

House District 30

Senate District 16

THE TWENTY-EIGHTH LEGISLATURE  
APPLICATION FOR GRANTS  
CHAPTER 42F, HAWAII REVISED STATUTES

Log No:

For Legislature's Use Only

Type of Grant Request:

GRANT REQUEST – OPERATING

GRANT REQUEST – CAPITAL

"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.

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

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: Pacific Aviation Museum Pearl Harbor

Dbas: (same) Pacific Aviation Museum Pearl Harbor

Street Address: 319 Lexington Boulevard, Historic Ford Island

Mailing Address: 319 Lexington Boulevard, Honolulu, Hawaii 96818

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name KENNETH H. DEHOFF, JR

Title Executive Director, Operations

Phone # 808-441-1017

Fax # 808-441-1019

E-mail Director@PacificAviationMuseum.org

3. TYPE OF BUSINESS ENTITY:

- NON PROFIT CORPORATION INCORPORATED IN HAWAII
- FOR PROFIT CORPORATION INCORPORATED IN HAWAII
- LIMITED LIABILITY COMPANY
- OTHER
- SOLE PROPRIETORSHIP/INDIVIDUAL

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

PACIFIC AVIATION MUSEUM PEARL HARBOR EDUCATION PROGRAMS



**RECEIVED**  
1/28/15 8:54 pm  
*[Signature]*

4. FEDERAL TAX ID #: [REDACTED]

5. STATE TAX ID #: [REDACTED]

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2016: \$ 250,000

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 \$ 0

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE

[REDACTED SIGNATURE]  
AUTHORIZED SIGNATURE

KENNETH H. DEHOFF, JR., EXECUTIVE DIRECTOR, OPERATIONS  
NAME & TITLE

1/28/2015  
DATE SIGNED

## Application for Grants

*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. Please include the following:

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

Pacific Aviation Museum Pearl Harbor is an IRS 501(c)(3) tax-exempt nonprofit organization formed in 1999 for the sole purpose of establishing an aviation museum and education center on Ford Island using Historic Landmark structures that survived the December 7, 1941 attack on Pearl Harbor. This is America's aviation battlefield. The Museum presents exhibits and programs that challenge the visitor to remember and understand the importance and fragility of peace, and the sacrifices made on behalf of freedom during World War II and beyond. Hangar 37 houses aircraft and displays depicting the first year of the air war in the Pacific, and the windows in Hangar 79 still show bullet holes from the "date which will live in infamy."

Along with the USS *Arizona* Memorial, the Battleship *Missouri* Memorial, and the USS *Bowfin*, our aviation museum completes the Pearl Harbor Historic Sites, a major tourist destination for the state of Hawaii. Our internationally recognized Museum has welcomed over 1,300,000 visitors from all over the world since opening in December 2006. Historians, veterans, aviation enthusiasts, school and tour groups describe the Museum as a "must-see destination." TripAdvisor, among the world's largest travel sites, ranks the Museum as one of the top ten aviation museums in America.

The Hawaii State Legislature recognized the Museum three times since 2010: once as part of the Pearl Harbor Historic Sites "for sharing its knowledge about one of our nation's most historic times and commemorating the brave men and women who fought for the freedom of our nation;" a second time, as the "Hawaii State Museum of Aerospace History;" and once more, when the Museum welcomed its 1,000,000<sup>th</sup> visitor. The *mission* of Pacific Aviation Museum Pearl Harbor is to *develop and maintain an internationally recognized aviation museum on Ford Island that educates young and old alike, honors aviators and their support personnel who defended freedom in the Pacific Region and preserves Pacific aviation history.* The story of Hawaii's role in WWII is one that must be told. The attack on Pearl Harbor awakened the nation, ignited our commitment to

defend freedom, and crystallized the values and character that formed the “Greatest Generation.” We share this story with visitors of all ages so that we will never forget.

Connecting the momentous experiences of the past with the future will help the next generation of youth discover significance in our historic legacy. To meet the evolving needs of our community and our state, we provide programs and exhibits that honor the past while inspiring our participants to imagine a future of innovation and opportunity.

*On Pacific Aviation Museum's Education Department*

In addition to preserving the historic site and the unforgettable stories, we offer educational programs with a view toward the future of our children. Our unique setting and our collection provide an unmatched environment for authentic learning experiences. Aviation builds character, by introducing youth to a wide range of STEM education, experiences, and training. We instill a sense of community responsibility and patriotism to our nation.

The Museum experience immerses young people, especially those from underserved areas, in learning experiences that can influence them today and change their lives. Aviation is a dynamic teaching tool, increasing student interest in and enthusiasm for the STEM fields. We capitalize on these instructional possibilities through engaging programs that complement state and national learning standards, and emphasize core skills such as critical thinking, creativity, and collaboration. Students explore, experience, imagine, and appropriately apply what they've learned for both intellectual and social development. Our programs serve public and private schools, Scout groups, and other youth organizations across Hawaii. Additionally, students from the mainland U.S., Singapore, Japan, China, New Zealand, Australia, Denmark, and Indonesia have participated in our education tours and programs.

Current options include the following:

- **Field Trips** integrate history and STEM content through hands-on, age appropriate lessons. School groups tour our historic hangars, where they learn about legendary heroes and the pioneers of aviation. They “fly” in our flight lab and learn how aviation has changed Hawaii and the Pacific region. STEM-related activities round out the student experience. Participating teachers give enthusiastic support for the educational value of these programs: “My students loved the hands-on aviation map activity and the experiments. The kids were really engaged and could focus on what was presented.”
- **The Barnstorming Tour** travels to individual schools, presenting the physics of flight and a brief history of aviation to 6<sup>th</sup> grade classrooms. This unique program presents basic science precepts and uses a WWII aircraft simulator and a portable wind tunnel to bring these concepts to life. The classroom

lessons complement Hawaii Content and Performance Standards. Since its launch in 2008, the Barnstorming Tour has reached over 13,000 students in the state. Teachers and students enthusiastically endorse this program. “The Barnstorming Tour got the students excited about aviation and science in general. Well organized and so much fun – the students soak it up without even knowing they are learning!” This program is provided *in school classrooms at no cost to the schools*, and is particularly significant for schools located in low-income areas that lack the funds to bring their students to the Museum.

- ***Flight School and Aviation Adventure*** day and overnight camps immerse 6<sup>th</sup> - 10<sup>th</sup> grade students in a wide array of engaging and authentic history and science learning activities. These camps are offered as single-sex and co-ed programs, accommodating specific learning preferences and aligning with best practices in STEM instruction. We partner with the Battleship *Missouri* Memorial to provide berthing accommodations on the ship for our overnight programs. Graduates of these two programs call them amazing and empowering. One student reports, “It’s the most fun I’ve ever had learning the principles of flight and science. I’m interested in aviation flying now as a career, something I’d never even thought of before. And I made great new friends from other schools.”
- ***Public Outreach*** day programs spotlight the unique assets of the Museum, and are created specifically to inform and inspire students and families. Events, such as “Living History Day,” “Open Cockpit Day,” and “Discover Your Future in Aviation,” offer multiple opportunities for young people and their families to experience hands-on workshops and interactive science exhibits, and meet costumed interpreters sharing the stories of Amelia Earhart, Rosie the Riveter, a Zero pilot, and other historic characters.
- ***Boy and Girl Scout*** programs provide significant and varied experiences for social and intellectual development, as well as civic engagement. Throughout the year, Boy and Girl Scouts learn about aviation, astronomy, weather, aerospace, and the history of flight through our merit badge programs, historic tours, and special interest events. Scouts participate in hands-on activities that apply STEM principles in exciting ways, and we’re making a difference in the lives of young people.

2. The goals and objectives related to the request:

***Overarching goal of this request:*** To enhance the learning experiences of 11,400 students and to deliver dynamic and innovative programs to 200 schools located on Oahu and the other Hawaii islands, and serve another 4,800 residents, military members and families, and tourists through our public outreach programs. Our Museum’s education programs have been developed to not only advance competency in the core STEM curricula, but to also engage youth in activities and challenges that build character and life skills that will help them find success throughout their lifetime. The funding requested will support expansion of programming that teachers have identified as impactful and successful in building

interest in and enthusiasm of science, technology, engineering, and math amongst students.

We wish to expand our capacity to serve greater numbers of students throughout Hawaii with innovative and effective learning opportunities. We believe that students from underserved areas and schools must have access to the same high-quality learning experiences that are available to those from more affluent communities. ***Reaching more schools and students in underserved areas is a top priority, not only on Oahu but also on other Hawaii islands. We request \$250,000 to enable us to meet this overall goal.***

Funding assistance will support the following objectives:

#### Programmatic Objectives

- ***Field Trips.*** We currently schedule 2-3 field trips per week during the academic year. Teachers and students are unanimous in their praise for these activities, yet often lack the funds for admission and transportation. We provide a 50% discounted program fee for Title 1 schools, which ***we underwrite from our operations budget*** to demonstrate our commitment toward increasing access for underserved schools and communities. Each field trip group averages between 40 and 50 students. Grant support would enable us to ***increase the average number of field trips to 4 per week for 30 weeks***, reaching approximately 6,000 students during the grant year.
- ***The Barnstorming Tour.*** During the 2013 – 2014 academic year, we taught nearly 4,000 students and visited 38 schools on Oahu. This represents nearly 50% of the elementary schools on the island. Through a privately funded grant, we also presented the program to students on Maui. With grant support, ***we plan to increase our Barnstorming outreach to at least 60% of public schools on Oahu, reaching up to 50 schools and 5000 students, and expand our program by scheduling at least one Barnstorming trip to another Hawaii island.***
- ***Flight School, Aviation Adventure, and Explorers Club multi-day programs.*** During the 2014 calendar year, we provided 7 different camps that enrolled over 200 middle and high school students from across Hawaii. Generous donations from local business people and charitable organizations provided scholarships for 59 students (29% of total enrollment) from underserved communities across Oahu. We were also able to offset some transportation costs for students coming from Waipahu, Kalihi Valley, and Honolulu. These summer programs build confidence with STEM topics and encourage students to return to the Museum for special programs, advanced classes, and volunteer opportunities. In early 2015, we introduced Explorers Club, a hands-on STEM program, especially targeting students in grades 3-5. With grant funding, ***we will be able to increase the total number of students in our multi-day programs by at least 50% to enroll 300 students, and provide scholarships***

*and transportation assistance for approximately 100 boys and girls from underserved areas in Hawaii.*

- **Public Outreach** day programs. During 2014, we averaged over 500 guests at each of the 12 public outreach programs. These participants included Hawaii residents, military members and families, and tourists. *We plan to increase attendance at these programs by 50%, averaging approximately 800 visitors at each public outreach event (6 are currently scheduled for 2015).*

3. The public purpose and need to be served:

Pacific Aviation Museum Pearl Harbor is located on a National Historic Landmark site. The buildings, artifacts, and the grounds combine to provide students with an emotionally charged experience – they are immersed in history and in the advancement of technology that changed our world. As a non-formal education partner with Hawaii schools, our Museum’s programming, delivered by subject matter experts in the fields of aviation, aerospace, history and math, enriches classroom learning, enhancing critical thinking, communication, decision-making, and leadership skills. Of key significance is the ability of our programming to help students envision their own future, introducing them not only to the myriad of careers in these technology fields that open to them, but to professionals employed in these fields. Bridging the gap between classroom learning and future career opportunity can be eye-opening for young learners, especially when role models and accomplished professionals in these careers are available as volunteers to deepen the impact of programming.

Within our hangars, we are able to showcase to a worldwide audience the prominent role that Hawaii has played in world affairs. It is in the interest of the community, state, and nation to ensure that our historic site is preserved for serving current and future education needs. As an educational center, we are positioned to use our resources to advance learning for students throughout the state.

Our role as a non-formal education partner is especially crucial for youth. Our location in Hawaii provides a venue for supporting the education needs of K-12 students. Our youth often find limited education and career options. The variety of education programs available at the Museum introduce students to a wide range of career and special interest opportunities, and connect them with accomplished professionals in the aviation and aerospace industries.

4. Describe the target population to be served:

Between 2007 and 2014, the Museum served more than 70,000 youth (grades K-12) through our diverse array of programs. We want to increase our impact, not only on Oahu, but on all islands. For example, expansion of our Barnstorming Tour program can take our educational impact to underserved communities where schools cannot afford to travel to Ford Island.

Using technology to foster innovative ideas is a must in today’s media-rich environment. We are committed to employing aspects of the 21st century classroom, employing teaching approaches that are inquiry-driven and collaborative, and that co-create with technology as tools to help students learn, research, communicate, and build.

5. Describe the geographic coverage.

The Museum serves community and public school needs with research-based history and STEM-related programs for children of all ages. With funding assistance, we plan to expand our reach beyond Oahu.

In addition to the programs for which we seek funding support, school groups, historians, veterans, aviation enthusiasts, and tourists visit the Museum from all over the world, including China, Denmark, Australia, and Indonesia. *The geographic coverage is virtually unlimited.* Aside from the mainland U.S., our three biggest crowds currently arrive from Japan, Korea, and Australia.

**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:

<b>PROGRAMMATIC OBJECTIVES</b>			
<b>PROGRAM</b>	<b>SCOPE OF WORK</b>	<b>TASKS</b>	<b>RESPONSIBILITIES</b>
<b>Field Trips</b>	Increase average number of field trips to 4 per week for 30 weeks.	Develop 4 new program options that align with specific STEM standards for grades K-12.	<u>Education Programs Specialist</u> : Program development and delivery; management of volunteers/instructional support; coordinate with marketing department to design improved communication/promotional plan; execute
		Provide associated classroom materials for teachers to reinforce and extend learning experiences after the Museum visit.	

		<p>Create printed materials and web-based information to promote programs more effectively.</p> <p>Create communication plan to inform K-12 schools and teachers about field trip programs.</p>	<p>communication/promotional plan.</p> <p><u>Marketing Director:</u> Design improved marketing campaign for program.</p>
<p><b>The Barnstorming Tour</b></p>	<p>Increase Barnstorming Tour outreach to at least 50% of public schools on Oahu, reaching over 45 schools and 5000 students, and expand our program to the other Hawaii islands.</p>	<p>Promote the program more effectively on Oahu to increase participating schools by at least 10%.</p>	<p><u>Education Programs Manager:</u> Supervise scheduling and instructional resources; create and execute improved promotional plan; coordinate and deliver Barnstorming program on other Hawaii islands; assist Marketing Director in targeting schools, particularly in underserved areas and on other Hawaii islands, for increased Barnstorming Tours.</p> <p><u>Marketing Director:</u> Design improved marketing campaign for program.</p>
		<p>Identify selected schools and provide Barnstorming sessions on at least one other Hawaii island besides Oahu.</p>	
<p><b>Multi-Day Programs</b></p>	<p>Increase total number of students in multi-day programs by at least 50% to enroll at least 300 students, and provide scholarships and transportation assistance to 33% of total enrollment (100 students).</p>	<p>Review and revise curriculum as necessary.</p>	<p><u>Education Director:</u> Supervise and approve curriculum revisions; coordinate with marketing department to create improved promotional plan; supervise enrollment and scholarship process.</p> <p><u>Education Programs Specialist:</u> Provide consultation and curriculum development assistance.</p> <p><u>Education Programs Assistant:</u> Coordinate registration process and</p>
		<p>Create marketing and communication plan to increase awareness of program.</p>	
		<p>Identify eligible students and process enrollment for scholarships.</p>	



			<p>provide program logistical support.</p> <p><u>Marketing Director:</u> Create promotional materials for Flight School programs.</p>
<b>Public Outreach Day Programs</b>	Increase attendance at these programs by 50%.	Create activities and exhibits for a variety of ages, focusing on hands-on experiences that are family friendly.	<p><u>Education Events Coordinator:</u> Supervise planning activities for each event; collaborate with marketing department to create advertising/promotional campaign</p> <p><u>Marketing Director:</u> Create advertising/promotional campaign to communicate event details to wider audience, to include residents, military members, and tourists.</p>

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

<b>PROGRAMMATIC OBJECTIVES</b>		
<b>PROGRAM</b>	<b>TASKS</b>	<b>TIMELINE</b>
<b>Museum Field Trips</b>	Develop 4 new program options that align with specific STEM standards for grades K-12.	<ul style="list-style-type: none"> <li>Two new options completed by December 1, 2015 (grades K-2 and 3-5).</li> <li>Two new options completed by April 1, 2016 (grades 6-8 and 9-12).</li> </ul>
	Provide associated classroom materials for teachers to reinforce and extend learning experiences after the Museum visit.	<ul style="list-style-type: none"> <li>Historical supplements for Museum tour for grades 3-8 by December 31, 2015.</li> <li>STEM supplements for grades K-2 and 3-5 by December 1, 2015.</li> <li>STEM supplements for grades 6-8 and 9-12 by April 1, 2016.</li> </ul>

	Create printed materials and web-based information to promote programs more effectively.	<ul style="list-style-type: none"> <li>• Informational brochure designed and printed by August 1, 2015.</li> <li>• Associated digital media posted on website by August 1, 2015.</li> </ul>
	Create communication plan to inform K-12 schools and teachers about Field Trip programs.	<ul style="list-style-type: none"> <li>• By June 1, 2015.</li> </ul>
<b>The Barnstorming Tour</b>	Promote the program more effectively on Oahu to increase participating schools by at least 10%	<ul style="list-style-type: none"> <li>• By 1 August 2015, identify and train additional Barnstorming instructors. Obtain equipment and supplies to support an expanded Barnstorming program.</li> <li>• By 31 December 2015, contact every 6th grade school not currently involved with Barnstorming to inform them about the program.</li> <li>• By the end of the first semester of academic year 2015-2016, conduct Barnstorming on Oahu in at least 10 schools for 1,000 students.</li> <li>• By the end of the second semester of academic year 2015-2016, deliver Barnstorming to 3,500 students at 35 schools on Oahu.</li> </ul>
	Identify selected schools and provide Barnstorming sessions on Maui, Molokai, Kauai, Hawaii, and other islands.	<p>By 30 September 2015, identify 2 schools on at least one other Hawaii island (other than Oahu) to host the Barnstorming Tour.</p> <p>By 31 May 2016, conduct Barnstorming at two schools on at least one other Hawaii island.</p>
<b>Flight School</b>	Review and revise curriculum as necessary.	<ul style="list-style-type: none"> <li>• No later than September 1, 2015.</li> </ul>
	Create marketing and communication plan to increase awareness of program.	<ul style="list-style-type: none"> <li>• No later than September 1, 2015.</li> </ul>
	Identify eligible students and process enrollment for scholarships.	<ul style="list-style-type: none"> <li>• No later than 3 weeks prior to each session.</li> </ul>
<b>Public Outreach Day Programs</b>	Select dates for Public Outreach Day Programs; clear dates on Museum calendar and communicate	<ul style="list-style-type: none"> <li>• 6-9 months prior to event.</li> </ul>

	information to internal and external constituents/stakeholders.	
	Create activities and exhibits for a variety of ages, focusing on hands-on experiences that are family friendly.	<ul style="list-style-type: none"> <li>• No later than 30 days prior to event.</li> </ul>

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

The Museum's *Executive Director Kenneth DeHoff* ensures adherence to the budget and project accountability. *Director of Education, Shauna Tonkin, Ph.D.* is in charge of all facets of the education program, including development, delivery, and quality assurance for the Museum's educational activities

The scope of work and timeline information outlined in this document will be used to monitor progress throughout the grant period. Existing data collection and reporting procedures offer in-depth and timely information for tracking current programmatic goals. These procedures complement the grant objectives, and provide a reliable method for managing grant-related activities.

Participant feedback is actively collected following each activity to help ensure effectiveness of approach, quality of instructor/speaker, and incorporate relevant feedback. Museums, as non-formal learning environments, seek to motivate, inspire, and actively engage students in their own learning. Such attitudinal impact is best reported by educator feedback and by establishing strong repeat use.

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.

Effectiveness will be measured by tracking progress towards goal. Calendar Benchmarks have been projected in the area of program development, participation, out-reach, and engagement levels. These will be actively tracked and used to measure impact and success. Feedback statements and a tracking of repeat participation will also be tracked.

### III. Financial

#### Budget

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

Pacific Aviation Museum Pearl Harbor is seeking \$250,000 to support the programmatic and participation expansion outlined in the grant. Major categories of expenses are grouped as follows:

- Education programs expansion.
- Education staff to manage programs expansion.
- Educational supplies, totaling \$135,900, are required to support both in-house and outreach programs, including those targeting underserved students across the state.
- Airfare of just under \$2,500 is needed to support outreach program visits to the other Hawaii islands.

Detailed budget request is attached

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2016.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$62,500	\$62,500	\$62,500	\$62,500	\$250,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2016.

To date, we have not sought nor secured funding from other sources for fiscal 2015-2016.

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.

None.

5. The applicant shall provide a listing of all government contracts and grants it has been and will be receiving for program funding.

At this time, we are not receiving program funding from government contract/grants.

- Budget, Budget Justifications, Government Contracts/Grants: 4 pgs attached.
- Declaration Statement attached.

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2014.

Statement of Financial Position Attached as of December 31, 2014.

#### **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.

Pacific Aviation Museum Pearl Harbor opened its doors to the public in December 2006. In less than 8 years, we welcome more than 1,300,000 visitors from all over the world by December 2014. It took the coming together of community leaders, military, business, and national officials to salvage the historic Ford Island Control Tower and the hangars that survived the 1941 Pearl Harbor attack from decay and oblivion. With widespread support, the Museum has not only grown into one of Hawaii's premier tourist destinations, it provides an exceptional educational experience linking history with aviation science and technology and a reason for all Hawaii residents to be proud of our State history.

The Museum's Education Department benefits from the leadership of an experienced, professional educator with a PhD in the field. Dr. Shauna Tonkin's knowledge of innovative programs, content integration, and STEM standards, as well as the impact of informal education procedures equip her with the required skills to develop and execute programming that advances learning, stimulates creative thinking, and builds community support.

We are uniquely positioned to draw from our well-established partnerships with the Pearl Harbor Historic Sites, local educational, state, community, cultural, military, and business organizations to make our resources accessible to provide further learning opportunities for all generations. Between 2007 and 2014, the Museum served more than 70,000 youth.

The Hawaii State Legislature recognized the Museum three times since 2010, once as part of the Pearl Harbor Historic Sites "for sharing its knowledge about one of our nation's most historic time and commemorating the brave men and women who fought for the freedom of our nation," and a second time, as the "Hawaii State Museum of Aerospace History," and a third time in April 2013, for reaching its 1,000,000th visitor milestone.

## **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.

Pacific Aviation Museum Pearl Harbor, located on historic Ford Island, was built on hallowed ground to honor the lives lost and the sacrifices made to defend our nation which came under attack in December 1941. It is not just a Museum to preserve history. It is a gathering space serving populations of all ages and nationalities, with over 100,000 sq. ft. of space for gatherings of various sizes, whether it be for educating youth, conferences, meetings, ceremonies, galas, or parties.

*Hangar 37*, a 42,000 sq. ft. former seaplane hangar that survived the 7 December 1941 attack, is the first stop for Museum visitors with world-class exhibits, including a Japanese Zero diorama, an actual B-25B Mitchell similar to one used in the Doolittle Raid in April 1942, and a Stearman N2S-3 in which former President George H.W. Bush soloed. The Hangar provides over 25,000 square feet of gallery space against a backdrop of vintage 1940s décor.

Inside Hangar 37 is the *Education Center/Flight Lab* – a 3,500 square foot multi-functional space that houses our education programs and is ideal for meetings, lectures, workshops, and social events. The adjacent Flight Simulator Lab, with 18 individual cockpit simulators, provides a perfect setting for inspiring youth about the miracle of flight.

The multi-functional 200-seat *Theater* is also part of Hangar 37, with integrated sound, lighting, and projection system, designed for lectures, presentations, meetings, and film showings. There is also a 250 sq. ft. semi-private theater with a video screen and DVD player, for small group presentations of up to 15 people.

*Hangar 79* is an 85,000 square foot facility. Planned exhibits will reflect events from the latter years of WWII, including the Battle of Midway, a re-creation of a portion of the USS *Enterprise* aircraft carrier, and various battles that culminated in the Allies' victory over the Japanese empire. The huge hangar, still intact with the bullet holes from the Pearl Harbor attack in 1941, provides 32,000 square feet of event space.

The *Ford Island Control Tower* complex is the centerpiece of the Museum. The Aerological Tower was the control cab prior to and during the Pearl Harbor attack. This is where the first broadcast warning came from on the morning of December 7, 1941 when Pearl Harbor was attacked.

All facilities meet ADA requirements, with the exception of the Control Tower complex which is still under restoration.

## 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.

As of 2014, Pacific Aviation Museum Pearl Harbor has 37 full-time and 34 part-time employees and almost 200 dedicated active volunteers, ranging from docent tour guides to aircraft restoration specialists. An enthusiastic 35-member Board of Directors and an Advisory Board of 21 members comprised of senators, highly successful business men and women, along with many distinguished individuals from the United States Air Force, Navy, Marine Corps and Army provide governance, strategic planning, and oversight. Our contacts and partnerships extend across a wide spectrum of community, national, and international relationships that have been forged over the years.

The Museum's Board of Directors is chaired by *Admiral R. J. "Zap" Zlatoper*, USN (Ret.), who has served as Commander-in-Chief, U.S. Pacific Fleet. ADM Zlatoper is a leader in military and community activities, serving in the Executive Committee of the Military Affairs Council and as a Board Member of Pacific Forum.

*Clinton R. Churchill*, Trustee of the Estate of James Campbell and former Commander of the Hawaii Air National Guard, serves as the President of the Museum. Mr. Churchill has more than 45 years of business experience in addition to having chaired six other non-profit organizations.

The Museum is led by Executive Director *Kenneth H. DeHoff*, a highly decorated Vietnam combat pilot including a Bronze Star and two Purple Hearts. With more than twenty years of experience in business and technology management, Mr. DeHoff assumed the leadership of the Museum in November 2007.

Executive Director of Development *Elissa Lines* joined the Museum in 2013. Ms. Lines is a veteran in donor and business relations, who helped power EAA (Experimental Aircraft Association) in Oshkosh, Wisconsin to its present fame and magnitude. She brings a wealth of expertise and energy to further the Museum's vision and goals. As Vice President of EAA's Donor and Business Relations, Ms. Lines developed and executed a 5-year plan that yielded strategic impact that led to the organization's growth and success.

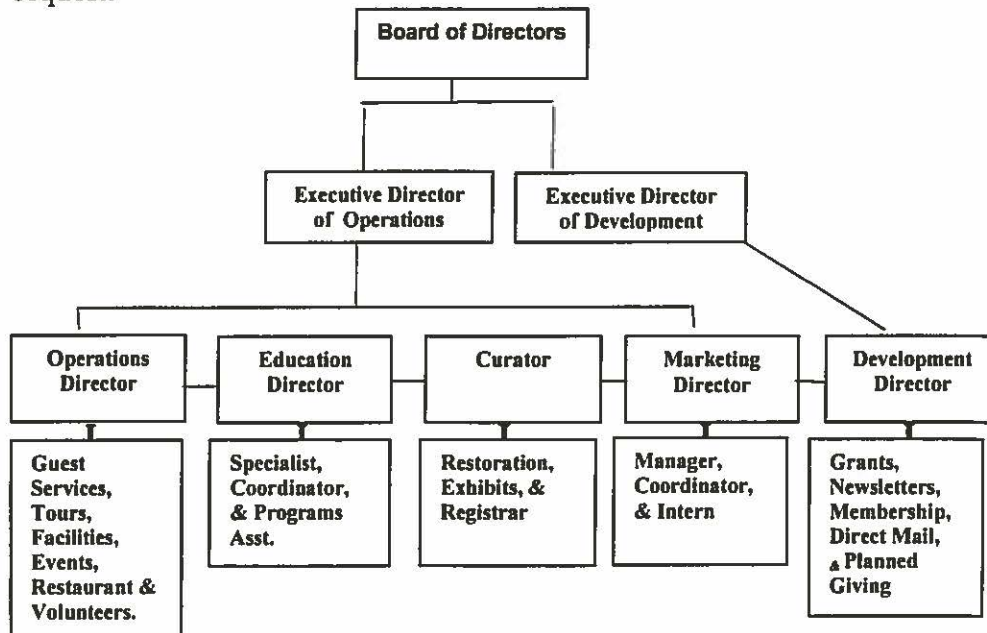
**Shauna E. Tonkin**, Ph.D., leads the Museum’s Education Department. Dr. Tonkin’s expertise in educational planning, policy, program development, and instruction enhances the cultural learning experience for the program participants. Dr. Tonkin has worked as a classroom teacher in public, private, and international schools, and developed and taught leadership programs for teens and young adults. For the past 20 years, she has worked in university and museum settings, serving as an academic dean, administrative department head, leadership coach, faculty member, curriculum developer, and program director.

Other members of the Education Department include:

- Consuela Rodriguez, Education Programs Assistant
- Raf Reyes, Education Programs Coordinator
- Julie Turk, Education Programs Specialist
- Anne Murata, Marketing Director

**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 organization chart that illustrates the placement of this request.



**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..

Executive Director, Operations: \$112,000



Executive Director, Development: \$180,000  
Operations Director: \$69,000

## **VI. Other**

### **A. Litigation**

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

Pacific Aviation Museum Pearl Harbor has no pending litigation nor outstanding judgments.

### **B. Licensure or Accreditation**

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

Pacific Aviation Museum Pearl Harbor completes the Pearl Harbor Historic Sites along with the USS *Arizona* Memorial, the Battleship *Missouri* Memorial, and the USS *Bowfin*. In June 2012, our Museum was also recognized as a Smithsonian affiliate, as one of more than 180 partners within the family of the world's largest museum and research complex. The Museum is also an affiliate with the Naval Aviation Museum in Pensacola, FLA, and the USAF Museum in Dayton, Ohio.

### **C. Federal and County Grants**

The applicant shall separately specify the amount of federal and county grants awarded since July 1, 2014.

GIA award notification received in May 2014 for \$492,000 Control Tower restoration. Yet to be released, to be provided as we incur costs.

HTA CPEP award notification received in October 2013 for \$10,000; \$8,000 payment received in August 2014; final report sent on 8 October 2014; final payment not received to date (\$2,000).

City & County Mayor's Office of Economic Development RGP-May-OED2015 award notification for \$5,000 received in August 2014; contract and final report sent in September 2014. \$4,000 payment received; final payment not received to date (\$1,000).

Combined Federal Campaign (ongoing) – received \$788 on July 24, 2014.

**D. Private Educational Institutions**

The applicant shall specify whether the grant will be used to support or benefit a sectarian or non-sectarian private educational institution. Please see Article X, Section 1, of the State Constitution for the relevance of this question.

The grant will not be used to support or benefit a sectarian or non-sectarian private educational institution.

**E. Future Sustainability Plan**

The applicant shall provide a plan for sustaining after fiscal year 2015-16 the activity funded by the grant if the grant of this application is:

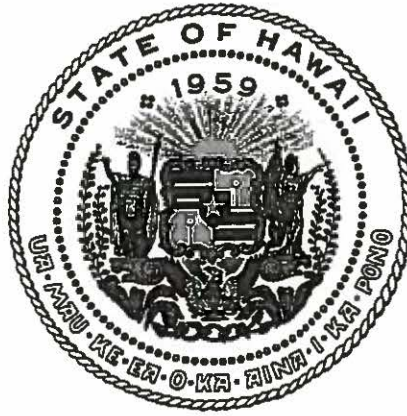
- (1) Received by the applicant for fiscal year 2015-16, but
- (2) Not received by the applicant thereafter.

Our Museum's education programs have grown continuously since 2007, with support from private foundations, charities, and individuals through various fundraising activities. Increasing access to our programs for underserved communities and schools is a vital part of our mission, and we will continue to pursue this goal after the funding period ends. The GIA grant will increase access to these programs for youth from underserved communities and schools. Long term plans/efforts are in place to continue to reach more youth and individuals with our programs to enrich their STEM interests.

**F. Certificate of Good Standing (If the Applicant is an Organization)**

If the applicant is an organization, the applicant shall submit one (1) copy of a certificate of good standing from the Director of Commerce and Consumer Affairs that is dated no earlier than December 1, 2014.

Attached is a copy of a certificate of good standing, dated January 20, 2015.



## Department of Commerce and Consumer Affairs

### CERTIFICATE OF GOOD STANDING

I, the undersigned Director of Commerce and Consumer Affairs of the State of Hawaii, do hereby certify that

**PACIFIC AVIATION MUSEUM PEARL HARBOR**

was incorporated under the laws of Hawaii on 08/11/1998 ; that it is an existing nonprofit corporation; and that, as far as the records of this Department reveal, has complied with all of the provisions of the Hawaii Nonprofit Corporations Act, regulating domestic nonprofit corporations.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Department of Commerce and Consumer Affairs, at Honolulu, Hawaii.

Dated: January 20, 2015

Interim Director of Commerce and Consumer Affairs



Pacific Aviation Museum Pearl Harbor  
Statement of Financial Position  
December 31, 2014

<b>ASSETS</b>		
<b>Current Assets</b>		
Cash unrestricted	\$ 95,119.21	
Cash temp. restricted	202,746.28	
BOH-Institutional Inv.	25,025.52	
Scholarship fund	116,113.56	
Pledge receivable, net	51,520.12	
Accounts receivable-operations	<u>625,446.03</u>	
<b>Total Current Assets</b>		<b>1,115,970.72</b>
<b>Property and Equipment</b>		
Museum fixed assets & equip.	16,961,170.79	
Accumulated depreciation	(2,926,348.94)	
Collections	<u>7,777,552.41</u>	
<b>Total Property and Equipment</b>		<b>21,812,374.26</b>
<b>Other Assets</b>		
Other assets	<u>132,380.21</u>	
<b>Total Other Assets</b>		<b><u>132,380.21</u></b>
<b>Total Assets</b>		<b>\$ <u><u>23,060,725.19</u></u></b>
<b>LIABILITIES AND NET ASSETS</b>		
<b>Current Liabilities</b>		
Curr mat-Long term debt	\$ 59,266.65	
Accounts payable	375,968.76	
Other current liabilities	<u>198,687.13</u>	
<b>Total Current Liabilities</b>		<b>633,922.54</b>
<b>Long-Term Liabilities</b>		
Security Deposit - Catering	8,000.00	
Notes payable	1,260,827.47	
Less curr mat-Long term debt	<u>(59,266.65)</u>	
<b>Total Long-Term Liabilities</b>		<b><u>1,209,560.82</u></b>
<b>Total Liabilities</b>		<b>1,843,483.36</b>
<b>Net Assets</b>		
Net assets	20,914,076.10	
Excess revenues over expenses	<u>303,165.73</u>	
<b>Total Capital</b>		<b><u>21,217,241.83</u></b>
<b>Total Liabilities &amp; Net Assets</b>		<b>\$ <u><u>23,060,725.19</u></u></b>

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2015 to June 30, 2016

App

Pacific Aviation Museum Pearl Harbor Education Programs

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
<b>A. PERSONNEL COST</b>				
1. Salaries	90,000			
2. Payroll Taxes & Assessments/Benefits	21,600			
3. Fringe Benefits				
<b>TOTAL PERSONNEL COST</b>	<b>111,600</b>			
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training	2,000			
6. Supplies Special Events	5,000			
7. Telecommunication				
8. Utilities				
9. Office Expense & Postage	2,700			
10. Printing Professional Services	2,500			
11. Programs - Education	123,700			
12. Travel	2,500			
13				
14				
15				
16				
17				
18				
19				
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>138,400</b>			
<b>C. EQUIPMENT PURCHASES</b>				
<b>D. MOTOR VEHICLE PURCHASES</b>				
<b>E. CAPITAL</b>				
<b>TOTAL (A+B+C+D+E)</b>	<b>250,000</b>			
<b>SOURCES OF FUNDING</b>	(a) Total State Funds Requested	250,000	Budget Prepared By:	
	(b) Total Federal Funds Requested		Kenneth DeHoff, Jr.      808-441-1017	
	(c) Total County Funds Requested		Name (Please type or print)      Phone	
	(d) Total Private/Other Funds Requested		Signature of Authorized Official      1/23/15      Date	
<b>TOTAL BUDGET</b>	<b>250,000</b>	Kenneth DeHoff, Jr.    Executive Director, Operations Name and Title (Please type or print)		

**BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES**

Period: July 1, 2015 to June 30, 2016

Applicant: Pacific Aviation Museum Pearl Harbor Education Programs

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Education Director	Full Time	\$74,000.00	45.00%	\$ 33,300.00
Education Program Manager	Full Time	\$41,200.00	50.00%	\$ 20,600.00
Education Specialist	Full Time	\$39,140.00	50.00%	\$ 19,570.00
Education Instructor	Part Time (1/2)	\$16,530.00	100.00%	\$ 16,530.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL:</b>				<b>90,000.00</b>
<b>JUSTIFICATION/COMMENTS:</b>				

## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2015 to June 30, 2016

Applicant: Pacific Aviation Museum Pearl Harbor Education Programs

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
			\$ -	
Not Applicable			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				

JUSTIFICATION/COMMENTS:

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
			\$ -	
Not Applicable			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				

JUSTIFICATION/COMMENTS:

# BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2015 to June 30, 2016

Applicant: Pacific Aviation Museum Pearl Harbor Education Programs

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2013-2014	FY: 2014-2015	FY:2015-2016	FY:2015-2016	FY:2016-2017	FY:2017-2018
PLANS		*Pls see below	Not Applicable	Not Applicable	Not Applicable	Not Applicable
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
<b>TOTAL:</b>						
<b>JUSTIFICATION/COMMENTS:</b> *GIA award notification received in May 2014 for \$492,000 Control Tower restoration. Yet to be released, to be provided as costs are incurred.						



# GOVERNMENT CONTRACTS AND/OR GRANTS

Applicant: Pacific Aviation Museum Pearl Harbor

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau )	CONTRACT VALUE
1.	GIA Award Notification received in May 2014 for Control Tower restoration	7/01/15 – 12/30/15 (Planning period began 11/01/14)	State Dept. of Defense	Hawaii State Legislature 2014 Grants-in-Aid	\$492,000
2.	Combined Federal Campaign (CFC)	Ongoing (Fall 2014 – March 2015)	Hawaii-Pacific Area Combined Federal Campaign (federal employees)	U.S./State/Hawaii	Ongoing, total value undetermined until March 2015.
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
				TOTAL	<u>\$492,000 + CFC</u>

**DECLARATION STATEMENT OF  
APPLICANTS FOR GRANTS PURSUANT TO  
CHAPTER 42F, HAWAII REVISIED 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 pursuant to Section 42F-103, Hawaii 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 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 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.
  
- 2) If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F-103, Hawaii 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 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, Hawaii 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, Hawaii Revised Statutes, for grants used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant 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 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.

Kenneth DeHoff, Jr. Pacific Aviation Museum Pearl Harbor

\_\_\_\_\_  
(Typed Name of Individual or Organization)

\_\_\_\_\_  
(Signature)

1/23/15  
\_\_\_\_\_  
(Date)

Kenneth DeHoff, Jr.  
\_\_\_\_\_  
(Typed Name)

Executive Director, Operations  
\_\_\_\_\_  
(Title)