

House District 5

Senate District 3

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:  
Aloha Performing Arts Company  
Dbas:

Street Address: 79-7384 Hawaii Belt Road, Kealahou, HI 96750

Mailing Address: PO Box 794, Kealahou, HI 96750

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name MELISSA GEIGER

Title Managing Director

Phone # 808 322-9924

Fax # \_\_\_\_\_

E-mail melissa@apachawaii.org

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:

ALOHA THEATRE RENOVATIONS PHASE I. CRITICAL REPAIRS, FUMIGATION, DESIGN PERMITTING, AND FAÇADE, LOBBY AND RESTROOM RENOVATION

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

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

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2018: \$ 145,080

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 \$ 21,000

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

[Redacted Signature]

AUTHORIZED SIGNATURE

MELISSA GEIGER, MANAGING DIRECTOR

NAME & TITLE

Jan 19, 2017  
DATE SIGNED



RECEIVED  
1/20/17

## 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 Aloha Performing Arts Company ("APAC") was formed in 1987 by West Hawaii residents who wanted to create and share theatre with their community. Their vision has grown and expanded over the years: now in its 30<sup>th</sup> presenting season, APAC reaches more than 10,000 people each year through its programs and shows at the historic Aloha Theatre in Kainaliu.

The Aloha Performing Arts Company mission is to enrich the lives of Hawaii residents and visitors by presenting quality theatre and providing theatre education. APAC shall also maintain and operate a venue which provides opportunities for APAC and other organizations to present performing arts. Both parts of the mission are considered critical: without a venue, performance is impossible—similarly, and theatre is but an empty shell without actors and patrons to share in bringing art to life.

APAC fulfills the first part of its mission through its five show season and a comprehensive educational program. Volunteer actors and crew produce shows from all genres to meet the diverse interest of APAC's patrons, from Broadway musicals to classic dramas to cutting edge comedies. APAC also produces the Original Play Festival, now in its 24<sup>th</sup> year; the festival attracts submissions from around the world, with a volunteer committee choosing the winning slate of shows which are presented by APAC's acting corps in a stage reading format.

Education for youth and adults has long been a critical component of APAC's programming. The performing arts provide a unique outlet for expression, and APAC is proud to provide opportunities for students to explore their own talent and stories, along with the stories shared by our families and community. APAC offers The Little Theatre Club for ages 4 to 7, Tuesday Troupers for ages 8 to 12, and Intergenerational Theatre for ages 15 and up. All three courses provide instruction in foundations of acting and performance, and provide opportunities for participants to explore contemporary themes while learning acting techniques. APAC is presently expanding its educational programming to include courses in movement, music, improv, and writing.

The Aloha Performing Arts Company took a major step this year to ensure that it could continue with the second part of its mission. When the Aloha Theatre was put on the market, the APAC Board decided that the best means of preservation was to purchase the building. APAC is now sole owner of the building and is working diligently on renovating and updating the building so it will be preserved in perpetuity as a performing arts center in West Hawaii. APAC is working with other community groups to increase use of the facility and to expand artistic offerings to the public, keeping the theatre as the heart of the arts on the Big Island. To that end, APAC is submitting this application for the first phase of renovations to the Aloha Theatre, in the hope that the Legislature will share in supporting this important community treasure.

2. The goals and objectives related to the request;

The goal of this request to the Legislature is to preserve and renew the Aloha Theatre for the benefit of current and future West Hawaii residents. The Aloha Performing Arts Company has invested in the community by purchasing the Aloha Theatre, and is now focused on a multi-phase plan to renovate the building to make it more accessible for contemporary patrons. The objectives included in Phase I are to effect critical structural repairs, construct new ADA-compliant bathroom facilities, and redesign the lobby for increased patron comfort and usability.

3. The public purpose and need to be served;

The Aloha Theatre has long served as the focus of the performing arts in the North and South Kona regions. The building is not just a landmark, but serves as the heart of the performing arts in the West Hawaii community. In order to continue providing quality service to that community, the Aloha Performing Arts Company respectfully requests the Legislature's assistance in creating a space that is safe, comfortable and accommodating to everyone.

4. Describe the target population to be served; and

Programs provided by the Aloha Performing Arts Company reach participants of all ages, and are open to all regardless of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability. In fact, the company takes pride in providing a safe space for expression of many viewpoints, and seeks to provide diverse artistic opportunity through its own programs and programs provided by others at the Aloha Theatre.

5. Describe the geographic coverage.

The Aloha Performing Arts Company serves all of West Hawaii from its base at the Aloha Theatre in Kainaliu. Situated close to the border of North and South Kona, the theatre attracts students, performers, crew members, and volunteers, from Waimea,



Waikoloa, North Kona, South Kona, and Kau. Patrons hail from all parts of the Big Island, Hawaii, the continental United States and Canada.

## 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 items included in Phase I of the Aloha Theatre Renovation plan are:

- Tent fumigation
- Critical repairs to strengthen the structure
- Design of all renovation phases, including work described here as well as later phases addresses modifications to the auditorium, redesign of the backstage area to include scene storage, renovation of dressing areas and other such changes
  - Bid process for contract labor
  - Permitting
  - Façade renovations
  - Construction of new ADA bathrooms
  - Renovation of lobby, including concession area and box office

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

Phase I of the Aloha Theatre renovations will proceed as follows:

April 2017	Fumigation (no funds have been requested for this service)
July to September 2017	Critical Repairs Design, plans, permitting
October to December 2017	Construction of bathrooms
January to February 2018	Completion of lobby renovation, including Removal of existing bathrooms, construction of concession area, and renovation of box office

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 Managing Director will be on site throughout the renovation process. Regular inspections will be conducted by staff and qualified members of the Facilities Committee.

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 Aloha Performing Arts Company will provide evidence of completion, including but not limited to photographs of the renovation.

### III. Financial

#### Budget

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

Budget spreadsheets are included with this document.

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
\$58,960	\$46,843	\$39,277		\$145,080

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

The Aloha Performing Arts Company's Aloha Theatre Renovation project has been selected by Rotary of Kona Mauka Chapter as their 50<sup>th</sup> anniversary community partnership project. Rotary has pledged \$14,000-\$20,000 for a full renovation of the façade of the theatre, which is included in Phase 1. Additionally, the Aloha Performing Arts Company is embarking on a capital campaign to fund all phases of renovation of the Aloha Theatre. Contributions will be sought from private individuals, foundations, and corporations in Hawaii and nationwide. Partnerships with local supply and construction companies will also be utilized for in-kind and service contributions.

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 federal, state, and county government contracts and grants it has been and will be receiving for program funding.

Please see attached spreadsheet

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

\$121,908

#### **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 volunteer Facilities Committee of the Aloha Performing Arts Company includes individuals from the construction industry. Managing Director Melissa Geiger has experience in construction and renovation management due to her previous work in investment banking and real estate. Ms. Geiger will work closely with the Facilities Committee to oversee all aspects of the renovation.

##### **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 Aloha Theatre is a 298-seat facility originally completed in 1932 as a movie theatre. The theatre has served as the home of the Aloha Performing Arts Company for most of its history, and has served as a venue for musicians, dancers, and performers of all kinds. The building also houses offices, dressing rooms, storage space, a restaurant, and two residential units.

**V. Personnel: Project Organization and Staffing**

**A. Proposed Staffing, Staff Qualifications, Supervision and Training**

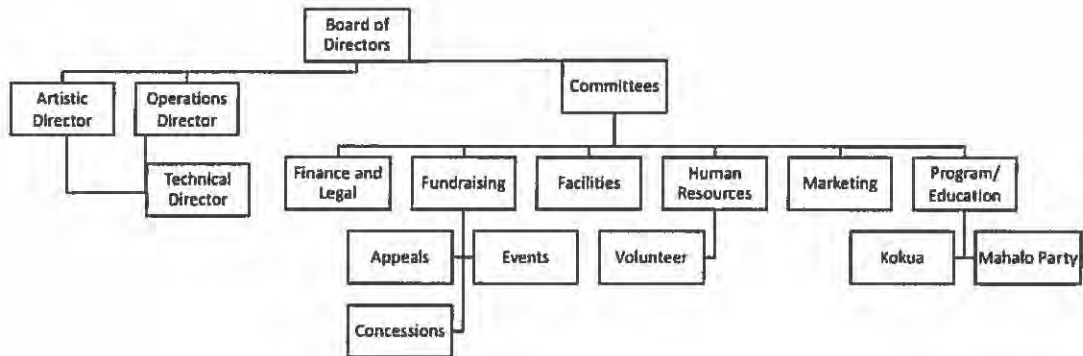
The applicant shall describe the proposed staffing pattern and proposed service capacity appropriate for the viability of the request. The applicant shall provide the qualifications and experience of personnel for the request and shall describe its ability to supervise, train and provide administrative direction relative to the request.

The Managing Director and Facilities Committee will work closely together to manage and monitor the renovation project. All work will be conducted by experienced, licensed, and insured contractors, electricians, and plumbers.

**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.

**Aloha Performing Arts Company**



**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.

Jerry Tracy, Artistic Director: \$50,000  
Melissa Geiger, Managing Director: \$35,360  
Rich Bickel, Technical Director: \$30,000

**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.

The Aloha Performing Arts is not a party to any pending litigation and is not subject to any outstanding judgement.

**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 Aloha Performing Arts Company is a member of the Hawaii State Theatre Council, the American Association of Community Theatres, and the League of Historic American Theatres.

**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.

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

**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.

Funding for the maintenance of the Aloha Theatre renovations proposed herein are included in the operating budget of the Aloha Performing Arts Company.

**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.

A certificate of good standing is included with this document

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2017 to June 30, 2018

App Aloha Performing Arts Company

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
<b>A. PERSONNEL COST</b>				
1. Salaries				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
<b>TOTAL PERSONNEL COST</b>				
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
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<b>TOTAL OTHER CURRENT EXPENSES</b>				
<b>C. EQUIPMENT PURCHASES</b>	<b>3,643</b>			
<b>D. MOTOR VEHICLE PURCHASES</b>				
<b>E. CAPITAL</b>	<b>182,437</b>			
<b>TOTAL (A+B+C+D+E)</b>	<b>186,080</b>			
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	145,080	Melissa Geiger	808 322-9924	
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested				
(d) Total Private/Other Funds Requested	41,000	Signature of Authorized Official		Date
<b>TOTAL BUDGET</b>	<b>186,080</b>	Melissa Geiger, Managing Director Name and Title (Please type or print)		

## BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2017 to June 30, 2018

Applicant: Aloha Performing Arts Company

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Not applicable				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
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				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL:</b>				\$ -
<b>JUSTIFICATION/COMMENTS:</b>				

## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2017 to June 30, 2018

Applicant: Aloha Performing Arts Company

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Food Service Cooler	1.00	\$3,642.53	\$ 3,642.53	3642.53
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>	1		\$ 3,642.53	3,643
<b>JUSTIFICATION/COMMENTS:</b>				

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



## BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2017 to June 30, 2018

Applicant: Aloha Performing Arts Company

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: 2015-2016	FY: 2016-2017	FY:2017-2018	FY:2017-2018	FY:2018-2019	FY:2019-2020
PLANS						
LAND ACQUISITION						
DESIGN			50000			
CONSTRUCTION			91437	41000		
EQUIPMENT			3643			
<b>TOTAL:</b>			<b>145,080</b>	<b>41,000</b>		
<b>JUSTIFICATION/COMMENTS:</b>						

**GOVERNMENT CONTRACTS AND / OR GRANTS**

Applicant: Aloha Performing Arts Company

Contracts Total: 19,065

	<b>CONTRACT DESCRIPTION</b>	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)</b>	<b>CONTRACT VALUE</b>
1	Expansion of APAC Educational Programs	7/1/16-6/30/2017	Research & Develop.	Hawaii	5,500
2	APAC Basic Season 2016-2017 BS170078B2	7/1/16-6/30/2017	State Foundation on Culture and the Arts	State	13,565
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**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.

Aloha Performing Arts Company  
(Typed Name of Individual or Organization)

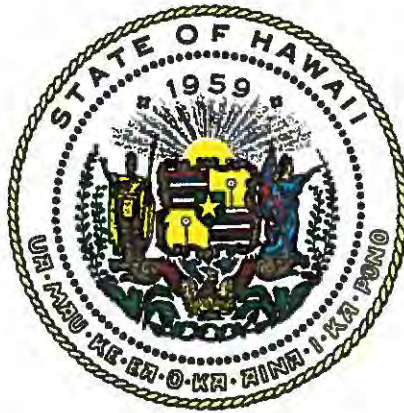


(Signature)

Jan 19, 2017  
(Date)

Melissa Geiger  
(Typed Name)

Managing Director  
(Title)



## 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

**ALOHA PERFORMING ARTS COMPANY**

was incorporated under the laws of Hawaii on 08/27/1987 ;  
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 17, 2017

Director of Commerce and Consumer Affairs