

**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

**HAWAI'I PACIFIC UNIVERSITY**

was incorporated under the laws of Hawaii on 09/22/1965 ; 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 17, 2023

Director of Commerce and Consumer Affairs



To check the authenticity of this certificate, please visit: <http://hbe.ehawaii.gov/documents/authenticate.html>  
Authentication Code: 451638-COGS\_PDF-13419D2

**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)**

**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](#).

The grant will be used to support the construction of a multi-media facility in the downtown core of Honolulu on the Aloha Tower Marketplace Campus of Hawai'i Pacific University. The facility will be designed to support the media needs of the O'ahu population, targeting in particular Honolulu residents and community groups in the downtown Honolulu core. At the new facility, Hawai'i Pacific University will partner with 'Ōlelo Community Media, O'ahu's nonprofit community Public, Education and Government (PEG) access provider, to expand community access to media production through the new facility. The new amenity will increase the current number of publicly accessible media facilities on O'ahu. Expanded community access to media will also be supported by this facility through its location in an underserved area of O'ahu as well as by providing broader access hours to media production facilities through weekend access and extended weekday access hours. Staffed by 'Ōlelo and Hawai'i Pacific University, the facility will promote interaction and collaboration between community members and the HPU community, increasing the exploration of local issues and concerns. The facility will expand professional training options for community members and through its small studio and video and sound editing facilities as well as equipment loan services, enable O'ahu community members to tell their stories.

**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;**

Hawai'i Pacific University (HPU) is a private, not-for-profit, independent, coeducational, comprehensive university, with 5,200 undergraduate and graduate students. Chartered in 1965 as Hawai'i Pacific College, the University received accreditation from the Western Association of Schools and Colleges Senior College and University Commission (WSCUC) in 1973 and has remained fully accredited ever since. The mission of the

university is to create an international learning community rooted in an American education and built upon a liberal arts foundation. The university mission is built around three core, Hawaiian values: *pono*, *kuleana*, and *aloha*. The institution is governed by an independent Board of Trustees comprised of community and business leaders. HPU provides access to education on three major campuses across Oahu: an urban core campus, a rural campus in Kaneohe, and Makapu'u Campus on the windward coast of O'ahu. In addition, HPU delivers courses on seven military installations and serves military service members, their families, and Veterans. Over the next two years, HPU will be expanding its footprint with its "Ninth Island Program" to serve students in Las Vegas and the Pacific Northwest.

HPU offers undergraduate degrees from Associates level, through Bachelors, Masters, and Doctoral Level. It offers innovative programs through a variety of mediums to serve its diverse population of local, mainland, international, traditional and adult learners. The student population originates from all 50 states and approximately 80 countries and the university was recently designated the most diverse university in the U.S. In 2021, HPU was designated as a federal Minority Serving Institution. In addition, the university has multiple partnerships with high schools on O'ahu which provide dual credit courses leading to associates degrees allowing students in Hawai'i to kick start their degrees while still attending high school.

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

Hawai'i Pacific University proposes the creation of a modern multi-media facility equipped with a small production studio and video and editing labs, and featuring media equipment loan capabilities to serve both HPU students and Honolulu residents. Honolulu residents will be served through a partnership with 'Ōlelo who will use the space to expand their services in media training and production training, fulfilling their mission to assisting community organizations and individuals in the production and distribution of their own media.

Specifically our goals are to create a shared access multi-media facility which will:

- Increase community access to video production facilities
- Increase community access to training in media and video production
- Provide media and program distribution services to community partners
- Provide opportunities for upskilling in media technology for community members, current HPU students, and alumni
- Increase the number of community media facilities
- Expand the network of media production access points in the downtown Honolulu area—where such access points are currently limited—and serve an underserved downtown Honolulu community
- Promote interaction and collaboration between student and community members on media projects, increasing student understanding of local issues and concerns, and fulfilling HPU's mission to be a community partner

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

'Ōlelo is a private non-profit corporation promoting free-speech by providing access to media training, production facilities and programming distribution services on O'ahu. Currently, 'Ōlelo provides production and distribution facilities for users from the public, education, and government (PEG) sectors in Mapunāpuna, Nanakuli, Kaimuki, Kane'ōhe, Wahiawa and Waipahu. The partnership with Hawai'i Pacific University in a facility at its Aloha Tower Marketplace Campus (ATM) will provide access in the unserved downtown Honolulu area. Current partnerships with DOE sites at Nanakuli Intermediate and High School; Kaimuki High School; King Intermediate School; Leilehua High School; Waipahu Intermediate School have restricted access and are open only by appointment, after school hours, and are unavailable for use on weekends. The facility at HPU ATM will offer weekend and evening access with increased access during summer terms.

4. *Describe the target population to be served; and*

Target population consists of individuals from the Public, Educational and Government (PEG) communities across Oahu, HPU students, staff and faculty, and HPU community members. Particular targets are community members located in the downtown Honolulu area who are underserved by other public access media labs.

5. *Describe the geographic coverage.*

The geographic coverage is island wide on O'ahu.

### **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;*

**Phase One** of the project will entail the conversion of an existing space at the Aloha Tower Market campus of Hawai'i Pacific University to a usable video production space. Conversion will involve structural alterations which increase the height of the ceiling to accommodate studio dimensions and equipment; HVAC modification; electrical installation and reinstallation; sound proofing; installation of editing bays; modification of space for equipment storage; security measure installations to provide easy but secure access for 'Ōlelo partners and community members.

**Phase Two** of the project involves installation of audio visual equipment including lighting, light controllers, audio booths, studio cameras, control room equipment, lighting truss system.

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

**Phases One and Two: Construction and Equipment Installation**

Start: 7/1/2023

Completion: 6/30/2024

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

Evaluation plan:

- Monthly quantification of usership of media facility by PEG targets
- Monthly quantification of equipment checkout from media facility by PEG targets
- Monthly quantification of completed media projects by number and type
- Monthly quantification of training/workshop events by number, type, attendance
- Individual and group user feedback surveys
- Observed feedback analysis conducted by HPU staff and 'Ōlelo partners on quarterly basis
- Analysis of given, requested, and observed feedback quarterly with continuous improvement process

4. *List the measure(s) of effectiveness that will be reported to the State agency through which grant funds are appropriated (the expending agency).*

Hawai'i Pacific University's Office of Sponsored Research and Grants will provide the state with the necessary documents to demonstrate effectiveness. A key measure of effectiveness of this project is construction progress and equipment installation culminating in project completion. The entire project, including construction, and installation of equipment will be completed by 6/30/2024.

**IV. Financial**

**Budget**

1. *The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.*

See pp. 8-12 for required budget forms.

2. *The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2024.*

<b>Quarter 1</b>	<b>Quarter 2</b>	<b>Quarter 3</b>	<b>Quarter 4</b>	<b>Total Grant</b>
\$100,000	\$142,023	\$60,023		\$302,046

Construction costs (\$242,023) will be spread across Quarter 1 and Quarter 2. Equipment (\$60,023) will be purchased and installed in Quarter 3.

3. *The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2024.*

As part of its ongoing capital campaign, Hawai'i Pacific University will seek funding from private donors and local foundations, including Hawaiian Electric Foundation, Bank of Hawai'i Foundation, and the Clarence T.C. Ching Foundation, for ongoing support of this initiative.

4. *The applicant shall provide a listing of all state and federal tax credits it has been granted within the prior three years.*

No state or federal tax credits have been granted within the prior three years.

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 2024 for program funding.*

No government (federal, state, or county) contracts, grants, or grants-in-aid funds related to this project have been received in the prior three years.

6. *The applicant shall provide the balance of its unrestricted current assets as of December 31, 2022.*

As of December 31, 2022, Hawai'i Pacific University's balance of unrestricted current assets was \$52,000,000.

**BUDGET REQUEST BY SOURCE OF FUNDS**

Period: July 1, 2023 to June 30, 2024

Applicant: Hawai'i Pacific University

<b>BUDGET CATEGORIES</b>	<b>Total State Funds Requested (a)</b>	<b>Total Federal Funds Requested (b)</b>	<b>Total County Funds Requested (c)</b>	<b>Total Private/Other Funds Requested (d)</b>
<b>A. PERSONNEL COST</b>				
1. Salaries				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
<b>TOTAL PERSONNEL COST</b>				
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>				
<b>C. EQUIPMENT PURCHASES</b>	<b>60,023</b>			
<b>D. MOTOR VEHICLE PURCHASES</b>				
<b>E. CAPITAL -construction</b>	<b>242,023</b>			
<b>TOTAL (A+B+C+D+E)</b>	<b>302,046</b>			
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	302,046	Jennifer Walsh 808-544-0211		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested		<i>Jennifer E Walsh</i>		
(d) Total Private/Other Funds Requested		Signature of Authorized Official Date		
<b>TOTAL BUDGET</b>		Name and Title (Please type or print) Jennifer Walsh, SVP & Provost		





**BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES**

Period: July 1, 2023 to June 30, 2024

Applicant: Hawai'i Pacific University

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Video Lights, lighting peripherals, light controller		\$10,807.00	\$ 10,807.00	10807
Audio Booth, acoustical tiles for sound		\$7,117.00	\$ 7,117.00	7117
Studio cameras, studio control room equipment		\$33,752.00	\$ 33,752.00	33752
Lighting Truss System		\$8,347.00	\$ 8,347.00	8347
			\$ -	
<b>TOTAL</b>			<b>\$ 60,023.00</b>	<b>60,023</b>

JUSTIFICATION/COMMENTS:

Equipment for 2 camera studio with lighting and sound that is accessible by both HPU students as well as the public via 'Ōlelo Public Access.

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

JUSTIFICATION/COMMENTS:

**BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS**  
 Period: July 1, 2023 to June 30, 2024

Applicant: Hawai'i Pacific University

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: 2021-2022	FY: 2022-2023	FY: 2023-2024	FY: 2023-2024	FY: 2024-2025	FY: 2025-2026
PLANS						
LAND ACQUISITION						
DESIGN			20000			
CONSTRUCTION			162000			
EQUIPMENT			60023			
<b>TOTAL:</b>			<b>242,023</b>			
JUSTIFICATION/COMMENTS:						

Construction cost includes buildout and modification of existing space to meet the needs for a video production facility. It includes reworking the lighting, electrical, and AC handler. Also provides a sound-proof environment for a video studio. Equipment cost includes camera and lighting for the studio.

Applicant: Hawai' Pacific University  
 Title: Current Grants and Contracts  
 Effective Date: 11-30-2022

Current Grant/Contract Awarded Total: **\$16,406,666**

Grant Title	Government Entity	Funding Agency	Period of Award	Award Amount
Aquaculture Workshop at Oceanic Institute of Hawai' Pacific University for Students of Waianae High School's Aquaculture Program	Fed	NOAA	10/1/20 - 9/30/22	\$ 15,000.00
Mantle Controls on Magmatic Volcanic Cycles at Basaltic Volcanoes: An Isotopic Probe of the Pu'u O'o Halema'uma'u and 2018 Leilan' Eruptions of Kilauea Volcano	Fed	UHNSF	7/1/21 - 6/30/23	\$ 19,974.00
Collaborative Research: Women of Color and Computing Conference Wahine: Culturally Responsive Collective Catalysts	Fed	NSF	3/1/20 - 2/28/23	\$ 46,246.00
Collaborative Research Early Evolution of the Hawaiian Plume from the Geochemistry and Geochronology of Basalts Spanning the Entire Emperor Seamount Chain	Fed	NSF	1/15/2022 - 12/31/2024	\$ 53,169.00
Expanding the HPU Honokaa Dual Credit Program: Hoomau Kulia I Ka Nuu- Continue to Strive for the Best	Fed	USDA-RUS	11/30/18 - 11/30/22	\$ 82,800.00
Mana Wahine Fellowship Program (Health Sciences - Nursing)	State	DHHS/Papa Ola Lokahi	8/01/22 - 7/31/23	\$ 112,000.00
Louis Stokes STEM Pathways and Research Alliance: Islands of Opportunity Alliance	Fed	UH Hilo (NSF)	9/1/18 - 8/31/23	\$ 112,851.00
Hawai' Pacific University Center for Marine Debris Research (CMDR)	Fed	NIST	10/1/21 - 9/30/23	\$ 217,166.00
Intervention Development and Pilot Study to Prevent Untreated Native Hawaiian and Pacific Islander Opioid Use Disorders	Fed	UC Riverside/NIH	6/1/21 - 5/31/24	\$ 219,600.00
Bounty for the In-Water Removal of Derelict Fishing Gear Near Hawai'	Fed	NOAA	9/01/22 - 8/31/24	\$ 260,000.00
Assessment of Plastic Additive	State	University of Hawai' DOT	10/01/21 - 03/31/23	\$ 291,000.00
MRI: Acquisition of A Raman Spectrometer for Ocean Acidification and Marine Debris Research	Fed	NSF	8/1/21 - 7/31/23	\$ 319,965.00
OISE EAGER: Developing a Collective Impact Model with and for Native Hawaiian and Pacific Islander Girls to Persist in Computer Science	Fed	NSF	9/15/19 - 8/31/22	\$ 349,793.00
Collaborative Research: Illuminating microbes and their viruses within the dark ocean crust through strain-level approaches	Fed	NSF	5/1/19 - 10/31/23	\$ 379,264.00
Claudin expression regulates mucus function	Fed	DHHS/NIDDKD	9/28/22 - 8/31/2025	\$ 405,876.00
An Adaptation and Evaluation of an Entrepreneurial Research Training Model in Hawai': The HUI SRC	Fed	NIH/NIGMS	5/1/19 - 3/31/2023	\$ 619,952.00
The Implementation, Adoption, and Sustainability of Ho'Ouna Pono (R34)	Fed	NIH/NIDA	5/1/19 - 3/31/2023	\$ 812,153.00
INBRE IV: Hawai' Statewide Research and Training Partnership	Fed	UH (NIH/NCRF)	5/1/18 - 4/30/23	\$ 1,445,610.00

## **V. Experience and Capability**

### **1. Necessary Skills and Experience**

*The applicant shall demonstrate that it has the necessary skills, abilities, knowledge of, and experience relating to the request.*

The construction of the HPU Multimedia Laboratory will be managed by the same internal team (with external oversight) that managed the University's recent comprehensive move and campus consolidation to the downtown Waterfront Plaza location in 2019. The team is headed by Cody Down, HPU's Chief Information Officer, who reports directly to President John Gotanda. Chief Financial Officer David Kosteki, who also reports directly to President John Gotanda will oversee the financial management of this project.

The Finance Committee of the Board of Trustees is responsible for Board oversight of this project. The committee receives quarterly reports that include both financial and operational updates. All reports are also shared with the full Board of Trustees.

It should be noted that the University's recent campus consolidation was accomplished on time and on budget.

As the facility enters the operations phase, the following staff will be responsible for oversight, management, and day to day running and support of the facility and in operationalizing public access to the site:

Mark Nitta – Director of Educational Technology and Client Services, Hawai'i Pacific University

Mark has been with HPU for 25 years. He started as the Manager of the Communication Video Lab at HPU and was formative in developing, and instructing within, the Multimedia Program. Prior to his employment at HPU, he built a Multimedia Center at the Rehabilitation Hospital of the Pacific. With over 40 years of experience in video production, he has continued to be involved in multiple projects within the state and abroad.

Greg Davis – Multimedia Technical Analyst, Hawai'i Pacific University

Greg has been with HPU for 5 years, and is responsible for supporting classroom technology and providing audio/video support to internal and external HPU clients.

Previous experience includes all aspects of video operations and includes:

- PBS Hawaii (studio cameraman)
  - Participated in live and live-to-tape production of numerous programs
- Oceanic Cable (now Spectrum) (Director of Video Operations)
  - Oversaw design and operations of on-air and production facilities
  - Responsible for all aspects of operation of internal creative services and on-air operations departments

- Producer of weekly program, Island Connections
- Ohana Foundation (Director of Video Operations)
  - Designed and oversaw creation of video post-production department including multiple edit bays, DVD authoring stations, graphics and animation workstations, audio recording facilities
  - Oversaw hiring and managing a staff of over 30 production and post-production personnel
- “Ōlelo Community Media (Director of Client Services)
  - Overall responsibility for all aspects of direct services to clients and coverage of community events, including:
    - Operations of Community Media Centers (CMCs)
    - Executive Production services
    - Managing staff of Associate Directors, Production Coordinators, Outreach Managers, CMC Managers Community Media Associates
    - Producer of Kupuna Power series, Prince Lot Hula Festival, Goodwill Goes Glam!, as well as numerous special projects

Wes Akamine – Director of Operations and Project Management, “Ōlelo Community Media

Wes has been with “Ōlelo for over 20 years. He is currently responsible for all community engagement initiatives including media training and mentoring that enable the public to access “Ōlelo television channels and resources, including equipment rental. In addition, Wes oversees “Ōlelo’s media production and post-production services, Executive Productions, internships and volunteer services.

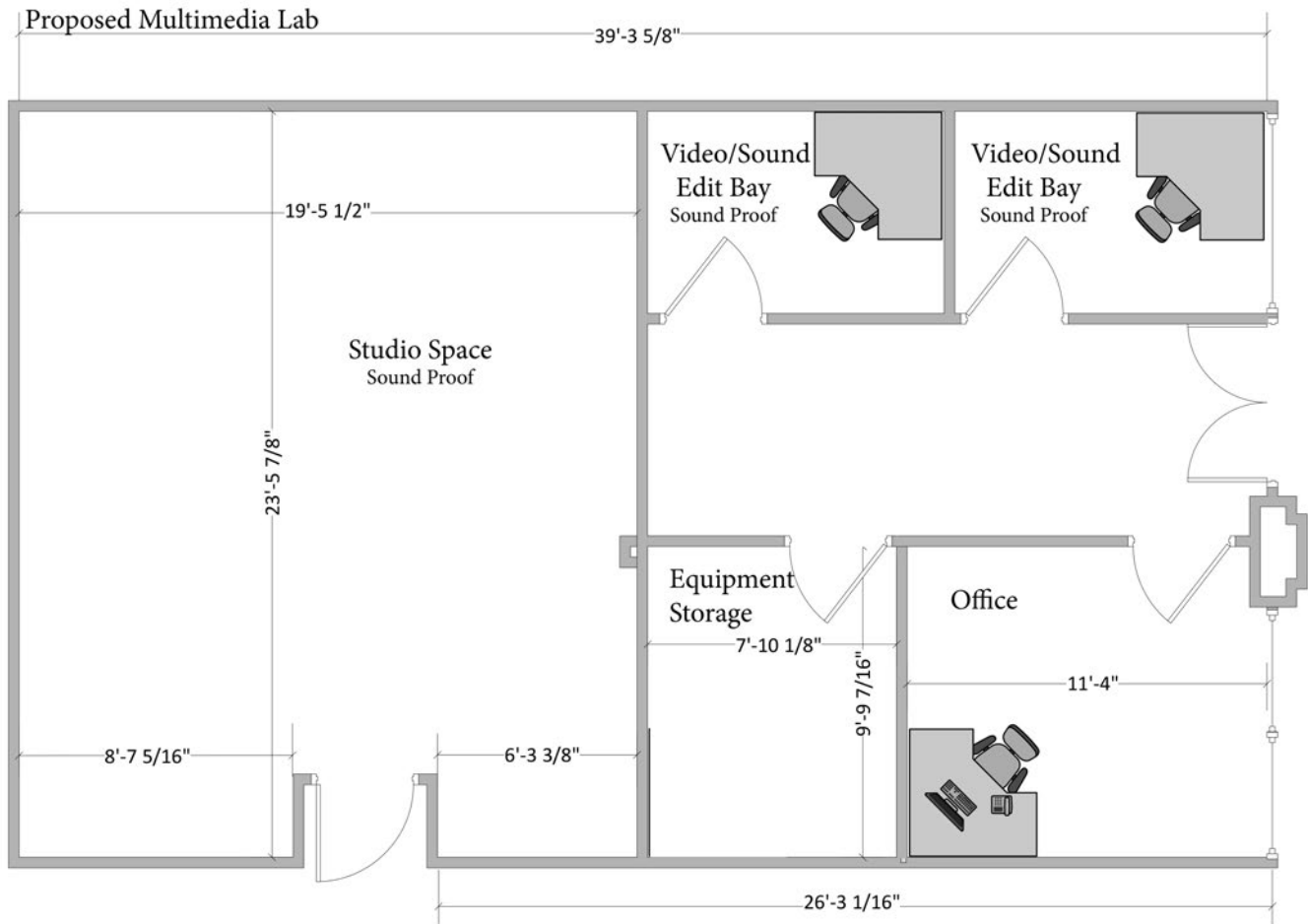
Previous experience includes:

- KEYT (Santa Barbara, California)
  - Chief commercial videographer
  - Studio Manager

## **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.*

The new multi-media facility will be constructed in existing space at the Aloha Tower Marketplace Campus of HPU. A 1221 square foot office will be converted to studio, office, and edit bay space. The space will accommodate a studio in addition to an office and storage space for equipment checkout. Two video.sound editing bays will also be installed. Please see the schematic on the following page.



The Multimedia Laboratory will complement other laboratory facilities to provide students with a comprehensive learning and research experience. These include:

*Engineering Lab (Waterfront Plaza, Building 4-200-H)*

This space houses six 12' lab benches that can accommodate up to 24 students. The benches are used by students to conduct electronic lab experiments using measurement equipment, to participate in classroom activities, and to study in groups on their homework assignments. An ultimate plan is to divide this large lab space further into two or three small spaces using moveable partitions. These small lab spaces will provide working areas for faculty and student projects.

*Robotics/Cybersecurity Lab (Waterfront Plaza, Building 4-200-J)*

This is a small lab room that accommodates robotics equipment and cybersecurity lab equipment. The robotics portion includes land, sea, and air robot project kits. The cybersecurity portion of the lab includes a cluster of PCs.

*Makerspace and Measurement Lab (Waterfront Plaza, Building 4-200-K)*

This is a small lab room that includes faculty and student projects and related equipment. The space is equipped with a 3-D printer and soldering station, and serves as a makerspace for students and faculty to fabricate Printed Circuit Boards (PCB). It also includes research-grade measurement equipment such as a DC power source, precision multimeter, digital oscilloscope, and arbitrary function generator.

*Nursing Simulation Laboratory (Waterfront Plaza, Building 1)*

This technology-enhanced Simulation Center includes two large skills laboratories with equipment (i.e., mannequins, IVs) and medical supplies necessary for the simulation of nursing, social work, and public health practices; five simulation rooms with adjacent control rooms for teaching and learning skills; and four examination rooms for discussion and briefing.

*Graduate Center for Health Sciences Laboratory (Waterfront Plaza, Building 6)*

This laboratory houses the patient examination tables, physical therapy equipment, simulated observation rooms, and faculty offices for the Doctor of Physical Therapy program, and the developing Occupational Therapy and Physician Assistant programs. It can accommodate up to 100 students at any one time.

**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.*

*Finance Team*

The finance team consists of Mr. David KostECKI, HPU Senior Vice President and Chief Financial Officer, and Ms. Brittany Hopkins, Assistant Vice President of Finance & Auxiliary Services. The Office of Sponsored Projects, currently led by Interim Manager Mark Yabui, will ensure that procurement and compliance requirements of the project are met. In addition, Ms. Lynne Wooddell, Associate Vice President, Principal Gifts, within the Office of University Advancement, are involved in ongoing solicitation of private donations and foundation funding to support ongoing project activities.



### *Multimedia Administration Team*

The Multimedia Administration Team will be responsible for the build out, general oversight and day-to-day functioning and support of the multi-media facility. The team consists of Mr. Cody Down, MSIS, HPU Associate Vice President and Chief Information Officer, who has managerial oversight for all technology facilities and staff on HPU campuses and will oversee the build out and equipping of the facility. Mr. Mark Nitta, the Director of Instructional Technology and Client Services at HPU, will have direct oversight of the facility in build-out and in operation. Once the build out is completed, a new Multi-Media Facility Manager will be responsible for the day to day running of the facility, including maintenance, scheduling of use by faculty, students and 'Ōlelo, equipment check out, maintenance and repair, and additional staffing if any is required. The Multi-Media Manager will be assisted by part-time student workers.

### *Assessment Team*

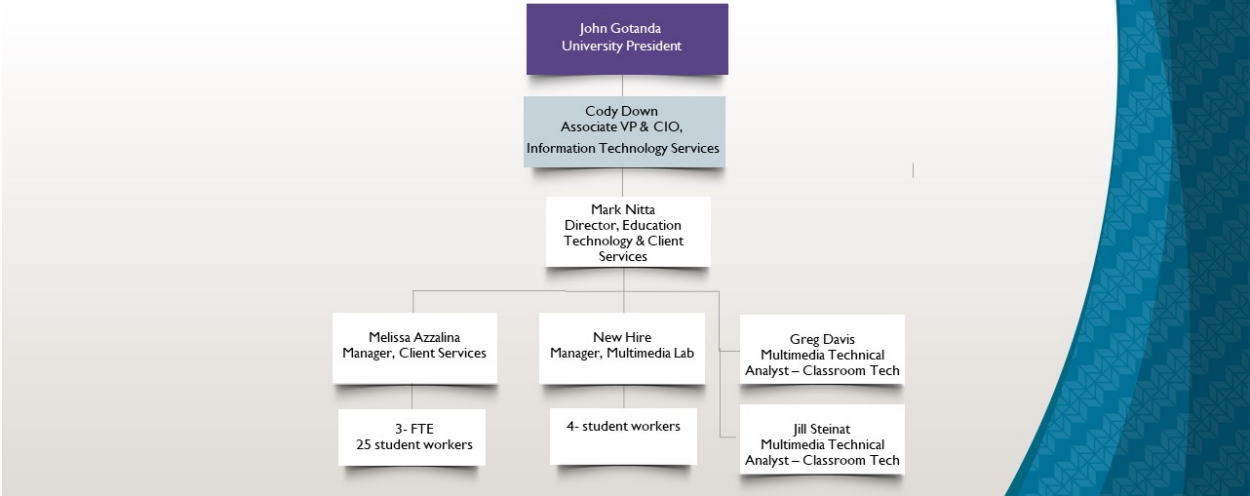
The Assessment Team will be responsible for monitoring the outcomes of the project once the facility is built and is in use. The team will be drawn from the Multimedia Administration Team, representatives from 'Ōlelo, faculty from the Multimedia Cinematic Arts Program at HPU, and the Dean of the College of Liberal Arts, Allison Gough, who oversees academic programs in the multimedia area.

## **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.*

An organizational chart related to the scope of this project is included below.

# HAWAII PACIFIC UNIVERSITY EDUCATION TECHNOLOGY AND CLIENT SERVICES



### 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 salaries paid to the three highest employees of Hawai'i Pacific University include:

President	\$549,342
Senior Vice President and General Counsel	\$289,828
Senior Vice President and Chief Financial Officer	\$278,459

## 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.

Hawai'i Pacific University does not currently have any pending litigation that would impact the execution of this project. Hawai'i Pacific University also does not have any outstanding judgments.

## 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.*

Hawai'i Pacific University is accredited by the WASC Senior College and University Commission (WSCUC). No specialized licensure or accreditation is required for the successful implementation of this project.

## 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.*

Hawai'i Pacific University is a private, non-sectarian, non-profit educational organization.

## 4. Future Sustainability Plan

*The applicant shall provide a plan for sustaining after fiscal year 2023-24 the activity funded by the grant if the grant of this application is:*

- (a) Received by the applicant for fiscal year 2023-24, but*
- (b) Not received by the applicant thereafter.*

The project is scheduled to be completed in July 2024, thus no capital funds will be required after fiscal year 2023-24. The University is prepared to absorb the ongoing personnel costs and equipment maintenance expenses after the initial construction project and operational implementation phase is complete.

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

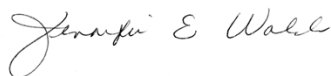
The undersigned authorized representative of the applicant certifies the following:

- 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; and
- 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.
- 4) The use of grant-in-aid funding complies with all provisions of the Constitution of the State of Hawaii (for example, pursuant to Article X, section 1, of the Constitution, the State cannot provide "... public funds ... for the support or benefit of any sectarian or nonsectarian private educational institution...").

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.

Hawai'i Pacific University



January 20, 2023

Jennifer E. Walsh, Ph.D. Senior Vice President and Provost, Hawai'i Pacific University