

House District 29

Senate District 13

**THE TWENTY-SEVENTH LEGISLATURE
APPLICATION FOR GRANTS & SUBSIDIES
CHAPTER 42F, HAWAII REVISED STATUTES**

Log No:

For Legislature's Use Only

Type of Grant or Subsidy Request:

GRANT REQUEST – OPERATING

GRANT REQUEST – CAPITAL

SUBSIDY REQUEST

"Grant" means an award of state funds by the legislature, by an appropriation to a specified recipient, to support the activities of the recipient and permit the community to benefit from those activities.

"Subsidy" means an award of state funds by the legislature, by an appropriation to a recipient specified in the appropriation, to reduce the costs incurred by the organization or individual in providing a service available to some or all members of the public.

"Recipient" means any organization or person receiving a grant or subsidy.

STATE DEPARTMENT OR AGENCY RELATED TO THIS REQUEST (LEAVE BLANK IF UNKNOWN):

STATE PROGRAM I.D. NO. (LEAVE BLANK IF UNKNOWN):

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:
Hawaii Academy of Performing Arts
Dba:

Street Address:
1159 Nuuanu Avenue, Honolulu, HI 96817
Mailing Address:
1159 Nuuanu Avenue, Honolulu, HI 96817

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name Ed Korybski
Title Development Director
Phone # 808-398-7990
Fax # 808-521-2923
e-mail ekorybski.hcad@gmail.com

3. TYPE OF BUSINESS ENTITY:

- NON PROFIT CORPORATION
- FOR PROFIT CORPORATION
- LIMITED LIABILITY COMPANY
- SOLE PROPRIETORSHIP/INDIVIDUAL

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

Creating a visitor information center for Chinatown at The ARTS at Marks Garage.

4. FEDERAL TAX ID #: 

5. STATE TAX ID #: 

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2014: \$ 161,888

8. STATUS OF SERVICE DESCRIBED IN THIS REQUEST:

- NEW SERVICE (PRESENTLY DOES NOT EXIST)
- EXISTING SERVICE (PRESENTLY IN OPERATION)

SPECIFY THE AMOUNT BY SOURCES OF FUNDS AVAILABLE AT THE TIME OF THIS REQUEST:

STATE \$ _____
FEDERAL \$ _____
COUNTY \$ _____
PRIVATE/OTHER \$ _____

 IVE:

RICH RICHARDSON, EXECUTIVE DIRECTOR
NAME & TITLE

JANUARY 31, 2013
DATE SIGNED

I. Background and Summary

This section shall clearly and concisely summarize and highlight the contents of the request in such a way as to provide the State Legislature with a broad understanding of the request. Include the following:

1. A brief description of the applicant's background;

Founded in 1997, the Hawaii Academy of Performing Arts (HAPA) is a 501(c)3 non-profit organization committed to strengthening the community of greater Chinatown and developing its creative and social potential. The HAPA Mission is to transform our community through the power of the arts, and establish Chinatown, Honolulu as the creative capital of the Pacific.

HAPA provides the following services:

1. **The ARTS at Marks Garage (Marks)** is our flagship program. *Marks* is a community center that has a 1,000 sq. ft. exhibit space, a 1,000 sq. ft. performance art space and a 1,000 sq. ft. dedicated to art business incubation. Currently home to 12 Partner organizations including performing and visual arts businesses such as Youth Speaks Hawaii, and Hawaii Shakespeare Festival. 35,000 visitors attended 12 gallery exhibitions and 150 public performances and workshops each year.
2. **Chinatown Artist's Lofts**, located a block away from *Marks*, provides live/work space for more established artists. HAPA leases the second floor at the historic Mendonca Building and sub-leases 12 units to vetted members of Chinatown's creative community. Honolulu Weekly listed 3 loft residents (and 2 Marks Partners) in the 2012 Best of Honolulu Issue.
3. **First Friday Honolulu** is downtown/Chinatown's most popular event that the staff at Marks helped start. HAPA organizes a community press release and hosts neighborhood meetings as necessary for its evolution. The event has grown from five galleries and 100 visitors in its inception to over 60 businesses and 5,000- 7,500 visitors monthly.
4. **Chinatown Art Corps** provides afterschool programming for at-risk teenagers. As Chinatown's creative community grows, HAPA seeks to link teenagers with mentors and expose them to career possibilities that they may not have considered or even know about. The overall goal is to encourage neighborhood teens to stay in school and pursue higher education so that they may join the creative community.

2. The goals and objectives related to the request;

Situation

Over the past five years, Chinatown's economic climate has improved considerably. The Honolulu Police Department report that crime has dropped over 30% in all major categories and numerous new businesses, especially clothing boutiques, have opened. Hotel Street, between Smith Street and Nuuanu Avenue, has undergone a facelift and pedestrian traffic has perceptibly increased. Finally, a project by the Honolulu Culture & Arts District Association has created historic exhibits at four organizations (Hawaii Theatre, The ARTS at Marks Garage, Louis Pohl Gallery, and Hawaii Heritage Museum), placed interpretive plaques on 15 buildings and created a website dedicated to the history of Chinatown (www.chinatownhonolulu.org) – all with the goal of creating a visitor infrastructure.

Challenge

Despite all these improvements, Chinatown does not receive a significant amount of visitors as befitting a historic district that has been the epicenter of Honolulu's history for over 200 years. The visitors who do come treat the area as a "living museum". They wander the street looking at the lei stands, produce stands and mix of ethnic Asian restaurants, but do not patronize these Chinatown establishments. This sentiment is echoed in Waikiki. In a conversation with Frank Hernandez, the Vice-President of the Concierge Association of Hawaii, he remarked, "What do I tell visitors to do when they ask about Chinatown? - look at a lei stand or a produce market? A number of people want to go there now. The area has received a lot of press."

Goals

In order to meet its economic potential, Chinatown needs to establish a venue that provides a reference point to explore Chinatown, educates visitors on its cultural heritage, and offers guidance on how to patronize its unique business mix. The ARTS at Marks Garage is uniquely situated to provide this service because of its location in Chinatown, the available space to host a receptionist, its willingness to provide access to bathrooms and the knowledge it has of the neighborhood.

The overall goals of the project are to:

- Create a sense of place that plays a critical role in shaping the image of a community
- Provide guidance on cross-cultural interactions that can create a unique social and cultural experience
- Use Honolulu's heritage to cater to specific customer groups
- Match Hawaii Tourism Authority's goal of marketing Oahu as an urban experience full of energy and variety

Objectives

The deliverables of this project are:

- to provide one-on-one assistance that will orient visitors once they arrive in Chinatown
- to provide visitors with access to bathrooms once they arrive in Chinatown
- to provide Smartphone GPS applications and brochures that:
 - Teach visitors to patronize the unique ethnic businesses in Chinatown ,including lei stands, crack seed stores and Chinese herbal stores
 - Direct visitors to the Honolulu Culture & Arts District exhibits (*Marks* hosts one)
 - Instruct visitors on a self-guided plaque/architecture tour
 - Showcase the other business clusters in Chinatown, including clothing boutiques, art galleries, performing arts venues, bars and restaurants
 - Create a community calendar that will encourage visitors to experience local entertainment and performing arts venues
- to link other neighborhoods with Chinatown, such as Capitol District, downtown and Aloha Tower

In conjunction with this project, HAPA will submit a matching GIA to the City & County of Honolulu to implement a wayfinding project. Moreover, the City & County grant component has the potential to be matched with a National Endowment for the Arts "Our Town" grant. "Our Town" program funds wayfinding projects that include a public art component. If the City & County approves their GIA, the city project will develop a community-wide strategy for installing wayfinding/public art along Hotel

Street. The wayfinding / art installations could be at bus stops or at other public locations (e.g., Sun Yat Sen Park). The art could thematically highlight Chinatown industries (e.g., lei stands) or periods in history (e.g., Chinese laborers working on sugar plantations). Most importantly, they should encourage visitors to explore neighborhoods and allow for scalability (i.e., to include Kakaako as it redevelops, Fort Street and River Street).

The federal grant will pay for the installation of public art/wayfinding signs and it could be leveraged with state Art in Public Places funds.

3. The public purpose and need to be served;

This project meets many Chinatown needs. These needs have been documented through planning projects conducted by the City & County of Honolulu and other organizations/agencies. Examples of these plans and recommendations are:

- a. Bedrock Plan (2006). The plan recommended a tourist information center' a community calendar; bathrooms; wayfinding; and, education on cultural awareness and diversity.
- b. Hawaii Capital Cultural Coalition's National Heritage Area Feasibility Study (2008) recommends: visitor centers; special initiatives to promote arts, culture and Hawaii's heritage; master events calendar; and, improved relationship with Waikiki hotels, visitor services, cruise lines and other travel industry businesses to reach visitors
- c. Others plans and projects that recommend wayfinding/bathrooms are: AECOM's Neighborhood Planning – Best Management Practices for Honolulu Chinatown (2012) and the Association of Landscape Architects of Hawaii's Chinatown Riverwalk Revitalization and Downtown Connectivity Study (2011)

In addition, the project meshes with the Hawaii Tourism Authority's Island Oahu Branding Project. HTA defines the Oahu visitor profile as:

Visitor Profile:

The active and social Oahu visitor is attracted to urban experiences full of energy and variety. They don't come on vacation to escape – they travel to engage and relax by being active. They make a list of all the iconic attractions and activities they want to experience and will be disappointed if they aren't able to complete their wish-list. They appreciate nature's beauty, but aren't avid outdoor enthusiasts. They experience nature as a backdrop to their adventures, and would rather enjoy a nice view than actually trek into the forest. Shopping and nightlife are an important part of their vacation and they enjoy festivals and events.

Chinatown currently hosts the largest creative community on Oahu and the area has a vibrant nightlife. Coupled with the architecture of the historic district and the emergence of clothing boutiques by local designers, Chinatown offers one of the most interesting authentic experiences to an Oahu visitor.

Finally, a 2006 Virginia Tourism Report to the State Legislature (Google: 2006 Virginia non state visitor center) concluded that a public-private partnership was the most financially viable mechanism to increase the number of centers in the state. The Virginia report strongly recommended financial support for non-state visitor centers.

4. Describe the target population to be served;

This project markets to the visitor community, but the target population served is the micro-businesses in Chinatown and their proprietors. Seventy-eight percent of the Chinatown's population (Census Tract 52) falls in the category of low-to-moderate income residents - one of the highest concentrations of low-income housing on the island of Oahu. Only 30% speak English at home with 68% speaking an Asian-Pacific language (e.g., Vietnamese, Filipino, Micronesian, and Chinese.) Outside of one or two department stores on Fort Street, almost all of the retail businesses in downtown/Chinatown are independently owned. This project will assist these micro-entrepreneurs as well as the budding creative business community that exists on Nuuanu Avenue and Bethel Street.

5. Describe the geographic coverage.

By promoting this project in visitor industry publications, this project has the potential to reach people statewide. However the primary focus is Chinatown and the neighboring vicinities, including the downtown, the Capitol District, and up to Foster Botanical Gardens. Chinatown is part of the Kalihi-Palama-Chinatown Neighborhood Revitalization Strategy Area and is in the Chinatown Special District.

II. Service Summary and Outcomes

1. Describe the scope of work, tasks and responsibilities;

There are four major component related to implementation of this project:

1. Materials Development

Staff needs to create materials that will assist visitors to patronize Chinatown's unique heritage businesses. For locals many of the items are familiar, but visitors may want to learn more before purchasing and would rather speak to a native English speaker first. For example, a visitor may want to learn about different types of lei, or the lei that may be shipped to the Mainland, or even request that the store ship a lei to their home. Examples of lei that are well-known to locals, but may require education are:

- Christina Lei
- Ilima Lei
- Maile Lei
- Ti Leaf Lei
- He'e Lei
- Pikake Lei

The same materials should be created with fruit. For example, many visitors may be unfamiliar with tropical produce:

- Apple Banana
- Dragon Fruit
- Starfruit
- Rambutan
- Longan
- Breadfruit

Information materials should be created to serve other popular "unique" businesses, including: dim sum restaurants, Vietnamese restaurants, fish markets, crack seed stores, clothing boutiques, Chinese herbal stores and Chinese bakeries. This information needs to be obtainable through Smartphone apps and on website as well.

In addition to these materials, staff will create a weekly events calendar. An objective is to have a visitor experience the full aspect aspects of Chinatown over several days. For example, after walking to Foster Botanical Gardens and eating dim sum and tropical fruit, a visitor might be inclined to patronize many of the mid-level local restaurants and then take in a performance at Hawaii Theatre or Kumu Kahua Theater.

2. Physical Build-Out

The ARTS at Marks Garage is designed to house exhibits and performances. In order to serve visitors, it will have to create a seating area, a rack card holder and install two computer terminals for visitors. Due to the distinct configuration of the space, HAPA will have to create custom made fixtures to accommodate 10-15 visitors at a single time. In addition, HAPA will have to create a blue "i" sign alerting pedestrians and other visitors of its new services.

3. Staffing

HAPA needs dedicated staff at the front desk to serve an increased volume of visitors. Currently, front desk staffing is managed on a volunteer basis by other business partners leasing space. This staff will need to be trained about Chinatown's history, its attractions, the different ethnic businesses and how to experience the area. To accommodate six days of coverage, it will take two staff and time from HAPA staff to train them.

In order to manage the increased use of the restrooms, HAPA will engage the use of janitorial service.

4. Promotion

In order to inform the greater public that The ARTS at Marks Garage has added a Visitor Information Center as a core service, HAPA will need to take several steps to publicize its action. After the first three steps are accomplished, HAPA will issue a press release specifically targeting “The Oahu Concierge” and other visitor journals (e.g., Hana Hou). Staff will arrange for a presentation in front of the Concierge Association of Hawaii and walk to all the major hotels in Waikiki. Once this preliminary promotion has been accomplished, HAPA will place ads in popular tourist publications (i.e., “This Week” and “Oahu Gold”), and connect with popular website such Go Hawaii and the Oahu Visitor Bureau.

HAPA staff also will coordinate with Iolani Palace, Mission House Museum and Aloha Tower Marketplace to cross promote with these destinations.

2. *Provide a projected annual timeline for accomplishing the results or outcomes of the service;*

Once funding is released, the timeline is as follows:

Months 1-2: Develop and print informational material; recruit and train staff; build-out space;

Months 3: Issue press release and start promoting project to concierge industry

Month 4: Place ads in tourist publications

Month 5: Create a visitor survey to ascertain what additional information visitors need and create additional materials as needed.

Months 2-12: Provide visitor information services.

3. *Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and*

One of the partners that leases space at The ARTS at Marks is the Arts District Merchants Association (ADMA). HAPA will coordinate with ADMA to develop a feedback mechanism to determine the increased number of visitors received. HAPA’s goal is that every business shares the increased traffic and will track businesses across industries. In addition, HAPA will create quarterly customer surveys to ensure that the organization meets customer expectations.

4. *List the measure(s) of effectiveness that will be reported to the State agency through which grant funds are appropriated (the expending agency).*

The primary measure of effectiveness will be the number of new visitors entering The ARTS at Marks Garage. Staff at The ARTS at Marks has extensive experience from its First Friday event in tracking patron numbers. Staff will track numbers on a monthly basis. One of the primary objectives is increased visitor traffic on a month-to-month basis.

III. Financial Budget

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.

– see attached

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2014.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$71,972	\$27,722	\$27,722	\$27,722	\$133,338

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2014.

Earned Income:	\$350,000
Private Foundations:	\$ 50,000
City & County:	\$ 30,000
Contributions:	<u>\$ 10,000</u>
	\$430,000

4. The applicant shall provide a listing of all state and federal tax credits it has been granted within the prior three years. Additionally, the applicant shall provide a listing of all state and federal tax credits they have applied for or anticipate applying for pertaining to any capital project, if applicable.

N/A

IV. Experience and Capability

A. Necessary Skills and Experience

The applicant shall demonstrate that it has the necessary skills, abilities, knowledge of, and experience relating to the request. State your experience and appropriateness for providing the service proposed in this application. The applicant shall also provide a listing of verifiable experience of related projects or contracts for the most recent three years that are pertinent to the request.

Because The ARTS at Marks has 10-15 partner organizations housed at any time throughout the year, and Chinatown Artist Lofts has another 13 residents, HAPA's capacity is greater than its own staffing. HAPA has the following skills that are needed to implement the project:

- i. Knowledge of Chinatown Business and Community – The ARTS at Marks Garage opened 12 years ago and the Executive Director, Rich Richardson, has lived or worked in Chinatown for over 15 years. The First Friday Gallery Walk Map produced by HAPA has expanded to include many more businesses outside galleries. Many of the partner organizations (e.g., Hawaii Craftsmen) have had space at The ARTS for over 10 years and they can offer deep troves of information as well. In addition to the business community, HAPA staff has deepened its knowledge of Chinatown. The Chinatown Art Corps exposes at-risk youth in the surrounding residential buildings with the creative community. HAPA staff also implemented the Healthy Bound Chinatown project through a Ford Foundation grant. This project informed new immigrants on the risks of the American diet with an intent to prevent childhood obesity for the next generation.
- ii. Knowledge of Chinatown's Heritage – Over the past five years, there has been a push to develop the heritage tourism market. One of Marks' partner organizations, the Honolulu Culture & Arts District Association, placed interpretative plaques on 15 Chinatown buildings, created exhibits showcasing Chinatown's history and developed a www.chinatownhonolulu.org website that provides more historical background. The ARTS at Marks hosts one of these exhibits. These materials, as well as the Honolulu Culture & Arts District Association's technical assistance will enable HAPA to educate staff and visitors how history has influenced the development of current day.
- iii. Knowledge of the Tourist Market – The ARTS at Marks has received grant funding from the Hawaii Tourism Authority - County Product Enrichment Program for the past 7 years. Staff produced a Downtown Galleries Walking Map brochure and marketed it to the tourist community, in part by networking with Waikiki concierges. Staff has a working relationship with the Oahu Visitors Bureau and many tourist magazines.

Listing of Grants

- Healthy Bound Chinatown - 2009
- Chinatown Art Corps - 2012
- Developing Chinatown's Infrastructure (a partner organization, the Honolulu Culture & Arts District Association) - 2011

- Hawaii Tourism Authority –County Product Enrichment Program Grants for First Friday 2007-13

B. Facilities

The applicant shall provide a description of its facilities and demonstrate its adequacy in relation to the request. If facilities are not presently available, describe plans to secure facilities. The applicant shall also describe how the facilities meet ADA requirements, as applicable.

The ARTS at Marks is situated on the corner of Nuuanu Avenue and Pauahi Street, with window facing both streets. The front entrance is a commercial double door entrance that is fully ADA accessible. One of the two bathrooms is also ADA accessible. The receptionist desk faces the front door and HAPA will dedicate 100 square foot to the visitor center section within the 1,000 square foot art gallery. The space needs to be renovated to house a rack card, two computer stations and chairs.

In order to accommodate fluctuating numbers of visitors, The ARTS at Marks needs to replace its fixed modular office cubicles with portable, folding cubicle. These new work cubicles can be folded and placed in the rear of the Marks space when not in use. This capital improvement will allow Marks to create a flexible space that will allow for increased seating and easier access to restrooms. The access aisle to the bathrooms could be widened and even eliminated at times.

V. Personnel: Project Organization and Staffing

A. Proposed Staffing, Staff Qualifications, Supervision and Training

The applicant shall describe the proposed staffing pattern and proposed service capacity appropriate for the viability of the request. The applicant shall provide the qualifications and experience of personnel for the request and shall describe its ability to supervise, train and provide administrative direction relative to the request.

The proposed hours for the visitor center at The ARTS at Marks is Monday through Saturday, 10:00 am to 6:00 pm for a total time of 60 hours. HAPA will hire and train two staff people to manage the front desk. The ideal candidate for the receptionist position will be a long-term resident of Chinatown who is familiar with the business and residential community. The receptionist must be able to articulate how to patronize the following businesses:

• Lei Stands	• Produce Stands	• Dim Sum Restaurants
• Manapua Stores	• Crack Seed Stores	• Chinese Restaurant
• Vietnamese Restaurants	• Chinese Bakeries	• Other Asian cuisine

This person(s) will maintain a business contact list and a community event calendar. Moreover, the person must have a strong grasp on the history of the area. Rich Richardson, the executive director, of HAPA will supervise this person. Training on the history of the area will be conducted by Ed Korybski, former executive director of the Honolulu Culture & Arts District Association and lead researcher for the Chinatown Visitor Infrastructure Project.

Qualifications

Rich Richardson - Executive Director, curates visual and performing arts programming and coordinates public relations. Rich has been a private gallery owner, exhibit coordinator, and event programmer. He has both a Bachelor of Art and Master of Creative Arts Interdisciplinary Studies from San Francisco State University, Inter-Arts Center. Rich is also on the Board of the Arts District Merchants Association. Rich helped found the First Friday event in 2003. He has been organizing First Friday gallery walk meetings, supervising the design and printing of the First Friday brochure, coordinating joint community press releases and managing the First Friday promotion for the last 10 years.

Ed Korybski - has worked in community economic development and non-profit finance for the past nine years, holds an MBA from Babson College and is a former Peace Corps Volunteer. Mr. Korybski worked as the executive director of HCAD from April 2005 to December 2012. He implemented a Main Street model to help revitalize Chinatown, overseeing the production of 25 street festivals, implementing the Hotel Street Façade Improvement Project, organizing the Arts District Merchants Association and designing, researching and implementing the Chinatown Visitor Infrastructure Project.

B. Organization Chart

The applicant shall illustrate the position of each staff and line of responsibility/supervision. If the request is part of a large, multi-purpose organization, include an organizational chart that illustrates the placement of this request.

The Executive Director, Rich Richardson, will directly supervise the receptionist staff.

VI. Other

A. Litigation

The applicant shall disclose any pending litigation to which they are a party, including the disclosure of any outstanding judgement. If applicable, please explain.

None

B. Licensure or Accreditation

The applicant shall specify any special qualifications, including but not limited to licensure or accreditation that applicant possesses relevant to this request.

N/A

BUDGET REQUEST BY SOURCE OF FUNDS
(Period: July 1, 2013 to June 30, 2014)

Applicant: Hawaii Academy of Performing Art

BUDGET CATEGORIES	Total State Funds Requested (a)	(b)	(c)	(d)
A. PERSONNEL COST				
1. Salaries	75,000			
2. Payroll Taxes & Assessments @ 7.65%	5,738			
3. Fringe Benefits - 15%	11,250			
TOTAL PERSONNEL COST	91,988			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	0			
2. Insurance	1,800			
3. Lease/Rental of Equipment				
4. Lease/Rental of Space @\$500/month	6,000			
5. Staff Training - consultant	5,000			
6. Supplies	500			
7. Telecommunication	500			
8. Utilities	600			
9. Printing	5,000			
10. Janitorial Services- @\$1000/month	12,000			
11. Graphic Artists for brochures	3,500			
12. Smartphone app development	8,000			
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	42,900			
C. EQUIPMENT PURCHASES	27,000			
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL	0			
TOTAL (A+B+C+D+E)	161,888			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	161,888	Ed Korybski	398-7990	
(b)		Name (Please type or print)	Phone	
(c)			113113	
(d)			Date	
TOTAL BUDGET	161,888	Rich Richardson, Executive Director		
		Name and Title (Please type or print)		

Applicant: Hawaii Academy of Performing Art

Period: July 1, 2013 to June 30, 2014

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
computer	2.00	\$750.00	\$ 1,500.00	1500
Portable, modular cubicles	10	\$2,250.00	\$ 22,500.00	
rack card holder	1	\$500.00	\$ 500.00	
computer stations	2	\$1,250.00	\$ 2,500.00	
			\$ -	
TOTAL:	15		\$ 27,000.00	1,500

JUSTIFICATION/COMMENTS:

The dedicated Visitor Center area requires two computers, a rack card holder and two desks. The portable, modular cubicles allows reconfigurations of the space when the numbers of visitor fluctuate up and allow greater access to the restrooms.

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				

JUSTIFICATION/COMMENTS:

Applicant: Hawaii Academy of Performing Art

Period: July 1, 2013 to June 30, 2014

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2011-2012	FY: 2012-2013	FY:2013-2014	FY:2013-2014	FY:2014-2015	FY:2015-2016
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION	0	0	0	0	0	0
EQUIPMENT						
TOTAL:			0			
JUSTIFICATION/COMMENTS:						

**DECLARATION STATEMENT
APPLICANTS FOR GRANTS AND SUBSIDIES
CHAPTER 42F, HAWAI'I REVISED STATUTES**

The undersigned authorized representative of the applicant acknowledges that said applicant meets and will comply with all of the following standards for the award of grants and subsidies pursuant to section 42F-103, Hawai'i Revised Statutes:

- (1) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant or subsidy is awarded;
- (2) Comply with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
- (3) Agree not to use state funds for entertainment or lobbying activities; and
- (4) Allow the state agency to which funds for the grant or subsidy were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and ensuring the proper expenditure of the grant or subsidy.

In addition, a grant or subsidy may be made to an organization only if the organization:

- (1) Is incorporated under the laws of the State; and
- (2) Has bylaws or policies that describe the manner in which the activities or services for which a grant or subsidy is awarded shall be conducted or provided.


Further, a grant or subsidy may be awarded to a non-profit organization only if the organization:

- (1) Has been determined and designated to be a non-profit organization by the Internal Revenue Service; and
- (2) Has a governing board whose members have no material conflict of interest and serve without compensation.

For a grant or subsidy used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant or subsidy was awarded and disposes of the land in fee simple or by lease, the organization shall negotiate with the expending agency for a lump sum or installment repayment to the State of the amount of the grant or subsidy used for the acquisition of the land.

Further, the undersigned authorized representative certifies that this statement is true and correct to the best of the applicant's knowledge.

Hawaii Academy of Performing Arts

(Name of Organization)
 _____
1/30/13

(Date)

Rich Richardson

(Typed Name)

Executive Director

(Title)