

House District 2

Senate District 1

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): LABOR, OFFICE OF COMMUNITY SERVICES

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

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:

Lyman House Memorial Museum

Dbas: Lyman Museum and Mission House

Street Address: 276 Haili Street, Hilo, HI 96720

Mailing Address: Same as Above

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name BARBARA G. MOIR, PH.D

Title President and Executive Director

Phone # 808-935-5021 Ext. 107

Fax # 808-969-7685

e-mail bmoir@lymanmuseum.org

3. TYPE OF BUSINESS ENTITY:

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

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

CONSTRUCTION OF A NEW ISLAND HERITAGE GALLERY FOR THE LYMAN MUSEUM

4. FEDERAL TAX ID #:

5. STATE TAX ID #:

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2015: \$1.0 MILLION

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 \$0
FEDERAL \$0
COUNTY \$0
PRIVATE/OTHER \$325,000

AUTHORIZED SIGNATURE

NAME & TITLE

DATE SIGNED

BARBARA G. MOIR, PH.D., PRESIDENT AND EXECUTIVE DIRECTOR

JANUARY 27, 2014

Application for Grants and Subsidies

If any item is not applicable to the request, the applicant should enter "not applicable".

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;

The Lyman Museum began with the Lyman Mission House, originally built for New England missionaries David and Sarah Lyman in 1839 and now the oldest frame structure on Hawai'i Island. The Lymans brought to the islands not only their deeply held faith, but a desire to learn the Hawaiian language and culture, a passion for collecting "curiosities" of Hawai'i and the world, and a commitment to serve as educators. The Lymans had a rich history of involvement in the community not only as missionaries, but also as teachers and recorders of what they saw around them.

The house, along with later additions, narrowly escaped demolition in the 1920s to make way for a residential subdivision, and provided the first "home" for the Lyman House Memorial Museum, established in 1931. Today, the comprehensively restored Mission House is a key element of the Museum, is listed on the Hawai'i and National Registers of Historic Places, and may be visited by guided tour.

In 1972, a new museum building was designed by renowned architect Vladimir Ossipoff, to house, store, conserve, and display the rapidly growing collections. An addition was added to the museum building in 1997, featuring new exhibit galleries, an entrance and reception area, and a gift shop. In 2001, Phase I of the permanent gallery restorations was completed with the opening of an all-new Earth Heritage Gallery, showcasing the Museum's world-class shell and mineral collections and geology and habitat exhibits in stunning settings.

A repository of local history, the Lyman Museum currently houses a superb collection of multi-ethnic artifacts, fine art, and natural history exhibits, as well as special exhibitions and an archives, which includes historical documents, books, and more than 30,000 photographs. Visitors touring the two facilities can see the old Mission House and life as it was 150 years ago, as well as state-of-the-art exhibits on many aspects of Hawaiian natural history and culture...a rare and well-rounded view of the real Hawai'i, as it was, as it is today, and where it may be in years to come.

2. The goals and objectives related to the request;

The Lyman Museum and Mission House plans to renovate the 2nd floor of the current museum facility to create a 3,600 sq. ft. Island Heritage Gallery featuring artifacts and multi-use, interactive/activities space in separate but interrelated zones. The zones will reflect the many different cultures that settled here and their contributions to the rich, diverse mosaic of modern Hawai'i.

3. The public purpose and need to be served;

The new Island Heritage Gallery is the final phase of a 15-year journey to enhance the Lyman Museum's position as a world-class learning facility and treasured resource for future generations. Hawai'i is one of the most culturally diverse places on earth—a virtual mosaic of people from multi-ethnic backgrounds that represent many different parts of the world. The new \$2 million exhibit in the Island Heritage Gallery will explore a historical timeline of the many people, cultures, events, and ideas that have influenced the island and produced its complex and still-evolving society. The present exhibit is over 40 years old and outdated, displaying but a small fraction of the Museum's collections and relating only a limited part of Hawai'i's human experience.

While it would be impossible to explore the entire story of Hawai'i in the 3,600 sq. ft. area of the gallery, each of the zones imparts to the visitor key points, significant events, and historical facts, revealing the breadth of human experience in Hawai'i. The first three zones are chronologically sequenced, with the fourth zone returning to the First and Second Hawaiian Renaissances and tracing the evolution of local culture to the present day. The fifth zone is a multi-use, interactive activities space, positioned at the center of the exhibit space and designed for children, parents, and teachers to experience history and culture hands-on to reinforce learner outcomes. To maximize the physical area, the Museum will also incorporate a creative and expansive virtual environment through the use of interactive touchscreens featuring "Local Voices" that will present alternative views and perspectives in considerable depth.

The Island Heritage Gallery will play a significant role not only in preserving history, but by making history come alive for visitors through exhibiting artifacts and telling stories in themed settings that recreate the look and feel of the era, providing context and reinforcing the human dimension of the story. The Gallery will stimulate local visitors to think about how they fit into the story as part of a local community – their roots, daily interpersonal relationships, and connections to future generations. The nonlocal visitor will have the opportunity to learn about the origin of Hawai'i's multicultural society and reflect upon their personal experiences in Hawai'i, perhaps as they contemplate how their own ancestral lineages intertwine with the history of the United States and a larger, global community.

The multi-use, interactive/activities space in the Gallery will enable visitors, particularly students island-wide, to experience history and culture hands-on through such activities as kapa making, block printing, petroglyph embossing, and the playing of musical instruments.

4. Describe the target population to be served; and

The Island Heritage Gallery will appeal to a broad spectrum of visitors of all ages, including Hawai'i Island residents and Neighbor Island, mainland, and worldwide visitors. In addition, the Gallery will serve students from public, charter, and private schools throughout Hawai'i, and children under 18 years of age.

5. Describe the geographic coverage.

Visitors to the Island Heritage Gallery will include adults of all ages from Hawai'i, the mainland, and from across the globe, as well as children and students from public, charter and private schools throughout the State.

II. Service Summary and Outcomes

The Service Summary shall include a detailed discussion of the applicant's approach to the request. The applicant shall clearly and concisely specify the results, outcomes, and measures of effectiveness from this request. The applicant shall:

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

Grant-in-Aid funds will be used toward renovations of the Lyman Museum facility's 2nd floor to establish a 3,600 sq. ft. Island Heritage Gallery. Funds may also be used toward the fabrication of exhibits, purchase of furniture, fixtures and equipment, and other related costs. The Lyman Museum Project Manager will have overall responsibility for the project to ensure that it is completed on time and within budgetary constraints.

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

Once Grant-in-Aid funds are released, the Lyman Museum anticipates renovations to begin approximately January 2015 and be completed within 12 months.

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

The Project Manager will review the specific and measurable quality goals of the renovations, and will regularly meet with the President/Executive Director to evaluate

progress and the financial costs associated with completion of the Island Heritage Gallery.

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. Please note that if the level of appropriation differs from the amount included in this application that the measure(s) of effectiveness will need to be updated and transmitted to the expending agency.**

The Project Manager will establish milestones as part of the design, fabrication and installation of the exhibits. Progress toward these milestones will be regularly reported to the President/Executive Director, as well as to the Board to ensure that the renovations are progressing on budget and according to the established timeframe.

III. Financial

Budget

1. **The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.**
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
\$250,000	\$250,000	\$250,000	\$250,000	\$1,000,000

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

The Lyman Museum and Mission House will submit requests for additional government funding through the National Endowment for the Humanities, as well as approach local foundations in fiscal year 2015 to complete funding for the Island Heritage Gallery. These foundations include the Atherton Family Foundation, Cooke Foundation, Limited, Strong Foundation, and McNerny Foundation.

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.**

This does not apply.

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

\$153,015.93

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.

For more than 80 years, the Lyman Museum has fulfilled its mission to “tell the story of Hawai’i, its islands and its people,” and has continuously striven to make the visitor experience exciting and educational. The Lyman Museum is affiliated with the Smithsonian Institution, and is one of only four museums in the State accredited by the American Alliance of Museums. In 2007, the Lyman Museum earned the American Association for State and Local History (AASLH) Award of Merit for its restoration and re-interpretation of the Lyman Mission House in 2005 and 2006.

Over the years, the Museum has made comprehensive and ongoing improvements to the Museum and Mission House, with the construction of a new museum building, new exhibit galleries, and the completion of the all-new Earth Heritage Gallery, the first phase of its permanent gallery restorations. After much research and planning, the Lyman Museum has completed the conceptual design for the Island Heritage Gallery and is now ready to move forward with the final design, fabrication and installation stages of the exhibit.

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.

Lyman Museum’s main programming facility is a modern, 11,630 sq. ft. museum building constructed and opened in 1972 as a headquarters, collections storage, and exhibit facility. The David and Sarah Lyman family home, first built in 1839, completes the Lyman Museum complex. Total exhibit space in the museum building includes 3,600

sq. ft. in the Earth Heritage Gallery, 3,600 sq. ft. in the proposed Island Heritage Gallery, temporary exhibit galleries of 875 and 440 sq. ft., and a smaller multi-purpose area of 384 sq. ft. that is used for exhibits and meeting space. This structure also contains approximately 1,600 sq. ft. of object storage space on a basement level and an education and meeting room occupying 1,131 sq. ft. Over the years, the Lyman Museum has made comprehensive facility improvements, such as the expansion of its museum building in 1997 and the 2001 opening of the Earth Heritage Gallery, which features an exhibit on the first floor entitled, "Hawai'i Before Humans."

The Island Heritage Gallery will be created within the 3,600 sq. ft. space on the 2nd floor of the current Lyman Museum, and will be ADA compliant by the time the new Gallery opens. The space is more than adequate to feature an Entry Area to the Main Gallery, as well as four zones showcasing a rich collection of cultural materials that tell the story of Hawai'i, its islands and its people. The fifth zone would be positioned at the center of the exhibit space, a perfect area for interactive and hands-on activities to reinforce learning.

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.

BARBARA MOIR serves as the President/Executive Director and Curator of Education and Operations at the Lyman Museum. She earned a B.A. in Social Sciences from Fordham University and an M.A. and Ph.D. in Anthropology from the University of Hawai'i-Manoa, and has conducted research throughout the Pacific Islands region. At Northern Marianas College Dr. Moir served in progressively responsible positions as instructor, department chair, dean, and Vice President of Academic Affairs. She was also Curator of Collections at the Museum of History and Culture (Commonwealth of the Northern Mariana Islands) before moving back to Hawai'i to work with the Lyman Museum. Dr. Moir will oversee and direct all phases of the project.

ROBERT KOSTURAK, an exhibit design and museum planning professional with thirty years of experience in the field will serve as Project Manager for the Island Heritage Gallery. The majority of his work has been in the areas of science, natural history, and cultural history. Mr. Kosturak is an insightful strategic planner, project programmer, and information architect with the instincts of a seasoned marketing executive. He has developed a reputation for excellence in exhibit design, integrating issues of content and form to achieve spaces that invite participation on many levels. He

is committed to creating experiences that are engaging and inspirational as well as designing environments that serve as dynamic educational tools.

Robert Kosturak currently serves as the Creative Director for IdeaForm, a fluid network of gifted, experienced professionals, interpreting the natural sciences, physical sciences, technology, and cultural history for museums, visitor centers, zoos, aquariums, and corporations. Mr. Kosturak assembles teams of writers, researchers, graphic designers, exhibit designers, detailers, drafters, illustrators, modelmakers, software developers, and fabricators who have the appropriate background and talent for a particular assignment.

The Office excels in the process of distilling key concepts from the body of content information and translating them into words and images in a wide variety of media. It has developed successful systems for managing large, complex projects. Tracking budgets, schedules, graphics, text, structure, and objects is a routine part of its design process. The Office's extensive experience in guiding projects through the complexity of diverse production methods has established a reputation for accurate and responsible budget management.

LYNN ELIA has been the Museum's registrar since 1987 and in 1992 became overall Collections Manager. With more than 20 years of experience, Lynn has worked with a conservator to redesign and upgrade the Museum's collections storage, and completed a seven-week training program at the Smithsonian, where she worked with staff at the National Museum of the American Indian, processing the Heye Collection that was moving from New York to Washington, D.C. Ms. Elia will oversee the acquisition, preparation, conservation, and installation of artifacts. She will also work closely with the mount makers and consultants regarding security issues and artifact case design.

JILL MARUYAMA has been with the Museum since 1995 in the curatorial department and currently serves as the Curator of Collections, Exhibits, and Facilities. In 2001 she was Project Manager for the Museum's new Earth Heritage Gallery. Her training has been on the job, including professional workshops and seminars sponsored by Hawai'i Museums Association, Historic Hawai'i Foundation, the University of Hawai'i, GE Lighting Institute, the American Association for State and Local History, and Academy Studios. Ms. Maruyama serves as the Project Coordinator/Design Contributor for the new Island Heritage Gallery exhibit and collaborates with the Project Manager on exhibit design.

MICHELLE "MIKI" BULOS has been the Lyman Museum's archivist since 2011, and holds an MLIS (Master of Library and Information Sciences) with a focus on Archives and Information Literacy. With over ten years of experience working in libraries, archives, and museums, Miki has worked for two film companies, and served as Editor for California State University's Center for Oral and Public History, where she edited and transcribed oral history interviews. While working in the Cultural Programs Department of the Asian Art Museum in San Francisco, Miki served as production coordinator for all programs, as well as project lead for all film and festival

programming, including the five-day closing ceremonies. Miki will work on images: research, copyright, permissions, and reproduction.

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 Organizational Chart is attached.

C. Compensation

The applicant shall provide the annual salaries paid by the applicant to the three highest paid officers, directors, or employees of the organization by position.

President/Executive Director/Curator of Education and Operations: \$45,000.00/yr.
Registrar/Collections Manager: \$34,000.00/yr.
Curator of Collections, Exhibits, and Facilities: \$30,000.00/yr.

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.

This does not apply.

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.

The Lyman Museum and Mission House is affiliated with the Smithsonian Institution, and is accredited by the American Alliance of Museums, the highest professional certification available to museums.

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

Applicant: Lyman Museum and Mission House

BUDGET CATEGORIES	Total State Funds Requested (a)	Private/Other (b)	Government Funding (c)	Foundations (d)
A. PERSONNEL COST				
1. Salaries	\$0	\$0	\$0	\$0
2. Payroll Taxes & Assessments	\$0	\$0	\$0	\$0
3. Fringe Benefits	\$0	\$0	\$0	\$0
TOTAL PERSONNEL COST	\$0	\$0	\$0	\$0
B. OTHER CURRENT EXPENSES	\$0	\$0	\$0	\$0
1. Airfare, Inter-Island	\$0	\$0	\$0	\$0
2. Insurance	\$0	\$0	\$0	\$0
3. Lease/Rental of Equipment	\$0	\$0	\$0	\$0
4. Lease/Rental of Space	\$0	\$0	\$0	\$0
5. Staff Training	\$0	\$0	\$0	\$0
6. Supplies	\$0	\$0	\$0	\$0
7. Telecommunication	\$0	\$0	\$0	\$0
8. Utilities	\$0	\$0	\$0	\$0
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	\$0	\$0	\$0	\$0
C. EQUIPMENT PURCHASES	\$0	\$0	\$0	\$0
D. MOTOR VEHICLE PURCHASES	\$0	\$0	\$0	\$0
E. CAPITAL	\$1,000,000	\$325,000	\$400,000	\$275,000
TOTAL (A+B+C+D+E)	\$1,000,000	\$325,000	\$400,000	\$275,000
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	\$1,000,000	Barbara G. Moir, Ph.D	808-935-5021 Ext. 107	
(b) Private/Other	\$325,000	Name (Please type or print)	Phone	
(c) Government Funding	\$400,000	Signature of Authorized Official Date		
(d) Foundations	\$275,000			
TOTAL BUDGET	\$2,000,000	Barbara G. Moir, Ph.D., President & Executive Director		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION PERSONNEL - SALARIES AND WAGES

Applicant: Lyman Museum and Mission House

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)
NOT APPLICABLE				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Applicant: Lyman Museum and Mission House

Period: July 1, 2014 to June 30, 2015

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
NOT APPLICABLE			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:			\$ -	
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
NOT APPLICABLE			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:			\$ -	
JUSTIFICATION/COMMENTS:				

**BUDGET JUSTIFICATION
CAPITAL PROJECT DETAILS**

Applicant: Lyman Museum and Mission House

Period: July 1, 2014 to June 30, 2015

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: 2012-2013	FY: 2013-2014	FY:2014-2015	FY:2014-2015	FY:2015-2016	FY:2016-2017
PLANS	\$250,000	\$0	\$0	\$0	\$0	\$0
LAND ACQUISITION	\$0	\$0	\$0	\$0	\$0	\$0
DESIGN	\$0	\$0	\$0	\$0	\$0	\$0
CONSTRUCTION	\$0	\$75,000	\$1,000,000	\$675,000	\$0	\$0
EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL:	\$250,000	\$75,000	\$1,000,000	\$675,000	\$0	\$0

JUSTIFICATION/COMMENTS: State Grant-in-Aid funds will be used toward the 2nd floor renovations, including the final design, fabrication, and installation of exhibits to the Island Heritage Gallery. Funds may also be used toward the purchase of furniture, fixtures and equipment, as well as other related costs.

**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.

Lyman Museum and Mission House

(Typed Name of Individual or Organization)



(Signature)

January 27, 2014

(Date)

Barbara G. Moir, Ph.D.

(Typed Name)

President & Executive Director

(Title)

Lyman Museum

