



## Full Calabash Fund – Request for Proposals and Application

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### About the Full Calabash Fund

In Hawai'i, when a 'umeke or calabash was full, it was a sign of strong relationships, knowledge, and resource abundance held within our communities. The Full Calabash Fund reminds us of the honor that comes from the generous exchanges of gifts, including time, energy, and food. Although the coronavirus pandemic is an unprecedented event in our lifetimes, the ways we feed our future are still deeply rooted as we craft elegant solutions that strengthen food security and improve community access to healthy and nutritious food.

### Project purpose

The Full Calabash Fund is a statewide effort to bolster immediate and long-term community health and resilience by strengthening the vulnerable families and farmers most impacted by the coronavirus pandemic. The Fund, administered by The Kohala Center, strategically directs funding to experienced community-based organizations with strong relationships and local networks to ensure that locally produced food is distributed effectively to resource-constrained individuals and families.

The Fund will support Hawai'i's community-based organizations that are purchasing food from local farmers, ranchers, and food producers AND are providing food to community members in need. Ultimately, Hawai'i's community food system will benefit from the development of more connected and resilient local food networks; an increased emphasis on the importance of *local farmers, ranchers, and fishers*; and access to *healthy, locally grown, raised, and harvested food*. Working together, we will keep Hawai'i farmers farming, ranchers ranching, and fishers fishing, support Hawai'i's culinary workforce and businesses, and feed our communities.

With this program, The Kohala Center hopes to support existing and new community feeding initiatives that are raising or purchasing Hawai'i-grown products and providing them to residents in need. If your business has a history of purchasing from local growers, we encourage you to strengthen those relationships. For applicants that traditionally purchase processed food for your programs, the Full Calabash Fund will support your program as you expand procurement from your surrounding agricultural community; if you need assistance finding farmers and ranchers to work with – we are here to help. It is our intent that community feeding initiatives become stronger and more capable of responding with communities in times of need AND that producers increasingly see community feeding programs as reliable and important markets for their products.

### Eligible entities

- An eligible applicant is a community-based nonprofit organization or community meal preparation service operating in Hawai'i.
- A successful applicant has experience working with food insecure communities; collaborates with regional partners to source, prepare, and distribute food; engages youth and community; is deeply connected to place; and empowers local residents to become more food self-reliant.

- Preference will be given to applicants who provide food at no charge to program beneficiaries.
- TKC encourages co-ops, aggregators, hubs, and distributors that are not *directly* engaged in distributing food to vulnerable residents to team up with community feeding programs as a project partner, with the community feeding program serving as the Full Calabash Fund applicant who is committed to purchasing product from the food aggregator.
- All grantees must be compliant with [Hawaii Compliance Express](#) or verify compliance with federal tax obligations prior to grant funds being released.

### **Grant funding and spending restrictions**

Applicants may request a Full Calabash Fund grant of between \$25,000 and \$50,000. Grants are to be used to cover operations and food costs associated with community feeding initiatives. A minimum of 50% of all grant funds **MUST** be used to purchase products that are locally grown, raised, harvested, or value-added. Grant funding may be used to support general operating expenses and indirect costs.

### **Project period**

January 1 to December 31, 2021

### **Project reporting**

Grant recipients will submit semiannual and final reports that detail the dollar amounts and types of local food purchased and/or grown, pounds of local food and/or number of meals distributed, business names of local food supply partners (farms, ranches, distributors, etc.), collaborative activities, and number of community members and families fed. Reports should also include photos and a narrative story that describes the impact of the project in community.

As the COVID-19 pandemic unfolds and community needs evolve, The Kohala Center will conduct assessments for learning to ensure the Fund's responsiveness, while remaining committed to the underlying goal of developing a resilient local food system.

Proposals must be received no later than **Tuesday, December 8, 2020, by 5 p.m.** please submit your proposal via email to [info@kohalacenter.org](mailto:info@kohalacenter.org); please type "Full Calabash Fund" in the email subject line.

For more information about the Fund, please visit The Kohala Center's website at [kohalacenter.org/business/full-calabash-fund](http://kohalacenter.org/business/full-calabash-fund) or contact Nicole Milne at (808) 887-6411 or [nmilne@kohalacenter.org](mailto:nmilne@kohalacenter.org).

**Application begins on Page 3»**

# FULL CALABASH FUND – GRANT APPLICATION

Legal Name of Applicant Organization:

Applicant Organization's Physical Address:

Applicant Organization's Mailing Address (if different):

Applicant's Business Registration Type (e.g., Nonprofit, LLC, B Corp, etc.):

Applicant Contact Name:

Applicant Contact Email:

Applicant Contact Telephone:

Applicant Website:

Amount of Grant Request (between \$25,000 and \$50,000):

Please provide answers to the following questions:

1. Is the proposed project a continuation of an existing initiative? ☐ Yes ☐ No  
*If Yes, continue to Question 2 (page 4). If No, continue to Question 3 (page 5).*

2. Please describe your project and the communities you work with. Please include all the names of the 'āina your food comes from, the types of local food you purchase, the geographic boundaries of your project, the area median income (AMI), the percentage of your beneficiaries that earn less than your geography's AMI, the date this project was launched, the number of people you have served since the launch date, and the expected number of people you will serve in the first six months of the award, or between January 1 and June 31, 2021. (500 words)

If you answered this question, please skip Question 3 and proceed to Question 4 (page 6) »

3. Please describe the proposed project and the communities you will work with. Please include all the names of the 'āina your food will come from, a preliminary list of food producers and/or distributors you plan to work with, the geographic boundaries of your project, the area median income (AMI), the percentage of your beneficiaries that earn less than your geography's AMI, and the expected number of people you will serve in the first six months of the award, or between January 1 and June 30, 2021. (500 words)

4. Where do you see alignment between your organization's activities and the goals of the Full Calabash Fund? (250 words)

5. Please tell us about your prior experiences or history engaging in this type of work and your strategies for reaching those experiencing food insecurity in your community. (500 words)

6. For the proposed project, please describe the partners you will work with and at least one of the gifts that each brings to strengthen the whole? Please indicate if these are existing partnerships or new partnerships being developed for the proposed project. (500 words)

7. How do you define health and well-being, and how is your organization working in community to improve health and well-being? (250 words)

8. How does your project contribute to fostering community-based food systems? (250 words)

9. Please provide us with two references, including the name and phone number of a reference a) who is familiar with your work in providing communities with healthy, locally grown food, and b) with whom you are partnering on the proposed project.

Reference #1

Name		Phone Number	
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Reference #2

Name		Phone Number	
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10. Please attach a detailed project budget, budget justification, and project timeline. Budgets must include a minimum 50% allocation to growing and/or purchasing local food for your distribution activities. Budgets should include proposed amounts to be spent on personnel, fringe, food purchases, operational supplies, equipment (supplies greater than \$5,000), contracts, and indirect costs.