

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

Type of Grant Request:

Operating Capital

Legal Name of Requesting Organization or Individual: Dba:

Hawai'i Foodbank, Inc.

Amount of State Funds Requested: \$ 500,000.00

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

Hawai'i Foodbank, Inc. requests funding to support the purchase of perishable and non-perishable food items in an effort to help individuals and families achieve long-term food security.

Amount of Other Funds Available:

State: \$ _____

Federal: \$ _____

County: \$ _____

Private/Other: \$ _____

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

\$ 9,801,019

Unrestricted Assets:

\$ 21,000,000 *includes emergency reserves

New Service (Presently Does Not Exist): Existing Service (Presently in Operation):

Type of Business Entity:

- 501(C)(3) Non Profit Corporation
- Other Non Profit
- Other

Mailing Address:

2611 Kilihau St

City:

Honolulu

State:

HI

Zip:

96819

Contact Person for Matters Involving this Application

Name:
Dave Washburn

Title:
Director of Institutional Giving

Email:
dave@hawaiifoodbank.org

Phone:
(808) 954-7888



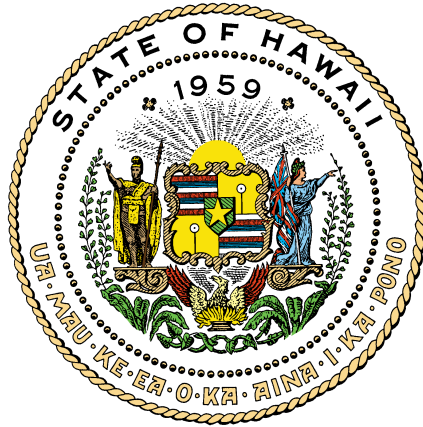
Authorized Signature

Rowena Browne, VP of Development

Name and Title

1/16/25

Date Signed



Department of Commerce and Consumer Affairs

CERTIFICATE OF GOOD STANDING

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

HAWAII FOODBANK, INC.

was incorporated under the laws of Hawaii on 12/06/1982 ; that it is an existing nonprofit corporation; and that, as far as the records of this Department reveal, has complied with all of the provisions of the Hawaii Nonprofit Corporations Act, regulating domestic nonprofit corporations.



IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Department of Commerce and Consumer Affairs, at Honolulu, Hawaii.

Dated: January 15, 2025

Director of Commerce and Consumer Affairs

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

The undersigned authorized representative of the applicant certifies the following:

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

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

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

Hawaii Foodbank, Inc.

(Typed Name of Individual or Organization)



(Signature)

1/16/25

(Date)

Rowena Browne

(Typed Name)

VP of Development

(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, 2024.

Attached.

2. Declaration Statement

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

Attached.

3. Public Purpose

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

Hawai'i Foodbank, Inc. hereby attests and certifies that this grant will be used for the public purpose of distributing food to those in need.

II. Background and Summary

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

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

For over 41 years, Hawai'i Foodbank has provided daily and emergency assistance to those facing food insecurity in Hawai'i. As the state's leading hunger-relief organization, the Foodbank distributes food to families and individuals on O'ahu and in Kaua'i County through direct service programs and through our network of 275 agency partners and pantries.

Statewide, we are proud to partner with The Food Basket to serve Hawai'i County, and with Maui Food Bank to serve Maui County. Together, we work to ensure that Hawai'i's people receive the food they need – both in daily life and in the event of natural disasters and other emergencies. Hawai'i's food banks collectively distribute more than 27 million meals each year through a network of more than 500 partner agencies across the State, funded primarily through charitable

donations. With 30% of Hawai'i households currently experiencing food insecurity, the long-term societal impact is likely to be extreme, from lower academic achievement for keiki to increased health care costs and reduced economic productivity for adults.

Hawai'i Foodbank is working diligently with partners across the state and beyond to establish long-term food security for our communities. On O'ahu and Kaua'i, with our extraordinary partner network, thousands of dedicated volunteers, government partners, and community supporters, last year we distributed a total of 21 million pounds of nutritious food, including 5.9 million pounds of fresh produce. This represents a nearly 20% increase from the previous year, and equates to nearly 18 million meals. In Fiscal Year 2024, we served an average of over 150,000 people each month, compared to 120,000 per month in the previous year.

2. The goals and objectives related to the request;

Hawai'i Foodbank requests funding to support the purchase of perishable and non-perishable food items in an effort to help individuals and families achieve long-term food security. Food is distributed through our network of more than 275 agency partners and pantries on O'ahu and Kaua'i.

Our objective is to strengthen community resiliency by increasing the local food supply in the face of increasing cost and demand. For the period July 2025 to June 2026, the Hawai'i Foodbank will help supply 21 million pounds of food to communities on O'ahu and Kaua'i to 150,000 individuals per month, on average.

We work with the Hawai'i Farm Bureau and individual farmers to purchase produce for distribution to help support both healthy eating and a robust economy. Creating a consistent market for local food producers is important in strengthening our community food systems, creating a healthier, more resilient Hawai'i. Close to 30% of all food we distributed in 2024 was fresh, healthy produce.

Emergency preparedness remains top of mind as we continue to confront the aftermath of the devastating Maui wildfires and hurricane seasons that are predicted to increase in frequency and intensity in our islands. One of the four pillars named in Hawai'i Foodbank's FY22-27 Strategic Plan is to be a proactive leader and supportive partner in disaster preparedness and response, formalizing our historical work in this area. We understand that the ability to support our communities in times of crisis is a vital part of our broader mission to nourish our 'ohana today and end hunger together.

3. The public purpose and need to be served;

Food insecurity is a public health challenge that significantly threatens the wellbeing of Hawai'i's people. In May 2024, Hawai'i Foodbank released its *State of Food Insecurity in Hawai'i* report. Among its findings were that 30% of Hawai'i households experienced food insecurity in 2023, with one in ten households going without food for a whole day, some or most months out of the year. In households with children, 29% had children experiencing food insecurity, and 6% had a child or children go a whole day without food because of a lack of money. Children who lack sufficient food can face an increased risk of cognitive issues, aggression, anxiety, behavioral problems, depression, and suicide ideation.

In households with children, food insecurity among adults was especially high at 38%, and those with young children found themselves most susceptible – indicative that parents and caregivers will sacrifice their own food security before letting their children go without food.

The study also showed that health status was significantly associated with food insecurity status among people of all ages. For individuals facing food insecurity, 56% were in poor or very poor health, 60% experienced hearing difficulties, and 74% had vision difficulties. In addition, 64% of Hawai'i's food insecure population delayed filling prescriptions to save money.

Long-term, food insecurity is associated with a higher probability of chronic disease, including hypertension, coronary heart disease, hepatitis, stroke, cancer, asthma, diabetes, arthritis, chronic obstructive pulmonary disease and kidney disease. It has also been demonstrated that people facing food insecurity may experience higher rates of mental health issues, including depression, anxiety and sleep disorders.

One of Hawai'i Foodbank's strategic priorities is to help shift our communities who face food insecurity and hunger away from diets filled with cheaper, highly processed foods that contribute to chronic disease and poor health. We do this by increasing equitable access to the Foodbank's distribution of nutritious, fresh and local food. The Foodbank is committed to a Farm to Families approach that directly benefits local health outcomes, local agriculture, and local culture. Hawai'i Foodbank respects the importance of food as a component of culture and resources, and distributes culturally responsive, locally grown produce, such as Okinawan sweet potato, choy sum, bok choy, long beans, breadfruit, pineapple, taro, and more. This prioritization helps us to ensure that all members of our community can thrive in an environment that is inclusive, equitable, and reflects the diverse communities we serve. Providing the households we serve with the dignity of choice not only nourishes the body, it feeds the soul.

Program outcomes benefit underprivileged populations and both the business and wider communities by combatting the serious toll food insecurity takes on health care resources and the economy. In the U.S., food insecurity is associated with an additional \$1,863 in health care costs annually. For Hawai'i, at an estimated food insecurity rate of 30%, that translates to \$800 million per year in added health care costs. Specifically for children, our program helps support brain development and learning, decreases susceptibility to sickness, and over the long term helps to avoid development of physical, developmental, and cognitive impairments.

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

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

disaster situations, including Hurricane Iniki, COVID-19, and the Lahaina wildfire.” Their working group recommends increased investment in food infrastructure and reserves, for normal and emergency operations.

We are facing a dramatic increase in community need. Service numbers, which peaked during the COVID-19 pandemic but stabilized as federal and local support programs expanded, have grown dramatically over the past year. Today, Hawai'i Foodbank is serving almost as many individuals as it did during the height of the pandemic and nearly twice as many people as it regularly did pre-pandemic on O'ahu and Kaua'i.

4. Describe the target population to be served; and

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

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

Together with our partner network, we strive to ensure that Hawai'i's people receive the food they need – both in daily life and in the event of natural disasters and other emergencies. Our programs include:

- *Keiki Programs*
Food 4 Keiki programs, at 56 schools on O'ahu and Kaua'i and other community sites, serve as a critical food resource for K-12 students, their siblings, and their families. The programs establish food pantries at schools to provide healthy snacks for immediate consumption and food to take home. We also provide afterschool meals and summer meals. Last year, the programs distributed more than 786,000 pounds of food 13,000 children and adults.
- *Kūpuna Programs*
The Commodity Supplemental Food Program (CSFP), also known as the "Senior Food Box Program", is a partnership with the State Office of Community Services. Each month, close to 2,000 low-income seniors receive supplemental foods such as milk, cheese, cereal, juice, peanut

butter, rice, and canned meats. More than 760,000 pounds of food was distributed in FY2024.

The Kūpuna Fresh Produce program augments and expands our existing programs for seniors facing food insecurity by supplementing them with healthy, fresh local produce. This ensures they receive the invaluable benefits of fresh produce that are critical to kūpuna health. Seniors aged 60 years or above who are at or below 130% of the federal poverty guidelines for Hawai'i are eligible. Last year we served close to 1,600 low-income seniors each month, distributing an annual total of nearly 126,000 pounds of fresh produce.

- *Community Programs*

‘Ohana Produce Plus distributes millions of pounds of fresh produce, assorted dry goods and non-perishable food items in under-served communities on O‘ahu and Kaua‘i. For many recipients, ‘Ohana Produce Plus is their only source of fresh fruits and vegetables. Last year, we served more than 32,000 people each month.

- *Farm to Families*

Hawai'i Foodbank's Farm to Families program provides fresh, healthy food to those in need while also supporting local farmers and producers. Since the program's inception in 2020, we have:

- Invested over \$11 million in Hawai'i-grown food
- Supported more than 40 farms and food hubs
- Distributed 8 million pounds of local produce and proteins – including culturally important foods such as poi, ‘uala and ‘ulu.

- *Disaster Response*

Hawai'i Foodbank has provided essential emergency assistance for decades, including during Hurricane Iniki, the COVID-19 pandemic, volcanic eruptions on Hawai'i island, Kilauea flooding on Kaua‘i, Kona low winter storms, and the 2023 Maui wildfires. Natural disasters such as the Maui wildfires offer sobering reminders of how precarious the line between food security and hunger can be, forcing many hard-working families to face hunger for the first time and a ripple effect of that can last for years. One of the four pillars of the Foodbank's FY22-27 Strategic Plan is to be a proactive leader and supportive partner in disaster preparedness and response, formalizing our historical work in this area. Our ability to support our ‘ohana in times of crisis is a vital part of our broader mission to nourish our ‘ohana today and end hunger tomorrow.

5. Describe the geographic coverage.

A State Grant In Aid would directly support Hawai'i residents on O‘ahu and Kaua‘i.

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;

Serving Hawai'i for more than 41 years, Hawai'i Foodbank and its network of nonprofit agency and public school partners have distributed millions of pounds of fresh produce, assorted dry goods and nonperishable food items to underserved communities. Recipients include children, families with low income, people with disabilities, the elderly, veterans, Native Hawaiian and Pacific Islander populations, and more. For many people, these programs are their only source of perishable protein and fresh fruits and vegetables.

Hawai'i Foodbank's product resourcing team develops and implements food purchase strategies, identifying perishable and non-perishable foods that we purchase and transport from local and continental United States sources to our warehouses in Honolulu, O'ahu and Lihue, Kaua'i. They ensure the best prices by managing relationships with local and mainland vendors. Today we are driven more by demand (the need for protein, fresh produce or culturally appropriate items, for example) than by our supply of donated food from our retail and wholesale partners and community food drives. Although food drives remain an important and significant avenue of public engagement, funding for direct purchase of food enables nimble and strategic response to community need while providing food that supports a daily nutritious diet.

Nearly every day of the year, our Hawai'i Foodbank volunteers play a vital role in the flow of food that comes through our warehouses. Inside the warehouse, volunteers inspect dry goods/pantry food and produce donations by checking the integrity of food products, sorting categories and boxing items for warehouse storage. This helps ensure that food is safe for the families receiving it. This also prepares the food for distribution, so we can get it more efficiently to those in need. Warehouse volunteers also help with important administrative and clerical assistance. Beyond our warehouse walls, volunteers provide valuable support to our agency partners and assist with special projects and year-round events. The value Hawai'i Foodbank receives through volunteer time and work production is comparable to hiring nearly a dozen additional full-time staff members. This steadfast support allows us to focus more resources directly on our operations and program support.

Each month, Hawai'i Foodbank's agency relations team mobilizes our food resources. We schedule monthly produce and food deliveries to agencies that host a community distribution. Foodbank staff deliver the food pallets directly to the agencies. Once delivered, agency staff and volunteers unpack the pallets and arrange the food for distribution at large-capacity locations, such as outdoor parking lots, and through brick-and-mortar food pantry locations.

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

Beginning on month 1 of the grant period and continuing monthly, purchase approximately 107,000 pounds of shelf-stable food and fresh produce, averaged over the grant period.

Beginning on month 1 of the grant period and continuing monthly, utilize staff and volunteer resources to distribute an average of 107,000 pounds of shelf-stable food and fresh produce, and distribute it to agency partners.

Beginning on month 1 of the grant period and continuing monthly, record outcomes statistics.

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

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

Hawai'i Foodbank will measure outcomes by the number of pounds of food distributed and the number of adults and children who benefit from the program. Our network of more than 275 nonprofit partners report the number of adults and children served each month to Hawai'i Foodbank using the Hawai'i Foodbank Agency Partner Monthly Activity Report.

For process measures, a description of the purchased food and the number of pounds/units received and distributed is recorded in Hawai'i Foodbank's inventory systems, AGI and NetSuite. We track all food activity, coming in and going out, and produce reports monthly. Implementation is monitored through these reports to ensure the purchase and distribution of food meets the project timeline and budget.

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.

Each month during the grant period, Hawaii Foodbank will distribute an average of 107,000 pounds of shelf-stable food and fresh produce. Shelf-stable items include food such as rice, cereal, snacks, bread and other baked goods, dairy products, eggs, beverages, and canned goods. Produce to be distributed include items such as tomatoes, eggplant, sweet potatoes, squash, cucumbers, apple bananas, papaya, pak choy, long bean, choy sum, and other types of fruits and vegetables, depending on availability and price.

During the grant period, to facilitate access to healthy food, distribution will take place through partnership with more than 275 agency partners and pantries on O'ahu and Kaua'i.

It is estimated that more than 320,000 pounds of fresh produce will be distributed to individuals and families facing food insecurity.

With the State's grant-in-aid partnership, Hawai'i Foodbank will distribute food for the equivalent of over one million healthy meals to individuals facing food insecurity.

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 2026.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$125,000	\$125,000	\$125,000	\$125,000	\$500,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2026.

For over 41 years, Hawai'i Foodbank has provided daily and emergency food assistance to needy individuals through economic downturns, the global pandemic, and natural disasters, including the Maui wildfires.

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

Hawai'i Foodbank maintains relationships with the USDA and local and national food growers, manufacturers, retailers, and distributors to obtain monetary and donated food. Hawai'i Foodbank also leverages national corporate partnerships through a network affiliation with Feeding America, the nation's largest domestic hunger relief organization. Hawai'i Foodbank continues to expand its partnerships with the Hawai'i Farm Bureau and local agricultural producers to build and improve a sustainable food supply and distribution network of culturally responsive locally grown produce.

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

None.

5. The applicant shall provide a listing of all federal, state, and county government contracts, grants, and grants in aid it has been granted within the prior three years and will be receiving for fiscal year 2026 for program funding.

Attached.

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2024.

This figure is \$21,000,000 and is estimated pending closing our books for December. Hawai'i Foodbank's board of directors recognizes that the future will likely hold another natural disaster, like Hurricane Iniki, that will directly impact the state. A strong financial reserve will be needed to access sufficient food inventory to support the state during a crisis.

V. Experience and Capability

1. Necessary Skills and Experience

The applicant shall demonstrate that it has the necessary skills, abilities, knowledge of, and experience relating to the request. State your experience and appropriateness for providing the service proposed in this application. The applicant shall also provide a listing of verifiable experience of related projects or contracts for the most recent three years that are pertinent to the request.

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

To sustain our activities, we nurture and grow key community partnerships. We have a network of more than 275 charitable agency partners/pantries and receive support from nearly 300 food growers, manufacturers, and other community donors. We are incredibly grateful for these donors, which include foundations, corporations, government, and individuals, as well as in-kind support in the form of food donations from food drives, retailers, producers, wholesalers, and manufacturers. Hawai'i Foodbank staff and its board of directors work continuously to identify and evaluate potential sources of financial and food support.

Hawai'i Foodbank maintains relationships with the USDA and local and national food growers, manufacturers, retailers, and distributors to obtain monetary and donated food. Hawai'i Foodbank also leverages national corporate partnerships through its role as Hawai'i's certified, state food bank for Feeding America, the nation's largest domestic hunger relief organization. Hawai'i Foodbank continues to expand its partnerships with the Hawai'i Farm Bureau and local

agricultural producers to build and improve a sustainable food supply and distribution network of culturally responsive, locally grown produce. As a result of these efforts, more than one quarter of all food distributed is fresh produce, about half of which is sourced locally.

Hawai'i Foodbank stands by a commitment to provide accessible food staples, supplements, and fresh produce to promote healthier lifestyles and ensure balanced meals and dietary variety among the 1 in 3 households who are at risk of hunger, including keiki, kūpuna, and low-income families. Our response to the unprecedented, sustained increase in demand for food assistance since March 2020 has shown that Hawai'i Foodbank is resilient, adaptable, and capable of rising to the challenge to feed our 'ohana today and end hunger together.

2. Facilities

The applicant shall provide a description of its facilities and demonstrate its adequacy in relation to the request. If facilities are not presently available, describe plans to secure facilities.

Hawai'i Foodbank currently operates out of two locations: a 23,668 square-foot warehouse on Kilihau Street in Honolulu, O'ahu and a 4,750 square-foot warehouse at 4241 Hanahao Street in Lihue, Kaua'i. Each warehouse is inspected and certified against industry standards for food safety by AIB International, a third-party scored auditor that sets industry-leading standards for food safety. Hawai'i Foodbank is structured to deliver a comprehensive Food Safety Program that prioritizes sections on operational methods, personnel practices, maintenance for food safety, cleaning practices, integrated pest management, with document prerequisites for robust Food Safety Programs. Additionally, all food safety programs are evaluated annually and are updated to industry best practices, including Food Defense, and Hazard Analysis Critical Control Point (HACCP) plans for each facility. This includes rigorous documentation of daily food safety activities, entry-level and experienced staff training classes, food safety certification requirements for all staff, self-inspections with corrective actions and preventive actions for non-conforming conditions, temperature logging and equipment calibration for Time/Temperature Control (TCS) for Safety foods, and master cleaning schedules, among other documentation processes to ensure food safety. Food safety is a core competency at Hawai'i Foodbank.

VI. Personnel: Project Organization and Staffing

1. Proposed Staffing, Staff Qualifications, Supervision and Training

The applicant shall describe the proposed staffing pattern and proposed service capacity appropriate for the viability of the request. The applicant shall provide the qualifications and experience of personnel for the request and shall describe its ability to supervise, train and provide administrative direction relative to the request.

Led by President and CEO Amy Miller, Hawai'i Foodbank has 73 staff members statewide, nine of whom work at Hawai'i Foodbank Kaua'i. We also benefit from the dedication of our many volunteers, who in 2024 provided more than 30,000 hours of service. Below is an overview of Hawai'i Foodbank's leadership team and the staff responsible for the proposed services:

Amy Miller, President & CEO, joined Hawai'i Foodbank's mission in May 2021. Amy brings more than two decades of experience specializing in operations, financial management, and fund development. Miller most recently served as senior vice president and chief operating officer of Bishop Museum. Miller graduated magna cum laude from Harvard University and has a Master's in Psychology degree from University of Hawai'i at Manoa. She was selected as an Omidyar Fellow in 2018.

Curtis Leong, Vice President & Chief Financial Officer, joined Hawai'i Foodbank in July 2022 and has oversight of finance and administration, human resources, and information technology. He is a senior executive with extensive non-profit and for-profit experience. Curtis worked as a CFO for more than 20 years with American Machinery, Girl Scouts of Hawai'i, EA Buck Financial Services, and Asian and Pacific Islander American Health Forum with oversight of numerous functions, including human resources, IT, property management, finance, accounting, licensing and contracting, and risk management. Prior to becoming a CFO, Curtis worked as a Senior Analyst and Internal Auditor with Amfac/JMB Hawai'i, Inc. as well as an audit professional with Coopers & Lybrand in California's Silicon Valley. He has a Bachelor of Science in Accounting degree from San Jose State University and a Master of Business Administration degree from Simon Fraser University in British Columbia, Canada.

John Klosterman, Vice President of Operations, joined Hawai'i Foodbank in September 2022. John oversees all operations, transportation, facilities management and product sourcing for both the O'ahu and Kaua'i branches. Prior to joining Hawaii Foodbank, John was Senior Supply Chain Manager at a national e-Commerce hardware and lighting business, responsible for all aspect of the supply chain and product development. Before that, John was Director of Operations at Oregon Food Bank for 11 years, arriving with 15 years of experience at Rejuvenation in senior management roles related to company-wide operations, product development, strategic supply chain management, and manufacturing. John served as a founding director on the board of The Energy Trust of Oregon for nearly ten years, serving in a variety of leadership roles including Vice Chair, Treasurer, and chair of the Finance and Compensation Committees. John has a Bachelor's degree in Business Administration from Oregon State University.

Laura Kay Rand, Campaign and Special Projects Officer, joined Hawai'i Foodbank in December 2016 and is responsible for the Foodbank's special projects grant fundraising. Laura Kay brings more than 30 years of non-profit leadership experience as a team member and consultant. Prior to her position with Hawai'i Foodbank, she served on the executive leadership teams at Goodwill Hawai'i and Kroc Center Hawai'i and served Hawai'i's non-profit sector as a consultant. She received her Master of Business Administration degree from the Shidler College of Business and Bachelor's in Psychology degree from the University of Hawai'i at Manoa.

Marielle Terbio, Vice President of Strategy & Programs at Hawai'i Foodbank, joined our team in November 2017. Since then, she has helped explore and launch strategic initiatives to combat food insecurity in Hawai'i including our School Pantry Program, Summer Food Service Program, SNAP Outreach Program, and Advocacy and Farm to Food Bank initiatives, including sourcing fresh produce to increase access to local, healthy fruits and vegetables. Currently, her work focuses on Food is Medicine (nutrition and health) initiatives to help improve health equity efforts in Hawai'i and deepen community engagement to help address root causes of hunger. She has worked in the non-profit sector for over 18 years in Hawai'i and Guam, also helping elevate at-risk youth and their families and helping homeless animals find loving homes.

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

Wesley Perreira, Kaua'i Branch Director, manages daily operations on Kaua'i and has worked for Hawai'i Foodbank since 2013. He previously worked for 18 years in law enforcement, with positions in patrol, investigative services, and administration. He has an Associate Degree in Business Administration from the University of Hawai'i at Hilo.

2. Organization Chart

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

Attached.

3. Compensation

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

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

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

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

VII. Other

1. Litigation

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

None.

2. Licensure or Accreditation

The applicant shall specify any special qualifications, including but not limited to licensure or accreditation that the applicant possesses relevant to this request.

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

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

3. Private Educational Institutions

The applicant shall specify whether the grant will be used to support or benefit a sectarian or non-sectarian private educational institution. Please see [Article X, Section 1, of the State Constitution](#) for the relevance of this question. Not applicable.

4. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2026 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2026, but
- (b) Not received by the applicant thereafter.


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

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

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2025 to June 30, 2026

Applicant: Hawai'i Foodbank, Inc.

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
A. PERSONNEL COST				
1. Salaries				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
TOTAL PERSONNEL COST				
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9. Food	500,000			
10.				
11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				
TOTAL OTHER CURRENT EXPENSES	500,000			
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	500,000			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	500,000	Dave Washburn (808) 954-7888		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested				
(d) Total Private/Other Funds Requested		Signature of Authorized Official Date		
TOTAL BUDGET	500,000	Rowena Browne, Vice President of Development Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2025 to June 30, 2026

Applicant: Hawai'i Foodbank, Inc.

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

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2025 to June 30, 2026

Applicant: Hawai'i Foodbank, Inc.

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

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

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2025 to June 30, 2026

Applicant: Hawai'i Foodbank, Inc.

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY:2023-2024	FY:2024-2025	FY:2025-2026	FY:2025-2026	FY:2026-2027	FY:2027-2028
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS:						
Not Applicable						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Hawaii Foodbank, Inc.

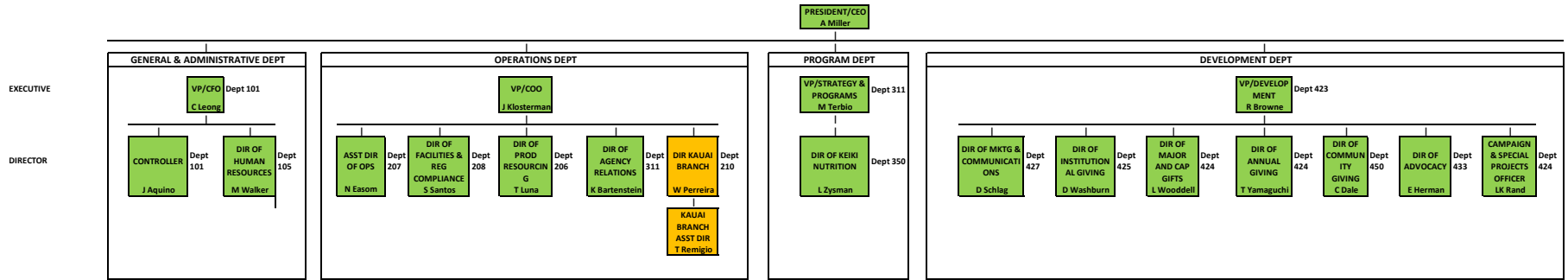
Contracts Total: 12,077,587

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	Senior Farmers Market Nutrition Program (Oahu)	CY2021	Dept of Labor	State	\$ 299,548.00
2	Senior Farmers Market Nutrition Program (Kauai)	CY2021	Dept of Labor	State	\$ 14,800.00
3	Senior Farmers Market Nutrition Program (Oahu)	CY2022	Dept of Labor	State	\$ 351,593.00
4	Senior Farmers Market Nutrition Program (Kauai)	CY2022	Dept of Labor	State	\$ 19,120.00
5	Senior Farmers Market Nutrition Program (Oahu)	CY2023	Dept of Labor	State	\$ 337,369.66
6	Senior Farmers Market Nutrition Program (Kauai)	CY2023	Dept of Labor	State	\$ 15,950.00
7	Senior Farmers Market Nutrition Program (Oahu)	CY2024	Dept of Labor	State	\$ 374,155.94
8	Senior Farmers Market Nutrition Program (Kauai)	CY2024	Dept of Labor	State	\$ 17,579.46
9	Senior Farmers Market Nutrition Program	FFY24	Dept of Labor	State	\$ 433,007.25
10	Temporary Emergency Food Assistance Program (Oahu)	FFY2021	Dept of Labor	State	\$ 263,944.00
11	Temporary Emergency Food Assistance Program (Kauai)	FFY2021	Dept of Labor	State	\$ 21,510.00
12	Temporary Emergency Food Assistance Program (Oahu) (possible add'l funding)	FFY2022	Dept of Labor	State	\$ 109,199.00
13	Temporary Emergency Food Assistance Program (Kauai) (possible add'l funding)	FFY2022	Dept of Labor	State	\$ 8,884.00
14	Temporary Emergency Food Assistance Program (Oahu)	FFY2023	Dept of Labor	State	\$ 181,640.35
15	Temporary Emergency Food Assistance Program (Kauai)	FFY2023	Dept of Labor	State	\$ 17,149.32
16	Temporary Emergency Food Assistance Program (Oahu)	FFY2024	Dept of Labor	State	\$ 180,547.00
17	Temporary Emergency Food Assistance Program (Kauai)	FFY2024	Dept of Labor	State	\$ 15,143.00
18	Temporary Emergency Food Assistance Program FTFB (Oahu)	FFY2024	Dept of Labor	State	\$ 19,516.00
19	Temporary Emergency Food Assistance Program FTFB (Kauai)	FFY2024	Dept of Labor	State	\$ 1,635.00

20	Temporary Emergency Food Assistance Program R&R	FFY2024	Dept of Labor	State	\$ 216,949.00
21	Temporary Emergency Food Assistance Program R&R	FFY2025	Dept of Labor	State	\$ 489,647.00
22	Temporary Emergency Food Assistance Program (Oahu & Kauai)	FFY25	Dept of Labor	State	\$ 146,298.21
23	Oahu Food Purchase CT-DCS-2100032	FY2021	DCS	C&C of Honolulu	\$ 125,000.00
24	Oahu Food Purchase CT-DCS-2000023	FY2022	DCS	C&C of Honolulu	\$ 200,000.00
25	City & County of Honolulu Grant in Aid	FY2025	DCS	C&C of Honolulu	\$ 150,000.00
26	State Emergency Food Assistance Program	FY2023	Dept of Labor	State	\$ 1,326,600.00
27	State of Hawaii Grant in Aid	FY2023	Dept of Labor	State	\$ 200,000.00
28	State of Hawaii Grant in Aid	FY2024	Dept of Labor	State	\$ 400,000.00
29	State of Hawaii Grant in Aid	FY2025	Dept of Labor	State	\$ 700,000.00
30	Commodity Supplemental Food Program (Oahu)	FFY2021	Dept of Labor	State	\$ 142,347.00
31	Commodity Supplemental Food Program (Kauai)	FFY2021	Dept of Labor	State	\$ 17,964.00
32	Commodity Supplemental Food Program (Oahu)	FFY2022	Dept of Labor	State	\$ 135,969.00
33	Commodity Supplemental Food Program (Kauai)	FFY2022	Dept of Labor	State	\$ 17,159.00
34	Commodity Supplemental Food Program (Oahu)	FFY2023	Dept of Labor	State	\$ 162,280.00
35	Commodity Supplemental Food Program (Kauai)	FFY2023	Dept of Labor	State	\$ 18,515.00
36	Commodity Supplemental Food Program (Oahu)	FFY2024	Dept of Labor	State	\$ 179,014.00
37	Commodity Supplemental Food Program (Kauai)	FFY2024	Dept of Labor	State	\$ 20,424.00
38	Commodity Supplemental Food Program (Oahu & Kauai)	FFY25	Dept of Labor	State	\$ 191,346.24
39	Commodity Supplemental Food Program CSFCC (Oahu)	FFY25	Dept of Labor	State	\$ 89,807.22
40	Commodity Supplemental Food Program CSFCC (Kauai)	FFY25	Dept of Labor	State	\$ 10,281.82
41	Temporary Assistance to Needy Families	CY2021	Dept of Human Services	State	\$ 375,000.00
42	Temporary Assistance to Needy Families	CY2022	Dept of Human Services	State	\$ 375,000.00
43	Temporary Assistance to Needy Families	CY2023	Dept of Human Services	State	\$ 450,000.00
44	Temporary Assistance to Needy Families	CY2024	Dept of Human Services	State	\$ 450,000.00
45	Temporary Assistance to Needy Families	FFY24	Dept of Human Services	State	\$ 450,000.00
46	SNAP Outreach	FFY2023	Dept of Human Services	State	\$ 369,417.85
47	SNAP Outreach	FY25	Dept of Human Services	State	\$ 184,708.92

48	EFSP Phase 39 plus ARPA (Kauai)	CY2023	U.S. Dept of Homeland Security Federal Emergency Management Agency (DHS/FEMA)	Federal	\$ 79,972.00
49	EFSP Phase 39 plus ARPA (Oahu)	CY2023	U.S. Dept of Homeland Security Federal Emergency Management Agency (DHS/FEMA)	Federal	\$ 642,922.00
50	EFSP Phase 40 (Oahu)	CY2024	U.S. Dept of Homeland Security Federal Emergency Management Agency (DHS/FEMA)	Federal	\$ 55,661.00
51	EFSP Phase 40 (Kauai)	CY2024	U.S. Dept of Homeland Security Federal Emergency Management Agency (DHS/FEMA)	Federal	\$ 9,400.00
52	EFSP Phase 41 (Oahu)	FFY25	U.S. Dept of Homeland Security Federal Emergency Management Agency (DHS/FEMA)	Federal	\$ 10,613.00
53	Community Project Funding	CY2024	U.S. Dept of Housing and Urban Development	Federal	\$ 1,003,000.00

Organization Charts



GENERAL & ADMINISTRATIVE DEPT

EXECUTIVE

VP/CFO
C Leong
Dept 101

DIRECTOR

CONTROLLER
J Aquino
Dept 101

DIR OF HUMAN RESOURCES
Vacant
Dept 105

SUPPORT

ACCTG ASST
Vacant
Dept 101

ACCT & GRANT SPECIALIST
S Farrell
Dept 101

EXECUTIVE ASST
L Domantay
Dept 101

IT CONSULTANT
M Lee
Dept 135
(Contract Svcs)

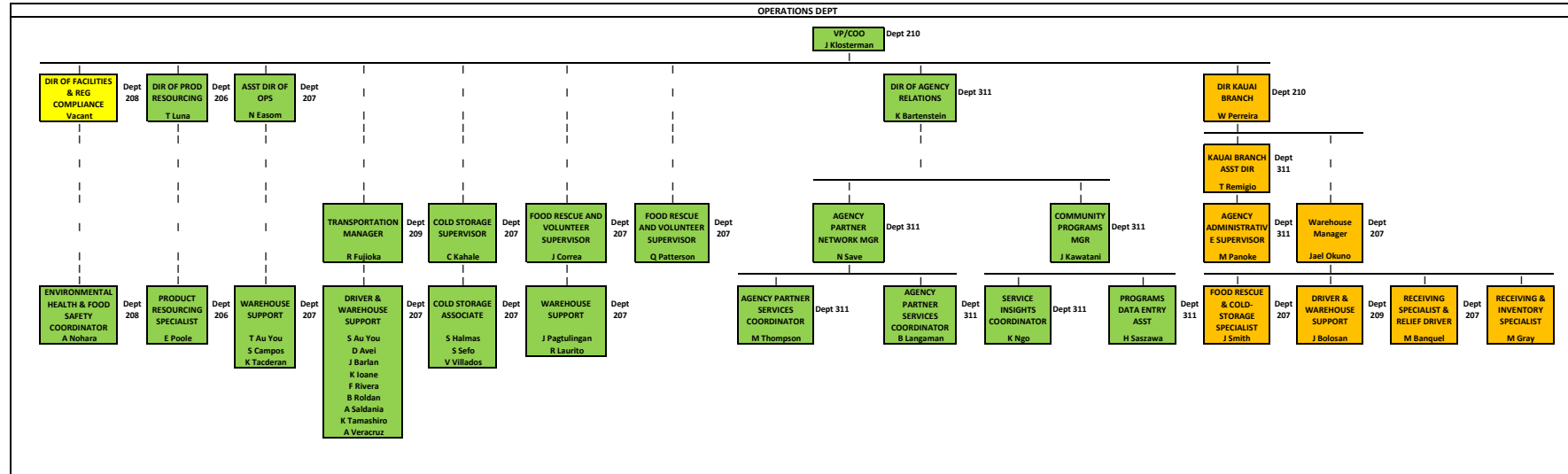
DATABASE SPECIALIST
T Strom
Dept 135

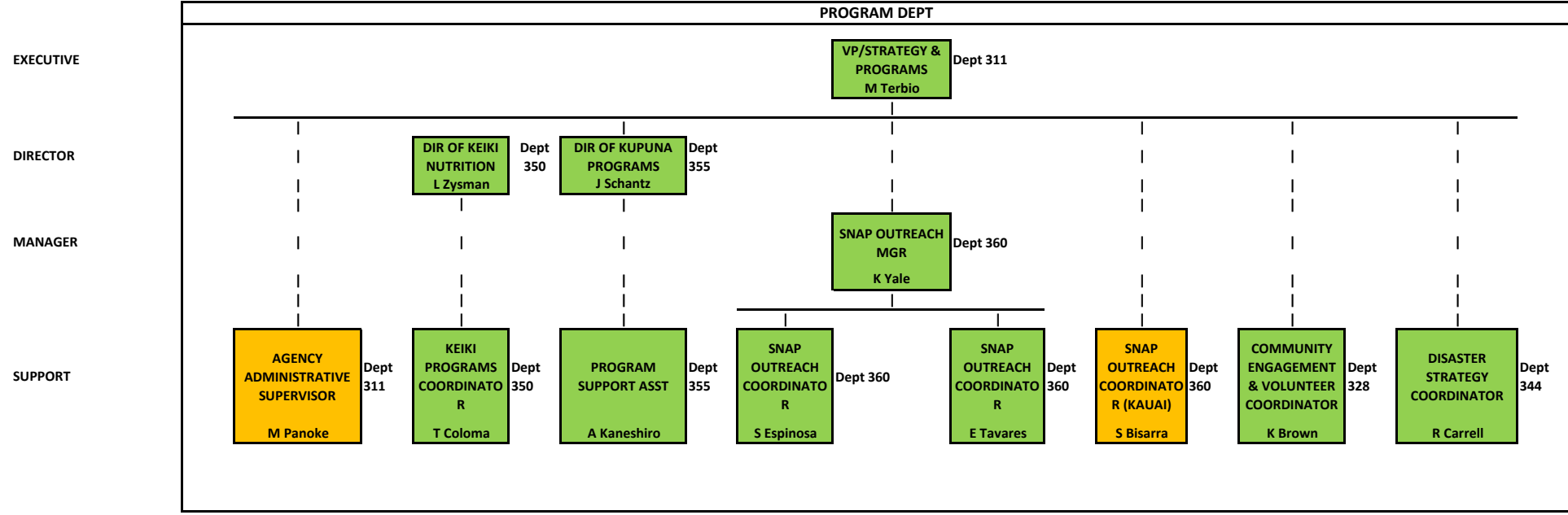
EXECUTIVE
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DIRECTOR

MANAGER

SUPPORT





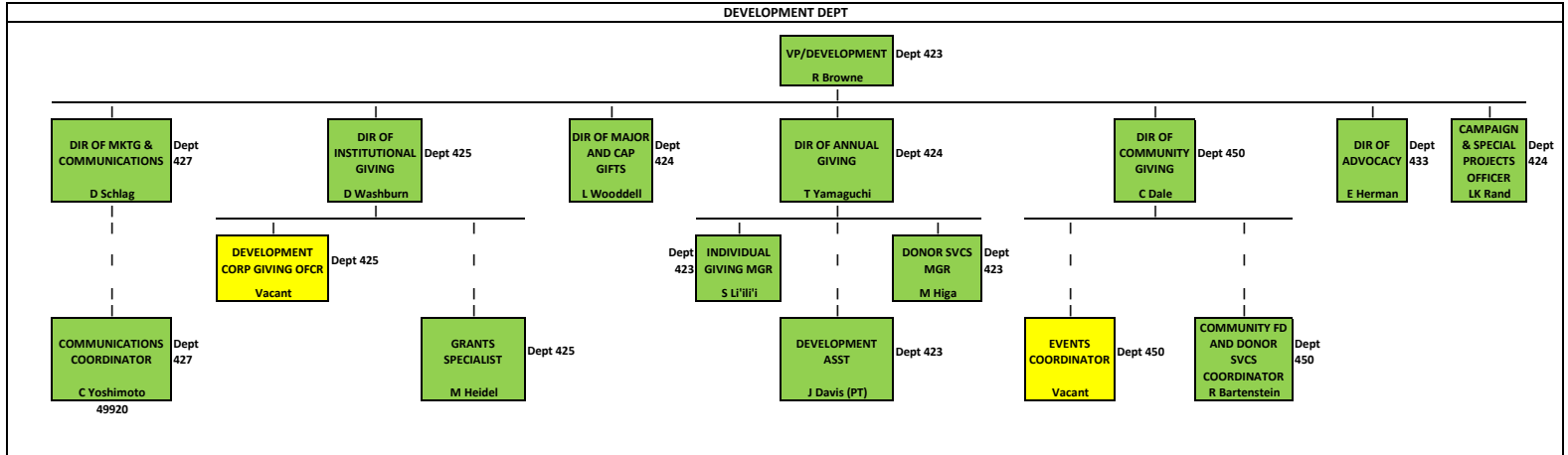
DEVELOPMENT DEPT

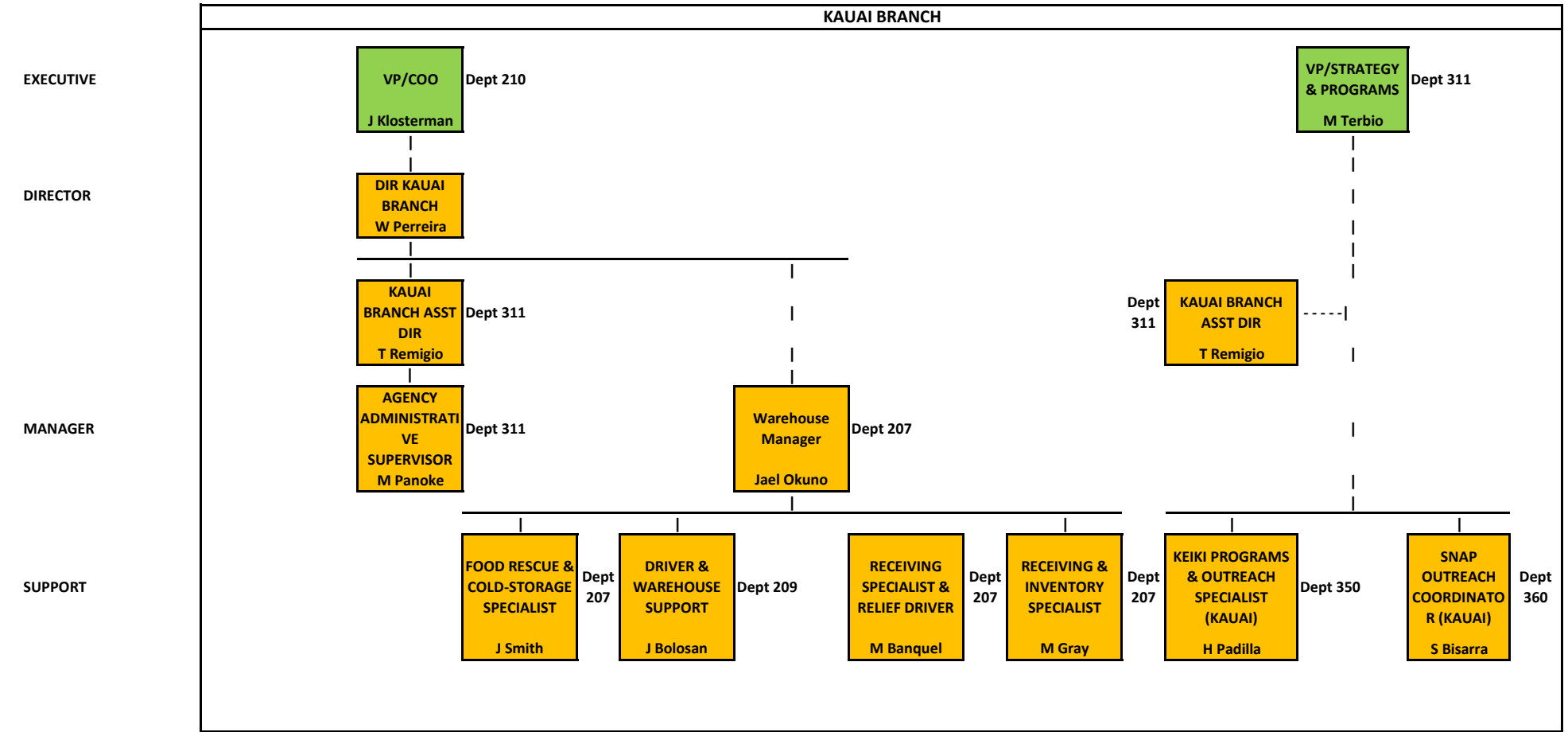
EXECUTIVE

DIRECTOR

MANAGER

SUPPORT





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

Rowena Browne
Vice President of Development
PRINT NAME AND TITLE

1/16/25
DATE