

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

Type of Grant Request:

Operating                       Capital

Legal Name of Requesting Organization or Individual: Dba:

Lanakila Pacific

Amount of State Funds Requested: \$ 85,000.00

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

This FY2025 grant-in-aid application is intended to purchase Lanakila Kitchen software to help staff efficiently manage the intricacies of daily operations in conjunction with all the moving parts of the Lanakila Kitchen. The Lanakila Kitchen provides significant support to Meals on Wheels, as they order all supplies needed to cook and prepare the 6,330 meals delivered to homebound seniors and adults with significant disabilities each week. The Lanakila Kitchen also provides lunches to various non-profit preschools while employing and training staff with significant disabilities.

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:

\$ 4,461,532.00

Unrestricted Assets:

\$ 21,902,193.00

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:

1809 Bachelot Street  
City: Honolulu                      State: HI                      Zip: 96817

Contact Person for Matters Involving this Application

Name:  
Rona Yagi Fukumoto

Title:  
President & CEO

Email:  
rfukumoto@lanakilapacific.org

Phone:  
(808)356-8569

Federal Tax ID#:

██████████

State Tax ID#

██████████

  
\_\_\_\_\_  
Authorized Signature

Rona Yagi Fukumoto, President & CEO  
\_\_\_\_\_  
Name and Title

1.17.2024  
\_\_\_\_\_  
Date Signed

## Application Submittal Checklist

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

- 1) Hawaii Compliance Express Certificate (If the Applicant is an Organization)
- 2) Declaration Statement
- 3) Verify that grant shall be used for a public purpose
- 4) Background and Summary
- 5) Service Summary and Outcomes
- 6) Budget
  - a) Budget request by source of funds ([Link](#))
  - b) Personnel salaries and wages ([Link](#))
  - c) Equipment and motor vehicles ([Link](#))
  - d) Capital project details ([Link](#))
  - e) Government contracts, grants, and grants in aid ([Link](#))
- 7) Experience and Capability
- 8) Personnel: Project Organization and Staffing

  
AUTHORIZED SIGNATURE

RONA YAGI FUKUMOTO, PRESIDENT & CEO  
PRINT NAME AND TITLE

JANUARY 17, 2024  
DATE



STATE OF HAWAII  
STATE PROCUREMENT OFFICE

**CERTIFICATE OF VENDOR COMPLIANCE**

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

**Vendor Name:** LANAKILA PACIFIC

**DBA/Trade Name:** LANAKILA PACIFIC

**Issue Date:** 01/02/2024

**Status:** **Compliant**

Hawaii Tax#: [REDACTED]  
New Hawaii Tax#: [REDACTED]  
FEIN/SSN#: XX-XXX3922  
UI#: XXXXXX5529  
DCCA FILE#: 8009

Status of Compliance for this Vendor on issue date:

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

**Status Legend:**

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

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

The undersigned authorized representative of the applicant certifies the following:

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

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

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

Lanakila Pacific

(Typed Name of Individual or Organization)



(Signature)

Rona Yagi Fukumoto, President & CEO

1/17/24

(Date)

## 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)**

Please see attached for Lanakila Pacific's Certificate of Vendor Compliance from Hawaii Compliance Express.

#### **2. Declaration Statement**

Lanakila Pacific has attached its declaration statement affirming its compliance with [Section 42F-103, Hawaii Revised Statutes](#).

#### **3. Public Purpose**

Lanakila Pacific will use this grant will be used for a public purpose pursuant to [Section 42F-102, Hawaii Revised Statutes](#).

1. Name of Organization: Lanakila Pacific

2. Public Purpose for the Grant

This fiscal year 2025 grant-in-aid application is intended to increase the capacity of the Lanakila Kitchen to cost effectively feed vulnerable populations including Meals on Wheels recipients and preschool age children receiving meals from the Hawaii Child Nutrition Program, by utilizing a cloud-based software system. By utilizing cloud-based software, Lanakila Kitchen will improve inventory management, supply chain management, menus, food item recipes, and ordering, along with connecting Lanakila Pacific's existing Enterprise Resource Planning (ERP) software to reduce data redundancy and increase efficiency. Streamlining administrative and data gathering work will allow Lanakila Kitchen to maintain the quality and volume of meals while managing the increase in food and labor costs that are affecting local food service establishments.

3. Services to be Supported by the Grant

Currently, Lanakila Kitchen uses different systems to create menus and for tasks such as inventory, supply ordering, and tracking sales. The programs do not "talk" to each other, so upgrading the Lanakila Kitchen software is essential to help staff efficiently manage the intricacies of daily operations in conjunction with serving the different nutritional needs of seniors, children and the general public who purchase food at Lanakila Café and cafeteria.

Lanakila Kitchen provides significant support to Lanakila Meals on Wheels, as they order all supplies and prepare the 6,330 meals delivered to homebound seniors and adults with disabilities each week. Lanakila Kitchen also provides meals to preschool age children, and operates a Lanakila Café in partnership with the Nuuanu YMCA to support a social enterprise component which provides training and employment for individuals with significant disabilities. While working for Lanakila Kitchen, these individuals can develop skills and earn a competitive wage.

The upgraded software and proper staff training will help the Lanakila Kitchen streamline all behind-the-scenes support and eliminate user error in online orders and processing invoices. Important but time consuming details like generating USDA labels will automatically be created from the menus. The Lanakila Kitchen supervisor will be able to input the number of meals, select the menu for the week and the system will generate the list of ingredients to order.

Lanakila Kitchen produces meals for Lanakila Meals on Wheels which is the largest and only island-wide meal service provider for home-bound seniors and individuals with disabilities on Oahu, Lanakila Meals on Wheels delivers meals to approximately 900 people each week. Meal recipients are at-risk for health issues related to poor diet, due to factors such as lack of financial resources or inability to access food.

Lanakila Kitchen also coordinates and prepares meals for preschool age children at Palama Settlement, PACT, HCAP and some locations of YMCA that participate in the Hawaii Child Nutrition Programs and serve nutritious meals that are eligible for federal reimbursement to support the wellness, healthy growth, and development of young children. Lanakila Kitchen is a social enterprise job training and employment site for individuals with disabilities through meal production and wholesale baked goods for Aloha Island Mart, Arizona Memorial, Don Quijote, Fort Ruger Market, Longs Drugs, Marukai Wholesale Mart, Navy Exchange Mall, Paradise Poke, Tamura's Supermarket, Texaco, Times Supermarket, and 7-11.

Lanakila Kitchen prepares all food items in a certified, industrial kitchen that is regularly inspected and approved by the USDA, Department of Environmental Services and State Department of Health, and follows all state and local laws and regulations regarding safe food handling, food storage, and food preparation.

As part of our mission, Lanakila Pacific recruits, hires, trains and provides ongoing employment for people with disabilities in competitively paid positions. Besides food service, employment opportunities in grounds maintenance, and customized apparel/screen printing are also offered. Lanakila Pacific serves as a leader in providing and advocating for accessibility, reasonable accommodations, and creating inclusive work environments where people with disabilities contribute and prosper.

Funding through the grant-in-aid will provide the necessary technology upgrades to help the Lanakila Kitchen efficiently manage operations so they can continue to provide meals to homebound seniors and preschools, expand services and train and employ more individuals with disabilities.

4. Target Group

The target population who will benefit from funding for this proposal is frail and homebound seniors and individuals with disabilities on the island of Oahu who receive meals from Lanakila Meals on Wheels, children in preschool and Head Start programs, and individuals who participate in Lanakila Pacific’s employment programs.

The application will be used to purchase Lanakila Kitchen a software that will help with inventory management, supply chain management, menus, food item recipes, and ordering, along with connecting Lanakila Pacific’s existing Enterprise Resource Planning (ERP) software to reduce data redundancy and increase efficiency.

The new software is needed to effectively operate Lanakila Kitchen, streamlining processes to lower operational costs and ensure the food service operation is able to continue serving the vulnerable seniors and children in the face of rising food and labor costs.

5. Cost of the Grant and the Budget

Lanakila Pacific’s budget for the proposed grant-in aid is \$ 85,000.

Quantity	Description	Cost	Total
1	Licensing, Software Development, Setup and Support	\$65,000	\$65,000
1	Staff Training on software	\$10,000	\$10,000
1	Compatible Hardware	\$10,000	\$10,000

## **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;

Lanakila Pacific is a Hawaii-based 501(c)(3) that has served Oahu's community for 85 years. Founded in 1939 as a vocational rehabilitation and training program for people recovering from tuberculosis, the agency has evolved through different models of service. Today, Lanakila Pacific is a family of programs and services that enables adults with disabilities, ranging from cognitive, physical and age-related challenges, to reach their goals and potential, while building independence and promoting community inclusion.

In 1971, Lanakila Pacific established its Lanakila Meals on Wheels department to provide services to vulnerable older adults. What started with a food truck outside of Aala Park, has expanded to include 1) home delivery of meals and fresh produce; 2) community-based, both in-person and virtual, congregate dining meals and recreation; and 3) nutrition and SNAP education. The Lanakila Kitchen provides all of the meals to support Lanakila Meals on Wheels, the largest and only island-wide home delivered meal provider.

2. The goals and objectives related to the request:

The Lanakila Kitchen will increase its food service capacity through SoftArt, (or other software that meets or exceeds SoftArt), a cloud-based software that will help with inventory management, supply chain management, menus, food item recipes, and integrate the entire Lanakila Kitchen system into Lanakila Pacific's Enterprise Resource Planning (ERP) system to reduce data redundancy and increase efficiency.

Within seven (7) months of the award, Lanakila Kitchen will go live and train key staff on the new software.

3. The public purpose and need to be served;

Lanakila Pacific's proposed 2025 grant-in-aid will be used for public purpose pursuant to Section 42F-102, Hawaii Revised Statutes.

The application will be used to purchase Lanakila Kitchen a software that will help with inventory management, menus, and ordering, along with connecting Lanakila Pacific's existing Enterprise Resource Planning (ERP) software to reduce data redundancy and increase efficiency.

With the majority of Lanakila Kitchen funding directed to support staff, upgrading its technology system has been deferred. The new software is needed to run the



Lanakila Kitchen as a social enterprise and automate current data entry that is manually reinputted as the systems do not currently “talk” to each other. Streamlining the Lanakila Kitchen’s processes will lower operational costs and ensure that supplies and food are accurately ordered to provide the 6,330 meals provided to homebound seniors and adults with disabilities each week.

4. Describe the target population to be served; and

The target population to be served by funding this proposal is frail and homebound seniors and individuals with disabilities, who receive meals from Lanakila Meals on Wheels, children in preschools and Head Start programs, and individuals with disabilities who participate in Lanakila Pacific’s employment programs.

5. Describe the geographic coverage.  
Services of Lanakila Kitchen through Lanakila Meals on Wheels and work with Head Start and preschools touch the entire island of Oahu.

### **III. Service Summary and Outcomes**

The Service Summary shall include a detailed discussion of the applicant's approach to the request. The applicant shall clearly and concisely specify the results, outcomes, and measures of effectiveness from this request. The applicant shall:

1. Describe the scope of work, tasks and responsibilities;

The Lanakila Kitchen will upgrade its software to SoftArt. SoftArt is a cloud-based solution that will seamlessly connect to Lanakila Pacific's Enterprise Resource Planning (ERP) allowing the organizations' existing software to "talk" to the Lanakila Kitchen to streamline operations, lower operational cost, increase productivity, create USDA food labels, and provide sales reports. The sales reports will give the Lanakila Kitchen invaluable data on what type of items are popular and the days and times that it is busier, so workers can be scheduled accordingly.

The project will be broken into four (4) phases. 1) Configuration, 2) Customization, 3) Integration, and 4) Go-Live. The Project timeline is scheduled to take seven (7) months to complete.

Each phase will include training to learn about the software along with the integration with Lanakila Pacific's ERP. The Key staff that will attend all of the trainings include the Food Service Director, Food Service Operations Supervisor, Food Service Manager, Food Service Administrative Assistant, Lanakila Pacific Chief Financial Officer and Contract Manger.

Phase 1 Configurations: SoftArt will enable features for Lanakila Pacific's NetSuite data, complete enhancements and configurations, provide training and support.

Phae 2 Customizations: Custom applications will be built for the Food Service Application and Customer Portal. BlendERP Recipe Management setup, Customization of NetSuite for further enhancements, and provide training and support.

Phase 3 Integrations: Integration of Custom Applications and PO integration, testing, Refinement and Setup, Data Import of balances, orders and menus, and UAT and End User Training and Support.

Phase 4 Go-Live: At the beginning of month seven (7), SoftArt will provide Post-Go Live Support, Training and Support, and help desk to workout any issues that arise.

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

The software and staff training will be completed within 7 months of the award start date.

Project Timeline	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7
Phase 1 Configurations							
Phase 2 Customizations							
Phase 3 Integrations							
Phase 4 Go-Live							

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

Lanakila Pacific is accredited by the Commission on Accreditation of Rehabilitation Facilities (CARF). The Lanakila Kitchen prepares all meals in a certified, industrial kitchen that is regularly inspected and approved by the USDA, Department of Environmental Services and State Department of Health, following all state and local laws and regulations regarding safe food handling, food storage, and food preparation.

All meals are USDA-compliant. The menus reflect familiar local flavors and are certified annually by a registered Dietician to ensure compliance with the Dietary Guidelines for Older Americans.

Both staff and volunteers go through a comprehensive screening before they are approved to work in the program. This includes an interview, background check, sex-offender check, and traffic abstract—if the person is driving. Lanakila Meals on Wheels is also able to rely on staff from other Lanakila Pacific departments to provide additional support.

Lanakila Meals on Wheels solicits regular feedback in the form of independent, anonymous, phone satisfaction surveys. 89.5% of the participants surveyed in FY2023, agreed that receiving meals helps them to be independent, allowing them to continue living at home. 85% felt that the meals improve their health as they would not have well-balanced food otherwise and 95% said that volunteers and staff are friendly and nice. All surveys are reviewed by Lanakila Meals on Wheels Director, along with Lanakila’s Director of Organization Effectiveness and

the President & CEO. The feedback is used to guide Lanakila Meals on Wheels in making updates to our program services.

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.

During the first quarter of the grant award, a contract will be secured with the software company. Phase 1 Configurations will be completed.

Phase 2 Customizations will be completed by the beginning of the second quarter and Phase 3 Integrations will be completed by the end of the second quarter.

By the beginning of the third quarter, all training for key staff will be completed and Phase 4 Go-Live will be implemented.

## **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](#))

Please see attached for Lanakila Pacific's budget forms.

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
\$50,000.00	\$25,000.00	\$10,000.00		\$85,000.00

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

4.

Approximate Amount to be Requested	Funder
\$85,000.00	State of Hawaii – GIA – <b>PENDING</b>

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.

A list of required information is included in the Attachments on the provided form: Government Contracts, Grants, and/or Grants in Aid.

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

\$21,902,193.00

**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.

Lanakila Pacific has 85 years of experience providing services for people with challenged lives on Oahu. Lanakila Pacific’s staff have the necessary skills to successfully accomplish the goals set out in this proposal. This is evidenced by our continuous credentialing by national oversight organizations and the State of Hawaii.

Then Commission on Accreditation of Rehabilitation Facilities (CARF) has continuously accredited Lanakila Pacific since 1976. Lanakila Pacific was most recently reaccredited in December 2022 for three years (the highest level at which an organization may be accredited) in the areas of Community Integration, Employee Development Services, and Employment Skills Training Services.

Lanakila Meals on Wheels is the largest and only island-wide meal service provider for home-bound seniors and individuals with disabilities on Oahu, delivering approximately 6,330 meals each week.

Lanakila Kitchen has the capacity to produce over 5,000 meals a day and typically store 18-days’ worth of prepared meals for emergency response purposes. Through government, private, and non-profit partnerships we provided 532,045 meals over the past fiscal year (7/1/2022 – 6/30/2023).

The organization has first-hand, daily experience employing people with disabilities in competitively paid positions in food service, grounds maintenance, custodial, and customized apparel/screen printing positions.

By supporting the recruitment, hiring, training and ongoing employment of people with disabilities within Lanakila Pacific, Lanakila Pacific serves as a leader in accessibility, reasonable accommodations, and creating an inclusive work environment where people with disabilities contribute and prosper.

**Related Projects or Contract for the Most Recent Three Years**

Contract # & Contract Period	Contracting Agency, Contact Information	Title and Brief Description
MA-DCS-2300056 NTP -9/30/2024	City & County of Honolulu 530 South King Street, #208 Honolulu HI 96813	Services for older adults through home delivered meals, nutrition education – informational

	Phone: (808)768-3963	resources and congregate dining meals
DHS-19-SNAP-0004 10/1/2018-9/30/2023	State of Hawaii, Department of Human Services, 1010 Richards Street, Ste. 512, Honolulu, HI 96813	Supplemental Nutrition Assistance Program outreach services
DHS-24-SNAP-0031 10/1/2023-9/30/2024		
90INNU0034-01-00 9/1/2021-8/31/2024	Administration for Community Living, Sean Lewis, (202)795-7384; <a href="mailto:sean.lewis@acl.hhs.gov">sean.lewis@acl.hhs.gov</a>	Congregate Meal Program

## 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.

Lanakila Meals on Wheels and Lanakila Kitchen operate out of Lanakila Pacific's main office on Bachelot Street, in Liliha. The 34,000 square foot facility is leased from the state and houses administrative offices as well as its core programs. The building meets ADA requirements, complies with safety and code specifications, and includes visual alarms for the deaf and hearing impaired.

The Lanakila Meals on Wheels' office is 1,748 square feet and the meal packing area is 649 square feet. The Lanakila Kitchen is over 2,000 square feet and has an additional 3,940 square feet in freezer, reefer, dry storage and equipment storage space.

The Food Service Director and the Lanakila Meals on Wheels Director works closely with Facilities' Maintenance Director to ensure all equipment is properly maintained.

## **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.

Organizationally, Lanakila Pacific is governed by two Board of Directors. The Lanakila Pacific Center Board establishes policy for the organization, and the Lanakila Pacific Foundation Board is responsible for fundraising and managing funds to maintain perpetuity. Rona Yagi Fukumoto, President & CEO, has over 20 years of experience at the executive level and 27 years of experience working with individuals with disabilities and disadvantaged populations. She has a Master's Degree in Public Administration and is responsible for overseeing the organization.

The Lanakila Meals on Wheels Director, Lori Lau is responsible for the overall oversight of the department. She has over 19 years of experience serving vulnerable populations across the State of Hawaii, including 16 years of progressive management experience. Since taking over in 2016, Lori has transformed the program into a vibrant, multi-service department.

The Meals on Wheels Manager and Assistant Manager supervise Driver/Packers that conduct Welcome Visits and transport meals to meal distribution sites, volunteers, and program administrative staff responsible for answering the phone, data entry, billing and other office duties.

The Lanakila Pacific Food Service Director Reid Yasunaga worked at local restaurants including Tanaka of Tokyo and John Dominis. Most recently working in management at corporate entities Dave & Buster's, California Pizza Kitchen and Hilton Waikiki Beach Hotel. Reid oversees two sites in the Food Service department, Lanakila Kitchen and Hale Aina Dining Facility at Joint Base Pearl Harbor Hickam. The Lanakila Kitchen provides job training for adults with disabilities, provides meals that serves seniors through the Lanakila Meals on Wheels program, Military Personnel, Department of Education sites and private child-care facilities.

The Lanakila Pacific's Food Service Director who is overall responsible for department oversight; a Manager and Assistant Manager responsible for menu planning, quality control, and supervision and on-going training of staff; Cooks and Prep Cooks responsible for producing the meals, and administrative staff responsible for inventory, tracking orders and scheduling production.



The Lanakila Kitchen is equipped with 65-gallon steam kettles, tilt skillets, convection ovens, flattops, convection steamers, 65-quart stand-up mixers, walk-in freezers/refrigerators, and back-up generators. Lanakila Kitchen has the capacity to produce over 5,000 meals a day and typically store 18-days' worth of prepared meals for emergency response purposes. Producing meals in-house allows Lanakila Pacific to ensure the quality and nutritional value of our meals. Lanakila prioritizes using locally sourced produce and have optimized our production to take advantage of economies of scale. Through government, private, and non-profit partnerships we provided 532,045 meals over the past fiscal year (7/1/2022 – 6/30/2023).

## **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 for organization chart.

## **3. Compensation**

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

President & CEO: \$185,000

Chief Financial Officer: \$150,000

Vice President of People & Facilities Management: \$125,000

## **VII. Other**

### **1. Litigation**

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

No litigation at this time.

### **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.

Lanakila Pacific is accredited by the Commission on Accreditation of Rehabilitation Facilities (CARF). The Lanakila Kitchen prepares all meals in a certified, industrial kitchen that is regularly inspected and approved by the USDA, Department of Environmental Services and State Department of Health, following all state and local laws and regulations regarding safe food handling, food storage, and food preparation.

### **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.

Lanakila Pacific understands the limited nature of government funding and should the Lanakila Meals on Wheels program be awarded for the fiscal year 2025 grant-in-aid, but not thereafter, Lanakila Pacific's plan for sustainability includes fundraising, in-kind support, grants, mission driven entrepreneurship.

Lanakila Pacific created Lanakila Pacific Foundation whose primary responsibility is raise funds to support Lanakila Pacific's mission and vision to embody self-sufficiency and inspire inclusive communities where people of all ages and abilities are empowered to find meaningful employment, live independently and thrive in spirit.

### Fundraising

Lanakila Pacific's fundraising strategy concentrates on donor acquisition, renewing and upgrading current donors. Solicitation methods include direct mail, face-to-face solicitation, online fundraising, and special events.


### In-kind Support

Lanakila Pacific has solicited and received a wide range of in-kind donations to support programs, including office furniture and food and beverages, as well as donations of services such as professional consulting.

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2024 to June 30, 2025

Applicant: Lanakila Pacific

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
<b>A. PERSONNEL COST</b>				
1. Salaries	0			
2. Payroll Taxes & Assessments	0			
3. Fringe Benefits	0			
<b>TOTAL PERSONNEL COST</b>	<b>0</b>			
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island	0			
2. Insurance	0			
3. Lease/Rental of Equipment	0			
4. Lease/Rental of Space	0			
5. Staff Training	10,000			
6. Supplies	0			
7. Telecommunication	0			
8. Utilities	0			
9. Equipment	10,000			
10. Software	65,000			
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>85,000</b>			
<b>C. EQUIPMENT PURCHASES</b>				
<b>D. MOTOR VEHICLE PURCHASES</b>				
<b>E. CAPITAL</b>				
<b>TOTAL (A+B+C+D+E)</b>	<b>85,000</b>			
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	85,000	Kathy Nishimoto		(808)356-8552
(b) Total Federal Funds Requested	0	Name (Please type or print)		Phone
(c) Total County Funds Requested	0			1.17.2024
(d) Total Private/Other Funds Requested	0	Signature of Authorized Official		Date
<b>TOTAL BUDGET</b>	<b>85,000</b>	Rona Yagi Fukumoto, President & CEO		
		Name and Title (Please type or print)		

## BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2024 to June 30, 2025

Applicant: Lanakila Pacific

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Not Applicable				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL:</b>				
<b>JUSTIFICATION/COMMENTS:</b>				

## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2024 to June 30, 2025

Applicant: Lanakila Pacific

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Not Applicable			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				
<b>JUSTIFICATION/COMMENTS:</b>				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
Not Applicable			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				
<b>JUSTIFICATION/COMMENTS:</b>				

## BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2024 to June 30, 2025

Applicant: Lanakila Pacific

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	Not Applicable					
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
<b>TOTAL:</b>						
<b>JUSTIFICATION/COMMENTS:</b>						

**GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID**

Applicant:   **Lanakila Pacific**  

FY24 Contracts Total: \$ 6,120,227.82

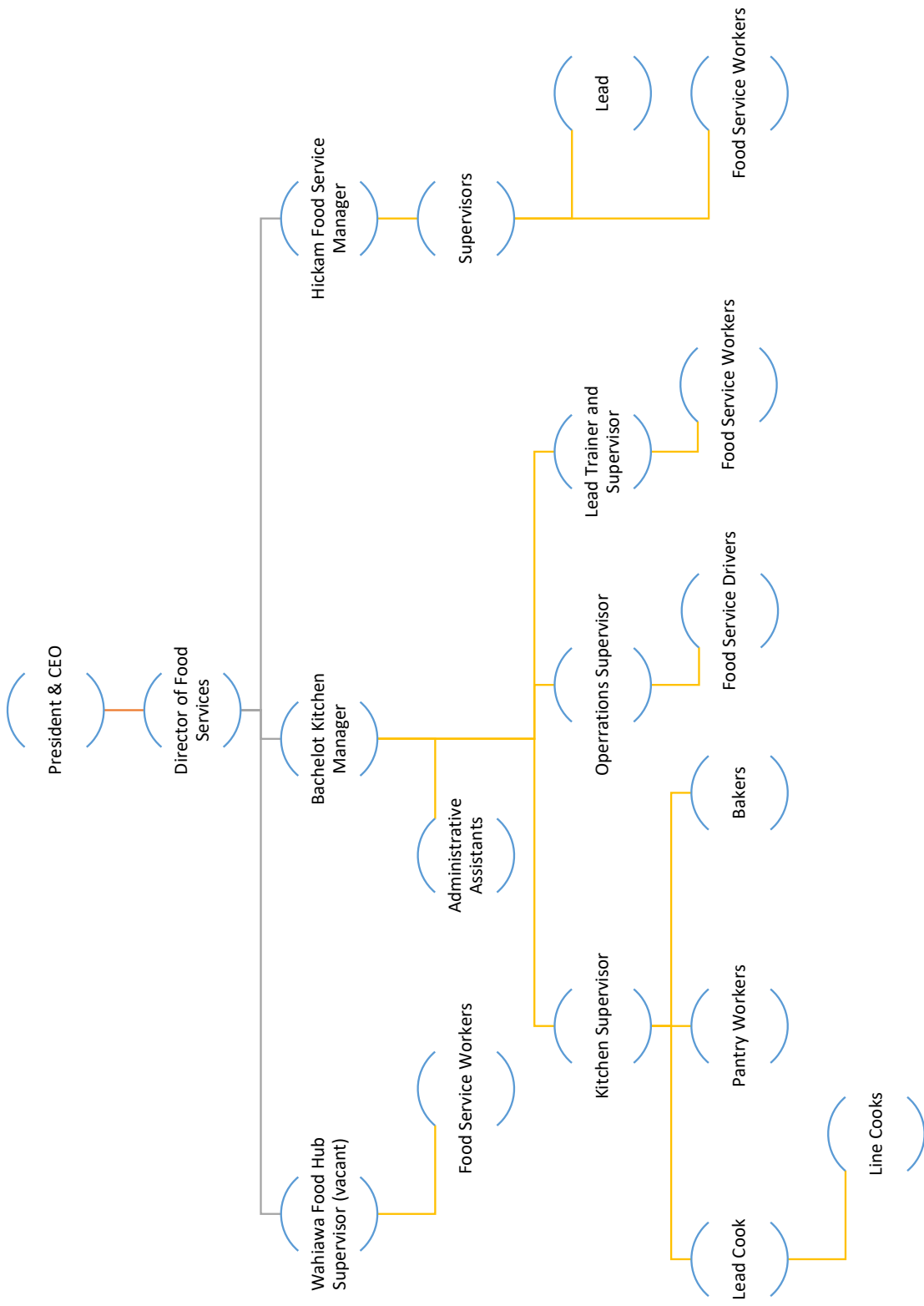
	<b>CONTRACT DESCRIPTION</b>	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)</b>	<b>CONTRACT VALUE</b>
1	Medicaid Program - Developmental Disability Waiver	Indefinite	DOH - Developmental Disabilities Division	State	Fee for Service
2	Elderly Services - Home Delivered Meals, Congregate Dining, Nutrition Education	10/01/19 - 09/30/24	DCS - Elderly Affairs Division	Honolulu	Fee for Service
3	Agency Provided Trips - TLC	07/01/19 - 01/31/24	Department of Transportation Services	Honolulu	Fee for Service
4	Coalition Approach to Congregate Meal Program	09/01/21 - 08/31/24	Dept of Health & Human Services - American Community Living	Federal	FY22 - \$300,000.00 FY23 - \$300,000.00 FY24 - \$300,000.00
5	Grounds Maintenance - NOAA	01/01/23 - 12/31/27	Dept. of Commerce - NOAA	Federal	FY23 - \$169,036.80 FY24 - \$171,971.57
6	Grounds Maintenance - Tripler, Wheeler, AMR	04/15/22 - 04/14/27	Department of Defense - Army	Federal	FY23 - \$982,639.52 FY24 - \$983,341.44
7	Food Services - Hale Aina Dining Facility	04/01/20 - 03/31/25	Department of Defense - Navy	Federal	FY21 - \$1,503,295.32 FY22 - \$1,512,714.00 FY23 - \$1,522,295.00 FY24 - \$1,532,345.64



	<b>CONTRACT DESCRIPTION</b>	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)</b>	<b>CONTRACT VALUE</b>
8	Grounds Maintenance - JBPHH	10/01/20 - 09/30/25	Department of Defense - Navy	Federal	FY21 - \$288,074.16 FY22 - \$295,462.89 FY23 - \$297,234.82 FY24 - \$299,479.78
10	HiEMA Building Retrofitting (CIP)	12/03/21 - 08/18/24	Dept. of Homeland Security - FEMA	Federal	FY23 - \$270,000.00 FY24 - \$1,907,160.00
11	Grounds Maintenance - HiARNG	09/01/20 - 8/31/2024	DOD - Hawaii Army National Guard	State	FY21 - \$321,460.00 FY22 - \$323,063.00 FY23 - \$160,000.00 FY24 - \$384,000.00
12	SNAP Outreach Services	10/01/20 - 09/30/24	OHS - Benefit, Employment & Support Service Division	State	FY21 - \$76,643.96 FY22 - \$78,559.44 FY23 \$114,212.39
13	Vocational and Work Adjustment Training Services	10/1/20 - 09/30/24	OHS - Vocational Rehabilitation	State	FY21 - \$336,000.00 FY22 - \$446,000.00 FY23 - \$446,000.00 FY24 - \$335,000.00
14	Evaluation and Training	10/01/20 - 09/30/24	OHS - Vocational Rehabilitation	State	FY21 - \$48,067.16 FY22 - \$88,564.44 FY23 - \$92,717.00
15					

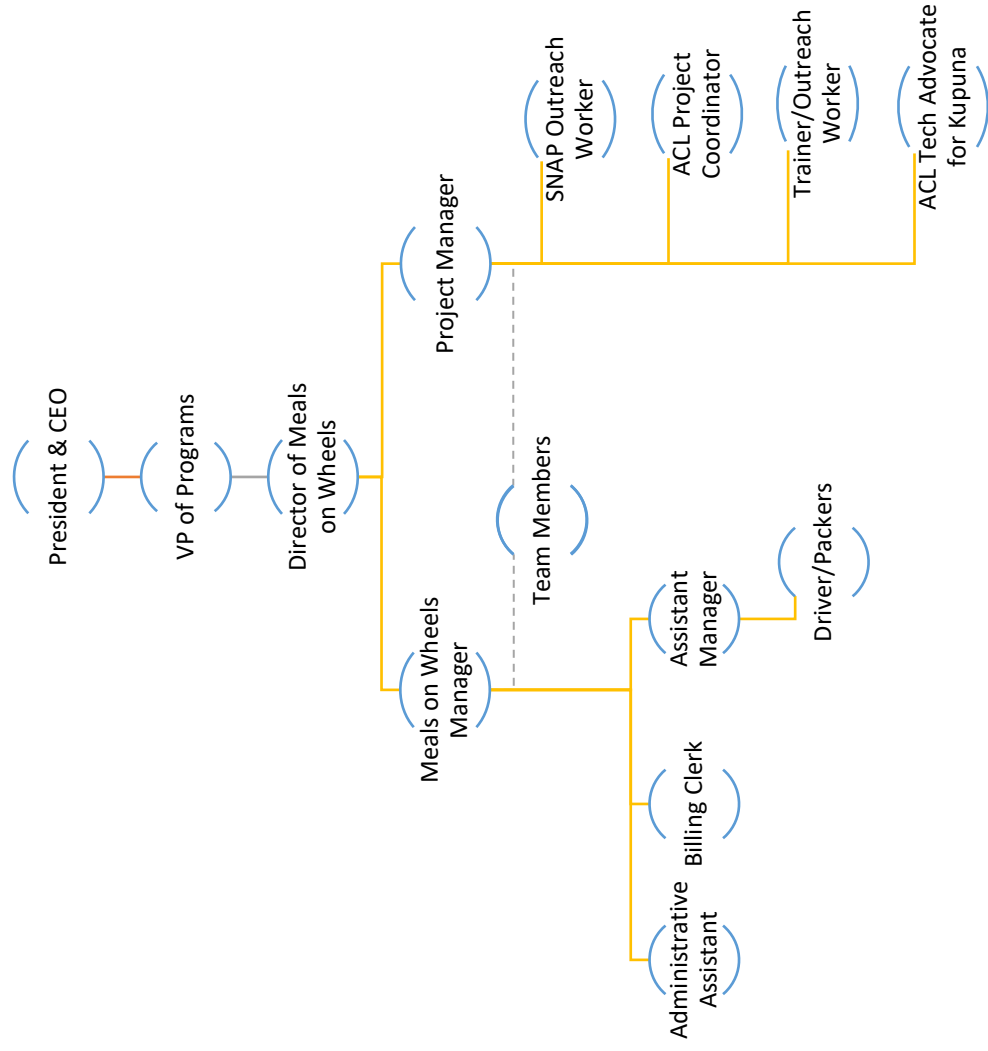
# Lanakila Pacific Organizational Chart

## Food Services 9.1.23



# Lanakila Pacific Organizational Chart

## Senior Services 9.1.23



December 14, 2022

Rona Fukumoto  
Lanakila Pacific  
1809 Bachelot Street  
Honolulu, HI 96817

Dear Ms. Fukumoto:

It is my pleasure to inform you that Lanakila Pacific has been issued CARF accreditation based on its recent survey. The Three-Year Accreditation applies to the following program(s)/service(s):

Community Integration  
Employee Development Services  
Employment Skills Training Services

This accreditation will extend through November 30, 2025. This achievement is an indication of your organization's dedication and commitment to improving the quality of the lives of the persons served. Services, personnel, and documentation clearly indicate an established pattern of conformance to standards.

Please note that the enclosed accreditation report identifies no recommendations. This accomplishment is achieved on only 3 percent of CARF surveys.

The accreditation report is intended to support a continuation of the quality improvement of your organization's program(s)/service(s). It contains comments on your organization's strengths as well as any consultation.

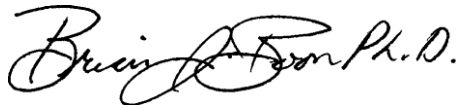
Your organization should take pride in achieving this high level of accreditation. CARF will recognize this accomplishment in its listing of organizations with accreditation and encourages your organization to make its accreditation known throughout the community. Communication of the accreditation to your referral and funding sources, the media, and local and federal government officials can promote and distinguish your organization. Enclosed are some materials that will help you publicize this achievement.

Your organization's complimentary accreditation certificate will be sent separately. You may order additional certificates from Customer Connect (<https://customerconnect.carf.org>).

If you have any questions regarding your organization's accreditation, you are encouraged to seek support from John Hannon by email at [jhannon@carf.org](mailto:jhannon@carf.org) or telephone at (888) 281-6531, extension 7198.

CARF encourages your organization to continue fully and productively using the CARF standards as part of its ongoing commitment to accreditation. CARF commends your organization's commitment and consistent efforts to improve the quality of its program(s)/service(s) and looks forward to working with your organization in its ongoing pursuit of excellence.

Sincerely,

A handwritten signature in black ink that reads "Brian J. Boon, Ph.D." The signature is written in a cursive style with a large, stylized initial 'B'.

Brian J. Boon, Ph.D.  
President/CEO

Enclosures

State of Hawaii  
Department of Health - Food Safety Program

# PASS

Lanakila Kitchen

FACILITY NAME

1809 Bachelot Street

FACILITY ADDRESS

This facility was inspected by the State of Hawaii Department of Health - Retail Food Safety Branch in accordance with the Hawaii Administrative Rules, Food Safety Code and passed the inspection conducted on:

06/13/23  
Date

by

  
Agent of the Department of Health

A COPY OF THE MOST RECENT INSPECTION  
REPORT IS AVAILABLE FOR REVIEW AT:

[hi.healthinspections.us/hawaii/](https://hi.healthinspections.us/hawaii/)



THIS PLACARD IS THE PROPERTY OF THE STATE OF HAWAII DEPARTMENT  
OF HEALTH AND SHALL NOT BE REMOVED, COPIED OR ALTERED IN ANY WAY  
*Hawaii Administrative Rules Section 11-50-9(b)*

