

House District 38

Senate District 17

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: Friends of Waipahu Cultural Garden Park

Db/a: Hawaii's Plantation Village

Street Address: 94-695 Waipahu St., Waipahu, HI 96797

Mailing Address: 94-695 Waipahu St., Waipahu, HI 96797

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name DEANNA ESPINAS

Title Board President

Phone # (808) 228-6345

Fax # _____

E-mail espinhawaii@tuno.com

3. TYPE OF BUSINESS ENTITY:

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

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

Capital improvement project to repair plantation buildings, wooden gutters, railings, and fences damaged by rain, wind, and termites. Build accessible sidewalks for handicapped visitors and additional bathroom facilities.

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4. FEDERAL TAX ID #: _____

5. STATE TAX ID #: _____

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2017: \$ 1,000,000

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 \$ 0
 FEDERAL \$ 0
 COUNTY \$ 0
 PRIVATE/OTHER \$ 0

TYPE NAME

DEANNA ESPINAS, BOARD PRESIDENT

JAN. 20, 2016

NAME & TITLE

DATE SIGNED



RECEIVED

1/20/16

[Handwritten signature]

Application for Grants

If any item is not applicable to the request, the applicant should enter "not applicable".

I. 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; Hawaii's Plantation Village is a living history museum and ethno-botanical garden on a 50-acre site in the heart of sugar plantation country. Established in 1992 by the Friends of Waipahu Cultural Garden Park. It is Oahu's only outdoor museum that exhibits true-to-scale plantation camp buildings in the historic plantation town of Waipahu.
2. The goals and objectives related to the request; to repair existing plantation buildings, wooden gutters, railings, and gutters damaged by rain, wind and termites. Also to build accessible sidewalks for handicapped visitors and additional bathroom facilities.
3. The public purpose and need to be served; in order to continue to convey the experiences of the past to all visitors, our historic structures must be preserved and restored so that all can safely experience our museum/exhibits.
4. Describe the target population to be served; and Our visitor count range between 2000-3000 per year and includes foreign visitors with a particular focus on students from Hawaii and the othe parts of the U.S. and other countries.
5. Describe the geographic coverage. Visitors come from all over the world to see and hear the immigrant stories of various ethnic groups. Our mission is to reach school children from the Leeward area (including other parts of the State) in hopes that they will gain knowledge and understanding of workers on the plantation.

II. 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; Hawaii's Plantation Village is challenged with sustaining and preserving the historic building structures. Visitors, staff and docent guides must be able to safely walk through

Applicant: Hawaii's Plantation Village

each of the homes and support facilities to fully experience the lives of earlier plantation workers and families. Through the generous contribution of community donors, Hawaii's Plantation Village was able to build the outdoor museum and strives to safeguard not only the structures, but the valuable artifacts, photos and collection of stories so that future generations can learn and gain inspiration from our ancestors.

2. Provide a projected annual timeline for accomplishing the results or outcomes of the service; we are going forward with work on our buildings giving priority to those structures in most need of repair. We are currently getting bid estimates from various vendors.
3. Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and Our Executive Board and committee of volunteers will work with our assigned building maintenance person to coordinate repair activities and insure that repairs and restorations are done in a safe and timely manner.
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.
Measures of effectiveness: Identify building structures in need of repair, solicit bids and select contractors, award contract, repair of structures. We hope to stay within projected level of appropriation.

III. Financial

Budget

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.
2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2017.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
250,000	250,000	250,000	250,000	1,000,000

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3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2017 (see attached).

Applicant: Hawaii's Plantation Village

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. We have not applied for state or federal tax credits.
5. The applicant shall provide a listing of all federal, state, and county government contracts and grants it has been and will be receiving for program funding. HPV has received program funding (not Capital Improvement):
6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2015. As of December 31, 2015, Hawaii's Plantation Village/Friends of Waipahu Cultural Garden Park had in its unrestricted current assets a balance of: \$29,423.00.

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. With the recent resignation of HPV's Executive Director, the current Executive Board and Board President are charged with the task of serving as the project team and responsible for project implementation. This includes: requesting bids for services, ensuring that contractors meet the requirements and that construction proceeds in a timely manner within budget. We will also coordinate the contracts and payments after delivery of services are received.

B. Facilities

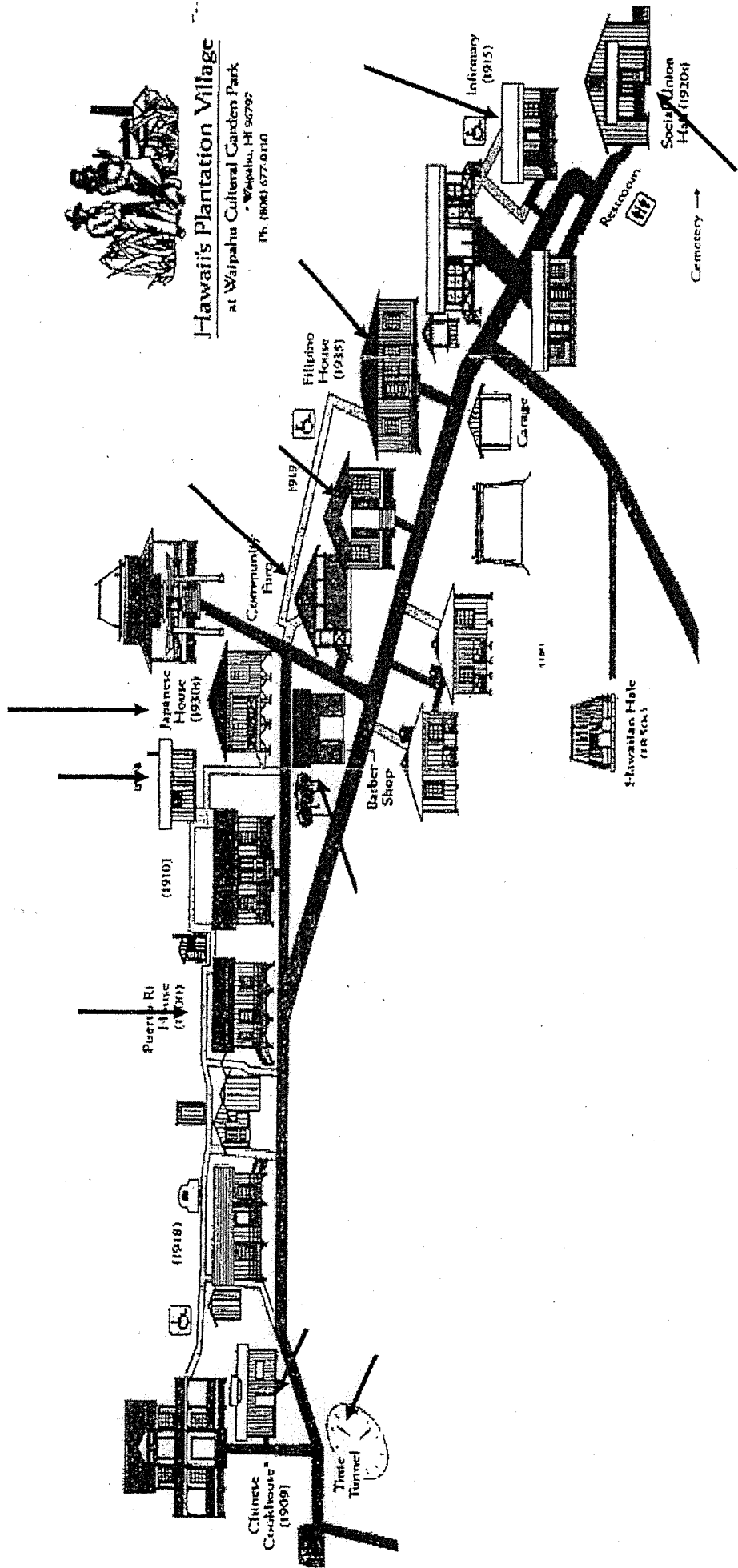
The applicant shall provide a description of its facilities and demonstrate its adequacy in relation to the request. If facilities are not presently available, describe plans to secure facilities. We are attaching a map of the camp building structures in need of repair.



Hawaii's Plantation Village

at Waipahu Cultural Garden Park

Waipahu, HI 96797
Ph. (808) 677-0110



V. Personnel: Project Organization and Staffing

A. 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 the recent resignation of HPV's Executive Director, the current Executive Board and Board President are charged with the task of serving as the project team and responsible for project implementation. This includes: requesting bids for services, ensuring that contractors meet the requirements and that construction proceeds in a timely manner within budget. We will also coordinate the contracts and payments after delivery of services are received.

B. 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.

C. Compensation

The applicant shall provide the annual salaries paid by the applicant to the three highest paid officers, directors, or employees of the organization by position..

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. Not applicable.

B. Licensure or Accreditation

| Applicant: Hawaii's Plantation Village

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

C. 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. Grant will not be used to support or benefit a sectarian or non-sectarian private educational institution.

D. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2016-17 the activity funded by the grant if the grant of this application is:

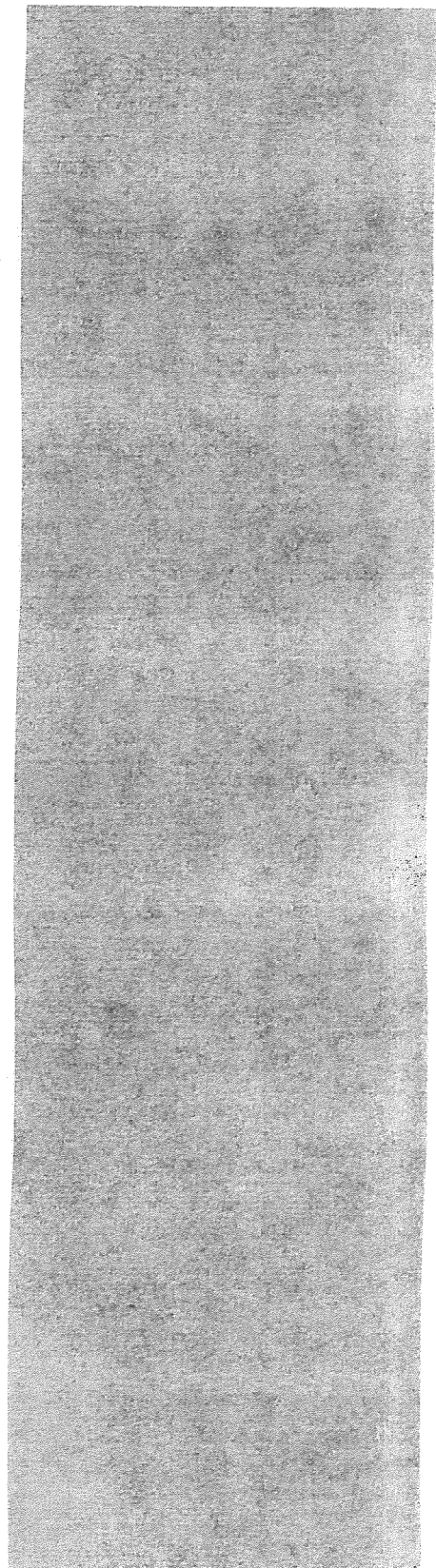
- (1) Received by the applicant for fiscal year 2016-17, but
- (2) Not received by the applicant thereafter.

HPV will develop a priority basis starting with those structures in most need of repairs. Safety is important. Delay of repairs will result in temporary closures of particular structures and exteriors.

E. 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, 2015.

| Attached certificate of compliance.



BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2016 to June 30, 2017

Applicant: Hawaii's Plantation Village

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
A. PERSONNEL COST				
1. Salaries	0			
2. Payroll Taxes & Assessments	0			
3. Fringe Benefits	0			
TOTAL PERSONNEL COST	0			
B. OTHER CURRENT EXPENSES	0			
1. Airfare, Inter-Island	0			
2. Insurance	0			
3. Lease/Rental of Equipment	0			
4. Lease/Rental of Space	0			
5. Staff Training	0			
6. Supplies	0			
7. Telecommunication	0			
8. Utilities	0			
9				
10				
11				
12				
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15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	0			
C. EQUIPMENT PURCHASES	0			
D. MOTOR VEHICLE PURCHASES	0			
E. CAPITAL	1,000,000			
TOTAL (A+B+C+D+E)	1,000,000			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	1,000,000	Deanna Espinas (808) 228-6345		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested		S [REDACTED] Jan. 21, 2016		
(d) Total Private/Other Funds Requested		Date		
TOTAL BUDGET	1,000,000	Name and Title (Please type or print) Deanna Espinas, Board President		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES
 Period: July 1, 2016 to June 30, 2017

Applicant: __Hawaii's Plantation Village

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
N/A				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
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				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				\$ -
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2016 to June 30, 2017

Applicant: Hawaii's Plantation Village

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

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

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2016 to June 30, 2017

Applicant: Hawaii's Plantation Village

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED FY:2016-2017	OF FUNDS REQUESTED FY:2016-2017	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2014-2015	FY: 2015-2016			FY:2017-2018	FY:2018-2019
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION			1000000			
EQUIPMENT						
JUSTIFICATION/COMMENT Funds are needed to repair structures damaged by rain, wind and termites. Also need accessible sidewalks for the handicapped and additional bathroom facilities for school and regular tours.						

GOVERNMENT CONTRACTS AND / OR GRANTS

Applicant: Hawaii's Plantation Village

Contracts Total:

145,422

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	HTA County Product Enrichment Program	1/1/2016-12/31/16	HTA/County		13,000
2	Sharing the Plantation Experience				
3					
4	Basic-sharing the plantation heritage	7/1/2015-6/30/2016	SFCA		10,422
5					
6	Grant to underwrite tour expenses for	7/1/2015-6/30/2016	Waipahu Community Foundation		10,000
7	Waipahu school complex				
8					
9	Phase Two-Japanese American Confinement	9/1/2015-9/1/2017		Natl Park Services	112,000
10	Sites Grant Exhibit				
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**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS PURSUANT TO
CHAPTER 42F, HAWAII REVISÉD 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'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, Hawaii'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, Hawaii'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, Hawaii'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.

Hawaii's Plantation Village

(Typed Name of Individual or Organization)

January 21, 2016

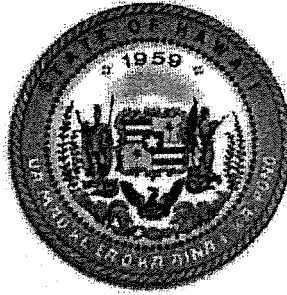
(Date)

Deanna Espinas

Board President

(Typed Name)

(Title)



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: **FRIENDS OF WAIPAHU CULTURAL GARDEN PARK**

DBA/Trade Name: **HAWAII'S PLANTATION VILLAGE**

Issue Date: **01/20/2016**

Status: **Compliant**

Hawaii Tax#: [REDACTED]
FEIN/SSN#: [REDACTED]
UI#: [REDACTED]
DCCA FILE#: [REDACTED]

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