

House District 7

Senate District 4

THE TWENTY-EIGHTH LEGISLATURE  
APPLICATION FOR GRANTS  
CHAPTER 42F, HAWAII REVISED STATUTES

Log No:

For Legislature's Use Only

Type of Grant Request:

GRANT REQUEST – OPERATING

GRANT REQUEST – CAPITAL

"Grant" means an award of state funds by the legislature, by an appropriation to a specified recipient, to support the activities of the recipient and permit the community to benefit from those activities.

"Recipient" means any organization or person receiving a grant.

STATE DEPARTMENT OR AGENCY RELATED TO THIS REQUEST (LEAVE BLANK IF UNKNOWN):

STATE PROGRAM I.D. NO. (LEAVE BLANK IF UNKNOWN):

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:  
Kahilu Theatre Foundation

Dba: Kahilu Theatre

Street Address: 67-1186 Lindsey Road, Kamuela, HI 96743

Mailing Address: PO Box 549, Kamuela, HI 96743

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name DAYVA KEOLANUUI

Title Director of Marketing and Development

Phone # 808 885-6868

Fax # 808 443-0366

E-mail dayva@kahilutheatre.org

3. TYPE OF BUSINESS ENTITY:

- NON PROFIT CORPORATION INCORPORATED IN HAWAII
- FOR PROFIT CORPORATION INCORPORATED IN HAWAII
- LIMITED LIABILITY COMPANY
- OTHER
- SOLE PROPRIETORSHIP/INDIVIDUAL

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

EXPANDING AND IMPROVING KAHILU THEATRE FOUNDATION'S ARTS EDUCATION AND OUTREACH PROGRAMS TO SERVE MORE YOUTH OF HAWAII ISLAND.

4. FEDERAL TAX ID #

5. STATE TAX ID #

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2016: \$ 200,000

8. STATUS OF SERVICE DESCRIBED IN THIS REQUEST:

- NEW SERVICE (PRESENTLY DOES NOT EXIST)
- EXISTING SERVICE (PRESENTLY IN OPERATION)

SPECIFY THE AMOUNT BY SOURCES OF FUNDS AVAILABLE AT THE TIME OF THIS REQUEST:

STATE \$ \_\_\_\_\_  
 FEDERAL \$ \_\_\_\_\_  
 COUNTY \$ \_\_\_\_\_  
 PRIVATE/OTHER \$ \_\_\_\_\_

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE

[Redacted Signature]

AUTHORIZED SIGNATURE

MARIE KERLEY, BOARD PRESIDENT

NAME & TITLE

1/23/15  
DATE SIGNED



RECEIVED  
1-30-15

✓

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

The undersigned authorized representative of the applicant certifies the following:

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

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

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

Kahilu Theatre Foundation

(Typed Name of Individual or Organization)

(Signature)

(Date)

Marie Kerley

(Typed Name)

Board President

(Title)

## **Application for Grants**

### **I. Background and Summary**

1. A brief description of the applicant's background; Kahilu Theatre Foundation (KTF) is responsible for the operation of Waimea's 490-seat Kahilu Theatre. For over 30 years, Kahilu Theatre has provided the residents and visitors of Hawai'i Island with opportunities to experience and participate in a wide array of artistic performances and events, including music, dance, drama, film, and visual arts.

Over the past two years, the KTF Board of Directors worked to formulate a new vision and roadmap for the future of Kahilu Theatre, embodied in a strategic plan adopted in May 2014. Kahilu Theatre's strategic plan is guided by the vision of making Kahilu a place where art, community, youth, adults, professional artists and all members of Hawai'i Island gather to be inspired, develop their potential through the arts and have a positive impact on their community. The vision is founded on three pillars of activity: presenting a professional performing and visual arts program, educating youth and adults in the arts, and providing a venue for the community to gather and connect.

Over the 2013-14 fiscal year, KTF served residents and visitors of Hawai'i by presenting 55 performances, among the best in the State and on a national and international level of quality, with many sellout shows and an average of 65% theatre capacity reached at each ticketed show. We offered a greater diversity of programming targeting a broader cross-section of our community than ever before, including more local artists, dancers, and musicians. We have offered more free and affordable programming, with a new tiered ticket pricing system. This includes offering \$20 (or less) tickets to every ticketed show, so that families could afford to attend together, making the arts accessible to all in our community. Including free events, Kahilu created 23,912 unique experiences in the arts last year. From patron feedback surveys, 90% of patrons rated their experience at Kahilu in the excellent range.

Kahilu Theatre Foundation's education programs extend these opportunities to Hawai'i's *keiki* and adults through extensive educational programming. This educational programming enabled over 7,287 youth and adults during fiscal year 2013-2014 to cultivate an appreciation of the performing, musical, and visual arts, and established the arts as an integral part of lifelong education and thriving community life. These education programs were offered for free or at very affordable rates. They educate and inspire our community's children, exposing our youth to positive role models in various art modalities. Participants in the arts flourish with enhanced creativity, self-expression, and individualism; greater self-confidence; improved problem-solving and critical-thinking skills which carry-over into all world classrooms.

Kahilu Theatre's current education program, called *KIDS at KAHILU*, comprises Youth Shows and workshops at Kahilu Theatre and at various school campus, and youth arts education throughout the year for ages 2-18. During 2014 (which spans our fiscal years



2013-2014 and 2014-2015) and with a total budget of approximately \$180,000, we were able to grow KIDS at KAHILU and engage more children in the arts, with the following programs:

**YOUTH SHOWS – over 9,580 students served**

We offered 12 Youth Shows at the Theatre, where professional artists performed for PreK-12 students at the Theatre with over 6,000 kids attending over the year. During the November `Ukulele and Slack Key Festival, Kahilu Theatre took 12 artists into 9 local schools in North and West Hawai'i over 2 days and reached over 3,580 kids.

**K-Arts AFTERSCHOOL ARTS EDUCATION – over 200 students served**

For the 6<sup>th</sup> year and in partnership with Waimea Middle Public Charter School, we provided middle school students with a free after-school arts program, on Wednesday afternoons, providing 8 classes for 90 students during Spring and 110 in Fall, culminating in a Finale show each season. The Fall Finale was the 10<sup>th</sup> K-Arts session and was themed on the MLK speech "I Have a Dream".

Students choose from classes in Tahitian Dance, Expressive Photography, Backstage Production, Hip Hop, Musical Theatre, Drama, Film-Making, Hula, African Drumming, and Ukulele Playing. 70% of the students participating live below the poverty line and nearly 20% come from migrant families. In addition to learning new skills, K-Arts builds focus, friendships and self-confidence.

K-Arts provides arts education to public school students who would not have access to the arts otherwise.

**AFTERSCHOOL CLASSES with PRINCE DANCE INSTITUTE – over 100 students served**

This fall, for the first time in its history, Kahilu Theatre presented an extensive program of afterschool dance and performing arts classes at the Theatre. We offered 14 arts classes, in hula, hip hop, ballet, acting, trapeze, musical theatre, break-dancing and contemporary dance, for a total of 18 hours a week, to over 100 kids (and about 20 adults). We provided full and partial scholarships to 12 of these children during Fall 2014.

**SUMMER ARTS – 50 students served**

A collaborative program with Lava Roots Performing Arts, this 5-week summer program was offered to 50 children from 6-12 years of age. Summer Arts combined performing arts and science intensives aimed at giving participants an early and dynamic first-hand experience of a liberal arts education, culminating in a free public finale performance. 24% percent of students were on full or partial scholarships.

**Keiki Performing Arts Workshop (KPAW) – 25 students served**

KPAW, a free two-week summer musical theatre performing arts camp, served 25 students from ages 6 to 12, and concluded in a public finale performance. Admission preference was given to "at-risk" youth and those who do not have access to arts education at school.

**ART EXHIBITS – over 1000 students served**



Kahilu Theatre has two galleries which are open free of charge daily and were visited by many schools in 2014. The *School to Community* exhibit of keiki art, *Paniolo Connections* exhibit of saddles, *Big Island Ukulele Guild* exhibit of ukulele, and the *Voyager Exhibit* about the Hokulea's Worldwide Voyage were highlights from this past year.

2. The goals and objectives related to the request; The Theatre's mission is ***to make a place where community, creativity, and inspiration thrive***. Our Vision is for the Kahilu Theatre to be a flourishing multidisciplinary arts center on Hawai'i Island: a place where our community comes together and the arts come alive! Community engagement and educational opportunities are foundational to this mission and vision.

In its 2014-2019 strategic plan, the Board identified the following goal and objectives related to education and outreach:

**Goal:** We will place learning at the heart of Kahilu Theatre and strive to produce dynamic educational and outreach activities of the highest standard.

**Objectives:** We understand that arts education and outreach is essential to our future and to the success of our community. We will:

- More broadly promote arts participation and engagement through partnership and collaboration with other organizations, visiting artists, and educators;
- Steward stronger alliances with all schools in our community;
- Develop a comprehensive resident arts education program and internships for youth and adults.

Making education and outreach programs the priority in our vision for the future will establish Kahilu as an arts center by and for families for generations. KTF's goal for education is to provide educational programs that encourage growth in youth and adults, cultivate appreciation of the performing, musical, and visual arts, and make the arts an integral part of school and family life. In the short term, we aim to increase the community we serve to 12,500 youth, with 60% of the youth served being at-risk, from intergenerational or low-income families. This means making KTF's education and outreach programs affordable and providing positive role models and educational opportunities for youth and families.

Specifically, the objectives of the Expanded *K-Arts* program are to: 1) provide exposure to and participation in the visual and performing arts for middle school students in an under-served, rural area at no cost to families; 2) build the self-esteem, cultural awareness, and empowerment of all participants, as well as provide opportunities to develop leadership skills; and 3) support Kohala Middle School in providing a well-rounded education and reinforcing attendance and academics.

Engaging youth and their families in the arts is important because it cultivates thriving, creative and inspired members of society. At Kahilu, we want to see all members of our

community engaged and stimulated by our diverse and quality programming, appealing to a variety of tastes and backgrounds.

3. The public purpose and need to be served;  
Kahilu Theatre is located in the rural community of Waimea (Kamuela), Hawai'i (population 12,000). Diverse ethnicities are represented in the community, including Caucasian, Filipino, Japanese, Native Hawaiian and other Pacific Islanders, with many single-parent and multi-generational families. While median household income is \$53,600, there is a significant disparity in income levels. Almost 16% of island residents live below the poverty level.

With many schools offering little to no arts education, many youth within our community have not had the experience of exploring various art genres (visual, performing, dance and movement, music). Many of these kids are considered "at risk", with the local public schools serving a student population comprised of over 50% Hawaiian ancestry, 65% who receive free/reduced lunch, and 8% English language learners.

The arts improve academic performance. Studies have shown that engaging in the arts has a tremendous impact on the developmental growth of every child and has proven to help level the "learning field" across socio-economic boundaries by strengthening critical-thinking, cognitive and creative skills. Through the arts, students nurture important values including team-building skills, respecting alternative viewpoints, and appreciating and being aware of different cultures and traditions. The community benefits because youth who have a history of in-depth arts involvement have better academic outcomes, higher career goals, and are more civically-minded, according to a report entitled *The Arts and Achievement in At-Risk Youth: Findings from Four Longitudinal Studies (NEA 2012)*.

For these reasons, it is a priority of the Kahilu Theatre Foundation to expand and enhance the youth arts experiences it offers, so that more of our *keiki* can be guided, mentored and inspired in a variety of art modalities, including dance, voice, theater, and visual arts.

4. Describe the target population to be served  
Expanded **KIDS AT KAHILU** programs will bring quality arts experiences to children, ages 5 through 18, from all schools – public, private, and homeschooled – in the greater North Hawaii region, including North Kohala (Hawi and Kapa'au), Waikoloa, Waimea, and Honoka'a to Laupahoehoe.

Studies have shown that involvement in the arts helps kids increase test scores and promotes academic achievement. Children who are involved in the arts are:

- 4 times more likely to be recognized for academic achievement
- 3 times more likely to be elected to class office within their schools
- 4 times more likely to participate in a math and science fair
- 3 times more likely to win an award for school attendance

Rebekah Horne, K-Arts photography teacher, made some wonderful and very poignant observations about the importance of K-Arts for our local youth:



- I saw kids who would normally never speak out about injustices in the world find their voice by taking pictures of their passions and using photography to speak out about human rights, bullying, gender roles, oppression, cleaning the planet, how they want a good education, how they want to go to college, and how they want to make a positive impact in the world.
- I saw a boy who is unable to focus or sit still in class, perform epic hip-hop moves and not miss a beat.
- I saw a girl who is ordinarily too shy to look anyone in the eyes stand up tall and proud in front of a crowd, play an `ukulele and sing, note-perfect.
- I saw a boy who recently came out about his sexuality to his friends and family dance his heart out and feel accepted for the first time for who he really is with open arms and cheers.
- I saw a girl who was too self-conscious to even talk around others stand up on a stage, deliver a monologue about her struggles, and bring an entire audience to tears.
- This program is breaking down walls and helping students grow in ways that traditional school can't. Waimea is so lucky to have this program to give kids an outlet that they desperately need. For some of these kids, this is one of the few positive interactions they get in the day. Please, please, please continue to support Kahilu Theatre so they can carry on with this important work.

5. Describe the geographic coverage.

Through its expanded Youth Shows and K-Arts afterschool arts program, Kahilu Theatre Foundation will target students from the greater North Hawai'i region – Hawi/Kapa'au, Waikoloa, Waimea, and Honoka'a/Pa'auilo. These comprise the North Kona, South Kohala, North Kohala, and Hamakua districts.

## II. Service Summary and Outcomes

1. Describe the scope of work, tasks and responsibilities;

Our goal for fiscal year 2015-2016 is to continue to expand the scope of our **KIDS at KAHILU** offerings. This will enable us to utilize Theatre resources and experience to augment youth arts education in the schools and to expose more *keiki* in the greater North Hawaii region to a wide range of art modalities. With this application, Kahilu Theatre Foundation is seeking support for three components of our **KIDS at KAHILU** educational program:

### 1. More Youth Shows

Kahilu Theatre Foundation will provide a minimum of 14 youth performances at Kahilu Theatre with artists representing a range of artistic genres. This requires KTF to contract with visiting artists to undertake 1 or more youth shows at the theatre in the morning in



addition to the usual evening public show. Kahilu incurs extra artist fees as well as extra facility costs, tech labor charges, and the cost of coordinating the shows.

These performances fill the Theatre with youth ages 5-18 from public and private schools, as well as homeschoolers, from the greater North Hawaii region. Youth school performances are usually very interactive, with artists engaging the students with question and answers, demonstrations, and sometimes even bringing students onto the stage to participate in educational activities. Kahilu Theatre is abuzz with youthful energy on youth show days!

Hawai'i Island schools bus their students to the Theatre for these performances. For some public schools, providing this transportation for their students is not included in their annual budgets. Part of our funding request will help support busing of children from public schools in Kohala, Waikoloa, and along the Hamakua Coast to the Theatre in Waimea. This will greatly increase access to the Youth Shows for the schools and students that are most in need.

KTF will also provide outreach performances and/or workshops at various school campuses by leading artists participating in the 'Ukulele and Slack Key Guitar Festival. This involves transporting artists and our tech staff into the local schools for engaging performances and/or smaller, more technical workshops. Depending on the nature of the artists, we plan to offer artists-in-schools visits several more times during the 2016 fiscal year.

Our goal for 2015-2016 is to serve 11,000 students through our Youth Shows at the theatre and artists-in-schools visits.

## **2. Expand Kahilu Theatre's Afterschool Arts Program (K-Arts) to Kohala Middle School, Kohala Elementary School, and The Kohala Village Hub**

Kahilu Theatre's free afterschool K-Arts program in conjunction with Waimea Middle School has been extremely successful in bringing arts education to underserved, "at risk" children in our community. Waimea Middle School reports that the youth involved in K-Arts have improved school attendance and grades, because of this involvement! The kids are eager participants and develop self-esteem, cultural awareness, and empowerment, as well as leadership skills.

With this application, we seek to expand K-Arts to serve another underserved, rural community within our geographic area – North Kohala – at no cost to families. North Kohala is a geographically-isolated community and youth from this area have little access to arts education in school and few opportunities afterschool.

Kohala Middle School, enrolling approximately 190 students, is situated on the northernmost coast of the island in the district of North Kohala and is the only public middle school within a radius of 25 miles. The school serves a rural community of a little over 6,000 people. The demographics of this school community are similar to Waimea

**Middle School, with over 67% of students receiving free or reduced-cost lunch and 42% Native Hawaiian, with reading, math and science assessment results below state averages.**

**Kohala Elementary School serves the same geographic and demographic community. Situated about 4 miles from the Middle School, it enrolls about 350 children.**

**Kohala Village Hub is a new non-profit that focuses on food, art, culture and education for all ages to benefit the community. It offers several after school and homeschool enrichment classes in its facilities that include a Barn Theatre, Pavilion, and indoor and outdoor classrooms. Class registration is fairly low currently, as the community is often unable to afford paying the full fee.**

**We propose to bring K-Arts teachers into the Kohala Village Hub and the Kohala Middle School to conduct 6 free afterschool K-Arts classes for up to 90 students every day in the week for a 12 week Spring session, culminating in a community performance at Kahilu Theatre. Instructional staff will be artists who are experienced educators.**

**The classes at Kohala Middle School will dovetail with the existing "Uplink" afterschool program at the school, which provides supervised homework, snack and activities. The K-Arts teachers will provide a class such as Drama, Dance, Photography, Fine art and Music, from 4pm to 5pm. Specific classes will be determined in coordination with Kohala Middle School staff. Another activity such as Hawaiian Studies, Yearbook, or Media Tech will be offered by the existing Uplink staff each afternoon. Of the 75 children registered for Uplink, about 40 attend each afternoon session, so about 20 will attend the K-Arts class.**

**At the Hub each day, two K-Arts teachers will offer classes from 2.45 to 3.45. This will primarily serve the 6 to 9 year olds attending Kohala Elementary School. Then one teacher will go to the Middle School for the Uplink class. The other teacher will continue with a second class 4pm to 5pm, and when the Uplink teacher returns both will offer a class to young teens (primarily from Kohala High School) from 5.30pm to 6.30pm. Class enrollment will be for 15 to 20 kids (depending on the class). The classes offered will be determined in coordination with the Kohala Village Hub staff, but will certainly include Backstage or Stagecraft, making use of the equipment at the small Theatre in the Barn.**

**As an enhancement to the K-Arts classes during the spring semester, we will also offer a week long Band Camp during Spring Break, with most if not all of the classes held at Kohala Middle School.**

**Neither Kohala school offers dedicated buses to students going home, but the County bus service provides transportation home for many students. KTF will work with both schools' administrations to ensure that the class schedule fits within the bus timetable.**

**State funding will provide seed money to get the program started. KTF will actively fundraise to find private and foundation donors to continue program support in subsequent years.**



**3. Director of Education and Outreach**

The rapid growth of our KIDS at KAHILU program is straining our existing personnel resources, and in the 2015-2016 fiscal year we will seek to hire a Director of Education and Outreach (DEO) to manage the overall education program. A full-time DEO will schedule and manage all Youth Shows, liaise with schools and instructors, and develop and coordinate afterschool classes, including the expansion of K-Arts into Kohala. This will ensure effectiveness of the various programs for the target audience, provide long-term program stability, and offer measurable outcomes.

The DEO will engage and manage teaching artists, designers, interns, apprentices, and volunteers to support the Kids at Kahilu Education Program as it grows. Other key responsibilities include: develop curriculum for afterschool programming; select "Kahilu Produced" material (i.e. plays, musicals, etc); develop an annual departmental budget and ensure strict adherence; assist with grant writing that pertains to education and outreach; create supplementary educational materials for residencies, workshops, and other programs; support the development and implementation of an effective marketing strategy for educational programs; evaluate programs on a regular basis.

Grant-in-aid funding will match and augment private foundation funds received to partially fund the position. Once the position is filled, the DEO will be responsible for grant writing and fundraising to secure funding for subsequent years.

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

TASKS AND ACTIVITIES/ JULY 2015-JULY 2016	J	A	S	O	N	D	J	F	M	A	M	J
Youth School Performances			X	X	X	X	X	X	X	X	X	
Expand K-Arts to Kohala Middle School coordinate with KMS and Hub staff in developing the program hire instructional staff conduct Spring session, culminating in performance	X	X	X	X	X	X		X	X	X	X	
Education Director hire fulltime train for position	X	X	X									

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

1. The quality of presenting more Youth Shows will be monitored and improved through on-site evaluations by the new DEO and also by the KTF's Artistic and Managing Director (AMD), discussion of debrief and improvement at weekly operations meetings, with staff and volunteers,



and the DEO's monthly report to the Board of Directors. Counts of sign-ups and actual participation will be taken for every Youth Show through an online system and manually at check-in for the show. The Education Director will also have regular communication with teachers, administrators and parents who organize Youth Shows, to ensure feedback is collected and necessary improvements are made.

2. In **expanding Kahilu Theatre's Afterschool Arts Program (K-Arts) to Kohala Middle School**, student attendance in the program and at school will be collected. Success will be measured qualitatively through feedback on surveys distributed to students, parents, and instructors following the program. The objectives of K-Arts will also be monitored through students' school attendance records and grades.
3. The quality of work done by the DEO will be evaluated by the BOD through monthly reports on work done by the DEO, and in semi-annual employee evaluations by the AMD. Generally, the quality of performance of the DEO will be closely tied to the monitoring, evaluation, and improvement of the KTF education programs he/she oversees.
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.
  1. Effectiveness of **Youth Shows** will be quantitatively evaluated by the number of youth participating in Youth Shows. Our goal is to have 11,000 Hawai'i Island youth experience Youth Shows (including artist-in-school visits) in FY 2016. We will also seek qualitative feedback from teachers and principals of all the schools that we work with.
  2. Effectiveness of **Expanding Kahilu Theatre's Afterschool Arts Program (K-Arts) to Kohala Middle School and Kohala Village Hub** will be measured by the number of students who sign up for and attend the 6 classes offered daily – 30 classes a week and our goal is to have 90 students participate every day. Over 12 weeks that would generate 5,400 student hours of arts experiences.
  3. Effectiveness of the **Director of Education and Outreach** will be measured through the achievement of 85% of all KIDS at KAHILU Program goals.

### III. Financial

#### Budget

1. Budget form attached, to detail the cost of the request. Please note that the budget details all anticipated programs of the KIDS at KAHILU Education Program. Several programs such as K-Arts at Waimea Middle School, from Fall and Spring semesters, and Prince Dance after school classes at Kahilu, are not included in this GIA Request.
2. Anticipated quarterly funding requests for the fiscal year 2016:

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$40,000	\$40,000	\$45,000	\$40,000	\$165,000

3. All other sources of funding we are seeking for fiscal year 2016 – that apply directly to the KIDS at KAHILU Education Programs.
  - Private Donations
  - Corporate Sponsors
  - Program Tuition
  - State Foundation on Culture and the Arts
  - Hawai'i Community Foundation FLEX Grant
  - Family Foundations including; Atherton, O'Neill, Dorrance, Goldstein.
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.  
N/A
5. The applicant shall provide a listing of all government contracts and grants it has been and will be receiving for program funding.  
Please see attachment.
6. The balance of Kahilu Theatre Foundation's unrestricted current assets as of December 31, 2014, is \$210,125.93.

### IV. Experience and Capability

#### A. 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.

Kahilu Theatre Foundation (KTF) was incorporated in 1980 as a 501(c)(3) not-for-profit organization and has been responsible for the operation of Kahilu Theatre since it was built in 1981. KTF has since overseen 30 years of successful artistic and educational programming, with an annual budget ranging between \$210,000 (in the 80s) and \$1.4 million (in the late 90s).

Today, Kahilu Theatre is an arts center dedicated to making a place where community, creativity and inspiration thrive. We do this by presenting outstanding performing and visual arts, educating youth and adults in the arts, and providing a venue for community artists and other groups to gather and perform for the visitors and residents of Hawaii Island. The majority of the communities we serve come from the North and South Kohala, North Kona, and Hamakua districts of the Island. We serve all ages, from children to adults. Kahilu Theatre seats 490 people and is the largest arts center in North and West Hawaii. In recent years, we have averaged 18 performances per year in our presenting season, serving an average of 22,130 residents and visitors annually.

Kahilu Theatre Foundation's (KTF) education program, **KIDS at KAHILU**, includes youth afterschool and summer arts programs, live performances for youth at the theatre and at schools, classes for adults, and free arts events giving youth and adults the opportunity to engage and prosper in and through the arts. The majority of our education programs are comprised of youth ages 3-18 from the North Hawaii and Hamakua areas. Youth education programs comprise 20% or more of our annual operating budget, bringing quality arts experiences to underserved rural areas. Many schools in our community offer little to no arts education, leaving many youth no exposure to various art genres. Many of these youth are considered "at risk", with the local public schools serving a student population comprised of over 50% Hawaiian ancestry, 67% who receive free/reduced lunch, and 8% English-as-a-second-language learners. On average, KTF has served 9,270 children annually.

One of our most successful education programs is K-Arts, an Afterschool Arts Program that is run in collaboration with Waimea Middle Public Conversion Charter School (WMPCCS) for the past 6 years, for 10 weeks in both the Fall and Spring. It offers at least six free afterschool classes to 100 middle school students in the arts, in the areas of cultural dance, music, studio art, and theatre and culminates with a free public performance attended by over 300 community members.

## **B. Facilities**

The Kahilu Theatre comprises:

- 490 seat auditorium and full size stage



- Back stage facilities including workshop, green room, storage dock, costume room, dressing rooms for men and women (accommodating up to 20 on each side), small technical directors office and storage mezzanine
- Two galleries for exhibits and functions, also sometimes accommodating dance classes
- Entrance foyer with welcome desk, box office and bar
- Public restrooms
- Offices for staff – Artistic and Managing Director, Operations Director, Director of Marketing and Development, Box Office Manager

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## V. Personnel: Project Organization and Staffing

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### A. Proposed Staffing, Staff Qualifications, Supervision and Training

**Tim Bostock** is the full-time **Artistic and Managing Director** of Kahilu Theatre, since September 2013, and oversees the programming and management of Kahilu Theatre and all of its programs. A native of Oxford, England, Tim has been promoting live arts events for over 30 years, the last 15 or so based in Hawai'i. Tim was the Board President of the Honolulu Theatre for Youth for ten years. He ran the Hawai'i Arts Season for the Hawai'i Tourism Authority, and produced the Live from the Lawn concerts at the Hawai'i State Arts Museum for 6 years, and the downtown Honolulu street festivals (Mardi Gras, Cinco de Mayo etc) for many years as a founder partner of The ARTS at Marks Garage. Now a resident at Waiki'i Ranch with his family, he also restarted the Waiki'i Music Festival. Tim has been connected to Kahilu Theatre for a long time through the Performing Arts Presenters of Hawaii consortium. Many artists that he presented in Honolulu came to Kahilu as well - Marcel Marceau, Bangarra Dance, Aga-Boom, Te Vaka, Sweet Honey in the Rock, Afro-Cuban All Stars, Ladysmith Black Mambazo to name a few. As a result, he knows what an important role Kahilu plays across the state as well as on Hawai'i Island and was a part of its revival. Tim's energy, expertise and dedication are a great asset to Kahilu.

**Alva Kamalani** is the full-time **Operations Director** of Kahilu Theatre and oversees all operations of Kahilu Theatre from facilities to administrative procedures. Coming from a career in customer service, Alva started at Kahilu Theatre as a part-time Events Manager in 2004 and began working full-time in the Box Office in June 2004. In July 2006, she was promoted to Operations Director. Alva is the genius behind the scenes who ensures that the theatre is run efficiently. She has extensive managerial experience and brings her organizational skills to the benefit of the Theatre. She is the kumu hula for Halau Manu Le'a Hawai'i, with classes in Honoka'a and Hilo. Alva's love for the performing arts infuses her with on-the-job inspiration.

**Dayva Keolanui** is the full-time **Director of Marketing and Development** at Kahilu Theatre and oversees the fund development and marketing of the **KIDS at KAHILU** Program. Born and raised in Hilo, Dayva returned to Hawai'i Island last year and is ecstatic to be a part of the Kahilu team. Her professional experience ranges from being Director of

Communications and Public Relations at the Intercultural Communications College in Honolulu to an Office Manager at the Hawaii State Senate. She has also worked on national advertising campaigns in Los Angeles, where she received her BA in business administration and marketing from Loyola Marymount University. Dayva also has a passion for education, having worked as an English instructor in South Korea, Spain, and Thailand. Currently, she enjoys being a part of Waimea Middle School's Mentoring for Success program, as a mentor.

**Paul Buckley** is the full-time **Kahilu Theatre Technical Director**, coordinating the backstage team and maintaining the overall function of facilities. Paul is also the teacher of the "backstage" class of the current K-Arts program with Waimea Middle School, teaching the skills of lighting, sound, and stage management to youth. Paul and his team of technicians make the Theatre come alive and are crucial for presenting world-class shows and keeping the theatre safe and accessible for education programs. As the owner of Waimea Music Center, in operation for over 20 years across the State of Hawaii, Paul has partnered with Kahilu Theatre for over 15 of those years. Waimea Music Center provides the in-house audiovisual, technical and logistical support to all productions. Paul has also worked as the sound technician for Hawaiian musical artist Keali'i Reichel and travels with him internationally, when available.

**B. Organization Chart**

All full time and part time staff report to the Artistic and Managing Director (AMD), who is responsible for hiring and firing. The AMD reports to the Board of Directors.

**C. Compensation**

The Artistic and Managing Director receives a salary of \$67,000, (approximately \$80k with benefits). The Director of Marketing and Development, and the Operations Director, receive salaries of \$50,000 (approximately \$65k each with benefits).

**VI. Other**

**A. 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.

N/A



**B. 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.

N/A

**C. Federal and County Grants**

A separate sheet is attached showing federal and county grants and contracts awarded since July 1, 2014.

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**D. 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.

N/A

**E. Future Sustainability Plan**

At the Kahilu Theatre we have a wide-ranging Education program already and we have a lot of support for it from private donors and foundations, as well as "earned income" from schools and from tuition. The crux of our sustainability plan is that as we grow these new programs we will attract new funders and especially find new sponsors (there are several wealthy individuals who are interested in supporting community programs in Kohala).

Over the next 6 months (and indeed 6 years) KTF will approach many existing and potential Kahilu supporters to garner further support for the new DEO position, for the expansion of K-Arts into Kohala, and more broadly for this direction that the organization is taking. Current supporters of our education and outreach programming include the Hawaii State Foundation on Culture and the Arts, the Gordon Moore Foundation, the Dorrance Family Foundation, the Goldstein Family Foundation, and several individual patrons, with both large and small donations. All donors that we have communicated with have expressed support of this growth of the Education Program, and all of those supporters expect further proposals from us on an annual basis.

In this financial year have received a \$50,000 FLEX grant from Hawaii Community Foundation, a \$30,000 grant from the O'Neill Foundation, a \$25,000 grant from the Dorrance Foundation, a \$3,000 grant from the Healy Foundation, which are all at least partly supporting our Education programs.

In the remainder of this fiscal year we will also apply to the McInerney Foundation, the



National Endowment of the Arts, the Atherton Family Foundation and the Strong Foundation. In 2015 we also plan to approach the Bill Healy Foundation, the Surdna Foundation, the Cooke Foundation, and the Laura Jane Musser Fund. There are many sources of support both within Hawaii and nationally for cultural programming that focuses on education and community.

Two individual donors so far have made multi-year commitments (3 years of \$15k a year and 5 years of \$20k a year respectively). At least two funders – the HSFCA and OHA – provide grants of 2-year duration. This multi-year commitment is of tremendous value to the Kahilu, and in 2015/16 we will set up a new high level category of membership that is an automatically renewing "Education and Outreach Champion", because as we grow our outreach to the community we do expect the community to support the Theatre more strongly – as has certainly been the case in the last sixteen months, since our re-launch in September 2013.

**F. 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, 2014.

Attached.

1. The first part of the document discusses the importance of maintaining accurate records.

2. It is essential to ensure that all data is properly documented and stored.

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5. The following table provides a summary of the key findings from the study.

Category	Value	Unit
Item 1	12.5	kg
Item 2	8.7	kg
Item 3	15.2	kg
Item 4	9.8	kg
Item 5	11.3	kg

6. The data indicates a significant correlation between the variables studied.

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10. The results of the study are consistent with previous research in this field.

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TOTAL KIDS AT KAHILU EDUCATION PROGRAM 2015/2016

Budget at Jan 27, 2015

	State/GIA	Foundations	Private donations	School support	Tuition	Kahilu Theatre Reserves	TOTAL
Education & Outreach Director (full time)	30,000	20,000	-	-	-	10,000	60,000
Education & Outreach Director fringe costs	7,500	-	10,000	-	-	-	17,500
Education Coordinator (part time)	3,500	3,500	5,000	-	-	-	12,000
Education Coordinator fringe costs	-	-	3,500	-	-	-	3,500
Tech Director (10% of 48K)	4,800	-	-	-	-	-	4,800
Director of Marketing and Development (25% of \$65k)	10,000	-	-	-	-	6,250	16,250
Artistic & Managing Director (20% of 80K)	16,000	-	-	-	-	-	16,000
Instructors K-Arts FALL Waimea Middle	-	-	18,000	8,000	-	-	26,000
Op Costs for K-Arts FALL WMS, inc buses	-	-	2,000	5,500	-	-	7,500
Instructors K-Arts SPRING at Kohala	20,000	-	8,000	-	-	-	28,000
Op Costs for K-Arts at Kohala, inc buses	16,000	-	4,000	-	-	-	20,000
Instructors K-Arts SPRING Waimea Middle	-	-	16,000	8,000	-	-	24,000
Op Costs for K-Arts SPRING WMS, inc buses	-	-	4,000	8,000	-	-	12,000
Instructors After School Classes at Kahilu fall & spring	-	4,000	6,000	-	19,000	-	29,000
Band Camp in Spring Break - at Kahilu	-	4,000	-	-	12,000	-	16,000
Band Camp in Spring Break - Kahilu & Kohala	12,000	4,000	-	-	2,000	-	18,000
Artist Fees for Youth Shows (and outreach) \$3k x 14	30,000	-	6,000	6,000	-	-	42,000
Buses to Youth Shows 14 x 2 x \$400 roundtrip	8,200	3,000	-	-	-	-	11,200
Op Costs for Youth Shows (tech, facility etc) 14 x \$1.5k	7,000	7,000	7,000	-	-	-	21,000
<b>TOTALS</b>	<b>165,000</b>	<b>45,500</b>	<b>89,500</b>	<b>35,500</b>	<b>33,000</b>	<b>16,250</b>	<b>384,750</b>

384,750



Section 1: Introduction

The purpose of this document is to provide a comprehensive overview of the project's objectives and scope. It is intended for all stakeholders involved in the project.

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Item	Description	Quantity	Unit	Total
1	Material A	100	kg	100
2	Material B	200	kg	200
3	Material C	300	kg	300
4	Material D	400	kg	400
5	Material E	500	kg	500

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Section 2: Methodology

The methodology employed in this study involves a series of controlled experiments and data analysis.

The results of the experiments are summarized in the following table.

## GOVERNMENT CONTRACTS AND/OR GRANTS

Applicant: Kahilu Theatre Foundation

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau )	CONTRACT VALUE
1.	Western States Arts Federation (WESTAF) 2014-2015 TourWest Grant for Stars of American Ballet	5/30/14-10/23/14	National Endowment for the Arts	U.S.	\$2,150.00
2.	Western States Arts Federation (WESTAF) 2014-2015 TourWest Grant for Stars of Abraham.In.Motion	5/30/14-2/25/15	National Endowment for the Arts	U.S.	\$2,250.00
3.	Hawai'i Tourism Authority's KŌkulu OlaLiving Hawaiian Culture Program	01/01/15-12/31/15	Hawai'i Tourism Authority	State	\$18,000
4.	Grant-in-Aid, Capital Improvements Project: Kahilu Theatre Repairs and Improvements	04/28/14-01/31/15 (extension granted to 06/30/15)	Department of Accounting and General Services	State	\$1,500,000.00
5.	Kahilu Theatre Foundation Youth Education Programs	07/01/14-06/30/15	Hawaii State Foundation on Culture and the Arts	State	\$9,265
6.	HTA County Product Enrichment Program: Second Half of 34 <sup>th</sup> Presenting Season and First Half of 35 <sup>th</sup> Presenting Season	01/01/15-12/31/15	Department of Research and Development	Hawaii County	\$20,000
				<b>TOTAL</b>	<b>\$1,551,665.00</b>

1. The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry should be supported by a valid receipt or invoice. This ensures transparency and allows for easy verification of the data. The text also mentions that regular audits are necessary to identify any discrepancies or errors in the accounting process.

2. The second part of the document focuses on the role of technology in modern accounting. It highlights how software solutions can streamline the workflow, reduce manual errors, and provide real-time insights into the company's financial health. The text suggests that businesses should invest in reliable accounting software to improve their operational efficiency.

3. The third part of the document addresses the challenges of budgeting and financial forecasting. It notes that accurate forecasting is essential for making informed decisions about the company's future. The text provides several tips for creating a realistic budget, such as considering all potential risks and uncertainties. It also stresses the importance of reviewing and adjusting the budget regularly as the business evolves.

4. The fourth part of the document discusses the importance of maintaining a strong relationship with the tax authorities. It explains that staying up-to-date on the latest tax regulations is crucial for minimizing the company's tax liability. The text advises businesses to consult with a professional tax advisor to ensure full compliance and to take advantage of all available tax incentives.

5. The fifth part of the document covers the importance of financial reporting. It states that clear and concise reports are essential for communicating the company's financial performance to stakeholders. The text provides guidelines for preparing financial statements, including the balance sheet, income statement, and cash flow statement. It also emphasizes the need for transparency and accuracy in all reporting.

6. The sixth part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry should be supported by a valid receipt or invoice. This ensures transparency and allows for easy verification of the data. The text also mentions that regular audits are necessary to identify any discrepancies or errors in the accounting process.

7. The seventh part of the document focuses on the role of technology in modern accounting. It highlights how software solutions can streamline the workflow, reduce manual errors, and provide real-time insights into the company's financial health. The text suggests that businesses should invest in reliable accounting software to improve their operational efficiency.

8. The eighth part of the document addresses the challenges of budgeting and financial forecasting. It notes that accurate forecasting is essential for making informed decisions about the company's future. The text provides several tips for creating a realistic budget, such as considering all potential risks and uncertainties. It also stresses the importance of reviewing and adjusting the budget regularly as the business evolves.





**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: THE KAHILU THEATRE FOUNDATION**

**DBA/Trade Name: THE KAHILU THEATRE FOUNDATION**

**Issue Date: 01/06/2015**

**Status: Compliant**

**Hawaii Tax#:** [REDACTED]  
**FEIN/SSN#:** XX-XXX0138  
**UI#:** No record  
**DCCA FILE#:** 44042

**Status of Compliance for this Vendor on issue date:**

Form	Department(s)	Status
A-6	Hawaii Department of Taxation	Compliant
	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	The entity is compliant with DLIR requirement
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

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