

House District 2

Senate District 1

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): LABOR, OFFICE OF COMMUNITY SERVICES

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

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:

Lyman House Memorial Museum

Dbas: Lyman Museum and Mission House

Street Address: 276 Haili Street, Hilo, HI 96720

Mailing Address: Same as Above

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name BARBARA G. MOIR, PH.D.

Title President and Executive Director

Phone # 808-935-5021 Ext. 107

Fax # 808-969-7685

E-mail bmoir@lymanmuseum.org

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:

**CONSTRUCTION OF A NEW ISLAND HERITAGE GALLERY EXHIBIT**

4. FEDERAL TAX ID #: [REDACTED]

5. STATE TAX ID #: [REDACTED]

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2017: \$500,000

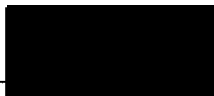
8. STATUS OF SERVICE DESCRIBED IN THIS REQUEST:

- 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	\$500,000
FEDERAL	\$ 0
COUNTY	\$ 0
PRIVATE/OTHER	\$410,000

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:



BARBARA G. MOIR, PH.D., PRESIDENT AND EXECUTIVE DIRECTOR

NAME & TITLE

JANUARY 16, 2016

DATE SIGNED



## 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;**

Located in historic downtown Hilo, the Lyman House Memorial Museum (Lyman Museum) was established in 1931, with the mission of “telling the story of Hawai’i, its islands and its people” through tours of the Museum and adjacent Lyman Mission House, special exhibits, public programming, and workshops. The Museum is a valuable community resource which serves a broad spectrum of approximately 15,000 families and individuals each year, including Hawai’i residents as well as visitors from the U.S. mainland and around the globe.

In addition, the Lyman Museum annually welcomes over 2,000 Hawai’i Island students and their teachers from Pre-K through the university level, for educational tours, cultural programs, and workshops encompassing the unique and significant features of Hawai’i’s natural, cultural, and social history. As part of our “Reach to Teach” program, we also invite approximately 300 underserved third or fourth graders and their teachers from rural schools on Hawai’i Island to the Museum each year free of charge for educational enrichment, hands-on workshops, and cultural programs.

Continuously accredited by the American Alliance of Museums (AAM) since 1973, the Lyman Museum is one of only four AAM-accredited museums in the State of Hawai’i, and one of only 25 museums in the country to be continuously accredited for this length of time. The Lyman Mission House is the oldest frame structure on the island, is listed on the Hawai’i and National Registers of Historic Places, and continues to be used to interpret missionary life in 19<sup>th</sup>-century Hawai’i as a historic home.

A repository of local history, the Lyman Museum currently houses a superb collection of multi-ethnic artifacts, fine art, and natural history exhibits, as well as special exhibitions and an archives, which includes historical documents, books, and more than 30,000 photographs. Visitors touring the two facilities can see the old Mission House and life as it was 150 years ago, as well as state-of-the-art exhibits on many aspects of Hawaiian natural history and culture...a rare and well-rounded view of the real Hawai’i, as it was, as it is today, and where it may be in years to come.

**2. The goals and objectives related to the request;**

Lyman Museum plans to establish a new 3,600 sq. ft. Island Heritage Gallery exhibit on the 2<sup>nd</sup> floor of the current museum facility. The exhibit will be unveiled in separate but interrelated zones, featuring key points, significant events, and historical facts, revealing the breadth of human experience in Hawai'i. The first four zones are chronologically sequenced, with the fifth zone returning to the First and Second Hawaiian Renaissances and tracing the evolution of local culture to the present day.

The sixth zone is a multi-use, interactive activities area, positioned at the center of the exhibit space and designed for youth to experience history and culture hands-on to reinforce learner outcomes. This space, the Kīpuka, will provide students from throughout the State with the opportunity to experience aspects of Hawaiian culture and history through such activities as kapa and tattoo printing, cordage making, mat plaiting, and storytelling through hula, chant, petroglyphs, and the oral recounting of legends. Students visiting the Gallery on scheduled school field trips will also benefit from interaction with cultural specialists in the Kīpuka.

**3. The public purpose and need to be served;**

The new Island Heritage Gallery is the final phase of a 15-year journey to enhance Lyman Museum's position as a world-class learning facility and treasured resource for future generations. Hawai'i is one of the most culturally diverse places on earth—a virtual mosaic of people from multi-ethnic backgrounds representing many different parts of the world.

The new, approximately \$1.7 million exhibit in the Island Heritage Gallery will explore a historical timeline of the many peoples, cultures, events, and ideas that have influenced the Hawaiian Islands and produced a complex and still-evolving society. While Lyman Museum's Earth Heritage Gallery interprets the natural history of Hawai'i, the present exhibit in the Island Heritage Gallery is over 40 years old and outdated, displaying but a small fraction of the Museum's collections and relating only a limited part of Hawai'i's human experience.

The Island Heritage Gallery will play a significant role in making history come alive for visitors through exhibiting artifacts and telling stories in themed settings that recreate the look and feel of the different eras, providing context and reinforcing the human dimension of the story.

**4. Describe the target population to be served; and**

The Island Heritage Gallery will appeal to a broad spectrum of visitors of all ages, including Hawai'i Island residents and Neighbor Island, mainland, and worldwide

visitors. The Gallery will also serve students from public, charter, and private schools throughout Hawai'i, and children under 18 years of age.

In addition, the Museum annually provides educational tours, cultural programs, and workshops to over 2,000 Hawai'i Island students ranging in age from pre-kindergarten through the university level. The Museum will continue conducting educational tours of the galleries and Mission House for scheduled groups of students, as well as kūpuna (seniors), off-islanders visiting from ships in port, Road Scholar program participants, and members of organizations.

***Reaching Underserved Groups***

The majority of elementary-level public school students in Hawai'i County attend schools located 20 to 100 miles or more from Lyman Museum, the only general museum on their island. As part of its "Reach to Teach" program, Lyman brings approximately 300 underserved third or fourth graders and their teachers to the Museum each year free of charge for educational enrichment, hands-on workshops, and cultural programs.

**5. Describe the geographic coverage.**

Visitors to the Island Heritage Gallery will include adults of all ages from Hawai'i, the mainland, and from across the globe, as well as children and students from public, charter, and private schools throughout the State.

**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;**

Grant-in-Aid funds will be used toward establishment of the new Island Heritage Gallery exhibit, including fabrication and installation, purchase of furniture, fixtures and equipment, and other related costs. The contracted exhibit design team will work with Museum staff to ensure that the new gallery is completed on time and within budgetary constraints.

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

The conceptual design was completed in 2013, and Museum staff, a Community Advisory Group, and a contracted exhibit design team are working to complete the final design, textual content, and artifact selection by mid-2016. Once Grant-in-Aid funds are released, Lyman Museum anticipates fabrication and installation to begin immediately thereafter in late-2016 to early 2017 and be completed within 12 months.

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

The contracted exhibit design team will work with Museum staff and a Community Advisory Group to review the specific and measurable quality goals of exhibit fabrication and installation. Ongoing progress and financial costs associated with completion of the new Island Heritage Gallery exhibit will be regularly reported to and reviewed by Lyman Museum’s President/Executive Director, who will closely monitor progress and make any adjustments needed to maintain quality outcomes within budget.

**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.**

The contracted exhibit design team will work with Museum staff to establish milestones as part of the design, fabrication, and installation of the exhibits. Progress toward these milestones will be regularly reported to Lyman Museum’s President/Executive Director, as well as to the Board of Trustees, to ensure that the project is progressing on budget and according to the established timeframe.

**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
\$125,000	\$125,000	\$125,000	\$125,000	\$500,000

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

Lyman Museum plans to raise subsequent funding to complete this project through private philanthropic sources and through grants from local foundations and corporations in 2016. These foundations include the Atherton Family Foundation, Cooke Foundation, Limited, Strong Foundation, and McInerny Foundation.

- 4. The applicant shall provide a listing of all state and federal tax credits it has been granted within the prior three years. Additionally, the applicant shall provide a listing of all state and federal tax credits they have applied for or anticipate applying for pertaining to any capital project, if applicable.**

This does not apply.

- 5. The applicant shall provide a listing of all federal, state, and county government contracts and grants it has been and will be receiving for program funding.**

2014 State Grant-in-Aid Funding                      \$500,000

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

The balance of Lyman’s net assets in its Unrestricted Fund as of Dec. 31, 2015 is \$1,588,655.91.

#### **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.**

For more than 80 years Lyman Museum has fulfilled its mission to “tell the story of Hawai’i, its islands and its people,” and continuously strives to make the visitor experience exciting and educational. Lyman Museum is a Smithsonian Affiliate, and is one of only four museums in the State of Hawai’i to receive national accreditation through the American Alliance of Museums (AAM).

Over the years, the Museum has made comprehensive and ongoing improvements to the Museum and Mission House, with construction of a new museum building, new exhibit galleries, and the completion of the Earth Heritage Gallery, the first phase of its permanent gallery restorations. After much research and planning, Lyman Museum has completed the conceptual design for the new Island Heritage Gallery exhibit and is ready to move forward with final design, textual content, and artifact selection this year, with fabrication and installation expected to begin in late 2016 to early 2017.

## **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.**

The Lyman Museum's main programming facility is a modern, 11,630 sq. ft. museum building constructed and opened in 1972 as a headquarters, collections storage, and exhibit facility. The David and Sarah Lyman family home, first built in 1839, completes the Lyman Museum complex. Total exhibit space in the museum building includes 3,600 sq. ft. in the Earth Heritage Gallery, 3,600 sq. ft. in the proposed Island Heritage Gallery, temporary exhibit galleries of 875 and 440 sq. ft., and a smaller multi-purpose area of 384 sq. ft. that is used for exhibits and meeting space. This structure also contains approximately 1,600 sq. ft. of object storage space on a basement level and an education and meeting room occupying 1,131 sq. ft.

Over the years, Lyman Museum has made comprehensive facility improvements, such as the expansion of its museum building in 1997 and the 2001 opening of the Earth Heritage Gallery, which features an exhibit on the first floor entitled, "Hawai'i Before Humans."

The Island Heritage Gallery exhibit will be created within the 3,600 sq. ft. space on the 2<sup>nd</sup> floor of the current Lyman Museum, and will be ADA compliant by the time the new Gallery opens. The space is more than adequate to feature five zones showcasing a rich collection of cultural materials that tell the story of Hawai'i, its islands and its people from settlement to modern times. The sixth zone will be positioned at the center of the exhibit space, a perfect area for interactive and hands-on activities to reinforce learning.

## **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.**

**BARBARA MOIR** serves as the President/Executive Director and Curator of Education and Operations at the Lyman Museum. She earned a B.A. in Social Sciences from Fordham University and an M.A. and Ph.D. in Anthropology from the University of Hawai'i-Manoa, and has conducted research throughout the Pacific Islands region. At Northern Marianas College Dr. Moir served in progressively responsible positions as instructor, department chair, dean, and Vice President of Academic Affairs. She was also Curator of Collections at the Museum of History and Culture (Commonwealth of the

Northern Mariana Islands) before moving back to Hawai'i to work with Lyman Museum. Dr. Moir will oversee and direct all phases of the project as well as subsequent training of staff and volunteer docents.

**ROBERT KOSTURAK**, an exhibit design and museum planning professional with thirty years of experience in the field, serves as Project Manager for the Island Heritage Gallery exhibit. The majority of his work has been in the areas of science, natural history, and cultural history. He has developed a reputation for excellence in exhibit design, integrating issues of content and form to achieve spaces that invite participation on many levels. He is committed to creating experiences that are engaging and inspirational, as well as designing environments that serve as dynamic educational tools.

Robert Kosturak currently serves as the Creative Director for IdeaForm, a fluid network of gifted, experienced professionals, interpreting the natural sciences, physical sciences, technology, and cultural history for museums, visitor centers, zoos, aquariums, and corporations. Mr. Kosturak assembles teams of writers, researchers, graphic designers, exhibit designers, detailers, drafters, illustrators, modelmakers, software developers, and fabricators who have the appropriate background and talent for a particular assignment.

Tracking budgets, schedules, graphics, text, structure, and objects is a routine part of its design process. The IdeaForm Office's extensive experience in guiding projects through the complexity of diverse production methods has established a reputation for accurate and responsible budget management.

**LYNN ELIA** has been the Museum's Registrar since 1987 and in 1992 became overall Collections Manager. With 30 years of experience, Lynn has worked with a conservator to redesign and upgrade the Museum's collections storage, and completed a seven-week training program at the Smithsonian where she worked with staff at the National Museum of the American Indian, processing the Heye Collection which was moving from New York to Washington, D.C. Ms. Elia will oversee the acquisition, preparation, conservation, and installation of artifacts. She will also work closely with the mount makers and consultants regarding security issues and artifact case design.

**JILL MARUYAMA** has been with the Museum since 1995 in the curatorial department and currently serves as the Curator of Collections, Exhibits, and Facilities. In 2001 she was Project Manager for the Museum's Earth Heritage Gallery. Her training includes professional workshops and seminars sponsored by the Hawai'i Museums Association, Historic Hawai'i Foundation, University of Hawai'i, GE Lighting Institute, American Association for State and Local History, and Academy Studios. Ms. Maruyama serves as the Project Coordinator/Design Contributor for the new Island Heritage Gallery exhibit and collaborates with the Project Manager on exhibit design.



**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.**

The Organizational Chart is attached.

**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.**

President/Executive Director:	\$50,000.00/yr.
Registrar/Collections Manager:	\$35,700.00/yr.
Curator, Collections, Exhibits, and Facilities:	\$31,500.00/yr.

**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.**

This does not apply.

**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.**

Lyman Museum and Mission House is affiliated with the Smithsonian Institution, and is accredited by the American Alliance of Museums, the highest professional certification available to museums.

**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.**

This does not apply.

**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.**

Lyman Museum will raise subsequent funding to complete this project through private philanthropic sources and grants from local foundations, including the Atherton Family Foundation, Cooke Foundation, Limited, McInerny Foundation, and Strong Foundation.

Once completed, the new Island Heritage Gallery exhibit will be maintained through the Museum's building and endowment fund. Museum programs, services, and activities are sustained through general admission fees, membership dues, Elderhostel/Road Scholar revenues, Museum Shop revenues, special events, and donations from private philanthropic partners.

**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.**

Lyman Museum's Certificate of Good Standing is attached.

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2016 to June 30, 2017

Applicant: Lyman Museum and Mission House

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
<b>A. PERSONNEL COST</b>				
1. Salaries	\$0	\$0	\$0	\$0
2. Payroll Taxes & Assessments	\$0	\$0	\$0	\$0
3. Fringe Benefits	\$0	\$0	\$0	\$0
<b>TOTAL PERSONNEL COST</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island	\$0	\$0	\$0	\$0
2. Insurance	\$0	\$0	\$0	\$0
3. Lease/Rental of Equipment	\$0	\$0	\$0	\$0
4. Lease/Rental of Space	\$0	\$0	\$0	\$0
5. Staff Training	\$0	\$0	\$0	\$0
6. Supplies	\$0	\$0	\$0	\$0
7. Telecommunication	\$0	\$0	\$0	\$0
8. Utilities	\$0	\$0	\$0	\$0
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>C. EQUIPMENT PURCHASES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>D. MOTOR VEHICLE PURCHASES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>E. CAPITAL</b>	<b>\$500,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$330,000</b>
<b>TOTAL (A+B+C+D+E)</b>				
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	\$500,000	Barbara G. Moir, Ph.D. <span style="float: right;">808-935-5021 e</span>		
(b) Total Federal Funds Requested	\$0	Name (Please type or print) <span style="float: right;">Phone</span>		
(c) Total County Funds Requested	\$0	<span style="background-color: black; color: black;">[REDACTED]</span> <span style="float: right;">January 16, 2016</span>		
(d) Total Private/Other Funds Requested	\$330,000	Signature of Authorized Official <span style="float: right;">Date</span>		
<b>TOTAL BUDGET</b>	<b>\$830,000</b>	Barbara G. Moir, Ph.D., President & Executive Director		
		Name and Title (Please type or print)		
<b>Note: A total of \$910,000 has been committed to date toward the Island Heritage Gallery exhibit's estimated \$1,740,000 project cost. The total budget figure of \$830,000 above reflects the amount to be raised in 2016-2017 to complete funding for this project.</b>				

**BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES**

Period: July 1, 2016 to June 30, 2017

Applicant: Lyman Museum and Mission House

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

# BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2016 to June 30, 2017

Applicant: Lyman Museum and Mission House

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

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

# BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2016 to June 30, 2017

Applicant: Lyman Museum and Mission House

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2014-2015	FY: 2015-2016	FY: 2016-2017	FY: 2016-2017	FY: 2017-2018	FY: 2018-2019
PLANS	\$0	\$0	\$0	\$0	\$0	\$0
LAND ACQUISITION	\$0	\$0	\$0	\$0	\$0	\$0
DESIGN	\$0	\$0	\$0	\$0	\$0	\$0
CONSTRUCTION	\$575,000	\$335,000	\$500,000	\$330,000	\$0	\$0
EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL:</b>	<b>\$575,000</b>	<b>\$335,000</b>	<b>\$500,000</b>	<b>\$330,000</b>	<b>\$0</b>	<b>\$0</b>

**JUSTIFICATION/COMMENTS:** Grant-in-Aid funds will be used toward establishment of the new Island Heritage Gallery exhibit, including fabrication and installation, purchase of furniture, fixtures and equipment, and other related costs.

**GOVERNMENT CONTRACTS AND / OR GRANTS**

Applicant: Lyman Museum and Mission House

Contracts Total: \$500,000

	<b>CONTRACT DESCRIPTION</b>	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)</b>	<b>CONTRACT VALUE</b>
1	Grant-in-Aid Funding	FY 2014-2015	Hawaii State Legislature	State	\$500,000
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					
26					
27					
28					
29					
30					

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


The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawaii'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.

Lyman Museum and Mission House  
(Typed Name of Individual or Organization)

  
(Signature)

January 16, 2016

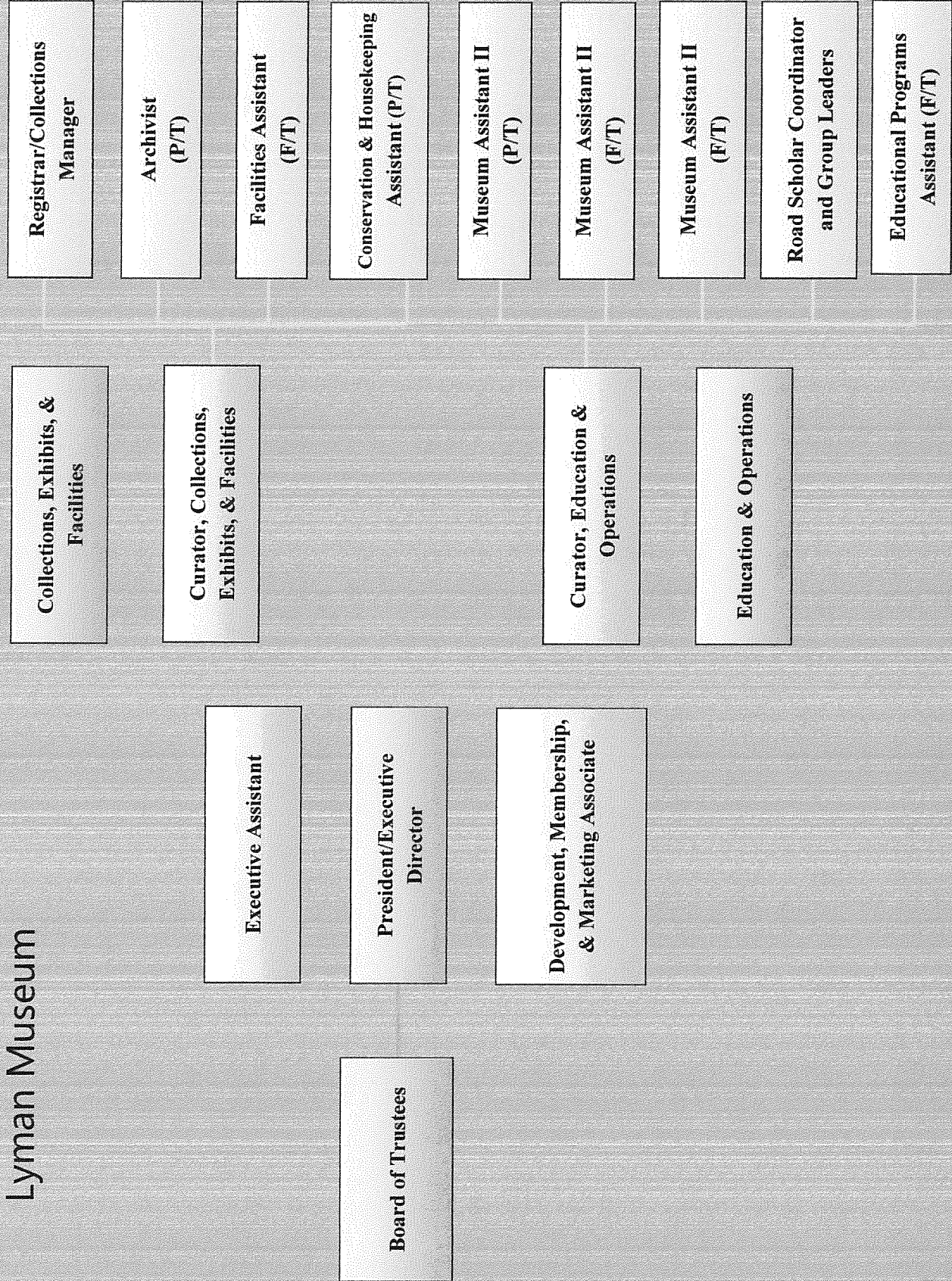
(Date)

Barbara G. Moir, Ph.D.  
(Typed Name)

President & Executive Director  
(Title)



# Lyman Museum





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: **LYMAN HOUSE MEMORIAL MUSEUM**

DBA/Trade Name: **Lyman Museum**

Issue Date: **01/06/2016**

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