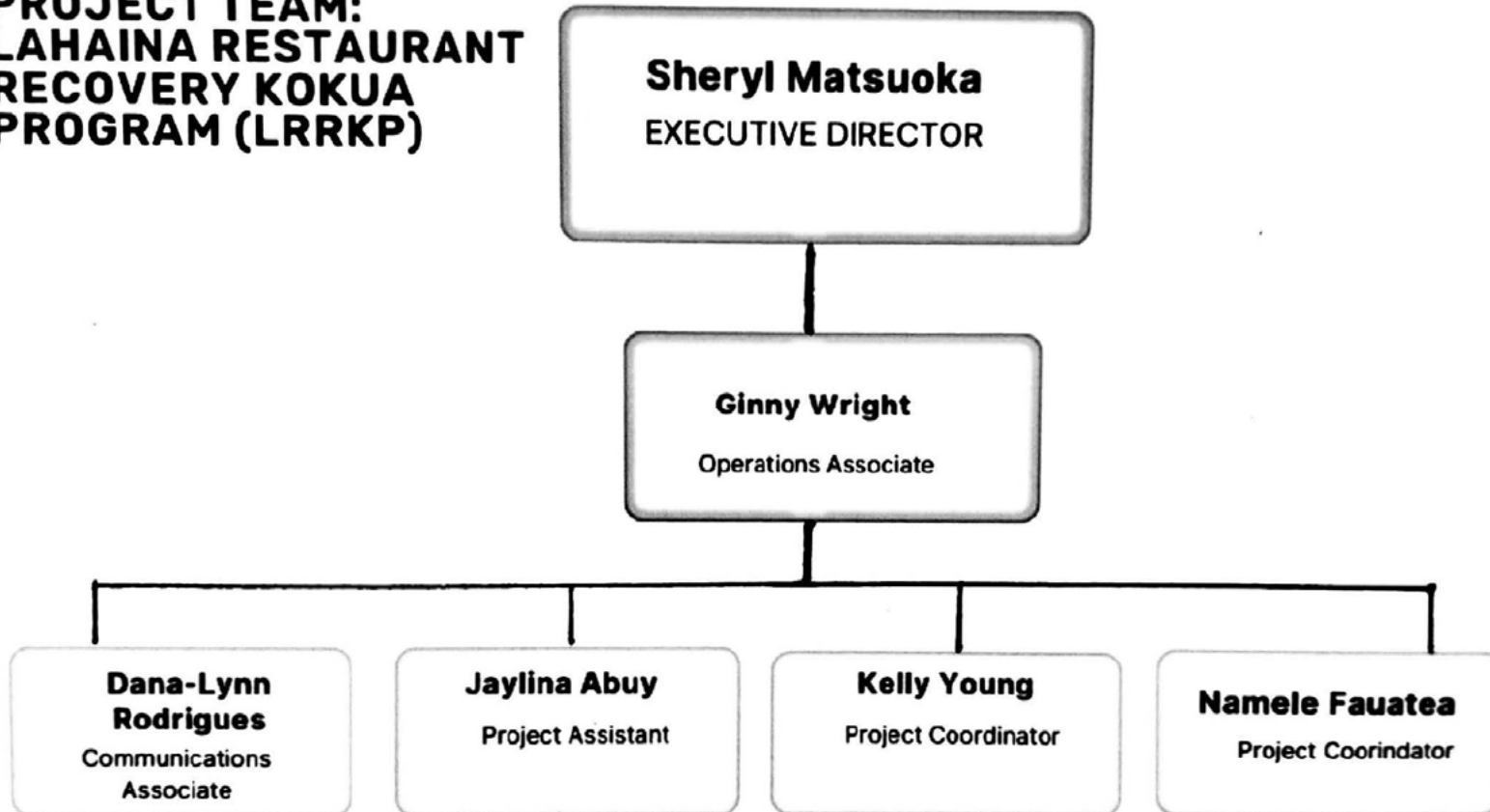
Balance Sheet

As of December 31, 2023

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1000 Cash	
1002 HNB - CD	80,013.98
1005 Cert of Deposit - .85%	20,000.00
1008 First Hawaiian Bank	265,190.81
1010 American Savings Bank - HRA Maui Fund	976,500.00
Total 1000 Cash	1,341,704.79
Total Bank Accounts	\$1,341,704.79
Total Current Assets	\$1,341,704.79
Fixed Assets	
1640 Furniture, Fixtures, & Equip	
1645 Video Projector	1,852.91
Total 1640 Furniture, Fixtures, & Equip	1,852.91
1745 Accumulated Depreciation	-1,852.91
Total Fixed Assets	\$0.00
TOTAL ASSETS	\$1,341,704.79
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
2002 FHB Master Card	2,561.07
Total Credit Cards	\$2,561.07
Total Current Liabilities	\$2,561.07
Long-Term Liabilities	
SBA EIDL Loan	84,000.00
Total Long-Term Liabilities	\$84,000.00
Total Liabilities	\$86,561.07
Equity	
3200 Unrestrict (Retained Earnings)	224,905.12
3300 Prior Period Adjustment	-20,056.16
Net Income	1,050,294.76
Total Equity	\$1,255,143.72
TOTAL LIABILITIES AND EQUITY	\$1,341,704.79

HAWAII RESTAURANT ASSOCIATION (HRA) ORGANIZATIONAL CHART

**PROJECT TEAM:
LAHAINA RESTAURANT
RECOVERY KOKUA
PROGRAM (LRRKP)**



Applicant: Hawai'i Restaurant Association

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

Applicant: Hawai'i Restaurant Association

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:						
Not Applicable						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

App: Hawai'i Restaurant Association

Contracts Total: -

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	Not Applicable				
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
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21					
22					
23					
24					
25					