

House District 12

Senate District 7

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: Hui Noeau

Dbas: Hui No'eau Visual Arts Center

Street Address: 2841 Baldwin Ave., Makawao, Maui, HI 96768

Mailing Address: 2841 Baldwin Ave., Makawao, Maui, HI 96768

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name ERIN WOOLDRIDGE

Title Development, Membership & Marketing Manager

Phone # 808-572-6560 ext. 25

Fax #

E-mail erinw@huinoeau.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:

HUI NO'EAU VISUAL ARTS CENTER: PRESERVATION AND MAINTENANCE OF LEGACY ESTATE AND COMMUNITY ASSET

4. FEDERAL TAX ID #:

5. STATE TAX ID #:

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2017: \$ 237,200

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 & TITLE OF AUTHORIZED REPRESENTATIVE

CHERYL TIPTON, PRESIDENT, HUI BOARD OF DIRECTORS

DATE SIGNED

01-15-16



RECEIVED  
1/21/16

## 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:

- A brief description of the applicant's background:** Founded in 1934, the mission of Hui No'eau Visual Arts Center is to *unlock creativity through exceptional visual arts education and to enhance this endeavor through the preservation of the historic Kaluanui Estate*. The Hui is a 501(c)(3) nonprofit arts education organization dedicated to sharing the myriad benefits of the visual arts with the entire community. Free and open to the public seven days a week, the Hui's programs, exhibitions, facilities and outreach projects benefit over 20,000 artists, youth, educators, and community members in Maui County, as well as inter-island visitors and travelers from the Mainland and abroad. Hui exhibitions and programs run throughout the year and cultivate a fuller appreciation of and interest in art by promoting cultural exchange, spurring dialogue and enhancing awareness of and access to the visual arts on Maui. Offerings include foundation and advanced classes in ceramics, drawing, fiber, glass, digital and analog photography, graphic design, animation, printmaking, painting, and jewelry, visiting artist workshops, demonstrations, lectures, open studios, exhibitions, community art events, historic house tours and educational outreach programs with schools and community partner organizations. As the Hui enters Kaluanui's centennial year in 2017, the organization remains an invaluable, unique, and vital resource to all teachers, students, visitors and interested members of our community.
- The goals and objectives related to the request:** For over 80 years the Hui has remained committed to fulfilling our mission of *unlocking creativity through exceptional visual arts education* by providing residents and visitors with a unique and essential arts education resource. Since Hui No'eau purchased Kaluanui estate in 2005, we have a responsibility to preserve the historic buildings and property that are home to our arts center, thus the Hui's mission was updated in 2013 to include the preservation of Kaluanui estate. A Vision Statement was created to help clarify the long-term goals of the Hui: Our vision is to inspire individuals of all ages and backgrounds by offering diverse and exceptional visual arts classes, studio spaces, exhibitions, and programs in the treasured environment of Kaluanui and the Maui community. This vision translates to the following objectives: provide free to low-cost access to quality visual arts learning through an array of relevant, engaging, and fun experiences for the Maui community; engage our constituents through the visual arts; help

advance artistic careers by providing artists and visual arts teachers with resources to hone their craft and enrich their curriculum.

The **Kaluanui Preservation & Stewardship Program** allows the Hui to preserve and protect the history and natural beauty of *Kaluanui*. This important program promotes responsible and appropriate use of the estate and grounds while maintaining its distinctive features and spaces to provide a much needed natural, open space dedicated for public use and visual arts education in perpetuity.

3. **The public purpose and need to be served:** The Hui's 100+ year-old trees, Dickey's architecture, History Museum room, historic sugar mill, and expansive grounds, all provide a vital opportunity to experience an upcountry Maui landmark. Hui No'eau's buildings and grounds are open to the public seven days a week with free admission. The gardens serve as an educational centerpiece in the Maui community, offering a fully accessible, vital open space for residents and visitors to come, learn and enjoy. With visiting teaching artists and local practicing artists creating in the open studios, the Hui has accomplished the goal of providing an environment for working artists & craftsmen who share this unique lifestyle with our island visitors.

Hui No'eau's educational programming has become intertwined with the site; programming imbues the site with its significance, and the site has shaped the programming. Appropriately maintained facilities and grounds improve accessibility to the arts and a piece of living history and provide a safe, efficient work and learning environment. By continually enhancing existing spaces, we will meet our goal to improve the functionality and sustainability of this historical public space and provide the community with greater resources. Constant mindful and methodical estate stewardship will continue to spur increases in participation, revenue, and sustainability, all of which elevate the reach of our mission.

Without arts oriented universities or private art schools on Maui, Hui No'eau Visual Arts Center provides an essential and unique visual arts education resource. The Hui's programs and exhibitions present participants with meaningful skills and instill the core values of arts. Classes are offered at times that are convenient for teachers and the working community, including afternoons, weekends, and evenings. Classes in all media range from 3-hour sessions to four or six week sessions to fit the needs of a wide range of individuals. A robust Scholarship Program enables interested community members and visitors to participate in Hui classes, camps, and community events. The entire community will benefit from the preservation, enhancement and increased sustainability of our 25-acre estate and all campus facilities. Offerings include:

- **Exhibitions:** With up to eight free and open to the public exhibitions annually, Hui No'eau provides meaningful opportunities to participate in the visual arts in a public, open space. The program has advanced careers and continues to define our local visual arts movement. Exhibitions

include up to 16 free accompanying juror or artist lectures, walk-throughs and workshops annually.

- **Adult Classes:** High quality foundation art classes with sequential-based instruction give students the framework for developing skills in painting, drawing, jewelry design, metal work, printmaking, photography, digital media, ceramics & glassblowing.
- **Youth Classes & Camps:** Hui youth programs unlock the creative spirit of Maui's young artists and enrich our community. The primary long-term goals of youth arts education are to provide youth with meaningful and unique skills, positive adult role models, and experiences that make a difference in children's lifelong academic and social success. Programs unite Hui teaching artists and educators, giving them the tools to create strong arts programs in their own classrooms.
- **Open Studios:** The Hui's thriving Open Studio program gives students and community artists the opportunity to work under the guidance of skilled teaching artists and studio technicians or independently with access to professional, world-class artist studios, equipment, and tools. Artists are able to build and hone skills in their craft. This important program also generates income on Maui by providing business owners with studio space to create Made on Maui products for eventual sale at shops and hotels throughout Maui County and online.
- **Visiting Artist Program:** This unique program enriches Maui's visual arts community by offering hands-on workshops and presentations by local, national and internationally recognized visual artists. It helps create a global arts community, which inspires the next generation through new techniques and technologies from around the world. Amongst the many talented teaching artists invited to Maui through this vital program, in 2015, the Hui's Visiting Artist Program brought Yale University School of Art Professor Johannes DeYoung to Maui to teach a series of workshops at Hui No'eau and in Baldwin High School's Academy of Informational Technology (AIOT) and Digital Media Directed Studies Program.
- **"Teach the Teacher" Program:** This program offers Maui's educators an opportunity to benefit from immersion in the unique visual arts community at the Hui by learning new techniques from local, national and international teaching artists. This important program enables teachers to then build the framework to provide a well-rounded education for children in their own classrooms using the visual arts. "Teach the Teachers" also sends world-class artist instructors from universities such as Yale and Georgia Institute of Technology into Maui's public schools to expose students and teachers to new skills and techniques in the visual arts and learn high quality craftsmanship.
- **Made on Maui Product Development** – Hui No'eau has developed a branding strategy that promotes works of art made on Maui at Hui No'eau Visual Arts Center. Local artists gain vital exposure, which helps stimulate our local economy by boosting sales and awareness of products Made on Maui.

- **Guided Historic Estate & Garden Tours:** Community visitors to the Hui enjoy walking around the grounds with a tour guide who is versed in the history of *Kaluanui*, interesting facts and stories about the site and people who lived here, as well as the site's deep connections to Maui's sugar industry. Each guest is provided with the Hui's *Kaluanui Plants at the Hui* booklet, which includes detailed information about the site's over seventy botanical specimens, each labeled with their Hawai'ian name, Common name, Latin name and country of origin.
4. **Describe the target population to be served:** Hui No'eau Visual Arts Center's programs, exhibitions, facilities and projects benefit over 20,000 artists, youth, educators, and community members who reside in Maui County as well as inter-island visitors and travelers from the Mainland and abroad. Programs impact youth ages 2.5 – 18 as well as adults and educators throughout Maui County In 2015, the Hui welcomed over 20,000 visitors to the historic Kaluanui estate, educated over 1,500 adults, and over 1,000 youth through classes, camps, workshops, guided Open Studio, Visiting Artist Workshops, free artist lectures, and community and school outreach programs.
  5. **Describe the geographic coverage:** The Hui's accessible location in rural upcountry Maui provides an opportunity for community members in the area and visitors to the area to be exposed to and immersed in the visual arts. Programs impact youth ages 2.5 – 18 as well as educators and adults throughout Maui County, and especially those in the upcountry/North Shore areas of Kula, Haiku, Makawao, Paia, and Pukalani. While the Hui's programs are accessible to adults and children island-wide, the proximity of the Hui to all Upcountry schools – public and private, elementary through high school – makes the Hui a primary resource for upcountry Maui students interested in learning and practicing the visual arts in their community. Outreach efforts through the Hui's Visiting Artist program have brought the Hui's exceptional visual arts education into classrooms in the Kahului area.

## 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;

The **Kaluanui Preservation & Stewardship Program** is an ongoing effort by Hui No'eau Visual Arts Center to maintain and preserve the Kaluanui estate so that it may continue to be a safe and accessible community resource for both its historic relevance and visual arts education programming. In FY17, the Hui must perform the following preservation and maintenance projects:

- **Maintenance and Repair to the Hui's Gravel Parking Lots and Public Access Driveways:** As visitor counts and program attendance increase, the Hui must perform continuous maintenance and repair to the public access driveways and gravel parking lots at Baldwin Ave. and Kaluanui Rd. so that the Hui may remain accessible to all participants and visitors. Repairs include:
  - Re-grading surface, filling holes, replacing broken cement, and leveling at the Hui's Baldwin Ave. entrance as well as re-grading, filling, and leveling at the Hui's Kaluanui Rd entrance. Repairs will be performed in the 2<sup>nd</sup> quarter of FY17.
  - Two gravel parking lots require re-grading, filling holes, and leveling quarterly throughout the year.
- **Tree Trimming and Dead Limbing:** The Hui's expansive 25-acre grounds are home to some of Maui's oldest and most treasured, exceptional trees and botanical species. Three Norfolk pines can be found on the property, each over 100 years old as well as monkeypods, cypress, and more – all planted before the home was built in 1917. With the heavy winds and rainy season characteristic of Upcountry Maui, the trees both endure and prosper throughout the year, necessitating professional maintenance in order to protect their irreplaceable historic and cultural legacy. Tree maintenance also ensures that the Hui can continue to provide a safe, efficient work and learning environment to all community members, children, and adult, who enjoy the Hui's grounds year round. A schedule for routine tree maintenance will be determined based on recommendations by a certified Arborist and will be executed throughout the year.
- **Mowing and Yard Work Services:** The Hui contracts a professional yard services to perform all yard work for the 25-acre Kaluanui estate. Service is scheduled every 2 weeks throughout the year and more frequently in the rainy months.
- **Signage for Community Visitors and Students:** In 2008, the Hui developed a project called the *Kaluanui Experience* with the primary goal of sharing the history, beauty and native flora of our legacy property with significantly more visitors. The Experience marked the inception of the Hui's History Room, which showcases exhibits that specifically pertain to Maui's history with an emphasis on those relating to Kaluanui and its rich history; self-guided or docent-led walking tours (educating the public on the heritage plants around the grounds and history of the Baldwin family and property as well as introducing visitors to the art studios and studio activity); and a souvenir pamphlet illustrating the heritage flora, architecture, history of the studios and significant artists who have taught at the Hui, and the history of Kaluanui. A crucial component of this is continued repair and maintenance to the directional and informational

signage on the property. Signage is not only used to direct students and visitors to our various studios, exhibition spaces, classrooms, and restrooms, but also to educate visitors and students about Kaluanui's historic sugar mill, relevance of Kaluanui and the Hui in the history of Upcountry Maui, and each of the unique botanical species found on the property. Repairs and upgrades to this signage are crucial to the Hui's accessibility and overall visitor and student experience. The following schedule will be followed throughout FY17 in order to repair, upgrade and maintain the Hui's educational signage:

- The Hui's landscape advisor will take an inventory of existing signage, will document signage that needs to be repaired or replaced, and research botanical species that have not yet been labeled so that new signage may be ordered.
  - New posts and fixtures will be ordered to more efficiently mount educational signage on the property.
  - Signage will be installed with the utmost importance placed on preservation of botanical species and Hui structures, while also paying close attention that the signs are in the most visible and accessible locations for all visitors and students to enjoy.
- **Garden Restoration:** While the Hui contracts professionals to maintain the grass and trees on property, there are landscaped areas of the property in which plants and ground cover have died and/or become overgrown. At this time, the Hui would like to resurrect these landscape spaces in order to provide residents with reflective garden areas and access to even more native plant species at Kaluanui estate. The goal is also to plant trees for the next generation of Maui residents. Landscaping will take place year round to complete the following projects:
    - Initial soil amending in each of these landscape spaces.
    - Planting new native plants and trees in landscaped areas.
    - Planting hearty perennials as healthy ground cover
    - Creating a Reflective Garden behind the Hui Main House for visitors to enjoy.
    - Resurrecting the Hui's Children's garden.
    - Continued maintenance and upkeep of landscaped gardens.

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

Please find the projected annual timeline for accomplishing the results and outcomes of the service above, included in the scope of work, tasks and responsibilities.

3. **Describe its quality assurance and evaluation plans for the request:** In order to assess the impact that arts education experiences make for communities we serve, Hui No'eau has focused efforts towards strengthening measurement. In

addition to assessing the needs or interests of the community we serve, Hui staff has also created a comprehensive assessment plan that helps us measure both short and long-term impact, using data to improve outcomes for our students and constituents. Committees comprised of members of the Board, Hui staff and dedicated volunteers, meet regularly to create and carry out strategies for improving the organization's effectiveness in the areas of development & fundraising, events, programs, membership and preservation of the historic property and facilities. Members are invited to an annual meeting where they are provided with a detailed review of the past fiscal year and are informed about where the organization is headed, what our priorities are, and how resources, such as time and money, will be allocated. This meeting also allows members the opportunity to ask questions and provide constructive feedback and advice.

Hui No'eau is particularly interested in the long-term impact of our programs and services. Managing outcomes requires ongoing data collection and analysis as well as making sure that we are asking timely questions. With this in mind, a survey is administered annually in order to assess performance and insure that Hui programs and services are informed by insights from our students and constituents.

The results of this survey are both exciting and informative as they give the Hui staff a clear idea of where we are being most successful and what needs to be improved upon. Question and topics addressed include: specific interest(s) in Hui offerings, participation, quality of teachers, effect and impacts of Hui programs on constituents (including how the Hui has helped improve student performance and advance the careers of artists), accessibility to Hui resources, and overall satisfaction. Testimonial and suggestions for improving programs and services are also collected and given serious consideration.

4. **Specify how the applicant plans to monitor, evaluate, and improve their results:** As the organization grows and changes, the Hui Board of Directors and staff recognize the vital importance of continually defining the principles and goals that dictate what we are trying to achieve. In order to learn about the needs of our constituents, the Hui implements traditional quantitative and qualitative assessment tools such as online data collection, detailed records of participation and attendance gathered by Hui staff and teachers, evaluations completed by visitors, patrons, and students, one-to-one feedback and testimonials. Daily attendance records are kept for each class, detailing age groups, length of class, timing, student retention and waiting lists. These records inform the organization of which offerings the community responds to and is interested in, and which ones should be offered less frequently or discontinued. Attendance counts are also gathered for lectures, exhibitions and art events. Interviews, surveys and sign-in sheets document satisfaction levels of attendees. Evaluation forms are given to teachers and students asking them to assess and give feedback on the class. Detailed records of all class fees paid are reviewed weekly and weighed against expenses to ascertain the viability of each program. Hui staff reviews evaluations



continuously so that improvements can be made when possible and concerns addressed.

5. **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.

The Hui tracks the number of on-island residents, neighbor island residents, and out-of-state visitors who come to Hui No'eau. Front desk visitor greeters count visitors as they enter, ask them to sign our guest book and engage them in conversation to determine where they are from. Our visitor greeters also answer questions, provide information about the Hui and surrounding attractions and listen to suggestions for improvement and change. We will continue these efforts in order to obtain the measures we are seeking. The **Kaluani Preservation and Stewardship Program** will translate to an increase in overall visitor numbers, as guests will have continued access to the Hui's expansive, safe, historic, and inspiring 25 acre *Kaluani* estate. As mentioned above, our front desk greeter will require information from all those visiting the Hui to get a grasp on general visitor counts. The following visitor counts were collected from January 2014 through December 2015. Also included in the table are projected visitor counts for 2016:

HUI NO'EAU 2014 and 2015 VISITOR COUNTS and 2016 PROJECTED									
	2014 In-State Actual	2015 In-State Actual	2016 In-State Projection	2014 Out-Of-State Actual	2015 Out-Of-State Actual	2016 Out-Of-State Projection	2014 Totals	2015 Totals	2016 Projected Totals
January	606	1251	1288	566	1866	1921	1172	3117	3209
February	1148	1365	1405	1559	2197	2262	2707	3562	3667
March	547	1078	1110	658	1438	1481	1205	2516	2591
April	725	996	1025	723	1169	1204	1448	2165	2229
May	696	1516	1561	407	1179	1214	1103	2695	2775
June	658	719	740	442	772	795	1100	1491	1535
July	339	486	500	622	1019	1049	961	1505	1549
August	667	922	949	714	801	825	1381	1723	1774
September	605	2308	2377	828	688	708	1433	2996	3085
October	628	683	678	948	625	1023	1576	1308	1701
November	617	702	666	929	659	1003	1546	1361	1669
December	819	983	884	640	564	691	1459	1547	1575
Totals	8055	13009	13183	9036	12977	14176	17091	25986	27359

An increase in visitor numbers will translate to a rise in class, open studio, exhibition, Visiting Artist, and lecture attendance as more community members will be exposed to the Hui. In FY17, the Hui will serve the following number of participants via each of our exciting visual arts offerings:

- Adult Foundation Art Classes: 1,000

- Visiting Artist Program: 200 adults, 75 youth
- Exhibitions Program: 17,000 residents and visitors
- Family Programs (Youth ages 2.5 – 12 + accompanying adult): 250 youth, 250 adults
- Open Studio Program (13 +): 360
- Children & Youth Foundation Art Classes and camps (Ages 2.5 – 18): 1,000
- Field Trips to the Hui (Preschool – High School): 500
- Teach the Teacher Program (Maui County Teachers): 40
- Internships for High School Students: 20 students

### III. Financial

#### Budget

1. **The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.**

Please see enclosed budget forms.

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
\$58,564	\$58,564	\$58,564	\$117,128	\$292,820

3. **The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2017.** The Hui will be monitoring RFPs and Foundation grants for further funding throughout the year and will apply for any that meet our criteria.
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.**

Federal Tax Credits granted:  
 Healthcare 5/16/14: \$1,019.87  
 Healthcare 6/26/15: \$992.82

Pertaining to future capital projects: N/A

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.** County grants have been awarded for Hui No'eau Programs that are sustained outside of this funding request. The County of Maui and

Hawai'i Tourism Authority have partially funded the Hui's *Art with Aloha Program* in 2016 and *Hui No'eau's 2016 Exhibitions Program*.

6. **The applicant shall provide the balance of its unrestricted current assets as of December 31, 2015.**

\$61,032.53

#### **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.

In June 2005, Hui No'eau purchased the twenty-five acre Kaluanui estate from Maui Land & Pineapple Company. This purchase assured the center and its legacy property will be available for future generations of artists and for Maui residents and visitors to enjoy in perpetuity. Prior to this purchase, Kaluanui was slated to be sold and turned into a private residence. Raising the funds needed to purchase Kaluanui posed a serious challenge, however the community's voice was loud and strong, resulting in the success of the "Save the Hui- Buy Kaluanui" campaign and high regard for Kaluanui as a public asset.

Since the purchase, the Hui has been committed to preservation and maintenance efforts in order to ensure continued access and education for all interested community members. Thanks to the help of the community, individuals and foundations, Hui No'eau has successfully completed numerous preservation and stewardship projects throughout the years including:

- In 2008-09, Scot Listavich Structural Engineering LLC completed a structural Assessment Report.
- In 2009, major repairs were made to the entries and driveway to increase safety and accessibility for community use. This was funded by a private donor along with substantial contributions of labor from local construction companies. Hui No'eau's grounds have many large, mature trees and the services of Arborist Ernie Rezents have been engaged to guide the maintenance and preservation of these grand treasures.
- In 2010, an electrical system check was completed, as well as repairs to lighting, fixtures and outlets. Termites and insects were eliminated from the artist cottage and the Matsumoto Cottage. Screens were repaired and the inside of the artist cottage was painted along with other maintenance projects.

- In 2010-2011, handrails were fixed and installed, gutters and downspouts were cleaned, repaired and replaced, tree maintenance was continued, environmentally sensitive termite eradication was done, major roof repairs were made on three buildings, mountings were replaced etc.
- In 2011, the badly leaking roof over the garage/print studio was repaired and repainted under the guidance of Don Bernshouse. A modified roof was completed to correct the problem.
- In 2011 – 2012, with the help of individuals and foundations, the Hui was able to successfully complete preservation and maintenance to the Main House:
  - Replace: dry rot, exterior column base molding, wooden door sills, window frame front of house (original hardware and glass will be reused)
  - Repair: door to dairy, Porte Cochere lattice, post on back railing, solarium doors (front of house)
  - Painting of Main house all wooden trim. Same color high quality 2 coats of paint. All windows (31 4x6 12 pane double hung, 8 2x4 12 pane, 4 2x3 8 pane, 2 2x2 windows 8 pane, 2 8 pane swing out, 4 pane swing out 2 3 pane over double hung 16 half moon windows
  - Painting of Main House Facia and soffit@25' (430 lf.) and 12'(136 lf.) Including sanding and prep work
  - Painting of the Main house Doors 10/ 3 pane, 1/ 4 pane, rear entry, 4/ 9 pane entry, 1 Dutch entry doors, 3 Cow doors
  - South Wall that faces the prevailing winds and rain (mauka) 25'H/2544sf.
  - North Exterior walls and all the details and windows
  - All windows inside and out
- In 2015: The Hui was awarded two foundation grants and secured individual donations in support of the restoration and rehabilitation of the Hui's historic garage and Printmaking Studio.

The Hui will utilize its extensive experience gained through each of the aforementioned projects to execute the **Kaluanui Preservation & Stewardship Program**. This important program allows the Hui to continue effective and sustainable maintenance on the 25-acre Kaluanui estate so that it may remain a public community asset and visual arts education center for future generations.

## **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.

Hui No'eau's expansive, open-air space consists of various housing structures, a stable, a visitor's cottage, and a garage that have since been transformed into fully functioning working artist studios, exhibition galleries and classrooms. We have

also built several new studios. Studios include: Jewelry and Metalsmithing Studio, Ceramics Studio, Glassblowing Studio, Printmaking Studio, Children's Studio (multi – purpose classroom space), Media Lab, Photography Studio, and Garden Studio (multi-purpose classroom space). Each of these world-class artist studios provides an accessible, safe and efficient space for artists, students and community members to explore the visual arts and build skills in their craft. Hui No'eau provides parking for all visitors and participants.

## 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.

- Executive Director Caroline Killhour will be overseeing this project and has managed large projects here at Hui No'eau as well as at LL Bean where she was the Director of Technical Design and Commercialization. With 20 years of executive level experience, Caroline brings a firm background in marketing and community engagement, experienced educational leadership, a passion for the visual arts and its relationship to social responsibility, and the innovation and vision needed to see the Hui through this next phase of our art education, community and visitor programming. She holds a BFA from Philadelphia's Tyler School of Art, an Associate Degree in Design from New York City's Fashion Institute of Technology, is a post-graduate student of the Maine College of Art, and the University of Chicago's Graduate School of Business.
- Anne-Marie Forsythe - Program Director and Editor in Chief of Create: Anne-Marie Forsythe was born and raised on Maui and earned her BA from Pacific University. She joined the Hui nine years ago, spearheading and directing the design, development and expansion of the Hui's quarterly newsletter, *Create*. She directs all aspects of 300+ programs offered at the Hui each year for both youth and adult. She oversees production of the Hui's *Create* Newsletter and community outreach efforts, and is actively involved with preservation and best use of the Hui's facilities. Anne-Marie is a core advisor for all departments at Hui No'eau.

Key volunteers who are overseeing the **Kaluanui Preservation & Stewardship** program are:

- Hui Board of Directors Executive Committee Vice President **John W. Hoxie, Jr.** John is the retired VP of HC&S. John's leadership during the 2005 "Save the Hui, Buy Kaluanui" campaign was instrumental in purchasing the 25-acre estate, helping to raise \$5.5 million by meeting with countless donors and

securing \$500,000 from the State. Recognizing the importance in stewarding the historic estate, John pioneered the establishment of the Kaluanui Preservation & Stewardship Program with the Facilities Master Plan Committee in order to protect the history and natural beauty of Kaluanui as well as promote responsible use of the estate. As current Chair of the Facilities Committee, John takes personal responsibility in safeguarding a successful future for the Hui by overseeing the preservation of the estate and pro-actively exploring opportunities to meet the needs of our community through facility and grounds improvements and expansions.

- Hui Board of Director Member **Hunton Conrad**, owner of Hunton Conrad & Associates Inc. – Architecture & Landscape Design. With his professional background and personal interests, he will assist the Hui in its planning for the future with a focus on architecture and landscaping.
- Esteemed architect **Don Bernshouse** will be consulting in preservation and facilities maintenance. Born in Waimea, Kauai, Hawai'i, Bernshouse graduated from Punahou School, and is a Graduate of the Board of Architecture, University of Oklahoma 1963. He was mentored by Bruce Goff and Herb Greene, licensed in New York State in 1968, was later licensed in Hawai'i in 1970 and has since been in private practice. He will oversee any repairs to ensure they are completed in a manner consistent with the national standards used by the state and country to guide appropriate maintenance of historic structures.
- **Ernest "Ernie" Rezens** helps guide the Hui in continuing to maintain and preserve the Hui's over 70 botanical specimens and exceptional trees at Kaluanui estate. Ernie is Professor Emeritus Agriculture at University of Hawai'i Maui College, International Society of Arboriculture (ISA) Certified Arborist, and American Society of Consulting Arborists (ASCA) Registered Consulting Arborist. Ernie was recently awarded the ISA's True Professional of Arboriculture Award recognizing deserving arborists, their best practices, and the successes they have had in educating their communities, clients, colleagues, and employees. Ernie was one of only three recipients for this prestigious award.

A key contracted staffer who is overseeing the **Kaluanui Preservation & Stewardship** program:

- **Gahl Shottan** has over ten years of experience as an educator working with people of all ages in farms, gardens, and outdoor spaces. She currently serves as an Outreach Coordinator for NYC Parks Department GreenThumb program, the largest community garden program in the nation. She received a Masters of Science in City and Regional Planning at Pratt Institute in Brooklyn. Gahl will advise the Hui on landscape maintenance and best practices for the Hui's expansive gardens.

## **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.

Please find organizational chart enclosed.

**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.

Executive Director: \$94,870

Programs Director & Editor in Chief of *Create*: \$54,600

Programs & Events Manager: \$46,000

**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**

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.

Not applicable.

**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.

To remain competitive as a growing and thriving non-profit community arts center, Hui No'eau recognizes the need to continually attract and retain business as well as revitalize and promote access to our rural, 25-acre grounds. Through diversified revenue streams and development of current and future programs at the Hui, we stabilize our financial operations and develop a more sustainable financial future. If continued funding is not received for this project, Hui No'eau will execute the project according to the priority and needs of our community as funding is secured. The following efforts are being made to ensure future sustainability:

- Corporate, foundation & individual supporters - 100% of donations go back into the Maui community by helping the Hui provide vital programs that promote lifelong learning in the arts.
- Class and open studio fees – The majority of revenue generated by class and Open Studio fees goes directly to teachers' salaries, studio supplies and general upkeep of the studios.
- Exhibition and gallery shop sales – The Hui's boutique and gallery exhibitions allow art lovers to purchase one-of-a-kind artist-designed works. Sales from the Gallery Shop at Kaluanui are consistently rising.
- Special events – The Hui hosts a variety of special events throughout the year including our highly anticipated annual themed gala, Art Affair, Wailea Food & Wine Celebration and Hui Holidays. 100% of funds raised at these events are used to continue operations and maintenance of the center and grounds of the historic Kaluanui estate.
- Membership – Various membership levels are available, starting at \$45/year and ranging to \$5,000+ and offer a variety of benefits.
- Rentals and miscellaneous sources – The Hui's 25-acre Upcountry estate is a wonderful venue for weddings, cocktail parties, professional development trainings, business meetings, photo shoots and other events.

**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.**

Please find the document enclosed.



**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.

Hui No'eau Visual Arts Center  
(Typed Name of Individual or Organization)



01-15-16  
(Date)

Cheryl Tipton  
(Typed Name)

President, Hui No'eau Board of Directors  
(Title)



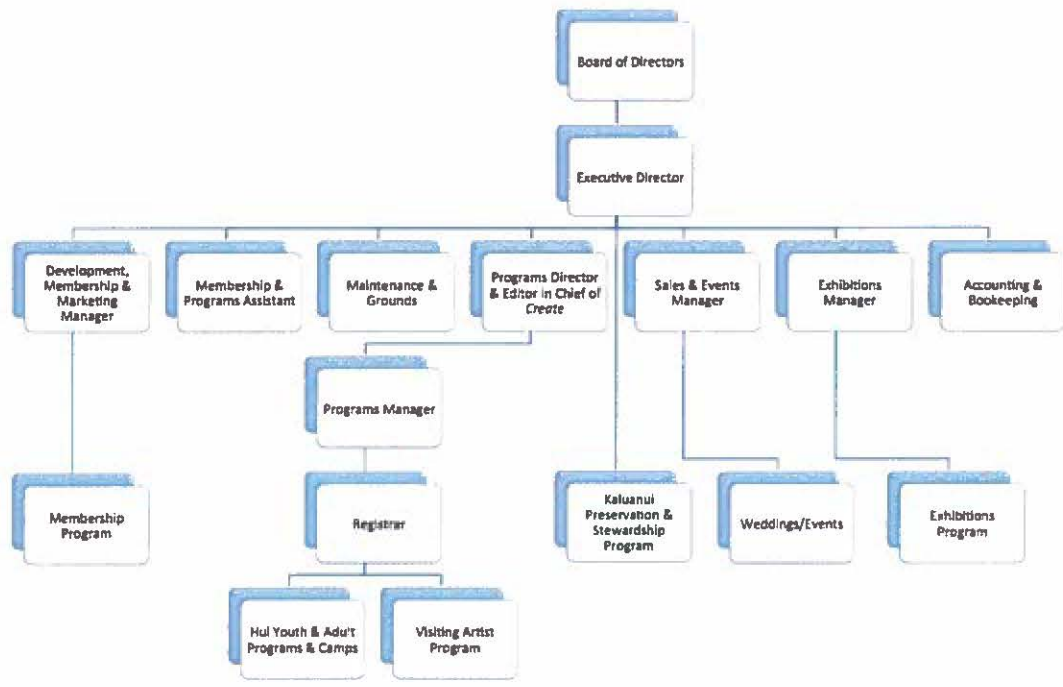
**BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES**

Period: July 1, 2016 to June 30, 2017

Applicant: Hui No'eau Visual Arts Center

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Facilities & Maintenance Manager	1	\$38,000.00	100.00%	\$ 38,000.00
Sales & Events Manager	1	\$46,000.00	20.00%	\$ 9,200.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL:</b>				<b>47,200.00</b>

**JUSTIFICATION/COMMENTS:**  
 Facilities & Maintenance Manager: Manages ongoing maintenance efforts to ensure safety of and accessible to the Hui's 25 acre Kaluanui Estate, a community asset since 1934.  
 Sales & Events Manager: First point of contact for visitors, provides exceptional customer service and knowledgeably speaks about both visual arts and the history of the Kaluanui Estate, giving community visitors and students a wealth of information to enhance their Hui experience.





**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: HUI NOEAU**

**DBA/Trade Name: HUI NOEAU**

**Issue Date: 12/15/2015**

**Status: Compliant**

Hawaii Tax#: [REDACTED]  
 FEIN/SSN#: [REDACTED]  
 U#: [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