

# Agricultural Development in the American Pacific (ADAP) Project



## YEAR 21 PLAN OF WORK

September 1, 2009 – August 31, 2010

USDA – CSREES Grant Number: \_\_\_\_\_

A publication of the Land Grant institutions of the Pacific: American Samoa Community College, College of Micronesia, Northern Marianas College, University of Guam, and the University of Hawaii, through the Agricultural Development in the American Pacific (ADAP) Project.

The ADAP Project is a research, extension and instructional program of the U.S. Department of Agriculture, Cooperative State Research, Education and Extension Service under Grant Number \_\_\_\_\_ (Proposal# 2009-03394).

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ADAP PROJECT  
YEAR 21  
PLAN OF WORK

September 1, 2009 – August 31, 2010

## ADAP Project Summary Sheet

### Project Title

Agricultural Development in the American Pacific (ADAP) Project

### Grant Number

Year 21 Funding: \_\_\_\_\_

### ADAP Board of Directors

Daniel Aga  
American Samoa Community College

Singeru Singeo  
College of Micronesia

Ross Manglona  
Northern Marianas College

Lee Yudin  
University of Guam

Andrew Hashimoto  
University of Hawaii

### Program Monitor and Funding Agency

Dr. Louie Tupas  
National Program Leader  
Cooperative State Research, Education and Extension Service  
United States Department of Agriculture  
Natural Resources and Environment  
1400 Independence Ave. SW  
Washington, DC 20250-2210

### ADAP Home Office

University of Hawaii  
College of Tropical Agriculture and Human Resources  
3050 Maile Way, Gilmore 112  
Honolulu, Hawaii 96822  
Phone: 808-956-8140  
Fax: 808-956-6967  
E-mail: [adap@hawaii.edu](mailto:adap@hawaii.edu)  
Web Page: [www.adap.hawaii.edu/adap](http://www.adap.hawaii.edu/adap)

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## PROJECT SUMMARY

**Instructions:**

The summary is limited to 250 words. The names and affiliated organizations of all Project Directors/Principal Investigators (PD/PI) should be listed in addition to the title of the project. The summary should be a self-contained, specific description of the activity to be undertaken and should focus on: overall project goal(s) and supporting objectives; plans to accomplish project goal(s); and relevance of the project to the goals of the program. The importance of a concise, informative Project Summary cannot be overemphasized.

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**Title:** Agricultural Development in the American Pacific Year 22

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**PD:** Hashimoto, Andrew

**Institution:** University of Hawaii

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**CO-PD:** PD/PI 2 Name (Last, First, MI)

**Institution:**

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**CO-PD:** PD/PI 3 Name (Last, First, MI)

**Institution:**

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**CO-PD:** PD/PI 4 Name (Last, First, MI)

**Institution:**

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**CO-PD:** PD/PI 5 Name (Last, First, MI)

**Institution:**

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**CO-PD:** PD/PI 6 Name (Last, First, MI)

**Institution:**

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**CO-PD:** PD/PI 7 Name (Last, First, MI)

**Institution:**

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The Agricultural Development in the American Pacific (ADAP) Project was formally organized by the five directors of the Land Grant institutions in Hawaii and the United States-affiliated Pacific Islands (USAPI) in 1988, with the deans/directors of the Land Grant institutions serving as the board of directors. The purpose of ADAP is to strengthen existing Land Grant programs by sharing and focusing resources on priority areas of common concern and interest. Priority areas are often unique to the Pacific region, having to do with tropical/subtropical island agriculture and cultural practices. Due to the unique natural and human resource base of the Pacific island agro-ecosystems, it is often not possible or appropriate to transfer results from temperate zone agricultural research, and materials for extension and teaching used by continental US Land Grant programs. ADAP supports applied research within the region, and the development of effective extension materials that are culturally appropriate.

The Agricultural Development in the American Pacific (ADAP) Project Year 22, USDA/CSREES Federal Administration Grants Program, requests funding for a number of tasks with the goal of improving agricultural development across the Pacific. The ADAP Board of Directors reviewed and approved each unique ADAP task. The semi-annual review process ensures that each distinct task meets local and regional needs, while fully utilizing the regional capacity through regional, national, and international collaboration. Within this proposal, each task is detailed and includes objectives, procedures, justification, literature review (when applicable), current work, project timetable, and personnel support. The tasks we are supporting for Year 22 include the following: Professional Development project, Management and Accountability project, Communications, Information and Publications project, and Food Security and Sufficiency project.

**This file MUST be converted to PDF prior to attachment in the electronic application package.**

## **PROFESSIONAL DEVELOPMENT PROJECT**

Home Office Staff	James Hollyer (Project Manager), Vanessa Troegner (Project Coordinator)
Regional Coordinators	Eseta Sua-Kalio (ASCC), Robert Jackson (COM), Bonnie Tudela Royal (NMC), Annie Santos (UOG)

### **Objectives**

- Develop the leadership abilities of land grant directors, administrators, departmental chairs, researchers, and employees through workshops, mentorships, or conferences.
- Create opportunities for Land Grant staff and others to pursue advanced degrees in agriculture or a related field.
- Create opportunities for current graduate and undergraduate to continue their studies within agriculture or a related field leading to a degree or certificate.
- Create opportunities for hands-on learning experiences for high school students to learn more about agricultural research and extension.
- Create opportunities for faculty and staff to improve institutional capacity, and/or delivery of services, by sponsoring skills training, workshops, and conferences.
- Facilitate strategic planning for the ADAP institutions.

### **Procedures (Proposed Activities for Year 22)**

Each institution has developed a unique plan for staff professional development: At the University of Hawaii, ADAP will fund one participant to the Leadership Development in the 21st Century (LEAD21) course, offered by the Fanning Institute, University of Georgia. The Leadership Development in the 21st Century conference is a nationally recognized program focused predominately on the highest administrators within the Land Grant Colleges. This nine-month program consists of a three conferences, held in Missouri, Indiana, and Washington, DC. The program begins June and ends in February of the next year. For the 2009-2010 class, James Hollyer will be attending with funding from both the University of Hawaii and the College of Micronesia.

Also, the College of Micronesia will support faculty and staff educational opportunities, which include sending one staff member to the 2010 National Extension and Research Administrative Officers' Conference (NERAOC) and sending another to attend the annual EFNEP conference in Washington, DC. Additional training opportunities will be available for staff to attend a management workshop in Guam.

At the University of Guam, ADAP will support the 2009 Summer Research Apprenticeship Program. For this project, 5 high school students will be paired with college researchers and shadow them to learn more about agriculture and aquaculture.

At the Northern Marianas College, ADAP will take a three-prong approach by supporting staff members who pursue advance degrees, supporting an administrator to attend a leadership development course in Honolulu, HI, and supporting the high school Summer Internship Program. The NMC CREES ADAP Summer Internship Program gives an opportunity to high school students (juniors and seniors) to get hands-on training in the field of Agriculture and Family Consumer Sciences (FCS). Participants

have the opportunity to learn the ins and outs of agriculture and FCS extension and research work. They are able to participate in various programs such as Plant Pathology, Entomology, Crop Production, Nutrition Program, 4H, and Aquaculture and Livestock Improvement Programs. Participants assist Extension Agents with daily operations of the programs along with community services such as farm visits, community event displays and workshops. At the conclusion of the program, interns are required to submit a report of their experience.

At the American Samoa Community College, ADAP will staff members who pursue advanced degrees, and support the 2009 Summer Institute Program, which allows high school students the opportunity to take agricultural classes at the college.

## **Project Description**

The Professional Development project has three focuses for improving institutional capacity: leadership development, staff enrichment opportunities, and educational opportunities for staff, faculty, and college and high school students.

**Focus 1: Leadership development** The growth and development of the Pacific Land Grant colleges is tied closely to the growth and development of the small island communities they serve. By supporting the development of strong leadership qualities, ADAP can give the colleges the best chance to make the organizational strides required by their clients and the communities.

**Focus 2: Staff development** By supporting staff development opportunities, staff training, and institutional initiatives, ADAP can offer a solution to having too few employees, or under-trained employees. Oftentimes, new guidelines and changing federal accounting regulations require specialized knowledge and greater technological skills. Due to the limited human resources of the smaller Land Grant institutions, there is increasing pressure on current staff to take on greater responsibility and to cross-train with other employees. The successful transfer and adoption of knowledge will enhance the productivity and efficiency of those employees. ADAP also aims to target institutional initiatives such as strategic planning. The strategic planning process benefits the institution, and the participants, as they learn more about their institution, their department, and their role within the system.

**Focus 3: Educational initiatives** By supporting education initiatives, ADAP can help provide qualified employees support to enhance the institution and government services and to advance local agricultural development. Low enrollment in agriculture and home economics classes across the region's high schools continues to deprive ADAP institutions of future employees who are knowledgeable in these areas. ADAP has developed many unique programs targeted at different stages of educational development. Each ADAP institution has the opportunity to focus on one, or many of the programs, depending on the needs of the institution and community: A.) The Financial Assistance for an Advanced Degree program provides learning opportunities for Land Grant staff and others seeking a Doctorate or Masters degree. This program benefits both the institution and the individual by creating opportunities to expand or strengthen Land Grant programs and to advance professionally. Financial assistance can be used for U.S. or foreign institutions, but students going to Land Grant colleges are given preference. On-line or virtual degree programs are also considered for this assistance. B.) The Financial Assistance for a 2- or 4-Year College Program provides

limited financial support for students pursuing a certificate or degree from their local land grant institution in agriculture or a related field. Assistance is limited and continued assistance is dependent on satisfactory academic performance. ADAP directors and regional coordinators provide assistance with registration, course selection, and career guidance. C.) The High School Apprenticeship Program provides high school students an opportunity for a hands-on educational experience in agricultural research or extension, increasing awareness of the educational opportunities and careers available in agriculture, home economics, and related fields

## **Justification**

The Professional Development project is also an opportunity to develop the leadership abilities of key administrators within these small Land Grant colleges. The growth and development of the Pacific Land Grant colleges is tied closely to the growth and development of the small island communities they serve. By supporting the development of strong leadership qualities within the staff of the American Samoa Community College, College of Micronesia, Northern Marianas College, University of Guam, and the University of Hawaii, ADAP can give the colleges the best chance to make the organizational strides required by their clients and the communities. Good leadership makes a huge difference between an institution prospering, or merely surviving, especially during tumultuous economic times. Our colleges will prosper this year due to the leadership skills of their administrators, and the strategic plans that helped to unite the college staff, researchers, and faculty toward a common goal.

Staff development through the Professional Development project is critical to allow for training, and cross-training of personnel. Developing a well-trained administrative team is critical for the effective management of each Land Grant college. Due to the size of these Land Grant colleges, administrative teams (administrators, office managers, clerks, fiscal personnel, and human resources personnel) are small, and frequently understaffed. As such, it is necessary for each team member to be highly effective at their job, and understand the principles and tasks of other jobs, as well. Training and cross-training of personnel is essential to ensure that required tasks are fulfilled regardless of whether all the staffers are present.

Professional Development is critical for American Samoa Community College, College of Micronesia, Northern Marianas College, and University of Guam to sustain a moderate level of effectiveness, both as a research and extension facility, and as a college. Having well educated and motivated employees is the key to any highly effective institution. Unfortunately, due to high cost of relocating to these isolated islands, it is difficult to recruit employees from off-island. Instead, the pool of applicants is restricted to the local community; in many cases, the local college cannot train its students to meet the educational requirements of the job. For instance, American Samoa Community College (ASCC), (a two-year school) offers certificates in Associate of Arts, Associate of Science, and Bachelor of Education degrees. Certificate and Associate of Science degrees are offered in agriculture with options in Agricultural Science, Natural Resource Management and Agricultural Business. The college has had an opening for a dietician and a horticulturist for over one year and has been unable to fill these positions. With funding from ADAP, ASCC is providing funding for current employees to receive the necessary off-island training to fill these positions.

Situations similar to this one are being addressed by Northern Marianas College's Professional Development program.

### **Literature Review**

A literature review is not pertinent to this project.

### **Current Work (Progress report of ADAP activities to May 2009)**

Progress in the Professional Development project has been assessed by each institution: At American Samoa Community College, Assistant Researcher, Mr. Ian Gurr began the Horticulture Master's degree program at the University of Hawaii, Manoa Campus, spring 2009 semester.

At College of Micronesia (COM), Research Aide, Arwan Soson, from the College of the Marshall Islands continues his enrollment at UH-Hilo; Mr. Soson began classes in Fall 2008.

At Northern Marianas College (NMC), Ms. Polly Omechelang attended the Administrative Assistants Workshop in Salt Lake City, Utah with our Administrative Assistant, Ms. Francine Camacho. The workshop included topics in Communications, Team Work, Leadership and Customer Service. The two were sent as part of our department's effort to enhance our staff's skills and boost employee moral. The opportunity that this project provides for our staff is very important as it gives them an opportunity to enhance their skills. For the past year, staff felt the negative impact of the economy with work hour reductions and salary cuts. Within this project, NMC staff members were able to pursue higher education. Ms. Rose Castro, a Nutrition Extension Agent, was awarded ADAP Scholarship to continue on their pursuit of higher education. Ms. Rose Castro graduated in Spring 2009 with her BA in Elementary Education. Our Administrative Assistant, Ms. Francine Camacho completed her studies in Fall 2008 and graduated in May 2009 with her BA in Elementary Education. As our Administrative Assistant, Ms. Camacho contributes time to our 4-H program as a volunteer to chaperone, organize and assist in several activities.

At University of Guam (UOG), this project allows two employees within the college to pursue their degrees. Mr. Jesse Rosario, Program Coordinator IV within the CNAS Dean's Office, is pursuing his master's degree in Public Administration. Mr. Frank Alig, Biologist IV at our Fadian Hatchery, is pursuing his master's degree in Biology. Also, the Summer Research Apprenticeship Program was offered to high school students who express an interest in the field of agriculture, consumer and family sciences, or other related field of study. The program this past summer was offered from June 30 – August 2, 2008. With the funding made available for this program, we were able to hire five high school students to work with research faculty on ongoing research projects. The students were afforded the opportunity to work along side faculty on projects involving food science, animal science, horticulture, sustainable farming, and aquaculture.

At the University of Hawaii, Professional Development funding was focused on leadership development. For the 2008-2009 class, Brent Sipes, acting Department Chair for Plant and Environmental Protection Sciences (PEPS), attended leadership training. For the 2009-2010 class, James Hollyer, ADAP Project Manager, has been accepted.

## **Project Timetable**

Project Planning: September 2009

- Revise and update Professional Development application.
- Revise and update protocol for evaluating applications with a focus on transparency and openness.

Project Implementation: October 2009

- Distribute applications to ADAP institutions.
- Collect all applications and begin review process (Number of completed applications per institution will be used to assess the overall institutional, faculty, and student needs).

Project Completion: August 2010

- Follow-up survey of completion rate / graduation rate.

## **MANAGEMENT AND ACCOUNTABILITY PROJECT**

Home Office Staff	James Hollyer (Project Manager), Vanessa Troegner (Project Coordinator)
Regional Coordinators	Eseta Sua-Kalio (ASCC), Robert Jackson (COM), Bonnie Tudela Royal (NMC), Annie Santos (UOG)

### **Objectives**

- Promote accountability and a high standard of excellence within our cooperating institutions in American Samoa, Guam, Northern Marianas, Federated States of Micronesia, Marshall Islands, and Palau.
- Increase awareness by faculty and staff of federal administrative and accounting procedures, with a focus on allowable purchases (and unallowable purchases), and ethical behavior regarding the use of vacation and sick leave.
- Provide guidance in the management and administration of other ADAP projects to include timely progress reports, accurate accounting of ADAP project expenses, and coordination of the biannual ADAP meeting.

### **Procedures (Proposed Activities for Year 22)**

In order to increase accountability and promote a high standard of excellence, the ADAP office staff will develop a series of educational posters to illustrate appropriate behaviors. Following the standards set forth for federal grants administration and accounting principles outlined in the OMB Circular A-21, Cost Principles for Educational Institutions, we will focus on allowable purchases. Additionally, we will highlight appropriate behaviors during work hours and the appropriate uses of sick and vacation hours.

During the planning stage, we will solicit comments from our board of directors on behaviors they see which are inconsistent with a high standard of excellence. The ADAP office staff will develop a survey on [surveymonkey.com](http://surveymonkey.com) which asks participants whether certain behaviors are acceptable or unacceptable. Based on the survey results, we will create six posters targeting the behaviors which are most misunderstood. Our educational campaign will provide illustrated posters to our cooperating institutions; posters will contain images which are culturally appropriate and may be translated into some of the languages of the Pacific region. A follow-up survey will be available after nine months to measure impact.

Additionally, ADAP staff will demonstrate a high standard of excellence by providing logistical support for ongoing ADAP projects: ADAP Professional Development (ProfDev) project, and the Communications, Information, and Publications (CIPS) project and the ADAP Food Security and Sufficiency project. ADAP staff members will coordinate, providing administrative support to collaborators and students, and plan the ADAP Board of Director's meetings. The ADAP Board of Directors will meet in American Samoa for the Winter 2010 meeting. The Summer 2009 meeting will be held in conjunction with the WAAESD Joint Summer meeting (tentatively scheduled for Arizona).

The Management and Accountability project team includes the home office staff (Project Manager and Coordinator) based at the University of Hawaii and the Regional Coordinators from each ADAP institution. The home office staff is responsible for maintaining a high standard of excellence by organizing, planning, coordinating and providing overall support services for the ADAP project. The home office administers the USDA grant through the Research Corporation of the University of Hawaii (RCUH). Funds are allocated to the ADAP institutions in accordance with the annual plans of work, but distributed on a cost-reimbursement basis. The home office maintains a fiscal accounting system consistent with the needs of participating institutions, RCUH and USDA. The home office also prepares technical and administrative reports that promote the functions and accomplishments of ADAP. With the assistance of the Regional Coordinators, the home office oversees the on-going projects, and coordinates follow-up activities for completed projects, or projects no longer directly receiving ADAP funds. The Regional Coordinators are the link for the home office to communicate with the ADAP Directors and project personnel throughout the region. Regional Coordinators also provide support services to the project principal investigators and cooperators. Under the Management and Accountability project, staff at American Samoa Community College, College of Micronesia, Northern Marianas College, University of Guam, and University of Hawaii accurately report project expenditures, closely monitor project work to ensure that expenditures match work achieved and provide administrative support to the current and previous ADAP projects.

Management team is responsible for organizing the semi-annual ADAP Board of Directors meetings, at which the ADAP Directors, Project Manager and Regional Coordinators plan, organize and make policy decisions for the project. The Board of Directors also maintains collaborative ties with other agencies and works to develop collaborative links with institutions within the USAPI, nationally, and internationally.

### **Justification**

The Management and Accountability project advances the goals of increased project accountability, and a high standard of excellence. Administrative services and program support are essential for planning and implementing ADAP activities for the six Land Grant institutions to collaborate on research, extension and training activities.

### **Literature Review**

A literature review is not pertinent to this project.

### **Current Work (Progress report of ADAP activities to May 2009)**

Within the Management and Accountability project, ADAP maintains a high standard of excellence by completing projects on time and generating timely billing notices. Additionally, we update and maintain informational websites for the various ADAP projects: ADAP website (<http://www.ctahr.hawaii.edu/adap2/>), the Pacific Region Avian Influenza website and the Pacific Islands Networking website.

Also, within the Management and Accountability project, the ADAP coordinates follow-up activities for concluded projects such as the Pacific Islands Distance Diagnostics and Recommendation System (PIDDRS). The PIDDRS project was funded under ADAP Years 16 and 17 to provide regional implementation of an identification

system for plant disease, and invasive species, based on the exchange of digital images across a national network of diagnosticians. The UH-based ADAP staff developed a PIDDRS User Manual to provide instructions on the use of the PIDDRS database. This self-training manual will allow project services to continue and expand, even after the initial investigators and collaborators have moved on to other projects. In April 2009, the PIDDRS website has come to the attention of the Hawaii Department of Agriculture's Plant Inspection and Quarantine Station. In June 2009, James Hollyer will be presenting information on the project to Quarantine Inspectors from Micronesia, as part of training by HDOA.

### **Project Timetable**

Project Planning: September 2009

- Develop a survey (on [surveymonkey.com](http://surveymonkey.com)) to measure the current understanding of appropriate uses of work time, allowable purchases, and correct use of sick and vacation leave.
- Collect survey data from faculty and staff.
- Based on survey findings, develop educational posters citing the OMB circulars and demonstrating appropriate uses of work time, allowable purchases, and the correct use of sick and vacation time.

Project Implementation: December 2009

- Distribute posters to ADAP institutions.

Project Completion: July 2010

- Follow-up survey on level of understanding of target behaviors.
- Request comments from supervisors about changes in institutional behaviors.



flooded with sea water, there were a few hardy varieties of plants that survived and would sustain the community. Due to the threat of rising sea levels, this work is even more important. With Year 21 funding, project staff will begin propagation of plantlets of the hardiest varieties of sweet potato, taro, and other staple root crops, for distribution to outer island communities in the Republic of the Marshall Islands, and the FSM States of Pohnpei, Chuuk, and Yap. With pending Year 22 funding, COM proposes to continue the propagation and distribution of plantlets to the smaller, outer islands in the region. Distribution of the plantlets will be accompanied by a workshop on gardening techniques.

Within Year 21 funding for Northern Marianas College, project staff will work sponsor an agriculture summit to discuss emerging concerns relative to food production. At the conclusion of the agricultural summit, CNMI will have an agriculture strategic plan. NMC will develop the expertise of the local extension agents in aquaculture and farming to be able to provide the necessary expertise to assist in the development of the agriculture and aquaculture industries. With pending Year 22 funding, NMC would like to further assist in the development of both agriculture and aquaculture by building a small aquaponics demonstration plot. Aquaponics has the potential to be very useful in Saipan, where all freshwater comes from wells and all fertilizers are imported. By combining the two systems, a sustainable system can be created that optimizes water use and minimizes the need for importing fertilizers.

Within Year 21 funding for University of Guam, project staff will conduct a situational assessment of the current food security and sufficiency problem/issue on Guam through a series of stakeholder inputs. The situational assessment will culminate with a Food Security Summit in July 2009. A compilation and analysis of the collected qualitative data will be contained in a report. With the pending Year 22 funding, the University of Guam would like to create an informational brochure and poster based on the Food Security Summit report.

Within Year 21 funding for University of Alaska Fairbanks, staff will gather primary data from food importers to determine amount by weight and value (if possible) and by major food category (e.g. potatoes, onions, bread, beef etc.) shipped into Alaska from outside its borders; to gather detailed information of production from greenhouse operators that is not currently collected by the Alaska Agricultural Statistics Service; and to gather secondary information on consumption in rural and urban Alaska including calculating consumption using consumption coefficients for the United States. College staff will publish the results of the information gathered concerning the amount of food that is imported into Alaska and the vulnerability of the Alaska population to any interruption in the food supply chain. Year 21 project funding will support two workshops in Anchorage and Fairbanks and a media campaign (radio and television) to show people the importance of some degree of self-sufficiency that will reduce the amount of food imports and give helpful hints on what everyone can do to help. With the pending Year 22 funding, UAF would support two additional workshops and media outreach for Juneau and the Kenai Peninsula. Also, in June 2010, food importers and distributors identified in survey will be contacted again for updated figures on food imports to Alaska.

Within Year 21 funding for University of Hawaii, staff will create point-of-purchase signage allowing growers to identify where products were grown in the Islands. Besides

price, one of the other reasons that there is not a demand-pull for locally-grown produce is that many consumers cannot easily identify products that are grown in Hawaii – products are not often labeled by origin. This has changed a little, due to the Country Of Origin Labeling law, but farmers themselves are not in tune with promoting their product over an imported one. This work compliments the on-going Hawaii Farm Bureau Federation's, Buy Fresh – Buy Local, campaign. Signs, for various uses and of various sizes, will be developed by this project for use by Hawaii growers and retailers. The templates will be available for anyone who wishes to buy additional signs. With the pending Year 22 funding, University of Hawaii would expand the program to growers in Hawaii (both on Oahu and all neighbor islands).

### **Justification**

The aim of the Food Security and Sufficiency Project is to develop avenues for communities to provide a balanced diet to all households within Guam, Hawaii, Alaska and the United States-Affiliated Pacific Islands (USAPI). Further, our aim is to ensure that these food sources are buffered from the effects of economic recession, environmental change, labor shortages, and local, national, and international trade tariffs. Long-term food security requires that each community have sustainable agriculture (or sustainable hunting or fishing), both on a small-scale and commercial basis. By providing opportunities for increased food security, we can positively influence our small economies. This project will also empower communities and individuals to make informed decisions about their health, through a healthy, well-balanced diet. A project of this scope requires a concerted effort to garner community support throughout the entire process. With the help of local community organizations, church organizations, and local government resources, we aim to create an environment for change.

The ADAP areas are highly isolated from the US Mainland and thus have a higher degree of vulnerability. ADAP is using its team-building capabilities to bring together individuals and organizations who can take a more systematic approach to shoring up and enhancing the local food production.

For the Year 22 projects, we solicited requests for funding in conjunction with this grant proposal. When the Board of Directors meeting in July 22-23, 2009, they will review each institution's request and allocate funds, totaling \$12,000 to the best projects. Below, in each institution's review of their work for Year 21, you will find their request for Year 22 funding. Not all of these projects will receive funding.

### **Literature Review**

A literature review is not pertinent to this project.

### **Current Work (Progress report of ADAP activities to May 2009)**

No project work to report.

### **Project Timetable**

Project Planning: July 22-23, 2009

- Review of all proposed Food Security projects for Year 22 at the ADAP Board of Director meeting.
- Selection of project(s) for completion turning this year, with expenses totaling \$12,000. Selection will be based on the potential impact the project will have on the community and how readily the project can be shared with ADAP collaborators.

Project Implementation: September 1, 2009

- Begin project implementation

Project Completion: June 2010

- Follow-up survey with stakeholders; presentation of results at the Summer 2010 Board of Directors meeting.



robustness of the grant proposals, and the strength of the institution's research capabilities. The CIPS project results in more open and immediate access to information. Thus, reducing duplication of work in the region, and leading to a more efficient use of fiscal and human resources.

ADAP – CIPS sponsors the Traditional Pacific Island Crops, Pacific AgNic database, found at <http://libweb.hawaii.edu/libdept/scitech/agnic/>. The Traditional Pacific Island Crops database provides a user-friendly gateway to the internet resources for agricultural research and extension materials on twelve of the food crops most widely grown across the USAPI, providing a valuable resource for researchers, farmers and extension agents across the Pacific. Additionally, ADAP-CIPS sponsors participation in the Pacific Islands Association of Libraries and Archives (PIALA) conferences. The conferences provide an opportunity to exchange agricultural research and extension materials across the Pacific region, from both USAPI and international resources.

The final step in taking research findings from the laboratory to the farmers is to provide appropriate extension materials. Developing appropriate materials takes time and expertise. Within the CIPS project, the University of Hawaii office staff provide assistance with fliers, posters, brochures, and video production.

### **Literature Review**

A literature review is not pertinent to this project.

### **Current Work (Progress report of ADAP activities to May 2009)**

The American Samoa Community College provided Internet access to all College of Natural Resources staff and faculty. The College of Micronesia provided Internet connectivity capability to the Central Office and the 3 colleges and six campuses.

At the University of Hawaii, in conjunction with the Hamilton Library, during the last six months of 2008, Eileen Herring conducted 4 literature searches, and provided 57 journal articles to scientists and extension agents within the USAPI.

American Samoa Community College, College of Micronesia, Northern Marianas College, and University of Guam continue to improve project communication, and improve access to appropriate scientific and extension materials. With increased access to research and extension information through the Agricultural Document Delivery Service, ADAP institutions are better able to serve their communities and their clients. Additionally, with access to the research resources at the University of Hawaii's Hamilton Library, scientists in the USAPI are better prepared to develop strong experiments, and fundable grant proposals.

### **Project Timetable**

Activities for this project continue throughout the entire project period.

**ADAP Core Project: Management and Accountability Project**  
ADAP Year 22 (FY2009)

	ASCC	COM	NMC	UOG	UH	UAF	TOTAL
Salary	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 57,212		\$ 89,212
Fringe	1,200	1,200	1,200	1,200	22,524		\$ 27,324
Equipment							\$ -
Supplies	1,000	1,000	1,000	1,000	1,000		\$ 5,000
Travel Domestic	3,200	7,000	6,800	6,800	10,800	5,400	\$ 40,000
Travel Foreign							\$ -
Publication					2,372		\$ 2,372
Other Costs	1,500				1,700		\$ 3,200
Pending							\$ -
Indirect Costs:			2,000	2,000	62,406		\$ 66,406
<b>TOTAL:</b>	<b>\$ 14,900</b>	<b>\$ 17,200</b>	<b>\$ 19,000</b>	<b>\$ 19,000</b>	<b>\$ 158,014</b>	<b>\$ 5,400</b>	<b>\$ 233,514</b>

<b>Budget Breakdown:</b>	<b>Sub-Total</b>	<b>Total</b>
<b>Salaries:</b>		
Region Coordinators Salary HO Staff (2 Staff members)	4 x \$8,000 \$57,212	
<b>Total Salaries:</b>		<b>\$89,212</b>
<b>Fringe Benefits</b>		
Fringe: Coordinators (Fringe @ 25%) HO Staff (2 Staff members)	4 x \$1,200 \$22,524	
<b>Total Fringe:</b>		<b>\$27,324</b>
<b>TOTAL SALARY AND FRINGE:</b>		<b>\$116,536</b>
<b>Supplies:</b>		
<b>ASCC:</b>		
Office Supplies	\$500	
Computer Supplies	\$500	\$1,000
<b>COM:</b>		
Office Supplies	\$500	
Computer Supplies	\$500	\$1,000
<b>NMC:</b>		
Office Supplies	\$500	
Computer Supplies	\$500	\$1,000
<b>UOG:</b>		
Office Supplies	\$500	
Computer Supplies	\$500	\$1,000
<b>UH:</b>		
Office Supplies	\$500	
Computer Supplies	\$500	\$1,000
<b>TOTAL SUPPLIES:</b>		<b>\$5,000</b>
<b>Travel (DOMESTIC):</b>		
<b>ASCC:</b>		
<i>Director to Arizona for July 2010 Directors Meeting</i>		
R/T airfare (A. Samoa/Arizona/A. Samoa)	1.00	\$2,200
Travel Per Diem		\$750
Ground Transportation		\$250
<b>Sub-Total for ASCC:</b>		<b>\$3,200</b>
<b>COM:</b>		
<i>Director travel to Am. Samoa for January 2010 Directors Meeting</i>		
R/T airfare (Pohnpei/PPG/Pohnpei)		\$2,800
Travel Per Diem		\$750
Ground Transportation		\$250
<b>Director to Arizona for July 2010 Directors Meeting</b>		
R/T Airfare (Pohnpei/Arizona/Pohnpei)	1.00	\$2,200
Travel Per Diem		\$750
Ground Transportation		\$250
<b>Sub-total for COM:</b>		<b>\$7,000</b>

**ADAP Core Project: Management and Accountability Project**  
ADAP Year 22 (FY2009)

<b>NMC:</b>					
<b>Director travel to Am. Samoa for January 2010 Directors Meeting</b>					
R/T airfare (Saipan/PPG/Saipan)			\$2,600		
Travel Per Diem			\$750		
Ground Transportation			\$250	\$3,600	
<b>Director to Arizona for July 2010 Directors Meeting</b>					
R/T Airfare (Saipan/Arizona/Saipan)	1.00		\$2,200		
Travel Per Diem			\$750		
Ground Transportation			\$250	\$3,200	
<b>Sub-Total for NMC:</b>					<b>\$6,800</b>
<b>UOG:</b>					
<b>Director travel to Am. Samoa for January 2010 Directors Meeting</b>					
R/T Airfare (Guam/Arizona/Guam)	1.00		\$2,600		
Travel Per Diem			\$750		
Ground Transportation			\$250	\$3,600	
<b>Director to Arizona for July 2010 Directors Meeting</b>					
R/T Airfare (Guam/Arizona/Guam)	1.00		\$2,200		
Travel Per Diem			\$750		
Ground Transportation			\$250	\$3,200	
<b>Sub-Total Travel Cost for UOG:</b>					<b>\$6,800</b>
<b>UH:</b>					
<b>Director, PM and PC travel to Am. Samoa for January 2010 Directors Meeting</b>					
R/T Airfare (Honolulu/PPG/Honolulu)	3		\$3,600		
Travel Per Diem			\$2,250		
Ground Transportation			\$150	\$6,000	
<b>Director, PM and PC to Arizona for July 2010 Directors Meeting</b>					
R/T Airfare (Honolulu/Arizona/Honolulu)	3		\$2,400		
Travel Per Diem			\$2,250		
Ground Transportation			\$150	\$4,800	
<b>Sub-Total Domestic Travel Cost for UH:</b>					<b>\$10,800</b>
<b>UAF:</b>					
<b>Director to Am. Samoa for January 2010 Directors Meeting</b>					
R/T Airfare (Fairbanks/PPG/Fairbanks)	1		\$2,200		
Travel Per Diem			\$750		
Ground Transportation			\$250	\$3,200	
<b>Director and PC to Arizona for July 2010 Directors Meeting</b>					
R/T Airfare (Fairbanks/Arizona/Fairbanks)	1		\$1,200		
Travel Per Diem			\$750		
Ground Transportation			\$250	\$2,200	
<b>Sub-Total Domestic Travel Cost for Uaf:</b>					<b>\$5,400</b>
<b>TOTAL TRAVEL:</b>					<b>\$40,000</b>
<b>Publications:</b>					
UH: Posters and brochures highlighting accountability				\$2,200	
UH: Accomplishment Report/Plans of Work				\$172	
<b>TOTAL PUBLICATIONS</b>					<b>\$2,372</b>
<b>OTHER COSTS:</b>					
ASCC: Meeting expenses for board meeting in American Samoa				\$1,500	
UH: Meeting expenses for American Samoa board meetings				\$1,500	
UH: Annual Subscription to SurveyMonkey.com				\$200	
<b>TOTAL OTHER:</b>					<b>\$3,200</b>
<b>Overhead Costs:</b>					
<b>NMC, UOG</b>	2,000	2	\$4,000		
<b>UH</b>			\$62,406		\$66,406
<b>(No Overhead Costs for COM and ASCC)</b>					
<b>TOTAL BUDGET:</b>					<b>\$233,514</b>

**ADAP Core Project: Professional Development**  
ADAP Year 22 (FY2009)

	ASCC	COM	NMC	UOG	UH	UAF	TOTAL
Salary				\$ 7,240			\$ 7,240
Fringe				560			\$ 560
Equipment							\$ -
Supplies	1,500						\$ 1,500
Travel Domestic		7,000	8,394		5,500		\$ 20,894
Travel Foreign							\$ -
Publication							\$ -
Other Costs	12,500	7,000	5,606	6,200	8,500		\$ 39,806
Pending							\$ -
Indirect Costs							\$ -
<b>TOTAL:</b>	<b>\$ 14,000</b>	<b>\$ 14,000</b>	<b>\$ 14,000</b>	<b>\$ 14,000</b>	<b>\$ 14,000</b>	<b>\$ -</b>	<b>\$ 70,000</b>

<b>Budget Breakdown:</b>	<b>Sub-Total</b>	<b>Total</b>
<b>SALARY:</b> UOG: Student Assistants for Summer Internship Program	\$7,240	
<b>TOTAL SALARY:</b>		<b>\$7,240</b>
<b>FRINGE BENEFITS:</b> UOG: Student Assistants for Summer Internship Program (Social security 7.65%)	\$560	
<b>TOTAL FRINGE BENEFITS:</b>		<b>\$560</b>
<b>EQUIPMENT (ITEMS &gt;\$5000)</b> No Equipment can be purchased with Professional Development Funds	\$0	
<b>TOTAL EQUIPMENT:</b>		<b>\$0</b>
<b>SUPPLIES</b>		
<b>ASCC:</b> Books for ADAP Scholars	\$1,500	
<b>Sub-total for ASCC:</b>	\$1,500	
<b>TOTAL SUPPLIES</b>		<b>\$1,500</b>
<b>TRAVEL (DOMESTIC):</b>		
<b>COM:</b> <i>Administrator to NERAO Conference (costs based on 2009 conference details)</i> R/T airfare (Pohnpei/Baltimore/Pohnpei) \$2,000 Per Diem (4 days @ \$270) \$1,080 Ground Transportation \$100 <b>2 Research Aides to food technology training in Guam</b> R/T airfare (Pohnpei/GUM/Pohnpei) 2.00 1,000.00 \$2,000 Per Diem (2 travelers: 4 days @ \$215) 2.00 860.00 \$1,720 Ground Transportation 2.00 50.00 \$100 <b>Sub-total for COM:</b>	\$7,000	
<b>NMC:</b> <b>2 Administrators to Leadership Conference in Honolulu</b> R/T airfare (Saipan/HNL/Saipan) 2.00 1,500.00 \$3,000 Per Diem (9 days @ \$283) 2.00 2,547.00 \$5,094 Ground Transportation 2.00 150.00 \$300 <b>Sub-total for NMC:</b>	\$8,394	
<b>UH:</b> <b>Conference - LEAD21, Session 1 (Indiana)</b> Airfare \$700 Per Diem (5 days @ \$138) \$690 Ground Transportation \$150 <b>Conference - LEAD21, Session 2 (Missouri)</b> Airfare \$700 Per Diem (5 days @ \$156) \$780 Ground Transportation \$150 <b>Conference - LEAD21, Session 3 (DC)</b> Airfare \$815 Per Diem (5 days @ \$273) \$1,365 Ground Transportation \$150 <b>Sub-total for UH:</b>	\$5,500	
<b>TOTAL DOMESTIC TRAVEL:</b>		<b>\$20,894</b>

**ADAP Core Project: Professional Development**  
ADAP Year 22 (FY2009)

<b>OTHER COSTS</b>		
<b>ASCC:</b>		
Staff development course tuition, and conference registration	\$12,500	
<b>Sub-total for ASCC:</b>		\$12,500
<b>COM:</b>		
Conference registration fees (\$500/conference)	\$1,500	
Tuition for online degree program from San Diego State University	\$5,500	
<b>Sub-total for COM:</b>		\$7,000
<b>NMC:</b>		
"Leadership Island Style" workshop, \$1395 per person	\$2,790	
Staff development course tuition, and conference registration	\$2,816	
<b>Sub-total for NMC:</b>		\$5,606
<b>UOG:</b>		
Staff development course tuition, and conference registration	\$6,200	
<b>Sub-total for UOG:</b>		\$6,200
<b>UH:</b>		
Conference Registraion Fees - LEAD21 2009-2010 Class	\$8,500	
<b>Sub-total for UH:</b>		\$8,500
<b>TOTAL OTHER COSTS:</b>		<b>\$39,806</b>
<b>TOTAL BUDGET:</b>		<b>\$70,000</b>

**ADAP Core Project: Communication, Information & Publication Services (CIPS)**  
ADAP Year 22 (FY2009)

	ASCC	COM	NMC	UOG	UH	UAF	TOTAL
Salary							\$ -
Fringe							\$ -
Equipment							\$ -
Supplies	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600		\$ 3,000
Travel Domestic							\$ -
Travel Foreign							\$ -
Publication	500	500	500	500	150		\$ 2,150
Other Costs	1,500	1,500	1,500	1,500			\$ 6,000
Pending							\$ -
Indirect Costs							\$ -
<b>TOTAL:</b>	<b>\$ 2,600</b>	<b>\$ 2,600</b>	<b>\$ 2,600</b>	<b>\$ 2,600</b>	<b>\$ 750</b>	<b>\$ -</b>	<b>\$ 11,150</b>

<b>Budget Breakdown:</b>	<b>Sub-Total</b>	<b>Total</b>
<b>SUPPLIES:</b>		
ASCC: Office/Printing Supplies	\$600	
COM: Office/Printing Supplies	\$600	
NMC: Office/Printing Supplies	\$600	
UOG: Office/Printing Supplies	\$600	
UH/CIPS: Office/Printing Supplies	\$600	
<b>TOTAL SUPPLIES</b>		<b>\$3,000</b>
<b>PUBLICATIONS:</b>		
ASCC: Printing and distributing project literature	\$500	
COM: Printing and distributing project literature	\$500	
NMC: Printing and distributing project literature	\$500	
UOG: Printing and distributing project literature	\$500	
UH: Reprinting ADAP pubs	\$150	
<b>TOTAL PUBLICATIONS</b>		<b>\$2,150</b>
<b>OTHER COSTS:</b>		
<b>ASCC:</b>		
Mailing/Postage	\$300	
Phone Charges/Faxes	\$300	
Long-Distance	\$300	
Photocopying	\$300	
Internet Access	\$300	
<b>Sub-total ASCC:</b>		<b>\$1,500</b>
<b>COM:</b>		
Mailing/Postage	\$300	
Phone Charges/Faxes	\$300	
Long-Distance	\$300	
Photocopying	\$300	
Internet Access	\$300	
<b>Sub-total COM:</b>		<b>\$1,500</b>
<b>NMC:</b>		
Mailing/Postage	\$300	
Phone Charges/Faxes	\$300	
Long-Distance	\$300	
Photocopying	\$300	
Internet Access	\$300	
<b>Sub-total NMC:</b>		<b>\$1,500</b>

**ADAP Core Project: Communication, Information & Publication Services (CIPS)**  
ADAP Year 22 (FY2009)

<b>UOG:</b>		
Mailing/Postage	\$300	
Phone Charges/Faxes	\$300	
Long-Distance	\$300	
Photocopying	\$300	
Internet Access	\$300	
<b>Sub-total UOG:</b>		<b>\$1,500</b>
<b>TOTAL OTHER:</b>		<b>\$6,000</b>
<b>TOTAL BUDGET:</b>	<b>\$</b>	<b>11,150</b>

**Food Security and Sufficiency Project**  
ADAP Year 22 (FY2009)

	<b>ASCC</b>	<b>COM</b>	<b>NMC</b>	<b>UOG</b>	<b>UH</b>	<b>UAF</b>	<b>TOTAL</b>
Salary							\$ -
Fringe							\$ -
Equipment							\$ -
Supplies	-	-	-				\$ -
Travel Domestic		-				-	\$ -
Travel Foreign							\$ -
Publication				-	-		\$ -
Other Costs	-					-	\$ -
Pending					12,000		\$ 12,000
Indirect Costs							\$ -
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 12,000</b>	<b>\$ -</b>	<b>\$ 12,000</b>

The allocation of the remaining \$12000 is being withheld pending a vote by the ADAP Board of Directors at the next meeting, July 22-23, 2009. The Board will carefully consider the many potential plans outlined in the Project Narrative, for Food Security work. Upon a vote by the full board, the funds will be allocated by September 1, 2009.





## Budget Justification - NMC

### Management and Accountability Project

	NMC
Salary	\$ 8,000
Fringe	\$ 1,200
Equipment	\$ -
Supplies	\$ 1,000
Travel Domestic	\$ 6,800
Travel Foreign	\$ -
Publication	\$ -
Other Costs	\$ -
Pending	\$ -
Indirect Costs:	\$ 2,000
<b>TOTAL:</b>	<b>\$ 19,000</b>

*Focus of project: Educational campaign to improve accountability, transparency, and timeliness.*

ADAP Coordinator's Salary  
ADAP Coordinator's Fringe

Office supplies and computer supplies  
Travel for Director to board meeting in AZ (07/2010 ) [\$3600]; and Am. Samoa (01/2010) [\$3200]

### Professional Development

	NMC
Salary	\$ -
Fringe	\$ -
Equipment	\$ -
Supplies	\$ -
Travel Domestic	\$ 8,394
Travel Foreign	\$ -
Publication	\$ -
Other Costs	\$ 5,606
Pending	\$ -
Indirect Costs	\$ -
<b>TOTAL:</b>	<b>\$ 14,000</b>

*Focus of project: Capacity building and staff development*

2 x [Airfare \$1500; Per diem \$2547 (\$283x9days); Ground Transportation \$150]

2 x ["Leadership Island Style" Workshop, 8-days, Honolulu, HI - Oct 16, 2009]; \$2816 for tuition for staff member pursuing degree programs

(Total participants = 4)

### CIPS

	NMC
Salary	\$ -
Fringe	\$ -
Equipment	\$ -
Supplies	\$ 600
Travel Domestic	\$ -
Travel Foreign	\$ -
Publication	\$ 500
Other Costs	\$ 1,500
Pending	\$ -
Indirect Costs	\$ -
<b>TOTAL:</b>	<b>\$ 2,600</b>

*Focus of project: Publication (information and website) development and distribution.*

Computer software and supplies for publication or website development

Reprinting ADAP Publications; editing extension materials from other ADAP institutions.

Mailing/Postage, Phone Charges/Faxes, Long-Distance, Photocopying, and Internet Access

**TOTAL** **\$ 35,600**

## Budget Justification - UOG

### Management and Accountability Project

	UOG
Salary	\$ 8,000
Fringe	\$ 1,200
Equipment	\$ -
Supplies	\$ 1,000
Travel Domestic	\$ 6,800
Travel Foreign	\$ -
Publication	\$ -
Other Costs	\$ -
Pending	\$ -
Indirect Costs:	\$ 2,000
<b>TOTAL:</b>	<b>\$ 19,000</b>

*Focus of project: Educational campaign to improve accountability, transparency, and timeliness.*

ADAP Coordinator's Salary  
ADAP Coordinator's Fringe

Office supplies and computer supplies  
Travel for Director to board meeting in AZ (07/2010 ) [\$3600]; and Am. Samoa (01/2010) [\$3200]

### Professional Development

	UOG
Salary	\$ 7,240
Fringe	\$ 560
Equipment	\$ -
Supplies	\$ -
Travel Domestic	\$ -
Travel Foreign	\$ -
Publication	\$ -
Other Costs	\$ 6,200
Pending	\$ -
Indirect Costs	\$ -
<b>TOTAL:</b>	<b>\$ 14,000</b>

*Focus of project: Capacity building and staff development*

Salary for Summer Research Apprenticeship Program - 5 students (40hrs/wk; 4 wks)  
Fringe benefits for Summer Research Apprenticeship Program

Financial Assistance for employees (approx. 3) pursuing degrees at UOG

(Total participants = 8)

### CIPS

	UOG
Salary	\$ -
Fringe	\$ -
Equipment	\$ -
Supplies	\$ 600
Travel Domestic	\$ -
Travel Foreign	\$ -
Publication	\$ 500
Other Costs	\$ 1,500
Pending	\$ -
Indirect Costs	\$ -
<b>TOTAL:</b>	<b>\$ 2,600</b>

*Focus of project: Publication (information and website) development and distribution.*

Computer software and supplies for publication or website development

Reprinting ADAP Publications; editing extension materials from other ADAP institutions.

Mailing/Postage, Phone Charges/Faxes, Long-Distance, Photocopying, and Internet Access

**TOTAL** **\$ 35,600**



## Budget Justification - UH

### Management and Accountability Project

	UH
Salary	\$ 57,212
Fringe	\$ 22,524
Equipment	\$ -
Supplies	\$ 1,000
Travel Domestic	\$ 10,800
Travel Foreign	\$ -
Publication	\$ 2,372
Other Costs	\$ 1,700
Pending	\$ -
Indirect Costs:	\$ 62,406
<b>TOTAL:</b>	<b>\$ 158,014</b>

*Focus of project: Educational campaign to improve accountability, transparency, and timeliness.*

Project Manager (.50FTE) and Coordinator Salary (.55FTE)  
Project Manager (.50FTE) and Coordinator Fringe (.55FTE)

Office supplies and computer supplies

Travel to Am. Samoa for Board Meeting (01/2010) for Director, Project Manager and Coordinator [\$6000]; travel to Arizona for Board Meeting (07/2010) for Director, Project Manager and Coordinator [\$4800]

Educational posters on accountability and Plan of Work

Room rental expenses for board meeting \$1500; Survey services \$200

Indirect cost rate set at 27.4% of the MTDC, the institution's federally negotiated rate for on-campus training grants. As stated in the RFA, "this program may not exceed the lesser of the institution's official negotiated rate or the equivalent of 22 percent of total Federal funds awarded."

### Professional Development

	UH
Salary	\$ -
Fringe	\$ -
Equipment	\$ -
Supplies	\$ -
Travel Domestic	\$ 5,500
Travel Foreign	\$ -
Publication	\$ -
Other Costs	\$ 8,500
Pending	\$ -
Indirect Costs	\$ -
<b>TOTAL:</b>	<b>\$ 14,000</b>

*Focus of project: Capacity building and staff development*

Travel to workshop in Indiana [airfare \$700; per diem \$690 (\$138/day); ground transportation \$150]. Travel to workshop in Missouri [airfare \$700; per diem \$780 (\$156/day); ground transportation \$150]. Travel to workshop in DC [airfare \$815; per diem \$1365 (\$273/day); ground transportation \$150]

Registration fee for LEAD21 2010-2011 Class

(Total participants = 1)

### CIPS

	UH
Salary	\$ -
Fringe	\$ -
Equipment	\$ -
Supplies	\$ 600
Travel Domestic	\$ -
Travel Foreign	\$ -
Publication	\$ 150
Other Costs	\$ -
Pending	\$ -
Indirect Costs	\$ -
<b>TOTAL:</b>	<b>\$ 750</b>

*Focus of project: Publication (information and website) development and distribution.*

Computer software and supplies for publication or website development

Reprinting ADAP Publications; editing extension materials from other ADAP institutions.  
Mailing/Postage and fees for Hamilton Library Book Loan Program

### Food Security and Sufficiency

	UH
Salary	
Fringe	
Equipment	
Supplies	
Travel Domestic	
Travel Foreign	
Publication	-
Other Costs	
Pending	12,000
Indirect Costs	
<b>TOTAL:</b>	<b>\$ 12,000</b>

*Focus of project: Plan for island-wide, region-wide, and Pacific-wide food security.*

The allocation of \$12000 is being withheld pending a vote by the ADAP Board of Directors at the next meeting, July 22-23, 2009. The Board will carefully consider the many potential plans outlined in the Project Narrative, for Food Security work. Upon a vote by the full board, the funds will be allocated by September 1, 2009.

**TOTAL** **\$ 184,764**