

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

Type of Grant Request:



Operating



Capital

Legal Name of Requesting Organization or Individual: Db a:

Kahilu Theatre Foundation

Amount of State Funds Requested: \$ 150,000.00

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

Kahilu is seeking Grant in Aid funds for its 2023-24 Presenting Season to broaden community access to live and virtual experiences in theatre, dance, visual arts, as well as providing expanded arts education opportunities for Hawai'i Island students. The grant will partially support eight art exhibits in our two galleries and 55 performances from October 2023 to June 2024 at Kahilu. The grant will also support arts and multimedia production activities for 60 schools statewide, presented by local artists and visiting guest artists in addition to Kahilu's professional and technical staff.

Amount of Other Funds Available:

State: \$ 0

Federal: \$ 0

County: \$ 0

Private/Other: \$ 49,000.00

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

\$ 300,000.00

Unrestricted Assets:

\$ 243,128.73

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:

67-1186 Lindsey Road

City:

Kamuela

State:

HI

Zip:

96743-0549

Contact Person for Matters Involving this Application

Name:
Sara Nealy

Title:
Executive Director

Email:
sara@kahilutheatre.org

Phone:
808-885-6868 (O), 808-987-8098 (mobile)

Federal Tax ID#:

[REDACTED]

State Tax ID#:

[REDACTED]


Authorized Signature

Sara Nealy, Executive Director

Name and Title

1/18/23

Date Signed

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.

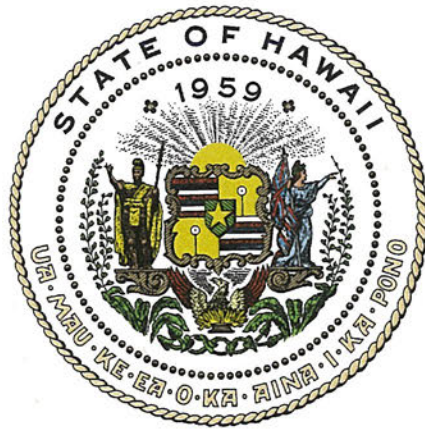
- 1) Certificate of Good Standing (If the Applicant is an Organization)
- 2) Declaration Statement
- 3) Verify that grant shall be used for a public purpose
- 4) Background and Summary
- 5) Service Summary and Outcomes
- 6) Budget
 - a) Budget request by source of funds ([Link](#))
 - b) Personnel salaries 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

SARA NEALY, EXECUTIVE DIRECTOR

PRINT NAME AND TITLE

1/18/23
DATE



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

THE KAHILU THEATRE FOUNDATION

was incorporated under the laws of Hawaii on 03/11/1980 ; 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 11, 2023

Director of Commerce and Consumer Affairs



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

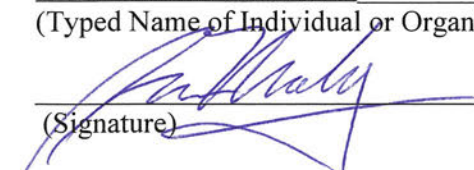
The undersigned authorized representative of the applicant certifies the following:

- 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.

Kahilu Theatre Foundation
(Typed Name of Individual or Organization)


(Signature)

1/18/23
(Date)

Sara Nealy
(Typed Name)

Executive Director
(Title)

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, 2022.

See attachment.

2. Declaration Statement

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

See attachment.

3. Public Purpose

The applicant shall specify whether the 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;
Kahilu Theatre Foundation (Kahilu) is a 501 (c)(3) nonprofit corporation.

2) The public purpose for the grant;

The grant will be used for the public purpose of presenting music, theatre, visual arts, Hawai'i's cultures, and arts education to the residents of rural Hawai'i Island and across the State.

3) The services to be supported by the grant;

Kahilu is seeking Grant in Aid funds for the 2023-24 Presenting Season to broaden community access to live and virtual experiences in theatre, dance, visual arts, as well as providing expanded arts education and cultural opportunities for Hawai'i's students.

- The grant will partially support the presentation of eight art exhibits in Kahilu's two galleries and approximately 50 performances in the theatre from October 2023 to June 2024. The grant will also support arts and multimedia production activities for 60 schools statewide, presented by local artists, visiting guest artists, and Kahilu's professional and technical staff.

4) The target group;

The primary target group is the entire Hawai'i Island population of 200,000 residents and visitors. The majority of our participants come from the Kohala, Kona, and Hāmākua districts, and include students, families, kūpuna, veterans, and low-to-moderate income households. The secondary target group is statewide.

5) The cost of the grant and the budget.

Kahilu respectfully requests \$150,000 to fund staff payroll for the Presenting Season and arts education activities. The budget will also fund a portion of our professional digital platform for Kahilu.TV, as well as a portion of artists' fees. Earned income that contributes to the annual budget includes ticket revenue, merchandise and concession sales, exhibit sales, and subscriber fees. Contributed revenue from Kahilu's sponsors, institutional funders, grantors, individual donors, in-kind donors, and other resources will fund the balance of our **\$1.65 million** budget.

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;

Kahilu Theatre Foundation is a 501(c)(3) nonprofit organization founded by Parker Ranch heir and Broadway actor Richard Smart, and first raised its curtain in 1981. Kahilu Theatre (Kahilu) has been a cornerstone presence in Waimea town in North Hawai'i for four decades. Named in honor of Mr. Smart's mother, the 20,000 square foot facility includes a 484-seat auditorium, two visual arts galleries, and an experimental black box venue for classes, workshops and emerging artist shows.

Our mission is *to make a place where community, creativity, and inspiration thrive*. Our vision is to provide educational programs that engage keiki, adults, and kūpuna in the

artistic process, cultivate appreciation of the performing, musical, and visual arts, and make the arts an integral part of school and community life.

Kahilu is a flourishing multidisciplinary performing arts center that offers a variety of performing and visual arts, as well as providing arts education programs to students, the community and to visitors. Kahilu supports professional and emerging artists, offers world class entertainment, in-house original productions, and a wide range of painting, photography, ceramics, digital arts, weaving and sculpture in our Simperman and Hāmākua galleries.

Our year-round Kahilu Arts Education programs serve local students and include after school programs, workshops, summer camps, Performances for Young Audiences, and master classes in which visiting artists offer inspiration and practical training based on real-world experience.

In response to the pandemic, Kahilu pivoted a part of our education programs to a digital interface. While many of our workshops and summer camps have returned to in-person instruction, our free Kahilu Arts on Demand expanded in 2022 to serve 33 Hawai'i Island schools. We plan to grow this program to reach our goal of serving schools statewide in 2023-24. Through our producing, presenting and educational programs, we strive to reflect and embrace the diversity of our island home.

2. The goals and objectives related to the request;

The goals and objectives related to this request focus on:

- Organizational support to produce the Presenting Season;
- Arts Education programs, so that all of our guests, from keiki to kūpuna, are able to attend concerts, exhibits, and education events at affordable prices.

3. The public purpose and need to be served;

Numerous studies show that involvement in the arts improves an individual's collaboration and communication skills, increases student academic performance and literacy, fosters creative problem-solving and leadership, promotes cross-cultural understanding, and deepens a sense of connection to community. Student and teacher responses to Kahilu Theatre's past program surveys validate these conclusions.

"Given the island's relatively small population base and limited performance venues, its rich and varied performing arts scene maximizes available resources. There is

consistent and widespread agreement that arts funding—and performing arts funding in particular—is absent from island schools. We found an almost unanimous chorus of support for more early-age and youth-focused arts engagement throughout the island... from uniquely designed programs in schools to performances presented specifically for children, youth, and their families.” (2018 HCF Landscape Study of the Performing Arts Sector of Hawai'i Island).

Kahilu recognizes the on-going socio-economic disparities in our community. We are identifying what may be needed by the community from Kahilu now and in the future. A series of DEIA (Diversity, Equity, Inclusion and Accessibility) sessions are helping our team develop active listening skills and respectful direct interaction. We believe this investment helps Kahilu strengthen its ties with our Hawaiian heritage and sense of place and will lead to deeper and inclusive community-building practices and policies.

Supporting more underserved students and their families is a compelling community need, especially coming out of the COVID pandemic, and informs Kahilu's focus on making equity and diversity a priority across all of our arts programs.

Kahilu arts education programs encourage students to discover self-expression through the arts at our theatre and in their schools. Programs include summer camps, workshops, master classes, school-based learning and Performances for Young Audiences. Local students explore the arts, and build self-confidence through individual and group activities.

Our new **Kahilu Arts on Demand** education program allows schools to incorporate filmed artists' interviews and demonstrations directed to students in a flexible and convenient way that can work within individual school schedules and curricula.

The **Kahilu In-School Residency** program is launching in the 2023-24 Season for high school students. Residencies will bring Kahilu professional teaching artists into the classroom to provide activities that are interactive, inspiring, and educational. Students will delve into the creative process, learning teamwork and communication skills within an arts educational format. The classes, in a range of subjects, such as Video, Visual Arts, Theatre Arts, and Technical Production, are designed to enhance student understanding and appreciation of an art form while building technical proficiency. Residencies also enable local students to learn from guest artists and from Kahilu staff professionals about viable careers in creative industries, both in front of the curtain and behind the scenes.

Kahilu's Presenting Season fills the need for community engagement and interaction with live concerts, dance and theatre performances which are presented from September to June. Kahilu's Exhibits program showcases predominantly Hawai'i visual artists in solo and group shows in our two gallery spaces, free to the public. The Exhibits foster multi-faceted interactive and docent-led tours, artist talks, and demonstrations, and many are available on Kahilu.TV to reach a statewide audience.

4. Describe the target population to be served; and

Our target population is primarily residents and visitors of Hawai'i Island. The demographics of our Presenting Season audience members, based on our internal surveys, is predominantly 60 years of age and above (75%). Our education programs annually serve more than 12,000 children, from ages 3 and older. Our current emailing list is 18,750, of which 90% have Hawai'i State zip codes. Kahilu Theatre's supporter base is extremely loyal; the "open" rate of our e-communications averages 46%, compared to national standards of 26% for email open rates for Arts and Artists communications.

Our economic base is diverse, and we offer scholarships for our arts camps and educational programs, and every Season performance offers a block of affordable tickets. We have a corps of 30 dedicated volunteers, and they reflect the diversity of our island.

Since July 2021, even with theatre closures for months at a time, Kahilu Theatre has welcomed more than 9,000 showgoers back to our arts center for live performances. Additionally, there have been more than 45,500 views of Kahilu.TV content. Our subscriptions and pay-per-views currently number 2,541. The numbers are based on households, and the average number of viewers per household is 3.5, bringing our audience engagement to approximately 155,000 viewers.

5. Describe the geographic coverage.

Kahilu's Presenting Season of in-person programs reach Hawai'i Island audiences primarily in North and South Kohala, down the coast to South Kona and across to East Hawai'i. Our on-demand digital platform, Kahilu.TV, offers viewers throughout the state and around the world, with a collection of 200+ performances, talk story and behind-the-scenes interviews, art gallery tours, visits to artists' studios, documentaries, and our original video content. Based on Kahilu.TV views over the past 18 months, geographic data by island, state, and country indicates that 42% of our audience is comprised of viewers from Hawai'i (with 76% from Hawai'i Island, 21% from O'ahu, and

1% each on Kaua'i, Maui, and Moloka'i); 50% of the viewers are from 45 different U.S. states and territories; and 8% are international viewers from 26 different countries, with the majority (56%) in Japan.

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 requested grant funds would provide the resources to produce our 2023-24 Presenting Season and Arts Education programs.

The grant will partially support the presentation of eight art exhibits in Kahilu's two galleries and approximately 50 performances in the theatre from October 2023 to June 2024. The grant will also support arts and multimedia production activities for 60 schools statewide, presented by local artists, visiting guest artists, and Kahilu's professional and technical staff.

Our 2023-24 Presenting Season will include a mix of in-person performances and Kahilu.TV livestreams and recorded programs. We will feature concerts by Hawaiian, indigenous, and world music, jazz and classical artists, as well as renowned dance and theatrical companies. Visiting artists will share their stories and career paths with local students. Disadvantaged youth will be encouraged to attend performances with free and discounted tickets, available for all shows.

Presenting Season - Artists and Programs

The roster for the 2023-24 Presenting Season includes local, national, and international artists. Artists and programs are subject to change, but our commitment to excellence and inspiration in the selection of artists is unwavering. Kahilu is planning our exciting new season of inclusive and original programming and ways to generate revenue and sustainability, with a dual model of live and virtual audiences. Season highlights include:

Annual Community Events:

Kahilu Theatre provides a home for many of Hawai'i's arts organizations. We currently have approximately 26 community-centered performances scheduled for the 2023-24 Season, including rentals, recitals, concerts, and shows presented by Kahilu and a variety of local organizations such as:

21st Annual 'Ukulele and Slack Key Guitar Festival (Hawaiian music)
BOOFest (family Halloween special event)
Hālau Hula Ka No'eau (Michael Pili Pang's hālau hula performance)
Hawai'i Performing Arts Festival (musical theater and opera) - 2-3 shows per season
Honoka'a Western Week (community talent show)
Honolulu Theatre For Youth (theatrical shows for students)
Kamuela Philharmonic Orchestra (symphony) - three concerts per season
Kanu o ka 'Āina hula drama (hula)
Kūpuna Movies (films for seniors in partnership with County) - one per month
Prince Dance Institute (contemporary dance) - two shows per season
Solomon-Beamer Hālau (hula)
Waimea Community Chorus (choral music) - two concerts per season
Waimea Ocean Film Festival (film)
West Hawai'i Dance Theater's "The Nutcracker" /Spring show (ballet) - two per season

Theatre and Dance:

"Conversion of Ka'ahumanu" (theatre performance)
Lucky Plush Rink Life (hybrid dance theater)
"Imaginary Homelands" (theatre performance)
Giordano Dance Chicago (jazz dance)
Atamira Dance Company (contemporary Māori dance)
"RENT" (musical theater) performances by Kahilu Youth Troupe

Classical and Jazz:

East Hawai'i Jazz & Blues Festival
Hawai'i Opera Theatre: "An American Dream" (opera)
Joey Alexander Trio (jazz)
2023 Cliburn Medalist (classical piano)
David Russell U.S. Guitar Classic (classical guitar)
Straight No Chaser (acapella singing group)

Music of Hawai'i:

Amy Hanaiali'i - 25th Anniversary of "Palehua" - 2023-24 Season Opener
Kulāiwi
The Lim 'Ohana of Kohala
Kuana Torres Kahele
Keola Beamer
Nā Leo Pilimehana
Josh Tatofi
Raiatea Helm

Anuheha

Jake Shimabukuro, Thunderstorm Artis, and Taku Hirano Trio

Taimane

Kahilu.TV:

Our investment in Kahilu.TV required a Vimeo OTT professional digital platform, recording, editing and lighting equipment, and has made it possible to professionally livestream shows from our stage, and produce events, exclusive subscriber content, and free community-access arts and cultural videos.

Kahilu.TV is offered as a subscription-based site that allows a patron to stream live Kahilu concerts anywhere, enjoy previously recorded events, and browse free educational, musical, and visual arts content. The shows are available to subscribers for up to a year to watch at their convenience. Free subscriptions are available to local students and educators.

Currently in production, “Nā Pua Pasifika,” is a series focused on sustainability through growing and eating native plants. Each episode will feature a different plant, to include Kalo, ‘Ulu, ‘Uhi, Kapioca, and ‘Uala. Also new in the coming season, a documentary on the history and heritage of Pā‘ū Riders.

Kahilu.TV increases accessibility and is a tremendous opportunity to serve the local community in their homes, with a practical shift to livestream and digital outreach for the production and presentation events in the theatre, the galleries, and for arts education workshops. With Kahilu.TV, our capacity to impact many more underserved residents locally, statewide, and even globally can continue to grow.

Kahilu Exhibits:

Kahilu’s Exhibits showcase predominantly Hawai‘i visual artists in solo and group shows. Our Simperman and Hāmākua galleries are free to the public and foster multi-faceted engagement through interactive and docent-led tours, school visits, artist talks, and demonstrations.

We have scheduled nine special exhibitions for the 2023-24 Season, including our first bi-annual Paniolo exhibition in the summer of 2023 and our annual Waimea All-Schools Exhibition. The State Foundation on Culture and the Arts regularly acquires artwork from our shows for the Hawai‘i Museum of Art in Honolulu, which speaks to the quality and breadth of our exhibits. We also present free digital access to the exhibits, artist interviews and studio tours on Kahilu.TV.

Arts Education

Kahilu's Arts Education program has five components: Performances for Young Audiences, Kahilu Performing Arts Classes and Camps (KPAC), Kahilu Arts on Demand, In-School Visual and Theatrical Arts Workshops, and Artist Visits to Schools. These components fill a gap and help schools to provide professional arts experiences and training that help make the arts more accessible and meaningful to school children.

Performances for Young Audiences are special low-cost matinee performances of live music, dance, and theatre of professional quality built into our annual presenting season for students ages 5 to 18 from public, private and home schools. They differ from season performances, which offer free and discounted tickets to students and their families. We generally offer 10 to 12 of these sold-out performances. The artists share their creativity, personal stories, and engaging interactions with the students.

Kahilu Performing Arts Classes and Camps (KPAC), led by theatre professionals, include workshops for beginning and serious young actors who can join Kahilu's Youth Troupe. We also offer master classes with Season artists, and in partnership with Prince Dance Institute, offer afternoon and evening classes in dance, acting, music, and musical theatre each fall and spring.

Summer Arts at Kahilu

Each summer, we offer three to four Summer Arts Camps for students in grades K-12. Each of our summer camps culminate in a performance on the stage of the Kahilu Theatre.

In-School Arts Residencies are Kahilu's newest arts education programs that bring professional theatre, video, visual, and musical artists into the classroom. Multiple visits by Kahilu artists provide educational activities that are interactive and inspiring. Students are engaged in the creative process, practice teamwork, and develop communication skills using arts education as the vehicle. Programs are tailored to fit the school's needs and interests as well as their scheduling requirements.

Kahilu Performing Arts Workshop (KPAW) is a two-week summer camp for keiki ages 6 to 12 led by Youth Troupe alumni. KPAW's daily performing arts training includes singing, acting, and dancing. KPAW introduces students to different aspects of the performing arts and offers physical, emotional and social outlets. All campers participate in the creation of the finale show with a focus on building self-esteem. Kahilu adopted the program in 2012 and it can serve up to 30 children each summer.

Kahilu Arts on Demand brings performers from the Kahilu stage into the classroom. In the 2022-23 Season, 33 schools around Hawai'i Island participated according to their

own schedule in the artist education videos which we produced. Arts on Demand includes artist interviews, informal sharing of their path into the arts, and access to their performances. Kahilu intends to increase this service to a wider, inter-island audience with a goal of serving 60 schools statewide by December 2023.

Artist Visits to Schools is a tradition of Kahilu's annual 'Ukulele and Slack Key Guitar Festival. Select partner schools receive visits from Hawaiian music legends who present workshops and demonstrations, designed to inspire the next generation of music enthusiasts.

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

Projected annual timeline

July to September 2023

- Work with schools to confirm dates for Arts on Demand and activities for schools
- Marketing, promotion and ticket sales for Performing Season events
- Season Subscription event
- Season opener
- Artist selection for upcoming solo, group, and juried exhibits begin

October 2023 to March 2024

- Concerts and shows
- Gallery exhibits of solo, group, and juried exhibits
- Arts on Demand activities at schools
- In-School Residencies begin
- Kahilu Performing Arts Classes (KPAC) and Spring semesters
- Scholarships for KPAC awarded
- Marketing, promotion and ticket sales continue

April to June 2023

- Summer arts camps – confirm and promote
- Scholarships for summer camps awarded
- Concerts
- Gallery exhibits, including annual Waimea All-Schools Exhibit
- Arts on Demand activities at schools
- In-School Residencies
- Program evaluation; prepare project reports

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 tools such as social media quantitative data, analytics of views and on-line surveys will measure the degree to which Kahilu has met audience and educator expectations and how, together with internal staff feedback, we can improve the Performing Season experience.

Qualitative surveys from educators to measure student acquisition of new skills, quality of the experience, and value of the program will also provide effectiveness measures. Feedback from students, educators and parents is helpful for addressing needs and suggestions for continual improvement.

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.

Effectiveness measures that will be reported include:

- The number of tickets sold for each concert.
- The number of students enrolled in workshops and camps.
- The number of schools that utilize Kahilu Arts on Demand
- Participating teacher feedback about Kahilu Arts on Demand, both qualitative and quantitative.

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 attachments.

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

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$0.00	\$80,000.00	\$35,000.00	\$35,000.00	\$150,000.00

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

Kahilu supports its activities and operations with earned revenue that includes rentals, tickets, subscriptions, bar and concession sales, merchandise, gallery commission fees and youth program fees. Contributed revenue sources include individual donations, public and private grants, corporate support, sponsorships, bequests and gifts-in-kind.

The 2023-24 annual Kahilu operating budget is approximately \$1.65 million with ticket revenue, theatre rentals, Kahilu.TV subscriptions, concession and merchandise sales, and youth program fees comprising earned income, and contributed income providing the balance.

We are seeking renewed sponsorships for the 2023-24 Presenting Season from current loyal donors, including: Deviants From the Norm, Door County Community Foundation, Elite Security Hawai'i, Hale Cleaning, Kamuela Liquors, Kosasa Foundation, Lematta Foundation, Lehua Jewelers, Mauna Lani Sea Adventures, Ohana Fuels, Ola Brew, Parker Ranch, Parker School, Sarosi Kanter Family Fund, Waiākea Volcanic Beverages, Western Aloha, and Yong's Kalbi.

We are grateful for our Community Partners who provide in-kind and cash donations to support activities such as guest artists' travel, hospitality, and accommodations. We will continue to seek support from: Alaska Airlines, Fairmont Orchid Mauna Lani, FORC Restaurant, Gramma's Kitchen, Hawaiian Airlines, Mauna Kea Beach Resort, Red Water Cafe, Southwest Airlines, Waimea Country Lodge and the Westin Hapuna Beach Resort.

Grant requests for the 2023-24 Season will include the Atherton Family Foundation, Cades Foundation, Enterprise Holdings Foundation, First Hawaiian Bank Foundation, the Hawai'i Community Foundation's West Hawai'i Fund, Richard Smart Fund, and Kūki'o Fund, Hawai'i Tourism Authority, Kamehameha Schools, TourWest WESTAF grant, and the WaiWai Grant-in-Aid program of Hawai'i County.

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.

Kahilu Theatre has been given the following state and federal tax credits since 2020. The IRS awarded two ERC (Employee Retention Credit Refunds):

- Q2 and Q3 2021 - \$81,585.68
- Q3 and Q4 2020 - \$40,932.53

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.

See attachment Government Contracts, Grants, and Grants-in-Aid.

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

\$243,128.73 - preliminary unaudited, unrestricted current assets

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.

Incorporated in 1980, Kahilu Theatre has been operating as a multidisciplinary arts center for more than 40 years, with annual budgets ranging from \$500,000 to \$1.6 million. Through our producing, presenting and educational programs, we strive to reflect and embrace the diversity of our island home. Our staff is experienced in arts management, arts education, multimedia production, Hawaiian culture, youth theatre, opera, and visual arts.

During the past three difficult years of the pandemic, we have successfully continued to engage audiences both in-person and digitally. Although the pandemic closed our doors in 2020, our team made an innovative shift to a flexible season of digital performances with the launch of [Kahilu.TV](#), which now has over 200 productions. Kahilu's investment in a digital platform, recording, editing and lighting equipment has made it possible to professionally film and livestream shows from our stage, and to produce events, exclusive subscriber content, and free community-access video productions.

Initially, Hawai'i Island musicians and performing artists were featured on Kahilu TV, to employ them and give them a platform, since most of their engagements during the pandemic were canceled. Kahilu's continuing support for local artists, both musicians, dancers and visual artists has a positive economic impact on the community. Live performances at the theatre generate activity at local restaurants. Kahilu's physical presence in the center of Waimea town attracts audiences from across Hawai'i Island, and offers visitors the chance to support small island businesses.

Kahilu.TV's inaugural free-access content included series and documentaries, such as "The Pueo, The Camera and Me", a lighthearted original series focused on wisdom, culture, history, and lifestyle on Hawai'i Island with host, Brother Noland; "Haole Do It", a comedy that also explored Hawaiian values, and select documentaries, short films by local Hawaiian filmmakers, all focused on Hawaiian life and culture.

During our 2021-22 Presenting Season, despite the pandemic's restrictions, Kahilu staff was still able to produce 13 concerts, 123 classes, and the art exhibition, "Brilliance of Now," featuring 37 artists and over 60 works of art. The Art in Public Places committee of the Hawai'i State Foundation on Culture and the Arts reviewed the exhibit and selected five of our artists' works for its permanent collection.

We also embarked on an educational program that engaged 31 schools and student centers with the 19th Annual 'Ukulele and Slack Key Guitar Festival. Festival musicians virtually mentored students in elementary, middle, high schools, and homeschools throughout West Hawai'i. The pilot program included multiple tutorials by the musicians featured in the Festival, including Sonny Lim, John Keawe, Jeff Peterson, Nathan

Aweau, Sean Parks, Brother Noland, Ho'opono Wong, and Brittini Paiva. The subsequent two educational livestreams featured interviews and performances with classical pianist Alpin Hong and jazz musician Aaron Goldberg.

We resumed in-person performances in November 2021 with a wide variety of guest artists for audiences which were limited to 50-250 people. In March 2022, our screening of "Hawaiian Soul", followed by a talk story with the filmmakers, brought cultural practitioners to audiences for an authentic Hawaiian experience. Our Board President, Kapena Alapa'i, facilitated the discussion, exploring native Hawaiian culture in context of the life and legacy of activist and musician George Helm.

Kahilu continued to offer limited facility rentals to long-standing local arts groups. Our community partners benefited from Kahilu's expertise and equipment, and they expressed gratitude because Kahilu.TV offered a new way to stay connected to their audiences. whether they could perform for in-person audiences or not.

Current 2022-23 Presenting Season highlights:

- Actors from London Stage conducted student acting workshops and a performance of "Macbeth" at Kohala High School and Honoka'a High School.
- Our 20th Annual 'Ukulele and Slack Key Guitar Festival was in-person and also available as a livestream. It showcased legends of these art forms as well as presenting emerging artists. Four master classes were enthusiastically received by the community.
- Kahilu Exhibits in our galleries featuring local musician and artist, Boots Lupenui, *Passing Notes -The Kohala Ephemera Project* and...*perceptions...* featuring recent works by local multimedia artist and photographer Patricia Uehara.

Through difficult times, Kahilu has managed to sustain operations, support artists, retain our staff, and creatively serve our community.

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.

Kahilu Theatre 's address is 67-1186 Lindsey Road, Kamuela, HI 96743.

Kahilu Theatre is a multidisciplinary performing arts facility of 20,000 square feet in the center of Waimea town. Kahilu was granted a 30-year lease (at \$12/year) with Parker

Ranch Foundation Trust. Our facility includes a 484-seat auditorium with a proscenium theatre stage, orchestra pit, and dressing rooms, costume rooms, multiple office spaces, two visual arts galleries and an experimental black box venue for classes, workshops, and emerging artist shows. The beautifully designed lobby was completely remodeled in 2016 with funding from a State Legislative Grant-in-Aid CIP grant. The lobby and refreshment concession offer an exciting gathering place for community members and visitors to meet and mingle.

A second \$250,000 State Legislative Grant-in-Aid CIP grant was awarded in 2018 for safety improvements to the dressing rooms used by artists and students, stage curtain modifications, and energy efficient lighting for the stage and galleries. Kahilu is ADA compliant.

Much of the facility can be rented, and more than 20 community groups regularly benefit from Kahilu's professional stage, equipment, rehearsal areas, and technical and administrative staff to offer their programs and presentations. Some of our community renters include: The County of Hawai'i Department of Elderly Services, the County of Hawai'i Sister Cities Program, Prince Dance Institute, and the Kamuela Philharmonic Orchestra, Parker School, Kanu 'O Ka 'Āina Public Charter School, West Hawai'i Dance Theatre, the Honolulu Theatre for Youth, and a variety of hālau hula. These groups also raise the bar on their professionalism through their affiliation with Kahilu, leveraging the value of this request to positively impact many other arts organizations in the Hawaiian Islands.

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.

The administration and execution of this project will be managed by:

Sara Nealy — Executive Director

Sara will serve as project director. Executive director Sara Nealy provides direction and management of the team with special oversight of Exhibitions and Education programs, marketing, fundraising, and internal capacity building. Her most recent experiences as general director of Festival Opera and executive director of Livermore Valley Opera in

the San Francisco Bay Area, as well as her background in nonprofit and for-profit businesses, helps her guide the strategic management of the organization.

Renson Madarang — Deputy Director

Renson will serve as production director of the project. He is responsible for the management of the Season offerings on stage and for Kahilu.TV productions. Renson's professional career spans the stage, the classroom, as well as the administrative office. He is a graduate of Kamehameha Schools, and has earned graduate degrees in Music Performance and Pedagogy.

Kahilu's dedicated staff of 12 professionals utilize skills specific to their area of responsibility, including administration, operations, education, marketing, exhibitions, video production, box office coordination, finance, production, as well as artistic planning. The Executive Director and Deputy Director develop strong partnerships with local and international artists who are featured in Kahilu productions and exhibits, and with local arts organizations, community groups, schools, and businesses.

The Executive Director and Deputy Director will work collaboratively with staff and provide oversight for the project. Team members who will contribute their professional expertise to the project include:

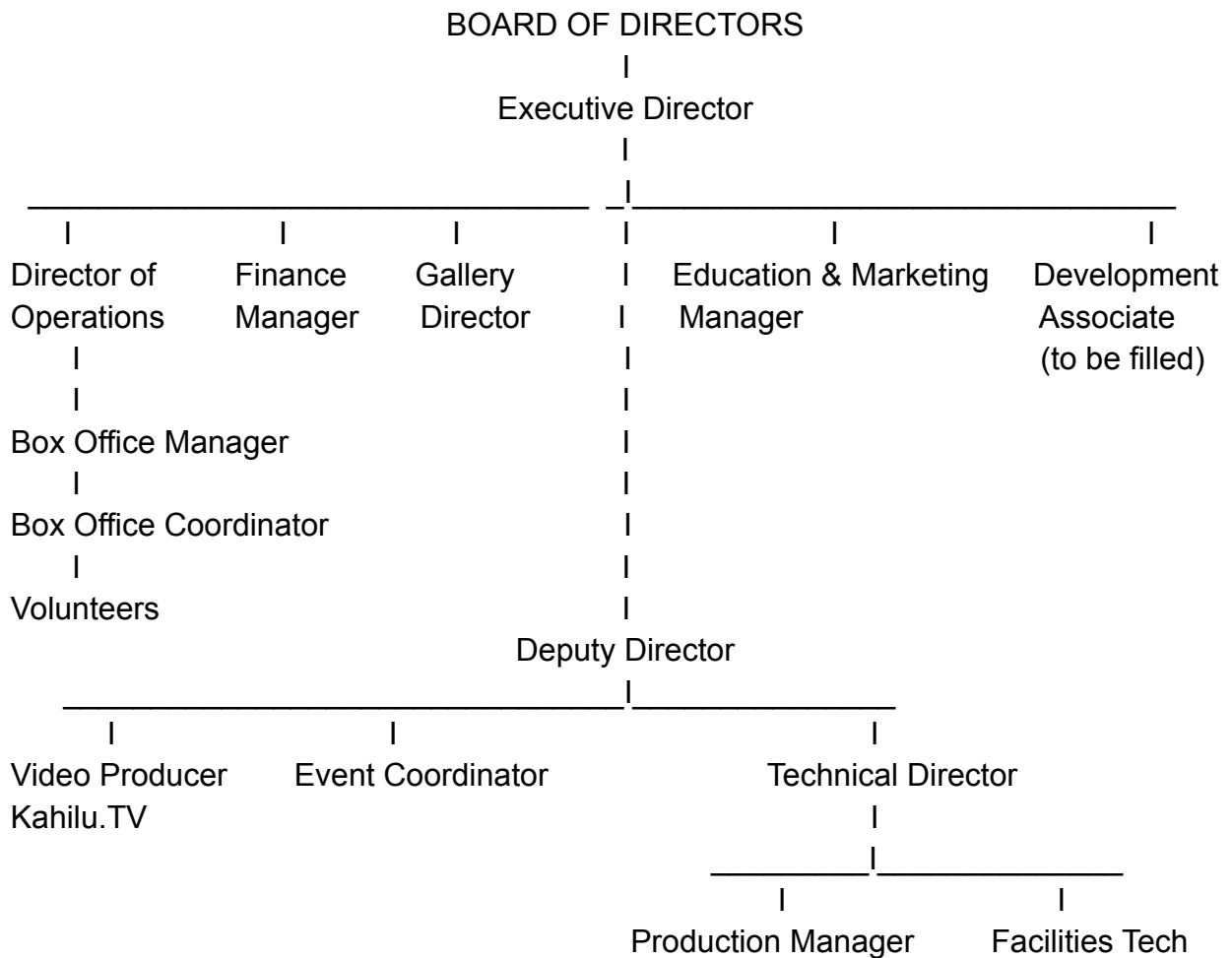
Eric Kwan — Director of Operations
Paul Buckley — Technical Director
Patty Bird — Education and Marketing Manager
Andy Behrle — Gallery Director
Adam Palya — Video Producer
Lehua Kaluna — Box Office Manager
TBA — Box Office Coordinator
Mel Yanos — Finance Manager
Sam Peele — Production Manager
Ashley Jones — Event Coordinator

Kahilu is committed to creating an inclusive environment for all who are engaged in our mission. We rely on the skills and talents of the people in North Hawai'i's rural communities. Since 2021, recently hired staff reflect our local community, and emphasize its diversity. Sara Nealy returned to Hawai'i to become Kahilu's Executive Director after a decade leading arts organizations in the San Francisco Bay area. She raised her family in North Kohala and was a member of Hālau Hula 'O Ha'alele'a for many years. Our board chair, Kapena Alapa'i, is of native Hawaiian descent, and Renson Madarang, our Deputy Director, is of Filipino and native Hawaiian heritage.

Lehua Kaluna, Mel Yanos, and Andy Behrle round out the new hires on our team. The staff and Board are deeply rooted within the community.

2. Organization Chart

The applicant shall illustrate the position of each staff and line of responsibility/supervision. If the request is part of a large, multi-purpose organization, include an organization chart that illustrates the placement of this request.



3. Compensation

The applicant shall provide an annual salary range paid by the applicant to the three highest paid officers, directors, or employees of the organization by position title, not employee name.

Executive Director	\$85,000 to \$87,000
Deputy Director	\$65,000 to \$67,000
Director of Operations	\$65,000 to \$67,000

VII. Other

1. Litigation

The applicant shall disclose any pending litigation to which they are a party, including the disclosure of any outstanding judgment. If applicable, please explain.

There is no pending litigation.

2. Licensure or Accreditation

The applicant shall specify any special qualifications, including but not limited to licensure or accreditation that the applicant possesses relevant to this request.

Not applicable

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 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.

(a) With the support of this Legislative Grant-in-Aid, Kahilu will be able to bring audiences together to celebrate the arts with extraordinary artists on-stage, in the galleries and in the schools.

Concert sponsors and major individual donors have continued to loyally contribute to Kahilu each new season. They stood by us throughout the pandemic, and we continue to identify new individuals as well as family foundations and institutional funders who are motivated to support our mission.

(b) If funds are not received after fiscal year 2023-24, our first action will be to increase efforts to secure individual and institutional funding. Our fund development efforts will increase, as will our efforts to secure in-kind services partners. The arts education programs are not fee-based at this time, but if funding ceases to be available, we will consider cutting back the scope of the program, and/or consider fees for schools to participate.

North and West Hawai'i have become popular homesites for a number of prominent mainland industry leaders. Our efforts to engage these new residents and encourage them to support Kahilu and engagement with our community, will accelerate our fundraising efforts. A broad spectrum of supporters is necessary for Kahilu to thrive and to provide services to those in our community on the lower end of the economic scale.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2023 to June 30, 2024

Applicant: Kahilu Theatre Foundation

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			0	
1. Salaries	136,750	0		480,250
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
TOTAL PERSONNEL COST	136,750			480,250
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				120,000
2. Insurance				39,500
3. Lease/Rental of Equipment				40,500
4. Lease/Rental of Space				28,500
5. Staff Training				0
6. Supplies				30,000
7. Telecommunication				4,200
8. Utilities				30,000
9. Professional digital platform (Kahilu.TV)	8,500		10,000	17,500
10. Artist performance fees	4,750		25,000	220,250
11. Production contractors				72,000
12. Advertising and Marketing			5,000	125,000
13. Artist accommodations				138,500
14. Box Office expense				16,000
15. Production supplies			10,000	90,000
16.				
17.				
18.				
19.				
20.				
TOTAL OTHER CURRENT EXPENSES	13,250		50,000	971,950
C. EQUIPMENT PURCHASES	0		0	0
D. MOTOR VEHICLE PURCHASES	0		0	0
E. CAPITAL	0	0	0	0
TOTAL (A+B+C+D+E)	150,000	0	50,000	1,452,200
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	150,000	Sara Nealy 808-885-6868		
(b) Total Federal Funds Requested	0	Name (Please type or print) Phone		
(c) Total County Funds Requested	50,000	1/18/23		
(d) Total Private/Other Funds Requested	1,452,200	Signature of Authorized Official Date		
TOTAL BUDGET	1,652,200	Sara Nealy, Executive Director Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2023 to June 30, 2024

Applicant: Kahilu Theatre Foundation

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Executive Director	1	\$85,000.00	25.00%	\$ 21,250.00
Deputy Director	1	\$65,000.00	35.00%	\$ 22,750.00
Director of Operations	1	\$65,000.00	20.00%	\$ 13,000.00
Technical Director	1	\$60,000.00	25.00%	\$ 15,000.00
Education and Marketing Manager	1	\$60,000.00	60.00%	\$ 36,000.00
Gallery Director	0.3	\$35,000.00	10.00%	\$ 3,500.00
Video Producer	1	\$62,000.00	10.00%	\$ 6,200.00
Box Office Manager	1	\$53,000.00	15.00%	\$ 7,950.00
Box Office Coordinator	0.5	\$17,000.00	5.00%	\$ 850.00
Finance Manager	0.5	\$60,000.00	10.00%	\$ 6,000.00
Production Manager	0.5	\$25,000.00	5.00%	\$ 1,250.00
Event Coordinator	0.5	\$30,000.00	10.00%	\$ 3,000.00
				\$ -
				\$ -
TOTAL:				\$ 136,750.00

JUSTIFICATION/COMMENTS: Numbers for salary include fringe and tax amounts.

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2023 to June 30, 2024

Applicant: Kahilu Theatre Foundation

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Not Applicable			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:			\$ -	

JUSTIFICATION/COMMENTS:

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
Not Applicable			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:			\$ -	

JUSTIFICATION/COMMENTS:

Not Applicable

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2023 to June 30, 2024

Applicant: Kahilu Theatre Foundation

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						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS:						
Not Applicable						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Kahilu Theatre Foundation

Contracts Total:

485,220

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	Shuttered Venue Operators Grant	8/1/2021 to 12/31/21	SBA Office of Disaster Assistance	U.S.	251,533
2	Payroll Protection Program (PPP) Loan Forgiveness #1 OMB Control Number 3245-0407; FHB Loan Number: 4074776072-0000000018	2021	SBA	U.S.	95,300
3	Payroll Protection Program (PPP) Loan Forgiveness #2	2021	SBA	U.S.	83,710
4	FY22-0010 American Rescue Plan (ARP) Recovery Grant FY2022	4/1/22 to 5/31/22	State Foundation on Culture and the Arts	State	15,000
5	FY22-0084 Biennium Grant FY2022. Kahilu Theatre 2021-2022 Season	7/1/21 to 2/28/22	State Foundation on Culture and the Arts (SFCA)	State	15,000
6	Contract 20066. Kahilu Theatre 2020 Season	1/1/20 to 12/31/20	Hawaii Tourism Authority	State	20,000
7	Hawaii Business Pivot Grant	11/28/20	County Funds administered by the Chamber of Commerce of Hawaii	County	4,677
8					
9					
10					
11					
12					
13					