

House District _____

Senate District _____

THE TWENTY-NINTH 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
Ahahui Siwila Hawaii O kapolei

Dbn

Street Address
91-1270 Kinoaiki St Kapolei Hawaii 96707
Mailing Address
P.O. Box 700007
Kapolei Hawaii 96707

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name MELISSA M LYMAN

Title Treasurer / Director

Phone # 808-291-0842

Fax # _____

E-mail mmylyman@hawaiianlel.net

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:

FUNDING FOR CONSTRUCTION RENOVATION AND IMPROVEMENTS

4. FEDERAL TAX ID #: _____

5. STATE TAX ID #: _____

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2018: \$ 455,000.00

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

TATIVE

MELISSA LYMAN TREASURER/DIRECTOR
NAME & TITLE

1/20/2017

DATE SIGNED



RECEIVED

1/20/17

wa

State Capitol, RM 207

Honolulu Hi 96813

Attn: GIA

Original Copy

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:

- I. A brief description of the applicant's background;

The 'Ahahui Siwila Hawaii O Kapolei (Kapolei Hawaiian Civic Club) is a member club of the Association of Hawaiian Civic Clubs and was chartered on October 28, 1993. Community members formed this civic club to secure a Hawaiian presence in a cultural historic land district threatened by rapid development.

As a member of the Association of Hawaiian Civic Club the 'Ahahui Siwila Hawaii O Kapolei advocates positions endorsed by the Association at its annual convention, and actively participates in the promotion and perpetuation of traditional Native Hawaiian values.

At our core, we are committed to the education of Hawaii's youth scholastically and culturally, the protection and the preservation of Hawaiian culture, the health and well being of Hawaii's people.

The Associations of Hawaiian Civic Clubs is the oldest Hawaiian community-based grass roots organization founded in 1918 by Prince Jonah Kuhio Kalaniana'ole, Delegate to the United States House of Representative. A confederation of fifty-eight (58) Hawaiian Civic Clubs located throughout the State of Hawai'i and in the States of Alaska, California, Colorado, Illinois, Nevada, Utah, Virginia, Washington State, Tennessee and Texas. The association is governed by 16-member Board of Directors.

With a strong voice at city, state and federal levels the AOHCC advocate for improved welfare of native Hawaiians in culture, health, economic development, education, social welfare, and nationhood, and perpetuates and preserves language, history, music, dance and other cultural traditions.

2. The goals and objectives related to the request;

The ASHOK seeks GIA funds for construction renovations and improvements of the Prince Kuhio Community Center (PKCC). Construction renovations will include security system installations, solar system installation, and reasonable facility upgrades that will further the mission of the Prince Kuhio Community Center.

3. The public purpose and need to be served;

The Prince Kuhio Community Center provides the Association of Hawaiian Civic Clubs a place to promote social and economic self sufficiency for Native Hawaiian's in a manner that reinforces our cultural foundation. It also provides a gathering place for the local community and the community at large to hold events by:

- a) Providing a place for cultural events and programs
- b) Providing a place for professional and public services.
- c) Partnering, promoting and supporting other non-profits organizations.
- d) Providing the local community a place to hold community events.

4. Describe the target population to be served; and

The Prince Kuhio Community Center's target population is to serve the Native Hawaiian community. It is also the Hawaiian way to care for one another as such your serve ices are extended to the community at large.

5. Describe the geographic coverage.

The Association of Hawaiian Civic Clubs has 60 members clubs throughout the continent and Hawaii, with 26 clubs on Oahu. The Prince Kuhio Community Center is located in the heart of Kapolei at 91-1270 Kinoiki St, located on the Oahu's west side.

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;

The scope of work is to first complete the planning process, which includes plans, architectural renderings, securing necessary permits, solicit and securing reasonable bids to complete the renovation and improvements.

The specific renovation and improvements to the Prince Kuhio Community Center are:

Project Items	Estimated Cost	Comments
Plans, Design, Permits	\$ 100,000.00	
Security System and Installation	\$ 50,000.00	Alarm, Fire, Surveillance
Cattle Gates and Installation	\$ 75,000.00	For parking lot security
PV Solar Electric and LED Lighting and Installation	\$175,000.00	
Exterior Paint	\$ 25,000.00	
Interior Paint	\$ 15,000.00	
Carpet and Installation	\$ 5,000.00	
Miscellaneous Building Repairs	\$ 10,000.00	
Total	\$ 455,000.00	

The renovation and improvements are being managed by the volunteer Board of Directors of the Ahahui Siwila Hawaii O Kapolei. The Ahahui Siwila Hawaii O Kapolei will contract with contractors and other hired third parties to complete the work. The Kapolei Hawaiian Civic volunteer Director Dan Lyman has 40 years of construction management experiences and will oversee the physical improvements to the community center. The execution of the renovation and improvements will take an estimated 2 years to complete cradle to grave.

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

The projected project timeline would be within 24 months of grant award estimating starting in July 2017.

- a) July 2017 – February 2018: The construction committee will complete the planning process and secure necessary permits and designs.
- b) March 2018- September 2018: The construction committee will solicit and secure bids from local construction companies.
- c) September 2018 –February 2019: Start and complete phase 1 of renovation (Security, Cattle Gates, PV)
- d) February 2019-July 2019: Start and complete phase 2 of renovation (Paint, Carpet, Repairs)

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

A Committee headed by volunteer Director Dan Lyman will oversee the work of contractors and other hired professional third parties will handle the day to day operations and responsibilities. Dan and his construction committee will monitor work daily and evaluate improvements.

4. List the measure(s) of effectiveness that will be reported to the State agency through which grant funds are appropriated (the expending agency). The measure(s) will provide a standard and objective way for the State to assess the program's achievement or accomplishment. Please note that if the level of appropriation differs from the amount included in this application that the measure(s) of effectiveness will need to be updated and transmitted to the expending agency.

The measure that will accurately assess the effectiveness of this grant will be in the completed project. The county's planning department will approve all permitted structures and the Ahahui Siwila Hawaii O Kapolei will provide an accounting of all funds appropriated and a report on each completed timeline item.

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 2018.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
100,000	150,000	150,000	55,000	455,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2018.

Following are funding sources will anticipate seeking funds from, but have not as of this submission.

- a) Bank of Hawaii Charitable Foundation
- b) Campbell Foundation
- c) First Hawaiian Bank Foundation
- d) Hawaiian Electric Foundation
- e) Individual donors

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

4. 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.

We do not have any grants or contract for this project.

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2016.

\$14,000.00

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 Association and the Ahahui Siwila Hawaii O Kapolei Board of Directors and members come from various professional backgrounds: entrepreneurs, education, construction, law and accounting. Collectively these experiences are conducive to planning and executing this project. The project manager Dan Lyman has 40 plus years of construction management, which includes budget projection, bid solicitations, permits and planning.

B. Facilities

The applicant shall provide a description of its facilities and demonstrate its adequacy in relation to the request. If facilities are not presently available, describe plans to secure facilities.

The Prince Kuhio Community Center is on a 2 acre parcel leased from the department of Hawaiian Homelands. The Association of Hawaiian Civic Club owns the facility building. The Facility is a single building structure with 1 office and 3 classrooms, restrooms, a small storage area, parking lot, and an imu.

The Kapolei Hawaiian Civic serves as administrator and facilities manager for the Prince Kuhio Community Center

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.

Construction will be performed in accordance with federal, State County requirements under the direction of licensed contractors. At this time, there is no staff or plans to hire staff; the Board of directors and members all serve on a volunteer basis. As part of the planning and preparation for construction, should we determine staff is needed we will take the appropriate steps to hire adequate staff.

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.

Organizational chart for the Association of Hawaiian Civic Clubs is attached; currently the Kapolei Hawaiian Civic Club does not have an organizational chart as we are an all volunteer organization. Attached is a list of Board of Directors.

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.

Not Applicable

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.

Not Applicable

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.

Not Applicable

D. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2017-18 the activity funded by the grant if the grant of this application is:

- (1) Received by the applicant for fiscal year 2017-18, but
- (2) Not received by the applicant thereafter.

The Grant request is for construction renovation and improvement. After Completion of renovations and improvements the operating budget will be Supported by contributions, user and program fees.

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, 2016.

See attached

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2017 to June 30, 2018

App

Ahahui Siwila Hawaii O Kapolei

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				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES				
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL	455,000			
TOTAL (A+B+C+D+E)				
SOURCES OF FUNDING	Budget Prepared By:			
(a) Total State Funds Requested	Melissa M Lyman		808-291-0842	
(b) Total Federal Funds Requested	[REDACTED]		Phone	
(c) Total County Funds Requested			1/20/2017	
(d) Total Private/Other Funds Requested			Date	
TOTAL BUDGET	455,000	Treasurer / Director		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2017 to June 30, 2018

Applicant: Ahahui Siwila Hawaii o Kapolei

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				\$ -
JUSTIFICATION/COMMENTS:				
N/A This Request does not include salaries				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2017 to June 30, 2018

Applicant: ___Ahahui Siwila Hawaii O Kapolei___

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				

JUSTIFICATION/COMMENTS:

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				

JUSTIFICATION/COMMENTS:

N/A This request does not include vehicles or equipment.

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2017 to June 30, 2018

Applicant: Ahahui Siwifa Hawaii O Kapolei

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				
JUSTIFICATION/COMMENTS:				
N/A This request does not include salaries				

GOVERNMENT CONTRACTS AND / OR GRANTS

Apr

Ahahui Siwial Hawaii O Kapolei

Contracts Total: -

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	None - Not Applicable				
2					
3					
4					
5					
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11					
12					
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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.

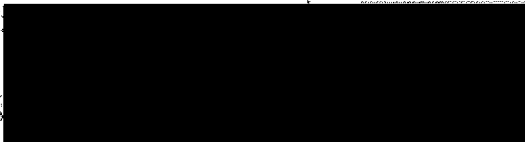
- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
 - b) Has a governing board whose members have no material 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.

Ahahui Siwila Hawaii O Kapolei

(T)



1/20/2017

(Date)

Melissa Lyman Treasurer / Director

(Typed Name)

(Title)

STATE OF HAWAII — DEPARTMENT OF TAXATION
TAX CLEARANCE APPLICATION

LETTER ID: L1780627456
 CASE ID: 222197

Form A-6 can be filed electronically OR for all state, city, or county government contracts, may be obtained through Hawaii Compliance Express. See Instructions.
 (NOTE: References to "married" and "spouse" are also references to "in a civil union" and "civil union partner," respectively.)

1. APPLICANT INFORMATION:

Applicant's Name: 'AHAHUI SIWILA HAWAII O KAPOLEI

Address: PO BOX 700007 KAPOLEI HI 96709-0007

DBA/Trade Name

2. TAX IDENTIFICATION NUMBER:

HAWAII TAX I.D. # T-031-993-0368

FEDERAL EMPLOYER I.D. # (FEIN) [REDACTED]

SOCIAL SECURITY # (SSN)

3. APPLICANT IS A/AN: (Check only ONE box)

- CORPORATION S CORPORATION TAX EXEMPT ORGANIZATION
 INDIVIDUAL PARTNERSHIP ESTATE TRUST
 LIMITED LIABILITY COMPANY LIMITED LIABILITY PARTNERSHIP OTHER
 SINGLE MEMBER LLC
 SUBSIDIARY CORPORATION

4. THE TAX CLEARANCE IS REQUIRED FOR: (MUST check at least ONE box)

- CITY, COUNTY, OR STATE GOVERNMENT CONTRACT IN HAWAII *
 REAL ESTATE LICENSE CONTRACTOR LICENSE LIQUOR LICENSE*
 FINANCIAL CLOSING PROGRESS PAYMENT BULK SALES*
 HAWAII STATE RESIDENCY FEDERAL CONTRACT PERSONAL
 SUBCONTRACT COMPLETION/FINAL PAYMENT LOAN

OTHER - REINSTATEMENT WITH DCCA

*IRS APPROVAL STAMP IS ONLY REQUIRED FOR PURPOSES INDICATED BY AN ASTERISK.
 † ATTACH FORM G-8A, REPORT OF BULK SALE OR TRANSFER.

5. NO. OF CERTIFIED COPIES REQUESTED:

5

6. DECLARATION - I declare that I am either the taxpayer whose name is shown on line 1, or a person authorized under section 231-15.6 or 231-15.7, HRS, to sign on behalf of the taxpayer. If the request applies to a joint return, at least one spouse must sign. I declare to the best of my knowledge and belief, that this is a true, correct, and complete form, made in good faith pursuant to Title 14 of the HRS, and the rules issued thereunder.

Original Signature On File: _____ Jan-18-2017
 SIGNATURE TELEPHONE FAX DATE

'AHAHUI SIWILA HAWAII O KAPOLEI
 PRINT NAME PRINT TITLE: Corporate Officer, General Partner or Member, Individual (Sole Proprietor), Trustee, Executor

POWER OF ATTORNEY. If submitted by someone other than a Corporate Officer, General Partner or Member, Individual (Sole Proprietor), Trustee, or Executor, a power of attorney (State of Hawaii, Department of Taxation, Form N-848) must be submitted with this application. If a Tax Clearance is required from the Internal Revenue Service, IRS Form 8821, or IRS Form 2848 is also required. Applications submitted without proper authorization will be sent to the address of record with the taxing authority. **UNSIGNED APPLICATIONS WILL NOT BE PROCESSED. PLEASE TYPE OR PRINT CLEARLY — THE FRONT PAGE OF THIS APPLICATION BECOMES THE CERTIFICATE UPON APPROVAL. SEE PAGE 2 ON REVERSE & SEPARATE INSTRUCTIONS.** Failure to provide required information on page 2 of this application or as required in the separate instructions to this application will result in a denial of the Tax Clearance request.

FOR OFFICE USE ONLY

BUSINESS START DATE IN HAWAII
 IF APPLICABLE

3/1/1994

HAWAII RETURNS FILED
 IF APPLICABLE

STATE APPROVAL STAMP
 (Not valid unless stamped)



*IRS APPROVAL STAMP

CERTIFIED COPY STAMP

