

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 KEIKI MUSEUM

was incorporated under the laws of Hawaii on 02/19/2021 ; 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, 2023

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:

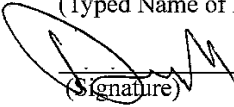
- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide 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; and
- 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.
- 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, 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.

Hawaii Keiki Museum

(Typed Name of Individual or Organization)


(Signature)

16 Jan 2023

(Date)

Dana McLaughlin

(Typed Name)

Founder and Executive Director

(Title)



Department of the Treasury
Internal Revenue Service
Tax Exempt and Government Entities
P.O. Box 2508
Cincinnati, OH 45201

HAWAII KEIKI MUSEUM
PUU NUI ST
WAIKOLOA, HI 96738

Date:
05/26/2021
Employer ID number:
86-2171601
Person to contact:
Name: Customer Service
ID number: 31954
Telephone: (877) 829-5500
Accounting period ending:
December 31
Public charity status:
509(a)(2)
Form 990 / 990-EZ / 990-N required:
Yes
Effective date of exemption:
June 1, 2020
Contribution deductibility:
Yes
Addendum applies:
No
DLN:
26053453006731

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

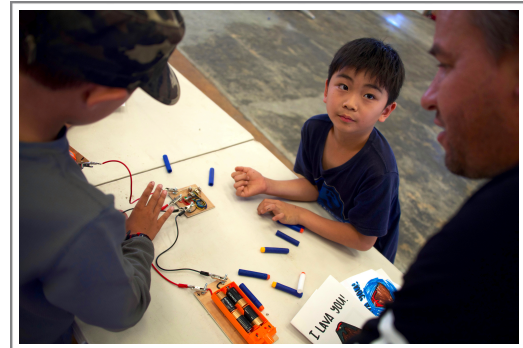
For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,

Stephen A. Martin
Director, Exempt Organizations
Rulings and Agreements



HAWAI'I KEIKI MUSEUM



A MUSEUM THAT INSPIRES
INNOVATION ON HAWAI'I ISLAND

Hawai'i Keiki Museum Grant Proposal

Thursday, January 19, 2023

Prepared for: House Finance Committee and the Senate Ways and Means Committee

Prepared by: Dana McLaughlin

Specific ask: \$255,000 operational funds

STATEMENT OF PUBLIC PURPOSE

This grant will be used for a public purpose pursuant to Section 42F-102, Hawai'i Revised Statutes:

(1) The name of the requesting organization or individual

Hawai'i Keiki Museum

(2) The public purpose for the grant

The Hawai'i Keiki Museum connects keiki to Hawai'i through hands-on exploration of island science. Our exhibits inspire wonderment and our programs engage their curiosity. The purpose of this funding is capacity building.

(3) The services to be supported by the grant

The Hawai'i Keiki Museum is a new science discovery center in Kailua-Kona. We are open to the public 6 days a week and receive an average of 1600 people a month, 2/3rds of which are keiki. We are at a stage where we need to professionalize our operations by engaging experienced staff members. Services supported by this grant will include: business consulting services, website design and SEO, improved physical signage, and program development. We would like to capture and document the stories of island science in content rich signage at the museum, online in an interactive multi-media web site, and in a teacher-guide, which offers educators tools and examples to provoke thoughtful discussion with their students.

(4) The target group

Museum exhibits and interactives are currently aimed at younger keiki, aged 1-9 years old. The new programming that will be developed with this support including the educator's guide will be primarily targeted at keiki aged 8-14 years old. According to the 2020 US Census, there are over 12,000 keiki in this age bracket living in the Kailua-Kona area.

(5) The cost of the grant and the budget.

Our budget for the implementation of this expansion is primarily for engaging professional staff. We need to move from relying on volunteers for museum operations to using paid staff. This includes hiring a professional consulting team that has access to many resources, a website developer and SEO expert, a sign architect, and educational staff with local and cultural expertise to advance our curriculum offerings and build programming content. Working together they will develop rich and memorable interactions to connect keiki to the 'aina.

BACKGROUND AND SUMMARY

A brief description of the applicant's background

The Hawai'i Keiki Museum is a children's science discovery center that welcomes children of all ages and abilities to have science learning experiences. It is a 501(c)3 non-profit corporation, a grass-roots effort, started by the local community in Kailua-Kona to provide science education and programming covering all disciplines of STEAM (science, technology, engineering, arts and math). There is a common sentiment that it's hard to have a STEAM career on the Big Island, which dampens enthusiasm for STEAM learning here.

In 2022, the Hawai'i Keiki Museum conducted 3 workshops, and hosted 4 schools field trips with educational programming, including 5 weeks with the Boys and Girls Club of Hawai'i. The total number of keiki served by these programs in 2022 was 211. In addition, we welcomed over 2,500 keiki, plus their caregivers, to have educational learning experiences in our exhibit hall. In 2023 we anticipate serving over 250 keiki in our workshops and at least 750 on field trips, with over 40,000 guest visitors to our exhibit hall.

The goals and objectives related to the request

Exhibits at the Hawai'i Keiki museum are designed to create wonderment and connect our keiki to island science. The goal of this capacity building program is to professionalize so that we can effectively serve more keiki. With these added resources we can help local teachers get our keiki excited about STEAM educational pursuits, and see themselves as a scientist. Teaching keiki about their island home benefits the preservation of many native factors. Sharing indigenous knowledge that is not traditionally recognized as science makes them proud of local achievements, empowers them to kuleana to the 'aina, helps them become responsible stewards of our precious resources, and teaches them to be respectful of other people.

The public purpose and need to be served

Keiki need to learn and understand island science. Climate protection, ocean health research, astronomy studies, and earth science investigations all are currently being conducted on Hawai'i Island. On this island, science is literally "all around us". There are many opportunities for our keiki to become leaders in STEM industries - right here. For many, the telescopes are distant, and being an astronomer is educationally impossible, requiring many years of study in far away institutions. What our keiki don't realize is that there are dozens of support, technician, and skilled

research jobs that can be taught and educated locally. It is critical that we show our keiki that rewarding opportunities here on the Big Island not only exist, but that they are exciting.

Describe the target population to be served

There are 47,116 children living on the Big Island. The 2020 census reported that there are over 15,000 keiki living on the west side.

Describe the geographic coverage

The Hawai'i Keiki Museum is located at the Kona International Marketplace. The main focus for our programming is the Kailua-Kona area, but extends from Hawi, to Waimea, and also includes Captain Cook.

SERVICE SUMMARY AND OUTCOMES

Describe the scope of work, tasks and responsibilities

Planning for this programming has already begun. Our volunteer education team has started developing an engaging rubric for teachers to use during field trips to share stories about our island with their students. The team has also started work on signage for each exhibit together with a local sign architect. Professional staff will elevate the level and amount of work that can be accomplished and will be expected to work with many members of the museum staff at all levels.

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

With this funding professional development can happen simultaneously, leveraging the synergy of discussions between e.g. the sign architect, collateral media developer, and website design team. Execution of these projects is anticipated to take 12 months.

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

The museum's volunteer educational staff have developed target goals for each exhibit story that are scientifically educational and grounded in cultural reference to place and gratitude. Evaluation of the products, including the teacher's guide, signage, and web pages will be done by a cohort of museum professionals, local educators, and community members.

Surveys will help us understand both how our keiki and their caregivers perceive their experience, and if they relate their learning experiences to local science achievements. Periodic exit surveys

will be performed to assess Educational & Learning Outcomes and Satisfaction Levels. These will employ a standard industry recognized framework (Learning and Recall Piscitelli, 2000).

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.

Key Performance Indicators will be presented alongside the aforementioned survey results. They include, but are not limited to:

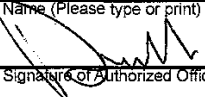
Engagement is our goal, and the target is an interaction time that lasts an average of 8 minutes. This will be measured by observation using standard industry assessment frameworks (The Visitor Behavior Schedule. Rennie and McClafferty, 1996).

Attendance will be reported weekly throughout the year broken down into child (under 18) or adult caregiver (over 18). This includes field trips, workshops and the exhibition hall.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2023 to June 30, 2024

Applicant: Hawaii Keiki Museum

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
A. PERSONNEL COST				
1. Salaries	120,000	0	0	180,000
2. Payroll Taxes & Assessments	12,000	0	0	18,000
3. Fringe Benefits	18,000	0	0	27,000
TOTAL PERSONNEL COST	150,000	0	0	225,000
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	0	0	0	1,680
2. Insurance	0	0	0	3,000
3. Lease/Rental of Equipment	0	0	0	0
4. Lease/Rental of Space	0	0	0	185,000
5. Staff Training	0	0	0	0
6. Supplies	7,000	0	20,000	36,000
7. Telecommunication	0	0	0	1,920
8. Utilities	0	0	0	11,000
9. Professional Consultant	84,000			
10. Website Designer	7,000			
11. Sign Architect	7,000			
12				
13				
14				
15				
16				
17				
18				
TOTAL OTHER CURRENT EXPENSES	105,000		20,000	238,600
C. EQUIPMENT PURCHASES	0	0	0	0
D. MOTOR VEHICLE PURCHASES	0	0	0	0
E. CAPITAL	0	0	0	100,000
TOTAL (A+B+C+D+E)	255,000	0	20,000	463,600
SOURCES OF FUNDING			Budget Prepared By:	
(a) Total State Funds Requested	255,000		Dana McLaughlin	310-497-3804
(b) Total Federal Funds Requested	0		Name (Please type or print)	Phone
(c) Total County Funds Requested	20,000			1/16/2023
(d) Total Private/Other Funds Requested	463,600		Signature of Authorized Official	Date
TOTAL BUDGET	738,600		Dana McLaughlin, Founder / Executive Director	
			Name and Title (Please type or print)	

Period: July 1, 2023 to June 30, 2024

PERSONNEL SALARIES AND WAGES

Applicant: Hawaii Keiki Museum

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Professional Consultant Team	84000	\$84,000.00	100.00%	\$ 84,000.00
Educational Staff Members (HKM Personnel)	60000	\$60,000.00	100.00%	\$ 150,000.00
Website Designer	84000	Not in scope	8.33%	\$ 7,000.00
Sign Architect	84000	Not in scope	8.33%	\$ 7,000.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				248,000.00

JUSTIFICATION/COMMENTS:

Hawaii Keiki Museum is seeking support for capacity building to professionalize our operations and engage local expertise.

N/A

EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2023 to June 30, 2024

Applicant: Hawaii Keiki Museum

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

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

Period: July 1, 2022 to June 30, 2023

N/A CAPITAL PROJECT DETAILS

Period: July 1, 2023 to June 30, 2024

Applicant: Hawaii Keiki Museum

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	0	0	0	0	0	0
LAND ACQUISITION	0	0	0	0	0	0
DESIGN	0	0	0	0	0	0
CONSTRUCTION	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0
TOTAL:	0					
JUSTIFICATION/COMMENTS:						

FINANCIAL

Our budget for 12 months is \$255,000 including, labor, contractors, supplies & materials. For FY2023 the Hawai'i Keiki Museum is seeking a variety of funding from sources including the National Science Foundation (NSF), the Institute for Museums and Library Services (IMLS), the Atherton Family Foundation, Bank of Hawai'i McInerney Foundation, the County of Hawai'i, and partners of the Hawai'i Community Fund. Many of these funding sources are earmarked for specific programs and specific exhibits.

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.

Admission to and Gift Shop sales at the Hawai'i Keiki Museum are qualified and approved as exempt from Hawai'i GET tax.

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.

Federal - none

State - none

County of Hawai'i - \$8,000 to build an exhibit about where our water comes from and what work it can do (the power of water).

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

Assets: \$134,331.00

Liabilities: \$11,001.00

EXPERIENCE AND CAPABILITY

Necessary Skills and Experience

In 2022, the Hawai'i Keiki Museum conducted workshops, and hosted school field trips with educational programming, including 5 weeks with the Boys and Girls Club of Hawai'i. The total number of keiki served by programming in 2022 was 181 keiki. With this funding, we can expand our educational development staff to serve the more than 750 keiki we anticipate in 2023. Our educational director is experienced with all aspects of this project: website design, graphic

HAWAI'I KEIKI MUSEUM

design, collateral development, print and media and is well suited to supervise this project. With this funding we can share our stories of island science.

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.

Signs designed and installed in the museum - 3

Collateral documents produced for the museum - 3

Websites published for the museum - 3

Facilities

The Hawai'i Keiki Museum currently leases a total of 11,000 square feet of pavilion space from the LILIUOKALANI TRUST at:

KONA INTERNATIONAL MARKETPLACE

74-5533 Luhia St. Building D

KAILUA-KONA, HAWAI'I

for the purpose of running a children's science discovery center that welcomes children of all ages and abilities to have science learning experiences.

PERSONNEL: PROJECT ORGANIZATION AND STAFFING

Proposed Staffing, Staff Qualifications, Supervision and Training

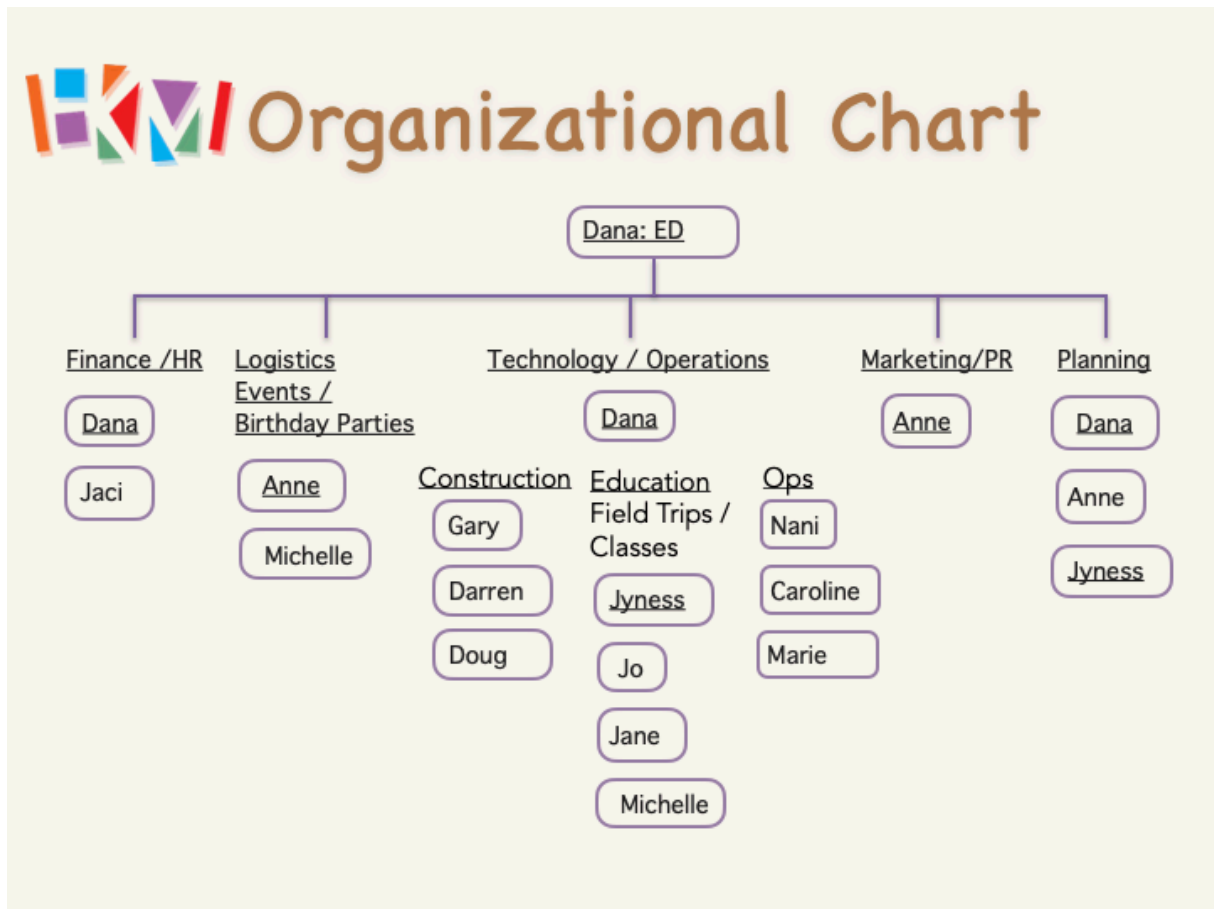
Founder / Executive Director: Dana McLaughlin has been involved in a dozen entrepreneurial endeavors. She started combining technology and early child development while a student working on robotics at the MIT Media Lab. She has an MBA from San Jose State and has worked as a technology program manager for Walt Disney, Yahoo! and Apple. She has a lifetime of operational experience as a Lieutenant Colonel in the non-profit organization Civil Air Patrol. The Executive Director is responsible for fundraising, community outreach, exhibit construction, day-to-day operations, and supervising the staff.

Director of Education / Board Member: Jyness Jones has a lifetime of experience in education programs. She, and her staff, conduct science and engineering courses for field trips and run workshops open to local educators, visitors and homeschoolers alike.

Board Member: Anne Van Brunt has undergraduate degrees in finance and economics, and an MBA from the Haas School of Business. Her business development experience includes

supervising auditing and compliance teams, and mutual fund portfolio management. Her financial management experience includes billion dollar category budgets for procurement and oversight for millions of transactions in US and Canada for Google Payroll. Anne has managed large Professional Service vendors for the Google CorpEng (IT) department, and ran dozens of large-scale RFPs resulting in billions of dollars in business awards. As a board member, Anne oversees our social media and marketing efforts, and shares our stories with the community.

Organization Chart



Compensation

Capacity building requires compensation at a level that will attract experienced talent. A team of professional business advisors will assist us with marketing studies, collateral development, grant writing, fundraising, government relations and more. A website developer and SEO professional will help us develop brand consistency and market to our target audience. A sign architect will help us with layout, graphic design, and fabrication. Two full-time staff members for the

HAWAI'I KEIKI MUSEUM

educational development department will research and prepare the stories of island science, developing rich and memorable interactions for teachers to use during field trips, online for students to explore, and in person for visitors to read and learn. Together this team of experienced professionals will collaborate on verbiage, brand identity, and build experiences for our keiki that will make them proud of local achievements in island science.

OTHER

Litigation

None.

Licensure or Accreditation

Not applicable.

Private Educational Institutions

Not applicable.

Future Sustainability Plan

The Hawai'i Keiki Museum was started with private seed funding and is supported by the local community as a valuable island science resource. The museum and gift shop are self-sustaining. This capacity building support will allow us to expand our operations and serve more keiki. Future fundraising for a capital campaign and an endowment is planned for federal, state, and county sources, and from private foundations.

From the shores of the Gold Coast, to the peaks of Mauna Kea and Mauna Loa, the Big Island has a long history of Hawaiian culture, rich with science, exploration, and engineering achievements. By investing in the keiki, we invest in the sustainability of our island home.