

**THE THIRTIETH LEGISLATURE  
APPLICATION FOR GRANTS  
CHAPTER 42F, HAWAII REVISED STATUTES**

Type of Grant Request:

Operating                       Capital

Legal Name of Requesting Organization or Individual:    Db a:  
Hawaiian Mission Children's Society                      Hawaiian Mission Houses Historic Site and Archives

Amount of State Funds Requested: \$ 743,170

Brief Description of Request (Please attach word document to back of page if extra space is needed):

Restoration and Repair Projects at Hawaiian Mission Houses Historic Site and Archives (HMH) will preserve historic structures and collections at the National Historic Landmark, enhance security and public access, and support the visitor industry.

Amount of Other Funds Available:

State:            \$ 0  
Federal:        \$ 0  
County:        \$ 0  
Private/Other: \$ 0

Total amount of State Grants Received in the Past 5 Fiscal Years:

\$ 552,000  
Unrestricted Assets:  
\$ 621,795

New Service (Presently Does Not Exist):     Existing Service (Presently in Operation):

Type of Business Entity:

- 501(C)(3) Non Profit Corporation  
 Other Non Profit  
 Other

Mailing Address:

553 South King Street  
City:                      State:                      Zip:  
Honolulu                      HI                      96813-3002

**Contact Person for Matters Involving this Application**

|                                    |                              |
|------------------------------------|------------------------------|
| Name:<br>Neal V. Hitch             | Title:<br>Executive Director |
| Email:<br>nhitch@missionhouses.org | Phone:<br>808-447-3911       |

|                                |                             |
|--------------------------------|-----------------------------|
| Federal Tax ID#:<br>[REDACTED] | State Tax ID#<br>[REDACTED] |
|--------------------------------|-----------------------------|

  
Authorized Signature

Neal V. Hitch, Executive Director

Name and Title

1/18/2019

Date Signed

**received**  
1/19/19 4:05p [initials]

## 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 ([Link](#))
  - b) Personnel salaries and wages ([Link](#))
  - c) Equipment and motor vehicles ([Link](#))
  - d) Capital project details ([Link](#))
  - e) Government contracts, grants, and grants in aid ([Link](#))
- 7) Experience and Capability
- 8) Personnel: Project Organization and Staffing



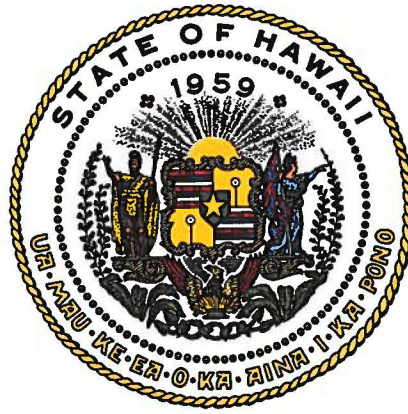
AUTHORIZED SIGNATURE

Neel V Mittal

PRINT NAME AND TITLE

1-18-2019

DATE



## 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

**THE HAWAIIAN MISSION CHILDREN'S SOCIETY**

was incorporated under the laws of Hawaii on 08/10/1907 ;  
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 16, 2019

Director of Commerce and Consumer Affairs

**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, 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.

Hawaiian Mission Children's Society dba Hawaiian Mission Houses Historic Site and Archives

\_\_\_\_\_  
(Typed Name of Individual or Organization)

  
(Signature)

1/18/2019  
(Date)

Neal V. Hitch, PhD  
(Typed Name)

Executive Director  
(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.

#### **2. Declaration Statement**

The applicant shall submit a declaration statement affirming its compliance with Section 42F-103, Hawaii Revised Statutes. ([Link](#))

#### **3. Public Purpose**

The applicant shall specify whether the grant will be used for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes. ([Link](#))

### **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 Hawaiian Mission Houses Historic Site and Archives (HMH), a National Historic Landmark and accredited by the American Alliance of Museums, is located in Honolulu, on the island of O'ahu. HMH collections include the two oldest extant houses in the State, one of the most significant collections of manuscripts and photo collections, the largest collection of Hawaiian language books in the world, and over 7,500 missionary-related and Polynesian artifacts.

Hawaiian Mission Houses employs nine full-time and five part-time staff members. The historic site and archives serves students from K-college with place-based, hands-on 19<sup>th</sup> century field trip education programs, adults and families, those who frequent historic sites, theater and music enthusiasts with our outdoor History Theatre, Shakespeare, and Mele programs, and researchers who access both our on-site library and our digital collections accessible via the Internet.

the State and National Register of Historic Places and support the visitor industry at one of only thirty-three National Landmarks in the state of Hawai'i.

Preservation of historic structures begins with the building envelope. The 1821 Frame House and the Chamberlain House were last painted in 1995. Maintaining the integrity of the envelope is essential for long-term preservation. All historic treatments are required to be done according to the Secretary of the Interior's Standards for Preservation. Private funds have not been available to complete the following projects, and public support is critical to maintaining the integrity of this site that is so important to the State's history. Funding this request is an investment which will benefit the entire State and will provide value to residents and visitors alike who are interested in Hawai'i's unique past, present, and future. We request support for the following projects that will be completed following Department of Interior guidelines for historic structures and best practices:

- **Water lines and water system:** The HMH site has an aging water system that predates statehood. Water lines fail several times a year, resulting in flooding that causes safety hazards and causes damage to the historic structures. Our goal is to replace the existing water line system. Additionally, a smart irrigation system will be installed that will allow us to more closely monitor and manage our water usage, thus increasing the overall sustainability of our site and operations.
- **1821 Frame House:** Both the interior and exterior of the 1821 frame House will be repainted. With a grant from the National Trust of Historic Places, the Hawaiian Mission Houses completed microscopic analyses of the historic finishes to determine the exact colors of paint that were originally used in the houses. This work will allow the interior to be repainted, for the first time, as it looked in the 19<sup>th</sup> century. The exterior will be fully scaffolded to OSHA standards, deteriorated wood siding will be repaired or replaced, and all exterior siding will be prepared and repainted.
- **Chamberlain House:** The Chamberlain House, built in 1831, will be repainted and the mechanical system replaced. Exterior stucco will be repaired. Interior plaster will be repaired. The building will be scaffolded to OSHA standards and the exterior prepared and repainted. The interior will be repaired and repainted in preparation of the installation of a new permanent exhibit.
- **Wrought Iron Gate Repairs:** The wrought iron gates installed at the historic site at the turn of the twentieth century will be repaired and repainted. Over the last two decades the gates have been bent and broken. The gates will be removed and repaired in a metal shop according to the Secretary of the Interior's Standards for Historic Preservation.

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

The purpose of this project is to perpetuate a critical historical resource for the people of Hawai'i and for the visitor industry in historic downtown Honolulu. One cannot

perfectly within the DOE benchmarks and standards. We continue to reach out to teachers on O'ahu to invite them to plan a visit to our site. We increased the opportunity and capacity and have seen 34% more students' compared to 2016. We also provide scholarships to Title I, and Windward and Leeward schools for transportation. In 2019, we are making a focused goal to engage students within Hawaiian immersion schools by addressing their needs in Hawaiian language.

**Public Programs:** In 2017, we met a strategic goal with a 10% increase in program participation. Listening to public input, our popular Mele series this year became a traveler's experience to Kaua'i, Maui and Hawai'i Island through songs performed by musical artists who hail from those islands. All Mele events are also available to enjoy online via 'Ōlelo on Demand. Cemetery Pupu Theatre sold out in 2017 and 2018. In 2019, we will take the History Theater to Kaua'i, Maui, Hawai'i Island and New England.

**Library and Archives:** Our librarian continues to digitize fragile documents and assist researchers. From the data, efforts are made to digitize collections to make them available globally.

Overall, a total of 21,466 people visited HMH in 2018, including 4,552 students. 5,013 visitors purchased tickets for tours of the historic houses last year. Our current management goal is a 10% increase in each area of our operation, with a plan to double the number of people who tour the 1821 Frame House next year.

## 5. Describe the geographic coverage.

Our historic site in downtown Honolulu serves O'ahu residents and visitors, while our traveling programs and online archives expand our reach across the State, the nation, and the world. Our target audience are those who want to learn the history and culture of Hawai'i. This has proven to be local residents and visitors; local community (70%), off-island (20%), and international visitors (10%) come to see our historic houses and leave knowing more about Hawaiian culture. Our typical visitor visits our historic site on their second trip to Hawai'i. Typically, they have also been to at least one other museum prior to coming to Hawaiian Mission Houses. Our growth audience is currently the international market where we are seeing a 5%-10% rise in visitation annually. We are currently working on site tours in Japanese and 'Ōlelo Hawai'i.

Are archives library maintains and tracks virtual usage of our collections, which is also a growth area. Users of our collections online have increased significantly in part due to a major effort to digitize portions of the archival collection. Visitors represented 121 foreign countries amounting to 10% of the total 60,763 unique visits. At the same time, the percent of local visitors to the historic houses increased as did our name recognition. Whereas only 20% of those surveyed before the online digitization project were interested in visiting, after the digitization project 62.5% said they were interested in visiting. With local foundation support, we have succeeded in digitizing Maui and Kaua'i materials during the past year so that residents of those islands are able to access HMH archives without traveling to Honolulu. Our new resources are being well-used and are sparking an interest in missionary and Hawaiian

mention of the house as a historic site was in the Annual Report of the Hawaiian Missionary Children's Society in 1897, which mentioned "restoration and preservation to its former state of neat repair." In January of 1908, records indicate it was "necessary to decide to what period of time in the past the restoration should conform." Major restoration occurred to the house in 1935, again in the mid-1960s, and yet again in the mid-1990s. A 1996 report by Spencer Leineweber, FAIA, of the University of Hawai'i, suggests that "each of the restorations accomplished a very specific program of construction that was guided by a particular preservation philosophy." In fact, the house is a text-book case of the history of the preservation movement.

In spring 2019, HMMH will complete a microanalysis of the historic finishes of the 1821 Frame House. The microanalysis will serve to show an exact layer sequence and determine an accurate finish color for repainting of the interior.

The interior of the frame house has not been painted since 1995 and shows signs of wear and use. Additionally, hydraulic lime white washes will be restored throughout. Every surface in the house needs to be cleaned and painted. All of these surfaces will be hand-painted with period brushes and tools.

#### **Repainting of 1821 Mission House Exterior:**

The exterior of the 1821 Frame House was last stripped and painted during the 1995-96 restoration. Since that time, the building exterior has sustained considerable water damage owing to a non-functioning gutter system and a damaged roof. In fact, during heavy downpours in 2016 HMMH staff climbed atop the house to lay tarps and take other temporary emergency measures to divert rainwater away from the exterior walls and basement entrance. The roof was repaired and restored in 2017. This project will include painting of the 1821 Frame House exterior and stripping and repairing or replacing approximately 20% of the exterior weatherboards, as per Department of the Interior Standards for Preservation. The house will be scaffolded according to OSHA standards. We will contract a company with historic preservation as a specialty to complete the painting.

#### **1821 Frame House Floor Restoration:**

The floors of the 1821 Frame House were restored during the 1960s restoration and at that time they had suffered from extensive termite damage. Since the 1990s, the floors have been worn down by visitor traffic. As a safety concern, the wooded floors will receive a preservation treatment so that they can be renewed for another 100-year cycle. The floors were painted historically, so after preservation treatment they will be finished with a durable, sustainable finish.

#### **Chamberlain House Interior:**

The 1831 Chamberlain House was one of the first coral block buildings built in Hawai'i. The house was restored by Spencer Architects in 2002. All of the interior plaster was replaced and the exterior was coated with a rendering as a preservation treatment. Interior plaster, where it has spalled owing to rising damp will be repaired. All interior



maintained accreditation by the American Alliance of Museums since 1970, with a twenty year reaccreditation earned in 2010, HMH has a reputation for excellence which must be upheld. All work will be done according to the Secretary of the Interior’s Standards for Preservation.

HMH has been the recipient of past awards for restoration work and won a Historic Hawai‘i Foundation Preservation Award for the 2013 staircase and reroofing of the 1831 Chamberlain House. Without the State’s support these projects would not have been possible.

All funds will be accounted for by Gabriella Bonilla, our comptroller. Mrs Bonilla has been on staff for eight years maintaining the accounts for Hawaiian Mission Houses. Financial reports are submitted to a Financial Committee, who submit them to the Board of Trustees each quarter. The Hawaiian Mission Houses Historic Site and Archives completes a full audit each year.

#### **IV. Financial**

##### **Budget**

- 1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.**
  - a. Budget request by source of funds ([Link](#))
  - b. Personnel salaries and wages ([Link](#))
  - c. Equipment and motor vehicles ([Link](#))
  - d. Capital project details ([Link](#))
  - e. Government contracts, grants, and grants in aid ([Link](#))
  
- 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 |
|-----------|-----------|-----------|-----------|-------------|
| \$100,000 | \$150,000 | \$10,000  | \$483,170 | \$743,170   |

- 3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2020.**

We will seek additional help for these projects from private funders, as well as descendants of the families who lived in the houses including the families who cared for this space. Historically we receive approximately \$25,000 from private foundations for historic preservation work.

- 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**

Treasures grants, a national Park Service Underground Railroad Network to Freedom grant, and three grants from the National Trust for Historic Preservation. In 2013, Dr. Hitch developed and opened a federally approved archaeological curation facility on the border of Mexico in California. He also serves in the Museums Assessment Program for the American Alliance of Museums and as a grant reviewer for the Institution of Museum and Library Services.

**Glenn E. Mason, FAIA, NCARB, and President and founder of Mason Architects**, specializes in preserving the architectural heritage of our region. He is a project architect and received an M. Arch. from the University of Michigan, Ann Arbor, before returning to his home in Honolulu. Mason has built his 40-year career in the preservation of historic buildings and new design. His firm has worked on some of Hawai'i's most iconic buildings including Bishop Museum, Ali'iolani Hale, Hilo Federal Building, Arizona Memorial, Hulihe'e Palace and the last 35 years of maintenance and repair of the 'Iolani Palace, grounds, and associated structures. He was the 2014 recipient of Historic Hawai'i Foundation's Frank Haines Award, and has served as president of AIA Honolulu and AIA Hawai'i State Council. Mason is currently the president of Hawai'i Architectural Foundation.

## **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.**

HMH's 1.2-acre site in the middle of downtown Honolulu includes Hawai'i's two oldest houses, the 1821 Mission House and the 1831 Chamberlain House, a bedroom annex interpreted as the Print Shop (1841), a cemetery on the land owned by Kawaiaha'o Church, and a building which houses collections and archives and a reading room. A coral and grass stage was added in 2011, and a reconstructed Hale Pili, grass dwelling, is under construction in 2018. The site was the headquarters for the American Protestant Sandwich Island Mission established here from 1820 through 1863.

ADA accessibility is maintained in the Archives Reading Room, the Gift Shop and the Cafe. Movable ramps to access the historic houses are available. In 2015, thanks to the State GIA, the restrooms were brought up to ADA standards.

## **VI. Personnel: Project Organization and Staffing**

### **1. 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**

**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.**

Please see the attached 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.**

Executive Director: \$112,000  
Accountant: \$62,631  
Curator of Programs: \$45,623

## **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.**

Not Applicable

### **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.**

- National Historic Landmark
- American Alliance of Museums since 1972, re-accredited in 2010

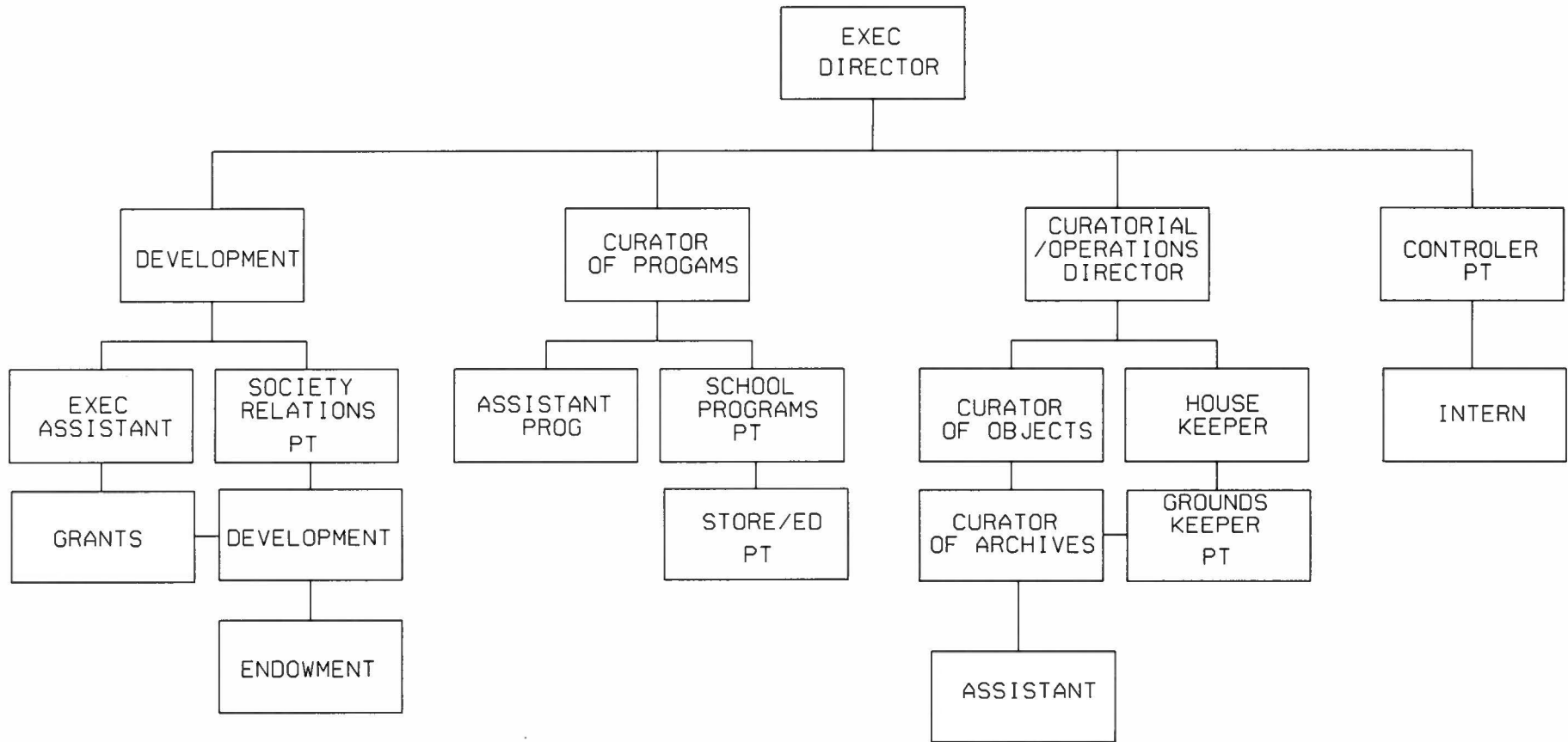
### **3. Private Educational Institutions**

**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.**

Not Applicable

### **4. Future Sustainability Plan**

ORG. CHART




| Time Frame  | Project                   | Project Component                 | Tasks                                     | Point Person(s)+ Contractors                          |
|-------------|---------------------------|-----------------------------------|---|---|
| Quarter I   | Water Line Improvement    | Create Plan and specs for project | Spec and develop landscape documents      | Neal Hitch, Glenn Mason Architects, Coffman Engineers |
| Quarter I   | Water Line Improvement    | Request partial funding           | Write grant to Freeman Foundation         | HMH Development office                                |
| Quarter II  | Water Line Improvement    | Permitting and preparation        | Obtain SHPO approval of plans             | Hitch, Monahan, Mason                                 |
| Quarter II  | Water Line Improvement    | Archaeological                    | Ground Penetrating Radar study            | Hitch, Monahan  |
| Quarter II  | Water Line Improvement    | Permitting and preparation        | Obtain City and County Permit             | Mason   |
| Quarter III | Water Line Improvement    | Permitting and preparation        | Finalize permitting and bid project       | Hitch, Mason  |
| Quarter IV  | Water Line Improvement    | Site preparation                  | Staging and material delivery             | Hitch, Mason, Coffman, Contractor                     |
| Quarter IV  | Water Line Improvement    | Implement water lines             | Install new water lines                   | Contractor, Monahan                                   |
| Quarter IV  | Water Line Improvement    | Implement water lines             | Install new backflow preventer            | Contractor  |
| Quarter IV  | Water Line Improvement    | Lawn restoration                  | Restore damaged areas of lawn             | Landscaper  |
| Quarter IV  | Water Line Improvement    | Implement water lines             | Site inspection, archaeological report    | Hitch, Mason, Monahan                                 |
| Quarter I   | Fence repairs             | Plan and bid                      | Draw plans, spec wood                     | Hitch, Mason  |
| Quarter II  | Fence repairs             | Permitting and preparation        | Obtain City and County Permit             | Mason   |
| Quarter III | Fence repairs             | Restore and Repair                | Sand, repair, repaint iron fences & gates | Hitch, Contractor                                     |
| Quarter II  | 1821 House Painting       | Permitting and preparation        | Obtain City and County Permit             | Mason   |
| Quarter III | 1821 House Painting       | Permitting and preparation        | Finalize Permitting and bid project       | Mason   |
| Quarter III | 1821 House Painting       | Implementation                    | Exterior siding preparation               | Contractor  |
| Quarter III | 1821 House Painting       | Implementation                    | Exterior painting, siding repair          | Contractor  |
| Quarter III | 1821 House Painting       | Implementation                    | Interior painting                         | Contractor  |
| Quarter III | 1821 House Painting       | Implementation                    | White wash interior                       | Hitch   |
| Quarter IV  | 1821 House Painting       | Final inspection                  | Final inspection                          | Hitch, Mason, Contractor                              |
| Quarter I   | Chamberlain House repairs | Plan and bid                      | Draw plans, spec, and mechanical          | Hitch, Mason, Mechanical engineer                     |
| Quarter I   | Chamberlain House repairs | Permitting and preparation        | Obtain City and County Permit             | Mason   |
| Quarter II  | Chamberlain House repairs | Trimming trees off of building    | Trimming trees off of building            | Trees of the Tropics                                  |
| Quarter II  | Chamberlain House repairs | A/C replacement                   | Replace existing Mechanical Services      | Contractor  |
| Quarter II  | Chamberlain House repairs | Restore and Repair                | Repair, repaint exterior                  | Contractor  |
| Quarter III | Chamberlain House repairs | Restore and Repair                | Repair, repaint interior, first floor     | Contractor  |
| Quarter III | Chamberlain House repairs | Restore and Repair                | White wash interior                       | Hitch   |
| Quarter III |                           |                                   |   |   |
| Quarter III | Permanent Exhibit         | Implementation                    | Exhibit fabrication                       | Weldon Exhibits                                       |
| Quarter IV  | Permanent Exhibit         | Implementation                    | Exhibit installation                      | Weldon Exhibits                                       |
| Quarter IV  | Permanent Exhibit         | Implementation                    | Final inspection                          | Hitch   |

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2019 to June 30, 2020

App: Mission Houses Historic Site and Archives

| BUDGET CATEGORIES                       | Total State Funds Requested<br>(a) | Total Federal Funds Requested<br>(b)   | Total County Funds Requested<br>(c) | Total Private/Other Funds Requested<br>(d) |
|---|------------------------------------|--|-------------------------------------|--|
| <b>A. PERSONNEL COST</b>                |                                    |  |                                     |  |
| 1. Salaries                             | 61,160                             |  |                                     |  |
| 2. Payroll Taxes & Assessments          | 9,120                              |  |                                     |  |
| 3. Fringe Benefits                      | 11,720                             |  |                                     |  |
| <b>TOTAL PERSONNEL COST</b>             | <b>82,000</b>                      |  |                                     |  |
| <b>B. OTHER CURRENT EXPENSES</b>        |                                    |  |                                     |  |
| 1. Airfare, Inter-Island                |                                    |  |                                     |  |
| 2. Insurance                            |                                    |  |                                     |  |
| 3. Lease/Rental of Equipment            | 40,000                             |  |                                     |  |
| 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                                      |                                    |  |                                     |  |
| <b>TOTAL OTHER CURRENT EXPENSES</b>     | <b>40,000</b>                      |  |                                     |  |
| <b>C. EQUIPMENT PURCHASES</b>           | <b>20,000</b>                      |  |                                     |  |
| <b>D. MOTOR VEHICLE PURCHASES</b>       |                                    |  |                                     |  |
| <b>E. CAPITAL</b>                       | <b>601,170</b>                     |  |                                     |  |
| <b>TOTAL (A+B+C+D+E)</b>                | <b>743,170</b>                     |  |                                     |  |
| <b>SOURCES OF FUNDING</b>               |                                    | Budget Prepared By:  |                                     |  |
| (a) Total State Funds Requested         |                                    | Neal V. Hitch  | (808) 447-3911                      |  |
| (b) Total Federal Funds Requested       | 0                                  | Name (Please type or print)  | Phone                               |  |
| (c) Total County Funds Requested        | 0                                  |  | 1/18/2019 43,498                    |  |
| (d) Total Private/Other Funds Requested | 0                                  | Signature of Authorized Official   | Date                                |  |
| <b>TOTAL BUDGET</b>                     | <b>743,170</b>                     | Name and Title (Please type or print)<br>Neal V. Hitch, Executive Director           |                                     |  |



## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2019 to June 30, 2020

Applicant: Hawaiian Mission Houses Historic Site

| DESCRIPTION<br>EQUIPMENT | NO. OF<br>ITEMS | COST PER<br>ITEM | TOTAL<br>COST       | TOTAL<br>BUDGETED |
|--------------------------|-----------------|------------------|---------------------|-------------------|
| Mechanical Services      | 1.00            | \$20,000.00      | \$ 20,000.00        | 20000             |
|                          |                 |                  | \$ -                |                   |
|                          |                 |                  | \$ -                |                   |
|                          |                 |                  | \$ -                |                   |
|                          |                 |                  | \$ -                |                   |
| <b>TOTAL:</b>            | <b>1</b>        |                  | <b>\$ 20,000.00</b> | <b>20,000</b>     |

**JUSTIFICATION/COMMENTS:**

| DESCRIPTION<br>OF MOTOR VEHICLE | NO. OF<br>VEHICLES | COST PER<br>VEHICLE | TOTAL<br>COST | TOTAL<br>BUDGETED |
|---------------------------------|--------------------|---------------------|---------------|-------------------|
|                                 |                    |                     | \$ -          |                   |
|                                 |                    |                     | \$ -          |                   |
|                                 |                    |                     | \$ -          |                   |
|                                 |                    |                     | \$ -          |                   |
|                                 |                    |                     | \$ -          |                   |
| <b>TOTAL:</b>                   |                    |                     |               | <b>0</b>          |

**JUSTIFICATION/COMM** new mechanical system for 1831 Chamberlain House



## BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2019 to June 30, 2020

Applicant: Hawaiian Mission Houses Historic Si

| FUNDING AMOUNT REQUESTED                           |  |               |                       |                                  |                                      |              |
|--|--|---------------|-----------------------|----------------------------------|--------------------------------------|--------------|
| 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  |  |               | 116099                |                                  |                                      |              |
| LAND ACQUISITION                                   |  |               | -                     |                                  |                                      |              |
| DESIGN   |  |               | 44971                 |                                  |                                      |              |
| CONSTRUCTION                                       |  |               | 506100                |                                  |                                      |              |
| EQUIPMENT  |  |               | 76000                 |                                  |                                      |              |
| <b>TOTAL:</b>                                      |  |               | <b>743,170</b>        |                                  |                                      |              |
| JUSTIFICATION/COMI preservation of historic houses |  |               |                       |                                  |                                      |              |

**GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID**

Applicant: Hawaiian Mission Houses Historic Site and Archives

**Not Applicable**

Contracts Total:

-

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