

House District 29

Senate District 13

**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):

AGS (ACCOUNTING & GENERAL SERVICES)

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

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:
HAWAII HERITAGE CENTER

Db:

Street Address: 1040 Smith Street, Honolulu (Chinatown)

Mailing Address: P.O. Box 37520, Honolulu, HI 96837

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name KAREN MOTOSUE

Title Vice President (Volunteer), Board of Directors

Phone # 521-2749

Fax # None

E-mail kmotosue@gmail.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:

DESIGN AND CONSTRUCTION OF A NEW HAWAII HERITAGE CENTER BUILDING FOR EDUCATION, VISITOR, AND ARCHIVES PURPOSES IN HONOLULU'S HISTORIC CHINATOWN – HOME OF MULTI-CULTURAL EXHIBITS OF HAWAII'S DIVERSE ETHNO-CULTURAL PEOPLE.

4. FEDERAL TAX ID #: _____

5. STATE TAX ID #: _____

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2018: \$ 700,000.00

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 \$ 300,000.00 GIA 2016 LEGISLATURE (NOT RELEASED) _____
 FEDERAL \$ -0-
 COUNTY \$ -0-
 PRIVATE/OTHER \$ 300,000.00

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

WALTER CHANG, PRESIDENT (VOLUNTEER), BOARD OF DIRECTORS

JAN.14, 2017

AUTHORIZED SIGNATURE

NAME & TITLE

DATE SIGNED



RECEIVED
1/20/17

Applicant: HAWAII HERITAGE CENTER

I. Background and Summary

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

The Hawaii Heritage Center (HHC) is a 501-C-3 tax exempt, non-profit, educational, eleemosynary organization incorporated in October 1980 in the State of Hawaii. HHC was founded to increase knowledge, understanding, and appreciation for Hawaii's unique multi-cultural heritage. Its mission is implemented through interpretive historical and cultural exhibits, public forums and workshops, publications, multi-media productions, stage and television performances and presentations, immigrant heritage archives, and the historical and cultural Chinatown walking tour. Its public programs seeks to educate and enrich the lives of Hawaii's children and adult residents and visitors to Hawaii.

Honolulu's historic Chinatown has been "home" to Hawaii Heritage Center for over 35 years. HHC has sponsored and undertaken educational historic and cultural preservation activities in the State of Hawaii with projects on Oahu, Hawaii, Kauai, Maui, Molokai, and Lanai. It's "Myriad Worlds: 200 Years of the Chinese in Hawaii" and "Boricua Hawaii: The Puerto Ricans of Hawaii Past and Present" have traveled to San Francisco and Puerto Rico respectively for several months. During the past 25 years, irreplaceable, culturally important, and unique items related to Hawaii's immigrants have been donated to HHC thereby creating an archival program. These include Hawaii's English language newspapers from 1850 to 1950, Oahu Market's Young Family collection of household and Cantonese opera artifacts, and original Chinatown business signs from the early 1900s.

HHC undertakes nearly all its projects in partnership with public and private agencies and organizations. Ethnic organizations who have co-sponsored projects with HHC include: Calendonian Society (Scots), Camoes Players (Portuguese), Chinese Chamber of Commerce, German Benevolent Society, Greek Orthodox Church, Hana Trinidad Filipino Performing Arts Group, Hawaii Chinese History Center, Polynesian Cultural Center (Samoans), Portuguese Genealogical Society, Puerto Rican Heritage Society of Hawaii, United Chinese Society, United Puerto Rican Association, US-China Friendship Association, and other organizations. Educational agencies who have assisted or co-sponsored activities with HHC include: Chaminade University, Hawaii State Department of Education, Hawaii Pacific University, Honolulu Community College, Kapiolani Community College, Kauai Community College, Maui Community College, University of Hawaii College of Continuing Education, University of Hawaii Department of Philosophy, and others.

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HHC is supported by donations, membership, grants from public and private entities, and many volunteers. Grants to HHC have been received from the National Park Service Japanese Confinement Sites Project, Hawaii Council for the Humanities, a state based program of the National Endowment for the Humanities; McDonalds, Taubman, Bank of Hawaii, First Hawaiian Bank, Alexander and Baldwin, Aukahi, Belt Collins; Chris Hart & Partners, Cultural Surveys Hawaii, Hawaiian Electric Company, Kuiu, Outrigger Hotels & Resorts, Peter Vincent & Associates, Scientific Consultant Services, Spencer Architects; Hawaii Community Foundation, Atherton Foundation, Larry & Bea Ching Foundation, other businesses and entities, and numerous individuals. HHC has never received any operating funding from the State of Hawaii or other government agency.

HHC's multicultural exhibits gallery, Chinatown Tour orientation area, and offices are located at 1040 Smith Street in Honolulu's Chinatown. HHC owns real property at 1168 Smith Street where it hopes to build a permanent facility to present, educate, and enrich the lives of Hawaii's children and adults and Hawaii's visitors on the contributions of Hawaii's multi-cultural people to our State's growth and development.

2. *The goals and objectives related to the request.*

The Hawaii Heritage Center seeks an \$700,000 CIP grant-in-aid from the Legislature to design and construct a new facility in Honolulu's historic Chinatown, an area that has served as a transition zone for nearly all immigrant groups that have come to Hawaii. This project will qualify as a grant, pursuant to Chapter 42F, HRS.

The new building will be ADA accessible, LEED silver and include areas for public education, exhibits, archival research and resource, Chinatown tour orientation, community meetings, and restrooms.

The construction of a new permanent facility will enable HHC to accommodate an expansion of programs and activities presenting multi-ethnic historical and cultural interpretive exhibits and educational public programs. School children, adult residents, and visitors will see interpretive exhibits on the Chinese, Filipinos, Germans, Greeks, Hawaiians, Irish, Japanese, Jews, Koreans, Portuguese, Puerto Ricans, and Scots as well as Hawaii's newest immigrants from Cambodia, Vietnam, Burma, Laos, and other parts of the world.

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3. ***The public purpose and need to be served.***

This project seeks to educate and preserve for present and future generations Hawaii's unique multi-cultural heritage through interpretive historical exhibits, public forums and presentations, workshops, publications, performances, media productions, and archives. There is no such "one stop" facility presenting the contributions of diverse ethno-cultural groups to the growth and development of Hawaii.

HHC's current facility at 1040 Smith Street has insufficient space to accommodate more diverse ethno-cultural exhibits. Currently only 5% of HHC's exhibits can be displayed. Archival materials are stored and not accessible to the public. The new building will immediately increase the number of cultural exhibits available to the public and allow accessibility to the archives collection.

4. ***Describe the target population to be served.***

The primary target population includes Hawaii's children, college students, adult residents, and visitors to Hawaii. The secondary population are historical researchers, educators, ethnic organizations, and other entities interested in cultural preservation. In 2016 over 2,000 children and adults visited the multicultural gallery. The school children came from mostly public schools on Oahu - from elementary to high school students. College students from Hawaii and mainland universities, many senior citizen groups, business, and community groups visit the gallery and participate in the Chinatown historical and cultural walking tours.

5. ***Describe the geographic coverage.***

The newly constructed facility will be in Honolulu's Chinatown and will benefit children and adults throughout the State and Hawaii's visitors from all parts of the mainland USA and many foreign countries. All major HHC interpretive exhibits will continue to travel to Hawaii, Kauai, Maui, and outlying areas of Honolulu such as Waipahu and Windward areas.

II. Service Summary and Outcomes

1. *Describe the scope of work, tasks and responsibilities.*

This project's scope will include planning, design, and construction of a new facility in Honolulu's Chinatown. It will be a LEED energy efficient building and ADA accessible. The building will also have multi-use for certain areas - for example, the enclosed parking area will also be used to fumigate exhibits, artifacts, and other materials before they enter the building.

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

Twelve months after release of the Grant-in-Aid funds, all planning and design work will be completed and building permits will be submitted. HHC estimates that construction will start within three months of receiving building permit approvals and be completed by the 36th month after the release of the GIA funds.

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

Quality assurance and evaluation will be the responsibility of the HHC Board of Directors and its CIP Advisory Committee comprised of professionals who are retired or employed in education, construction, architecture, legal, and other fields. The design plans will be reviewed and evaluated by the CIP Advisory Committee and its members will monitor all phases of the construction.

4. *List the measures of effectiveness that will be reported to the State agency through which grant funds are appropriated (the expending agency). The measures 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 measures of effectiveness will need to be updated and transmitted to the expending agency.*

This project's measures of effectiveness will include:

- 1) Meeting planned time line completion for design, building permit, and various construction phases.
- 2) Meeting financial cost estimates i.e. budget monitoring with the goal of being "on budget."
- 3) Submitting to government agencies permits and approval requests on a timely basis.

III. Financial

Budget

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

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	\$200,000	\$200,000	\$200,000	\$700,000

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

The Hawaii Heritage Center will undertake a capital fundraising campaign to seek funding from Hawaii foundations, businesses, organizations, and individuals.

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.*

Hawaii Heritage Center has NOT been granted any state and federal tax credits during the prior three years nor applied or anticipates applying for any tax credits.

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 fundings.*

Hawaii Heritage Center has never received any government contracts or grants for its program funding/general operations.

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

Hawaii Heritage Center's unrestricted current assets are \$270,276.73.

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 Hawaii Heritage Center has operated successfully as a self-sustaining and financially viable entity for over 35 years. It is a 501-C-3 tax exempt, non-profit, educational, eleemosynary organization incorporated in October 1980 in the State of Hawaii. HHC was founded to increase knowledge, understanding, and appreciation for Hawaii's unique multi-cultural heritage. Its mission is implemented through interpretive historical and cultural exhibits, public forums and workshops, publications, multi-media productions, stage and television performances and presentations, immigrant heritage archives, and the historical and cultural Chinatown walking tour. Its public programs seeks to enrich the lives of Hawaii's children and adult residents and visitors to Hawaii.

Over its 35 year history the HHC has received grants from the Federal Department of the Interior-National Park Service, international businesses such as McDonalds and Taubman, State Foundation on Culture and the Arts, the Hawaii Council for the Humanities, the State of Hawaii Department of Land and Natural Resources, Atherton Foundation, EE Black Foundation, Hawaii Community Foundation, Hawaii Government Employees Association (HGEA), UPW, HSTA, Chinese Chamber of Commerce, Hawaii Chinese History Center, Chinatown Merchants Association, Alexander and Baldwin, Hawaiian Electric Company, and many other businesses and organizations.

During the past three years, HHC has received grants from:

- 1) Department of Interior, National Park Service, Japanese Confinement Sites Project for a project focusing on the Honouliuli building analysis.
- 2) State of Hawaii, Department of Land and Natural Resources, Division of Boating, grant for the historic sites calendar to include tide charts and boating safety information.
- 3) Various organizations, businesses, and individuals for the Patsy Takemoto Mink exhibit "From a Maui Plantation to Congress."

Applicant: HAWAII HERITAGE CENTER

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.

Current Hawaii Heritage Center multicultural exhibits gallery, archives, and office is located at 1040 Smith in Chinatown, between King and Hotel Streets, occupying an area of approximately 2,500 square feet. The current gallery can only display 5% of the historical interpretive exhibits in HHC's collections and the archives area does not have the ideal environment for artifacts and other historical materials.

The new building will be located at 1168 Smith Street in Chinatown, an area rich with Hawaii's immigrant experiences. The land is owned by Hawaii Heritage Center. The new facility will have approximately 6,000 square feet of space for educational activities, exhibits, archives, office, and restrooms. The archives will have temperature and humidity controls to provide the optimum environment for artifacts and other historical materials.

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.

HHC's Board of Directors will be the foremost responsible party to oversee the planning and construction of this new building. Board members are professionals employed as Certified Public Accountant (CPA), attorney, architect-historian, educators, administrators, and business owners.

The CIP Advisory Committee comprised of professionals who are retired or employed in education, construction, architecture, legal, and other fields will review, monitor, and evaluate all phases of the design and construction.

HHC's Vice-President Karen Motosue will serve as the project manager. She retired in 2007 as the Assistant Administrator for State Parks where her duties including budgeting and implementation of operating, building maintenance, and CIP projects

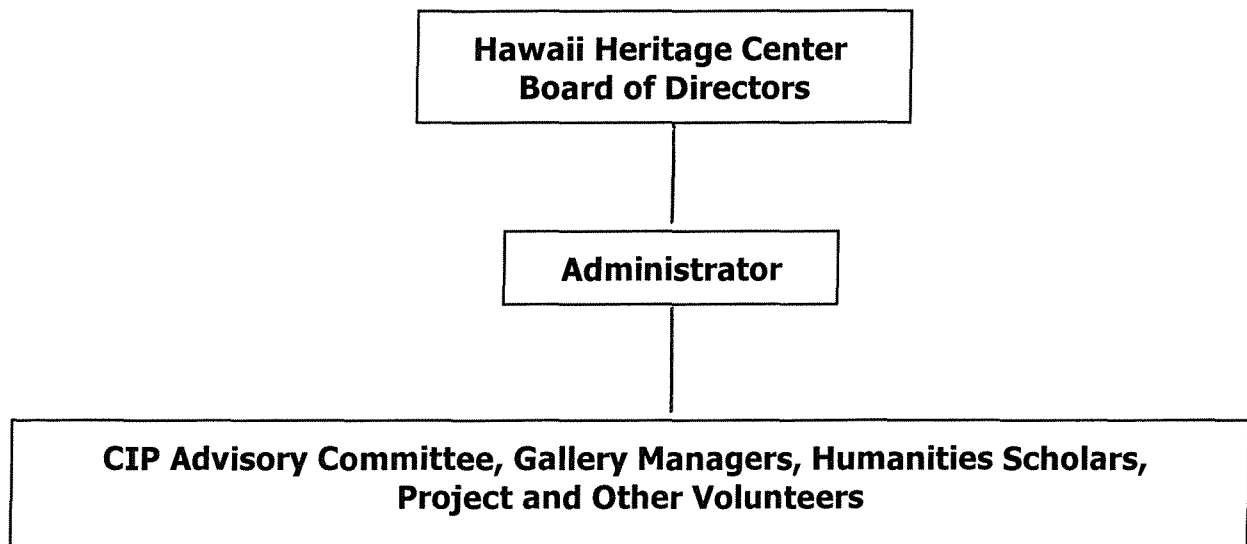
Applicant: HAWAII HERITAGE CENTER

. She is a past Director of the Hawaii Multicultural Center, implementing Governor Burns' statewide multicultural studies program. Since 2007 Karen has been the volunteer HHC Administrator responsible for educational and administrative matters (legal, insurance, personnel, fiscal, liaison, outreach), and facilities maintenance and repair. Due to her 30 years of State employment as a Planner, Budget and Program Evaluation Analyst and administrator she brings experience and abilities to this project.

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.

The Hawaii Heritage Center's Organization Chart.



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.

Hawaii Heritage Center Board of Directors, Administrator, CIP Advisory Committee members, Humanities scholars, and Project Assistants are volunteers i.e. are not paid employees/workers. The Gallery Managers are paid between \$10 and \$12 per hour and their work is unrelated to this CIP project.

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.

Hawaii Heritage Center has NO pending litigation or 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.

Hawaii Heritage Center has NO licensure or accreditation relevant to this request.

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 to Hawaii Heritage Center.

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:

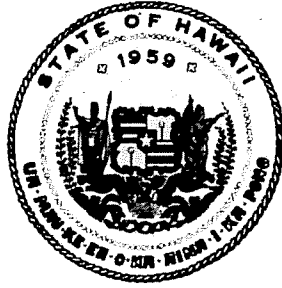
- (1) Received by the applicant for fiscal year 2017-18, but*
- (2) Not received by the applicant thereafter.*

Hawaii Heritage Center will sustain the building maintenance through donations, membership, and fundraising activities.

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.

Hawaii Heritage Center "Certificate of Good Standing" is attached.



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 HERITAGE CENTER

was incorporated under the laws of the State of Hawaii on 10/21/1980 ; that it is an existing nonprofit corporation; and that, as far as the records of this Department reveal, has complied with all of the provisions of the Hawaii Nonprofit Corporations Act, regulating domestic nonprofit corporations.

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

Dated: January 20, 2017

Catherine P. Awai-Colon

Director of Commerce and Consumer Affairs



BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2017 to June 30, 2018

Applicant: Hawaii Heritage Center

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
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				\$ -
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				\$ -
TOTAL:				
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2017 to June 30, 2018

Applicant: Hawaii Heritage Center

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
None			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				-0-
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
None			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				-0-
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2017 to June 30, 2018

Applicant: Hawaii Heritage Center

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	0	0	50000	50000	0	0
LAND ACQUISITION	0	0	0	0	0	0
DESIGN	0	0	50000	50000	0	0
CONSTRUCTION	0	0	600000	600000	0	0
EQUIPMENT	0	0	0		0	0
TOTAL:	0	0	700,000	700,000	0	0
JUSTIFICATION/COMMENTS:						
State GIA funds will be matched by funds from private foundations, businesses, organizations, individuals, other entities.						

GOVERNMENT CONTRACTS AND / OR GRANTS

Applicant: Hawaii Heritage Center

Contracts Total: -

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	NO CURRENT GOVERNMENT GRANTS				
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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.

Hawaii Heritage Center

(Typed Name of Individual or Organization)



(Signature)

Jan. 14, 2017

(Date)

Walter T.C. Ching

(Typed Name)

President (Volunteer), Board of Directors

(Title)