

**THE THIRTIETH LEGISLATURE
APPLICATION FOR GRANTS
CHAPTER 42F, HAWAII REVISED STATUTES**

Type of Grant Request:

Operating Capital

Legal Name of Requesting Organization or Individual: Db:
Friends of Waipahu Cultural Garden Park Hawaii's Plantation Village

Amount of State Funds Requested: \$ 600,000

Brief Description of Request (Please attach word document to back of page if extra space is needed):

Capital improvement to paint the interior and exterior of (30) plantation buildings; construct roof for the train and outdoor stage structures.

Amount of Other Funds Available:

State: \$ 0
Federal: \$ 0
County: \$ 0
Private/Other: \$ 0

Total amount of State Grants Received in the Past 5 Fiscal Years:

\$ 200,000

Unrestricted Assets:

\$ _____

New Service (Presently Does Not Exist): Existing Service (Presently in Operation):

Type of Business Entity:

- 501(C)(3) Non Profit Corporation
- Other Non Profit
- Other

Mailing Address:

94-695 Waipahu St.

City: State: Zip:
Waipahu HI 96797

Contact Person for Matters Involving this Application

Name: Deanna Espinas	Title: Board President
Email: espihawaii@juno.com	Phone: (808) 228-6345

Federal Tax ID#:

State Tax ID#

Deanna Espinas
Authorized Signature

Deanna Espinas, Board President
Name and Title

Jan. 17, 2019
Date Signed

received
1/17/19 11:30am *SR*

Application Submittal Checklist

The following items are required for submittal of the grant application. Please verify and check off that the items have been included in the application packet.

- 1) Certificate of Good Standing (If the Applicant is an Organization)
- 2) Declaration Statement
- 3) Verify that grant shall be used for a public purpose
- 4) Background and Summary
- 5) Service Summary and Outcomes
- 6) Budget
 - a) Budget request by source of funds ([Link](#))
 - b) Personnel salaries and wages ([Link](#))
 - c) Equipment and motor vehicles ([Link](#))
 - d) Capital project details ([Link](#))
 - e) Government contracts, grants, and grants in aid ([Link](#))
- 7) Experience and Capability
- 8) Personnel: Project Organization and Staffing


AUTHORIZED SIGNATURE

Deanna Espinas/Board President
PRINT NAME AND TITLE

Jan. 17, 2019
DATE

**STATE OF HAWAII — DEPARTMENT OF TAXATION
TAX CLEARANCE APPLICATION**

LETTER ID: L0307358208
CASE ID: 371322

Form A-6 can be filed electronically OR for all state, city, or county government contracts, may be obtained through Hawaii Compliance Express. See Instructions.

(NOTE: References to "married" and "spouse" are also references to "in a civil union" and "civil union partner," respectively.)

FOR OFFICE USE ONLY

BUSINESS START DATE IN HAWAII
IF APPLICABLE

1/1/1979

HAWAII RETURNS FILED
IF APPLICABLE

STATE APPROVAL STAMP
(Not valid unless stamped)



*IRS APPROVAL STAMP

CERTIFIED COPY STAMP



1. APPLICANT INFORMATION:

Applicant's Name FRIENDS OF WAIPAHU CULTURAL GARDEN PARK

Address 94 695 WAIPAHU ST WAIPAHU HI 96797

DBA/Trade Name

2. TAX IDENTIFICATION NUMBER:

HAWAII TAX I.D. # T-184-794-1120

FEDERAL EMPLOYER I.D. # (FEIN) 23-7381472

SOCIAL SECURITY # (SSN)

3. APPLICANT IS A/AN: (Check only ONE box)

- | | | |
|--|--|--|
| <input type="checkbox"/> CORPORATION | <input type="checkbox"/> S CORPORATION | <input checked="" type="checkbox"/> TAX EXEMPT ORGANIZATION |
| <input type="checkbox"/> INDIVIDUAL | <input type="checkbox"/> PARTNERSHIP | <input type="checkbox"/> ESTATE <input type="checkbox"/> TRUST |
| <input type="checkbox"/> LIMITED LIABILITY COMPANY | <input type="checkbox"/> LIMITED LIABILITY PARTNERSHIP | <input type="checkbox"/> OTHER |
| <input type="checkbox"/> SINGLE MEMBER LLC | | |
| <input type="checkbox"/> SUBSIDIARY CORPORATION | | |

4. THE TAX CLEARANCE IS REQUIRED FOR: (MUST check at least ONE box)

- | | | |
|---|---|--|
| <input type="checkbox"/> CITY, COUNTY, OR STATE GOVERNMENT CONTRACT IN HAWAII * | | |
| <input type="checkbox"/> REAL ESTATE LICENSE | <input type="checkbox"/> CONTRACTOR LICENSE | <input type="checkbox"/> LIQUOR LICENSE* |
| <input type="checkbox"/> FINANCIAL CLOSING | <input type="checkbox"/> PROGRESS PAYMENT | <input type="checkbox"/> BULK SALES ¹ |
| <input type="checkbox"/> HAWAII STATE RESIDENCY | <input type="checkbox"/> FEDERAL CONTRACT | <input type="checkbox"/> PERSONAL |
| <input type="checkbox"/> SUBCONTRACT | <input type="checkbox"/> COMPLETION/FINAL PAYMENT | <input type="checkbox"/> LOAN |
| <input checked="" type="checkbox"/> OTHER - GRANT | | |
- * IRS APPROVAL STAMP IS ONLY REQUIRED FOR PURPOSES INDICATED BY AN ASTERISK.
1 ATTACH FORM G-8A, REPORT OF BULK SALE OR TRANSFER.

5. NO. OF CERTIFIED COPIES REQUESTED:

6. DECLARATION - I declare that I am either the taxpayer whose name is shown on line 1, or a person authorized under section 231-15.6 or 231-15.7, HRS, to sign on behalf of the taxpayer. If the request applies to a joint return, at least one spouse must sign. I declare to the best of my knowledge and belief, that this is a true, correct, and complete form, made in good faith pursuant to Title 14 of the HRS, and the rules issued thereunder.

Original Signature On File

SIGNATURE _____ TELEPHONE _____ FAX _____ DATE Jan-15-2019

FRIENDS OF WAIPAHU CULTURAL
PRINT NAME

PRINT TITLE: Corporate Officer, General Partner or Member, Individual (Sole Proprietor), Trustee, Executor

POWER OF ATTORNEY. If submitted by someone other than a Corporate Officer, General Partner or Member, Individual (Sole Proprietor), Trustee, or Executor, a power of attorney (State of Hawaii, Department of Taxation, Form N-848) must be submitted with this application. If a Tax Clearance is required from the Internal Revenue Service, IRS Form 8821, or IRS Form 2848 is also required. Applications submitted without proper authorization will be sent to the address of record with the taxing authority. UNSIGNED APPLICATIONS WILL NOT BE PROCESSED. PLEASE TYPE OR PRINT CLEARLY — THE FRONT PAGE OF THIS APPLICATION BECOMES THE CERTIFICATE UPON APPROVAL. SEE PAGE 2 ON REVERSE & SEPARATE INSTRUCTIONS. Failure to provide required information on page 2 of this application or as required in the separate instructions to this application will result in a denial of the Tax Clearance request.

**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.

Deanna Espinas, Friends of Waipahu Cultural Garden Park
(Typed Name of Individual or Organization)

Deanna Espinas
(Signature)

Jan. 17, 2019
(Date)

Deanna Espinas
(Typed Name)

Board President
(Title)

Friends of Waipahu Cultural Garden Park dba Hawaii's Plantation Village
94-695 Waipahu Street
Waipahu, HI 96797

January 17, 2019

PUBLIC PURPOSE

Our organization is a 501(C)(3) non-profit corporation which serves to sustain and preserve the historic building structures, artifacts, photos and collections which exist on its property so that future generations can learn and gain inspiration from those who lived during the period of Hawaii's plantation era.

Target group: visitors from Hawaii, the mainland and other countries,

Cost of the grant: \$600,000 for capital improvement to paint the interior and exterior of (30) plantation buildings, construct roof for the train and outdoor stage structures.


Authorized signature

Deanna Espinas/Board President
Print Name and Title

Jan. 17, 2019
Date

Application for Grants

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

I. Certification – Please attach immediately after cover page

1. 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, 2018. *See attached.*

2. Declaration Statement

The applicant shall submit a declaration statement affirming its compliance with Section 42F-103, Hawaii Revised Statutes. *See attached.*

3. Public Purpose

The applicant shall specify whether the grant will be used for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes. *See attached.*

II. Background and Summary

This section shall clearly and concisely summarize and highlight the contents of the request in such a way as to provide the State Legislature with a broad understanding of the request. Please include the following:

1. A brief description of the applicant's background;
Hawaii's Plantation Village (HPV) is a living history museum and ethno-botanical garden on a 50-acre site in Waipahu. Established in 1992 by the Friends of Waipahu Cultural Garden Park, it is Oahu's only outdoor museum that exhibits true-to-scale plantation camp buildings in the historic plantation town of Waipahu.
2. The goals and objectives related to the request;
To paint the interior and exterior of (30) plantation buildings; construct roof for the train and outdoor stage structures.
3. The public purpose and need to be served;
In order to continue to share the experiences of Hawaii's plantation history with our families and visitors throughout our community, our historic structures must be preserved and restored.

4. Describe the target population to be served;
Our visitor count averages about 17,000 per year. Our target population are the residents of the State of Hawaii and the de facto population as defined by the State of Hawaii Data Book: "the number of persons physically present in an area, regardless of military status or usual place of residence. It includes visitors present but excludes residents temporarily absent, both calculated as an average daily census."

5. Describe the geographic coverage.
Visitors visit from all over the world come to HPV to see and hear the stories of our host culture and immigrant stories of various ethnic groups. Our mission is to reach school children from the Leeward area (and other parts of the State) in hopes that they will gain knowledge and understanding of what life was like during Hawaii's earlier plantation period and gain an appreciation of the struggles and contributions of those community members.

III. Service Summary and Outcomes

The Service Summary shall include a detailed discussion of the applicant's approach to the request. The applicant shall clearly and concisely specify the results, outcomes, and measures of effectiveness from this request. The applicant shall:

1. Describe the scope of work, tasks and responsibilities;
Hawaii's Plantation Village is challenged with sustaining and preserving the historic building structures. Visitors, staff and docent guides are able to tour each of the homes and support facilities to fully experience the lives of families and communities during that plantation period. Through the generous contribution of community donors, Friends of Waipahu Cultural Garden Park was able to build the outdoor museum known as Hawaii's Plantation Village. We have the responsibility to maintain those structures which now require painting and repairs because of structural damages (due to aging and weather conditions).

2. Provide a projected annual timeline for accomplishing the results or outcomes of the service;
We are giving priority to those structures most in need of attention and are soliciting bid estimates.

3. Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and
Our Executive Board and committee of community volunteers work with our assigned building maintenance staff to coordinate painting and repair activities to insure that restoration work is done in a safe and timely manner.

4. List the measure(s) of effectiveness that will be reported to the State agency through which grant funds are appropriated (the expending agency). The measure(s) will provide a standard and objective way for the State to assess the program's achievement or accomplishment. Please note that if the level of appropriation differs from the amount included in this application that the measure(s) of effectiveness will need to be updated and transmitted to the expending agency.
Measures of effectiveness: we will identify the particular museum structures in need of repair and restoration, solicit bids and select contractors, award contract, proceed with restoring structures identified in our grant application. We will stay within projected level of appropriation.

IV. Financial

Budget

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.
- a. Budget request by source of funds. *See attached.*
 - b. Personnel salaries and wages. *See attached.*
 - c. Equipment and motor vehicles. *See attached.*
 - d. Capital project details. *See attached.*
 - e. Government contracts, grants, and grants in aid. *See attached*
2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2020.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
150,000	150,000	150,000	150,000	600,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2020. *See attached.*
4. The applicant shall provide a listing of all state and federal tax credits it has been granted within the prior three years. Additionally, the applicant shall provide a listing of all state and federal tax credits they have applied for or anticipate applying for pertaining to any capital project, if applicable.
We have not applied for state or federal tax credits.
5. The applicant shall provide a listing of all federal, state, and county government contracts, grants, and grants in aid it has been granted within the prior three years and will be receiving for fiscal year 2020 for program funding.
Friends of Waipahu Cultural Garden Park received State GIA Grant #66534 (3/23/18-6/30/20) for Capital Improvement.

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2018.

As of December 31, 2018, Friends of Waipahu Cultural Garden Park dba Hawaii's Plantation Village had in its unrestricted current assets a balance of \$131,000.

V. Experience and Capability

1. 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.

The current Executive Board and Board President of Friends of Waipahu Cultural Garden Park are charged with the task of serving as the volunteer project team for repair and restoration of Hawaii's Plantation Village and are responsible for project implementation. This includes: requesting bids for services, ensuring that contractors meet requirements and that construction proceeds in a timely manner within budget. We will also coordinate the contracts and payments after delivery of services are received.

2. Facilities

The applicant shall provide a description of its facilities and demonstrate its adequacy in relation to the request. If facilities are not presently available, describe plans to secure facilities.

We are attaching a map of the plantation structures in need of painting and repair.

VI. Personnel: Project Organization and Staffing

1. 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.

The current Executive Board and Board President of Friends of Waipahu Cultural Garden Park are charged with the task of serving as the volunteer project team for repair and restoration of Hawaii's Plantation Village and are responsible for project implementation. This includes: requesting bids for services, ensuring that contractors meet requirements and that construction proceeds in a timely manner within budget. We will also coordinate the contracts and payments after delivery of services are received.

2. 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.

Not applicable.

3. Compensation

The applicant shall provide an annual salary range paid by the applicant to the three highest paid officers, directors, or employees of the organization by position title, not employee name. *Not applicable.*

VII. Other

1. 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.

2. 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.

3. Private Educational Institutions

The applicant shall specify whether the grant will be used to support or benefit a sectarian or non-sectarian private educational institution. Please see Article X, Section 1, of the State Constitution for the relevance of this question.

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

4. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2019-20 the activity funded by the grant if the grant of this application is:

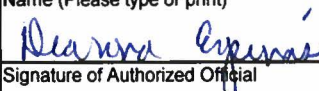
- (a) Received by the applicant for fiscal year 2019-20, but
- (b) Not received by the applicant thereafter.

Friends of Waipahu Cultural Garden Park will develop a priority plan to determine which HPV museum structures are most in need of repair and restoration. Safety is important. Delay of repair or restoration will result in temporary closures of particular museum structures and exterior program areas.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2019 to June 30, 2020

Applicant: _____ Friends of Waipahu Cultural Garden Park dba Hawaii's Plantation Village

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
A. PERSONNEL COST				
1. Salaries	0			
2. Payroll Taxes & Assessments	0			
3. Fringe Benefits	0			
TOTAL PERSONNEL COST	0			
B. OTHER CURRENT EXPENSES				
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				
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20				
TOTAL OTHER CURRENT EXPENSES				
C. EQUIPMENT PURCHASES	0			
D. MOTOR VEHICLE PURCHASES	0			
E. CAPITAL	600,000			
TOTAL (A+B+C+D+E)	600,000			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	600,000	Deanna Espinas	(808) 228-6345	
(b) Total Federal Funds Requested		Name (Please type or print)	Phone	
(c) Total County Funds Requested			Jan. 17, 2019	
(d) Total Private/Other Funds Requested		Signature of Authorized Official	Date	
TOTAL BUDGET	600,000	Deanna Espinas, Board President		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2019 to June 30, 2020

Applicant: Friends of Waipahu Cultural Garden Park

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B
N/A			
TOTAL:			

JUSTIFICATION/COMMENTS:

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2019 to June 30, 2020

Applicant: Friends of Waipahu Cultural Garden Par

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

JUSTIFICATION/COMMENTS:

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				

JUSTIFICATION/COMMENTS:

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2019 to June 30, 2020

Applicant: Friends of Waipahu Cultural Garden I

FUNDING AMOUNT REQUESTED					
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES OF FUNDS REQUESTED	FUNDING R SUCCEEDI
	FY: 2017-2018	FY: 2018-2019	FY:2019-2020	FY:2019-2020	FY:2020-2021
PLANS					
LAND ACQUISITION					
DESIGN					
CONSTRUCTION			600000		
EQUIPMENT					
			600,000		
JUSTIFICATION/COMI Capital improvement to paint the interior and exterior of (30) plantation buildings, construct roof for the train and outdoor stage structures.					

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Friends of Waipahu Cultural Garden Park

Contracts Total:

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)
1	GIA Grant #66534			
2	Renovation of Various Plantation Buildings	3/23/2018- 6/30/20	DAGS	
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200,000

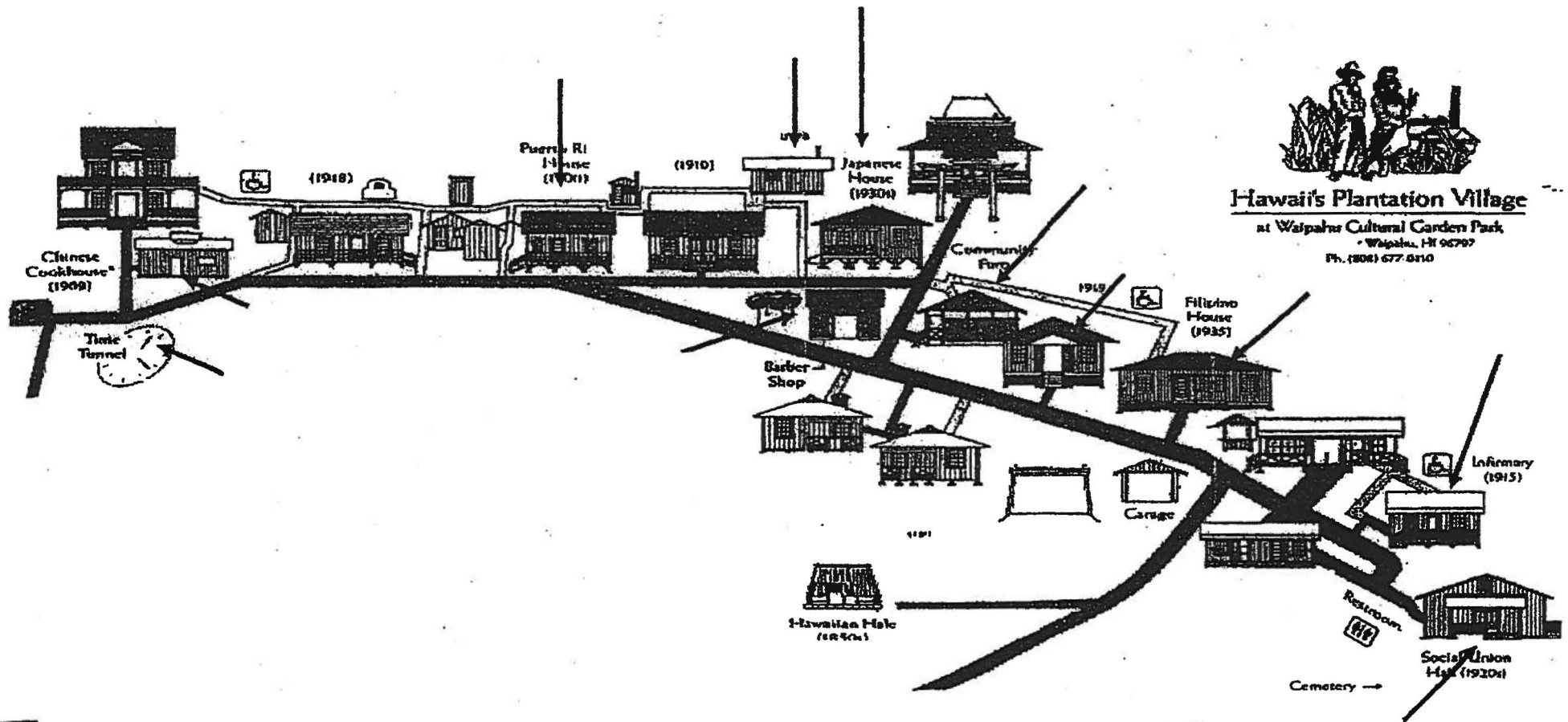
CONTRACT VALUE

200,000



Hawaii's Plantation Village

at Waipaho Cultural Garden Park
• Waipaho, HI 96797
Ph. (808) 677-0810



HPV Train

