

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 16, 2020

Director of Commerce and Consumer Affairs

**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS PURSUANT TO
CHAPTER 42F, HAWAI'I REVISED STATUTES**

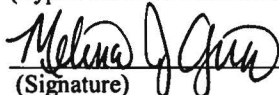
The undersigned authorized representative of the applicant certifies the following:

- 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.

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


(Signature)

January 16, 2020
(Date)

Melissa J Geiger
(Typed Name)

Managing 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, 2019.

Please see attached certificate.

2. Declaration Statement

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

Please see attached declaration statement.

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](#))

Aloha Performing Arts Company ("APAC") affirms this grant will be used for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes.

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 mission of the Aloha Performing Arts Company is to enrich the lives of Hawai'i residents and visitors by providing quality live theatre, performing arts education, and avenue for artistic expression. APAC was formed in 1987 by West Hawai'i residents who wanted to create and share theatre with their community. This vision has grown and expanded over the years to include ownership of the Aloha Theatre; support for performances by artists in dance, music, comedy, improv, and film; and a performing arts education program.

APAC attracts more than 15,000 people annually to the Aloha Theatre as patrons, performers, crew, students, and volunteers. The Aloha Mainstage program includes five full theatrical productions each season, including plays and musicals with multigenerational casts, as well as a youth production with a cast under 18. Cast and crew of Mainstage shows are exclusively volunteer. APAC also welcomes performing artists to the Aloha Theatre stage, greatly increasing the diversity of entertainment and cultural enrichment in West Hawai'i. APAC's CREATE program provides educational opportunities for all ages to explore the performing arts, building skills and knowledge in a safe and welcoming environment.

2. The goals and objectives related to the request;

Goal 1: Present 6 Aloha Mainstage productions

- Plan, rehearse, present, and evaluate the following plays/musicals
 - Eddie Would Go (play, guest director)
 - Queen of Makaha (play, Artistic Director)
 - Little Shop of Horrors (musical, Artistic Director)
 - Frozen Jr. (youth show, musical, guest director)
 - Disaster! (musical, Artistic Director)
 - Noises Off (play, Artistic Director)

Goal 2: Foster 'ohana through maintaining a safe, welcoming environment for volunteer cast and crew that enables personal and community growth

- Communicate mission, vision and values to all participants
- Conduct regular check-ins with volunteers to ensure a positive environment is maintained
- Build educational components into the rehearsal schedule, enhancing the learning opportunities for participants

Goal 3: Provide quality live theatre for the West Hawai'i community

- Ensure careful production planning to enable highest possible production quality
- Survey audience for feedback regarding selections and production elements, providing valuable information

3. The public purpose and need to be served;

APAC fulfills dual roles with its Aloha Mainstage program. For volunteer actors and crew, Aloha Mainstage provides an opportunity to hone their craft and to perform before a live audience. Performers and technicians exercise creativity, build skills, and develop deep connections with cast and crew alike, building community within and between each show. For the West Hawai'i community, Aloha Mainstage is a source of reliable entertainment, sometimes an escape from the cares of everyday life, and sometimes a challenging view of the human condition. It is always a warm environment, focused on fostering a sense of 'ohana through equitable inclusion of all people, regardless of background or ability.

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.

APAC serves all of West Hawai'i 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 as far north as Waimea and as far south as Ka'u. Patrons hail from all parts of the Big Island, Hawaii, the continental United States and Canada.

III. 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;

Aloha Mainstage is at the core of APAC’s programming, combining service to participants, volunteers, and the patron community. Performing is the heart of all APAC programming, and Aloha Mainstage is the most visible representation of APAC’s capacity to produce quality live theatre. The Aloha Mainstage 2020-2021 encompasses 6 fully staged theatrical productions requiring more than 125 volunteer actors and crew. The resulting shows will be seen by more than 10,000 patrons.

Staff and volunteers collaborate heavily on production tasks, carefully dividing duties based on experience and knowledge. Production tasks and responsibilities are generally assigned as shown in the table below.

Responsibility	Tasks	Responsible Party
Vision	<ul style="list-style-type: none"> • Clearly articulate artistic vision for the season and each show • Guide designers, cast and crew to develop and expand vision for each show 	Artistic Director
Production Management	<ul style="list-style-type: none"> • Scheduling • Script analysis • Audition planning • Rehearsal management • Resource allocation • Monitor participant experience 	Artistic Director Staff Prod. Managers
Production Design	<ul style="list-style-type: none"> • Set design • Lighting design • Sound design • Prop design • Costume, hair & makeup design 	Volunteer designers
Oversight	<ul style="list-style-type: none"> • Monitor budget and expenditures • Monitor participant and patron satisfaction 	Administrative staff

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

Aloha Mainstage productions generally require 7-9 months from initial planning to completion of review and evaluation, varying depending on complexity of the show. Activities can generally be grouped into 4 categories, as follows:

- Planning and Preparation
 - Script analysis
 - Detailed scheduling based on production design and content
 - Production team vision and design meetings
 - Technical analysis and preparation of equipment
 - Audition training
- Rehearsal
 - Open auditions—APAC does not pre-cast parts, welcoming all to audition regardless of prior experience
 - 5 or more weeks of rehearsals Sunday through Thursday, including script review, character development, blocking, music, and choreography as required
 - Educational components to improve skills and to increase knowledge of script setting and issues presented; includes actor and crew individual research and presentation, as well as instructional units taught by staff and crew
 - Creation and implementation of artistic elements including set construction, costumes, props, lighting plot, and sound design
 - Technical rehearsals are also scheduled to allow crew time to refine lighting, sound, special effects, quick costume changes, and set changes
- Performances
 - Aloha Mainstage productions run for 3 to 5 weeks, with 9 to 15 weekend performances
- Review and Evaluation
 - Cast and crew surveys are distributed closing weekend
 - Surveys are reviewed in detail by the production team, staff and the Program Committee
 - Production team debriefing is held to ascertain areas of success and improvement
 - Sales and audience input is reviewed to inform future show selection and design

The table below illustrates how these four activity categories are scheduled for the coming season.

Aloha Mainstage Annual Timeline for 2020-2021 Season

Production	Activity	Jul 20	Aug 20	Sep 20	Oct 20	Nov 20	Dec 20	Jan 21	Feb 21	Mar 21	Apr 21	May 21	Jun 21
Eddie Would Go	Rehearsal												
	Performances		█	█									
	Evaluation			█									
Queen of Makaha	Rehearsal	█											
	Performances		█	█									
	Evaluation			█									
Little Shop Of Horrors	Planning												
	Rehearsal		█	█									
	Performances				█								
Frozen Jr.	Planning												
	Rehearsal				█	█							
	Performances						█	█					
	Evaluation							█	█				
Disaster!	Planning			█	█	█							
	Rehearsal						█	█	█				
	Performances								█	█			
	Evaluation									█	█		
Noises Off	Planning							█	█	█			
	Rehearsal										█	█	
	Performances												█
	Evaluation												█

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

Aloha Theatre will measure the success of Aloha Mainstage Season 2020-2021 through the following means:

- **Cast/Crew Surveys**--cast and crew on their experience and their own sense of growth through the production, conducted at the mid-point and after closing
- **Attendance data**--Aloha Theatre will analyze ticket data to ascertain demographics and reach
- **Audience surveys**--Aloha Theatre will survey patrons to gather patron comments regarding show quality and impact

Surveys have been in regular use at APAC for several years, and have resulted in changes to programming to improve participant experience. For example, cast noted

that the final week was made more difficult for cast and crew because of the lack of available healthy food options in the area. As a result, APAC now provides dinner for all volunteers to alleviate this concern and ensure that volunteers are happy and healthy. APAC continues to refine survey instruments to improve transparency and influence of participants on the future shape of the Aloha Mainstage program, as well as to ensure season selection fit the community's needs.

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.

APAC will report the following measures:

- Number of program participants
- Audience count by production
- Actor and crew survey results, including satisfaction and personal growth data
- Audience satisfaction survey results

IV. Financial

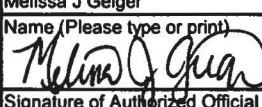
Budget

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](#))

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2020 to June 30, 2021

Applicant: 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)
A. PERSONNEL COST				
1. Salaries	24,383			73,148
2. Payroll Taxes & Assessments				
3. Fringe Benefits				9,300
TOTAL PERSONNEL COST	24,383			82,448
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				6,079
5. Staff Training				
6. Supplies	60			160
7. Telecommunication				
8. Utilities				
9. Musicians	14,931			24,067
10. Production Contractors	10,219			12,683
11. Licensing Fees	12,688			19,032
12. Set Expense	3,100			4,650
13. Props, Costumes, Effects	4,520			6,780
14. Marketing	3,679			5,856
15. Printing	1,420			2,130
16. Catering				3,700
17. Ticketing Fees				17,175
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	50,617			102,312
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	75,000			184,760
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	75,000	Melissa J Geiger 808-322-9924		
(b) Total Federal Funds Requested	0	Name (Please type or print) Phone		
(c) Total County Funds Requested	0			
(d) Total Private/Other Funds Requested	184,760	Signature of Authorized Official Date		
TOTAL BUDGET	259,760	Melissa J Geiger, Managing Director Name and Title (Please type or print)		

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2020 to June 30, 2021

Applicant: Aloha Performing Arts Company

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
NA			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
NA			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2020 to June 30, 2021

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: 2018-2019	FY: 2019-2020	FY:2020-2021	FY:2020-2021	FY:2021-2022	FY:2022-2023
PLANS	NA					
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Aloha Performing Arts Company

Contracts Total: 63,027

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	17-18 Biennium Grant: Mainstage Season	7/1/17-6/30/18	SFCA	State	14,285
2	18-19 Biennium Grant: Mainstage Season	7/1/18-6/30/19	SFCA	State	15,804
3	19-20 Biennium Grant: Laramie Project	7/1/19-6/30/20	SFCA	State	15,000
4	20-21 Biennium Grant: Aloha Teen Theatre	7/1/20-6/30/21	SFCA	State	Applied
5	Grant in Aid: Education Program	7/1/17-6/30/18	County of Hawaii	Hawaii	3,750
6	Grant in Aid: Education Program	7/1/18-6/30/19	County of Hawaii	Hawaii	5,425
7	Grant in Aid: Education Program	7/1/19-6/30/20	County of Hawaii	Hawaii	8,763
8	Grant in Aid: Education Program	7/1/20-6/30/21	County of Hawaii	Hawaii	Applying
9					
10					
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17					
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2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2021.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$20,000	\$15,000	\$25,000	\$15,000	\$75,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2021.

Hawai'i State Foundation on Culture and the Arts, County of Hawai'i, Hawaii Community Foundation and subsidiary funds, Jonathan Ross Foundation, Ke Kai Ala Foundation, Atherton Family Foundation, Cooke Foundation, Johnson Family Foundation, Alaska Airlines, Hawaiian Airlines, Hawaiian Electric Light Company, and other foundations, companies, and private 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.

Not applicable

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 2021 for program funding.

Grant	FY17-18	FY18-19	FY19-20	FY20-21
County of Hawaii Grant in Aid	\$3,750	\$5,425	\$8,763	Applying
State Foundation on Culture & the Arts Biennium Grant	\$14,285	\$15,804	\$15,000	Applied
Legislative Grant in Aid Capital	--	\$100,000	--	--
Legislative Grant in Aid Operating	--	--	--	Applying

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2019.

Unrestricted Net Assets	
Balance as of December 31, 2019	\$1,456,724

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.

Now in its 33rd presenting season, APAC has demonstrated extensive experience in the design, management, and presentation of live theatre. APAC is presently in rehearsal for its 259th production. Staff and volunteers have many years experience at the Aloha Theatre and beyond, as performers, designers, technicians, producers and directors. Recent Aloha Mainstage productions are:

2019-2020 Season

A Cage of Fireflies
Beyond Therapy
The Rocky Horror Show
Elf: The Musical Jr.
Into the Woods (currently in production)
The Laramie Project (currently in planning)

2017-2018 Season

Arsenic and Old Lace
The Rocky Horror Show
Miracle on 34th Street
Disney's Beauty and the Beast
Pruning the Family Tree
Wonderland

2018-2019 Season

The Addams Family
A Christmas Story
Mamma Mia!
Harvey
Peter Pan Jr.

2016-2017 Season

Plan 9 from Outer Space
Christmas on Broadway
Jesus Christ Superstar
The Miracle Worker
Once on this Island Jr.

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.

APAC owns and operates the Aloha Theatre, which serves as its primary performance venue, rehearsal space, and offices. The theatre was built in 1932, retrofitted to better accommodate live theatre with the assistance of a Grant in Aid in the early 1990's, and purchased by APAC in 2016. Accommodating 304 patrons, the theatre facility and its technical equipment have been upgraded in recent years to improve safety and artistic capacity, which has been accomplished through targeted fundraising and reinvestment of earned income.

APAC additionally leases Damron Hall and the LOFT, both utilized as auxiliary rehearsal, classroom, meeting and storage spaces. Damron Hall is adjacent to the Aloha Theatre, making it ideal for rehearsals, classes, and activities for smaller audiences. The LOFT is a space exceeding 2000 square feet a block from the theatre, and serves as an alternate dance and music rehearsal space, as well as APAC's costume and prop storage.

Control of these three spaces provides APAC more than adequate space to complete all aspects of the Aloha Mainstage program. With three locations to choose from, production teams can schedule concurrent rehearsals and/or technical sessions, enabling APAC to maximize potential for growth in cast ability and the overall quality of performances.

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 its ability to supervise, train and provide administrative direction relative to the request.

APAC presently has a staff of twelve, eight of whom will work directly on the Aloha Mainstage program. Staff have well-defined roles and work plans, and incorporate technology to enable strong staff communication and project management. This team has demonstrated a solid history of success, bringing more than 25 complex live theatre productions to the stage together in recent years; theatre performances and special events presented by this team exceed 350. There is no greater evidence of success than APAC's sold-out shows, repeat volunteer participants, and return special events.

Artistic Director

Artistic oversight, direction, and production support

Aloha Theatre's Artistic Director Jerry Tracy will be retiring in June, 2020. The Board of Directors and staff are in the final stages of a nationwide search to identify a candidate for his successor. The Artistic Director provides artistic oversight and support for all productions; they will direct three of the six productions and will supervise and train guest directors for the remaining three shows. The artistic director will also supervise production managers and the Technical Director, and leads program evaluation.

Tiffany Kutsunai

Operations Director/Production Manager

Production management and support

Tiffany began her involvement with theatre arts at the Aloha Theatre as a young girl, performing in numerous shows and serving in many crew positions throughout the years. She joined the theatre staff in 2017 and serves as one of the in-house producers for Aloha Theatre mainstage productions. Tiffany also teaches performing arts at

Innovations Public Charter School. Her role for Aloha Mainstage will be to ensure that all volunteer positions are filled, that adequate resources are provided for cast and crew, and to assist with production details as needed.

Stefani Pelletier

Production Manager

Production management and support, administrative support

Stefani joined the APAC staff in August 2019, bringing a wealth of knowledge of theatre administration and production and stage management. She has extensive experience in community, professional, and immersive theatre, as well as strong administrative skill. Her role for Aloha Mainstage will include resource management and administrative support, including financial oversight of budgets and expenditures.

Guest Directors

Direction of three Aloha Mainstage productions

The APAC Program Committee and staff are currently vetting candidates to serve as guest directors for Aloha Mainstage in the 2020-2021 season. As APAC transitions to a new Artistic Director, the committee is focusing on a core group in order to provide continuity in production quality. All candidates have directed mainstage productions at the Aloha Theatre, and have extensive acting, directing and technical experience. Guest directors are responsible for all artistic decisions for their productions, working closely with the Artistic Director and staff to give life to their vision.

Rich Bickel

Technical Director

Technical management

Rich joined APAC staff in 2016, and provides oversight and guidance to staff and volunteers working on all technical aspects of mainstage shows. Rich began his career working for Bill Graham productions in the Bay area, working on a wide variety of shows requiring complex technical setups. For Aloha Mainstage, he will lead set completion, assists with prop design and construction, design and implement special effects, and work with lighting and sound designers and technicians.

Denise Meechan

House Manager/Office Administrator

Patron experience management, marketing

Since she joined the APAC staff in May, 2019, Denise has improved the overall patron experience at the Aloha Theatre through Her background in film and television production has given her the experience needed to navigate the complexities of theatre performances. Additionally, her marketing experience has translated into a well planned and orchestrated social media strategy, resulting in increased ticket sales. Denise's role for Aloha Mainstage is to continue building audience through outreach, and to maintain that audience by ensuring a well-run house for each performance.

Melissa Geiger

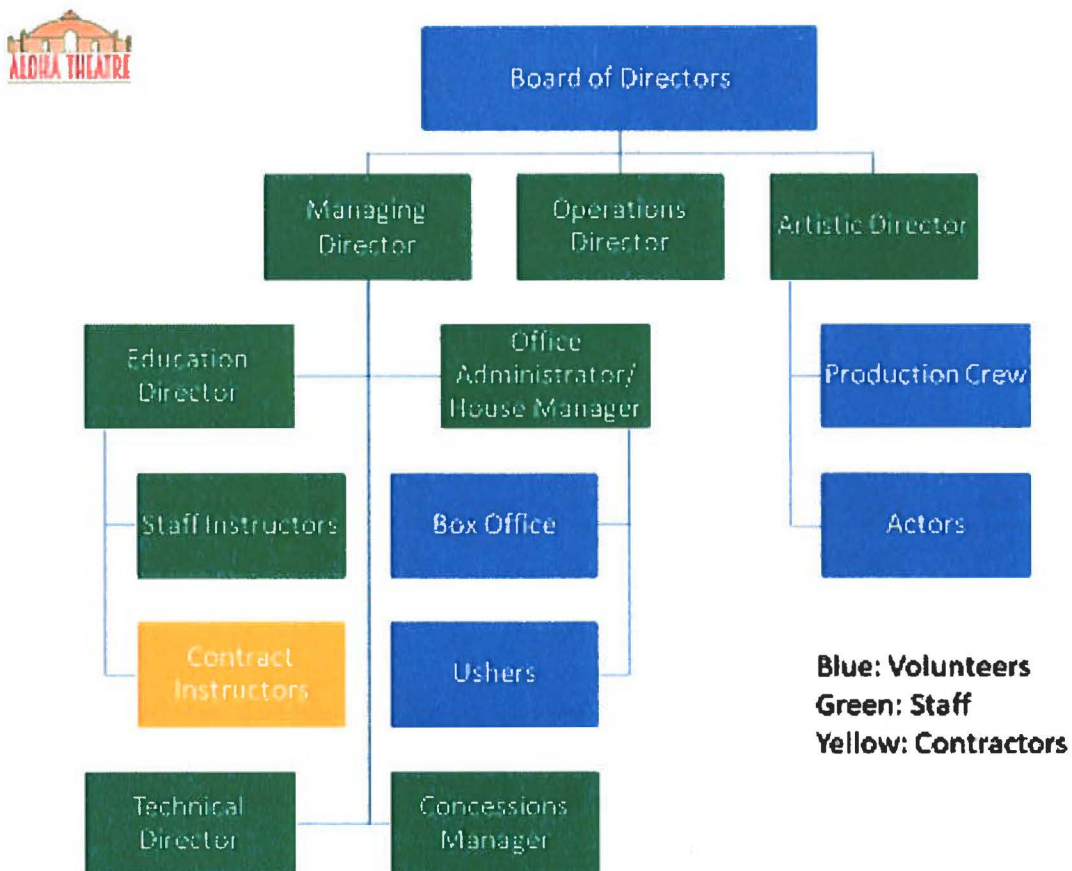
Managing Director

Administrative oversight

Melissa has served in a management capacity at APAC since 2014, having also performed on the Aloha Theatre stage and on the Board of Directors. She has extensive project management experience from her prior employment in investment banking and real estate, and is presently a member of the Board of Directors of HANO (Hawai'i Alliance of Nonprofit Organizations). Her role for Aloha Mainstage will be administrative oversight, fund development, financial management, contracting, and support for program evaluation.

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.



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.

Annual Salary Range of Three Highest Paid Officers, Directors, or Employees	
Position	Range for FY2020-2021
Artistic Director	\$51,000-\$58,000
Managing Director	\$51,000-\$53,000
Education Director	\$41,000-\$47,000

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.

APAC affirms there is no pending litigation nor any outstanding judgement to which we are a 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.

Not applicable; there are no special qualification, licensure, nor accreditations required for this program.

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

The applicant shall provide a plan for sustaining after fiscal year 2020-21 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2020-21, but
- (b) Not received by the applicant thereafter.

APAC is fortunate in that we earn 50% of our budget through ticket sales and tuition, funding the remainder through a diverse blend of government, foundation, and private sources. We strategically elected to apply for an operating Grant in Aid for the first time in many years in order to provide structural stability for our largest program during a season of change in artistic leadership. As APAC continues to grow our programming, we are also expanding our capacity to raise additional funds through grantwriting and improved donor relations, and fully anticipate increased revenue from earned income and private and foundation sources in coming years.

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

MELISSA GEIGER, MANAGING DIRECTOR

PRINT NAME AND TITLE

JANUARY 16, 2020

DATE