

House District 7

Senate District 4

THE TWENTY-SEVENTH LEGISLATURE  
APPLICATION FOR GRANTS AND 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:  
**Kahilu Theatre Foundation**

Db/a:

Street Address: **67-1186 Lindsey Road, Kamuela, HI 96743**

Mailing Address: **PO Box 549, Kamuela, HI 96743**

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name MARIE "MIMI" KERLEY

Title President

Phone # 808-987-9487

Fax # 808-443-0366

e-mail mkkerley@yahoo.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:

EXPANDING ARTS EDUCATION AND OUTREACH AT KAHILU THEATRE, KAMUELA, HAWAII

4. FEDERAL TAX ID #: [REDACTED]

5. STATE TAX ID #: [REDACTED]

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2015: \$ 309,400

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 \$ 150,000

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

[REDACTED]

MARIE "MIMI" KERLEY  
NAME & TITLE

31 JANUARY 2014  
DATE SIGNED

## Application for Grants and Subsidies

### I. Background and Summary

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

For over 30 years, Kahilu Theatre Foundation (KTF) has been charged with the operation of Waimea's 490-seat Kahilu Theatre, which, in 1981, was founded, built and funded by Richard Smart, a renowned Broadway performer and sole heir to Parker Ranch. Without an endowment, KTF has operated independently since the death of Mr. Smart in 1992. Kahilu Theatre is the region's premier performing arts presenter, showcasing a mix of quality programs that appeal to the community's diverse population.

Over the past several years, Kahilu Theatre has averaged 18 performances per year in its signature season, serving over 20,000 residents and visitors annually. KTF's youth education program extends these opportunities to Hawai'i's children through extensive youth programming comprising 25% of its annual operating budget, bringing quality arts experiences to an under-served rural area. In addition, Kahilu offers afterschool, holiday, and summer arts education programs. Over the past several years, KTF has served an average of 11,270 children annually.

The State's economic crisis significantly affected the operations of Kahilu Theatre, and the Board in June 2012 decided to take an "intermission" from programming during its FY2012-2013, while it addressed accumulated debt, restructured the organization, and refocused its mission and goals. Because of support from the community, Kahilu Theatre is back, debt-free, with an expanded and more diverse mission, and has launched a very successful 2013-2014 presenting season. However, with staffing levels still below pre-intermission levels, we have been unable to offer the full range of community education and outreach opportunities envisioned by the Board and as reflected in KTF's new mission and strategic plan.

The theatre's new mission, which better reflects the vision and importance of community at the theatre, is: *Celebrate our diverse community by providing a home for arts, entertainment and education.*

Kahilu Theatre's current education program, called KIDS AT KAHILU, comprises youth school performances and/or workshops at Kahilu Theatre and at various school campuses, and its free Afterschool Arts Program "K-Arts", which is run one-day-a-week in partnership with Waimea Middle School. In 2013, with a budget of approximately \$145,000, Kahilu Theatre Foundation presented 5 youth performances at Kahilu Theatre (2,400 students), 10 school shows (2,100 students), and two 12-week sessions of K-Arts (210 students). We served fewer students than in past years, because of our programming intermission and reduced staffing levels.

Part of our expanded and diversified mission (mentioned above) includes exposing a more diverse representation of our community to the theatre and its programs. Since resuming operations the organization has refocused its energy on making the facility more accessible to our community users as well as our audiences. During FY2013-14 we will rent the theatre out to at least 24 organizations with volunteer and attendance numbers of well over 11, 000 people. Because we want to maximize the use of the theatre facility by community groups, the theatre's rental fees only cover the expenses related to the rental, including utilities during the rental period, technical staff, cleaning, piano tuning (if relevant). However, because utility costs – particularly electricity – can be so high, these rental fees can still be cost-prohibitive to small community groups, making it difficult for them to afford the theatre facilities.

**2. The goals and objectives related to the request;**

This grant is to support Kahilu's education & outreach programs, including youth after school and summer education programs; community outreach, and enhance the community's access to our facility.

Our primary objectives and ultimate goals all relate principally to developing a stronger relationship with our audiences, our *keiki* and our community. To achieve this, we propose a significant program of activities that will:

- Grow our youth programs and activities at Kahilu Theatre, including a theatre tech internship program for local college students, where students can learn about the multiple facets of practical theatre operations;
- Develop a more significant youth outreach program with schools and other community partners in the North Hawai'i region;
- Reach more successfully our underserved youth and children in order to allow a greater service and representation to our "entire" community;
- Capitalize on the Theatre's gallery space and develop a comprehensive visual arts program, including
  - Docent-led tours of Kahilu Gallery exhibitions
  - Annual Youth Photography Competition and exhibition
  - Annual Keiki Art Competition and exhibition
- Provide our facility and expertise at an affordable price that still allows us to maintain and continue to provide a first class theatre experience and venue to community users.

**3. The public purpose and need to be served;**

Kahilu Theatre is located in the rural community of Waimea (Kamuela), Hawai'i (population 12,000). Diverse ethnicities are represented in the community, including Caucasian, Filipino, Japanese, Native Hawaiian and other Pacific Islanders, with many single-parent and multi-generational families. While median household income is \$53,600, there is a significant disparity in income levels. Almost 16% of island residents live below the poverty level.

With many schools offering little or no arts education, many youth within our community have not had the experience of exploring various art genres (visual, performing, dance and movement, music). Many of these kids are considered "at risk" with the local public schools serving a student population comprised of over 50% Hawaiian ancestry, 65% who receive free/reduced lunch, and 8% English language learners.

The arts improve academic performance; studies have shown that engaging in the arts has a tremendous impact on the developmental growth of every child and has proven to help level the "learning field" across socio-economic boundaries by strengthening critical-thinking, cognitive and creative skills. Through the arts, students nurture important values including team-building skills, respecting alternative viewpoints, and appreciating and being aware of different cultures and traditions. The community benefits because youth who have a history of in-depth arts involvement have better academic outcomes, higher career goals, and are more civic-minded, according to a report entitled *The Arts and Achievement in At-Risk Youth: Findings from Four Longitudinal Studies (NEA 2012)*.

For these reasons, it is a priority of the Kahilu Theatre Foundation to expand and enhance the youth arts experiences it offers, so that more of our *keiki* can be guided, mentored and inspired in a variety of art modalities, including dance, voice, theater, and visual arts.

Currently, Kahilu is the only facility of its size and capability in North Hawai'i. There are numerous community organizations that would like to use Kahilu Theatre as a venue for performances, lectures, films, workshops, classes, and/or meetings, but are unable to because of our rental fee. As we noted earlier, our rental fee for each rental is based strictly on the expenses incurred in association with that rental. Our utility costs represent our highest expenses – electricity alone runs \$4,000-\$5,000 per month. By helping to subsidize utility costs for theatre rentals by community organizations, we can facilitate their access to Kahilu's facility. Many members of our community have not yet attended a performance at Kahilu. Providing a subsidy to those qualified community organizations would provide the unique space for public events and expose the event attendees to an authentic theatre experience.

4. **Describe the target population to be served; and**  
Expanded KIDS AT KAHILU programs will bring quality arts experiences to children, ages 5 through 18, from all schools – public, private, and homeschooled – in the greater North Hawai'i region.

Studies have shown that involvement in the arts helps kids increase test scores and promotes academic achievement. Children who are involved in the arts are:

- 4 times more likely to be recognized for academic achievement
- 3 times more likely to be elected to class office within their schools
- 4 times more likely to participate in a math and science fair

- 3 times more likely to win an award for school attendance

In addition, as part of this program, local non-profit organizations, schools, and other groups serving the public will be offered a utility subsidy on their rental fees. This would benefit a target population including a broad range of community members, including families, individuals and children.

**5. Describe the geographic coverage.**

Through its expanded youth performances and afterschool and summer arts programs, Kahilu Theatre Foundation will target students from the greater North Hawai'i region – Hawi/Kapa'au, Waikoloa, Waimea, and Honoka'a/Pa'auilo (North Kona, South Kohala, North Kohala, and Hamakua districts) – and, on occasion, also transport performers to schools in North and South Hilo, Puna, Ka'u, and South Kona districts. The same districts would also benefit from the Community Rental Subsidy.

## **II. Service Summary and Outcomes**

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

During Kahilu Theatre's hiatus in 2012-2013, a significant amount of work and effort was made to engage the community in what the organization will and should become. Our community members and organizations clearly expressed the importance of Kahilu Theatre in providing arts education and outreach to local youth and the need not only to resume this important service but also to expand it significantly. A new vision was created, leading to the creation of a comprehensive strategic plan document (currently being reviewed for publication) which clearly states the steps we will take to evolve the organization from what it was: a presentation house with limited accessibility and creative programming... to what it will be: A place where art, community, children, young people, adults, professional artists and all members of our greater North Hawai'i community gather to be inspired, develop their potential through the arts, and have an impact on their community. We will do this in the following ways.

- Consider and address who we work with alongside how we work, and what we do in order to fully contribute to the vibrant community in which we are located, as well as taking into account the national arts and cultural landscape.
- Ensure that the routes of engagement for children/young people generate a real sense of ownership of the work, inspire them to be active in their learning, and develop their creative, imaginative, physical, emotional, social, intellectual and mental well-being.
- Develop our reach to be accessible to the whole community, including those who are vulnerable, at risk or excluded. Strategically, we ensure that those who do not normally engage in the arts are given the opportunity to do so.
- Develop collaborations between artists of different disciplines (including non-theatrical ones); professionals and young people; young people and the community.

- Provide work that responds to our changing political, social and cultural environment in entertaining, thought provoking and stimulating ways.
- Develop outreach work as an important ingredient in reaching new audiences and participants.
- Place learning at the heart of Kahilu Theatre's artistic programs/activities and strive to produce a creative learning program of the very highest standard. Our interest lies in producing, commissioning and promoting work that is original, thoughtful and forward thinking. We want to engage a diverse community of artists and cultures.

The vision is an interaction between three strands of activity to create exciting and empowering connections – the TRILOGY. The three strands are:

- **Participation:** Providing and promoting participatory arts programs which reach children and young people and include those who are vulnerable, at risk or excluded. We develop quality creative learning work that involves and challenges young people both as participants and recipients in a collaborative and entertaining process, unlocking and realizing potential, celebrating their achievements, and generating a real sense of ownership and well-being.
- **Performances:** Providing and promoting a professional performance program by commissioning, producing and presenting innovative and exciting local, national and international artists and companies. This program contains work of a high artistic quality and integrity that responds to our changing political, social and cultural environment, is accessible to the whole community and is inspiring, challenging and diverse in form and content, reflecting different needs, abilities, cultures and approaches.
- **Emerging Artists/Groups:** Providing a nurturing environment for emerging and developing artists and local performing groups. We support the development of emerging artists and local companies through commissioning new projects and productions, offering advice, training and advocacy and providing accessible spaces for them to experiment and take risks, as well as promoting and showcasing their work.

We want to fulfill our ambition to move from a “presenting only” venue to a professional community-producing house, and truly become a ‘*destination of choice*’ for children, young people and their families. In so doing, we believe, we will not only contribute to, but improve the quality and delivery of opportunities and work for our region and its future and present artists. In so doing, we aspire to create a generation of children, young people and their families who are consumers of theatre. We will begin this work in four specific ways.

**1. Affordable Arts Education and opportunities for Children and Youth**  
A. Youth Conservatory Afterschool and Summer Program for performance and visual arts: Building on the Kahilu's Afterschool Arts Program (*K-Arts*) concept, Kahilu Theatre will offer accessible year round afterschool and summer programs, serving our entire North Hawai'i community. We will increase the scope and variety of offerings in order to also appeal to all ages of children and

youth from ages 3-18. Kahilu will provide individual and group sessions in a range of art modalities, including dance/movement, voice, acting/improv/fight choreography, and visual arts, culminating in two annual on-stage presentations and gallery art shows per year for family, friends, and the community to attend and enjoy. The entire program will be taught at an age-appropriate level by a team of experienced instructors, mentored and supervised junior company members, and young career entry-level recent college graduates who will make up our annually selected intern company. Drawing on the wealth of artistic talent within our greater community, our staff, interns and guest artists who will make up the annual season of offerings at Kahilu Theatre, the program will respect and celebrate diversity, encourage those we work with to have high self-esteem, value their own abilities and culture, while respecting the abilities and cultures of others. These programs will provide and allow for any student to participate no matter what their financial, social or other barriers might be. We will

- Have an open access policy, which means that there are no auditions and interviews in order to participate.
- Keep tuition and access affordable and easy so that our work is available to as many students as possible.
- Promote excellence and always strive for a process and product which is inspiring and challenging, aspiring to high standards in all we do.

**B. Expanded Youth School Performances:** Working with world-class performers, Kahilu Theatre will provide educational opportunities on an annual basis by allowing students to experience live performance in our theatre and art in our galleries in an annual series of offerings, allowing students to SEE art and performance as well as EXPERIENCE the work of artists and DO workshops with each artists/group as a part of their visit to the facility. We will expand this series to provide a minimum of 10 day-time school performances during Kahilu's 2014-2015 presenting season with artists representing a range of artistic genres.

North Hawai'i schools bus their students to the Theatre for these performances. For some public schools, providing this transportation for their students is not included in their annual budgets. With the assistance of a corporate sponsor and the support of the State, a program of subsidy will be devised to assist schools in defraying these costs.

**C. Summer Theatre Conservatory:** Starting in summer 2015, Kahilu Theatre will offer an annual 5-week intensive summer program in musical theater. Scholarships for eligible students will be offered to defray tuition costs, in reflection of Kahilu Theatre's commitment to making its programs accessible to everyone. The summer program will culminate in a fully-realized production with professional directors, designers and choreographers leading the project.

**D. Internship Program:** As part of its educational/outreach program, Kahilu Theatre will establish an internship program for recent Hawai'i college graduates

who have an interest in theater, arts education, art/theatre production and management as a career. This annual program will provide entry-level professionals an opportunity to work within a professional construct, be mentored by various staff and artists as well as provide direct experience in managing and working in a theatre and art environment full-time for 12 months. Participants will assist in the various aspects of production, theater management, and arts education, working closely with professionals at Kahilu Theatre, taking on greater responsibilities as the year progresses. Interns will be provided housing and receive a weekly stipend.

## **2. Community Outreach**

As part of our annual season of offerings, Kahilu Theatre will also seek to “bring art and performance to the community.” We will do this for a number of important reasons:

1. To make our work more visible in the Greater North Hawai`i region.
2. To engage our community in who we are and what we do.
3. To make our work and artists as accessible as possible.
4. To promote our work to the wider world we serve.

We will achieve these objectives through the following activities:

1. An annual Summer Arts Festival in conjunction with our region's Farmers Markets.
2. An annual series of artist talks and open houses titled ARTISTS UP CLOSE AND PERSONAL.
3. Touring shows to area schools and community centers.
4. A music series that travels to North Hawai`i senior centers.

## **3. Accessibility of Our Facility**

Moving forward with aggressive plans for growth and development, Kahilu Theatre needs to make our people, our work and especially our facility more easily available for our community members, not-for-profit groups and other arts organizations especially. With this in mind we are proposing to use some of the funds requested to assist us in establishing the following:

- A series of hearing-assisted performances;
- A hearing-assist sound system for people who are hard of hearing to use;
- Artist "meet and greets" and talk stories following select performances;
- Live gallery days where artists actually work live in our building;
- Gallery opening receptions with artists;
- Free gallery hours during the daytime and docent-led tours; and
- A rental subsidy program that will allow groups and arts organizations to afford the use of our facility by reducing the overall cost of power and utilities that is often such a huge barrier. Qualified not-for-profit groups would be given a 30-50% reduction in rates, off-set by state and sponsor support.



**4. North Hawai'i Theatre Company**

In honor of Richard Smart's legacy at Kahilu Theatre, KTF will start a community-based theatre program for North Hawai'i's residents, youth and children. NHTC will produce a season of shows each year, including a touring school production, large Broadway concert, and seasonal Christmas show. In order to be completely successful and truly achieve our objectives the company will promote integration: children, young people, local residents and professional artists sharing the same space and, at times, the same stage together. We develop long-term relationships with children and young people, and bring people together who may not otherwise meet.

Ultimately and always at the forefront of all our activities will be the focus of our mission which is on children, young people and families through a theatre driven by imagination and ideas. Young people are at the heart of everything we want to do – crucially, they are central to our decision-making. Our entire staff will hold itself accountable and responsible for giving young people direct learning and training using the creative arts.

Kahilu Theatre is about engagement with the community. Its challenges are:

- To continue to expand its sphere of influence.
- To be recognized as amongst the most influential and successful youth-centric theatre organizations in Hawai'i and the country.
- To produce work with, by and for children, young people and their families, contributing significantly to the cultural, social and economic well-being of Hawai'i Island, its neighboring islands and beyond.

Kahilu Theatre will develop a history of ordinary people achieving extra-ordinary things through the arts. We look forward to building on this legacy and to the next stage of our evolution and development.

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

The following table highlights our anticipated timeline of activities.

TASKS AND ACTIVITIES/ JULY 2014-JULY 2015	J	A	S	O	N	D	J	F	M	A	M	J	J
Youth Conservatory Afterschool Program			X	X	X			X	X	X			
Summer Theatre Conservatory												X	X
Expanded Youth School Performances			X	X	X	X	X	X	X	X	X		
Internship Program	X	x	X	X	X	X	X	X	X	X	X	X	X
Community Outreach		X	X	X	X	X	X	X	X	X	X	X	X
Accessibility of our Facility	X	X	X	X	X	X	X	X	X	X	X	X	X
North Hawai'i Theatre Company	X	x	X	X	X	X	X	X	X	x	X	X	X

3. **Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and Kahilu Theatre will use a number of techniques to monitor, evaluate and continually improve its programs, including tracking the number of participants in all programs, conducting surveys to evaluate and improve the offerings, and other methods as appropriate. See table below.**
  
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 measure(s) will provide a standard and objective way for the State to assess the program's achievement or accomplishment.**

The program described above will take 3-5 years for full implementation. Progress and effectiveness in Year 1 will be measured in the following ways:

KEY OUTPUTS AND OUTCOMES	EVALUATION METHOD	INFORMATION COLLECTED
A mix of youth are regularly involved in Kahilu's afterschool classes, summer conservatory, youth theatre program	Track involvement	#of students involved per session or activity, by age group, gender, school/area; % of available class slots filled
Growing number of students are participating in Kahilu's educational activities	Track involvement	#of students participating in each session or activity, by age group, gender, school/area; % change over time
No students are turned away because of inability to pay session tuition	Tracking and analysis	#of students who receive scholarships, amount of scholarship funding available
Activities are expanding student skills, awareness, and mastery in a variety of artistic genres	Evaluation form	Report by instructors on skills progression for each class or activity, evaluation of program/curriculum by education director
Participants are enjoying classes, activities, and instructors	Survey form, track involvement	Evaluation of program by participants, evaluation of program by parents, #of students who return for subsequent sessions or activities
Youth performances at Kahilu Theatre are engaging students of many ages and from many schools in North Hawai'i	Track involvement	# of students attending day-time youth performances, quantified by data provided by all schools including overall demographics of each school
Community Outreach	Track involvement, survey form	# of outreach activities, # of attendees/ participants, feedback from participants about activities and what else they would like to see
Accessibility of Facility	Tracking and analysis	# of people benefitting from hearing assist performances/sound system, # of participants in various activities (artist "meet and greets", talk stories, live gallery days, gallery receptions and tours), # and type of organizations benefitting from rental subsidy program, % of renters benefitting from subsidy

### 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 budget forms. The cost to the State of this request is \$309,400

- 2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2015.**

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$77,350	\$77,350	\$77,350	\$77,350	\$309,400

- 3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2015.**

Private Donations and Corporate Sponsors  
 Ticket Sales and Program Tuition  
 National Endowment for the Arts  
 WESTAF  
 State Foundation on Culture and the Arts  
 Hawai'i Tourism Authority  
 HTA County Product Enrichment Program  
 Hawai'i Community Foundation FLEX Grant  
 Family Foundations (e.g., Atherton, O'Neill, etc.)

- 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.**

Not Applicable. Kahilu Theatre Foundation is a non-profit 501(c)(3) organization.

- 5. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2013.**

\$202,595 in unrestricted current assets as of December 31, 2013

## IV. Experience and Capability

### A. Necessary Skills and Experience

Kahilu Theatre Foundation (KTF) was incorporated in 1980 as a 501(c)(3) not-for-profit organization and has been responsible for the operation of Kahilu Theatre since it was built in 1981. KTF has since overseen 30 years of successful artistic and educational programming, with an annual budget ranging between \$500,000 and \$1.4 million. In addition to its annual presenting season, Kahilu Theatre currently offers afterschool and summer arts education programs. In addition, KTF contracts with world-class performers to present educational services at the Theatre and in the local schools in the form of master classes, workshops and mini-performances for the benefit of North Hawai'i students.

This request for funding is to significantly expand upon these existing services and add new services in order to reach more children and youth, and expand opportunities for community members and organizations. In Year 1, we would like to engage at least 40,000 people in theatre activities.

K-Arts: Kahilu's Afterschool Arts Program *K-Arts* has been run in conjunction with Waimea Middle School for the past five years. Each 12-week *K-Arts* session has served 90 middle school children by providing free afterschool classes in such areas as drama, dance, creative movement and music, offered to students on Wednesdays, when the school day ends at 1:15 pm. The program culminates in a performance by the students onstage at Kahilu Theatre for family, teachers, and peers. Public and private funding has supported this effort.

Kahilu's 'Ukulele and Slack Key Guitar Festival and Institute youth performances: Every year, artists performing in the annual 'Ukulele and Slack Key Guitar Festival and Institute travel to schools around Hawai'i Island to perform for students. During Fall 2013, artists performed at 10 school shows, reaching 2,100 students. These artists also provided free community activities at Kahilu Theatre, in addition to their ticketed performances. These activities were supported by SFCA and CPEP funding.

In-theatre youth performances: During 2013, KTF presented five youth performances at Kahilu Theatre, benefitting 2,400 students from the North Hawai'i region. These performances were supported by private donations, and grants from NEA and WESTAF.

Summer Arts: Kahilu Theatre has run a small summer arts program for over 30 years. The summer 2013 program served 40 youth and was a fun-filled journey through several cultures of the world, using the foods, practices, dances and music of these countries to explore their cultures. This program has been solely funded by private donations and tuition.

Theatre Rentals: Kahilu Theatre has a long history of renting its facilities to various organizations and businesses. During FY2013-14 we have/will rent the theatre out to at least 24 organizations with volunteer and attendance numbers of well over 11,000 people.

**B. Facilities**

Kahilu Theatre was founded and built by Richard Smart, a renowned Broadway performer and sole heir to Parker Ranch. It is a 20,000 square-foot building, housing a 490-seat theater, front lobby, and two side galleries. After Richard Smart's death in 1992, Kahilu Theatre became a part of the Parker Ranch Trust. In 2001, Kahilu Theatre Foundation (KTF) acquired a 30-year lease to operate Kahilu Theatre, though it is not a beneficiary of the Parker Ranch Trust, which owns the Theatre.

Kahilu Theatre is wheelchair accessible and provides areas in the theater for wheelchair seating. Kahilu Theatre also has two ADA-compliant restrooms.

Kahilu Theatre has ample and appropriate space to offer: multiple and diverse classes and activities using the Theatre's lobby, galleries, main stage, and backstage/ green room areas; live performances on its stage; and visual arts classes and shows in its two gallery spaces.

**V. Personnel: Project Organization and Staffing**

**A. Proposed Staffing, Staff Qualifications, Supervision and Training**

Kahilu Theatre is currently running an afterschool arts education program in partnership with Waimea Middle School, staffed by part-time "casual" employees of KTF. Our proposed expansion of this program will continue to use part-time staff, managed by a full-time education director. Instructional staff will be artists who are experienced educators.

The expansion of our education and outreach programs in 2014-2015 will necessitate the hiring of a full-time education director to schedule and manage youth live performances, liaise with schools and instructors, coordinate afterschool classes and the internship program, arrange outreach activities in the community, coordinate the North Hawai'i Theatre Company, and arrange the various activities intended to make our facility more accessible to a more diverse audience. The KTF Board and Managing Director will solicit and review applications for the Education Director position, and hire the strongest qualified applicant for the position.

*Tim Bostock, Kahilu Theatre Interim Artistic and Managing Director*

Tim Bostock has been promoting live arts events for over 30 years. His past projects include six years of Live from the Lawn concerts at the Hawai'i State Arts Museum and downtown street festivals such as Mardi Gras and Cinco de Mayo. Tim is a founding partner of The ARTS at Marks Garage, Honolulu. Now

a Waiki'i Ranch resident, last year Tim restarted the Hawai'i Island's Waiki'i Music Festival.

*Alva Kamalani, Kahilu Theatre Director of Operations*

Born and raised on Oahu, Ms. Kamalani relocated to Waimea in 1981. She started working at Kahilu Theatre in 2004. Since July 2006, she has been the Director of Operations. Alva is the genius behind the scenes who ensures that the theatre is run efficiently. Alva has extensive managerial experience and is extremely detail-oriented. She is deeply committed to the Hawaiian music community and is the *kumu hula* for *Halau Manu Le 'a Hawai'i*, with classes in Honoka'a and Hilo. Alva's management is supplemented by strong Board leadership, highly experienced technical staff, and loyal band of over 25 volunteers.

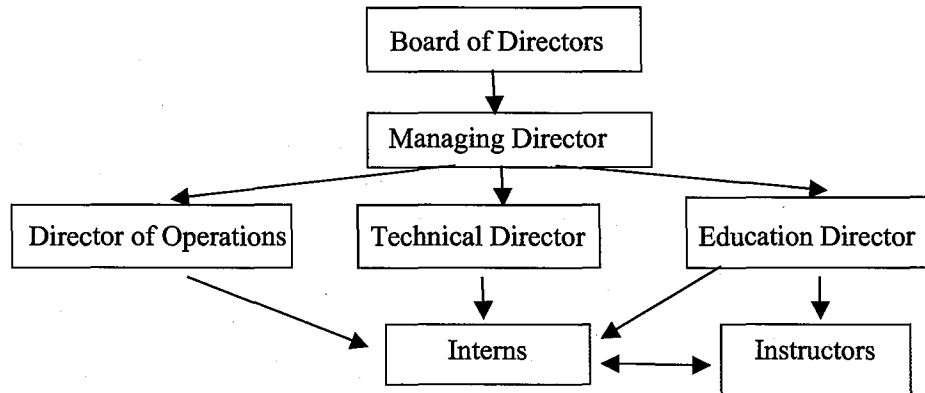
*Paul Buckley, Kahilu Theatre Technical Director*

Paul Buckley is the owner of Waimea Music Center which has been in operation for over 20 years. Paul and his company provide technical management services for the theatre, including all in-house audio visual, technical and logistical services to support our 2013/2014 program and beyond, including community productions.

*Interns*

Recent Hawai'i college graduates who have an interest in theater, arts education, art/theatre production and management as a career will be selected annually as interns for a 12-month period. Interns will be mentored by staff and artists at Kahilu Theatre, and will assist in all aspects of production, theater management, and arts education. Interns will be supervised by the education director.

**B. Organization Chart**



**C. Compensation**

The annual salaries paid by Kahilu Theatre Foundation to the three highest paid officers, directors, or employees of the organization are as follows:

Interim Artistic and Managing Director - \$60,800

Technical Director - \$48,000

Director of Operations - \$40,000

**VI. Other**

**A. Litigation**

Not applicable.

**B. Licensure or Accreditation**

Not applicable.

**BUDGET REQUEST BY SOURCE OF FUNDS**  
(Period: July 1, 2014 to June 30, 2015)

Applicant: \_\_\_\_\_ Kahilu Theatre Foundation

<b>BUDGET CATEGORIES</b>	<b>Total State Funds Requested (a)</b>	<b>Private Donations and Grants (b)</b>	<b>Tuition (c)</b>	<b>(d)</b>
<b>A. PERSONNEL COST</b>				
1. Salaries	88,400			
2. Payroll Taxes & Assessments				
3. Fringe Benefits	22,100			
<b>TOTAL PERSONNEL COST</b>	<b>110,500</b>			
<b>B. OTHER CURRENT EXPENSES</b>				
1. Class Instructors	10,200	21,000	10,800	
2. Stipends for Interns	16,200	15,000		
3. Artist Fees	30,000	15,000		
4. Lease/Rental of Space	14,000	10,000		
5. Summer Conservatory	7,500	10,000	22,500	
6. Supplies		10,000		
7. Production costs for 3 productions	50,000	100,000		
8. Utilities	50,000			
9. Transportation (buses, car rentals)	21,000	3,000		
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>198,900</b>	<b>184,000</b>	<b>33,300</b>	
<b>C. EQUIPMENT PURCHASES</b>	<b>0</b>			
<b>D. MOTOR VEHICLE PURCHASES</b>	<b>0</b>			
<b>E. CAPITAL</b>	<b>0</b>			
<b>TOTAL (A+B+C+D+E)</b>	<b>309,400</b>	<b>184,000</b>	<b>33,300</b>	
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	309,400	Carolyn Stewart	808-987-3159	
(b) Donations and Grants	184,000	Name (Please type or print)	Phone	
© Tuition	33,300			
(d)				Date
<b>TOTAL BUDGET</b>	<b>526,700</b>	Marie "Mimi" Kerley, President Name and Title (Please type or print)		



## BUDGET JUSTIFICATION PERSONNEL - SALARIES AND WAGES

Applicant: Kahilu Theatre Foundation

Period: July 1, 2014 to June 30, 2015

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Managing Director	100	\$80,000.00	30.00%	\$ 24,000.00
Education and Outreach Director	100	\$50,000.00	100.00%	\$ 50,000.00
Technical Director	100	\$48,000.00	30.00%	\$ 14,400.00
				\$ -
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				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL:</b>				<b>88,400.00</b>
<b>JUSTIFICATION/COMMENTS:</b>				

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

The undersigned authorized representative of the applicant certifies the following:

- 1) The 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:
  - a) 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;
  - b) Complies 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;
  - c) Agrees not to use state funds for entertainment or lobbying activities; and
  - d) Allows 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.
- 2) The applicant meets the following requirements pursuant to Section 42F-103, Hawai'i Revised Statutes:
  - a) Is incorporated under the laws of the State; and
  - b) 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.
- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawai'i Revised Statutes:
  - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
  - b) Has a governing board whose members have no material conflict of interest and serve without compensation.

Pursuant to Section 42F-103, Hawai'i Revised Statutes, for grants or subsidies 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.

Kahilu Theatre Foundation  
(Typed Name of Individual or Organization)

31 January 2014  
(Date)

Marie "Mimi" Kerley  
(Typed Name)

President  
(Title)