



North Shore Economic Vitality Partnership
PO Box 1069
Hanapepe, HI 96716-1069
nsevp.org

Hawai'i GroupGAP Application for Food Hubs & Aggregators

Applicant Information

Applicant Name (Primary Contact): _____

Food Hub Name (to be listed on food safety documents): _____

Cell Phone: _____ Office Phone: _____

Email: _____ Website: _____

Food Hub Physical Address: _____

City: _____ Zip Code: _____-_____

Food Hub Mailing Address (☐ if same as physical address): _____

City: _____ Zip Code: _____-_____

Do you have access to a computer and the internet? ☐ Yes ☐ No

If yes, are you comfortable communicating via email? ☐ Yes ☐ No

Do you have access to a smartphone? ☐ Yes ☐ No

Please rate yourself on your timeliness in response to requests and questions:

☐ I need reminders, ☐ I respond in a few days, ☐ I respond right away

Please Note: Google applications will be utilized in a variety of ways during the cohort. If you are unable to access Google applications using your primary email address, you will be required to set up a Gmail account for this purpose.

Food Hub Information

Do you own or lease the building where aggregation operations take place?: ☐ Own ☐ Lease

Building Total square feet: _____

How many produce farms do you currently aggregate products from? _____

What types of crops are you currently sourcing through your supplier farms?

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Do you aggregate or hold any products other than raw fruits and vegetables? ☐ Yes ☐ No

If yes, indicate the other products your hub aggregates, holds, and/or distributes:

☐ Eggs, ☐ Meats (including poultry), ☐ Fish/ Shellfish, ☐ Dairy products, ☐ Honey, ☐ Value-added products, ☐ Other: _____

How many pounds of product have you sold in the last 3 months? _____ Pounds

How many pounds of product have you sold in the last year? _____ Pounds

How long have you been aggregating produce? _____ Years _____ Months

Does your operation have insurance? ☐ Yes ☐ No

If yes, what type of insurance/ coverage?: _____

Number of Employees: ____ Full-time, ____ Part-time, ____ Non-Compensated (Family, owners, etc.)

What language(s) do you and your workers speak at the food hub? _____

If needed, do you have access to a translator to help you in this program? ☐ Yes ☐ No ☐ N/A

Produce Supplier Practices:

Which of the following practices does your aggregation facility look for when onboarding new produce suppliers?

☐ Non-certified but practicing organic, ☐ Certified Organic, ☐ Fair Trade, ☐ Chemical free,
☐ Certified USDA Good Handling Practices (GHP), ☐ Certified Naturally Grown,
☐ Integrated Pest Management, ☐ Certified USDA Good Agricultural Practices Certified (GAP),
☐ Other, please list: _____

Please check the types of records a supplier is required to keep to be eligible to supply your aggregation

facility: ☐ Traceability records, ☐ Pesticide application, ☐ Delivery records, ☐ Harvest records,
☐ Cleaning and sanitation records ☐ Restroom cleaning, ☐ Water quality records, ☐ None,
☐ other, please list: _____

Do you make an initial site visit to supplier farms? ☐ Yes ☐ No

If yes, do you make any follow-up site visits to supplier farms? ☐ Yes ☐ No

If yes, how often? _____

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Please describe the minimum infrastructure requirements a farm must meet to be accepted as a supplier.

For example: do you require supplier farms to have on-site restrooms, handwashing stations, cold storage, transportation for delivery to your facility, etc.

Infrastructure:

Does the food hub have a restroom on site for workers to use? ☐ Yes ☐ No

Are handwashing facilities with clean, potable (drinking water quality) water available to all workers in the areas where they work? ☐ Yes ☐ No

What is your food hub's water source?

☐ Municipal (county), ☐ Surface water (ditch), ☐ Well, ☐ Catchment

Sales:

Check the box that corresponds to your annual gross sales: ☐ \$10,000 or less, ☐ \$10,000- \$25,000,
☐ \$25,000- \$50,000, ☐ \$50,000- \$75,000, ☐ \$75,000- \$100,000, ☐ \$100,000- \$150,000, ☐ Over \$150,000

Where are you currently selling your produce?

☐ Mobile retail (roadside), ☐ K-12 Schools, ☐ Food processors, ☐ Farmers Markets, ☐ Online sales,
☐ Restaurants/Caterers, ☐ Distributors, ☐ Small local grocery stores, ☐ Supermarkets, ☐ Food Hubs,
☐ CSA, ☐ Hospitals, ☐ Other (Please describe): _____

Do you intend to expand so that you can sell your product to other institutional markets, such as hospitals and/or schools? ☐ Yes ☐ No

Food Safety

Which of the following records does your food hub maintain?

☐ Supplier farm information, ☐ Delivery logs, ☐ Cleaning and sanitizing, ☐ Pest control, ☐ Sales,
☐ Employee training, ☐ Temperature logs, ☐ Traceability records,
☐ Other (please specify): _____

Please Note: Digital recordkeeping via HeavyConnect is strongly preferred. Participants using HeavyConnect will receive a discount. As a Hawai'i GGAP Member you will be set up with an individual recordkeeping account for all required HarmonizedGAP/+ records.

Have you had any food safety training? ☐ Yes ☐ No

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Do you currently have written procedures or a food safety plan in place? ☐ Yes ☐ No

If Yes, please highlight what is included in your food safety plan or SOPs:

Is there a demand for food safety certification in your current market(s)? ☐ Yes ☐ No

Do you anticipate you will need food safety certification in the next few years? ☐ Yes ☐ No

Are any of your buyers requesting the following (check any that apply):

- ☐ Traceability or recall plan, ☐ Written food safety plan or SOPs, ☐ Food safety certification,
☐ Water quality analysis, ☐ Microbial Testing.

How do you see your business changing over the next 5 years with food safety certification? Please describe.

Where or how did you hear about North Shore EVP?

Social Media:

Do you use social media to advertise your farm? ☐ Yes ☐ No

If yes, what do you use? Facebook ____ Instagram ____ Other ____

If you will share your social media account name(s) with us, please include here:

Facebook: _____

Instagram: _____

Other: _____

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Additional Questions or Comments

Do you have any questions for us or any additional information about your operation you'd like us to know?

Please send completed applications to info@nsevp.org