



Specialty Crop Block Grant Program (SCBGP) FY25

Information

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Rae Gee, Acting Non-Discrimination Coordinator
Hawai'i Department of Agriculture
1428 S. King Street, Honolulu, HI 96814,
(808) 973-9560
hdoa.titlevi@hawaii.gov

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To request translation, interpretation, modifications, accommodations, or other auxiliary aids or services for this RFP, contact (808) 973-9595 or email hdoa.addrfp@hawaii.gov.

Please allow sufficient time for HDOA to meet accommodation requests.





Specialty Crop Block Grant Program (SCBGP) FY25

RFP-25-03-MDB

Application Deadline: June 20, 2025 @ 12 noon HST

To Apply: <https://hdoa.hawaii.gov/add/scbgp>

Purpose

The purpose of the Specialty Crop Block Grant Program (SCBGP) is to enhance the competitiveness of specialty crops.

Definition of a Specialty Crop

Section 101 of the Specialty Crops Competitiveness Act of 2004 (7 U.S.C. 1621 note), **amended under section 10010 of the Agricultural Act of 2014, Public Law 113-79 (the Farm Bill)**, defines specialty crops as:

“Fruits and vegetables, tree nuts, dried fruits, horticulture, and nursery crops (including floriculture). Eligible plants must be cultivated or managed and used by people for food, medicinal purposes, and/or aesthetic gratification to be considered specialty crops. Processed products shall consist of greater than 50% of the specialty crop by weight, exclusive of added water.”

Pages 42-44 in the RFP

How to Apply State of Hawaii Awards & Notices Data System (HANDS)

<https://hands.ehawaii.gov/hands/opportunities>

Page 1 of 1 | Show on page

< Prev Next >

Solicitation #	Title	Category	Jurisdiction	Department	Island	Published Date ▼	Offer Due Date & Time (HST)
RFP-25-03	Specialty Crop Block Grant Program FY25	Goods & Services	Executive	Agriculture	Statewide	05/23/2025	06/20/2025 12:00 PM

HANDS Posting General Information

General Information

Department Solicitation Number	RFP-25-03
Jurisdiction	Executive
Department	Agriculture
Division	Agricultural Development
Category	Goods & Services
Type of Notice	Competitive Sealed Proposal (RFP)
Solicitation Title	Specialty Crop Block Grant Program FY25
Solicitation Description	The purpose of this RFP is to administer a competitive grant process to award federal funds in 2026. The primary goal in this grant program is to support projects that could provide the highest measurable benefits or return-on-investment to the specialty crop segment in Hawaii.
Release Date	05/23/2025
Offer Due Date & Time (HST)	06/20/2025 12:00 PM

HANDS Posting - Other

8 items to complete the application

Other

Islands (where the work/delivery is to be performed)	Statewide
Comments	--
Files	Application ProjectProfile Template 25.pdf
Download All	Exhibit A.pdf
	Exhibit C.pdf
	NOTICE TO BIDDERS SCBGP FY25.pdf
	Performance Report Annual Template FY25.docx
	Performance Report Final Template FY24.docx
	SCBGP 2025 Request for Proposals (RFP) 5-23-2025 (1).pdf
	SCBGPPerformanceMeasures.pdf
Commodity Code(s)	115113 Combining, agricultural

Application Process Step 1

Other

Islands (where the work/delivery is to be performed)	Statewide
Comments	--
Files	Application ProjectProfile Template 25.pdf
Download All	Exhibit A.pdf
	Exhibit C.pdf
	NOTICE TO BIDDERS SCBGP FY25.pdf
	Performance Report Annual Template FY25.docx
	Performance Report Final Template FY24.docx
	SCBGP 2025 Request for Proposals (RFP) 5-23-2025 (1).pdf
	SCBGPPPerformanceMeasures.pdf
Commodity Code(s)	115113 Combining, agricultural

Complete details of the grant

RFP – Read and understand

Specialty Crop Block Grant Program (SCBGP) FY25

REQUEST FOR PROPOSALS

(RFP-25-03-MDB)

Application Guidelines

SCBGP Project Template

Annual Performance Report Template

Final Report Template

Posted on <https://hands.ehawaii.gov/hands/opportunities>

and the Hawaii Department of Agriculture (HDOA) website

<http://hdoa.hawaii.gov/add/md/>

Request for Proposals

Deadline for Submissions

Notice of Award (estimated)

Funding Available (estimated)

Posted, May 23, 2025

12:00 Noon, Friday, June 20, 2025

June 30 – July 10, 2025

Mid April - May 2026

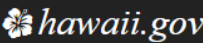

RFP - Highlights

- Application due June 20, 2025, 12:00 Noon
- Available amount \$20,000 - \$50,000
- 24 months or by August 30, 2027, whichever is sooner
- Pages 6-7 Eligible Projects
 - “Enhance the competitiveness of Hawaii specialty crops that have cultural and geographic relevance”
- Indirect costs are not allowed
- Pages 35-38 Outcomes and Indicators (performance measures)

Application Process Step 2

Performance Measures

Your project must include at least 1

  SPO Log I


Welcome Bidding Opportunities Contract Awards CPO Requests Compliance Contractor Performance Small Business HlePRO Help

Other

Islands (where the work/delivery is to be performed)	Statewide
Comments	--
Files	Application ProjectProfile Template 25.pdf Exhibit A.pdf Exhibit C.pdf NOTICE TO BIDDERS SCBGP FY25.pdf Performance Report Annual Template FY25.docx Performance Report Final Template FY24.docx SCBGP 2025 Request for Proposals (RFP) 5-23-2025 (1).pdf SCBGPPerformanceMeasures.pdf
Commodity Code(s)	115113 Combining, agricultural

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Project must include at least 1 of the measures



Specialty Crop Block Grant Program Outcomes and Indicators

The grant program outcomes and performance measures outlined below reflect direct stakeholder feedback and provide a framework that allows grant recipients to evaluate project activities more accurately in relation to each program's statutory purpose.

For recipients, the measures are:

- More feasible to accomplish and measure within a grant's period of performance;
- Better aligned with grant program purpose and recipient activities; and
- More reflective of work performed during the project.

These performance measures will go into effect beginning with the FY2025 grant application cycle.

Outcome 1: Increasing Consumption and Consumer Purchasing of Specialty Crops

1.1 Total number of consumers who gained knowledge about specialty crops ____.

1.1.a Adults ____.

1.1.b Children ____.

1.2 Total number of consumers who consumed more specialty crops ____.

1.2.a Adults ____.

1.2.b Children ____.

1.3 Number of additional specialty crop customers counted ____.

1.4 Number of additional business transactions executed ____.

1.5 Increased sales measured in:

1.5.a Dollars ____.

1.5.b Percent change ____.

1.5.c Combination of volume and average price as a result of enhanced marketing activities ____.

Outcome 3: Increase Food Safety Knowledge and Processes

- 3.1** Number of stakeholders who gained knowledge about prevention, detection, control, and/or intervention food safety practices, including relevant regulations (to improve their ability to comply with the Food Safety Modernization Act (FSMA) and/or meet the standards for aligned third party food safety audits such as Harmonized GAP/GHP) ____.
- 3.2** Number of stakeholders who:
- 3.2.a** Established a food safety plan ____.
 - 3.2.b** Revised or updated their food safety plan ____.
- 3.3** Number of specialty crop stakeholders who implemented new/improved prevention, detection, control, and intervention practices, tools, or technologies to mitigate food safety risks (to improve their ability to comply with the Food Safety Modernization Act (FSMA) and/or meet the standards for aligned third party food safety audits such as Harmonized GAP/GHP) ____.
- 3.4** Number of prevention, detection, control, or intervention practices developed or enhanced to mitigate food safety risks ____.
- 3.5** Number of stakeholders who used grant funds to:
- 3.5.a** Purchase ____.
 - 3.5.b** Upgrade food safety equipment ____.

Outcome 4: Improve Pest and Disease Control Processes

- 4.1 Number of stakeholders who gained knowledge about science-based tools to combat pests and diseases ____.
- 4.2 Number of stakeholders who adopted pest and disease control best practices, technologies, or innovations ____.
- 4.3 Number of stakeholders trained in early detection and rapid response practices to combat pests and diseases _____. Of those:
 - 4.3.a The number of additional acres managed using integrated pest management ____.
- 4.4 Number of stakeholders who implemented new diagnostic systems, methods, or technologies for analyzing specialty crop pests and diseases ____.
- 4.5 Total number of producers/processors that enhanced or maintained pest and disease control practices _____. Of those, the number that reported:
 - 4.5.a Reduction in product lost to pest and diseases ____.
 - 4.5.b Improved crop quality ____.
 - 4.5.c Reduction in labor costs ____.
 - 4.5.d Reduction in pesticide use ____.
- 4.6 Number of producers/processors that improved the efficiency of pest and disease control diagnostics and response testing, as reported by:
 - 4.6.a Improving speed ____.
 - 4.6.b Improving reliability ____.
 - 4.6.c Expanding capability ____.
 - 4.6.d Increasing testing (i.e. survey work for pests) ____.

Outcome 5: Develop New Seed Varieties and Specialty Crops

- 5.1 Number of cultivar and/or variety trials conducted _____. Of those:
 - 5.1.a The number that advanced to further stages of development _____.
- 5.2 Number of cultivars and/or seed varieties developed _____.
- 5.3 Number of cultivars and/or seed varieties released _____.
- 5.4 Number of growers adopting new cultivars and/or varieties _____.
- 5.5 Number of acres planted with new cultivars and/or varieties _____.

Outcome 6: Expand Specialty Crop Research and Development

- 6.1 Number of research goals accomplished _____.
- 6.2 For research conclusions, the number that:
 - 6.2.a Yielded findings that supported continued research _____.
 - 6.2.b Yielded findings that led to completion of study _____.
 - 6.2.c Yielded findings that allow for implementation of new practice, process or technology _____.
- 6.3 Number of industry representatives and other stakeholders who engaged with research results _____.
- 6.4 Total number of research outputs published to industry publications and/or academic journals _____. For each published research output, the:
 - 6.4.a Number of views/reads of published research/data _____.
 - 6.4.b Number of citations counted _____.

Outcome 7: Improve Environmental Sustainability of Specialty Crops

- 7.1 Number of stakeholders who gained knowledge about environmental sustainability best practices, tools, or technologies ____.
- 7.2 Number of stakeholders who reported an intent to adopt environmental sustainability best practices, tools, or technologies ____.
- 7.3 Number of producers who adopted environmental best practices or tools ____.
- 7.4 Number of new tools/technologies developed or enhanced to improve sustainability/conservation or other environmental outcomes ____.
- 7.5 Number of additional acres managed with sustainable practices, tools, or technologies that focused on:
 - 7.5.a Water quality/conservation ____.
 - 7.5.b Soil health ____.
 - 7.5.c Biodiversity ____.
 - 7.5.d Reduction in energy use ____.
 - 7.5.e Other positive environmental outcomes (optional) ____.
- 7.6 Number of additional acres established and maintained for the mutual benefit of pollinators and specialty crops ____.

Application Process Step 3

Project Profile Template

Other

Islands (where the work/delivery is to be performed) Statewide

Comments --

Files [Application ProjectProfile Template 25.pdf](#)

[Download All](#)

[Exhibit A.pdf](#)

[Exhibit C.pdf](#)

[NOTICE TO BIDDERS SCBGP FY25.pdf](#)

[Performance Report Annual Template FY25.docx](#)

[Performance Report Final Template FY24.docx](#)

[SCBGP 2025 Request for Proposals \(RFP\) 5-23-2025 \(1\).pdf](#)

[SCBGPPerformanceMeasures.pdf](#)

Required application in pdf format

Commodity Code(s) 115113 Combining, agricultural

Project Profile Template Application

Complete all sections of the template



Agricultural Marketing Service
U.S. DEPARTMENT OF AGRICULTURE

SPECIALTY CROP BLOCK GRANT PROGRAM

PROJECT PROFILE TEMPLATE

AWARD YEARS 2022 FORWARD

The State Plan should include a series of project profiles that detail the necessary information to fulfill the goals and objectives of each project. The following information must be included in each project profile.

ORGANIZATION DETAIL

Organization Name

Organization Contact Name

Phone

Organization Email

Organization Fax

Mailing Address

Street:

City:

State:

Zip:

PROJECT TITLE

Project Profile Template Application

Page 11

INDIRECT COSTS

This section is not allowed as indicated in the RFP

The indirect cost rate must not exceed 8 percent of the total Federal funds provided under the award per section 101(k)(2) of the Specialty Crops Competitiveness Act of 2004 ([7 U.S.C. § 1621 note](#)), as amended by section 10107 of the Farm Bill. Indirect costs are any costs that are incurred for common or joint objectives which cannot be readily identified with an individual project, program, or organizational activity. They generally include facilities operation and maintenance costs, depreciation, and administrative expenses. See the RFA section on *Limit on Administrative Costs and Presenting Direct and Indirect Costs Consistently* for further guidance.

Indirect Cost Rate (Max 8% of total award amount)	Funds Requested
Indirect Subtotal	

Application Process Step 4

Complete Exhibits A & C

Other

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Comments	--
Files	Application ProjectProfile Template 25.pdf Exhibit A.pdf Exhibit C.pdf NOTICE TO BIDDERS SCBGP FY25.pdf Performance Report Annual Template FY25.docx Performance Report Final Template FY24.docx SCBGP 2025 Request for Proposals (RFP) 5-23-2025 (1).pdf SCBGPPerformanceMeasures.pdf
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Required to be submitted with the application

CONTACT AND TITLE PAGE
SCBGP FY 2025

Title of Project:

Amount Requested:

Project Period: Start date

 End date:

Applicant and Alternate Contact Information:

IF THE PRIMARY OR ALTERNATE CONTACTS ARE NOT THE PERSONS AUTHORIZED TO SIGN CONTRACTS ON BEHALF OF THE BUSINESS ENTITY, INDICATE THE AUTHORIZED PERSON(S) ON THIS PAGE INCLUDING THEIR ADDRESS AND CONTACT INFORMATION

Primary contact:

Alternate contact:

Name and Title:

Name and Title:

Business Entity:

Business Entity:

Address:

Address:

Phone:

Phone:

E-mail:

E-mail:

Web Address:

Web Address:

State tax ID

Federal Tax ID

UEI/SAM No.

Project Partners (Name and Title):

Name – MUST be as shown on the Hawaii Compliance Express certificate or as recorded for legal purposes such as tax identification, DCCA, DLIR

Title – indicate if the title authorizes signing on behalf of the Business Entity

Business Entity – i.e., corporation, partnership, joint venture, sole proprietorship or other legal form as shown on legal documents

Address – official address of the business entity as shown on legal documents; include a nine-digit zip code

REVIEW THE INFORMATION PROVIDED ON THIS PAGE BEFORE SUBMITTING



Exhibit C: Endorsement Statement

Please read and sign. By Signature below, you agree.

I certify that the information provided is true and correct to the best of my knowledge. If approved for the SCBGP FY 2024, I agree the organization will assume sole responsibility of any and all debts or liabilities that may be incurred from this project; and will provide the required documentation to State of Hawaii, Hawaii Department of Agriculture (HDOA) upon request. I understand that if this proposal is funded, I will be required to sign a contract agreement and other necessary documentation containing terms and conditions upon which funds will be released.

☐ By checking this box, I have read the above and agree.

Signature

Title

Date

Notes – Budget Narrative

- Personnel are staff that are employed by the applicant
- Show **airfare**, **car rental**, hotel, meals as separate cost items
- **Interisland airfare** = \$200 round trip / **Car rental** = \$100 per day incl gas
- Equipment is for a single item \$5000 or over
- Rentals are shown under Equipment category
- Items shown in Supplies MUST include per unit cost, # of units purchased – with justification explaining why that item was purchased
- Contractors are service providers not employed by the applicant; if a contract is signed, that service is likely a contractor
- Other is shipping/stamps, printing, items not covered
- Program income earned during the Time of Performance of the project must be reinvested into the project.
- Keep Matching Funds separate and report on a separate sheet

To Do Before Working on the Project Profile Template Application

- Read the entire RFP
- Decide on the **PURPOSE** of the proposed project
- Determine **OBJECTIVES** to achieve the **PURPOSE**
- **DO NOT CHANGE THE WORDING OF THE PERFORMANCE MEASURES** from the Performance Measures
- Select the **OUTCOME(S)** to support the **OBJECTIVE(S)**
- Select the associated **INDICATOR(S)** to quantify or convince that the **OUTCOME** has been met
- Describe in detail the **DATA COLLECTION** methods that will prove the **INDICATOR(S)** were quantified

Required Reports as indicated in the RFP

Other

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Comments	--
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Required reports

Required Reports - Annual Performance Report Template

Required after first 12 months – online report

<https://hdoa.hawaii.gov/add/scbgp/>

ANNUAL PERFORMANCE REPORT

An Annual Performance Report must be received within 90 days after the end of the first year of the date of the signed grant agreement and 90 days after the end of each subsequent year until the expiration date of the grant period. You are required to report on the administration of the agreement and each project approved within the agreement.

ANNUAL PROJECT REPORT TEMPLATE

Annual Performance Reports must illustrate the progress made toward the completion of each project within the grant agreement. Each project shall be outlined as separate project profiles. You will report on projects in the same order they were submitted in the approved application and subsequent amendments.

If a project is completed at the time of Annual Performance Report submission, the project report should be submitted in Final Performance Report format.

PROJECT INFORMATION

Project Title Enter Project Title as Stated on the Grant Agreement.

Recipient Organization Name: Enter Recipient Organization Name.

Required at the end of the project – online report

<https://hdoa.hawaii.gov/add/scbgp/>

FINAL PERFORMANCE REPORT

A Final Performance Report must be received within 90 days after the end of the grant agreement. You are required to report on the administration of the agreement and each project approved within the agreement. The completed Final Performance Report will be posted to the AMS website.

FINAL PROJECT REPORT TEMPLATE

Final Performance Reports must illustrate the completion of each project within the grant agreement. Each project shall be outlined as separate project profiles. You will report on projects in the same order they were submitted in the approved application and subsequent amendments.

PROJECT INFORMATION

Project Title Enter Project Title as Stated on the Grant Agreement.

Recipient Organization Name: Enter Recipient Organization Name.

Period of Performance

Start Date: Enter Date.

End Date: Enter Date.

Recipient's Project Contact:

Contact & Information to Apply

To Apply <u>https://hdoa.hawaii.gov/add/scbgp/</u>	Grant eMail to submit application <u>HDOA.MDBRFP@hawaii.gov</u>
Grant eMail for questions <u>HDOA.MDBRFP@hawaii.gov</u>	Grant Telephone (808) 973-9594