

**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:

Molokai Homestead Farmers Alliance

Amount of State Funds Requested: \$ 115,000

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

To establish the first Computer Lab for the community members of Molokai. The computer lab would provide access to computers, printers, and training. The training classes would support computer literacy, job development skills, telehealth options, and social media communication. Our partners will provide refurbished laptops and advanced training in technology.

Amount of Other Funds Available:

State: \$ 115,000

Federal: \$ _____

County: \$ _____

Private/Other: \$ 16,200

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

\$ 300,000

Unrestricted Assets:

\$ Not for profit, its assets are restricted

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:

P O Box 290613

City:

State:

Zip:

Ho'olehua

HI

96729

Contact Person for Matters Involving this Application

Name:

Rosie F Davis

Title:

Consultant

Email:

r.davis.f7@gmail.com

Phone:

808 646-9037

Federal Tax ID#:

██████████

State Tax ID#

██████████



Authorized Signature

Faith Tuipulotu

Name and Title

1/14/2024

Date Signed



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: MOLOKA'I HOMESTEAD FARMERS ALLIANCE

DBA/Trade Name: MOLOKA'I HOMESTEAD FARMERS ALLIANCE

Issue Date: 01/15/2024

Status: **Compliant**

Hawaii Tax#: [REDACTED]
New Hawaii Tax#: [REDACTED]
FEIN/SSN#: XX-XXX2267
UI#: No record
DCCA FILE#: 215861

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**

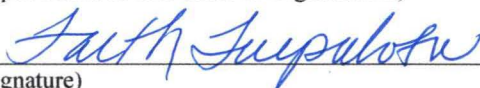
The undersigned authorized representative of the applicant certifies the following:

- 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.
- 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.

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.

Molokai Homestead Farmers Alliance
(Typed Name of Individual or Organization)

<u></u>	<u>1/14/2024</u>
(Signature)	(Date)
<u>Faith Tuipulotu</u>	<u>President</u>
(Typed Name)	(Title)

Public Purpose Verification Document

Haw. Rev. Stat. 42F-102

Section 42F-102 – Applications for grants shall be submitted to the appropriate standing committees of the legislature at the start of each regular session of the legislature. Each request shall state:

(1) The name of the requesting organization or individual;

Molokai Homestead Farmers Alliance

(2) The public purpose for the grant;

Molokai Homestead Farmers Alliance states that as a 501 (c) 3 nonprofit, the proposed program funding support request through the State will be utilized in a nonprofit fashion with the purpose of supporting the public and needed computer lab training, job development skills, printing and copying services to provide for the community of Molokai, and have the students, as identified by Health Occupations students of America(HOSA) and Area Health Education Center (AHEC) Scholar's.

(3) The services to be supported by the grant;

The computer lab site will be assembled by the IT consultant to accommodate the community and students to provide training, computer literacy, tele health, job development, social media 101 and student training classes to expand awareness and education opportunities. The Molokai public will have their first Computer Lab with free WiFi.

(4) The target group; and

The Molokai community, HOSA and AHEC Scholar students,

(5) The cost of the grant and the budget. (Page 6 B3.,B4, B5., B6., B9., B10.)

2024 GIA support request: \$115,000

Other sources of funding secured: \$16,200

Overall Total budget: \$131,200

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. .

Please see attached.

2. Declaration Statement

The applicant shall submit a declaration statement affirming its compliance with

Please see attached.

3. Public Purpose

The applicant shall specify whether the grant will be used for a public purpose pursuant to

Please see attached.

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;

In 2006, a group of homestead farmers formed the Molokai Homestead Farmers Alliance (MHFA). To advocate for the protection of homestead farmers, farmers in commercial operations and subsistence farming. Since we have evolved to work and partner with many organizations to build capacity and provide assistance such as, certified kitchen for farmers and community members, COVID relief program, Clothing, toys and household giveaways, and providing medical supplies, and equipment. We continue to provide education, support, food and safety, market awareness for farmers and the community on updates on policy or laws. Presently we provide mini clinics to the community at no cost,

and training and clinical training to students for the development of students interested in health careers.

2. The goals and objectives related to the request;

Is to establish the first community Computer Lab at Lanikeha Community Center, the first Digital and technology training center on Molokai. The site would be for the entire community and students.

- Objective # 1: The goal is to provide training and services to the community members, Tele Health communications, access to technology, improving digital literacy, offering educational resources, and supporting job skills development.
- Objective # 2: To increase the number of computer literacy community members and students by 200.
- Objective # 3: To coordinate training by students and consultants at the Computer Lab in computer literacy.
- Objective #4: To coordinate a schedule of services and training of three days a week for the community to access.

3. The public purpose and need to be served;

To provide the first functional and friendly user Computer Lab, with individuals to assist and meet the community. The need for a computer Lab is vital to Molokai community members, currently there is not a technology site located on the island, for use of computer services, job skills development, Tele health communications, and computer literacy training site to the community. The recent pandemic stimulated the use of Tele Health for our community, we have limited access to medical professionals on Molokai. The Computer Lab would be effectively providing these services and with our partners some supplies, and some refurbished laptops to the community.

4. Describe the target population to be served; and

The population to be served is the Molokai community at large approximately an estimated 1,125, and an estimated 30 students, for a total of 1,155. Increasing the awareness and education of technology to the community to 17.40%.

5. Describe the geographic coverage.

We are a federally designated underserved rural areas, severally distressed census tract as identified. The island of Molokai is 38 miles long and 10 miles wide.

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 scope of work includes performing the proposed project goals and objectives, includes a site for a computer lab, computer literacy classes, services and training for the Molokai community. The consultant will coordinate the following: Oversight of the proposed HOSA students, AHEC Scholars and project consultant for a schedule of three days a week. 1.) Supplies and equipment order and 2.) IT Consultant to set up equipment , and 3.) Schedule students and community training, and 4.) Individual plans for specific needs, and 5.) Screening of pretest and posttest for evaluation of services.

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

- 1st and 2nd week, Consultant will coordinate consultant and students.
- 2nd and 3rd week, IT will order Equipment and supplies.
- 3rd and 4th week, Consultant and students set up schedules.
- 2nd month, Advertise the opening of the computer lab and schedules.
- 2nd month, install equipment.
- 2nd month until the end of contract, to provide the computer lab for the Molokai community.

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

The MHFA board will require monthly meetings and financial reports form Certified public account firm and the consultant, including results of his/her oversight of all related partners (IT consultant, students, and other consultants). The meetings would be to monitor the timeline, reports, and determine where the project is in the line of accomplishing the results of the project.

MHFA has and will continue to operate with all Government regulations and policies to include, but are limited to , 501 (c) 3 non-profits. In addition, MHFA will follow the policies and procedures set forth by MHFA's by-laws. As required in the procurement process. Reporting procedures to the State of Hawaii will be followed. In addition, an annual financial audit will be performed under the MHFA By-Laws policies and guidelines. It is planned that the proposed audit will be outsourced to the accounting office's firm.

Parameters to monitor progress are based on pretest and posttest surveys and discussions of improvements of the project. Evaluation of the progress will be based on a checklist of the scheduled computer lab services, training, timelines progress, and participant feedback. Each progress report will include an account summary and/or detailed report each month.

Monitor	Outputs	Outcomes	Evaluation
1. To provide updates at monthly meetings with all members of the computer lab	a. To determine progress of the computer lab with partners, and community. a. Include the consultants, students and partners.	a. Identify roles. b. Develop protocol on org chart, and communication monthly progress. c. Written and verbal progress reports from all individuals.	a. Develop a checklist of the criteria for the evaluation process. b. Questionnaires for feedback and encouraging comments.

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

The funds would be appropriated to the MHFA. MHFA will submit reports as required by the State of Hawaii. MHFA will meet on a monthly schedule to review the outcomes for the month from the checklist implemented. The monthly project and financial reports will be submitted to the MHFA Board and included in the grant reports.

Measure of Effectiveness	Outcome
Identify designated site	Completed
Identify all partners	To be completed, during Q1 of 2024
Identify HOSA and AHEC Scholars	To be completed, during Q1 of 2024
Identify Consultants	To be completed, during Q1 of 2024
Order and set up equipment	To be completed, during Q1 of 2024
Open Computer Lab	To be completed, during Q1 of 2024
Increase the number students	Q2 through end of project
Increase the number of community	Q2 through end of project

Q1 = Quarter 1 (July, August, September) Q2 = Quarter 2 (October, November, December), Q3 = Quarter 3 (January, February, March), Q4 = Quarter 4 (April, May, June)

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 () please see attached
 - b. Personnel salaries and wages () Not applicable
 - c. Equipment and motor vehicles () Not applicable
 - d. Capital project details () Not applicable
 - e. Government contracts, grants, and grants in aid () Please see attached

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
\$28,750	\$28,750	\$28,750	\$28,750	\$115,000

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

HMSA, Molokai Rural Health Community Association, Blue Plants, Hawaii Community Foundation, Bank of Hawaii, and Maui County Area Health Education Center.

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.

DHHL Covid Relief Grant – \$200,000 from 2021 to 2/2024
 GIA – OCS - 23 – 37 - \$100,000 from 4/2023 to 3/2024

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

Not applicable MHFA is a not-for-profit organization, and as such, its assets are restricted.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2024 to June 30, 2025

App Molokai Homestead Farmers Allinace

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
A. PERSONNEL COST				
1. Salaries				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
TOTAL PERSONNEL COST				
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				2,000
3. Lease/Rental of Equipment	7,000			5,000
4. Lease/Rental of Space	6,000			1,200
5. Staff Training	7,000			
6. Supplies	15,000			3,000
7. Telecommunication				2,000
8. Utilities				3,000
9. Contractors	70,000			
10. IT Consultant	10,000			
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	115,000			16,200
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	115,000			16,200
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	115,000	Rosie F Davis	808 646 - 9037	
(b) Total Federal Funds Requested	0	Name (Please type or print) Phone		
(c) Total County Funds Requested	0		45,305	
(d) Total Private/Other Funds Requested	16,200	Signature of Authorized Official Date		
TOTAL BUDGET	131,200	Faith Tuipulotu Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2024 to June 30, 2025

Applicant: Molokai Homestead Farmers Alliance

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
NONE				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				0.00
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2024 to June 30, 2025

Applicant: Molokai Homestead Farmers Alliance

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
NONE			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				0
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
None			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				0
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2024 to June 30, 2025

Applicant: Molokai Homestead Farmers Alliance

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2022-2023	FY: 2023-2024	FY:2024-2025	FY:2024-2025	FY:2025-2026	FY:2026-2027
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:	0					
JUSTIFICATION/COMMENTS:						
None						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

App: Molokai Homestead Farmers Alliance

Contracts Total: 300,000

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	COVID 19 Relief Program	7/2021 to 2/29/202	DHHL	Maui County	200,000
2	GIA OCS 23 37	4/2023 to 3/31/202	Office of Comm Service	Maui County	100,000
3					
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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.

MHFA is a non-profit organization and we have built on the hard work of our volunteers and our Board, providing the guidance and leadership to manage programs, by increasing our capacity of skills to develop and provide the ability and knowledge of assisting the community in creation, development, and implementation of programs and projects. The experience gained from 2005 to present is reaching out to partners and integrating knowledge with the community. Our farmers, community members and students will have the ability of new training programs, job development and computer literacy classes will now have a place on a stable site.

Our capacity growth stems from perseverance and determination to provide for our community.

2020 to present: Kupuna Program – A program designed to assist kupuna in their daily lives and provide assistance in promoting medical services and home assistance.

2021 to present: Covid Relief Project – A program geared for relief to assist with food, certificates and drugstore assistance for toiletries, medicines and other home needs for the homesteaders.

2021 to present: Maui County Area Health Education Center – To assist in promoting at the Lanikeha center facility, mini clinics, social service workshops, health careers, recruitment, and training for students. Provide partnerships for internships, and rotations as well.

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.

The Lanikeha Community Center is located at 2200 Farrington Avenue, Ho'olehua, Molokai, Hawaii. The center is equipped with free Wi-Fi, a certified kitchen, a hall, and multipurpose rooms, classrooms and an administrative office. The facility is an ADA complaint, as required by law.

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.

Contractors # 1 and 2 (Contracted)

The Consultants will pose qualifications and experience to oversee the goals and objectives; to meet the timelines; expected outcomes, and evaluation; to provide support, direction, and guidance to students to train the community. These roles are vital to ensure the community benefits from these trainings. A schedule will be available as indicated for processing and setting up the specific training required for those registered. Responsible for the planning, scheduling, and coordinating meetings with all consultants, and students, as an on-going assistants as needed to accomplish reports, and, or assist with other tasks as required. The proper ordering and setting up of equipment and supplies will be reviewed and approved, as per protocol and monitoring purposes, along with a checklist of the items required, and reviewed at monthly meetings.

Contractor # 3 HOSA and AHEC Scholars

The HOSA program will receive training for their students, to provide computer literacy support, telehealth options, promote job development skills to assist the community in usage of the technology equipment, and supplies. The program will provide hands on experience in the area of computer literacy for the students in this program.

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 attached.

3. Compensation

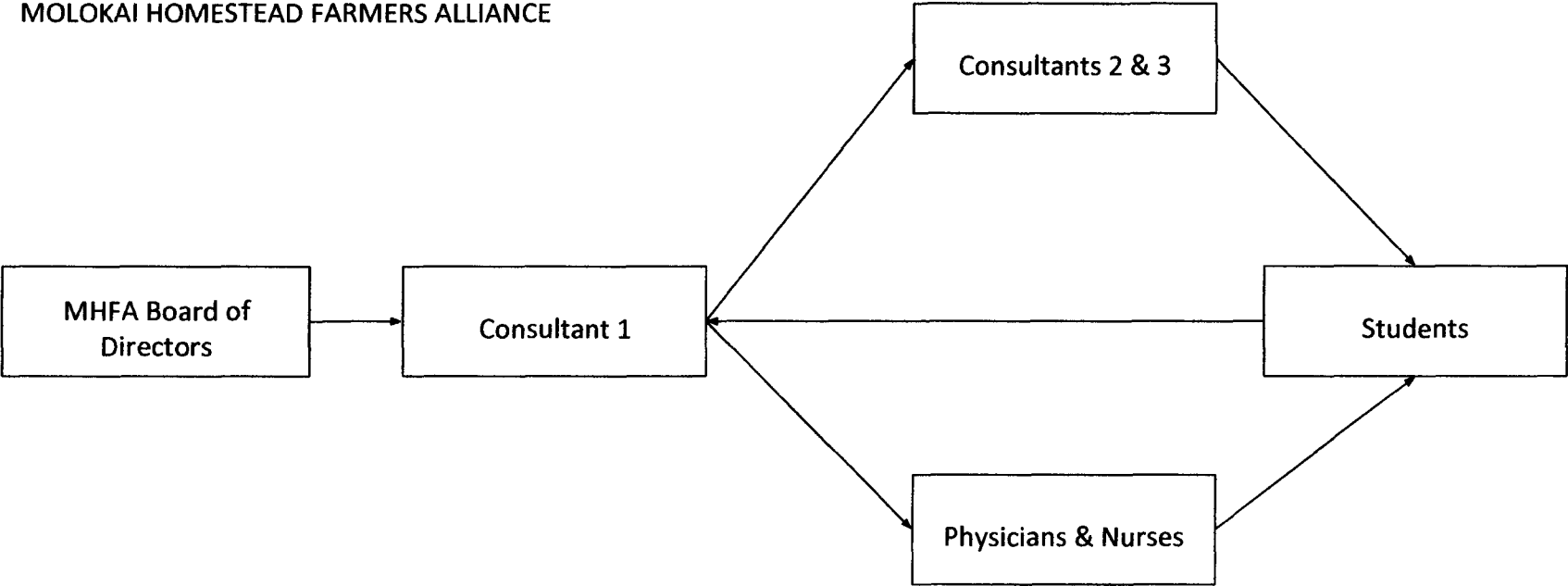
The applicant shall provide an annual salary range paid by the applicant to the three highest paid officers, directors, or employees of the organization by position title, not employee name.

Not Applicable: MHFA is a volunteer Board

VI. Personnel: Project Organization and Staffing

2. Organizational Chart

MOLOKAI HOMESTEAD FARMERS ALLIANCE



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.

Not Applicable

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 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.

Future Sustainability Plan

The future sustainability plan is to continue to sustain the partnerships we have in place and nurture new partners, to keep our program in place. MHFA realizes we cannot provide programs without other resources in this area. The organization will seek other funding sources necessary to continue to provide the computer lab, and will fundraise as needed, the community and our volunteers are incredibly supportive, and promote ownership of these programs. The use and need of technology for our community is required in all these areas of request listed above. The training provided by students and the contractors will provide the community is an avenue for growth and increasing the strength of knowledge in raising awareness of the opportunities available to the community in technology and its tools.