

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

Type of Grant Request:

Operating                       Capital

Legal Name of Requesting Organization or Individual: Dbà:

*Kamuela Philharmonic Orchestra Society*

Amount of State Funds Requested: \$ 25,000.00

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

These funds requested are to support general operating expenses for Kamuela Philharmonic Orchestra Society during the FY2022-23. These funds will be used to provide free music concerts on Hawaii Island and continue our music education work in the public schools. The majority of these funds will go directly to pay the musicians and staff providing these services to our community.

Amount of Other Funds Available:

State: \$ 0

Federal: \$ 26,883.00

County: \$ 1216.00

Private/Other: \$ 73,000.00

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

\$ 0

Unrestricted Assets:

\$ 66,548.03

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 2597*

City:

*Kamuela*

State:

*HI*

Zip:

*96743*

Contact Person for Matters Involving this Application

Name:

*Brenda McConnell*

Title:

*Grant Manager*

Email:

*Grants@KamuelaPhil.ORG*

Phone:

*808-557-0693*

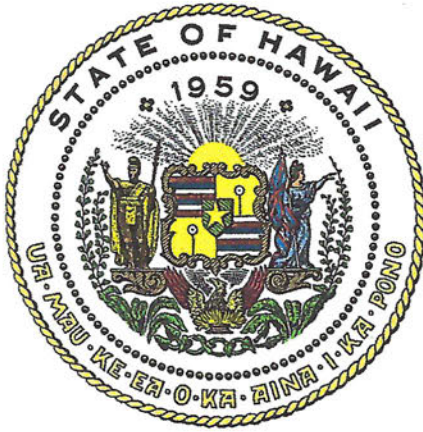
Federal Tax ID#:

State Tax ID#

*Joel E. Gimpel*  
Authorized Signature

*JOEL E. GIMPEL PRESIDENT*  
Name and Title

*12/22/21*  
Date Signed



## 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

**KAMUELA PHILHARMONIC ORCHESTRA SOCIETY**

was incorporated under the laws of Hawaii on 12/22/2005 ; 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 09, 2022

Director of Commerce and Consumer Affairs

**DECLARATION STATEMENT OF  
APPLICANTS FOR GRANTS PURSUANT TO  
CHAPTER 42F, HAWAII REVISIED STATUTES**

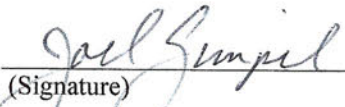
The undersigned authorized representative of the applicant certifies the following:

1. The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawaii Revised Statutes:
  - a. Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant is awarded;
  - b. Complies with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
  - c. Agrees not to use state funds for entertainment or lobbying activities; and
  - d. Allows the state agency to which funds for the grant were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and ensuring the proper expenditure of the grant.
  
2. If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
  - a. Is incorporated under the laws of the State; and
  - b. Has bylaws or policies that describe the manner in which the activities or services for which a grant is awarded shall be conducted or provided.
  
3. If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
  - a. Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
  - b. Has a governing board whose members have no material conflict of interest and serve without compensation.

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

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

**Joel Gimpel - Kamuela Philharmonic Orchestra Society - President**  
(Typed Name of Individual or Organization)

  
(Signature)

  
(Date)

**Joel Gimpel**  
(Typed Name)

**Kamuela Philharmonic Orchestra Society - President**  
(Title)

Applicant Kamuela Philharmonic  
Orchestra Society

## 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

JOE E. GIMPEL, PRESIDENT

PRINT NAME AND TITLE

DATE

12/22/21

## 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, 2021.

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

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

#### **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](#). These grant funds will be used to benefit the communities of Hawaii Island and comply with Section 42-F-102 to be used for public purpose.

### **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 Kamuela Philharmonic Orchestra Society is a non-profit organization established in 2005 which is dedicated to bringing live, high-quality orchestral music to audiences on Hawaii Island. The Kamuela Philharmonic celebrates and promotes the timeless beauty of classical music, as well as the rich cultural and musical traditions of the Hawaiian people. Through our Children's Concerts and other forms of educational and community outreach, we nurture a love and understanding of orchestral music in young people. In addition to our education and outreach programs, the Kamuela Philharmonic Orchestra provides a showcase for our talented local musicians each concert season. This organization is staffed by volunteers with the help of contracted staff. The volunteer base is well-organized with seasoned and committed volunteers and the staff is dedicated to mission of the organization. Both the volunteers and the staff are managed by members of the Board of Directors.

2. The goals and objectives related to the request;

1. Provide free community concerts to rural communities on Hawaii Island: These concerts will be held in out-door venues easily accessible to all people and will encourage the enjoyment of live music in a health safe enjoyment. The music performed to the community will be varied between Hawaiian mele's, holiday appropriate music and classical pieces. The repertoire is carefully chosen to spark interest in a large cross section of people of all ages.
2. Inspire youth to participate in one of our in-school programs or attend the yearly educational concert: This orchestra supports in-school educational programs which students are encouraged to attend. There are both music application classes and side-by-side instruction for students who already play an instrument.
3. Provide free educational concerts to students grades 3 – 12. During these concerts students learn about each instrument, how they sound, what it takes to play one and how they work in an orchestra. These concerts are offered free and are held in an auditorium or theater so that students get the full experience of attending an orchestral concert. Teachers are provided with educational materials that they can use before the concert to teach about the music being performed and follow up packets are sent out to teachers to evaluate the program.
4. Provide free community concerts to seniors in care homes: Besides the out-door venue concerts these groups will be performing for Seniors in senior living homes such as Life Care of Kona and Hilo and Yukio Okutsu State Veterans Home in Hilo.
5. Provide employment to musicians: These concerts will feature local musicians from the orchestra and support them financially. During the 2021-22 season 40 musicians were employed by KPOS.
6. Bring awareness about our orchestra and encourage attendance to other programs: These concerts offer an opportunity to introduce new people to our orchestra and our programs. We use this opportunity to encourage people to sign up for our monthly newsletter or follow us on social media.

3. The public purpose and need to be served;

Rural communities in Hawaii are underserved in any arts field. Access to live orchestral music is especially challenging because the orchestra performs in a concert hall that is too far for many to travel to. To meet these challenges Kamuela Philharmonic Orchestra Society provides public access to free symphonic music in several ways:

This organizations sends small ensemble groups to these rural areas and perform in small outdoor areas which is easily accessible to the community members. These concerts are very popular with families looking to expose their children to classical, symphonic music but have limited access to indoor, ticketed concerts. Small ensemble groups also go directly into senior care homes with live orchestral concerts serving seniors who mostly would not be able to travel to the concert hall for an evening concert.

This organization devotes 30% of its operating budget to free educational school programs. These programs go directly into the schools to teach music appreciation, introduction to orchestral induments and side-by-side instruction for students needing more advanced

training. This organization also helps students repair and purchase instruments for students who would like to play an instrument and cannot afford one. Each year we have more requests from schools that we can meet but the programs keep growing as funding is allowed.

4. Describe the target population to be served; and

This organization serves all ages and cultures of peoples on Hawaii Island. We are especially concerned with reaching students grades 3 – 12 in our educational outreach programs, these students have limited access to orchestral live music. The second target group we serve is the seniors in our community, especially those living in senior living facilities or the veteran's home.

30% of our operating budget is targeted at youth education, and we work closely with the title 1 public schools getting music education into these schools. Programs include: Music appreciation, instrument care and technique side-by-side instruction to students needing additional learning, concerto competition for advanced students to play with the orchestra and a program where free instruments are given to students needing them.

Exceptional care and consideration are given to our Kupuna (Senior) community members. During concerts bussing and assistance is available to concerts. During the pandemic when indoor concerts were cancelled small ensemble groups went into the senior residence homes and performed concerts during holiday such as veterans' day. Activities Directors in Senior living homes tell us how important live music is to the senior's mental health and we are committed to bringing live music to them.

5. Describe the geographic coverage.

This organization strives to serve the entire Hawaii Island communities. This island is rural, and communities are spread out with difficult traveling distances between them. While the concert hall is in the center of the island it still is a 2-hour drive from some communities. This makes the small ensemble programs so important. These free community concerts travel to other communities on the island making live orchestral music accessible to all. The same is true with the music educational programs. The music education team travels to the schools and serves as many schools as possible in a year depending on funding. To manage these efforts, we have set up East Side and West Side coordinators. These coordinators understand their communities the best and have close ties to the schools and venues in their communities making the effort to reach as many pockets as possible of the island.

Communities directly served during 2021 were: Kona, Hilo, Waimea, Kau, Honoka'a, Mountain View, Volcano, Waikoloa, Keauhou and Hawi.

### **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;

The funding from this grant will cover free community concerts on Hawaii Island with enfaces on youth education, awareness to orchestral music and serve seniors. The annual timeline will begin in August 2022 – June 2023.

The work to be accomplished will be to take live orchestral music into the community, schools, and senior homes to entertain, inspire, uplift, and educate youth.

The tasks will be to program:

Schedule and evaluate visits to the schools

Schedule, programs and evaluate the outdoor small ensemble concerts

Schedule, program and evaluate the education concerts

Schedule, program and evaluate the senior home visits

Promote the programs with social media, flyers, newsletters, and public service announcements.

The responsibilities these tasks will be divided between the artistic director, the east and west side coordinators, the education chair, and the personnel manager.

Artistic Director (Paid Staff): Responsible for programing the school visits, programing the outdoor concerts, programing the education concerts, and programing the senior home visits. Organizing the concerto competition. Rehearsing the musicians and directing larger concerts.

East/West Side Coordinators (Volunteers): Responsible for scheduling outdoor venue for Small Ensemble concerts and scheduling school visits. These coordinators also collect and organize the reports which are made after each event and prepare the evaluation of the program for the board's review.

Education Chair (Board Director): Responsible for securing the venue for the education concert, inviting the schools, and organizing the volunteers who help with the concert. Collecting data from the teachers which we will use to evaluate the program.

Personnel Manager (Paid Staff): Responsible for hiring the musicians after the Artistic Director programs the events. Sends contracts and communicates with the Treasurer for paychecks to be sent to the musicians after the performances.

Marketing Manager (Paid Staff): Responsible for marketing the concerts and programs so that the community knows about them. This person also is responsible for documenting digitally the programs to be used for educational purposes, web site promotion and YouTube videos.

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

School visits are allowed September, October, November, December 2022 and January, February, March, April 2023. During these months, the education team will perform music appreciation classes and side-by-side instruction in public title 1 schools on Hawaii Island. Most years 20 schools are visited with over 2000 students served.



Concerto Competition for advanced students is held in September 2022 and the concert where they perform with the orchestra is in January 2023. Unlimited applicants can apply but usually 15-20 apply and 3 winners are chosen.

Education Concert for all students happens in March 2023 and serves 1000 students.

Community Concerts are offered all year round but are often held around holidays such as Memorial Day, 4<sup>th</sup> of July, Labor Day, Veteran's Day, Mother's Day, Father's Day, the December Holidays, MLK day and Easter. During a typical year 35-40 concerts are performed and 10,000 people served.

Senior Concerts are offered during Veteran's Day, Mother's Day, Father's Day, the December Holidays. The senior care homes served are Life Care of Kona and Hilo and Yukio Okutsu State Veterans Home in Hilo. Typically, 9 concerts per year are performed with 500 people being served

3. Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and After each program or concert whether it is educational, a small ensemble concert or a visit to a senior home there is an evaluation form that is filled out by the coordinator of the program. This evaluation includes quantitative numbers such as how many people participated in the program and how many people were served. It also includes the ages and any target group that was served. The coordinator also asks the venue for a letter with feedback which is used to evaluate the program and make changes. There is a volunteer assigned to take photos or videos which are also used for promotion. This information is communicated back to the Artistic Director, Directors of the Board and Chairs of Committees to make necessary changes and improvements.

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.

A detailed Google Document is kept which shows each program and imbedded under each event is the quantitative numbers, the amount of calabash money collected, the number of musicians paid for services performed, names and titles of the coordinators responsible for organizing the program. Outcomes are tracked with both quantitative numbers and qualitative evaluations and letters. These are easy to upload into any system as proof of program accuracy and performance. For education programs students are also evaluated and encouraged to write letters which we archive for proof of the effectiveness of the program. Before staff and musicians can be paid for their services these reports must be in.

If appropriation differs from the amount included in this application the Board Treasurer will provide a detail of what funds were spent and on what services. Because these programs are well established, and the coordinators have strong history with the programs we do not anticipate this to happen. There have been some pivot programs which have happened due to recent State health Mandaites, but the core programs have still been performed even if they needed to be on a digital platform.

## **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)

\*\*\*\*SEE ATTACHED DOCUMENTS

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2023.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$6,250.00	\$6,250.00	\$6,250.00	\$6,250.00	\$25,000.00

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2023.

Potential sources of funding for the fiscal year include:

Ticket Sales - \$25,000.00

Concert Sponsors - \$50,000.00

Private Grants - \$35,000.00

Program Ad Sales - \$2,000.00

County WaiWai Grant - \$10,000.00

Donations - \$ 15,000.00

Fundraising - \$12,000.00

NEA Grant - \$25,000.00

State-in-Aid Grant - \$25,000.00

KPOS has several reliable grant funding has come from private philanthropy foundations: The Laura Jane Musser Foundation, The Dorrance Foundation, The John M. Ross Foundation and The Richard Smart Foundation.

We will continue to apply for grant support through our local County of Hawaii, State Foundation for Culture and the Arts as well as Hawaii Community Foundation. This year we will also be requesting funding from national sources through the NEA grant programs. This will be the first time seeking national funding besides funding received to us by the ARP programs.

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 2023 for program funding.

County of Hawaii FY2020-21 - \$4,300.00  
County of Hawaii FY2021-22 - \$5,000.00  
SFCA FY2020-21 - \$15,000.00  
SFCA CARES 2020 - \$10,279.00  
SFCA ARP – 2021 - \$15,000.00  
SBA SVOG ARP – 2021-22 - \$59,853.56

Applied:

County of Hawaii FY2022-23 - \$10,000.00 Pending  
SFCA Biennium Program FY2022-23 - \$15,000.00 Pending  
NEA FY2022-23 - \$25,000.00 Will Apply

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2021.

\$66,548.03

## **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.

This orchestra has served Hawaii Island since 2005. Since its inception we have provided both ticketed and free concerts to the community, educational programs to the schools and sought to encourage young people to play an instrument. Our founder, Madeline Schatz-Harris dedicated her life to teaching music and starting this orchestra on Hawaii Island. We continue her vision as new leadership has taken over since her retirement. We honor her memory each year when we host a concerto competition where advanced students compete for a spot to be the featured soloist at a concert. This organization continues to grow and learn new things. We started as a string ensemble group and are now a thriving 40-piece orchestra. Our ticketed major concerts are fundraisers for our other programs which we offer free to the community. These programs grow each year along with our educational outreach in the public schools. In 2021, even with COVID restrictions, we performed over 40 concerts and did 10 school visits. This is a testament to our connection with the community and the trust the schools have in our educational team.

Board President, Joel Gimple has been with this organization since the beginning in 2005. He has served as past president, vice president, director, and advisor. Joel is a retired lawyer and was responsible for writing our bylaws and helping to establish our non-profit status. His leadership at the board level helps new board members to develop an understanding of their own leadership potential and strengths. We count on his sound leadership and advise as we have navigated through the restrictions COVID-19 as faced us with. The Board President is acting Executive Director and supervises the Marketing Manager and Grant Manager.

Artistic Director, Brian Dollinger joined KPOS in 2016 after a long national search after our founder retired. Brian has been instrumental in leading this organization and establishing a more organized and efficient educational team which works side by side with students and teachers providing additional music education in our public, title 1, schools. Brian works closely with the Board of Directors and supervises the Personnel Manager. More about Brian: [Brian Dollinger – Kamuela Philharmonic](#)

Musicians are auditioned, classically trained professionals in their field and are rehearsed regularly to prepare for concerts, educational programs and community outreach. Throughout the year this organization employs around 40 musicians. Many of these musicians have been with the orchestra since the beginning and are also private instrumental teachers and/or music teachers in the schools. These teachers have supported the growth of the organization by inspiring their students to join the orchestra. Musicians are contracted by project and are paid through the IRS 1099 program. The musicians report directly to the Artistic Director.

As examples of our community outreach programs, I am including three recent endorsement letters for our major programs: Education in the schools from December 2, 2021; Free Community Concerts from December 20, 2021, and Concerts for Seniors from December 20, 2021.

**\*\*\* SEE ATTACHED LETTERS**

## 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.

### **Elementary/Middle List for Music Ed Program**

1. Chiefess Kapiolani Elementary School (Hilo)
2. Connections Charter School (Hilo)
3. DeSilva Elementary School (Hilo)
4. Ha'aheo Elementary School (Hilo)
5. Hawaii Academy of Arts & Sciences Charter School (Hilo)
6. Hilo Union School (Hilo)
7. Holualoa Elementary School (Kona)
8. Honaunau Elementary School (Kona)
9. Honoka'a Elementary School (Waimea)
10. Ho'okena Elementary School (Kona)
  
11. Innovations Charter School (Kona)
12. Kahakai Elementary School (Hilo)
13. Kalaniana'ole Elementary School (Hilo)
14. Kanu o Ka 'Aina Charter School (Waimea)
15. Kaumana Elementary School (Hilo)
16. Kea'au Elementary School (Hilo)
17. Kealakehe Elementary School (Kona)
18. Keaukaha Elementary School (Hilo)
19. Ke Kula o Ehunuikaimalino Charter School (Kona)
20. Keonepoko Elementary School (Hilo)
21. Kona Pacific Charter School (Kona)
22. Konawaena Elementary School (Kona)
23. Kua o Ka La Charter School (Hilo)
24. Laupahoehoe Elementary School (Hilo)
25. Mountain View Elementary School (Hilo)
26. Na'alehu Elementary School (Ka'u)
27. Nawahiokalaniopu'u Charter School (Hilo)
28. Pa'auilo Elementary School (Hilo)
29. Pahala Elementary School (Ka'u)
30. Pahoia Elementary School (Hilo)
31. Volcano School of Arts & Sciences Charter School (Hilo)
32. Waiakea Elementary School (Hilo)
33. Waiakeawaena Elementary School (Hilo)
34. Waikoloa Elementary School (Kona)
35. Waimea Elementary School (Waimea)

### **High School List for Music Ed Program**

1. Kealakehe HS - 745000 Puohulihuli St, Kailua-Kona, HI 96740
2. Konawaena HS - 81-1043 Konawaena School Rd, Kealahou, HI 96750
3. Kea 'au HS - 16-725 Keaau Pahoa Rd, Keaau, HI 96749
4. Ka'u HS - 96-3150 Pikake St, Pahala, HI 96777
5. Pahoa HS - 15-3038 Pahoa Village Rd, Pahoa, HI 96778
6. Waiakea HS - 155 W Kawili St, Hilo, HI 96720
7. Honokaa HS - 45-527 Pakalana St, Honokaa, HI 96727
8. Kohala HS - 54-3611 Akoni Pule Hwy, Kapaau, HI 96755
9. Hilo HS - 556 Waianuenue Ave, Hilo HI 96720

### **Venues for Free Community Concerts:**

1. Kona Commons Shopping Center – Kona
2. Hawi Farmer's Market – Hawi
3. Hilo Yacht Club – Hilo
4. Kings Shops Center Stage – Waikoloa
5. Keauhou Shopping Center Gazebo – Keauhou

### **Venues for Senior Outreach:**

1. Regency at Hualalai – Kona
2. Life Care Senior Center – Kona
3. Life Care Senior Center – Hilo
4. Yukio Okutsu State Veteran's Home – Hilo
5. Hale Aneuenue Care Home - Hilo

## **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.

**Brian Dollinger—Artistic Director (Paid Staff)** of Kamuela Philharmonic Orchestra and leader of all Children's Outreach programs. Dollinger has been working on Hawaii Island in the schools since 2016 when he was hired to be the Artistic Director of this orchestra. Students respond to him easily because he brings an unique approach which helps make music accessible to the youth.

**Susan McGovern – East Side Coordinator** - Founding member of Kamuela Philharmonic Orchestra. Team Leader of Music Education for East side Children's Outreach Programs. McGovern has been an orchestra member since 2005. She has been a violin teacher and mentor in our community for over 30 years. She is instrumental in connecting schools with music programs and is an amazingly effective fundraiser for youth education programs. Susan volunteers her time to this outreach and leads an educational team which has worked together since 2016,

**Sharon Cannon – West Side Coordinator and Chair of the Education Program** - Kamuela Philharmonic Orchestra's Board Treasurer and volunteer coordinator. Team Leader of Music Education for West side Children's Outreach Programs. Cannon has been an orchestra member since 2005 and has a degree in Music Performance. She has been the lead organizer in the children's education programs since the beginning in 2016. She has also lived in this community for over 30 years making her one of our best assets to connecting the community to this program. Cannon volunteers her time to this outreach. She also leads an educational team which has worked together in the schools since 2016.

**Donna Nichols – Personnel Manager and Coordinator for the Small Ensemble Programs (Paid Staff)** - Resident of Hawaii Island for two years and a professional executive assistant for forty-five. Donna has owned a record label since 2003 and has produced and distributed more than 90 albums and singles for musicians from around the world. She has volunteered for many philanthropic organizations since 1988 including the Children Affected by AIDS Foundation, the Wellness Community of San Diego, Mainly Mozart San Diego and participated on the board of the San Diego Flute Guild for 13 years. As Personnel Manager, she fosters a close relationship between the musicians and Artistic Director, and other constituents. She manages the Small Ensemble Programs, books musician travel for MasterWorks performances, handles all documentation and nurtures positive relationships between groups.

**Donna Nichols (Paid Staff) – Marketing Manager** - As Marketing Manager, she is responsible for Website management, social media, YouTube management, email marketing, press releases, event promotion for MasterWorks events and fundraisers, design/printing of concert programs, manages Zoom board meetings, handles systems administration (Box).

**List of volunteers working Outreach Programs:**

Mary Collier, Barbara Coffman, Joel Gimple, Paul Koehler, Dave Masunaga, Garry and Sue Russel, Julie Salis, Niel Thomas, Melissa Thompson, David and Joanne Turner, Ursula Vietze, George Winchell and Brendan Dunn, Brenda McConnell, Julia Lester and Lori Huff and Lisa Wells.

**List of Board Members who Supervise the programs:**

Joel Gimpel – President  
Dennis Yates – Vice President  
Sharon Cannon – Treasurer  
Binti Bailey – Secretary  
Karl Lizza – Director  
Niel Thomas – Director  
Delphina Dorrance – Director  
Dan Schermer – Director

Colleen Whitty – Director

Paul Koehler – Director

**Training** is provided as needed, but so many of these staff and volunteer coordinators have been involved with the programs since the beginning and have created the program. Training mostly involves meetings where the staff and volunteers discuss the feedback from the evaluations and make programing changes accordingly. These meetings happen monthly via zoom so that east and west sides can easily come together.

## **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.

Board of Directors (Listed above): oversees the operations and management of the contracted staff and volunteers.

Artistic Director: reports directly to the Board of Directors and manages the Personnel Director and the Contracted Musicians.

Personnel Manager: reports directly to the Artistic Director and the Board of Directors and helps organize and manage the contracts with the Musicians.

Marketing Manager: works with a marketing team of volunteers and reports directly to the President of the Board.

Contracted Musicians: receive their contracts from the Personnel Manager and report to the Artistic Director during the contracted service.

## **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.

Artistic Director - \$12,500.00/year

Marketing Manager - \$10,000/year

Personnel Manager - \$5,000.00/year

## **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.

No Litigation - 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.

No licensure or Accreditation is relevant however Kamuela Philharmonic Orchestra Society if a long-standing member of the League of American Orchestras.

## **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 2022-23 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2022-23, but
- (b) Not received by the applicant thereafter.

As Kamuela Philharmonic Orchestra Society's programs grow and become more professionally organized, we see the interest with the community growing. This awareness brings more private funding. During the Pandemic we developed more involvement through social media and virtual platforms which has broadened our audience. This has directly influenced the donations received to the organization.

We now have committed private donors who will sponsor ticket quarterly concerts when indoor concerts are allowed again which will be used as fundraisers for the organization.

Several reliable grant funding has come from private philanthropy foundations: The Laura Jane Musser Foundation, The Dorrance Foundation, The John M. Ross Foundation and The Richard Smart Foundation.

We will continue to apply for grant support through our local County of Hawaii, State Foundation for Culture and the Arts as well as Hawaii Community Foundation. This year we will also be requesting funding from national sources through the NEA grant programs. This will be the first time seeking national funding besides funding received to us by the ARP programs.

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2022 to June 30, 2023

Applicant: Kamuela Philharmonic Orchestra Society

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	20,000	20,000	8,500	81,400
2. Payroll Taxes & Assessments				8,900
3. Fringe Benefits				
<b>TOTAL PERSONNEL COST</b>	<b>20,000</b>	<b>20,000</b>	<b>8,500</b>	<b>90,300</b>
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island				8,300
2. Insurance	500	500	300	1,150
3. Lease/Rental of Equipment			500	0
4. Lease/Rental of Space	3,000	3,000		12,000
5. Staff Training				1,150
6. Supplies			200	1,300
7. Telecommunication				5,000
8. Utilities				0
9. Accounting				5,000
10. Bookkeeper	1,500	1,000	500	1,000
11. Legal				5,000
12. Advertising		500		3,000
13. Operating Expenses				14,480
14				
15				
16				
17				
18				
19				
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>5,000</b>	<b>5,000</b>	<b>1,500</b>	<b>57,380</b>
<b>C. EQUIPMENT PURCHASES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>D. MOTOR VEHICLE PURCHASES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>E. CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL (A+B+C+D+E)</b>	<b>25,000</b>	<b>25,000</b>	<b>10,000</b>	<b>147,680</b>
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	25,000	Sharon A. Cannon 808-938-0260		
(b) Total Federal Funds Requested	25,000	Name (Please type or print) Phone		
(c) Total County Funds Requested	10,000	<i>Sharon Cannon</i> 1/11/22		
(d) Total Private/Other Funds Requested	147,680	Signature of Authorized Official Date		
<b>TOTAL BUDGET</b>	<b>207,680</b>	Sharon A. Cannon KPOS Treasurer/Director Name and Title (Please type or print)		



## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2022 to June 30, 2023

Applicant: *Kamuela Philharmonic Orchestra Society - Not Applicable*

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

JUSTIFICATION/COMMENTS:

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

JUSTIFICATION/COMMENTS:

## BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2022 to June 30, 2023

Applicant: *Kamwela Philharmonic Orchestra Society - Not Applicable*

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: 2020-2021	FY: 2021-2022	FY:2022-2023	FY:2022-2023	FY:2023-2024	FY:2024-2025
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
<b>TOTAL:</b>						
JUSTIFICATION/COMMENTS:						

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

Applicant: Kamuela Philharmonic Orchestra Society\_\_\_\_\_

Contracts Total: 79,853

	<b>CONTRACT DESCRIPTION</b>	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)</b>	<b>CONTRACT VALUE</b>
4	SFCA FY22-0029 - ARP	Oct-Nov. 2021	SFCA	U.S.	15,000
5	County of Hawaii - Education Program	FY2021-22	County of Hawaii	Hawaii County	5,000
6	US Small Buinsess Administration - ARP	June 21-June 22	SBA/SVOG	U.S.	59,853
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# Kealakehe High School

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1/10/2022

To whom it may concern, :

On December 2, 2021, several members of the KPOS small ensembles paid a visit to two of my band classes at Kealakehe High School for educational visits. Both classes are comprised of beginning band students ranging from 9<sup>th</sup> grade to 12<sup>th</sup> grade.

The students thoroughly enjoyed the visit and continued to talk about it and ask me questions for several days afterwards. They were excited and motivated by the fact that “outsiders” and professional musicians would take an interest in them and give up their time to come see the classes.

The students enjoyed some great music and also were interested in the short bits of history shared with them.

I believe this really helped to inspire the students in the program and encourage them to continue with their own efforts in music. We sincerely appreciated the opportunity and hope that we may be privileged enough to see these fine musicians in our classes again in the future!

Thank you so much for your time and consideration!

Sincerely, Michael Smellie, Band Director Kealakehe High School.

A handwritten signature in black ink, appearing to read 'Michael Smellie'.





**Kona Commons**  
74-5444 Makala Blvd. Kailua-Kona, Hawaii 96740

December 20, 2021

FR: Nancy Sakamoto, General Manager  
Kona Commons Shopping Center

RE: Holiday Performances by the Kamuela Philharmonic Orchestra

Aloha and Mahalo to the Kamuela Philharmonic Orchestra and all of the musicians who participated in the holiday performances at Kona Commons Shopping Center. The shopping experience at Kona Commons this holiday season was definitely heightened by the series of performances by the Kamuela Philharmonic Orchestra ensembles.

From the Thanksgiving weekend through the weekend before Christmas, our shoppers were treated to the sounds of the season by woodwinds, string, and horn groups. Each of these performances drew an audience of community members who were happy to spend an hour or more soaking up the musical offerings.

The community does not often have free orchestral performances and were delighted with the variety of ensembles from week to week.

The Shopping Center is grateful to have had the opportunity to host these performances and I hope this is the first of many more similar opportunities.

Mahalo nui loa!

A handwritten signature in black ink, appearing to read "Nancy Sakamoto". The signature is written in a cursive, flowing style.

Kamuela Philharmonic

12/29/21

To The Kamuela Philharmonic

Happy Holidays! Life Care Center of Hilo was pleased to have had the Kilauea Kwintet come and share their wonderful music with our Residents, Staff, and Visitors on December 20<sup>th</sup>, 2021. The Residents enjoyed a variety of classic songs as well as Christmas tunes from 5 very talented musicians. Because of the pandemic, our Residents here at Life Care Center has not been able to enjoy programs and the old performers/volunteers that used to come visit us in previous years. The performance and time that the Kilauea Kwintet gifted to them brought so much joy and happiness. They sang along, smiled, and laughed; and that is one of the greatest gifts that can be shared in this holiday season and especially in this unpredictable times. Our doors will always be open for future performances from this wonderful group. Thank you folks again so much. Happy New Year!

Maria Joanna Gacula-Parayno

Director of Activities

Life Care Center of Hilo

(808) 959-9151