

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): \_\_\_\_\_

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

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:  
Hawaii Pops Orchestra  
  
Dba: Hawaii Pops  
  
Street Address: 6770 Hawaii Kai Drive, #309, Honolulu, HI 96825  
  
Mailing Address: PO Box 25037, Honolulu, HI 96825

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name           DONNA BEBBER            
Title           Executive Director            
Phone #           808-741-1041            
Fax #           808-396-6770            
E-mail           donna.bebber@hawaiipops.com          

3. TYPE OF BUSINESS ENTITY:

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

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

HAWAII POPS EDUCATION PROGRAM

4. FEDERAL TAX ID #: \_\_\_\_\_  
5. STATE TAX ID #: \_\_\_\_\_

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2017: \$   200,000          

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 \$   20,000          

\_\_\_\_\_  
AUTHORIZED SIGNATURE

          Donna Bebber, Executive Director                     1/22/16            
NAME & TITLE DATE SIGNED



RECEIVED  
          1/22/16                     MM

## 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;  
**The Mission of the Hawaii Pops is to bring music and music education to the residents of and visitors to Hawaii. Under the direction of Matt Catingub, Artist Director of the Hawaii Pops, we are bringing back the popular concerts that were once presented under the umbrella of the former Honolulu Symphony. The Hawaii Pops was formed in April 2013, with its first season running from September 2013 to May 2014. We are in the middle of our third season.**
2. The goals and objectives related to the request;

**Hawaii Pops goals are:**

- 1) **To continue to offer the popular mix of instrumental live musical performances with a "Pops music" familiarity to Hawaii in a new and innovative way for Hawaii residents and visitors to enjoy.**
- 2) **To expose and educate Hawaii residents to different forms of popular music, including jazz, rock, Hawaiian, folk and other popular music genres through different arrangements with live performances, live symphonic orchestration or live bands.**
- 3) **To educate and expose Hawaii youth to music with an innovative education program on pops music.**
- 4) **To provide employment for musicians in Hawaii.**
- 5) **To develop and implement comprehensive business, marketing, public relations, and fundraising plans.**
- 6) **To develop a comprehensive database of ticket buyers and potential donors, with ongoing expansion and development.**
- 7) **To secure adequate funding through contributed and earned revenue to ensure that the organization is financially sound and to have adequate reserves to handle cash flow throughout the seasons.**

**The majority of these goals have been met, or in progress. The purpose of this proposal and request it to address the first and sixth points on this list of goals and objectives. We are requesting \$200,000 to assist Hawaii Pops in reaching these goals.**

3. The public purpose and need to be served;

**General Resident Population - Music is an important part of everyday life in Hawaii. Most celebrations, memorials, and public ceremonies generally have some type of music. Hawaii Pops will give the public an affordable and convenient place to hear world-class musicians.**

**Musicians - Hawaii is home to some of the best entertainers in the world. Over the years, the venues that showcase local and international talent have been greatly reduced. The show rooms that we once enjoyed are no longer available. Hawaii Pops will provide a venue for local and international musicians.**

**Visitors - Hawaii has is well known for her beautiful beaches, climate, water activities, and first rate attractions. Many of these activities can only be enjoyed during the daytime hours. Once the sun sets, visitors are often looking for new and exciting things to do. Hawaii Pops fills this need. During the brief time we have been operating, visitors are finding us. We have had attendees from many states and several countries. This is a trend that we see as a growing market for us.**

**Education – Music education is not readily available to many students in Hawaii. This is due to financial constraints within the household or a lack of music education programs in many schools. Hawaii Pops started an education program this season and will use Grant-in-aid funds to expand our education programs.**

**New Business - When businesses are looking to open offices in Hawaii, one of the concerns is the social activities for employees. It is imperative for Hawaii to offer museums, cultural events and concerts that will appeal to a wide variety of interests. These entities, including Hawaii Pops, are vital to the economic development of our home.**

4. Describe the target population to be served; and

**Target markets for the Hawaii Pops will be Hawaii residents and visitors. One of the important components of our mission is to provide music education programs and experiences for children and adults.**

**Local Market - The primary target of the Hawaii Pops will be the local market. The concerts being held at the Hilton Hawaiian Village give a different experience for the music-loving public. The setup of the concerts allows attendees to eat, drink and dance during the concerts. The concert experience is interactive. Historically, Pops concerts in Hawaii have been very well attended. Matt Catingub is considered to be a “native son” and very popular with local people. Initially, the concerts will be in Honolulu, but as we progress, we will take concerts to Maui, Kauai, and Hawaii.**

**Visitor Market - Hawaii Pops provides the following benefits to the visitor industry and individual visitor experience:**

- 1) It gives visitors something special to do at night in Waikiki (and eventually on Neighbor Islands).**
- 2) The shows at the Hilton Hawaiian Village are convenient for visitors.**
- 3) The Hilton is a very active partner with Hawaii Pops in promoting the shows to their guests.**
- 4) Hawaii Pops gives visitors an opportunity to sometimes hear local entertainers performing with the orchestra.**

**Convention Market - The convention market, both at the Hawaii Convention Center and other locations, is big business in Hawaii. Many of the larger conventions hire local, national and international artists for private show entertainment. Hawaii Pops is available for conventions. We have recently started to receive request for proposals from this market.**

**Education - Goals for the education program include:**

- 1) The education program will give children and their parents a learning experience often not available in schools.**
- 2) Children will have an opportunity to interact with professional musicians.**
- 3) Children will have an opportunity to touch and play different musical instruments.**
- 4) Young music students will be provided an opportunity to attend MasterClasses with world-renowned artists.**
- 5) Adults will be given the opportunity to attend preconcert presentations at some of the concerts conducted by local musicologists from the University of Hawaii.**

5. Describe the geographic coverage.

**We named our organization Hawaii Pops instead of Honolulu Pops, because we plan to perform for the entire state. Initially the Hawaii Pops will perform on Oahu. As we become financially stable, we will expand to the neighbor islands. We have had several discussions with the Maui Arts and**

**Culture Center to bring concerts to Maui and have interest from Kauai businesses and residents.**

## **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;  
Scope of work, tasks and responsibilities

**General Governance - The Board of Directors will have oversight of Hawaii Pops. There will be a minimum of 3 and no more than 31 members of the board. The organization By-laws and Articles of Incorporation contain specific details of board responsibilities and obligations. A copy can be provided upon request.**

**As of January 20, 2016, the following are members of the board of directors:**

**Darin Au  
Composer, Guitarist  
Academy Music Department Head  
Punahou School**

**Donna Bebber  
Executive Director & Co-founder  
Hawaii Pops**

**Philana Bouvier  
Executive Vice President & General Manager  
Young Market Company**

**Matt Catingub  
Artistic Director & Co-founder  
Hawaii Pops**

**Dennis Christianson  
CEO  
Anthology Marketing Group**

**Chuck Cotton  
Vice President & General Manager  
Clear Channel Media & Entertainment**

**Elisia Flores**  
**Vice President and CFO**  
**L&L Hawaiian Barbecue**

**Jim George**  
**Contributing Editor**  
**Pacific Business News**

**Terry Gillingham**  
**Regional Vice President & General Manager**  
**Hawaii Operations**  
**Ohana Broadcast Company**

**Rick Hamada**  
**Host, "The Rick Hamada Program" KHVH 830**  
**iHeart Media Honolulu**

**Virginia Hinshaw**  
**Chancellor Emeritus/Professor**  
**John A. Burns School of Medicine**  
**University of Hawaii at Manoa**

**Mark Hunt**  
**Senior Vice President**  
**Nanoventions Holdings, LLC**

**Andrew Jackson**  
**Chief Operating Officer**  
**Anthology Marketing Group, Inc.**

**Henry Kapon**  
**Entertainer**

**Brian Malecek**  
**President**  
**Envision Networked Solutions**

**James Merriman**  
**Executive Vice President**  
**HUB International Insurance Services**

**Thomas Mundell**  
**Senior Vice President Philanthropy**  
**Hawaii Pacific Health**

**Jim Nabors, Honorary Member  
Entertainer**

**Blake Oshiro  
Attorney  
Alston, Hunt, Floyd & Ing**

**Jeffrey S. Portnoy  
Partner  
Cades Schutte Law Firm**

**Jerry Rauckhorst  
President & CEO  
Catholic Charities Hawaii**

**Peter Shaindlin  
Chief Operating Officer  
Halekulani Corporation**

**Joe Shorba  
Owner / Instructor  
Koko Head Dance Studio**

**Richard Turbin  
Attorney  
Turbin Chu Heidt, Attorneys at Law**

**Nancy Evans Tudor, CPA  
Partner  
Tudor, Wilson & Associates**

**Carolyn Berry Wilson  
Philanthropist**

**Caroline Witherspoon  
President  
Becker Communications**

**Wendell Wo  
Partner  
CS Wo & Sons**

**Alan Yamamoto  
National Sales Manager/Event Planner  
Summit Media**

**Randy Yeager**  
**President**  
**Honolulu Cookie Company**

**John Yoshimura**  
**Director of Policy & Electricity Markets**  
**Solar City**

**Education Projects – The entire Hawaii Pops Education is under the direction of the Board of Directors, Staff, and Education Committee. The committee is chaired by Darin Au, Academy Music Department Head at Punahou School.**

**Current and planned education components:**

- 1) Performance prior to concerts – This program started this season. Jazz bands from local private and public schools are invited to perform in the lobby prior to each concert. The students are then guests of Hawaii Pops to attend the concert. This program has proven to be very popular and will be continued each season.**
- 2) Meet-the-Musician – Students from various schools are invited to attend a rehearsal the day of each concert, meet the musicians after the rehearsal, and attend the concert in the evening. This program gives students and opportunity to meet professional musicians and learn what it is like to be a full-time musician. We currently have 20 students per concert in this program. With this grant, we would expand the program to 40 students per concert,**
- 3) MasterClasses – Presented by guest artists with Hawaii Pops, Maestro Matt Catingub and other experts in the music community that will be made available to music students selected by the education committee.**
- 4) New opportunities – Hawaii Pops proposed a new 3 concert series that will be presented during the 2016-17 season. These concerts will be presented by the Pops and will be selected to attract a new younger audience. The education components listed above will be negotiated with the presenting organizations to be made available to students. In addition to providing education opportunities, these will enable Hawaii Pops to reach a new audience base and expand ticket sales and earned revenue.**



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

**Performances for 2016 -2017 Season**

**We are in the process of planning this season at the moment. We plan to announce the new season within the next two months. The general season concerts will be held once a month between October 2016 and May 2017. Each of our regular concerts will be held in the Coral Ballroom at the Hilton Hawaiian Village. The new presented 3 concert series will be scheduled if funding is available at the Hilton or Hawaii Theatre Center.**

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 most obvious way to measure effectiveness of concerts is the continued strong ticket sales and in increased donations. The secondary method is through media reviews and comments from patrons. We track ticket sales and are seeing consistent increases in attendance. We are exploring the possibility of adding additional seats for the next season. Donations continue to grow as music lovers discover the Hawaii Pops.**

**We also closely monitor and receive comments from audience members and attendees during the performances and afterwards. We solicit such comments to see which series of concerts are successful and which need more work.**

**As to our educational outreach, we plan to collaborate with the educators and students to get feedback and hear directly from them about whether our program was not only entertaining, but also educational based on the lessons that are and will be embedded in the performances and pieces.**

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.

**Hawaii Pops will provide:**

- 1) a list of total attendance for all concerts and the number of seats available at each venue
- 2) reviews from media when available for each concert
- 3) feedback from concert attendees from letters, social media sites, etc.

**4) List of contributed revenue for 2015 and 2016 so comparison can be shown with an expected increase in donations**

**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 2017.

| Quarter 1 | Quarter 2 | Quarter 3 | Quarter 4 | Total Grant |
|-----------|-----------|-----------|-----------|-------------|
| \$100,000 | \$100,000 | 0         | 0         | \$200,000   |

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2017.

**Hawaii Pops has been very prudent in budgeting and expansion. We only want to do what we can afford and do not want to end up like other orchestras that fail due to lack of revenue. The Board of Directors is active in fundraising and 100% of board members are donors. 2015-2016 budget is attached.**

**In-kind Contributions:**

**Hawaii Pops has been very fortunate to secure strong partners who provide in-kind donations. We anticipate the sponsors will return for our 4<sup>th</sup> season. Plans to secure more sponsors are on-going. The value of the in-kind sponsorships is more than \$200,000 per season.**

**Inkind sponsors for 2014-2015 season include:**

**Season Sponsors**

**Hagadone Printing**

**Halekulani**

**Hawaiian Airlines**

**Honolulu Star Advertiser**

**Piano Planet**

**Carolyn Berry Wilson**

**Concert Sponsors**

**Hilton Hawaiian Village**

**Anthology**

**Becker Communications**

**Cades Schutte Foundation**

**Cades Schutte  
Virginia and William Hinshaw  
Thomas and Mi Kosasa  
Mark and Shawn Hurt  
HawaiiNewsNow  
KHON  
KITV  
Ohana Media  
Salem Media  
Summit Media**

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 federal, state, and county 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, 2015.

**Attached**

#### **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.

**Hawaii Pops will only have 2 full-time employees during the first 3 years of operation. This is to ensure that the organization is financially secure before hiring additional employees. Catingub will serve as the Artistic Director and Bebbler will be the Executive Director. Both employees will take on the responsibilities of running the day-to-day operations and will be wearing many hats during the start-up of the business. Catingub and Bebbler will**

work closely together and with the board to make sure all needs of the organization are met. Bios of each are included below.

**Matt Catingub, Artistic Director**

**Multi-talented musician Matt Catingub wears many hats: saxophonist, woodwind artist, conductor, pianist, vocalist, performer, composer, and arranger. Recently appointed Artistic Director and Conductor of the newly formed Glendale Pops Orchestra, Matt is also the Pops Conductor of the New Hampshire Music Festival. Matt previously held positions as Pops Conductor of the Honolulu Symphony for 12 years, and Principal Pops Conductor of the New Mexico Symphony, where he consistently garnered praise for his innovative programming. Matt is generating excitement throughout the entertainment industry for his impressive catalog of unique abilities.**

**Matt has arranged and conducted for a galaxy of performers, including Diana Krall, James Ingram, Kenny Loggins, Boz Scaggs, The Righteous Brothers, Rosemary Clooney, Toni Tennille, and Toto , just to name a few. Along with working with the Honolulu Symphony and the New Mexico Symphony, Matt has guest conducted for some of the most significant Symphony Orchestras in the county, including the Nashville Symphony, the Florida Orchestra, the Pacific Symphony, the Cincinnati Pops, as well as symphonies in Columbus, Hartford, Omaha and throughout Canada, and Japan.**

**Throughout the years, Matt has built a reputation as a well-rounded musician. He wrote music for the George Clooney film, Good Night and Good Luck, which was released on the Concord Records label in September 2005. Not only did Matt make an on-screen appearance as the leader of the band, he created all of the arrangements and played tenor sax on the CD. The Soundtrack for Good Night and Good Luck won a Grammy in 2006. In July of 1995, Matt had made his solo singing debut at the Frank Sinatra Celebration at New York City's legendary Carnegie Hall and as a result of his performance there, the Concord Jazz CD Gershwin 100 was conceived. This 1998 CD features Catingub arrangements and Matt singing, playing piano and sax. This exciting CD brought him together with guest artists Rosemary Clooney, Michael Feinstein, John Pizzarelli, and Louie Bellson, in celebration of George Gershwin's 100th birthday.**

**Donna Bebbber, Executive Director**

**Bebber is well known in the fundraising community in Hawaii. During her career, she has been involved or directly responsible for raising more than \$100 million dollars for nonprofit organizations. She has worked in development as a number of local charities. Most relevant to this position is**

her tenure as Vice President of Development for the Honolulu Symphony Society for 7 years (1996-2003). As VP of Development, she and her department were responsible for an annual fundraising budget of more than \$3 million per year. She was part of the senior management team at the Honolulu Symphony. The senior managers met weekly and worked closely on all activities related to symphony operations and concert production. Bebber is proud of the work she did as Senior Director of Development for the Pearl Harbor Memorial Fund with the purpose of raising \$52 million to rebuild the USS Arizona Memorial Visitor's Center. In addition to these organizations, Bebber has worked as an independent contractor for the University of Hawaii's Institute for Astronomy, Pacific Aviation Museum Pearl Harbor, Ballet Hawaii, Hawaii Romance Festival, Hawaii Nature Center.

Bebber has a BA from the University of Hawaii at West Oahu and an MBA from the University of Phoenix. She is active in many areas of our community and serves or has recently served on the following boards: National Society of Arts and Letters (Treasurer), Manoa Valley Theatre (Manoa Marquee Chair), Hawaii Performing Arts Foundation, Carolyn A. Berry Foundation (Director & Treasurer), and many more. She also serves as a board member for Process Electronics Corporation in North Carolina. For her work, she was named Hawaii's Fund Raising Executive of the Year and received the Award of Merit from the City and County of Honolulu.

Both Catingub and Bebber, with assistance from the board and volunteers, have been responsible for successful Hawaii Pops concert last seasons. Most concerts have been sold out and have received rave reviews from the public. Other examples of relevant projects are included in the bios.

#### **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.

**Hilton Hawaiian Village Ballroom – seating with tables of 10, cocktail tables of 6, and theatre style seating. Capacity can exceed 1000 patrons with this type of arrangement.**

**All sound and lighting requirements are outsourced under the direction of a contracted stage manager.**

### **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.

**Hawaii Pops will only have 2 full-time employees during the first 2 years of operation. This is to ensure that the organization is financially secure before hiring additional employees. Catingub will serve as the Artistic Director and Bebbler will be the Executive Director. Both employees will take on the responsibilities of running the day-to-day operations and will be wearing many hats during the start-up of the business. Catingub and Bebbler will work closely together and with the board to make sure all needs of the organization are met. Catingub and Bebbler biographies and responsibilities are included earlier in this proposal.**

#### **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.

**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..

**Matt Catingub, Artistic Director, \$100,000 annual salary  
Donna Bebbler, Executive Director, \$100,000 annual salary**

### **VI. Other**

#### **A. Litigation**

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

**None**

**B. Licensure or Accreditation**

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

**None**

**C. 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.

**D. Future Sustainability Plan**

The applicant shall provide a plan for sustaining after fiscal year 2016-17 the activity funded by the grant if the grant of this application is:

- (1) Received by the applicant for fiscal year 2016-17, but
- (2) Not received by the applicant thereafter.

**If funding is not received, we will not be able to expand as soon as we would like. As we continue to grow, we anticipate we will be able to cover the costs of these programs within a few years. Funding from the state will help us achieve these goals earlier than we can do it alone.**

**E. 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, 2015.

**Attached**

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2016 to June 30, 2017

Applicant: \_\_\_\_\_ Hawaii Pops

| BUDGET CATEGORIES                       | Total State<br>Funds Requested<br>(a) | Total Federal<br>Funds Requested<br>(b)                                   | Total County<br>Funds Requested<br>(c) | Total Private/Other<br>Funds Requested<br>(d) |
|---|---------------------------------------|---|--|---|
| <b>A. PERSONNEL COST</b>                |                                       |   |  |   |
| 1. Salaries                             | 10,000                                | 0   | 0                                      | 190,000                                       |
| 2. Payroll Taxes & Assessments          |                                       | 0   | 0                                      | 15,000  |
| 3. Fringe Benefits                      |                                       | 0   | 0                                      | 10,000  |
| <b>TOTAL PERSONNEL COST</b>             | <b>10,000</b>                         |   |  | <b>215,000</b>                                |
| <b>B. OTHER CURRENT EXPENSES</b>        |                                       |   |  |   |
| 1. Airfare, Inter-Island                | 5,000                                 | 0   | 0                                      | 15,000  |
| 2. Insurance                            | 0                                     | 0   | 0                                      | 5,000   |
| 3. Lease/Rental of Equipment            |                                       | 0   | 0                                      | 18,000  |
| 4. Lease/Rental of Space                | 6,000                                 | 0   | 0                                      | 75,000  |
| 5. Staff Training                       | 0                                     | 0   | 0                                      | 0   |
| 6. Supplies                             | 0                                     | 0   | 0                                      |   |
| 7. Telecommunication                    | 0                                     | 0   | 0                                      | 1,000   |
| 8. Utilities                            | 0                                     | 0   | 0                                      | 0   |
| 9 Youth Education Program               | 20,000                                | 0   | 0                                      | 20,000  |
| 10 Advertising                          | 0                                     | 0   | 0                                      | 5,000   |
| 11 Bank/Credit Card fees                | 0                                     | 0   | 0                                      | 9,600   |
| 12 Sound                                | 1,500                                 | 0   | 0                                      | 27,600  |
| 13 Lighting                             | 0                                     | 0   | 0                                      | 22,200  |
| 14 A/V                                  | 1,500                                 |   |  | 26,400  |
| 15 Stagehands                           | 6,000                                 |   |  | 108,000                                       |
| 16 Musicians                            | 3,000                                 |   |  | 125,000                                       |
| 17 Guest Artists                        | 2,000                                 |   |  | 60,000  |
| 18 Misc Production Costs                | 0                                     |   |  | 32,750  |
| 19 Misc Office Costs                    | 0                                     |   |  | 15,193  |
| 20 Three presented concert fees         | 145,000                               |   |  | 55,000  |
| <b>TOTAL OTHER CURRENT EXPENSES</b>     | <b>190,000</b>                        |   |  | <b>620,743</b>                                |
| <b>C. EQUIPMENT PURCHASES</b>           | <b>0</b>                              |   |  | <b>0</b>                                      |
| <b>D. MOTOR VEHICLE PURCHASES</b>       | <b>0</b>                              |   |  | <b>0</b>                                      |
| <b>E. CAPITAL</b>                       | <b>0</b>                              |   |  | <b>0</b>                                      |
| <b>TOTAL (A+B+C+D+E)</b>                | <b>200,000</b>                        |   |  | <b>835,743</b>                                |
| <b>SOURCES OF FUNDING</b>               |                                       | Budget Prepared By:   |  |   |
| (a) Total State Funds Requested         | 200,000                               | Hawaii Pops   | 808-741-1041                           |   |
| (b) Total Federal Funds Requested       | 0                                     |   | Phone                                  |   |
| (c) Total County Funds Requested        | 0                                     |   | 1/22/16                                | 42,000  |
| (d) Total Private/Other Funds Requested | 835,743                               | Signature of Authorized Official _____ Date                               |  |   |
| <b>TOTAL BUDGET</b>                     | <b>1,035,743</b>                      | Donna Bebbler, Exective Director<br>Name and Title (Please type or print) |  |   |



## BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2016 to June 30, 2017

Applicant:     Hawaii Pops    

| POSITION TITLE                   | FULL TIME EQUIVALENT | ANNUAL SALARY<br>A | % OF TIME ALLOCATED TO GRANT REQUEST<br>B | TOTAL STATE FUNDS REQUESTED<br>(A x B) |
|----------------------------------|----------------------|--------------------|---|--|
| Matt Catingub, Artistic Director | yes                  | \$100,000.00       | 5.00%                                     | \$ 5,000.00                            |
| Donna Bebber, Executive Director | yes                  | \$100,000.00       | 5.00%                                     | \$ 5,000.00                            |
|                                  |                      |                    |   | \$ -                                   |
|                                  |                      |                    |   | \$ -                                   |
|                                  |                      |                    |   | \$ -                                   |
|                                  |                      |                    |   | \$ -                                   |
|                                  |                      |                    |   | \$ -                                   |
|                                  |                      |                    |   | \$ -                                   |
|                                  |                      |                    |   | \$ -                                   |
|                                  |                      |                    |   | \$ -                                   |
|                                  |                      |                    |   | \$ -                                   |
|                                  |                      |                    |   | \$ -                                   |
|                                  |                      |                    |   | \$ -                                   |
|                                  |                      |                    |   | \$ -                                   |
|                                  |                      |                    |   | \$ -                                   |
|                                  |                      |                    |   | \$ -                                   |
|                                  |                      |                    |   | \$ -                                   |
|                                  |                      |                    |   | \$ -                                   |
| <b>TOTAL:</b>                    |                      |                    |   | <b>10,000.00</b>                       |

**JUSTIFICATION/COMMENTS:**  
 Only a small portion on staff time is spent on our education committee. Volunteers spend much more time on the program.

# BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2016 to June 30, 2017

Applicant:       Hawaii Pops      

| DESCRIPTION<br>EQUIPMENT | NO. OF<br>ITEMS | COST PER<br>ITEM | TOTAL<br>COST | TOTAL<br>BUDGETED |
|--------------------------|-----------------|------------------|---------------|-------------------|
| N/A                      |                 |                  | \$ -          |                   |
|                          |                 |                  | \$ -          |                   |
|                          |                 |                  | \$ -          |                   |
|                          |                 |                  | \$ -          |                   |
|                          |                 |                  | \$ -          |                   |
| TOTAL:                   |                 |                  |               |                   |
| JUSTIFICATION/COMMENTS:  |                 |                  |               |                   |

| DESCRIPTION<br>OF MOTOR VEHICLE | NO. OF<br>VEHICLES | COST PER<br>VEHICLE | TOTAL<br>COST | TOTAL<br>BUDGETED |
|---------------------------------|--------------------|---------------------|---------------|-------------------|
| N/A                             |                    |                     | \$ -          |                   |
|                                 |                    |                     | \$ -          |                   |
|                                 |                    |                     | \$ -          |                   |
|                                 |                    |                     | \$ -          |                   |
|                                 |                    |                     | \$ -          |                   |
| TOTAL:                          |                    |                     |               |                   |
| JUSTIFICATION/COMMENTS:         |                    |                     |               |                   |

# BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2016 to June 30, 2017

Applicant: \_\_\_\_\_ Hawaii Pops \_\_\_\_\_

| FUNDING AMOUNT REQUESTED |  |               |                                       |                                    |                                      |              |
|--------------------------|--|---------------|---------------------------------------|------------------------------------|--------------------------------------|--------------|
| TOTAL PROJECT COST       | ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS |               | STATE FUNDS REQUESTED<br>FY:2016-2017 | OF FUNDS REQUESTED<br>FY:2016-2017 | FUNDING REQUIRED IN SUCCEEDING YEARS |              |
|                          | FY: 2014-2015                                | FY: 2015-2016 |                                       |                                    | FY:2017-2018                         | FY:2018-2019 |
| PLANS                    | N/A  |               |                                       |                                    |                                      |              |
| LAND ACQUISITION         | N/A  |               |                                       |                                    |                                      |              |
| DESIGN                   | N/A  |               |                                       |                                    |                                      |              |
| CONSTRUCTION             | N/A  |               |                                       |                                    |                                      |              |
| EQUIPMENT                | N/A  |               |                                       |                                    |                                      |              |
| <b>TOTAL:</b>            | <b>N/A</b>                                   |               |                                       |                                    |                                      |              |
| JUSTIFICATION/COMMENTS:  |  |               |                                       |                                    |                                      |              |

**GOVERNMENT CONTRACTS AND / OR GRANTS**

Applican

Hawaii Pops

Contracts Total:

-

|    | CONTRACT DESCRIPTION | EFFECTIVE DATES | AGENCY | GOVERNMENT ENTITY<br>(U.S. / State / Haw / Hon / Kau / Mau) | CONTRACT VALUE |
|----|----------------------|-----------------|--------|---|----------------|
| 1  | N/A                  |                 |        |   |                |
| 2  |                      |                 |        |   |                |
| 3  |                      |                 |        |   |                |
| 4  |                      |                 |        |   |                |
| 5  |                      |                 |        |   |                |
| 6  |                      |                 |        |   |                |
| 7  |                      |                 |        |   |                |
| 8  |                      |                 |        |   |                |
| 9  |                      |                 |        |   |                |
| 10 |                      |                 |        |   |                |
| 11 |                      |                 |        |   |                |
| 12 |                      |                 |        |   |                |
| 13 |                      |                 |        |   |                |
| 14 |                      |                 |        |   |                |
| 15 |                      |                 |        |   |                |
| 16 |                      |                 |        |   |                |
| 17 |                      |                 |        |   |                |
| 18 |                      |                 |        |   |                |
| 19 |                      |                 |        |   |                |
| 20 |                      |                 |        |   |                |
| 21 |                      |                 |        |   |                |
| 22 |                      |                 |        |   |                |
| 23 |                      |                 |        |   |                |
| 24 |                      |                 |        |   |                |
| 25 |                      |                 |        |   |                |
| 26 |                      |                 |        |   |                |
| 27 |                      |                 |        |   |                |
| 28 |                      |                 |        |   |                |
| 29 |                      |                 |        |   |                |
| 30 |                      |                 |        |   |                |

**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.

Hawaii Pops

  
(Signature)

*1/22/16*  
(Date)

Donna Bebber \_\_\_\_\_ Executive Director \_\_\_\_\_  
(Typed Name) (Title)

Hawaii Pops Budget  
2015-2016 Season

Ordinary Income/Expense

| Income       | Donations                       |               |
|--------------|---------------------------------|---------------|
|              | Board Giving                    | \$ 75,000.00  |
|              | Board Major Gifts               | \$ 125,000.00 |
|              | Season & ShowSponsors           | \$ 170,000.00 |
|              | Education Sponsorship           | \$ 28,000.00  |
|              | Annual Giving                   | \$ 215,000.00 |
|              | Total Donations                 | \$ 613,000.00 |
|              | Foundations                     | \$ 36,000.00  |
|              | Contract Services               | \$ 10,000.00  |
|              | Merchandise                     | \$ 2,500.00   |
|              | Tickets                         | \$ 240,000.00 |
|              | Program Advertising             | \$ 3,000.00   |
|              | Total Income                    | \$ 904,500.00 |
|              | Cost of Goods Sold              |               |
|              | Charge Card Fees (ticket sales) | \$ 9,600.00   |
|              | Conductor Fees                  | \$ 99,999.96  |
|              | Equip Rental/Rigging            | \$ 18,000.00  |
|              | Facilities Rental/Venue         | \$ 60,000.00  |
|              | Sound                           | \$ 27,600.00  |
|              | Lighting                        | \$ 22,200.00  |
|              | A/V                             | \$ 26,400.00  |
|              | Stagehands                      | \$ 108,000.00 |
|              | Miscellaneous Expense           | \$ 15,000.00  |
|              | Musicians                       | \$ 111,000.00 |
|              | Guest Artists                   | \$ 60,000.00  |
|              | Printing                        | \$ 600.00     |
|              | Stage manager                   | \$ 3,150.00   |
|              | Travel - Performers             | \$ 14,350.00  |
|              | Total COGS                      | \$ 575,899.96 |
| Gross Profit |                                 | \$ 328,600.04 |
|              | Expenses                        |               |
|              | Advertising                     | \$ 5,000.00   |
|              | Bank Service fees               | \$ 300.00     |
|              | Bookkeeper                      | \$ 6,600.00   |
|              | Credit Card Fees (donations)    | \$ 7,500.00   |
|              | Employee Benefits               | \$ 10,000.00  |
|              | Storage                         | \$ 1,900.00   |
|              | Insurance - Liability, D and O  | \$ 5,000.00   |
|              | office expense                  | \$ 4,443.00   |
|              | Payroll Taxes                   | \$ 15,000.00  |
|              | Salaries                        | \$ 154,000.00 |
|              | Postage, Mailing Service        | \$ 1,600.00   |
|              | Merchandise Expenses            | \$ 1,250.00   |
|              | Telephone, Telecommunications   | \$ 1,000.00   |
|              | Travel and Meetings             | \$ 2,000.00   |
|              | Total Expense                   | \$ 791,492.96 |
| Net Income   |                                 | \$ 113,007.04 |

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Accrual Basis

**Hawaii Pops Orchestra**  
**Profit & Loss**  
 August through December 2015

|                                | Aug - Dec 15 |
|--------------------------------|--------------|
| Ordinary Income/Expense        |              |
| Income                         |              |
| Merchandise                    | 1,420.00     |
| Foundations                    | 7,000.00     |
| Donations                      |              |
| Annual Giving \$1001 - \$2500  | 17,525.00    |
| Annual Giving \$501 - \$1000   | 7,572.34     |
| Annual Giving \$101 - \$500    | 4,663.25     |
| Annual Giving \$ 51 - \$100    | 5,473.61     |
| Annual Giving - \$50 & Under   | 514.85       |
| Education Sponsorship          | 7,000.00     |
| Board Major Gifts              | 50,000.00    |
| Board Giving                   | 24,991.65    |
| Total Donations                | 117,740.70   |
| Advertising Income             | 282.72       |
| Program Income                 |              |
| Tickets                        | 74,443.09    |
| Total Program Income           | 74,443.09    |
| Special Events                 | 30,365.38    |
| Show Sponsorship               | 10,000.00    |
| Total Income                   | 241,251.89   |
| Cost of Goods Sold             |              |
| Charge Card Fees               | 1,274.46     |
| Conductor                      | 41,666.65    |
| Facilities Rental/Venue        | 37,463.09    |
| Hawaii Pro Sound               | 18,775.69    |
| AV                             | 15,560.20    |
| JS Services - Crew             | 31,098.87    |
| Librarian                      | 2,318.58     |
| Miscellaneous Expense          | 304.71       |
| Musicians                      | 49,571.04    |
| Performers                     | 38,900.00    |
| Soundmix                       | 9,837.04     |
| Stage Manager                  | 475.00       |
| Travel - Performers            | 2,498.28     |
| Total COGS                     | 249,743.61   |
| Gross Profit                   | -8,491.72    |
| Expense                        |              |
| Program Guide                  | 704.19       |
| Storage                        | 624.08       |
| Advertising                    | 3,194.76     |
| Bank Service fees              | 103.00       |
| Contract Services              |              |
| Accounting Fees                | 2,617.80     |
| Contract Services - Other      | 351.75       |
| Total Contract Services        | 2,969.55     |
| Credit Card Fees               | 1,263.29     |
| Employee Benefits              | 3,736.35     |
| Insurance                      | 530.99       |
| Insurance - Liability, D and O | 956.88       |
| Office expense                 | 192.95       |
| Parking                        | 5.00         |
| Payroll Expenses               |              |
| FICA                           | 2,686.67     |
| Medicare                       | 628.33       |
| Salary                         | 43,333.32    |
| SUTA                           | -111.87      |

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Accrual Basis

Hawaii Pops Orchestra  
**Profit & Loss**  
August through December 2015

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|                               | Aug - Dec 15 |
|-------------------------------|--------------|
| Total Payroll Expenses        | 46,536.45    |
| Postage, Mailing Service      | 738.57       |
| Merchandise Expenses          | 3,535.11     |
| Rent, Parking, Utilities      | 156.02       |
| Telephone, Telecommunications | 228.40       |
| Total Expense                 | 65,475.59    |
| Net Ordinary Income           | -73,967.31   |
| Net Income                    | -73,967.31   |



HAWAII POPS  
ORGANIZATIONAL CHART

BOARD OF DIRECTORS

ARTISTIC DIRECTOR

EXECUTIVE DIRECTOR

Personnel Manager

Volunteers

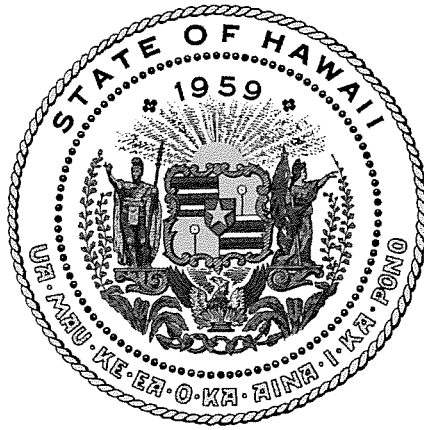
Contract employees

Accountant

Public Relations

Advertising

Development



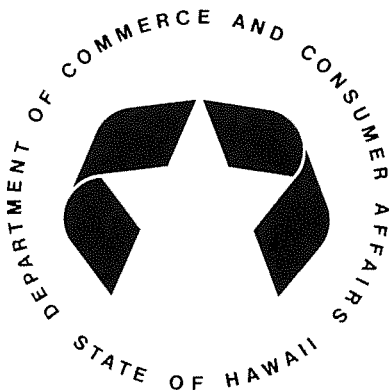
## Department of Commerce and Consumer Affairs

### CERTIFICATE OF GOOD STANDING

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

HAWAII POPS ORCHESTRA

was incorporated under the laws of Hawaii on 04/12/2013 ; 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 21, 2016



Director of Commerce and Consumer Affairs