

House District 29  
Senate District 14

THE TWENTY-NINTH 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:  
BISHOP MUSEUM

Dbas:

Street Address:  
1525 BERNICE ST  
HONOLULU, HI 96817

Mailing Address:  
SAME AS ABOVE

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name AMY MILLER MARVIN

Title SENIOR VICE PRESIDENT & COO

Phone # 808-848-4149

Fax # 808-841-8968

E-mail AMY.MARVIN@BISHOPMUSEUM.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:

4. FEDERAL TAX ID #: [REDACTED]

5. STATE TAX ID #: [REDACTED]

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2018: \$ 675,000

8. STATUS OF SERVICE DESCRIBED IN THIS REQUEST:

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

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

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

TYPE: [REDACTED]  
AUTHORIZED SIGNATURE

LINDA LEE K. (CISSY) FARM, INTERIM PRESIDENT & CEO  
NAME & TITLE

1/19/2017  
DATE SIGNED



RECEIVED

1/20/17

flm

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

Bishop Museum is preparing to launch a decade of strategic transformation, vigorously re-energizing and re-investing in our mission to inspire our community and visitors through the exploration and celebration of the history, culture, and environment of Hawai'i and the Pacific. Internally, the Museum is working to stabilize and diversify its financial model, significantly increase stakeholder reach and impact, and strengthen its reputation in the field. The Museum has also invested significantly in improvements to its physical buildings and campus to facilitate its mission over the past decade.

Starting in 2009 with the renovation and re-opening of Hawaiian Hall, the Museum has made significant improvements to its grounds and buildings, including a renovation of the J. Watumull Planetarium which re-opened in December 2012, and most recently, the renovation and re-opening of Pacific Hall (formerly Polynesian Hall) in September 2013. In order to ensure the Museum can continue to deliver its mission and maximize the value of these renovated public spaces, the Museum has identified several priority projects that will protect the Museum's collections, increase energy efficiency across campus, and improve the visitor experience.

These projects will enable Bishop Museum to address long-standing critical improvements to facilities and infrastructure required to ensure the safekeeping of our community's premier cultural and biological collections. In addition to financial and energy savings, energy efficiency projects enhance the Museum's ability to control the environment within the collection areas, ensuring that temperature and humidity levels meet the top museum standards for the collections in our care. The Museum's air conditioning (A/C) units are outdated and inefficient, and louvered windows in collections areas allow for cool air to escape while letting the outside environment and pests in. This project will allow the Museum to complete and expand on the energy efficiency improvements installed in the Pauahi/Pāki/Konia complex, as well as upgrade the systems in the Science Adventure Center. Finally, the Museum plans to bring the Hawaiian Hall restrooms up to ADA compliance, to ensure all visitors can easily access and utilize the primary public restrooms on campus.

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

Bishop Museum is an irreplaceable resource for knowledge, preservation, and education for the people of Hawai'i. The Museum is the world's premier showcase of Hawaiian and Pacific culture, housing many of Hawai'i's most beloved and priceless artifacts. For generations, Hawai'i residents of all ages have visited the Museum to study and learn from the magnificent feather capes, carved images, stonework, and exquisite bark cloth on display. Educational programs bring the exhibits to life. Programs on topics ranging from voyaging, traditional land management, and the *ali'i* to demonstrations and presentations of traditional crafts and stories are presented daily for schoolchildren, families, and visitors. The projects identified in this proposal will help to ensure the long-term care and safety of the Museum's priceless collections, increase energy efficiency,

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

<b>Project</b>	<b>Start</b>	<b>Duration</b>
Pauahi/Pāki/Konia complex—complete energy efficiency improvements	Qtr 1	18 months
Science Adventure Center – HVAC and lighting improvements	Qtr 1	18 months
Hawaiian Hall Complex—restroom improvements	Qtr 2	9 months

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

The project manager will work with contractors and vendors to provide a detailed work plan which is monitored for progress on a weekly or monthly basis depending on the project. Requests for proposals in accordance with the Museum's procurement policies will be obtained and reviewed by qualified staff. Problems will be identified, budgets carefully reviewed, and corrective actions will be developed and implemented on a regular basis.

4. *List the measure(s) of effectiveness that will be reported to the State agency through which grant funds are appropriated (the expending agency). The measure(s) will provide a standard and objective way for the State to assess the program's achievement or accomplishment. Please note that if the level of appropriation differs from the amount included in this application that the measure(s) of effectiveness will need to be updated and transmitted to the expending agency.*

1. Science Adventure Center program cancellations and building shut-downs related to HVAC failure will decrease by 90%.
2. The temperature and humidity levels in the improved collections areas will be within two points of accepted standards.
3. The Hawaiian Hall Complex restrooms will meet ADA standards.
4. The Museum's electrical consumption will remain stable or decrease.

### **III. Financial**

#### **Budget**

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

Attached.

collection in the world. Among these items are over 1.2 million cultural objects representing Native Hawaiian, Pacific Island, and Hawai'i immigrant life, more than 125,000 historical publications including many in the Hawaiian language, 1 million historical photographs, films, works of art, audio recordings, and manuscripts, and over 22 million plant and animal specimens. The vast natural science collections and databases serve scientists, natural resource managers, planners, conservation biologists, educators, and students. The cultural collections serve educators, cultural practitioners, students, researchers, regulatory agencies, community organizations, and businesses.

Bishop Museum has been serving Hawai'i's people for more than a century and has had a relationship with the State Department of Education and public schools for more than 45 years.

#### Previous Related Projects

The Museum received \$2 million in FY14 for energy efficiency upgrades and \$1 million for deferred maintenance and repairs; both projects are nearing completion. The Museum also received 1 million in CIP funds in each FY2011 & FY2012 for thirteen capital improvement projects and nine energy efficiency projects, respectively. These projects were implemented and completed throughout the campus

#### **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.

Bishop Museum is located on 16 acres of land in lower Kalihi Valley. The campus combines original, 19<sup>th</sup> century stone buildings, modern research facilities, an interactive science center, tropical gardens, and the activity-filled Great Lawn. The Museum has a total of 50,000-square feet of exhibit space and of that area, approximately 37,000 square feet are dedicated to long-term exhibits.

**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.

None.

**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.

Bishop Museum is accredited by the American Alliance of Museums (formerly the American Association of 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.

**D. Future Sustainability Plan**

The applicant shall provide a plan for sustaining after fiscal year 2017-18 the activity funded by the grant if the grant of this application is:

- (1) Received by the applicant for fiscal year 2017-18, but
- (2) Not received by the applicant thereafter.

Bishop Museum annually generates \$12 million per year in operating revenues in a combination of earned revenue streams, fundraising activities, interest income derived from endowments and grant and contract work. The activities completed with funding from this grant will be sustained beyond its completion by the operating revenues of the institution and will not require new or additional funding from the State of Hawai'i or other specific supporting sources. In addition, the improvements implemented from completion of these projects will create both operational efficiencies and financial savings that will greatly benefit the Museum and contribute to supporting on-going operations of the institution.

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2017 to June 30, 2018

Applicant: Bishop Museum

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				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
<b>TOTAL PERSONNEL COST</b>				
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>				
<b>C. EQUIPMENT PURCHASES</b>	300,000			
<b>D. MOTOR VEHICLE PURCHASES</b>				
<b>E. CAPITAL</b>	575,000			
<b>TOTAL (A+B+C+D+E)</b>	<b>875,000</b>			
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	875,000	Amy Miller Marvin      808-848-4149		
(b) Total Federal Funds Requested		Phone		
(c) Total County Funds Requested		1/19/2017		
(d) Total Private/Other Funds Requested		Date		
<b>TOTAL BUDGET</b>	<b>875,000</b>	Linda Lee K. (Cissy) Farn, President & CEO Name and Title (Please type or print)		

## BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2017 to June 30, 2018

Applicant: Bishop Museum

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: 2015-2016	FY: 2016-2017	FY:2017-2018	FY:2017-2018	FY:2018-2019	FY:2019-2020
PLANS						
LAND ACQUISITION						
DESIGN			130,000			
CONSTRUCTION			445,000			
EQUIPMENT			300,000			
<b>TOTAL:</b>			<b>875,000</b>			
<b>JUSTIFICATION/COMMENTS:</b>						


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

The undersigned authorized representative of the applicant certifies the following:

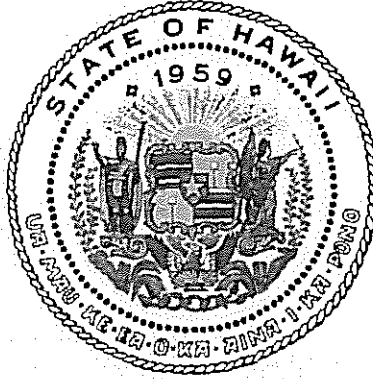
- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawaii Revised Statutes:
  - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide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

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

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

<u>Bishop Museum</u> (Typed Name of Individual or Organization)	_____
 (Signature)	<u>1/19/2017</u> (Date)
<u>Linda Lee K. (Cissy) Farn</u> (Typed Name)	<u>Interim President &amp; CEO</u> (Title)





**Department of Commerce and Consumer Affairs**

**CERTIFICATE OF GOOD STANDING**

I, the undersigned Director of Commerce and Consumer Affairs of the State of Hawaii, do hereby certify that

**BISHOP MUSEUM**

was incorporated under the laws of Hawaii on 02/07/1975 ; that it is an existing nonprofit corporation; and that, as far as the records of this Department reveal, has complied with all of the provisions of the Hawaii Nonprofit Corporations Act, regulating domestic nonprofit corporations.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Department of Commerce and Consumer Affairs, at Honolulu, Hawaii.

Dated: January 17, 2017

Director of Commerce and Consumer Affairs

