

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

KING KEKAULIKE FOUNDATION FOR PERFORMING ARTS

was incorporated under the laws of Hawaii on 02/26/2018 ; 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 08, 2019

Director of Commerce and Consumer Affairs

**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS PURSUANT TO
CHAPTER 42F, HAWAI'I REVISED 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, Hawai'i Revised Statutes:
 - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant is awarded;
 - b) Complies with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
 - c) Agrees not to use state funds for entertainment or lobbying activities; and
 - d) Allows the state agency to which funds for the grant were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and ensuring the proper expenditure of the grant.

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

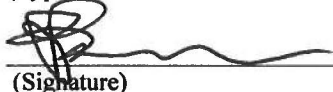
- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawai'i Revised Statutes:
 - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
 - b) Has a governing board whose members have no material conflict of interest and serve without compensation.

Pursuant to Section 42F-103, Hawai'i Revised Statutes, for grants used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant was awarded and disposes of the land in fee simple or by lease, the organization shall negotiate with the expending agency for a lump sum or installment repayment to the State of the amount of the grant used for the acquisition of the land.

Further, the undersigned authorized representative certifies that this statement is true and correct to the best of the applicant's knowledge.

King Kekaulike Foundation for Performing Arts

(Typed Name of Individual or Organization)


(Signature)

January 12, 2019

(Date)

Paul Janes-Brown

(Typed Name)

Secretary

(Title)

Application for Grants

If any item is not applicable to the request, the applicant should enter "not applicable".

I. Certification – Please attach immediately after cover page

1. 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, 2018. (See Attachment)

2. Declaration Statement

The applicant shall submit a declaration statement affirming its compliance with Section 42F-103, Hawaii Revised Statutes. (See Attachment)

3. Public Purpose

The applicant shall specify whether the grant will be used for a public purpose pursuant to. **The purpose of the grant is to provide operational support and maintenance for the performing arts center (PAC) so it may be made available to the broader public of Maui and beyond.**

II. 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 King Kekaulike Foundation for the Performing Arts was created on Feb. 26, 2018. It meets monthly, on the first Monday and conducts business relating to making this \$35 million, state of the art, PAC, available for use by the wider community.**
- 2. The goals and objectives related to the request; The goal of the request is to make this extraordinary PAC available to the wider community. The objectives are to contract a management and production company with the expertise and experience to not only operate the facility, but also to train students to staff the facility for the wider community and to provide them with hands on, professional level, on-the-job experiences which will make them**

- A. **Contract with an experienced, professional performing arts management organization who can administer the day-to-day management, promotion, booking, ticketing and other management tasks associated with a performing arts facility and provide production management, as well as teach students to operate the state-of-the art lighting, sound, rigging, video, lifts, front of the house and back stage elements;**
 - B. **Contract with a company to provide for the removal of the concrete dust that has been and will be settling for the next three years on all of the equipment and the facility itself;**
 - D. **Contract with a landscaping company to provide for the maintenance of the exterior of the building;**
 - E. **Contract with a maintenance company to provide for cleaning and repairs for the performing arts center.**
2. **Provide a projected annual timeline for accomplishing the results or outcomes of the service;**
- A. **Upon notification that the funds have been approved, the Foundation will issue an RFP and receive proposals, evaluate, interview and contract with an experienced, qualified Performing Arts Center Management & Production Company. This should be accomplished within two months of notification.**
 - B. **Upon notification that the funds have been approved, the Foundation will contract with an already identified company to clean the dust quarterly for the next three years.**
 - C. **Upon notification that the funds have been approved, the Foundation will issue an RFP, and receive proposals, evaluate and contract with a reputable, commercial, industrial maintenance company to provide the needed maintenance of the interior of the PAC. This should be accomplished within two months.**
 - D. **Upon notification that the funds have been approved, the Foundation will issue an RFP, and receive proposals, evaluate and contract with a reputable, commercial, industrial landscaping company to provide the needed maintenance of the exterior of the PAC. This should be accomplished within two months.**
3. **Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and**

All contracts will include a scope of services, time frames for the delivery of those services and inspections and reporting that will verify contracted

e. Government contracts, grants, and grants in aid

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2020.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$75,000	\$75,000	\$75,000	\$75,000	\$300,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2020. **County of Maui, Hawaii Community Foundation, 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. **None**
5. The applicant shall provide a listing of all federal, state, and county government contracts, grants, and grants in aid it has been granted within the prior three years and will be receiving for fiscal year 2020 for program funding. **None**
6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2018. **\$3,619.00**

V. Experience and Capability

1. 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 King Kekelaulike Foundation for Performing Arts consists of professionals, business people, educators, students, financial experts, not for profit executives, and experienced producers, who have guided the organization for the last 11 months. The Foundation has not had any related projects or contracts for the most recent 3 years. It has only been in existence for 11 months.**

2. 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.

Foundation intends to contract the services of an experienced, PAC management & production company. They will also be responsible for selecting, training, supervising and evaluating the student staff. Please see Attachment VI A Scope of Services.

2. 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. Attachment VI B. Organization Chart.

3. Compensation

The applicant shall provide an annual salary range paid by the applicant to the three highest paid officers, directors, or employees of the organization by position title, not employee name. There are no paid positions or contracts at this time. This proposal will pay \$165K to contract a managing & production company.

VII. Other

1. 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 applicant is neither a plaintiff nor a defendant in any pending or prior litigation and there are no outstanding judgments in which the applicant is a named party.

2. 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. DNA

3. 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. DNA

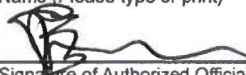
4. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2019-20 the activity funded by the grant if the grant of this application is:

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2019 to June 30, 2020

App King Kekaulike Foundaiton for Performing Arts

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				15,000
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				15,000
7. Telecommunication				12,000
8. Utilities				23,750
9. PAC Management & Production Company	165,000			
10 Services	30,000		174,000	
11. Deep Cleaning Fee	60,000		120,000	
12. Food Court Set up (one time fee)	30,000			
13. Marketing	15,000		6,000	
14. Bank Fees				250
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	300,000		300,000	66,000
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	300,000		300,000	66,000
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	300,000	Eugene Simon 808-572-1313		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested	300,000			
(d) Total Private/Other Funds Requested	66,000	Signature of Authorized Official 11/2/19 Date		
TOTAL BUDGET	666,000	Paul Janes-Brown, Secretary Name and Title (Please type or print)		

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2019 to June 30, 2020

Applicant: _King Kekaulike Foundation for Performing

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

JUSTIFICATION/COMMENTS:

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

JUSTIFICATION/COMMENTS:

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2019 to June 30, 2020

Applicant: ___King Kekaulike Foundation for Perf

FUNDING AMOUNT REQUESTED DNA						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2017-2018	FY: 2018-2019	FY:2019-2020	FY:2019-2020	FY:2020-2021	FY:2021-2022
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Appr _King Kekaulike Foundation for Performing Arts

Contracts Total: -

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	DNA				
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
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20					
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22					
23					
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28					
29					
30					

ATTACHMENT VI A.

Scope of Services

Please provide a detailed outline, with specific examples where appropriate, to illustrate how your organization will accomplish the following:

A. Programming –How will you develop a programming schedule that includes a curated mix of high-quality music, film, theater, lectures, dance, comedy, etc. (This list of genres is exemplary; not mandatory)

1. Describe your view of a representative mix of events and how you will achieve it. Please give examples of specific productions, artists, events, etc. that demonstrate this targeted quality and variety.
2. Please describe how you will develop a programming schedule that:
 - o • Is attractive to various demographics within the Upcountry Community and the larger Maui County audience;
 - o • Includes a mix of genres (film, music, theater, lectures, comedy, etc.);
 - o • Includes some leading edge works;
 - o • Includes performing arts offerings that are culturally important.
3. The Foundation desires to support local performing artists and arts organizations and community groups, who may want to produce events. Please discuss how you will accommodate these uses in the PAC.

B. Operations – please describe your approach to the following operationally significant components of managing a PAC facility:

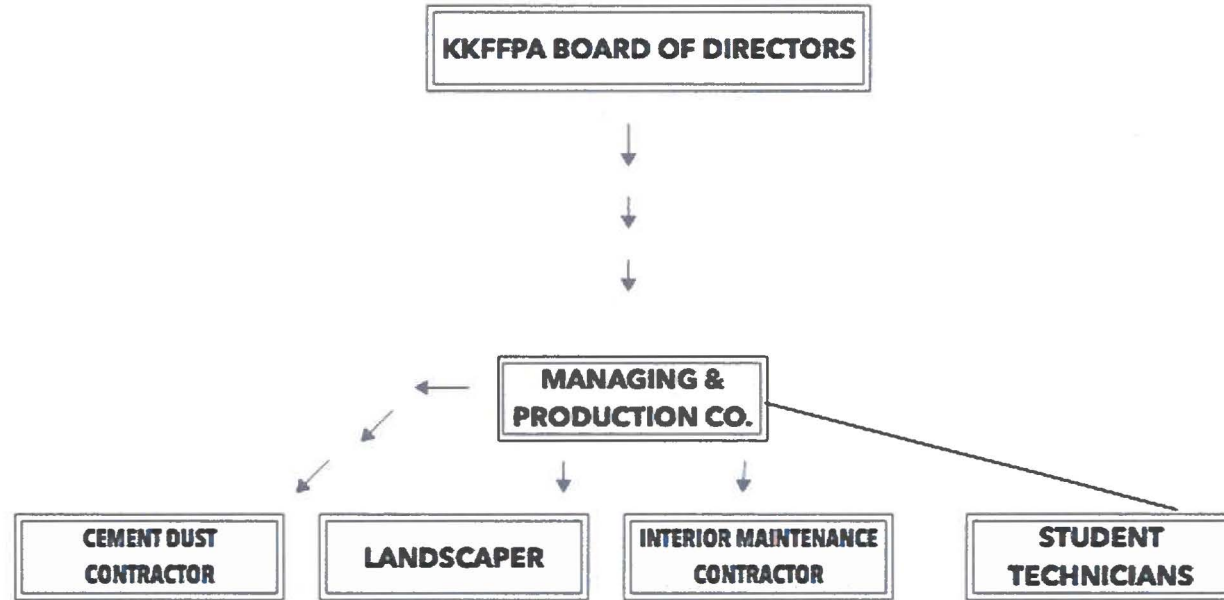
- • Staffing including management, training, operations and technical;
- • Marketing and Promotion;
- • Concessions;
- • Custodial;
- • Ticket sales; and
- • Security and parking.

C. Financial Outlook

- • Please provide a pro forma projection detailing all sources of revenue and all expenses by category, for years 1-5..
- • Please include information regarding your organization's financial strength (for example, current financial statements – balance sheet and income statement – bank account statements and/or letters from bank reporting amounts on deposit, federal tax returns for most recent year) as well as any experience with development and grants.
- • The successful proposer will be required to provide evidence of commercial general liability insurance with a Hawaii insurer with a limit of liability no less than \$ 2 million specifically for the work to be done under this proposal. The insurance must name the King Kekaulike Foundation

KKFFPA ORGANIZATIONAL CHART

**CONTRACTED
RELATIONSHIP**



Application Submittal Checklist

The following items are required for submittal of the grant application. Please verify and check off that the items have been included in the application packet.

- 1) Certificate of Good Standing (If the Applicant is an Organization)
- 2) Declaration Statement
- 3) Verify that grant shall be used for a public purpose
- 4) Background and Summary
- 5) Service Summary and Outcomes
- 6) Budget
 - a) Budget request by source of funds
 - b) Personnel salaries and wages
 - c) Equipment and motor vehicles
 - d) Capital project details
 - e) Government contracts, grants, and grants in aid
- 7) Experience and Capability
- 8) Personnel: Project Organization and Staffing



PAUL JANES-BROWN

JANUARY 12, 2019

AUTHORIZED SIGNATURE

PRINT NAME AND TITLE

DATE