

**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:

Pacific Tsunami Museum

Pacific Tsunami Museum

Amount of State Funds Requested: \$ 75,000

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

The Pacific Tsunami Museum is requesting funding for Phase 1 of the project to replace the existing, 40-year old air conditioning system. The grant request is for the engineering firm to provide design/permit drawings for the work.

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:

\$ 49,500

Unrestricted Assets:

\$ 38,850

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:

P.O. Box 806

City:

Hilo

State:

HI

Zip:

96721

**Contact Person for Matters Involving this Application**

Name:  
Marlene Murray

Title:  
Executive Director

Email:  
director@tsunami.org

Phone:  
808 935-0926

Federal Tax ID#:

[REDACTED]

State Tax ID#

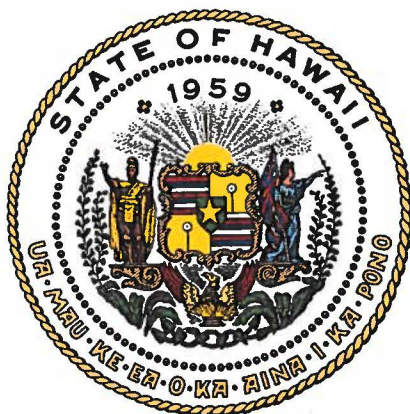
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\_\_\_\_\_  
Authorized Signature

Marlene Murray, Executive Director  
\_\_\_\_\_  
Name and Title

1/16/20  
\_\_\_\_\_  
Date Signed

**received**  
1/17/20 RC 11240 m



## 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

**PACIFIC TSUNAMI MUSEUM, INC.**

was incorporated under the laws of Hawaii on 08/31/1994 ; 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, 2020

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, Hawaii'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, Hawaii'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, Hawaii'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, Hawaii'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.

Pacific Tsunami Museum

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



(Signature)  
Marlene Murray

1/16/20

(Date)

Executive Director

\_\_\_\_\_  
(Typed Name)

\_\_\_\_\_  
(Title)

**PUBLIC PURPOSE:**

**§42F-102 Applications for grants.** Requests for grants shall be submitted to the appropriate standing committees of the legislature at the start of each regular session of the legislature. Each request shall state:

- (1) The name of the requesting organization or individual;

**Pacific Tsunami Museum**

- (2) The public purpose for the grant;

Tsunami education and awareness saves lives.

The last major tsunami to significantly impact the Hawaiian Islands occurred over a half a century ago. Since then, over two generations have grown up without ever having experienced a major tsunami, and the death and devastation that occur. Additionally, the state, and especially Hawaii Island have experienced a tremendous growth in population. Another very important sector in the community are the visitors to the islands. The vast majority of people do not know what to do in case of a tsunami.

It has been said that even when there is some information, if it is not useable, credible, understood and implemented, it is ultimately useless. With every tsunami event that occurs around the globe, more is learned. We now have a wealth of scientific information to better understand the phenomena of tsunamis. The tsunami warning systems continue to be upgraded as technology improves and our evacuation procedures are constantly being updated and improved. However, if the general population does not know what to do when the next tsunami strikes, they will suffer as in previous events as exemplified by the tragic loss of life in Japan in 2011.

The time to learn about tsunamis and how to prepare for one is now. Unlike tropical storms and slow-moving lava, a locally generated tsunami could occur at any time and arrive on shores within minutes at most. Even with a distant tsunami, there will only be a few hours to make preparations. And as history has proven, it is not a matter of *if* a tsunami will strike; it is a matter of *when*.

If the current air conditioning system suddenly fails, the museum will have to close. The building was formerly a bank and therefore does not contain any windows that can be opened. Because the museum serves a vital purpose in the community, closure would cause significant impact to its important mission of saving lives through tsunami education and awareness.



In addition, the museum houses numerous valuable historical artifacts, along with thousands of photos and survivor interviews, which are invaluable and irreplaceable. Our fragile archives need to remain protected in a temperature and humidity-controlled environment.

(3) The services to be supported by the grant;

The existing air conditioning system will be removed and replaced with a new VRF split system. While ducting will be used in some areas, others will have stand-alone units, (cassette or wall mounted). Multiple units will be located throughout the facility. A dedicated make up air unit which treats the outside air ventilation (required by the DOH) will be provided and located on the roof. Hazardous material work will be done, including arsenic and lead abatement. Because of significant impact to the ceiling, ceiling and light replacement will occur in the areas of work. Electrical work will be done to connect the new air conditioning equipment and lighting. Patching will be required in various area of the building depending on the effect of the installation of the new system.

The grant request is for the engineering firm to provide design/permit drawings for the work.

(4) The target group; and

The Pacific Tsunami Museum is the ONLY tsunami museum in the United States. Over 20,000 people visit the museum annually, but our outreach extends far beyond the museum walls. Although the targeted population is all visitors who come through the museum, if experience is to be used as a guide, people will not only walk away with the knowledge to save their lives and that of their family but may potentially save the lives of dozens or even hundreds.

Details of the museum's extensive reach are included in Section I, (Description of Applicant's background.)

(5) The cost of the grant and the budget. [L 1997, c 190, pt of §3; am L 2014, c 96, §6]

\$75,000

## 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.

#### **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;**

Tsunamis have killed more people in the state of Hawaii than all other natural disasters combined. Hilo has suffered more death and destruction from tsunami waves in historic times than any other place in the United States. In response to the need for tsunami education in Hawaii, the Pacific Tsunami Museum was incorporated in 1994 as a non-profit organization. During the last 25 years, the museum has provided tsunami education to thousands of kamaaina and visitors.

The goals of the museum are to promote public tsunami education and to preserve history. It also serves as a living memorial to those who lost their lives in past tsunami events. Our mission statement is, *"Through education and awareness, we believe that no one should die due to a tsunami."*

Museum exhibits include the history of tsunamis in Hawaii and how past events have shaped the community and impacted long range planning. The museum places strong emphasis on the

human component of the tsunami story: the resiliency of a community that survived the disasters, and also pays tribute to the victims. The Pacific Tsunami Museum also features exhibits on the Great Alaskan Earthquake and Tsunami of 1964, the Indian Ocean Tsunami of 2004, and the Great Eastern Japan Earthquake and Tsunami of 2011. Exhibits also include scientific educational information, interactive exhibits and several survivor stories and interviews. The museum has a collection of over 5,000 tsunami images and over 600 survivor story videos from all over the world and regularly receives international requests for tsunami information.

The museum is governed by a Board of Directors and receives expertise and guidance from a Scientific Advisory Council, which includes international tsunami experts from around the globe.

The museum staff includes an executive director, an administrative assistant, visitor service staff, and a scientific advisor. A dedicated group of docents also volunteer to provide the visitor with an enhanced experience, with some of them sharing their firsthand accounts of tsunamis.

In addition to normal operations, the museum has also developed tsunami curriculum for schools (U.S. Department of Education, Native Hawaiian Grants funded), created publications on tsunami safety and mitigation for schools and businesses and worked with schools throughout the State to improve and practice their tsunami evacuation plans.

The museum regularly presents workshops and lectures on preparing for a tsunami as well as scientific education. The museum also partners with Hawaii County Civil Defense and the Hawaii Emergency Management Agency to coordinate events for Tsunami Awareness Month.

The Pacific Tsunami Museum has helped create and edit tsunami documentary productions by National Geographic, Discovery Channel, Nature, History Channel, Learning Channel, Travel Channel, and Disney Channel in the U.S., and French, German, Canadian, Swedish, Italian, Japanese, Chilean, and Turkish media groups.

The museum is regularly invited to speak at international conferences, and has made presentations in Japan, Taiwan, China, India, Thailand, Sri Lanka, Indonesia, Maldives, Australia, New Zealand, Samoa, Chile, Ecuador, Hawaii, Alaska, and at scientific meetings in San Francisco (AGU), at Berkeley, Cornell, and Georgetown Universities.

The Pacific Tsunami Museum has assisted with the development of tsunami museums and exhibits in other parts of the world including Thailand, India, Sri Lanka, Valdez and Kodiak, Alaska, customizing each exhibit to the local area.

Recognizing the importance of studying the past in order to better understand our true tsunami risk, the museum continues to help organize and support scientific field research, especially paleotsunami studies in our state.

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

The museum had its humble beginnings in a small retail space in a local shopping mall and in 1997 the museum acquired its current facility and building through the generous donation of First Hawaiian Bank. Built in 1930, the building was one of First Hawaiian Bank's operating branches and features a very progressive design and construction type for that era. The building has stood the test of time and has endured the many natural and historical disasters (including the 1946 and 1960 Tsunamis) that impacted the island of Hawaii and numerous earthquake events. Its resiliency is attributed to its hardened construction as a bank facility that also consists of very few and fixed pane windows. However, it is that same hardened construction and limited window openings and features that require the use of mechanical ventilation and climate control.

Over the years, the central ventilation system has performed well however, in recent years has required more extensive repairs and maintenance. The unit's design and vintage also present challenges with acquiring parts. Much like the threat of a tsunami, the failure of the ventilation system is more a matter of when rather than if it will cease to function.

As previously stated, the museum building was constructed as a bank and consists primarily of concrete walls and tempered fixed pane windows. All interior ventilation and climate control are provided for by the centralized system and using a series of ducts. The ventilation and temperature control are essential to providing a safe and healthy environment for the museum staff and patrons as well as the preservation of irreplaceable artifacts and documents that share the history of tsunamis and help to educate residents and visitors on the hazard and threat of this natural phenomena. Failure of the system would likely require the closing of the museum pending repair or replacement; as the option of using portable ventilation and climate control systems would be very difficult, impractical, and hazardous.

As stated earlier, there are virtually no window openings to create or establish temporary natural ventilation. The only opportunity to introduce airflow would be utilizing the two entry/exit doors. However, the location and size of the doors would not create or support adequate and complete airflow or movement and there is insufficient width opening to utilize portable positive pressure fan systems without adversely affecting safe entry and egress. Therefore, the replacement of the museum's obsolete and highly vulnerable ventilation and climate control system is imperative to keeping the establishment's doors open and maintaining its mission of community disaster education.

The existing air conditioning system is almost 40 years old and inefficient. Because of its age and condition, it is prone to failure at any time. In addition, it is running on the R-12 refrigerant, which is no longer manufactured and has been banned as an ozone depletion gas. Retrofitting or fixing the existing system is not an option. In addition, we will not be able to get any sizable equipment down to the basement, where it is currently located, to replace the existing system due to the limited size of the access door to the basement.

Therefore, the replacement of the museum's obsolete and highly vulnerable ventilation and climate control system is imperative to keeping the establishment's doors open and maintaining its mission of community disaster education.



We will replace the existing air conditioning system with a new Variant Refrigerant Flow System.

3. The public purpose and need to be served;

Tsunami education and awareness saves lives.

The last major tsunami to significantly impact the Hawaiian Islands occurred over a half a century ago. Since then, over two generations have grown up without ever having experienced a major tsunami, and the death and devastation that occur. Additionally, the state, and especially Hawaii Island have experienced a tremendous growth in population. Another very important sector in the community are the visitors to the islands. The vast majority of people do not know what to do in case of a tsunami.

It has been said that even when there is some information, if it is not useable, credible, understood and implemented, it is ultimately useless. With every tsunami event that occurs around the globe, more is learned. We now have a wealth of scientific information to better understand the phenomena of tsunamis. The tsunami warning systems continue to be upgraded as technology improves and our evacuation procedures are constantly being updated and improved. However, if the general population does not know what to do when the next tsunami strikes, they will suffer as in previous events as exemplified by the tragic loss of life in Japan in 2011.

The time to learn about tsunamis and how to prepare for one is now. Unlike tropical storms and slow-moving lava, a locally generated tsunami could occur at any time and arrive on shores within minutes at most. Even with a distant tsunami, there will only be a few hours to make preparations. And as history has proven, it is not a matter of *if* a tsunami will strike; it is a matter of *when*.

If the current air conditioning system suddenly fails, the museum will have to close. The building was formerly a bank and therefore does not contain any windows that can be opened. Because the museum serves a vital purpose in the community, closure would cause significant impact to its important mission of saving lives through tsunami education and awareness.

In addition, the museum houses numerous valuable historical artifacts, along with thousands of photos and survivor interviews, which are invaluable and irreplaceable. Our fragile archives need to remain protected in a temperature and humidity-controlled environment.

4. Describe the target population to be served; and

The Pacific Tsunami Museum is the ONLY tsunami museum in the United States. Over 20,000 people visit the museum annually, but our outreach extends far beyond the museum walls. Although the targeted population is all visitors who come through the museum, if experience is

to be used as a guide, people will not only walk away with the knowledge to save their lives and that of their family but may potentially save the lives of dozens or even hundreds.

Details of the museum’s extensive reach are included in Section I, (Description of Applicant’s background.)

**5. Describe the geographic coverage.**

The Pacific Tsunami Museum receives visitors from all over the world and throughout the state. Visitors come in the form of groups – schools, ship passengers, elderhostel, universities, teachers, civic, etc., as well as free independent travelers. The geographic reach is therefore extensive and widespread.

**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;**

An engineering company will be contracted to provide design and permit drawings for the work described below:

The existing air conditioning system will be removed and replaced with a new VRF split system. While ducting will be used in some areas, others will have stand-alone units, (cassette or wall mounted). Multiple units will be located throughout the facility. A dedicated make up air unit which treats the outside air ventilation (required by the DOH) will be provided and located on the roof. Hazardous material work will be done, including arsenic and lead abatement. Because of significant impact to the ceiling, ceiling and light replacement will occur in the areas of work. Electrical work will be done to connect the new air conditioning equipment and lighting. Patching will be required in various area of the building depending on the effect of the installation of the new system.

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

DESCRIPTION OF TASK	STARTING POINT	DURATION
Retain engineering firm to provide design/permit drawings for the work		6 months

<p>Apply for building permit/bidding of project <i>(not part of the grant request – FYI Only)</i></p>		<p>6-8 months</p>
<p>Construction – <i>(not part of the grant request – FYI Only)</i>                  The existing air conditioning system will be removed and replaced with a new VRF split system. While ducting will be used in some areas, others will have stand-alone units, (cassette or wall mounted). Multiple units will be located throughout the facility. A dedicated make up air unit which treats the outside air ventilation (required by the DOH) will be provided and located on the roof.                  Hazardous material work will be done, including arsenic and lead abatement. Because of significant impact to the ceiling, ceiling and light replacement will occur in the areas of work. Electrical work will be done to connect the new air conditioning equipment and lighting. Patching will be required in various area of the building depending on the effect of the installation of the new system.</p>		<p>9 months</p>

3. Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and  
 The Museum has assembled an advisory committee for this project, which is comprised of museum board members, the executive director, a representative from HELCO and a project engineer. The project will be coordinated by a qualified commercial construction company who will serve as the general contractor. An engineering company will also be hired to provide expertise in electrical, mechanical and structural engineering. All necessary permits will be procured.

4. List the measure(s) of effectiveness that will be reported to the State agency through which grant funds are appropriated (the expending agency). The measure(s) will provide a standard and objective way for the State to assess the program's achievement or accomplishment. Please note that if the level of appropriation differs from the amount included in this application that the measure(s) of effectiveness will need to be updated and transmitted to the expending agency.

The Museum’s Executive Director will oversee the project. The expending agency will be updated via quarterly reports on the progress of the project. All work is expected to be completed within the performance period of the grant, (12 months).

**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 2021.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$30,000	\$30,000	\$7,500	\$7,500	\$75,000

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

The museum has applied for a Hazard Mitigation Grant and is currently applying for a First Hawaiian Bank Foundation Grant.

- 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.

See attached “Government Contracts, Grants, and / or Grants in Aid”

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

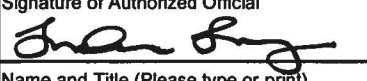


## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2020 to June 30, 2021

App

Pacific Tsunami Museum

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
<b>A. PERSONNEL COST</b>				
1. Salaries	3,000			
2. Payroll Taxes & Assessments	230			
3. Fringe Benefits	21			
<b>TOTAL PERSONNEL COST</b>	<b>3,251</b>			
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island				
2. Insurance	493			
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication	153			
8. Utilities	1,737			
9 Accounting/Audit	5,507			
10 Engineering Design Work	63,859			
11				
12				
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14				
15				
16				
17				
18				
19				
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>71,749</b>			
<b>C. EQUIPMENT PURCHASES</b>				
<b>D. MOTOR VEHICLE PURCHASES</b>				
<b>E. CAPITAL</b>				
<b>TOTAL (A+B+C+D+E)</b>	<b>75,000</b>			
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	75,000	Marlene Murray		
(b) Total Federal Funds Requested	0	Name (Please type or print) <span style="float: right;">Phone</span>		
(c) Total County Funds Requested	0	Marlene Murray <span style="float: right;">808 935-0926</span>		
(d) Total Private/Other Funds Requested	0	Signature of Authorized Official <span style="float: right;">Date</span>		
<b>TOTAL BUDGET</b>	<b>75,000</b>	 <span style="float: right; font-size: 1.2em;">4/14/20</span>		
		Name and Title (Please type or print) Marlene Murray <span style="float: right;">Executive Director</span>		

## BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2020 to June 30, 2021

Applicant:     Pacific Tsunami Museum    

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Executive Director	1	\$60,000.00	5.00%	\$ 3,000.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL:</b>				<b>3,000.00</b>
<b>JUSTIFICATION/COMMENTS:</b>				

## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2020 to June 30, 2021

Applicant:  Pacific Tsunami Museum

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				

**JUSTIFICATION/COMMENTS:**

not applicable

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

**JUSTIFICATION/COMMENTS:**

not applicable

# BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2020 to June 30, 2021

Pacific Tsunami Museum

Applicant: \_\_\_\_\_

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						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
<b>TOTAL:</b>						
<b>JUSTIFICATION/COMMENTS:</b>  <div style="text-align: center; padding: 10px;">not applicable</div>						



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

Appr

Pacific Tsunami Museum

Contracts Total:

162,588

	<b>CONTRACT DESCRIPTION</b>	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY</b> (U.S. / State / Haw / Hon / Kau / Mau)	<b>CONTRACT VALUE</b>
1	2011 Japan Earthquake Exhibit	11/27/19-8/31/2020	Hawaii Emergency Mgmt	State	\$ 51,670.00
2	Tsunami Sites: Signage (Phase 2)	7/1/19-6/30/2020	County Council	Hawaii County	\$ 11,913.00
3	Locally Generated Tsunamis Exhibit	11/1/18-8/31/19	Hawaii Emergency Mgmt	State	\$ 38,571.00
4	Tsunami Sites: Signage and Guides	7/1/18-6/30/19	County Council	Hawaii County	\$ 7,125.00
5	PTM Website	10/1/18-8/15/19	Hawaii Emergency Mgmt	State	\$ 5,000.00
6	PTM Mobile Exhibit	4/1/18-8/31/18	Hawaii Emergency Mgmt	State	\$ 17,000.00
7	Tsunami Education - School Outreach	7/1/17 - 6/30/18	County Council	Hawaii County	\$ 4,125.00
8	1960 Tsunami Exhibit	10/31/17 - 8/31/18	Hawaii Emergency Mgmt	State	\$ 27,184.00
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## **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.

Marlene Murray is the Executive Director of the Museum and will oversee the project. She has held that position since June 2013. Prior to that she was Project Manager and Principal Investigator for the Hawaii Tsunami Education Curriculum Program, a \$1.8 million federal grant, funded by the U.S. Department of Education, Native Hawaiian Grant Program. She has managed several projects from federal, state, and county grants for the museum, as well as managed the day to day operations. Prior to joining the museum, Murray was contracted by the County of Hawaii Planning Department to assist with the Envision Downtown Hilo 2025 Community Vision and Action Plan. She also worked for several years in the travel industry, (New Otani Kaimana Beach Hotel/Director of Sales and Destination Hilo/Administrative Assistant).

The Project Advisory Committee consists of board members, the executive director, a representative from HELCO, and a project engineer.

The Museum will rely heavily on the expertise of the general contracting company and the engineering firm for the completion of the project. The executive director will ensure the project stays within budget and is completed within the performance period timeframe.

### **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.

In 1997, First Hawaiian Bank demonstrated its support for the Pacific Tsunami Museum by donating its Kamehameha branch building as well as the land underneath. Designed by C.W. Dickey and built in 1930, the 5300-square foot building features fluted columns and wrought iron design. Situated in the heart of Downtown Hilo, on the corner of Kamehameha Street and Kalakaua Avenue, this sturdy building survived both the 1946 and 1960 tsunamis.

The building's ground floor features the public area and the exhibit space. The upper level is used for offices and archives. The basement area is largely used for storage and also houses the current air conditioning unit.

In 2014, the museum installed a photovoltaic system, and invested in energy-saving retrofitting.

Replacing the inefficient greenhouse gas producing system with an energy-efficient one will also help the museum become more environmentally responsible, while reducing energy costs.

## **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.

Marlene Murray is the Executive Director of the Museum and will oversee the project. She has held that position since June 2013. Prior to that she was Project Manager and Principal Investigator for the Hawaii Tsunami Education Curriculum Program, a \$1.8 million federal grant, funded by the U.S. Department of Education, Native Hawaiian Grant Program. She has managed several projects from federal, state, and county grants for the museum, as well as managed the day to day operations.

The Executive Director will be responsible for all performance requirements including program and fiscal reports. She will also ensure the project stays within budget and is completed within the performance period timeframe.

### **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.

Executive Director – \$60,000  
Administrative Assistant – \$25,830  
Visitor Services -- \$13,385

## **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.

None

### **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.

The project is anticipated to be completed within the performance period of 12 months and be within the submitted budget.

## 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

MARLENE MURRAY, EXECUTIVE DIRECTOR

PRINT NAME AND TITLE

4/14/20

DATE