

**THE THIRTIETH LEGISLATURE
APPLICATION FOR GRANTS
CHAPTER 42F, HAWAII REVISED STATUTES**

Type of Grant Request:

Operating

Capital

Legal Name of Requesting Organization or Individual: Db:

Kauai Food Bank, Inc.

Kauai Independent Food Bank

Amount of State Funds Requested: \$ 1,010,334.00

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

The purpose of this request is to make multiple capital improvements to our Lihue, HI., warehouse built in 1972. Projects include carpet replacement, replacement of existing bathroom with updated ADA compliant bathrooms, replacing north wall of warehouse, adding protective roof coating, replace existing deteriorated chain link perimeter fencing and gates, replace wall-mounted AC units with energy-efficient split system, and addition of solar panels & batteries to reduce energy usage and costs. Details are provided in the narrative in addition to estimates for each project.

Amount of Other Funds Available:

State: \$ 0

Federal: \$ 0

County: \$ 0

Private/Other: \$ 0

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

\$ 218,000.00

Unrestricted Assets:

\$ 1,532,340.00

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:

3285 Wa'apa Road Ste. A

City:

State:

Zip:

Lihue

HI

96766

Contact Person for Matters Involving this Application

Name:
Kelvin A. Moniz

Title:
Executive Director

Email:
kmoniz@kauaifoodbank.org

Phone:
808-278-6122

Federal Tax ID#:

██████████

State Tax ID#

██████████



Authorized Signature

Kelvin A. Moniz, Executive Director

Name and Title

01/18/2024

Date Signed

Application Submittal Checklist

The following items are required for submittal of the grant application. Please verify and check off that the items have been included in the application packet.

- 1) Hawaii Compliance Express Certificate (If the Applicant is an Organization)
- 2) Declaration Statement
- 3) Verify that grant shall be used for a public purpose
- 4) Background and Summary
- 5) Service Summary and Outcomes
- 6) Budget ^{See} Attachments:
 - 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

J. A. Morris

AUTHORIZED SIGNATURE

Executive Director

PRINT NAME AND TITLE

01/18/2024

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.

KAUAI FOOD BANK, INC DBA KAUAI INDEPENDENT FOOD BANK
(Typed Name of Individual or Organization)

K. A. Moniz
(Signature)

01/18/2024
(Date)

KELVIN A. MONIZ
(Typed Name)

EXECUTIVE DIRECTOR
(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.

2. Declaration Statement

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

3. Public Purpose

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

II. Background and Summary

This section shall clearly and concisely summarize and highlight the contents of the request in such a way as to provide the State Legislature with a broad understanding of the request. Please include the following:

1. A brief description of the applicant's background;

The Kauai Food Bank was created after Hurricane Iniki (1992), a Category 5 hurricane reported as one of the most intense hurricanes to strike American soil. Following this terrible devastation, the Kauai Food Bank, initially operated by dedicated volunteers, provided over five million pounds of disaster foods to over 80% of the population through the administrative umbrella of the Oahu-based Hawaii Food Bank. In late 1994 the Kauai Food Bank, Inc. was formally incorporated as an independent organization and in 1995 became an independent 501(c) (3) nonprofit, tax-exempt charitable organization. It has been serving those in need in our community by providing food for the hungry for thirty years. In 2010, DBA (Doing Business As) forms were filed with the Department of Commerce and Consumer Affairs in the name of the "Kauai Independent Food Bank." While the legal name of the organization continues to be the Kauai Food Bank, Inc., the DBA reflects the organization's desire to revitalize operations, refine focus, and rededicate efforts to ending hunger in our Kauai community. In re-branding the

organization, the Kauai Independent Food Bank (KIFB) joins hundreds of independent food banks nationwide.

The mission of the KIFB is to “Educate; Provide Nutritious Food for the Hungry; Respond to Emergencies.” Our vision is food security for all the people of Kauai and Niihau.

2. The goals and objectives related to the request;

To achieve our goals and objectives to ensure food security for our island, we operate four core programs: **Emergency Distribution Program, Keiki Café, Backpack Program, & Kupuna Program.**

We respond to approximately 650 requests for emergency food every month through our **Emergency Distribution Program.** Additionally, we operate a bi-monthly community food distribution where clients can come to our Lihue warehouse to receive locally-sourced proteins, fruits, vegetables, and shelf-stable items. KIFB also does community-wide seasonal drive-through distributions; our most recent was Friday, November 17, 2023, at the Kaua’i Veteran’s Center. More than 160 families received hams, local produce, local ground beef, lap chong, & shelf-stable items for their holiday meals.

The Keiki Café Program currently provides daily, nutritious snacks to 603 keiki (kids) enrolled in after-school programs like the Boys & Girls Clubs Hawaii, A+, and public- and Hawaiian charter schools’ after-school programs. KIFB has 12 participating locations across the island of Kaua’i at this time. In summer of 2023, we initiated a pilot program to cover keiki enrolled in various summer activity programs; the response was overwhelmingly positive, with over 500 keiki receiving daily snacks. KIFB would like to see this pilot program become a permanent part of our program offerings.

Our **Backpack Program** began in 2005 when staff at our Keiki Café sites observed students “stocking up” on snacks on Fridays to ensure they had sufficient food for the weekends, when school provided low- or no-cost lunches are available. Today, 524 keiki at 6 locations receive a weekly backpack filled with easy-to-prepare foods for 5-7 meals. This program ensures that participants do not experience food insecurity on weekends. One goal we have for 2024 is to make the Backpack Program year-round, covering the summer keiki programs with Friday backpacks. Our pilot program for Keiki Café was very successful this past summer.

Our **Kupuna Program** provides monthly meal kits to more than 200 home-bound seniors. We partner with RSVP (Retired Seniors Volunteer Program) to deliver heart-healthy, easy-to-prepare foods directly to seniors in their homes. This is a great opportunity for our senior volunteers to remain active and engaged in the community as well as a chance for socialization for home-bound seniors.

In addition to our core programs KIFB is also involved with the following:

Emergency/Disaster Response

The KIFB is a disaster agency of Kauai's Civil Defense, under the umbrella of the American Red Cross.

Growing Food Together

This program is an innovative collaboration with several steadfast local donors with large fruit orchards who donate the fruits to us. These fresh fruits are then used in our programs.

All of our programs are expanding exponentially. The high cost of food and housing, reduction in SNAP benefits, and the end to many COVID-19 related programs have likely contributed. As noted, we increased Keiki Café to include the summer programs/months in 2023, increasing our costs for this program substantially, KIFB would like to include Backpack Program for summer of 2024 in addition to continuing Keiki Café in summer, 2024. As almost 100% of the foods distributed for both Keiki Café and Backpack Program are purchased by KIFB, making them our two most expensive programs to operate. Thus, funding is critical to support these programs and expand them to year-round status permanently.

In 2024, we are also partnering with Kauai Community College to provide an on-site food bank pantry for veterans at the college. Veterans will be able to go directly to the college location to receive food distributions provided by KIFB.

Our current warehouse facility in Lihue is 52 years old. Most of the projects in our capital request have not been changed in that 52 years. Routine maintenance and repairs are a part of our business here at KIFB, but many of our facility areas have simply aged out of their usefulness and need to be replaced.

Goals and objectives related to this request include seven capital improvement projects to update our 52-year-old warehouse:

- **Replace 25+ year old carpet in warehouse offices:** The current carpeting in the five offices at our Lihue warehouse is more than 25-years old and needs to be replaced. Carpet is very worn and frayed, and is lifting in some areas, causing a potential fall risk. The carpeting has been repaired and cleaned repeatedly over the years but now needs to be torn out and replaced. The carpeting will be replaced with industrial/office grade carpeting. Estimate is attached. **\$10,277.90**
- **Remove & replace single bathroom attached to current cesspool:** Currently, KIFB has a single-person bathroom attached to our cesspool. KIFB received a State GIA-CIP to replace the cesspool with an environmentally friendlier septic tank (project will commence early 2024). Our current bathroom is 52 years old and not up to ADA code. The toilet is very low to ground, no rails, not wheelchair accessible, and is very outdated. The project to remove and replace the bathroom includes removal & disposal of existing restroom. A new, concrete block restroom with 2 men's and 2 women's bathrooms will be constructed in compliance with ADA requirements. These new bathrooms will accommodate both sides of the building. Plumbing will be replaced in new configuration to

accommodate the adjacent kitchen and new restroom. Proposal attached and includes “turn-key fully furnished restrooms”. **\$178,010.00**

- **Replace North warehouse wall at KIFB:** North-facing wall at KIFB is rusted and dilapidated. The warehouse was built in 1972, and sits just inside Nawiliwili Harbor. Age and weather, exposure to salt water, and wind have caused the north wall of the food bank to deteriorate. This project includes removal and disposal of the existing deteriorated metal wall on the North-facing side of the warehouse. New wall will be aluminum J-rib roofing that will be more rust-resistant and last longer on the building in the salty environment. A roofed cabinet will be fabricated to protect the existing electric meters. New wall will be painted to match existing color. **\$69,109.00**
- **Roof Coating:** This project adds a protective coating to the existing roof that reduces temperatures in the warehouse by at least 10 degrees. Temperatures in our warehouse in summer/heat run anywhere from 95-110 degrees inside. Lower internal temperatures are important both for safety of employees as well as proper storage of shelf-stable food items. Roof will be prepped, primed, and coated with silicone roof coating. Proposal attached. **\$55,497.00**
- **Perimeter Fencing and gates:** The chain link fencing around the KIFB warehouse was installed at least 30 years ago. It is in disrepair-rusting, deteriorating, and has holes. KIFB would like to remove and replace the fencing with galvanized chain link fencing, a 4-foot gate and a 21-foot double gate to allow access for our vehicles. Proposal attached includes removal and hauling of existing fence with new fence installed to meet or exceed State of Hawaii specifications. A new fence provides security for our warehouse/property. **\$32,144.78**
- **Replace current wall unit Air Conditioning with a cohesive, energy efficient split AC system:** KIFB currently utilizes a total of 4 “wall unit” air conditioners to cool five office areas in the warehouse. These units are noisy, not cost- nor energy-efficient, and must be replaced approximately every other year. One unit in particular must operate 24/7 as that office houses the server for our computer system. KIFB would like to install 5 wall-mounted units (see attached proposal) on one condenser. This “split system” AC is more cost-effective, more energy efficient, and quieter. KIFB is always looking for ways to reduce energy costs and become more environmentally friendly. Attached estimate: **\$27,143.15**. This leads to our last capital project for this request.
- **Solar Panel installation on the warehouse roof:** As mentioned, our warehouse was constructed in 1972, prior to many more cost- and energy-efficient utility systems were in widespread usage. KIFB is vigilant in seeking out ways to reduce costs, particularly utility expenses. Today’s solar technology allows for the highest energy efficiency, even in low light conditions. KIFB spent over \$22,000 in 2023 for electricity alone. Estimated savings per month exceed our current

expenditures for electricity, making solar power an excellent choice for our warehouse, in addition to allowing us to store energy for usage. The attached proposal includes design, engineering, permitting, and KIUC interconnection applications; installation of wall-mounted Powerwall batteries. Company provides system qualification, tuning, and commissioning, as well as one year materials and labor warranty. **\$626,902.37**

3. The public purpose and need to be served;

Providing food security to the people of Kauai and Niihau is our primary objective. We serve the public without bias of any sort—all who request food are provided with a reliable, nutritious source of foods. The most recent data from Feeding America (2021) reports a food insecurity rate of 10.8% in Kauai County. For keiki (children), that number rockets to 16.7%. Likely those numbers have increased since 2021, as we know we have seen at least a 30% increase in demand for food resources in the past year. It is imperative that we operate a safe, well-maintained, cost – and energy-efficient warehouse in order to continue with the high level of service we provide our clients every day.

4. Describe the target population to be served; and

The target population is the communities of Kauai and Niihau. All ages, from keiki to kupuna, are provided nutritious foods. KIFB does not discriminate against anyone, and we pride ourselves in serving our community with dignity. No probing questions are asked; we simply ask how many adults/keiki/kupuna is food needed for, any food allergies/restrictions, preferences, and whether clients have a place to store and prepare food. We have a non-discrimination policy at KIFB. We serve the food insecure. Period.

5. Describe the geographic coverage.

KIFB serves Kauai and Niihau. We have programs from the far west end of Kauai to the north shore. We partner with several local agencies to ensure that people who lack the ability to come to our Lihue warehouse still have access to food. While we do not discriminate against anyone, we are proud to report that about 98% of our keiki enrolled in the Backpack Program report native Hawaiian descent. By targeting keiki & kupuna, we are able to reach out and serve these typically overlooked demographics where the need for food resources is great. KIFB also provides food resources for families and students from Niihau currently residing on Kauai.

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;

KIFB operates to ensure food supplies for the food insecure of Kauai and Niihau and reduce financial hardships that the rising costs of living in Hawaii cause. Our goal is to not only provide foods for survival, but that our community can thrive, increase their consumption of healthy, nutritious foods, and improve their overall health status and wellbeing.

KIFB purchases the majority of foods for the Keiki Café and Backpack Programs, making them the most expensive of our core offerings. Kupuna Program foods are also a primary expense. Additionally, donated food items support the Emergency Distributions as well as bi-monthly community food distributions from our warehouse in Lihue.

KIFB holds a plethora of community food drives, donation opportunities, and other food collections at local businesses, schools, and organizations. Donated foods are sorted and inspected for safety, and stored to be allocated to the community. Any foods deemed not fit for distribution are donated to local farmers, recycled, or discarded after being inventoried.

Our staff begin their days long before we open our doors at 8 AM. Warehouse staff ensure that the warehouse is ready for daily operations, including set ups for food distributions to the public. Staff ensure the warehouse is clean, orderly, and ensure refrigeration systems are functioning properly to maintain food integrity.

Clients can come directly to the warehouse beginning at 10AM and request food. Food boxes are packed by warehouse staff taking into account the clients' preferences, number of persons to be served, any potential food intolerances/allergies, and the clients' ability to safely store and prepare foods.

Local agencies across the island come to the warehouse to "shop" for foods to take back to their local pantries, ensuring that people across the island have access to food. These agencies act as additional helper "arms" to KIFB, particularly for those who lack transportation and/or the ability to travel to Lihue.

KIFB uses certified drivers to conduct pickup and delivery of food donations and purchases. Drivers are responsible to check vehicles for safety, maintenance, and refrigeration capabilities when needed.

KIFB staff participate in a variety of community events throughout the year including events like 9/11 Memorial, Spring and Holiday Food Distributions, Visits with Santa, and many others. These events allow staff to reach out to the community and get the word out that KIFB is here for those in need of food resources.

KIFB operates based out of our Lihue, HI., warehouse built in 1972. The purpose of this capital request is to perform long-needed repairs, rebuilds, and revisions to our property, thus allowing us to be the most efficient, cost-effective, environmentally friendly organization possible. KIFB has a more than 30-year history in ensuring food security for those in need. Our goal for this grant request is to allow us to properly maintain our facilities and upgrade, update, and restore this 52-year-old property.

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

KIFB operates year-round. Our Emergency Food Distribution is available Monday through Friday; our Kupuna Program also operates year-round. We expanded our Keiki Café and some Backpack Program partners to include summer months for keiki. Our goal is to continue to serve our food insecure every operating day of the year in 2024 and beyond.

Our timeline for the capital improvement projects is to commence with the projects as soon as approval is granted for our State of Hawaii GIA-CIP application is approved. KIFB will proceed with each down payment for each individual project as funding permits. The timelines will be based on contractors' individual timeline estimates and will be closely monitored by our Executive Director.

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

KIFB assesses all our programs, inventories, and expenditures, as well as existing funding each month. Compilation of data is performed by our Programs Coordinator and reported directly to the Executive Director, the Controller, and the Board of Directors. Participating program sites (i.e., Keiki Café, Backpack, Kupuna) report monthly enrollment, distribution, and any concerns, as well to the Programs Coordinator.

Our Executive Director will closely monitor each individual project to ensure timeliness, compliance with the proposal(s), and avoid cost overruns. Our warehouse manager will also observe and report back on the processes of each project.

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.

KIFB will report measures of effectiveness through the collection of all relevant data, including State monies spent, demographics & geography of persons served, and compliance with ALL state reporting requirements. All projects will be closely monitored by our Executive Director and reported according to state requirements.

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
\$252,583.50	\$252,583.50	\$252,583.50	\$252,583.50	\$1,010,334.00

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

KIFB anticipates applying for the following grants/funds in fiscal 2025:

- Bank of Hawaii: \$25,000
- Wilcox-various: \$40,000
- First Hawaiian Bank: \$15,000
- HCF-Various: \$200,000
- State GIA: \$ TBD
- Various-other: \$50,000
- County of Kauai: \$20,000

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

Not Applicable

5. The applicant shall provide a listing of all federal, state, and county government contracts, grants, and grants in aid it has been granted within the prior three years and will be receiving for fiscal year 2025 for program funding.

Hawaii State Grant in Aid 2023 (operating): \$50,000. Approved, pending receipt

Hawaii State Grant in Aid 2023 (CIP): \$165,000. Approved, pending receipt.

No federal monies have been received in the last three years

County Grant, Kauai 2023: \$7,000

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

\$1,532,340.00

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.

Executive Director: Our current executive director has more than three decades of experience in responding to the needs of the hungry on Kauai. With 24 years here at KIFB, Kelvin Moniz has deep, lasting relationships with many Kauai-based businesses, organizations and food purveyors. In his role, Kelvin develops and implements strategies to carry out the mission of KIFB.

Programs Coordinator: Prepares annual MOUs & Program Evaluations & tallies monthly reports from each program partner. Coordinates the planning, implementation, & evaluation of all KIFB programs, including the Backpack Program. Seeks out opportunities to grow all KIFB programs & develops & maintains relationships with KIFB's clientele, vendors, & program staff.

Warehouse Manager: Identifies, procures, & stores all foods required for all KIFB programs. Oversees deliveries to our program partners. Coordinates volunteers and ensures safety regulations in the warehouse are followed. Supervises warehouse worker/volunteers and manages inventory.

Development Coordinator: Responsible for preparing grants, final reports, & interim reports. Fund-raising campaigns including direct mail, community events, & networking with donors. Routinely seeks out new opportunities for grants, particularly those with interests in Hawaii and food insecurity.

Controller: Ensures all income and expenditures for KIFB programs & operations are appropriately documented & charged to the correct funding source. Guides financial decisions & monitors financial conditions as well as participation in audits. Processes accounts payables & receivables, & facilitates payroll for employees. Carefully monitors grant spending to ensure that all conditions, restrictions, and rules from the grantor are met.

Warehouse/Clerk: Receives and stores purchased & donated foods appropriately. Packs Backpacks, Keiki Café provisions, Kupuna Program meal kits, and assembles Emergency Distribution provisions on demand. Coordinates bi-monthly community food distribution. Weighs and tracks received & distributed foods. Monitors food supplies & participates in inventory. Data entry when part-time data clerk is not on site.

Data Entry Clerk (part-time): Receives invoices, reports, & inventory data from warehouse staff. Inputs data into computerized food bank inventory management systems. Enters donations, issues “mahalo” (thank you) letters to donors, and enters volunteer hours/data.

KIFB has been serving the community for more than three decades. Keiki Café, Backpack Program, & Kupuna Program have all been in operation for more than a decade, while emergency distribution has been in effect since our formation in 1991.

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.

KIFB facilities are located in Nawiliwili Harbor, next to the port as well as the Kauai Bus stop at 3285 Wa’apa Road in Lihue. The warehouse is 10,000 square feet, with 2 refrigeration vehicles, a transit van, and a Class B box truck. We operated Monday through Friday from 8AM to 4PM. The warehouse houses a walk-in refrigerator, 5 -double door freezers, a forklift, and storage for perishable and non-perishable food items.

The warehouse was built in 1972; many of the original materials, facilities, and equipment have not been replaced since that date. Others have been repaired or replaced, as needed, but major capital improvements need to be invested in to keep our facilities in top running, cost- and energy-efficient operations with safety for employees, clients, and food-safety standards in mind.

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.

Executive Director: Our current executive director has more than three decades of experience in responding to the needs of the hungry on Kauai. With 24 years here at KIFB, Kelvin Moniz has deep, lasting relationships with many Kauai-based businesses, organizations and food purveyors. In his role, Kelvin develops and implements strategies to carry out the mission of KIFB.

Programs Coordinator: Prepares annual MOUs & Program Evaluations & tallies monthly reports from each program partner. Coordinates the planning, implementation, & evaluation of all KIFB programs, including the Backpack Program. Seeks out opportunities to grow all KIFB programs & develops & maintains relationships with KIFB’s clientele, vendors, & program staff.

Warehouse Manager: Identifies, procures, & stores all foods required for all KIFB programs. Oversees deliveries to our program partners. Coordinates volunteers and ensures safety regulations in the warehouse are followed. Supervises warehouse worker/volunteers and manages inventory.

Development Coordinator: Responsible for preparing grants, final reports, & interim reports. Fund-raising campaigns including direct mail, community events, & networking with donors. Routinely seeks out new opportunities for grants, particularly those with interests in Hawaii and food insecurity.

Controller: Ensures all income and expenditures for KIFB programs & operations are appropriately documented & charged to the correct funding source. Guides financial decisions & monitors financial conditions as well as participation in audits. Processes accounts payables & receivables, & facilitates payroll for employees. Carefully monitors grant spending to ensure that all conditions, restrictions, and rules from the grantor are met.

Warehouse/Clerk: Receives & stores purchased & donated foods appropriately. Packs Backpacks, Keiki Café provisions, Kupuna Program meal kits, and assembles Emergency Distribution provisions on demand. Coordinates bi-monthly community food distribution. Weighs and tracks received & distributed foods. Monitors food supplies & participates in inventory. Data entry when part-time data clerk is not on site.

Data Entry Clerk (part-time): Receives invoices, reports, & inventory data from warehouse staff. Inputs data into computerized food bank inventory management systems. Enters donations, issues “mahalo” (thank you) letters to donors, and enters volunteer hours/data.

2. Organization Chart

The applicant shall illustrate the position of each staff and line of responsibility/supervision. If the request is part of a large, multi-purpose organization, include an organization chart that illustrates the placement of this request.

Please See Attachment

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.

Please See Attachment

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.

Not Applicable

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.

- KIFB is compliant and upholds the standards of the Department of Health, OSHA/HIOSH, and Fire Safety Requirements.
- KIFB has a current Certificate of Vendor Compliance from the Hawaii Department of Taxation, the Internal Revenue Services, the Hawaii Department of Labor and Industrial Relations, and the Hawaii Department of Commerce and Consumer Affairs.
- We maintain our current Certificate of Good Standing with the Department of Commerce and Consumer Affairs.

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.

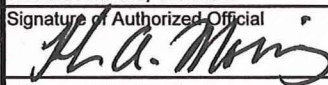
KIFB has long-standing relationships with many community agencies, partners, local farmers and ranchers, as well as generous donors, major individual contributors, and our generous grantors. KIFB has every intention of both maintaining these partnerships and relationships as well as seeking new grants, donations, and other fund-raising opportunities in order to remain a secure, dependable source of food for our community. We continuously seek input and feedback from our partners, clients, and the community at large to ensure that we are fulfilling our mission to “Educate, Provide Nutritious Foods for the Hungry, and Respond to Emergencies.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2024 to June 30, 2025

App

Kauai Food Bank, 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	9,000			
2. Payroll Taxes & Assessments	2,250			
3. Fringe Benefits				
TOTAL PERSONNEL COST	11,250			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	0			
2. Insurance	0			
3. Lease/Rental of Equipment	0			
4. Lease/Rental of Space	0			
5. Staff Training	0			
6. Supplies	0			
7. Telecommunication	0			
8. Utilities	0			
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				
TOTAL (A+B+C+D+E)	11,250			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	1,010,334	Name (Please type or print) 808-278-6121		
(b) Total Federal Funds Requested	0	Barbara Almeida, Controller		
(c) Total County Funds Requested	0	Signature of Authorized Official 		
(d) Total Private/Other Funds Requested		Date 01/18/2024		
TOTAL BUDGET	1,010,334	Name and Title (Please type or print) Kelvin A. Moniz, Executive Director		

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2024 to June 30, 2025

Applicant: Kauai Food Bank, Inc

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

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

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2024 to June 30, 2025

Applicant: Kauai Food Bank, 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					TBD	TBD
LAND ACQUISITION					N/A	N/A
DESIGN					TBD	TBD
CONSTRUCTION		165000	1010334		TBD	TBD
EQUIPMENT					TBD	TBD
TOTAL:			1,010,334			
JUSTIFICATION/COMMENTS: <p style="text-align: center;">See attached estimates</p>						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Kauai Food Bank Inc

Contracts Total: 215,000

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	State GIA Capital 2023	7/1/23-6/30/24	State of Hawaii	State of HI	165,000
2					
3	State GIA Operations 2023	7/1/23-6/30/24	State of Hawaii	State of HI	50,000
4					
5	No other Capital Grants or Contracts				
6					
7					
8					
9					
10					
11					
12					
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22					
23					
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28					
29					
30					

Kauai Independent Food Bank 2024 Organizational Chart

Kauai Food Bank
Board of Directors

Kauai Food Bank
Executive Director

Controller

Warehouse Manager

Development Associate

Programs Coordinator

Program/Warehouse

WHSE/Driver
TBD

WHSE/Driver
Open



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: THE KAUAI FOOD BANK, INC.

DBA/Trade Name: Kauai Independent Food Bank

Issue Date: 12/12/2023

Status: **Compliant**

Hawaii Tax#: [REDACTED]

New Hawaii Tax#:

FEIN/SSN#: XX-XXX7431

UI#: XXXXXX0161

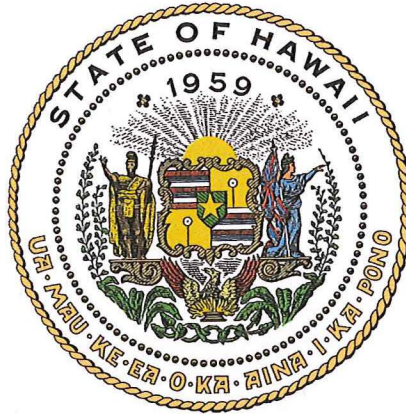
DCCA FILE#: 98016

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



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

THE KAUAI FOOD BANK, INC.

was incorporated under the laws of Hawaii on 12/16/1994 ;
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: August 01, 2023

Director of Commerce and Consumer Affairs

INTERNAL REVENUE SERVICE
DISTRICT DIRECTOR
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: ~~0417 20 1995~~

KAUAI FOOD BANK INC
3285 WAAPA ST
LIHUE, HI 96766

Employer Identification Number:
99-0317431
DLN:
17053100757029
Contact Person:
FRANCIS E BERNHARDT ID# 31258
Contact Telephone Number:
(877) 829-5500
Our Letter Dated:
April 1995
Addendum Applies:
No

Dear Applicant:

This modifies our letter of the above date in which we stated that you would be treated as an organization that is not a private foundation until the expiration of your advance ruling period.

Your exempt status under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3) is still in effect. Based on the information you submitted, we have determined that you are not a private foundation within the meaning of section 509(a) of the Code because you are an organization of the type described in section 509(a)(1) and 170(b)(1)(A)(vi).

Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(1) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(1) organization.

If we have indicated in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.

Because this letter could help resolve any questions about your private foundation status, please keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown above.

Sincerely yours,



District Director

Letter 1050 (DO/CG)

**The Kauai Food Bank Inc, dba Kauai Independent Food Bank
Governing Board of Directors - 2023**

Name/Company	Contact Information	Title/Committee	Year Joined
1) Cyndi Ayonon Kauai Mechanical, Owner Retired (County of Kauai)	1021 Kamalu Road Kapaa, HI 96746 (808) 645-6343 cmayonon@yahoo.com KIFBBBoardPresident@kauaifoodbank.org	President Term expires	2019 3/23/2025
2) Chantal Zarbaugh Business Development Officer Kauai Credit Union	2976 Ewalu St Lihue, HI 96766 (808) 651-8913 chantal@kauaicreditunion.org	Vice President Term expires	2022 3/23/2025
3) Georgeatte Galicinao-Cayaban Branch Manager Territorial Savings Bank	4393 Kukui Grove Street, Suite 103 Lihue, HI 96766 (808) 245-5671 Office (808) 246-0365 Fax georgeatte.galicinao-cayaban@territorialsavings.net	Treasurer Term expires	2019 3/23/2024
4) Gary Ramo Professional EOS Implementer®	(808) 855-0472 at EOS Worldwide gary.ramo@eosworldwide.com	Officer	2023 3/23/2026
5) Jeffrey Murata First Hawaiian Bank Vice President/Commercial Banking Officer	(808) 632-2935 Jmurata@FHB.com	Officer	2023 5/18/2026
6) Valerie Barko Kauai Community College Director of Institutional Effectiveness & the University Center	(808) 651-3858 vbarko@hawaii.edu	Officer	2023 5/18/2027

From: Sutada Hesse hess flooring@hotmail.com
Subject: Carpet
Date: Jan 8, 2024 at 12:22:51 PM
To: Sutada Hesse hess flooring@hotmail.com
Cc: kmoniz@kauaifoodbank.org

HESSE FLOORING
3285 WAAPA ROAD, LIHUE, HI. 96766

Downstair;

51 yds. Rule breaker by mohawk Aladdin collection install glue down direct to cement

Subfloor price is including pull up and disposal of old gluedown carpet floor prep material and labor are included @49.98=2,548.98

Moving furniture 2 office @300.00=600.00

Total=3,148.98

Getax=151.15

Grand total=3,300.13

Upstair;

91 yds. Rule breaker by mohawk Aladdin collection install with 7/16 8 lbs rebound pad

In 3 offices and hall way price is including pull up and disposal of old carpet and pad

Installation of new carpet and new pad @59.98=5,458.18

Moving furniture 4 room @300.00=1,200.00

Total=6,658.18

Getax=319.59

Grand total=6,977.77

Thank you,

Sutada Hesse



808-651-9203
PO BOX 1961 Kapa'a, HI 96746

January 9, 2024

Proposal to remove and replace the restrooms at Kauai Food Bank.

We will remove and dispose of the existing restrooms behind Kauai Food Bank. A new concrete block restroom with 2 men's rooms and 2 Women's rooms will be constructed. An architect will design an ADA compliant structure to accommodate back to back restrooms to service both sides of the building. The plumbing will be replaced in a new configuration to accommodate the adjacent kitchen and new restroom. This proposal is for turn-key fully furnished restrooms.

Restrooms	\$170,000
Tax	<u>\$ 8,010</u>
Total	\$178,010

We will ask for 50% (\$89,005) to start the project. The remaining 50% (89,005) will be due at completion.

SIGNATURE OF ACCEPTANCE

Thank you,
Alan Sweat

Kauai Independent Food Bank Current Bathroom. Built 1972





808-651-9203
PO BOX 1961 Kapa`a, HI 96746

January 9, 2024

Proposal to replace the North wall of Kauai Food Bank.

We will remove and dispose of the existing deteriorated metal wall on the North facing wall of the warehouse. The new wall will be aluminum J-rib roofing that will be more resistant to rust and last longer on the building in a salty environment. A roofed cabinet will be fabricated to protect the electric meters. The new wall will be painted to match the buildings existing color. Any unforeseen damage that requires repair will be repaired at an additional charge.

Siding	\$ 66,000
Tax	\$ <u>3,109</u>
Total	\$ 69,109

We will ask for 50% (\$34,554.50) to start the project. The remaining 50% (34,554.50) will be due at completion.

SIGNATURE OF ACCEPTANCE

Thank you,
Alan Sweat

Date of Acceptance: _____

Authorized Signature _____
This proposal may be withdrawn by us if not accepted within 45 days

Customer Signature _____



Image 1: Existing 8000sqft Roof



Image 2: 1650sqft Existing Siding to be replaced



Image 3: Electric Meters



Image 4: Example of gutter bracket rust spot



808-651-9203
PO BOX 1961 Kapa'a, HI 96746

January 9, 2024

Proposal to apply silicone roof coating at Kauai Food Bank.

We will prep, prime, and coat the metal roofing. The roof is approximately 8,000 sq ft. We will treat all rust. Any unforeseen damage that requires repair will be repaired at an additional charge.

Roofing coating	\$ 53,000
Tax	<u>\$ 2,497</u>
Total	\$ 55,497

We will ask for 50% (\$27,748.50) to start the project. The remaining 50% (27,748.50) will be due at completion.

SIGNATURE OF ACCEPTANCE

Thank you,

Alan Sweat



Estimate

12-Jan-24

P.O.Box 548
Koloa, HI 96756

Client:
Kaua'i Independent Food Bank Attn. Kelvin
kmoniz@kauaifoodbank.org
[808-652-4737](tel:808-652-4737)

Project:
Perimeter fencing

QUANTITY	DESCRIPTION	Total
432'	Proposal to supply and install approximately 432' of 6' high galvanized chain link fencing including 1 ea. 4' gate and 1 ea. 21' double gate. Includes the following: *Removal and hauling of old fence (posts to be cut of at base) *Fence to meet or exceed State Of Hawai'i specifications *Project to take approximately 7-9 days to complete *Price does not include cutting or removal of trees, plants, etc. *All property lines need to be cleared and marked *All Underground utilities to be clearly marked and identified *We require a 50% deposit to get project on the schedule	\$30,693.00
I agree to all above conditions and terms:		SUBTOTAL 30,693.00
Sign: _____ Date: _____		TAX 1,451.78
		FREIGHT
		\$32,144.78 PAY THIS AMOUNT

DIRECT ALL INQUIRIES TO:
Bryan Aiwohi
Phone 808 635 5926
Email: artisticbuildfence@gmail.com

MAKE ALL CHECKS PAYABLE TO:
Artistic Builders Corporation

P.O.Box 548
Koloa, HI 96756

THANK YOU FOR YOUR BUSINESS!



1702 Haleukana Street
Lihue, HI 96766
(808) 822-2770

Estimate 19056852
Estimate Date 1/3/2024

Billing Address
Kauai Independent Food Bank
3285 Wa'apa Rd
Lihue, HI 96766

Job Address
Kauai Independent Food Bank
3285 Wa'apa Rd
Lihue, HI 96766

Description of work

To provide labor, equipment and material to install one (1) 5C42 condenser, three (3) 12,000 BTU wall mounted units and two (2) 6,000 BTU wall mounted units.

Clarifications:

1. All work to be completed during normal business hours.
2. Wall and/or ceiling concrete core drilling is not included. If concrete drilling is required, as built plans or x-ray of wall/ceiling is required. Extra charges will apply. Kauai Mechanical is not responsible for hidden piping or other obstructions inside the walls if x-raying of walls is not completed.
3. Corrosion coating is an additional \$1483

Sub-Total	\$25,921.72
Tax	\$1,221.43
Total Due	\$27,143.15
Deposit/Downpayment	\$0.00

Thank you for choosing Kauai Mechanical Inc.

Once approved and a down payment is received, we will reach out to go over the next steps to process your estimate. Please note that lead times may vary on parts & materials ordered based on stock and availability from our suppliers. If you have any additional questions, please feel free to give our office a call at 808-822-2770.

Mahalo for the opportunity to earn your business,

Kauai Mechanical, Inc.

BY APPROVING, I HEREBY AUTHORIZE KAUA'I MECHANICAL, INC. to complete the proposed service, repair, installation or replacement. I agree to be billed for the equipment and I agree to pay said bill prior to the ordering of the equipment. I agree to be invoiced for the remaining amount of quote upon completion of work. I additionally certify that I am fully authorized to authorize this work and commit to payment.

TERMS: PAYMENT FOR EQUIPMENT IS REQUIRED PRIOR TO ORDERING. REMAINING BALANCE WILL BE BILLED UPON COMPLETION AND DUE 30 DAYS FROM DATE OF BILL. CASH, CHECK AND CREDIT CARD PAYMENTS (Visa, Mastercard & AMEX) ACCEPTED. CUSTOMER AGREES TO PAY A FINANCE CHARGE OF 2% PER MONTH (24% PER ANNUM) FROM THE DUE DATE UNTIL PAID IN FULL. FINANCE CHARGE APPLIES TO ALL OVERDUE AMOUNTS, COLLECTION FEES AND ATTORNEY'S FEES IN THE EVENT THIS BILL BECOMES OVERDUE.

Authorized Signature

Standard Conditions

a) The subcontractor shall submit to the General Contractor applications for payment when equipment or material is ordered and at such reasonable times to enable the General Contractor to apply for and obtain payment from the owner. Payment for materials and/or installation shall be made with same retainers as on main contract between owner and General Contractor and shall be paid for work to within five days after General Contractor has received his final or complete payment involving Subcontractor's portion of work, notwithstanding any delay of other trades; but in any event such final payment shall be made by the General Contractor to the subcontractor no later than the day preceding the expiration of the lien period. Once material has been ordered by the subcontractor, the Subcontractor shall invoice for materials as delivered and receive payment therefore as outlined above. In the event that a payment is not made on or before the day that is due, the General Contractor agrees to pay interest on the unpaid balance at the rate of 24% per annum (2% monthly) from the due date until payment in full. In the event that the suit is filed by Subcontractor to collect any monies due hereunder or to enforce any other provision of the contract, the General Contractor agrees to pay all costs, reasonable attorneys fees incurred and interest on the unpaid balance at the rate of 24% per annum (2% monthly) from the date the payment was due until payment is made in full. In the event that the maximum legally enforceable interest rate for this contract is lower than the stated (24%) interest rate; due to legislative action, operation of law or otherwise, the maximum legally enforceable interest rate shall apply in lieu of the stated interest rate.

a. Any bonds required by General Contractor shall be furnished by the Subcontractor, and the cost thereof added to and become a part of this proposal.

b. The price has been determined on the basis of straight time and normal work week. No overtime will be worked unless ordered by General Contractor or his representative. In the event overtime is worked, the overtime premium rates plus Subcontractor's regular mark-up for overhead and profit will be paid as an extra. This provision is applicable where such overtime work is necessitated by delay or acceleration occasioned by reasons beyond the control of the Subcontractor.

c. It is hereby stipulated that the Subcontractor shall not be responsible or liable for any loss, damages or delay caused by fire, strike, accident or any other cause beyond his control. In the event the employees of the Subcontractor refuse to work or walk off the job or strike because of any picket line established by employees of the General Contractor or any other subcontractor or of any other employer, or because of any labor dispute which may arise between the employees of the General Contractor and the General Contractor, the employees of any other Subcontractor and such Subcontractor and/or the employees of any other employer and such other employer, then the Subcontractor shall be relieved during the pending of such work stoppage from performance under his subcontract and shall not be liable to the General Contractor for any liquidated damages assessed under this subcontract or under the general contractor for any lost which the General Contractor may sustain as a result of such work stoppage.

d. Hoisting of plumbing, mechanical, and sheet metal equipment and materials shall be provided by the General Contractor during normal working hours and be reasonably scheduled.

e. Chapter 672e of the Hawaii Revised Statutes contains important requirements you must follow before you may file a lawsuit or other action for defective construction against the contractor who designed, repaired, or constructed your home or facility. Ninety days before you file your lawsuit or other action, you must serve on the contractor a written notice of any construction conditions you allege are defective. Under the law, the contractor has the opportunity to make an offer to repair and/or pay for the defects. You are not obligated to accept any offer made by a contractor. There are strict deadlines and procedures under the law, and failure to follow them may negatively affect your ability to file a lawsuit or other action.



January 04, 2024

Proposal #RET23-4430

Kauai Food Bank
Kelvin Moniz
3285 Waapa Rd.
Lihue, Hawaii 96766
808-652-4737
kmoniz@kauaifoodbank.org

Important: Our engineering design, system information, and pricing, shall be considered proprietary and confidential. By receiving this proposal, you agree to treat this information as confidential and it shall not be disclosed to any third-party.

Aloha Kelvin,

We are very pleased to provide you with the following solar PV system cost proposal ("the proposal") for the **Kauai Food Bank located at, 3285 Waapa Rd.** Federal and State Investment Tax Credits (ITC) are applied where available.

\$598,692

81.0kW Grid-Tied PV System with 13.5kWh Battery Storage

System includes:

- (200) 405W QCells black PV modules with micro-inverters
- (9) Tesla Energy Powerwall 2, daily cycle 13.5kWh home battery

Price Includes Prevailing Wages

Hawaii State GE Tax (4.712%)	+\$28,210.37
Total System Cost	\$626,902.37

Net Estimated Cost After Application of Available Tax Incentives:

Federal ITC (30%) *	(-) \$188,070.71
Hawaii State ITC (35%) *	(-) \$219,415.83
Final Net Cost After ITC	\$219,415.83

*Federal and State Tax credit information provided in this proposal is an estimate only. In this and any tax matter, consult your tax advisor to determine qualification for any tax credit and to clarify the benefit that may be available given your individual circumstances. Tax incentive estimates are not binding and subject to change based on actual application of tax credits and savings.



Solar Energy Production Estimates & Savings (@ \$0.39 per kWh)

81.0 kW System: 324.0 kWh per day = 9,720 kWh per month = \$3,402.00 savings per month**

Potential Energy Storage: 121.5 kWh per day = 3,645 kWh per month

***Savings estimates are based on all generated power being consumed at the time of generation. If power is sold back to KIUC at the schedule Q Rate actual savings will be less.*

Quote is valid for 15 days

Price includes:


- SunEye Solmetric solar energy assessment
- Design, engineering, permitting and KIUC interconnection applications
- Installation of roof-mounted solar PV system with IronRidge hardware and Enphase micro-inverters
- Installation of wall-mounted Powerwall batteries
- System qualification, tuning and commissioning
- Enphase monitoring system to remotely view module level PV production output
- One year materials and labor warranty provided by installation contractor

Extended warranties are included via original equipment manufacturers:

- QCells solar panels 25 year product warranty
- QCells linear power output warranty guaranteeing 86% of maximum power output 25 years from the date of installation
- Enphase micro-inverters material warranty @ 25 years from date of installation
- Powerwall battery @ 10 years from date of installation

Thank you for taking the time to review our cost proposal. Attached are sections with additional information about our company and our products. Please feel free to call me if you have any questions or would like further information.

Mahalo,



Nathan Wood

Business Director

Nathan Wood General Contractor, LLC



About Our Company

Renewable Energy Technologies is a Kauai owned and operated renewable energy systems contractor (C60/C13) specializing in the design and installation of residential and commercial solar electric systems. The company's focus is to provide the highest quality equipment and deliver unprecedented engineering expertise in the solar market. Renewable Energy Technologies was founded under the guiding principle that flexibility, dedication and innovation lead to results that make for lasting partnerships with clients. Like its parent company, Nathan Wood General Contractor, Renewable Energy Technologies is goal-oriented, delivering what they promise and accepting nothing less than perfection.

Renewable Energy Technologies is committed to bringing a solid work ethic to all its projects. Nathan hires only the best talent in the industry and in doing so provides an award-winning team of Kauai-based builders, engineers, electricians and support staff for his clients. Renewable Energy Technologies is a State-licensed general contractor, solar power systems contractor, and electrical contractor and retains a licensed electrical engineer. With decades of combined experience, Renewable Energy Technologies understands all aspects of solar PV installation from structural analysis of the building to waterproofing and mounting hardware not just the electrical.



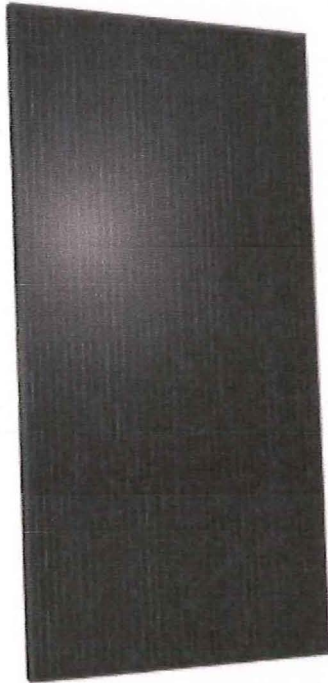
Each customer receives personalized care. The members of Nathan's organization are committed to the success of each project. Whether a system is 4 panels or 4,000 panels, it is designed and engineered with the same quality and professionalism. Nathan is personally involved with every project. Nathan's team treats their customers and each other like family. That's what sets Renewable Energy Technologies apart from other contractors. When you hire Renewable Energy Technologies you get a team in complete control of all aspects of the project that will provide you with outstanding, professional service.



About Our Products

QCells Solar Panels: German Engineered, American Made

Q Cells is one of the world's largest manufacturers of photovoltaic solar cells. The company was founded in 1999 in Thalheim, Germany, where the company still has its engineering offices today. QCells has manufacturing facilities in China, Malaysia, South Korea, and Dalton, Georgia in the United States. The company was the sixth-largest producer of solar cells in 2019, with over 8,500 employees and shipments totaling 7.3 gigawatts, and is ranked number one in the U.S. market share leaderboards.



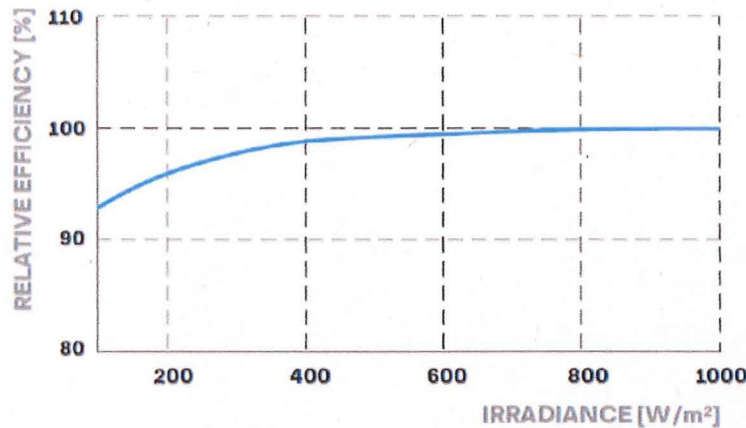
Qcells' proprietary Q.ANTUM Technology has upgraded the standards in module performance and efficiency throughout the solar industry, and their four-level quality program guarantees long-term profit with enhanced reliability. Q.ANTUM is the most mature PERC (Passivated Emitter and Rear Cell) technology, and Qcells was the first solar company to commercialize the technology. With the birth of Q.ANTUM, PERC technology could finally be rolled out into mainstream use across fields and rooftops globally. Q.ANTUM has been constantly evolving and providing our customers with world-leading quality by increasing power output by up to 7% when compared to standard BSF cell technology. PERC technology allows for the passivation of the solar cells rear side, which involves installing a reflective layer, designed to capture previously unused sunlight back into the cell where it can be converted into solar electricity. A Special Nano Coating on the rear surface of the solar cell captures rays of sunlight that would otherwise go to waste are mirrored by the Power Reflector back through the cell to generate more electricity. Laser-fired contacts complement the nano coating to enhance the module's electrical properties, increasing its efficiency considerably.



In addition to PERC technology the Q.ANTUM Duo PV modules utilize Half-cell technology with multi busbars and wiring interconnection to deliver superior performance and overwhelmingly beautiful aesthetics. Q.ANTUM DUO Technology reduces both electrical and optical losses by halving the current passing through each cell while making use of incident light more effectively. Q.ANTUM DUO Z Technology with zero gap cell layout boosts module efficiency up to 20.9 % which puts Qcells in the highest efficiency category in the solar market today. These modules will produce well even in low light conditions with relative efficiencies close to 100% even at light levels in the 400W/m2 range.

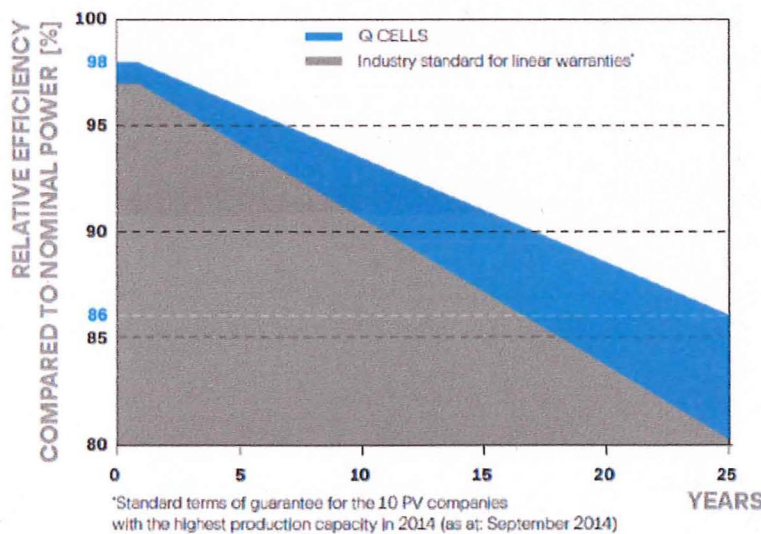


QCells Performance at Low Irradiance



Not only are QCells some of the most technologically advanced and highest producing PV modules on the market, they also offer extreme durability and longevity in the harshest of environments. The high-tech aluminum alloy frame is certified for high snow (5400 Pa) and more importantly for Kauai high wind loads up to 4000 Pa. These modules also achieve long-term yield security with Anti LID Technology, Anti PID Technology¹, Hot-Spot Protect and Traceable Quality Tra.Q™. These technologies reduce degradation of the PV modules over time and allow QCells to provide an industry leading 25-year product warranty and 25-year linear performance warranty. QCells guarantee at least 93.5 % of nominal power up to 10 years and at least 86% of nominal power up to 25 years as illustrated in the graph below.

QCells Performance Warranty



For more information on QCells modules please visit the website at <https://qcells.com/us/>

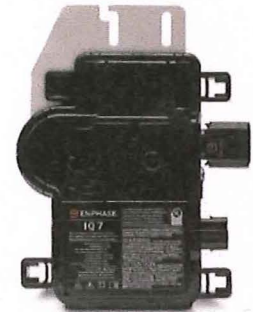


Inverters

Inverter selection is key to achieving maximum production from your PV system. Renewable Energy Technologies has access and experience installing and maintaining a wide range of inverter technologies. The best performing and longest lasting inverters we have found to date are Enphase micro-inverters and SMA string-inverters.

Enphase Micro-Inverters

We recommend Enphase micro-inverters for the majority of our residential and small scale commercial PV systems. Micro-inverters revolutionized the design and performance of solar PV systems when they were introduced to the PV market in June of 2008. In addition to being listed as one of Time's top green companies, Enphase has been acknowledged as a Technology Pioneer at the World Economic Forum. Enphase micro-inverters are the world's most efficient micro-inverter and Enphase has shipped over 20 million micro-inverters for installation in PV systems worldwide.



Micro-inverters are called micro-inverters because instead of one, large central inverter converting the electricity from many PV modules to alternating current, there is one small inverter per PV module. One benefit of micro-inverters is that they are able to apply a maximum power point tracking (MPPT) curve to each PV module, which increases the efficiency, or energy output, of each PV module. Enphase micro-inverters incorporate "burst mode", which allows the inverters to store up small amounts of electricity during low light conditions (e.g. early in the morning or late in the afternoon) until there is enough to send a burst of energy to the grid maximizing energy yield. In fact, a recent study has shown that Enphase micro-inverters deliver a 16% performance advantage over standard inverters.

Another benefit of a micro-inverter PV system is redundancy in power production capability. Most other PV systems incorporate a single string-inverter or a string-inverter with power optimizers attached to each PV module. The downside of this design architecture is that should the inverter fail, the entire PV system must be shut down until a replacement can be installed. If a micro-inverter fails, the remainder of the PV system will continue to operate as it normally would until a replacement micro-inverter can be installed as illustrated in the graphic on the following page.



Enphase micro-inverters are backed by an industry leading 25 year warranty to match the warranty provided by solar panel manufacturers and give you piece of mind that your system will continue to operate many years into the future. In addition to being extremely efficient and offering redundancy that cannot be achieved with a single inverter architecture because each micro-inverter is capable of operating independently as demonstrated below.

Enphase Distributed Architecture Performance vs. String Inverter



Renewable Energy Technologies has been installing Enphase micro-inverters since 2009 and has earned the distinction of being named an Enphase gold installer. This gives Renewable Energy Technologies access to top tier technical support and design as well as premium product offerings and training for all of our PV installers giving you confidence that your system will be installed by a team of highly trained professionals with years of experience.



**Enphase
Gold
Installer**

For more information on Enphase and Enphase micro-inverters, please visit the Enphase website:

<https://enphase.com/>