

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: \$ 300,000

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

Capital improvement to repair and prevent further erosion of the dirt walls behind museum plantation structures; repair wooden fishpond platform used by school tours and wooden descriptive/historical signage (damaged through aging and weather conditions).

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:

\$ 400,000

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:

Waipahu

State:

HI

Zip:

96797

Contact Person for Matters Involving this Application

Deanna Espinas

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. 15, 2020

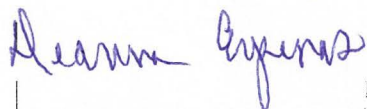
Date Signed



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



DEANNA ESPINAS, BOARD PRESIDENT

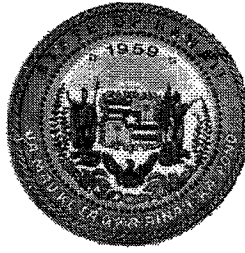
JANUARY 15, 2020

AUTHORIZED SIGNATURE

PRINT NAME AND TITLE

DATE

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**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

Vendor Name: **FRIENDS OF WAIPAHU CULTURAL GARDEN PARK**

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

Issue Date: **01/13/2020**

Status: **Compliant**

Hawaii Tax#: 10164213

New Hawaii Tax#:

FEIN/SSN#: XX-XXX1472

UI#: XXXXXX2040

DCCA FILE#: 24354

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

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

Deanna Espinas Friends of Waipahu Cultural Garden Park

(Typed Name of Individual or Organization)

Deanna Espinas

Jan. 15, 2020

(Signature)

(Date)

Deanna Espinas/Board President

(Typed Name)

(Title)



Hawaii's PLANTATION VILLAGE

Friends of Waipahu Cultural Garden Park

94-695 WAIPAHO ST., WAIPAHO, HI 96797 TEL 808.677.0110 FAX 808.676.6727

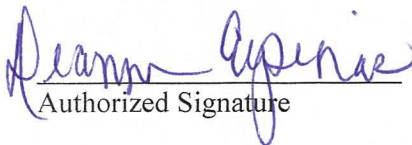
January 15, 2020

PUBLIC PURPOSE

Our organization, Friends of Waipahu Cultural Garden Park dba Hawaii's Plantation Village, 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 the experiences of those who lived during the period of Hawaii's plantation era.

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

Cost of the grant: \$300,000 for capital improvement to repair and prevent further erosion of the dirt walls behind the museum plantation structures. In recent years, weather conditions and heavy rains have led to flooding and weakening of the plantation structures including the fishpond platform area (an important part of our school tours). Funds are also needed to replace our aging wooden signs which provide visitors with complete and accurate descriptive and historical information.



Authorized Signature

Deanna Espinas/Board President

Print Name/Title

Jan. 15, 2020

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, 2019. See attached

2. Declaration Statement

The applicant shall submit a declaration statement affirming its compliance with Section 42F-103, Hawaii Revised Statutes. (Link) 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. (Link) 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 historical plantation town of Waipahu.
2. The goals and objectives related to the request;
We are requesting capital improvement funds to repair and prevent further erosion of the dirt walls behind the museum plantation structures below Waipahu Street; funds to repair the wooden fishpond platform used by school tours; and wooden descriptive/historical signage located throughout the village which have sustained damage through aging and weather conditions.
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.

Field Code Changed

4. Describe the target population to be served; and
Our visitor count averages about 17,000 per year. Our target population are the residents of the State of Hawaii and the defector 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 and excludes residents temporarily absent, both calculated as an average daily census."
5. Describe the geographic coverage.
Visitors 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 inherited the responsibility to maintain those unique structures which now require repairs or restoration because of ongoing 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 address the erosion of the dirt walls behind the museum plantation structures located below Waipahu Street because of the danger it poses to the buildings. We are soliciting bid estimates from contractors and working in partnership with various community groups such as our Chuukese Community in Waipahu who support HPV's efforts to preserve the grounds and the structures.
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 Board of Directors and committees of community volunteers work with assigned staff to provide repairs and restoration. Volunteers with professional

maintenance and engineering expertise will help us to monitor all repair work to insure that it is done in a safe and timely manner within our budget constraints.

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 specific erosion areas surrounding individual museum structures and other areas such as the fishpond platform and wooden signage. We will solicit bids and select contractors who are able to comply with grant funding requirements in effort to stay within project levels of appropriation and to address ongoing safety concerns.

IV. Financial

Budget

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request. See attached
- 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](#))
2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2021.

Field Code Changed

Field Code Changed

Field Code Changed

Field Code Changed

Field Code Changed

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
75,000	75,000	75,000	75,000	300,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2021. 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 2021 for program funding.
Friends of Waipahu Cultural Garden Park received State GIA Grant #66534 (3/23/18-6/30/20) for Capital Improvement; and State GIA Grant

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2019.
As of December 31, 2019, Friends of Waipahu Cultural Garden Park dba Hawaii's Plantation Village had in its unrestricted current assets a balance of \$99,536.00

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 Board of Directors, and Executive Director (part-time) are charged with the task of serving as the volunteer project team for repairs and restoration at HPV 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 erosion areas impacting plantation structures, the location of the fishpond platform, and location of wooden signs.

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 Board President of Friends of Waipahu Cultural Garden Park together with the Executive Board and Executive Director are charged with the task of serving on the project team for all construction repairs and 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.

The Board of Directors (volunteer)

Executive Director (part-time) reports to Board of Directors

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. Executive Director (part-time) \$25,000

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 2020-21 the activity funded by the grant if the grant of this application is:

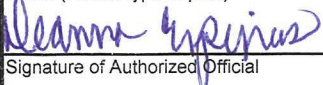
- (a) Received by the applicant for fiscal year 2020-21, but
- (b) Not received by the applicant thereafter.

Friends of Waipahu Cultural Garden Park will develop a priority plan to determine which areas of the plantation village are in need of immediate repairs based on available appropriation. Safety of staff and visitors are of utmost importance. Delay of repairs or restorations may result in temporary closures of particular museum structures and other exterior program areas until such time that additional funding is available.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2020 to June 30, 2021

App Friends of Waipahu Cultural Garden Park

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				
9				
10				
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12				
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18				
19				
20				
TOTAL OTHER CURRENT EXPENSES				
C. EQUIPMENT PURCHASES	0			
D. MOTOR VEHICLE PURCHASES	0			
E. CAPITAL	300,000			
TOTAL (A+B+C+D+E)	300,000			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	300,000	Deanna Espinas (808) 228-6345		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested				
(d) Total Private/Other Funds Requested		Signature of Authorized Official Date		
TOTAL BUDGET	300,000	Deanna Espinas, Board President Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2020 to June 30, 2021

Applicant: Friends of Waipahu Cultural Garden Park

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
N/A				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				0.00
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2020 to June 30, 2021

Applicant: Friends of Waipahu Cultural Garden Pa

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, 2020 to June 30, 2021

Applicant: Friends of Waipahu Cultural Garden

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: 2018-2019	FY: 2019-2020	FY:2020-2021	FY:2020-2021	FY:2021-2022	FY:2022-2023
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION			300000			
EQUIPMENT						
TOTAL:			300,000			
Justification: Repair and prevent further erosion of dirt walls behind museum plantation structures; repair wooden fishpond platform and signage.						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Friends of Waipahu Cultural Garden Park

Contracts Total: 400,000

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	GIA Grant #66534				
2	Renovation of various plantation buildings	3/23/2018-6/30/20	DAGS		200,000
3					
4	Contract # not yet assigned	FY 2020	DAGS		200,000
5	Exterior & interior painting of structures;	To be determined			
6	construct roof for train & outdoor stage				
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Plantation structures impacted by soil erosion below Waipahu Street

