

House District _____

Senate District _____

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): DEPT. OF LAND AND NATURAL RESOURCES

STATE PROGRAM I.D. NO. (LEAVE BLANK IF UNKNOWN): LNR 806 (PARKS ADMINISTRATION AND OPERATION)

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:

Dbas: The Friends of Iolani Palace

Street Address: 364 South King Street

Mailing Address:
P. O. Box 2259
Honolulu, HI 96804

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name KIPPEN DE ALBA CHU

Title Executive Director

Phone # 808-522-0822

Fax # _____

E-mail director@iolanipalace.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:

FINAL RESTORATION PHASE FOR IOLANI PALACE – TO IMPLEMENT FINAL DESIGN, GALLERY PREPARATION, FABRICATION, CONSTRUCTION, AND INSTALLATION OF NEW PERMANENT EXHIBITS IN THE BASEMENT LEVEL THAT WILL EXPAND THE TIMELINE OF THE PALACE'S HISTORY AND INTEGRATE NEW TOPICS WITH SPECIAL SIGNIFICANCE FOR CONTEMPORARY NATIVE HAWAIIANS.

FUNDS TO ALSO BE USED FOR ONGOING REPAIR, RESTORATION, AND REFINISHING WITHIN THE PALACE COMPLEX, INCLUDING IOLANI PALACE, BARRACKS, CORONATION PAVILION, AND THE KANAINA BUILDING. PROJECT INCLUDES HAZARD MITIGATION, ENERGY EFFICIENCY IMPROVEMENTS, SECURITY UPGRADES, WEATHER PROOFING, AND UPGRADES OF VISITOR SERVICES FACILITIES.

4. FEDERAL TAX ID #: _____

5. STATE TAX ID #: _____

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2016: \$ 4,500,000

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:

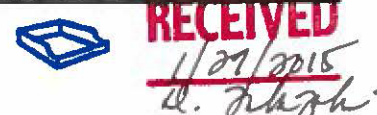
STATE \$ _____
 FEDERAL \$ _____
 COUNTY \$ _____
 PRIVATE/OTHER \$ _____

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

AUTHORIZED SIGNATURE

KIPPEN DE ALBA CHU, EXECUTIVE DIRECTOR
NAME & TITLE

01-29-15
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;
2. The goals and objectives related to the request;
3. The public purpose and need to be served;
4. Describe the target population to be served; and
5. Describe the geographic coverage.

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;

Implementation phase for *Points of Contact: Continuity and Change and Iolani Palace*, a group of new permanent exhibits that will expand the timeline of the Palace's history and integrate new topics with special significance for contemporary Native Hawaiians. These exhibits will reveal the extent to which the Palace served as a stage for the complex story of Hawaii and its contact with Europe, Asia, and the United States. The exhibits will be installed in 4,590 sq. ft. on the lower level of the Palace, in the central hallway and former storage and service areas. The overall project spans 6,020 sq. ft. and includes way-finding and general design for adjoining areas to create a cohesive visitor experience.

Additionally, the work will also encompass repairing, restoring, and refinishing interior walls, ceilings, flooring, windows, doors, upgrading

electrical wiring and network cabling for the new exhibits, and installation of security equipment.

Funds may also be used to address high priority repair projects throughout the Palace Complex (Palace, Barracks, Coronation Pavilion, Kanaina Building) to perform hazard mitigation, repair damage, improve energy efficiency, upgrade security, weather proofing, and upgrade of visitor services facilities.

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

Grant monies are to cover costs incurred from July 1, 2015 through June 30, 2016.

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

This application is to provide direct financial assistance for capital improvements to the Iolani Palace Complex. For these projects, work performed by outside contractors is supervised by a historic preservation architect after plans are reviewed/approved by State Historic Preservation Division and other government agencies as required.

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.

- **Full accounting of all state funds expended, including copies of invoices paid.**
- **Final narrative on all expenses paid, stating purpose for each expenditure and the results achieved.**

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 2016.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
- 0 -	\$2,000,000	\$1,500,000	\$1,000,000	\$4,500,000

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

Federal funding: Institute of Museum and Library Services (IMLS) and the National Endowment for the Humanities (NEH)

Private funding: We will commence a capital campaign to raise funds directly from the public. We will also be approaching various foundations for grants.

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.

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

None.

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

(\$124,739)

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.

The applicant was founded in 1966 for the express purpose of supporting and guiding the restoration and management of Iolani Palace as a historic

site and museum. Once the Palace reopened to the public in 1978, the applicant has dedicated itself to perpetuating the history of the Hawaiian monarchy. The applicant's main goal is to operate the Palace as an educational facility and to provide visitors (students, local residents and tourists) with a fresh understanding of Hawaii's royal heritage.

The Session Laws of Hawaii for 2007, as contained in Act 291, statutorily designated The Friends of Iolani Palace as the State of Hawaii Museum of Monarchy History as the Legislature found that The Friends provides an important public service in maintaining this significant building.

In February 2014, The Friends of Iolani Palace received accreditation by the American Alliance of Museums, joining only four other museums in Hawaii: Bishop Museum, Honolulu Museum of Art, Mission Houses Museum, and Lyman House.

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.

Iolani Palace is arguably the most significant historical building in Hawaii and an iconic symbol that the former Hawaiian Kingdom was an internationally recognized nation-state. It also stands as a powerfully emotional symbol of the Hawaiian Renaissance movement. As a state facility, ADA requirements are handled by the state Dept. of Land and Natural Resources.

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.

Given the specialized nature of doing work at a historic site, The Friends contracts with Mason Architects, a historic preservation architectural firm based in Honolulu. The firm reviews all contractors, conducts requests for proposals, and provides project management services for The Friends. Glenn Mason, who heads the firm, was one of the architects involved in the restoration of Iolani Palace in the 1970s and the Iolani Barracks in the 1960s.

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.

See 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.

Kippen de Alba Chu, Executive Director: \$140,914

(Source: Form 990 – July 1, 2012 to June 30, 2013)

Noelani Ah Yuen, Facilities & Security Director: \$75,000

Heather Diamond, Curator: \$53,000

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.

Not applicable.

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.

The Friends of Iolani Palace received accreditation from the American Alliance of Museums in February 2014.

C. Federal and County Grants

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

None.

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.

Not applicable.

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:

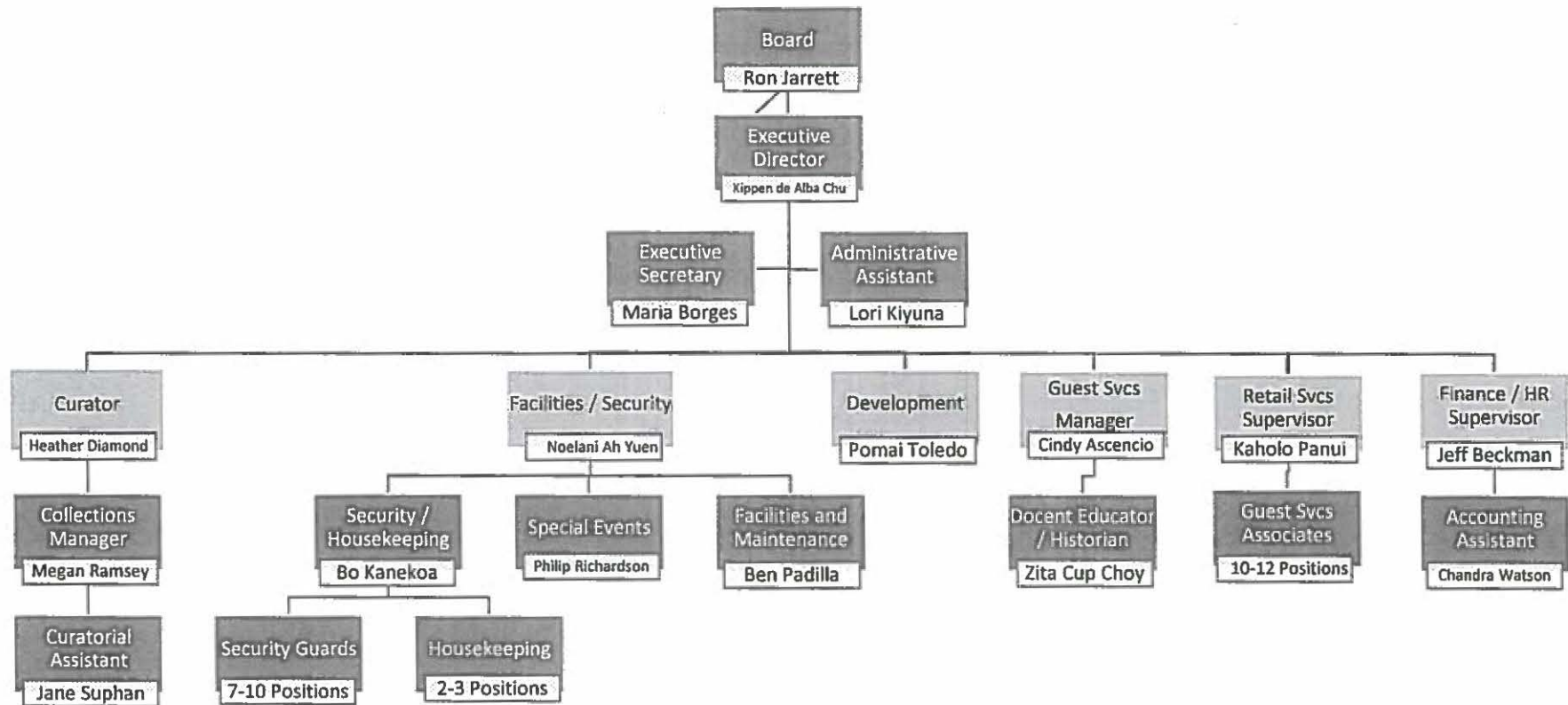
- (1) Received by the applicant for fiscal year 2015-16, but
- (2) Not received by the applicant thereafter. **Not applicable.**

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.

See attached certificate dated January 29, 2015.

The Friends of Iolani Palace
Revised Organizational Chart (FY 2014-15)





Department of Commerce and Consumer Affairs

CERTIFICATE OF GOOD STANDING

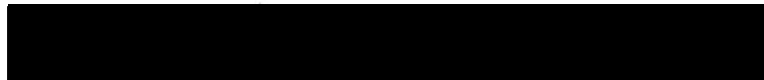
I, the undersigned Director of Commerce and Consumer Affairs of the State of Hawaii, do hereby certify that

THE FRIENDS OF IOLANI PALACE

was incorporated under the laws of the State of Hawaii on 06/08/1966 ; 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 29, 2015



Interim Director of Commerce and Consumer Affairs



BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2015 to June 30, 2016

Applicant: The Friends of Iolani Palace

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
A. PERSONNEL COST				
1. Salaries				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
TOTAL PERSONNEL COST				
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9. Galleries Renovation Project	4,500,000	550,000		
10.				
11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				
TOTAL OTHER CURRENT EXPENSES	4,500,000	550,000		
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	4,500,000	550,000		
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	4,500,000	Kippen de Alba Chu 522-0822		
(b) Total Federal Funds Requested	550,000	Name (Please type or print) Phone		
(c) Total County Funds Requested	0	[REDACTED]		
(d) Total Private/Other Funds Requested	0	[REDACTED] 01/29/15		
		[REDACTED] Date		
TOTAL BUDGET	5,050,000	Kippen de Alba Chu, Executive Director		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2015 to June 30, 2016

Applicant: _The Friends of Iolani Palace

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

Period: July 1, 2015 to June 30, 2016

Applicant: The Friends of Iolani Palace

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

Period: July 1, 2015 to June 30, 2016

Applicant: The Friends of Iolani Palace

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	\$ 105,000	0	0	0	0	0
LAND ACQUISITION	0	0	0	0	0	0
DESIGN	0	0	50000	0	0	0
CONSTRUCTION	0	0	4400000	550000	0	0
EQUIPMENT	0	0	50000	0	0	0
TOTAL:	105,000	0	4,500,000	550,000	0	0
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS AND/OR GRANTS

Applicant: The Friends of Iolani Palace

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1.	None				
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
				TOTAL	

**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'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 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.

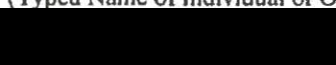
- 2) If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F-103, Hawaii'i Revised Statutes:
 - a) Is incorporated under the laws of the State; and
 - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant 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'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, Hawaii'i 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.

The Friends of Iolani Palace
(Typed Name of Individual or Organization)



(Signature)

01/29/15

(Date)

Kippen de Alba Chu
(Typed Name)

Executive Director
(Title)