



- [Close Window](#)
- [Print This Page](#)
- [Expand All](#) | [Collapse All](#)

IA-0000000477

Individual Application

Application ID	IA-0000000477	Account	
Application Status	Submitted	Contact	Kristin Frost Albrecht

ACT 310 - Application for Grants

Legal Name of Requesting Org/Individual	The Food Basket Inc.	DBA	Hawai'i Island's Food Bank
Type of Business Entity	501 (C)(3) Non-Profit Corporation	Existing Service(Presently in Operation)	Yes
Mailing Address	40 Holomua Street Hilo, Hawaii 96720 United States	Amount of State Funds Requested	\$1,518,574.50
Island	Hawaii (Big Island)		

Program Overview

Program 1 Overview	The Emergency Food Assistance Program (TEFAP) was established by Congress in 1983 to provide federally purchased food to food banks serving low-income families. For decades, it has been a lifeline for working households who do not qualify for SNAP but struggle with Hawai'i's high cost of living. In recent years, the USDA has relied heavily on the Commodity Credit Corporation (CCC) to fund "bonus commodities," additional TEFAP foods purchased from American farmers to stabilize markets and reduce hunger. These CCC-funded items, such as proteins, starches, canned fruits, and vegetables, have been vital for Hawai'i's food banks, where supply-chain challenges make many products expensive or unavailable. In December 2024, USDA announced \$500 million in FY2025 CCC TEFAP purchases. However, in March 2025, the incoming administration abruptly cancelled all CCC-funded TEFAP bonus commodities, immediately halting shipments. The impact: • 2024 Allocation: 480,383 pounds valued at \$791,971 • 2025 Partial Allocation before the cut: 132,748 pounds valued at \$224,728 • Total Loss: \$1,359,214 in food value between FY2025 and FY2026 This loss removed more than 600,000 pounds of nutritious food from Hawai'i Island's emergency food supply, resources that previously fed tens of thousands of families each month. TEFAP foods are particularly important because they provide protein-rich and shelf-stable items that food banks cannot afford to purchase independently. To offset this reduction, The Food Basket is seeking \$1,359,214 in state funding under Act 310 to replace lost TEFAP CCC foods with locally purchased, nutritious alternatives. Funds will be used to procure staple and high-protein foods through Hawai'i vendors, supporting both household food access and the local Hawai'i Island economy. Without this funding, the island's emergency food system will continue to experience critical shortages, forcing families to forgo meals or rely on less nutritious substitutes. Act 310 support will directly fill the gap created by this federal loss, ensuring Hawai'i Island residents, especially working families, continue to receive reliable, nutritious food assistance.
Program 2 Overview	The Commodity Supplemental Food Program (CSFP), known locally as Kupuna Pantry, provides a monthly box of shelf-stable, high-quality USDA foods to low-income seniors. Boxes include cereal, canned proteins, milk, juice, grains, and vegetables, providing consistent nutrition for kupuna who often face limited incomes and mobility challenges.

On March 24, 2025, the USDA Food and Nutrition Service (FNS) reduced The Food Basket's CSFP caseload from 1,171 in FY2024 to 839 in FY2025, a nearly 30% reduction. This cut resulted in the loss of \$159,360 in food value and \$31,627.55 in administrative funding, for a total annual loss of \$190,987.55. Because The Food Basket seeks only to replace the lost food value, the Act 130 request focuses on restoring the \$159,360 in commodities necessary to maintain the full caseload of 1,171 kupuna.

This reduction removed 332 kupuna from the Kupuna Pantry program. For many, the monthly CSFP box is their most reliable source of nutritious food. The loss has deepened food insecurity among seniors living alone, on fixed incomes, or in remote areas with limited transportation access.

The cuts have also strained The Food Basket's operations. Staff now manage a growing waitlist, contact affected participants, and connect them to alternate food resources such as partner agency distributions, SNAP enrollment, and hot meal programs. Through careful inventory control and expanded partnerships, TFB has minimized disruption, but it cannot fully replace the federally funded food boxes.

With Act 310 support, The Food Basket will restore the full caseload of 1,171 seniors, valued at \$724,854 per The Food Basket's 2024 annual external audit (Schedule of Expenditures of Federal Awards), purchasing replacement foods to ensure all kupuna continue receiving balanced, shelf-stable food boxes each month. Funding will stabilize this essential program and preserve consistent access to nutritious food for Hawai'i Island's most vulnerable seniors.

Program 3 Overview

Department Notes

Agency Eligibility

Recipient of Terminated Federal Funding	Yes	Able to Provide Documentation Evidence	Yes
Serves Negatively Impacted Populations	No	Narrative	We do not require advanced payments at this time.
Date Funding Stopped	3/1/2025		

Amount of Other Funds Available

State Fund Total Amount	\$0.00	County Fund Total Amount	\$50,000.00
Federal Fund Total Amount	\$0.00	Private/Other Fund Total Amount	\$941,634.00
Total Amount of State Grants	\$2,098,000.00	Unrestricted Assets	\$6,374,837.00

Contact Person for Matters Involving this Application

Applicant Name	Kristin Frost Albrecht	Applicant Title	Executive Director
Applicant Phone	(808) 933-6030	Applicant Email	kristin@hawaiifoodbasket.org

State of Hawaii Eligibility

Organization is Licensed or Accredited	Yes	Nonprofit is a 501c3	Yes
Complies with Anti-Discrimination Laws	Yes	Nonprofit has Governing Board	Yes
Will not Use State Funds for Lobbying	Yes	Is Incorporated Under Laws of State	Yes
Will Allow Access to Audit Records	Yes	Has Bylaws and Policies	Yes

Account Information

Organization Name	The Food Basket Inc.	Organization DBA	Hawai'i Island's Food Bank
EIN	██████████	Street	40 Holomua Street
Account Email	info@hawaiifoodbasket.org	City	Hilo
Account Phone	(808) 933-6030	State	HI
Website	http://www.hawaiifoodbasket.org	Zip	96720
Mission Statement	The Food Basket Inc.'s mission is to end hunger in Hawai'i.		

Point of Contact

Point of Contact First Name	Kristin Frost	Point of Contact Last Name	Albrecht
Point of Contact Title	Executive Director	Point of Contact Email	kristin@hawaiifoodbasket.org
Point of Contact Phone	(808) 933-6030		

Leadership

Leadership First Name	Kristin Frost	Leadership Last Name	Albrecht
Leadership Title	Executive Director	Leadership Email	kristin@hawaiifoodbasket.org
Leadership Phone	(808) 933-6030		

Background and Summary

Applicant Background	The Food Basket, Hawai'i Island's Food Bank was born in 1989 in the back of a Toyota Tercel that carried the first distribution of food to island residents in need in downtown Hilo. Co-founders Barry Taniguchi, CEO of KTA Superstores and Carol Ignacio, a Paauilo rancher and social worker, came together to serve our most vulnerable residents with a simple mission: to end hunger on Hawai'i Island. Rooted in community and aloha, The Food Basket over the last 36 years has grown into an islandwide network of over 100 partner agencies with food banks in both Kona and Hilo.
-----------------------------	--

Hawai'i Island faces the highest rates of food insecurity in the state, with 43% of adults and 62% of children experiencing food hardship – conditions driven by high living costs, limited grocery access, and the geographic isolation of rural communities. The Food Basket strives to achieve its mission to end hunger by ensuring that all island residents have consistent access to nutritious food – a goal that drives every program it delivers.

Core programs include:

- Emergency Food Distributions that provide food to our community through various outlets such as food pantries, soup kitchens, homeless outreach programs, and social programs (such as snack programs or family shelters).
- Keiki Backpacks & School Pantries provide food to schools for students and their families. Schools must have high levels of low-income students to qualify for these programs.
- Kupuna Pantry (CSFP) offers monthly boxes of food provided by the USDA to low-income seniors aged 60+.
- SNAP Outreach, which aids in completing and submitting forms and documents needed for SNAP benefits.
- DA BOX CSA – A community supported agriculture program that connects the community with Hawai'i Island farmers and works in tandem with DA BUX Double Up Food Bucks to provide SNAP recipients a 50% discount on weekly distribution of Hawai'i Island grown produce shares.
- DA BUX Double Up Food Bucks – A statewide incentive program that offers SNAP benefits recipients a 50% discount on all Hawai'i grown produce at over 100 participating retailers. This program increases access to fresh, local produce for SNAP recipients, supports local farmers, and strengthens the state's economy.
- Kōkua Harvest – a food rescue and gleaning program that prevents waste by harvesting excess produce and distributing it through the Emergency Food Program.
- Disaster Relief Operations – The Food Basket provides emergency food, water, and supplies following hurricanes, wildfires, volcanic eruptions, and other emergency situations. This also includes providing food resources for those without income during federal government shutdowns.

Recent events – including the termination of CCC-funded TEFAP commodities, caseload reductions to CSFP, and the 2025 Federal Government Shutdown – have destabilized the federal food pipeline that food banks in Hawai'i rely on. These federal cuts have resulted in the loss of more than \$1.5 million in food and

administrative funding to The Food Basket, directly reducing the amount of nutritious food available to Hawai'i Island families.

Despite these challenges, The Food Basket continues to operate daily, distributing over 3 million pounds of food annually – the equivalent of more than 2.5 million meals.

The Food Basket works collaboratively with Hawai'i Foodbank (O'ahu and Kaua'i) and Maui Food Bank (Maui County) to ensure statewide coverage. Together, these three food banks distribute more than 29 million meals each year through over 500 community partners statewide.

Funding Request Purpose

Goal 1: Maintain uninterrupted food access for Hawai'i Island residents impacted by federal cuts. • Replace lost TEFAP and CSFP food supplies with equivalent quantities of nutritious, locally sourced food. • Distribute over 3 million pounds of food annually to those in need. Goal 2: Strengthen operational stability and supply chain resilience. • Secure upfront or quarterly Act 310 disbursements to offset the loss of pre-paid federal commodities. • Support warehouse, staffing, and transportation capacity across the 4,028 square miles and nine districts of Hawai'i Island. • Maintain uninterrupted food assistance throughout the 2025–2026 funding period. • Provide emergency food distributions for households impacted by the 2025 Federal Government Shutdown. Goal 3: Reinforce statewide collaboration and local agricultural integration. • Coordinate with Hawai'i Foodbank and Maui Food Bank on aligned messaging, statewide logistics, and shared impact metrics. • Expand purchases from Hawai'i Island agricultural producers to replace cut federal food shipments with produce and proteins. Specific Objectives: 1. Maintain uninterrupted food access for all households in need on Hawai'i Island, consisting of over 50,000 individuals per month. 2. Sustain the full 1,171-senior caseload following the federal reduction of approximately 332 participants. 3. Purchase and distribute food equal to \$1,518,575 in lost federal resources. 4. Conduct quarterly evaluations of pounds distributed, populations served, and local sourcing rates. 5. Develop a long-term sustainability plan to reduce future dependence on federal emergency food commodities. Through these goals, The Food Basket will protect the island's emergency food network from federal disruptions, ensuring continued access to nutritious food for families, kupuna, and rural communities across the island.

Geographic Coverage Served

The Food Basket, Inc. (TFB) serves the entire Island of Hawai'i (Hawai'i County), which spans 4,028 square miles—larger than all the other Hawaiian Islands combined. It is the state's most geographically isolated and rural county, with small, widely dispersed population centers and many communities separated by long travel distances, rugged terrain, and limited transportation infrastructure. These geographic realities create major barriers to food access, logistics, and distribution—making The Food Basket's islandwide network essential to community food security.

TFB's geographic coverage extends across all nine districts of Hawai'i Island:

1. Hāmākua – agricultural and ranching communities with limited grocery access.
2. North Hilo – rural coastline with an aging population and minimal retail services.
3. South Hilo – includes Hilo town, the island's largest urban hub and the site of two of The Food Basket's warehouses.
4. Puna – the fastest-growing yet one of the most economically challenged districts, with few food retail options and poor road conditions.
5. Ka'ū – the southern part of the island containing some of the most remote communities with extreme distance to supermarkets (up to 71 miles one-way).
6. North Kohala – agricultural region with small-farm families, older residents, and limited grocery access.
7. South Kohala – mix of resort economy and local workforce communities facing high living costs.
8. North Kona – growing urban areas with significant service and tourism employment, driving demand for food assistance and the site of The Food Basket's Kona Warehouse.
9. South Kona – primarily agricultural, including coffee-growing communities and families with limited transportation.

Across these districts, many neighborhoods are USDA-defined low-income, low-access areas, meaning at least 20% of residents live below the poverty line and one-third live more than 10 miles from the nearest grocery store. Some communities face food access gaps of up to 71 miles between full-service food retailers.

The Food Basket prioritizes equitable access for communities with the greatest barriers, including remote areas like Pāhala, Na'alehu, Ocean View, Pahoia, Honaunau, Ho'okena, and Captain Cook. These are regions where poverty and transportation challenges make regular grocery access difficult or impossible.

Through its combination of warehouse facilities, partner agencies, mobile operations, and community collaborations, The Food Basket effectively serves every district and zip code on Hawai'i Island. Act 310 funding will ensure this system continues to function at full capacity, maintaining consistent food access for all island residents—urban and rural areas alike—and reinforcing Hawai'i's statewide food security network.

Public Purpose or Need Served

Hawai'i Island faces the most severe food access and affordability challenges in the state. With a population of more than 200,000 residents across 4,028 square miles, it is Hawai'i's largest and most rural island. Families face high transportation costs, limited retail infrastructure, and widespread poverty that make healthy eating difficult. According to the 2024 ALICE Report, 48% of Hawai'i County households struggle to afford basic living expenses—18% live below the Federal Poverty Line, and another 30% are ALICE (Asset Limited, Income Constrained, Employed). These economic realities mean nearly half of all residents live on the edge of financial instability, with little buffer for the rising costs of essentials.

Food insecurity on Hawai'i Island is worsening—the 2024 State of Food Insecurity in Hawai'i report found that 40% of residents lacked reliable access to food in 2023, rising to an estimated 43% in 2025, the highest rate statewide. The combination of geographic isolation, limited retail infrastructure, and high cost of living intensifies this crisis.

Hawai'i depends heavily on imported food, accounting for nearly 90% of all food consumed statewide. This dependence leaves residents highly vulnerable to economic shocks and price increases. Inflation and supply chain disruptions have driven grocery prices up more than 30% since 2020, while interisland shipping costs to neighbor islands—with all imported goods first being routed through O'ahu—have increased by 46%, with an additional 25% increase proposed for 2025.

As a result, many families must choose between paying rent, fuel, or groceries. Health data show that diet-related illnesses such as hypertension, obesity, and Type 2 diabetes are prevalent, particularly among low-income and rural populations. Access to affordable, nutritious food is directly tied to community health outcomes and the long-term economic stability of families.

Federal cuts have made these challenges worse. The termination of TEFAP (Commodity Credit Corporation bonus commodities), reductions to CSFP (Kupuna Pantry), and operational interruptions from the 2025 Federal Government Shutdown have reduced the amount of nutritious food available to Hawai'i Island residents by over \$1.5 million in value.

State funding through Act 310 will directly address this gap by ensuring that The Food Basket can continue providing essential food distributions to more than 50,000 individuals per month. It will also allow TFB to expand their commitment to local food purchasing, strengthening the island's agricultural economy while improving access to affordable, nutritious food. This investment serves a clear public purpose: to protect Hawai'i Island's families, kupuna, and keiki from hunger; improve community health; reduce dependency on imported food; and build long-term local food resilience.

Target Population Served

The Food Basket, Inc. (TFB) serves Hawai'i Island's most food-insecure populations—families, kupuna, keiki, and working individuals struggling to afford nutritious food amid Hawai'i's high cost of living. The most recent research studies have reported that 43% of Hawai'i Island adults and 62% of Hawai'i Island children do not always have enough food to eat.

In 2024, The Food Basket served 588,355 individuals through its Emergency Food Program, including:

- Children (0–17): 226,913
- Adults (18–59): 252,884
- Seniors (60+): 108,558

According to the 2024 ALICE Report, 48% of Hawai'i Island residents live within the ALICE threshold, meaning nearly half of the island households have difficulties meeting basic living costs. Rising food, housing, and transportation expenses are driving a growing number of residents to seek food assistance.

The demographics of food insecurity on Hawai'i Island reflect a complex intersection of geography, income, and ethnicity:

- **Geographic Isolation & Rurality:** Many areas are USDA-defined "low-income, low-access" zones where at least one-third of residents live more than 10 miles from the nearest grocery store. Some communities face food access gaps exceeding 70 miles.
- **Race & Ethnicity:** Native Hawaiian, Pacific Islander, and Filipino communities are disproportionately impacted. According to the UHERO Hawai'i Health and Wellbeing Journey Over Time (2025), food insecurity among Native Hawaiians and Other Pacific Islanders increased from 42% in 2022 to 47% in 2024, and among the Filipino population from 46% to 47%—far above the 33% statewide average.
- **Children & Families:** About 1 in 3 keiki live in food-insecure households, with Hawai'i Island reporting food insecurity in children as high as 62%. Childhood hunger is associated with long-term health and academic challenges, deepening intergenerational poverty.
- **Kupuna (Seniors):** Nearly 24.4% of Hawai'i Island residents are over age 65—the highest share in the state. Many seniors are on a fixed income and live alone in remote areas with limited food access and rely on CSFP (Kupuna Pantry) to be delivered to their communities.
- **Households Without Transportation:** Five regions on Hawai'i Island have more than 100 households without vehicles, leaving residents dependent on The Food Basket's various partner agencies across the island as well as 'Ohana Food Distributions in communities with great need.

The Food Basket serves these groups through over 100 partner agencies, including schools, community centers, churches, and housing agencies, as well as through programs such as the Emergency Food Program, Kupuna Pantry (CSFP), Keiki Backpacks/School Pantries, SNAP Outreach, DA BOX CSA, DA BUX Double Up Food Bucks, and Kōkua Harvest food rescue and gleaning program.

TFB reaches approximately 50,000 individuals per month through its emergency food programs, ensuring equitable access to nutritious food across all nine districts. The Act 310 funding will allow The Food Basket to

maintain this reach, safeguard against federal disruptions, and ensure that Hawai'i Island families—especially those in rural and underserved areas—have dignified, reliable access to food.

Summary and Outcomes

Measure(s) of Effectiveness

The Food Basket, Inc. (TFB) will use the following measures of effectiveness to evaluate the success of all Act 310-funded activities and to provide the State with clear, objective indicators of program achievement. These measures align with statewide food security goals and The Food Basket's mission to ensure equitable, reliable access to nutritious food for Hawai'i Island residents.

Primary Performance Indicators

1. Total Food Distributed

o Target: Distribute at least 3 million pounds of food over the one-year funding period.

o Measurement: Verified through inventory management records and compiled into quarterly progress reports.

2. Households and Individuals Served

o Target: Provide consistent monthly food access to at least 50,000 individuals, including children, adults, and seniors.

o Measurement: Verified through monthly reports submitted by partner agencies and compiled into quarterly progress reports.

3. Kupuna Pantry (CSFP) Caseload Maintained

o Target: Sustain service for 1,171 seniors islandwide, following the restoration of approximately 332 kupuna cut from the federal caseload.

o Measurement: Monthly CSFP distribution logs verified by the Kupuna Pantry Coordinator.

4. Local Food Sourcing

o Target: Achieve 100% local food purchasing, emphasizing produce and proteins from Hawai'i Island farmers, distributors, and producers.

o Measurement: Procurement and expense records verified by the Finance & Compliance Manager and cross-referenced with vendor documentation.

Financial and Administrative Accountability

5. Fiscal Accuracy and Compliance

o Target: 100% compliance with State grant requirements and all reporting deadlines.

o Measurement: Quarterly financial reconciliations and external audit verification conducted by TFB's Finance Department and independent auditors.

6. Administrative Cost Efficiency

o Target: Allocate 100% of Act 310 funds directly toward program implementation (food, transportation, and warehouse operations).

o Measurement: Internal budget reviews, quarterly fiscal reports, and independent audit documentation.

Quality, Safety, and Community Impact

7. Food Safety and Quality Assurance

o Target: Ensure that 100% of food handled and distributed complies with USDA, FDA, and Feeding America standards.

o Measurement: Monthly warehouse inspections and partner site evaluations.

8. Equity and Accessibility of Service

o Target: Provide equitable coverage across all nine Hawai'i Island districts, ensuring that distributions reach rural and underserved communities such as Ka'ū, Puna, and South Kona.

o Measurement: Verified through inventory management records and monthly reports.

9. Client and Partner Satisfaction

o Target: Achieve 85% or higher satisfaction rating from partner agencies and kupuna participants,

o Measurement: Surveys, interviews, and feedback sessions.

Evaluation and Reporting

TFB's leadership team—comprised of the Executive Director, Operations Director, and Finance Director—will review these measures quarterly to assess progress and adjust as needed. Findings will be summarized in quarterly and final performance reports submitted to the State.

Projected Annual Timeline

The Food Basket, Inc. (TFB) will implement Act 310-funded activities over a one-year period (FY26), beginning as soon as funds are received. The project will replace lost TEFAP and CSFP foods, maintain the full 1,171-senior Kupuna Pantry caseload, and distribute over 3 million pounds of food to Hawai'i Island residents. Activities will be carried out through TFB's Hilo and Kona warehouses, mobile programs, and more than 100 partner agencies across all nine island districts.

Quarter 1: Program Start-Up (Months 1–3)

- Finalize grant agreement and funding disbursement schedule.
- Begin purchasing food to replace lost federal TEFAP and CSFP commodities.
- Re-enroll any kupuna to restore the full 1,171 CSFP caseload.
- Prioritize local purchasing, aiming for 100% food purchased locally

- Rebuild inventory and resume regular food distributions across all partner agencies.
- Establish baseline data tracking for pounds distributed, households served, and kupuna participation.

Quarter 2: Expansion and Stabilization (Months 4–6)

- Increase deliveries to partner agencies and 'Ohana Distributions as necessary to maintain full island coverage, especially in high need districts such as Puna, Ka'u, and South Kona.
- Monitor program data for accurate quarterly reporting.
- Connect with partner agencies to ensure proper training, monitoring, and need assessment across the island.
- Submit first quarterly performance and fiscal report to the State of Hawai'i.

Quarter 3: Evaluation and Adjustment (Months 7–9)

- Adjust procurement and delivery schedules based on community demand and transportation needs.
- Expand partnerships with local farms to strengthen the island's food system.
- Continue serving the full Kupuna Pantry caseload.
- Prepare for possible disaster responses or continued federal shutdown impacts.

Quarter 4: Completion and Reporting (Months 10–12)

- Complete final food purchases and distributions, ensuring all targets are met.
- Gather feedback from partners, kupuna, and clients to assess program effectiveness.
- Compile and submit final performance and financial reports to the State.
- Finalize a sustainability plan by identifying ongoing funding sources and local procurement strategies for post-Act 310 operations.

By the end of FY26, The Food Basket will have:

- Distributed over 3 million pounds of food across all nine districts;
- Maintained the full 1,171-senior Kupuna Pantry caseload;
- Utilized 100% of Act-310 funding on food to replace lost federal commodities; and
- Purchased 100% of all food from local farmers, distributors, and producers.

This timeline ensures efficient use of Act 310 funds and measurable outcomes that strengthen Hawai'i Island's food security and community resilience.

Quality Assurance and Evaluation Plans

All Act 310 activities will be overseen by the Executive Director, supported by the Finance Director, Operations Director, East and West Hawai'i Operations Managers, and the Kupuna Pantry Coordinator. The leadership team will conduct regular progress reviews, approve all expenditures, and ensure compliance with State of Hawai'i procurement and reporting requirements.

TFB follows a strong internal control framework that includes:

- Monthly financial reconciliations are verified by both fiscal and executive staff.
- Quarterly performance reports documenting pounds of food distributed, populations served, kupuna caseloads, and local food sourcing percentages.
- Annual external financial audits to ensure compliance with GAAP and nonprofit standards.
- Board of Directors oversight, with quarterly updates on program metrics and financial performance.

Data Collection and Monitoring

TFB uses QuickBooks Inventory and written monthly reports submitted by partner agencies to track program data. These systems allow for monitoring of:

- Pounds of food distributed;
- Number of individuals and households served;
- Locations served – poundage and individuals;
- Kupuna Pantry (CSFP) participation and service continuity;
- Percentages of local vs. imported food purchased.

Partner agencies submit monthly service reports that are verified against warehouse release forms for accuracy. Staff conduct data audits each quarter to confirm consistency across systems and resolve discrepancies promptly.

Evaluation and Continuous Improvement

TFB's evaluation framework focuses on four key indicators:

1. Food Distributed: Goal of 3 million pounds annually.
2. Households Reached: 50,000 individuals served monthly.
3. Kupuna Served: Maintain the full 1,171-senior caseload.
4. Local Food Sourcing: 100% of purchased food sourced locally.

These metrics are reviewed quarterly and compared against baseline data established at the start of the funding period. Mid-year and end-of-year evaluations will assess progress, identify operational bottlenecks, and inform program adjustments.

Quality Assurance Measures

- Food Safety and Compliance: All warehouse and partner site staff are trained in USDA, FDA, and Feeding America for food handling and safety standards. TFB conducts routine facility inspections and requires

partners to maintain proper storage and sanitation practices.

- **Equity and Access:** Data is organized by district, age, and program type to ensure equitable service distribution, especially to rural and high-need communities.
- **Client and Partner Feedback:** TFB collects feedback from clients, kupuna, and partner agencies through brief surveys, outreach calls, and annual partner agency meetings.
- **Staff Training:** Staff and volunteers receive ongoing training in logistics, recordkeeping, and cultural competency to maintain high-quality service delivery.

Reporting and Transparency

TFB will submit quarterly and final reports to the State of Hawai'i summarizing financial expenditures, distribution data, and evaluation outcomes. These reports will be reviewed by the Executive Director and Board Finance Committee prior to submission.

Through consistent monitoring, data-driven evaluation, and open communication with partners and the community, The Food Basket will ensure that Act 310 funds achieve measurable results, meet state objectives, and strengthen Hawai'i Island's food security network.

Scope of Work

Act 310 funds will be used to:

1. Replace Cut Federal Food Resources Purchase nutritious foods to offset the loss of over \$1.5 million in federal TEFAP and CSFP resources, prioritizing proteins, produce, and shelf-stable items.
2. Maintain Emergency Food Program – Continue servicing over 50,000 individuals in need of food per month.
3. Maintain Kupuna Pantry (CSFP) – Sustain the full 1,171-senior caseload following the federal reduction of approximately 332 participants, ensuring all kupuna continue to receive monthly food boxes that provide balanced, shelf-stable nutrition.
4. Stabilize Operations – Sustain warehouse, staffing, and transportation capacity to maintain consistent food flow to more than 100 partner agencies across Hawai'i Island.
5. Expand Local Food Procurement – Increase purchasing from local farmers, producers, and distributors for all food distribution programs, strengthening Hawai'i's economy while improving nutrition and freshness in distributions.
6. Emergency Response Continuity – Maintain readiness and supply capacity to respond to ongoing economic disruptions and emergencies.
7. Data Tracking and Reporting – Continue robust monitoring and evaluation systems to ensure transparency, fiscal accountability, and measurable outcomes.

Tasks and Implementation Plan

- **Procurement and Distribution:** Acquire, store, and distribute food through TFB's Hilo and Kona warehouses and mobile outreach programs. Ensure equitable allocation across all nine districts with a focus on rural and high-need communities such as Ka'ū, Puna, and South Kona.
- **Kupuna Program Restoration:** Work with senior centers, county aging agencies, and partner sites to reinstate full CSFP service.
- **Logistics Management:** Coordinate shipments, inventory tracking, and deliveries using TFB's fleet of eight refrigerated trucks and seven refrigerated vans, maintaining cold-chain integrity for perishable items.
- **Community Collaboration:** Partner with local nonprofits, schools, and social service agencies to expand access points and streamline referrals for food assistance.
- **Local Purchasing:** Collaborate with island farmers to purchase locally grown produce and proteins, integrating them into regular distributions.
- **Monitoring and Evaluation:** Collect and analyze data on pounds distributed and populations served while also collecting soft data on lives impacted.

Roles and Responsibilities

- **Executive Director (Kristin Frost Albrecht):** Provides overall leadership, fiscal oversight, and statewide coordination with Maui Food Bank and Hawai'i Foodbank.
- **Operations Director:** Manages warehouse operations, logistics, fleet, and food safety compliance.
- **East and West Hawai'i Operations Managers & Kupuna Pantry (CSFP) Coordinator:** Oversees Emergency Food Programs and CSFP islandwide including agency relations and client eligibility.
- **Finance Director:** Manages accounting, reporting, and grant compliance, ensuring timely submission of fiscal reports.
- **Warehouse & Administrative Team:** Responsible for packing, data entry, and daily food distribution operations.
- **Volunteers:** Assist with sorting, packing, and outreach across community sites.

Outcomes and Impact

By the end of FY26, The Food Basket will:

- Distribute over 3 million pounds of food, replacing lost federal supplies.
- Maintain service for 1,171 kupuna under CSFP.
- Source 100% of purchased food from local farmers, producers, distributors, and businesses, strengthening Hawai'i's economic resilience.

This project will stabilize Hawai'i Island's emergency food network, ensure equitable food access during federal disruptions, and advance the state's goals for food security, health, and sustainability.

Financial Information

Q1 Requested Amount	\$379,644.00	Q3 Requested Amount	\$379,644.00
Q2 Requested Amount	\$379,644.00	Q4 Requested Amount	\$379,643.00
Sources of Funding	File uploaded.	State and Federal Tax Credits	Not applicable.
State and Federal Contracts and Grants	File uploaded.	Prior FY Balance of Unrestricted Assets	\$3,905,513

Experience, Capability, and Personnel

Skills and Experience The Food Basket, Inc. (TFB), Hawai'i Island's Food Bank, has more than 36 years of experience providing hunger relief, community food systems development, and emergency response throughout Hawai'i County.

Core Expertise and Program Capacity

TFB possesses deep institutional knowledge and technical capacity in:

- Food banking and logistics management: Procurement, storage, inventory control, and cold-chain distribution through 24,060 sq. ft. of warehouse and refrigeration facilities in Hilo and Kona.
- Federal and state and county grant administration: Proven compliance in managing grants including TEFAP, CSFP, SNAP, GusNIP, and County of Hawai'i contracts.
- Data and evaluation systems: TFB uses QuickBooks Inventory and written monthly agency reporting to track food distributions, caseloads, and program outcomes.
- Community partnerships: Collaboration with more than 100 partner agencies, including schools, senior centers, and community organizations that extend food access to remote and underserved areas.
- Emergency response coordination: Longstanding partnership with the County of Hawai'i to deliver emergency food, water, and supplies during hurricanes, wildfires, volcanic eruptions, tsunamis, the COVID-19 pandemic, and federal shutdowns.

Demonstrated Experience – Past Three Years

TFB has successfully managed large-scale federal and state programs and emergency responses that demonstrate its readiness for this request:

- USDA TEFAP and CSFP (Ongoing): Administers federal commodity food programs reaching more than 50,000 individuals monthly and 1,171 kupuna through Kupuna Pantry.
- COVID-19 and Disaster Response (2020–2025): Distributed more than 5.6 million pounds of food through mass community distributions called 'Ohana Food Distributions.
- DA BUX Double Up Food Bucks (2019–Present): A statewide initiative that increases access to locally grown food that has generated over \$32 million in combined federal and philanthropic funds that has supported local agriculture, local businesses, and low-income SNAP recipients.
- Kōkua Harvest (Ongoing): A gleaning and food rescue program that prevents waste and distributes thousands of pounds of fresh produce to families in need each month.
- 2023 Kohala Wildfires, 2025 Tsunami Evacuation, and 2025 Federal Shutdown: Provided rapid emergency food distributions, supporting affected families and individuals.

Leadership and Organizational Strength

Under the leadership of Executive Director Kristin Frost Albrecht (since 2017), The Food Basket has more than tripled its distribution capacity, modernized operations, and strengthened fiscal and administrative systems. The Emergency Food team includes an Operations Director, Finance Director, East and West Operations Managers, Kupuna Pantry Coordinator, and a skilled warehouse and logistics staff. Together, they oversee procurement, reporting, safety, and performance monitoring with exceptional accountability.

The Food Basket is a certified member of Feeding America, the nation's largest hunger-relief network, and maintains full compliance with USDA, FDA, and Feeding America for food safety and audit standards. Annual independent financial audits consistently show no findings, reflecting TFB's strong fiscal stewardship.

With decades of operational expertise, proven program outcomes, and trusted community partnerships, The Food Basket is uniquely qualified to carry out Act 310-funded activities, restore lost federal food resources, and strengthen Hawai'i Island's emergency food security network.

Facilities The Food Basket, Inc. (TFB) operates three primary Department of Health–certified facilities across Hawai'i Island that together form the backbone of the island's food security infrastructure. These sites collectively support aggregation, cold storage, administration, and the distribution of millions of pounds of food annually to families across the island.

Hilo Administrative Headquarters, Offices and Warehouse – 40 Holomua Street, Hilo

This 10,800-square-foot facility serves as the main administrative and operations hub for East Hawai'i. It includes 7,018 cubic feet of cold storage, propane forklifts, pallet jacks, and industrial racking. It manages all TEFAP and CSFP commodities and functions as the islandwide aggregation and redistribution point. The Hilo site houses the Executive Director, Operations Director, East Hawai'i Operations Team, Finance Director, and Accounting Team.

West Hawai'i Warehouse and Offices – 73-4161 Ulu Wini Place, Kailua-Kona

This 6,100-square-foot facility with 1,024 cubic feet of cold storage serves as the primary distribution site for Kona, South Kohala, North Kohala, and Ka'u districts. It supports the receipt, storage, and redistribution shelf-stable food, refrigerated/frozen items, and fresh produce, reducing cross-island transportation costs and ensuring faster service to rural areas.

CSA Operations Hub – 1284 Kilauea Avenue (Unit 2), Hilo

This 4,246-square-foot warehouse supports both DA BOX CSA and Emergency Food operations. It contains two walk-in coolers totaling 6,400 cubic feet, two reach-in refrigerators, one reach-in freezer, and stainless-steel produce washing stations. The facility is equipped with a pallet racking system, electric pallet jacks, a propane forklift, industrial floor scale, and certified for DOH compliance. This site is operated by DA BOX CSA and Operations staff.

DA BUX Program Office – 1284 Kilauea Avenue (Unit 1B), Hilo

A 2,914-square-foot administrative office houses the statewide DA BUX Double Up Food Bucks program. The site includes staff offices, internet infrastructure, a conference room for 30 participants, and secure storage for SNAP/EBT outreach materials and communications equipment.

Fleet and Equipment

TFB operates eight refrigerated box trucks and seven refrigerated vans to distribute food across all nine districts. All vehicles are maintained under regular safety and temperature compliance schedules. Starlink connectivity is being installed to enable SNAP/EBT transactions for CSA purchases. Additionally, we have a pick-up and trailer that can haul 36,000 pounds that is utilized for large scale mobile distributions that require the use of forklifts and/or other heavy equipment.

Adequacy and Impact of Federal Funding Cuts

TFB's infrastructure is fully operational and adequate to meet current demand; however, recent federal reductions in TEFAP and CSFP have reduced incoming food resources by more than \$1.5 million in value. These losses strain warehouse utilization and increase operational costs for storage and fuel. Without replacement funding, food volumes would decline, and cold storage capacity would be underused.

Act 310 funding will stabilize operations, maintain staffing and utilities, and ensure all warehouses remain open and active. It will also support expanded local procurement to fill gaps created by federal shortfalls. TFB's facilities are critical infrastructure designated by the State of Hawai'i for disaster response and emergency food deployment.

Together, these facilities ensure that every region of Hawai'i Island—from Hilo town to remote rural Ka'u—has reliable, equitable access to nutritious food.

Proposed Staffing and Service Capacity

The Food Basket, Inc. (TFB) employs a skilled, experienced, and community-rooted team that ensures efficient program delivery, strong fiscal oversight, and high-quality service to Hawai'i Island residents. The organization's staffing model combines administrative, logistics, and program expertise to manage complex operations and multiple funding streams effectively.

Leadership and Management

- Kristin Frost Albrecht, Executive Director: Provides executive oversight for all operations, financial management, and program development. Oversees compliance with federal and state grant requirements, represents TFB in statewide food security partnerships, and directs all Act 310-funded activities.
- Operations Director: Manages facilities, warehouse operations, transportation, and food safety compliance. Supervises warehouse teams, ensures efficient inventory management, and oversees cold-chain integrity.
- Finance Director: Oversees fiscal management, accounting, and reporting. Ensures timely and accurate submission of financial statements and state-required documentation.
- East and West Hawai'i Operations Managers: Directs Emergency Food Programs; supervises Kupuna Pantry and partner agency reporting; coordinates delivery logistics to partner agencies and community distributions.
- Kupuna Pantry Coordinator: Oversees Kupuna Pantry program; ensures compliance with reporting, food ordering, and caseload tracking.

Operational and Administrative Staff

TFB's operations team includes 16 full-time and 3 part-time warehouse and administrative staff who manage food intake, sorting, packing, data entry, and deliveries across the island. Staff are trained in food safety, logistics, and QuickBooks Inventory. Administrative staff support procurement, compliance, and community outreach functions.

Volunteers and Support Capacity

Over 1000 volunteers annually assist with warehouse sorting, Kupuna Pantry packing, and 'Ohana Drop distributions. Volunteer engagement expands service reach and reduces labor costs, allowing TFB to redirect savings to food purchasing.

Training and Supervision

All staff and volunteers receive regular training in food safety, USDA program compliance, data management, and cultural competency. Supervisors conduct quarterly performance reviews and monthly safety inspections to ensure high-quality, consistent service.

Adequacy and Program Alignment

TFB's staffing structure is fully adequate for the proposed scope of Act 310-funded work. The combination of experienced management, skilled warehouse staff, and an enthusiastic team of volunteers enable TFB to maintain an annual distribution volume exceeding 3 million pounds of food. This includes the administration of multiple state and federal programs with zero audit findings in recent years.

Act 310 funds will help sustain this staffing model during the federal shortfall period, ensuring adequate personnel to manage food procurement, warehousing, local sourcing, and direct distribution. Through strong leadership, technical expertise, and well-established systems for training and oversight, The Food Basket is fully equipped to execute the Act 310 project effectively, efficiently, and with measurable community impact.

Staff Position(s) and Compensation

Executive Director - \$115,000 – \$125,000
 Director of Finance - \$91,000 – \$101,000
 Director of Healthy Food Access Initiatives - \$78,000 – \$88,000

Other Information

Pending Litigation Not applicable.

Special Licensure or Accreditations

The Food Basket, Inc. (TFB) maintains all required certifications, licenses, and accreditations necessary to operate as Hawai'i Island's official food bank and federally designated distributor of USDA commodities. The organization's facilities, staff, and operations meet or exceed federal and state regulatory standards for food safety, nonprofit governance, and program compliance.

Food Safety and Facility Certification

All of TFB's warehouse and food handling facilities are certified by the Hawai'i State Department of Health (DOH) for food storage and distribution. Facilities undergo annual DOH inspections and comply with all relevant state and federal requirements for sanitation, temperature control, and pest management. Each site maintains current health permits and operates under USDA and FDA food handling guidelines.

TFB's facilities—located in Hilo (40 Holomua Street and 1284 Kilauea Avenue) and Kona (Ulu Wini Place)—are fully equipped with certified cold storage units, freezers, and dry storage areas. Staff receive annual food safety and hygiene training, ensuring that all products are handled, stored, and distributed safely.

Feeding America Membership and Accreditation

The Food Basket is a member of Feeding America, the nation's largest hunger-relief network, in partnership with Hawai'i Foodbank the Feeding America representing agency. Membership requires adherence to Feeding America's strict standards for operational performance, fiscal accountability, food safety, equity, and community impact. TFB undergoes regular compliance monitoring, data audits, and facility inspections by Hawai'i Foodbank to maintain its accreditation.

USDA Program Authorization

The Food Basket is an authorized distributor of USDA commodities under two federal programs administered through the Hawai'i Office of Community Services (OCS) and the USDA Food and Nutrition Service (FNS):

- The Emergency Food Assistance Program (TEFAP)
- The Commodity Supplemental Food Program (CSFP, Kupuna Pantry)

Both programs require compliance with civil rights and nondiscrimination policies and strict quarterly reporting to review progress and effectiveness.

Federal and State Compliance

TFB is recognized as a 501(c)(3) nonprofit organization under IRS rules and maintains its tax-exempt status in good standing. The organization's financial systems and annual independent audits comply with Generally

Accepted Accounting Principles (GAAP) and the Uniform Administrative Requirements (2 CFR 200) governing federal and state grants.

Private Educational Institutions

Not applicable.

Confirmations

Documentation of Federal Impacts	✓		
Hawaii Compliance Express Certificate	✓	Active Status with the Hawaii AG	✓
IRS Determination Letter	✓	Certificate of Good Standing by the DCCA	✓
Records Retention Policy	✓	By-laws or Corporate Resolutions	✓
Authorized Representative Certification	✓	Signee Title	Executive Director

System Information

Application Type	Act 310 Nonprofit Grant Application	Applied Date	10/24/2025, 11:59 AM
Owner Name	Grants Management	Category	Grant Application
Created By	Kristin Frost Albrecht, 10/18/2025, 11:49 AM	Created Date	10/18/2025, 11:49 AM
Last Modified By	Kristin Frost Albrecht, 10/24/2025, 11:59 AM	Last Modified Date	10/24/2025, 11:59 AM

Federal Grants
TEFAP CCC

Name of Program	Program 1
Original Funding Award	\$2,375,913.00
Amount Reduced or Cut	\$1,359,214.00
Grant Cycle of Award	Calendar Year 2024-2025

Commodity Supplemental Food Program (CSFP)

Name of Program	Program 2
Original Funding Award	\$724,854.00
Amount Reduced or Cut	\$159,360.00
Grant Cycle of Award	Calendar Year 2024

Files

TheFoodBasket_ByLaws		TheFoodBasket_AGForm	
Last Modified	10/24/2025, 11:57 AM	Last Modified	10/24/2025, 11:53 AM
Created By	Kristin Frost Albrecht	Created By	Kristin Frost Albrecht
TheFoodBasket_IRSLetter		TheFoodBasket_RecordPol	
Last Modified	10/24/2025, 11:52 AM	Last Modified	10/24/2025, 11:52 AM
Created By	Kristin Frost Albrecht	Created By	Kristin Frost Albrecht
TheFoodBasket_CorpRes		TheFoodBasket_DCCA	
Last Modified	10/24/2025, 11:52 AM	Last Modified	10/24/2025, 11:52 AM
Created By	Kristin Frost Albrecht	Created By	Kristin Frost Albrecht
TheFoodBasket_Impact Docs		TheFoodBasket_Sustainability Plan	

Last Modified **10/24/2025, 11:20 AM**
Created By **Kristin Frost Albrecht**

Last Modified **10/24/2025, 10:47 AM**
Created By **Kristin Frost Albrecht**

TheFoodBasket_Org Chart

Last Modified **10/24/2025, 10:44 AM**
Created By **Kristin Frost Albrecht**

TheFoodBasket_OtherSourcesFunding

Last Modified **10/24/2025, 10:43 AM**
Created By **Kristin Frost Albrecht**

TheFoodBasket_Federal State County Contracts

Last Modified **10/24/2025, 10:43 AM**
Created By **Kristin Frost Albrecht**

TheFoodBasket_Budget Forms

Last Modified **10/24/2025, 10:43 AM**
Created By **Kristin Frost Albrecht**

TheFoodBasket_DCCA

Last Modified **10/24/2025, 10:41 AM**
Created By **Kristin Frost Albrecht**

TheFoodBasket_AGForm

Last Modified **10/23/2025, 9:30 PM**
Created By **Kristin Frost Albrecht**

TheFoodBasket_IRSLetter

Last Modified **10/23/2025, 9:29 PM**
Created By **Kristin Frost Albrecht**

TheFoodBasket_RecordPol

Last Modified **10/23/2025, 9:29 PM**
Created By **Kristin Frost Albrecht**

TheFoodBasket_CorpRes

Last Modified **10/23/2025, 9:29 PM**
Created By **Kristin Frost Albrecht**

TheFoodBasket_DCCA

Last Modified **10/23/2025, 9:29 PM**
Created By **Kristin Frost Albrecht**

TheFoodBasket_Sustainability Plan

Last Modified **10/23/2025, 8:49 PM**
Created By **Kristin Frost Albrecht**

TheFoodBasket_Org Chart

Last Modified **10/23/2025, 8:43 PM**
Created By **Kristin Frost Albrecht**

TheFoodBasket_Federal State County Contracts

Last Modified **10/23/2025, 8:40 PM**
Created By **Kristin Frost Albrecht**

TheFoodBasket_OtherSourcesFunding

Last Modified **10/23/2025, 8:40 PM**
Created By **Kristin Frost Albrecht**

TheFoodBasket_Budget Forms

Last Modified **10/23/2025, 8:39 PM**
Created By **Kristin Frost Albrecht**

certificate

Last Modified **10/23/2025, 4:12 PM**
Created By **Kristin Frost Albrecht**

certificate

Last Modified **10/23/2025, 3:13 PM**
Created By **Kristin Frost Albrecht**

TheFoodBasket_DCCA

Last Modified **10/22/2025, 4:32 PM**
Created By **Kristin Frost Albrecht**

certificate

Last Modified **10/19/2025, 9:36 AM**
Created By **Kristin Frost Albrecht**

certificate

Last Modified **10/18/2025, 12:01 PM**
Created By **Kristin Frost Albrecht**