

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) Hawaii Compliance Express Certificate (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

LISA SOLOMINE, EXECUTIVE DIRECTOR

PRINT NAME AND TITLE

JANUARY 13, 2025

DATE



STATE OF HAWAII
STATE PROCUREMENT OFFICE

CERTIFICATE OF VENDOR COMPLIANCE

This document presents the compliance status of the vendor identified below on the issue date with respect to certificates required from the Hawaii Department of Taxation (DOTAX), the Internal Revenue Service, the Hawaii Department of Labor and Industrial Relations (DLIR), and the Hawaii Department of Commerce and Consumer Affairs (DCCA).

Vendor Name: MANOA HERITAGE CENTER

DBA/Trade Name: Manoa Heritage Center

Issue Date: 01/06/2025

Status: **Compliant**

Hawaii Tax#: 40465462-01

New Hawaii Tax#:

FEIN/SSN#: XX-XXX9524

UI#: No record

DCCA FILE#: 104067

Status of Compliance for this Vendor on issue date:

Form	Department(s)	Status
A-6	Hawaii Department of Taxation	Compliant
8821	Internal Revenue Service	Compliant
COGS	Hawaii Department of Commerce & Consumer Affairs	Exempt
LIR27	Hawaii Department of Labor & Industrial Relations	Compliant

Status Legend:

Status	Description
Exempt	The entity is exempt from this requirement
Compliant	The entity is compliant with this requirement or the entity is in agreement with agency and actively working towards compliance
Pending	A status determination has not yet been made
Submitted	The entity has applied for the certificate but it is awaiting approval
Not Compliant	The entity is not in compliance with the requirement and should contact the issuing agency for more information

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

(Typed Name of Individual or Organization)



(Signature)

(Date)

(Typed Name)

(Title)

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. Hawaii Compliance Express Certificate (If the Applicant is an Organization)

If the applicant is an organization, the applicant shall submit one (1) copy of a Hawaii Compliance Express Certificate from the Comptroller of the Department of Accounting and General Services that is dated no earlier than December 1, 2024.

See attached Certificate of Vendor Compliance.

2. Declaration Statement

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

See attached Declaration Statement.

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](#).

State Grant-in-Aid funding will be utilized for a public purpose, as outlined in **Section II. Background and Summary**, to help Mānoa Heritage Center (MHC) convert Kūali'i, the former home of late founders Sam and Mary Cooke, into a historic house museum. The funds will support essential renovations to Kūali'i, including interior and exterior restorations/enhancements, immediate safety and electrical upgrades, bolstered security, compliance improvements and all related costs.

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;

For over 30 years, Mānoa Heritage Center (MHC) has been a beacon for keiki to kūpuna, offering a profound connection to Hawai'i's rich history. Through the deliberate stewardship of Kūka'ō'ō Heiau and its surrounding Native Hawaiian gardens, MHC nurtures a living legacy of rare and endangered species, alongside plants introduced by

Polynesian settlers. This 3.5-acre site narrates the story of Mānoa Valley, historically a fertile agricultural hub cultivated by Hawaiians for centuries. Kūka'ō'ō Heiau, an ancient temple attributed to the menehune, stands elevated above the valley floor, once overlooking a mosaic of wetland taro fields (loi kalo) and thriving crops like breadfruit, banana, and sweet potato. The Hawaiians' deep reverence for water as a sacred and vital resource, crucial for irrigating Mānoa's lush landscape, is a central theme at MHC.

Over the course of three decades, MHC has refined programs by integrating cutting-edge cultural, historical and archeological research guided by a long lineage of respected kūpuna going back to 1874. Today, MHC staff work closely with kūpuna to learn more about the 3.5-acre "living classroom," creating programming that promotes an understanding of Hawai'i's cultural and natural heritage. Our historical and cultural collections, from Kūka'ō'ō Heiau to the gardens of native and Polynesian-introduced plants, are important teaching tools that incorporate an Indigenous perspective and help students, residents and visitors appreciate the intersection between agriculture, plants and Hawaiian culture.

2. The goals and objectives related to the request;

MHC aims to achieve the following Goal and Objective as part of this capital project:

Goal: To prepare Kūali'i for its transformation from a private residence into a community resource that will eventually be accessible to the public.

Objective: As part of this initiative, MHC will undertake necessary interior and exterior renovations to Kūali'i, including electrical upgrades, compliance improvements, security enhancements and all associated costs.

3. The public purpose and need to be served;

Residents from low-to-moderate income communities throughout Hawai'i need access to cultural spaces like MHC as these sites strengthen cultural identity and foster a generation of environmental stewards equipped to begin developing solutions to issues long-ingrained within local communities.

In 2019, the strategic planning process began to develop the framework for an interpretive plan for the historic Cooke family home, Kūali'i. Although this process stopped with the passing of Mary Cooke in 2022, it resumed when the new Executive Director joined MHC in 2023. While the inside of the home is not yet open to the public, the home occupies a prominent position within MHC's 3.5-acre campus and plays a central role in our existing tour program.

The Kūali'i residence, a striking example of Tudor-Revival architecture, was designed by Emory and Webb who were renowned architects from Honolulu. This remarkable home was constructed using stone sourced directly from the property, reflecting a connection with its natural surroundings. In 1970, the home was purchased by Sam and

Mary Cooke who gradually turned it into a repository of cultural gems rarely encountered by outside institutional settings. Their eclectic collection boasts an array of paintings, drawings, and prints, all centered on the Hawaiian Islands. In 2000, Kūali'i was officially recognized for its historical value and unique cultural significance, earning a well-deserved spot on the National Register of Historic Places.

When Mary Cooke was alive, staff worked alongside her and grasped both Sam and Mary's vision for this historic and cultural property, which includes Kūali'i, their Mānoa Valley residence. Kūali'i was deeded to MHC in early 2023 with the goal of sharing this cultural treasure as a community resource to benefit generations of students, educators, residents and visitors to the islands. Being a historic home, Kūali'i has been subjected to the wear and tear of time, resulting in a desperate need for restorative work to preserve its original integrity and charm. As safety regulations and electrical standards have evolved, so too must Kūali'i adapt, to ensure its continued usability and safety for all. It is essential the property complies with Americans with Disabilities Act (ADA) standards and incorporates heightened security measures to ensure the preservation of Kūali'i for future generations, safeguarding our cultural treasures against potential threats.

MHC's Kūka'ō'ō Heiau and Kūali'i reflect, in many ways, the complex and often misunderstood relationship between Kanaka 'Oiwī (Native Hawaiians), Christian missionaries and their descendants. Once the renovation of the historic Kūali'i home is completed and it is open to the public, it will provide not only a contemporary context for the MHC site but also offer insight into the latter half of the 19th century, a time of significant transformation for Hawai'i. This revitalized space will enable MHC to engage the community in discussions about Hawai'i's economic, political, and social history, while also inspiring people of all ages to advocate for environmental conservation throughout the Ala Wai watershed.

4. Describe the target population to be served; and

This capital improvement project will serve an estimated 7,500 residents and visitors from keiki to kūpuna, community organizations, cultural practitioners and international guests, as well as students and educators from public, private and charter schools statewide. School programs will benefit students in underserved communities throughout O'ahu, many which have a high transiency rate and a large percentage of children who qualify for free or reduced-price lunch.

5. Describe the geographic coverage.

MHC welcomes visitors from across O'ahu, the Neighbor Islands, the mainland, and abroad. Our programs primarily focus on communities within the Ala Wai Watershed, which spans 19 square miles, with 40% of the upper watershed designated as Conservation District. The middle and lower watershed is home to about 200,000 residents, or 20% of O'ahu's population, and includes more than 30 K-12 schools, as well as the University of Hawai'i at Mānoa campus. This area is highly urbanized,

featuring single-family homes, condominiums, hotels, and businesses. Waikīkī, often considered a major part of Hawai'i's economic heart, lies between the Ala Wai Canal and the ocean at the base of the watershed.

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;

Grant-in-aid funds would be used toward essential interior and exterior renovations to Kūali'i and all related costs, including upgrades to address immediate safety and electrical issues, security and compliance issues. MHC staff will collaborate with professional and licensed contractor(s) to complete the upgrades of Kūali'i and all related tasks in preparation for transitioning the home to a museum.

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

Upon receiving the Notice to Proceed, MHC would begin renovations, which are anticipated to begin in late 2025 and take approximately 12 months to complete.

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

If awarded State Grant-in-Aid, MHC anticipates drawing down on funds immediately upon receiving the Notice to Proceed. Working in tandem with qualified and licensed contractor(s), MHC's staff and planning team will work with professionals who will establish key milestones to ensure progress is tracked and goals are met.

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.

MHC will submit quarterly reports to the State based on pre-established renovation milestones.

IV. Financial

Budget

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.
 - a. Budget request by source of funds ([Link](#))
 - b. Personnel salaries and wages ([Link](#))
 - c. Equipment and motor vehicles ([Link](#))
 - d. Capital project details ([Link](#))
 - e. Government contracts, grants, and grants in aid ([Link](#))

See attached Budget Forms.

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2026.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$125,000	\$125,000	\$125,000	\$125,000	\$500,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2026.

To date, \$1,000,000 has been committed toward the estimated \$1.5M cost of renovations to Kūali'i, including \$500,000 through State Grant-in-Aid and an additional \$500,000 in matching private funds. A \$500,000 grant from State GIA will complete funding for this capital improvement project.

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.

This does not apply.

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 2026 for program funding.

Program	Funding Source	Amount
Healing Racial Trauma through Multicultural Understanding	City GIA	\$136,483
Healing Racial Trauma through Multicultural Understanding	State GIA	\$100,000

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2024.

MHC's balance of unrestricted current assets as of December 31, 2024 is \$108,761.83.

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.

For over 30 years, Mānoa Heritage Center has invited visitors of all ages to connect with Hawai'i's past through the thoughtful stewardship of Kūka'ō'ō Heiau and its surrounding Native Hawaiian gardens, which are home to a remarkable collection of rare and endangered species, as well as plants introduced by Polynesian settlers.

Our 3.5-acre site tells the story of Mānoa Valley, once a thriving agricultural hub cultivated by Hawaiians for centuries. Kūka'ō'ō Heiau, an ancient temple believed to be built by the menehune, rises above the valley floor, once overlooking a landscape of wetland taro fields (lo'i kalo), along with breadfruit, banana, and sweet potato crops cultivated in the fertile valley.

MHC's educational programs for schools, teachers, and the community are focused on fostering responsible stewardship and a deep appreciation for Hawai'i's rich natural and cultural heritage. In 2018, MHC successfully expanded its campus as part of a \$4 million capital campaign to build the LEED Gold Certified Harry & Jeanette Weinberg Visitor Education Hale, a caretaker's residence/maintenance workroom, a Hawaiian star compass driveway, and expanded gardens.

As change-makers, MHC has spent the last several years ensuring our spaces function as community hubs that promote cross-cultural dialogue. These spaces enable students from all backgrounds to collaboratively create strategies for conserving our island's precious resources. MHC will harness three decades of successful experience to transform Kūali'i into a treasured community resource for generations of keiki and kūpuna to learn from and enjoy.

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.

MHC is a culturally unique 3.5-acre site in Mānoa Valley that comprises distinct resources spanning two sections of its master campus:

Upper Campus

- Kūka'ō'ō Heiau;

- Gardens of Native Hawaiian and Polynesian-introduced plants; and
- Named in honor of the last chief of O‘ahu before the unification of the islands, Kūali‘i is Sam and Mary Cooke’s former historic tudor-style home in Mānoa that is on the National Register of Historic Places. As part of renovations, MHC is preparing the home and its vast collection of art and rare books to transition from a private residence to a treasured community resource for generations of keiki and kūpuna to learn from and enjoy.

Lower Campus

- In 2018, MHC completed construction of a 4,125 sf, LEED-certified, energy self-sufficient, ADA-compliant Visitor Education Hale, 1,208 sf 2-story caretaker’s residence/maintenance workroom, Hawaiian star compass driveway for wayfinding and celestial navigation and additional landscaping of Native Hawaiian plants.

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.

With 15 years of administrative experience, MHC’s **Executive Director Lisa Solomine** specializes in strengthening organizations through effective and streamlined operations management, active fundraising and executive support. Lisa has 11 years of experience at the Hawaiian Mission Houses Historic Site and Archives and has worked in the arts and non-profit management sectors in NYC and Europe. She recently concluded her term as President of the Hawai‘i Museums Association and remains active on the Board of Directors. Lisa holds an MFA in Exhibition Design and a BFA in Visual Communications, both awarded by the Berlin University of the Arts, Germany.

John Barker serves as the **Curator of Archives** at Mānoa Heritage Center, where he oversees the preservation and organization of historical documents, photographs, and artifacts that chronicle Hawai‘i’s rich cultural and natural heritage. With a deep passion for storytelling and a commitment to safeguarding the past for future generations, John brings extensive experience in archival management and historical research to his role. His work supports the center’s mission to educate the community through accessible, well-documented collections that highlight the unique history of Mānoa Valley and its significance in Hawai‘i’s broader narrative. John holds a degree in history and library sciences.

Director of Education Jenny Engle brings 20 years of experience designing museum education programs that engage students and help teachers. She holds an M.Ed. from

Harvard Graduate School of Education and a B.A. in Art History from Kenyon College, OH.

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.

See attached Organization Chart.

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.

MHC's three highest paid employees are as follows:

Executive Director	\$115,000.00
Director of Education	\$77,500.00
Facilities Manager	\$52,000.00, plus free, on-site housing

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.

This does not apply.

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.

This does not apply.

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.

This does not apply.

4. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2026 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2026, but
- (b) Not received by the applicant thereafter.

MHC sustains its programs through a financial framework that includes income from annual fundraising campaigns targeting individuals, foundations, and corporations. Our multi-year operational budget emphasizes strategic priorities while maintaining cost efficiency. Recognizing the limitations of relying solely on annual fundraising, MHC established the Sam Cooke Endowed Fund in 2018. Once fully funded, this endowment will provide a stable revenue source to protect cultural assets and ensure the continuity of programs, even in the face of unforeseen financial challenges.

Through prudent fiscal management, diversified revenue streams, annual fundraising efforts, and our endowment campaign, we are confident that the work resulting from this project will be sustainable beyond the grant period. This request for State Grant-in-Aid will complete funding to enable MHC to undertake essential renovations to Kūali'i, preparing it to transition into a community resource, along with its rare books and art collection, for public enjoyment for generations. These renovations go beyond improving a building; they represent an investment in revitalizing a community asset, preserving our cultural heritage, and ensuring Kūali'i inspires and educates future generations.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2025 to June 30, 2026

Applicant: Mānoa Heritage Center

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/State Funds Committed (d)
A. PERSONNEL COST				
1. Salaries	\$0	\$0	\$0	\$0
2. Payroll Taxes & Assessments	\$0	\$0	\$0	\$0
3. Fringe Benefits	\$0	\$0	\$0	\$0
TOTAL PERSONNEL COST	\$0	\$0	\$0	\$0
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	\$0	\$0	\$0	\$0
2. Insurance	\$0	\$0	\$0	\$0
3. Lease/Rental of Equipment	\$0	\$0	\$0	\$0
4. Lease/Rental of Space	\$0	\$0	\$0	\$0
5. Staff Training	\$0	\$0	\$0	\$0
6. Supplies	\$0	\$0	\$0	\$0
7. Telecommunication	\$0	\$0	\$0	\$0
8. Utilities	\$0	\$0	\$0	\$0
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	\$0	\$0	\$0	\$0
C. EQUIPMENT PURCHASES	\$0	\$0	\$0	\$0
D. MOTOR VEHICLE PURCHASES	\$0	\$0	\$0	\$0
E. CAPITAL	\$500,000	\$0	\$0	\$500,000
TOTAL (A+B+C+D+E)	\$500,000	\$0	\$0	\$500,000
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	\$500,000	Lisa Solomine 808-988-1287		
(b) Total Federal Funds Requested	\$0	Name (Please type or print) Phone		
(c) Total County Funds Requested	\$0	January 13, 2025		
(d) Total Private/State Funds Committed	\$1,000,000	Signature of Authorized Official Date		
TOTAL BUDGET	\$1,500,000	Lisa Solomine, Executive Director Name and Title (Please type or print)		

Note: A total of \$1,000,000 has been committed to date for the project, including \$500K through State GIA and an additional \$500K in private matching funds.

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2025 to June 30, 2026

Applicant: Mānoa Heritage Center

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Not Applicable				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2025 to June 30, 2026

Applicant: Mānoa Heritage Center

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:

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2025 to June 30, 2026

Applicant: Mānoa Heritage Center

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:2022-2024	FY:2024-2025	FY:2025-2026	FY:2025-2026	FY:2026-2027	FY:2027-2028
PLANS						
LAND ACQUISITION						
DESIGN						
RENOVATIONS	\$500,000	\$500,000	\$500,000			
EQUIPMENT						
TOTAL:	\$500,000	\$500,000	\$500,000			
JUSTIFICATION/COMMENTS: If awarded State GIA, funding would be used toward renovations of Kūali'i and all related costs.						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Mānoa Heritage Center

Contracts Total: \$236,483

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	Healing Racial Trauma through Multicultural Understanding	10/1/2022 - 9/30/2023	Department of Community Services	Honolulu	\$136,483
2	Healing Racial Trauma through Multicultural Understanding	1/1/2023 - 6/30/2024	Office of Community Services	State	\$100,000
3					
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26					

MĀNOA HERITAGE CENTER

Organizational Chart
as of January 1, 2025

Board of Directors

Executive Director (Lisa Solomine) 1 FTE

Implements MHC's mission; strategic planning;
human resources; budget development,
oversight of organization and staff, and fundraising.

Facilities Manager (Kevin Prior) 1 FTE

Manages MHC's buildings,
operating systems, grounds, and
garden team.

Director of Education (Jenny Engle) 1 FTE

Develops, implements, manages
MHC's educational programs and
oversees education team.

Development Officer (Emily Fay) .25 FTE

Manages annual fund program,
donor acknowledgement, gift reports.

Director of Collections (Jill Sommer) .5 FTE

Maintains and oversees the Kualii Collections and
manages collections team.

Botanical Educator (Kanoa Nakamura) 1 FTE

Develops and implements
plant-centric programming

Education Designer (Lilia Lorenzo) 1 FTE

Develops, creates, and evaluates
education materials.

Cultural Educator (Lindsey Keala Wong) 1 FTE

Assists Director of Education

Collections Specialist (Kelsey Hara) 1 FTE

Manages collections inventory

Curator of Archives (John Barker) .5 FTE

Manages collections inventory

Groundskeeper (Mario Clement) 1 FTE

Garden and Grounds maintenance

Education Assistant (Kawaii Souza) 1 FTE

Assists Education Team