

**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:
Hawai'i Alliance for Arts Education Hawai'i Arts Alliance

Amount of State Funds Requested: \$ 83,267

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

The Hawai'i Arts Alliance, founded by Alfred Preis in 1980, has been devastated by the pandemic. We pivoted five times and finally had to let all of our staff go. Our goal with the operating grant is to rebuild the nonprofit by hiring part-time positions – communications, programs, and office coordinators. We have developed new programs and diversified our financial plan. Our objective is to "Be the Alliance" for the creative industry in Hawai'i.

Amount of Other Funds Available:

State: \$ 0.00
Federal: \$ 0.00
County: \$ 0.00
Private/Other: \$ 208,921

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

\$ 1,988,228

Unrestricted Assets:

\$ 250,114.44

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:

P.O. Box 3948
City: State: Zip:
Honolulu HI 96812-3948

Contact Person for Matters Involving this Application	
Name: Teri Skillman	Title: Executive Director
Email: teri@hawaiiartalliance.org	Phone: 8088-533-2787

Federal Tax ID#: [REDACTED]	State Tax ID#: [REDACTED]
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Teri Skillman TERI SKILLMAN, E.D. 1/21/22
Authorized Signature Name and Title 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.

- X 1) Certificate of Good Standing (If the Applicant is an Organization)
- X 2) Declaration Statement
- X 3) Verify that grant shall be used for a public purpose
- X 4) Background and Summary
- X 5) Service Summary and Outcomes
- X 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](#))
- X 7) Experience and Capability
- X 8) Personnel: Project Organization and Staffing

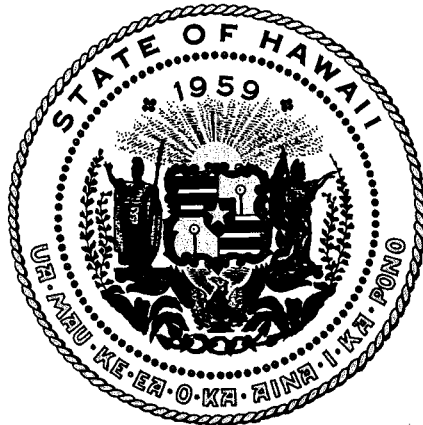

AUTHORIZED SIGNATURE

TERI SKILLMAN, EXECUTIVE DIRECTOR

PRINT NAME AND TITLE

01/21/2022

DATE



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

HAWAI'I ALLIANCE FOR ARTS EDUCATION

was incorporated under the laws of Hawaii on 12/30/1980 ;
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, 2022

Director of Commerce and Consumer Affairs

Hawai'i Alliance for Arts Education Declaration Statement
HRS §42F-103, Standards for the award of grants

This declaration statement details how the Hawai'i Alliance for Arts Education dba the Hawai'i Arts Alliance meets the requirement of HRS §42F-103 Standards for the award of grants.

1. The Hawai'i Alliance for Arts Education is a not-for-profit arts organization designated by the Internal Revenue Service and authorized to do business in the State of Hawaii for charitable purposes.
2. The Hawai'i Alliance for Arts Education 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;
3. The Hawai'i Alliance for Arts Education agrees not to use state funds for entertainment or lobbying activities; and
4. The Hawai'i Alliance for Arts Education will allow 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.
5. The Hawai'i Alliance for Arts Education has a governing board whose members have no material conflict of interest and serve without compensation.
6. The purposes for which the Hawai'i Alliance for Arts Education is organized as an:
 - a. Educational services
 - b. Provides services to meet definitive arts, cultural, and economic need within the State of Hawai'i not being met by any other private organization.

The Hawai'i Arts Alliance will keep the grant funds financially separate in their book of accounts and submit program and financial reports as required by the grant


Teri Skillman, Executive Director

1/21/2022

Date

HI Arts Alliance Public Purpose Statement

Hawai'i Alliance for Arts Education Declaration Statement
HRS §42F-102 Applications for grants

This statement of Public Purpose details how the Hawai'i Alliance for Arts Education dba the Hawai'i Arts Alliance meets the requirement of HRS §42F-102 Applications for grants.

HRS §42F-102 Applications for grants. Requests for grants shall be submitted to the appropriate standing committees of the legislature at the start of each regular session of the legislature. Each request shall state:

(1) The name of the requesting organization :	Hawai'i Alliance for Arts Education dba Hawai'i Arts Alliance
(2) The public purpose for the grant :	Operational support
(3) The services to be supported by the grant :	Support for 3 staff positions
(4) The target group:	Hawai'i statewide residents
(5) The cost of the grant and the budget :	\$ 83,267

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

Founded in 1980 by Alfred Preis, Hawaii Arts Alliance's [HAA] mission is to advocate for, engage, and transform communities by supporting and cultivating the Arts. To date, the Hawaii Arts Alliance [HAA] has five areas of programming: arts advocacy, arts education, community arts, creative artists network, and arts collaborations.

- **Arts Advocacy** ~ As the State Captain for Americans for the Arts and a member of the State Arts Advocacy Network, we advocate through educational programs for all the Arts genres statewide and work to build an alliance of Arts organizations raising awareness of the importance of the arts in daily lives, education, and the state economy.
- **Arts Education** ~ Build a progressive, sustainable, innovative Arts Education program based on National Core Arts Standards. The Arts Alliance is the Hawaii Wolf Trap Affiliate working to integrate arts in early childhood education.
- **Community Arts** ~ Support out-of-school programs, placemaking programs, and projects for the benefit of the community.
- **Creative Artists Network** ~ Build a network with services and workshops to support Hawaii artists.
- **Arts Collaboration** ~ Work with other organizations to support the Arts and build capacity for the Creative Economy statewide.

2. The goals and objectives related to the request

In June 2021, SFCA canceled the 4-year arts education contract with the Hawaii Arts Alliance that was a loss of \$287,000 from which we have not been able to recover. We had to let all of our staff go except the executive director. Our goal with the operations grant is to begin rebuilding the nonprofit by hiring part-time positions -- communications/website coordinator, programs coordinator and office coordinator. We pivoted several times during the pandemic by reducing our office space by half, moving our files to iCloud/Google Drive, releasing contract workers when contracts ended, moving office to a smaller space, and finally, by letting go of all of our staff. We have developed new programs and diversified our financial plan. Our objective is to "Be the Alliance" for the creative industry in Hawaii.

3. The public purpose and need to be served

Hawaii Arts Alliance was established by Alfred Preis, who was then the Executive Director of the State Foundation on Culture & the Arts [SFCA], to be the nonprofit arm for the SFCA. Preis had a three objectives for the nonprofit: 1) be the arts education provider for the State, 2) be the arts advocacy organization (which SFCA could not be as a government agency), and, 3) provide a means of implementing programs with timely payments to artists, teaching artists, and art and culture organizations. The Hawaii Arts Alliance has continued for 42 years to meet these objectives.

As a result of the COVID pandemic, our role advocating through education and building programs to support the creative sector is more critical than ever. To this end, we have shifted our programs to advocate for the arts by:

- providing support for early childhood educators with the students through the Hawaii Wolf Trap program to integrate arts in the Pre-K – K curriculum [Arts Education]. The early childhood demographic is underserved and lacks quality professional development programs and resources. The goal is to build this statewide and a Program Coordinator is need for this initiative.
- developing community arts programs in collaboration with the YMCA to provide alternatives to afterschool sports programs and to provide arts options for all ages [Community Arts]. A Program Coordinator is needed for the Community Arts initiative.
- developing resources and services for creative artists, e.g., workshops on business skills, contracting, copyright laws, etc.; a cooperative through which we can offer umbrella insurance (health, dental & liability), and a legal-aid clinic for creatives [Creative Artists Network]. Most artists are contract workers and have been decimated by the pandemic.
- As the State Captain for the Americans for the Arts, we perpetuate the goal that Alfred Preis set for us to advocate for the arts through educational efforts, such as the traveling exhibit that we developed on Alfred Preis' legacy for Hawaii which is on view in Honolulu Hale's Lane Gallery. We are building a webpage that will function as a virtual directory for the Arts in Hawai'i, linking websites for artists, arts & cultural organizations, and businesses that regularly present arts in brick and mortar spaces. As a result of the pandemic, we have shifted to digital and virtual communications. This Arts Collaboration will help build a virtual presence and connect the public to the arts communities on each island. A Communications/Website Coordinator is needed for this initiative.

4. Describe the target population to be served

Hawaii Arts Alliance programs and initiatives target Hawaii residents statewide through the Arts Education, Community Arts, Creative Artists Network, and Arts Collaboration initiatives. In order to assist with building these programs, we need a communications coordinator, a program coordinator, and an office coordinator.

5. Describe the geographic coverage.

Our geographic coverage is the entire state of Hawaii. The communications coordinator, a program coordinator, and an office coordinator will manage statewide programs and initiatives.

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

These are the job descriptions for the three positions that the Hawaii Arts Alliance requests the operational grant funds to cover :

HI Alliance for Arts Education dba Hawaii Arts Alliance
Application for State Grant in Aid 2023

- a) The **Office Coordinator** oversees the general activities for the Hawaii Arts Alliance and is responsible for managing office communications and facilitating key tasks and procedures. S/he/they interact with visitors, providing the information needed. The Office Coordinator maintains a master schedule of all meetings and commitments, places orders for office supplies when needed, directs both incoming and outgoing communications and correspondence, manages office space use, and any equipment needed to run a meeting. S/he/they develop and implement organization procedures for mail and Post Box pickups, prepare paperwork for the accountant to pay monthly bills and maintain required compliance documents.
- b) The **Program Coordinator** is responsible for overseeing the successful planning and completion of arts education and community education programs. Duties include leading programs (e.g., Hawaii Wolf Trap and Arts@the Y), scheduling teaching artists, liaising with schools and the YMCA, monitoring program budgets and determining how to prioritize funds based on grant agreements, and performing outreach duties to engage with the local community. A bachelor's degree in an arts education discipline required and teaching experience preferred.
- c) The **Communications Coordinator** executes and monitors communications for the Hawaii Arts Alliance including managing the nonprofit website and social media, creating public relations and marketing materials such as press releases, blog posts, and newsletters. The Communication Coordinator tracks and reports analytics on marketing and communications campaigns and coordinates promotional events. The Communications Coordinator is responsible for the public-facing media platforms for the Hawaii Arts Alliance. A bachelor's degree in marketing, communications, or journalism is required and experience in the creative sector is preferred. Strong writing skills, a high level of creativity, and the ability to think analytically are desirable traits for this position.

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

The actions and outcomes will show the work and accomplishments for each position – communications, office, and program coordinators -- that the grant funds. In short, the results should indicate a growth in programs and services that the Hawaii Arts Alliance offers the public.

Month	Action	Result/Outcome
July – September 2022	Hire 3 staff positions [office, program, & communications coordinators]; Programs Coordinator organizes and implements Hawaii Wolf Trap Cohort #2 training and Fall arts classes at ARTS@theY; Organize Creative Artist Network Zoom workshops on legal issues for artists; Communications updates website and PR effort on social media; Office Coordinator cleans out digital files, updates Administrative manual & monthly passwords.	Develop a backward planning for programs with actions; Update website and push out content to social media and newsletters; hold weekly staff meetings; HWT Cohort #2 training, schedule residencies for School Year '23; contract teaching artists for ARTS classes; prepare for Arts & Humanities month in Arts District; Hawai'i Arts Alliance programs grow strengthened by communications; Promote Alfred Preis traveling exhibit for libraries to borrow; apply for grants to support scholarships.
October – December 2022	Implement 6 HWT residencies in DOE schools on Maui & O'ahu; Begin additional classes for ARTS@the Y (puppetry, drama, spoken word); Have music ensemble play at HEART Festival in October & for City Lights in December;	Grow a network of support for HWT educators and teaching artists for early childhood programs; Build a percussion performing ensemble for elementary keiki; Expand the ceramic program to G6-G12; Art on Mainstreet webpage functional for holiday season. Send

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	prepare office files for annual audit.	out quarterly newsletter & annual report; apply for grants to support scholarships.
January – March 2023	Implement 6 HWT residencies in DOE schools; collaborate between ongoing classes for performances in April (Arts Advocacy month) at HEART Festival; Call out to creative artists network for booth & activities for Festival; Build virtual arts directory page with island links.	Promote programs through website, social media and newsletter; News of programs supports expansion of residencies and classes; Connect with arts & culture organizations on all islands to build a link to island virtual arts directory page; prepare parent volunteers for performances at HEART Festival; apply for grants to support scholarships.
April – June 2023	Finish HWT residencies, evaluations & recommendations; design schedule for summer ARTS camp; Prepare for HWT Cohort #3 training; Plan Creative Artist Network Workshops for August 2023.	Put out call for teaching artists for Cohort #3 training; PR & Registration of ARTS summer camp; compile data from HWT evaluations and ARTS classes surveys; Plan Fall class offerings; apply for grants to support scholarships; write final report for GIA grant.

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

The Hawai'i Arts Alliance staff will work as a team with weekly meetings that help coordinate programs, evaluate our effectiveness, determine actions each of us need to take to strengthen our programs and publicize them statewide. We will use surveys and questionnaires to glean comments and recommendations from our participants and patrons which is a process with which we are accustomed. With our website and social media accounts, we are able to obtain data from the analytics provided by the applications.

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.

Measure(s) of effectiveness will be based on program results, surveys, participant evaluations, and data from social media analytics.

- a) Program Coordinator
 - Number of residencies for Arts Education/Hawaii Wolf Trap
 - Training of Cohort #2 for Hawaii Wolf Trap
 - Enrollment in Arts classes
 - Participant evaluations

- b) Communications Coordinator
 - Website posts
 - Virtual Directory members
 - Newsletters
 - Social Media Analytics

- c) Office Coordinator
 - Correspondence & communications up to date
 - Financial paperwork filed monthly
 - General operations run effeciently

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
 - b. Personnel salaries and wages
 - c. Equipment and motor vehicles
 - d. Capital project details
 - e. Government contracts, grants, and grants in aid

See attached pages with Excel Spreadsheets.

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2023.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$20,816.75	\$20,816.75	\$20,816.75	\$20,816.75	\$83,267

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2023.

See Section VI, #4, Financial Sustainability for the list of grants for which Hawaii Arts Alliance is applying.

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.

NONE

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 2023 for program funding.

- No Federal Contracts received.
- State Contracts (RFPs) were for arts education programming for Art Bento (\$287,000) in FY2019, 2020 and 2021, and for Artists In The Schools (\$43,721) in 2019.
- The grants received for the past three years are listed below.
- City & County GIA (\$125,000) ended in 2019.

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DUE DATE	ORG NAME	PROJECT	REQUESTED	RECEIVED
4/30/18	GIFT Foundation Hawai'i	Arts in Schools	\$85,000	\$0
5/30/18	HCF FLEX Grant	General Operating	\$50,000	\$29,900
6/1/18	State Foundation on Culture & Arts	AIMS	\$338,850	\$338,850
6/1/18	State Foundation on Culture & Arts	Art Bento	\$238,784	\$238,784
6/1/18	State Foundation on Culture & Arts	ATP	\$35,000	\$35,000
6/1/18	State Foundation on Culture & Arts	AF Institute	\$10,000	\$10,000
7/1/18	County of Kauai Office of Economic Dev.	Kress Street Arts Center	\$10,000	\$10,000
7/2/18	US Department of Education	Arts Integration and HA	\$575,000	\$0
7/2/18	NEA Our Town for Kauai	Kress Street Arts Center	\$100,000	\$0
7/15/18	Bank of Hawai'i Foundation	Turnaround Arts Yr4	\$25,000	\$0
8/4/18	Hawai'i Tourism Authority	POWI WOW! 2019	\$30,000	\$15,000
9/1/18	Sam & Mary Castle Foundation	Turnaround Arts Yr4	\$20,000	\$20,000
9/4/18	Cooke Foundation	General Support	\$20,000	\$10,000
9/7/18	Swayne Family Foundation	TA Yr 4/Unrestricted	\$20,000	\$20,000
9/10/18	Alaska Airlines	Preis R/T Tickets	\$2,500	\$2,500
9/28/18	Central Pacific Bank Foundation	Turnaround Arts Yr4	\$25,000	\$15,000
9/28/18	First Hawaiian Bank Foundation	Turnaround Arts Yr4	\$20,000	\$5,000
10/26/18	Zilber Family Foundation	Turnaround Arts Yr 4	\$20,000	\$20,000
11/1/18	Johnson Ohana Charitable Foundation	Turnaround Arts/Institute	\$10,000	\$10,000
11/16/18	Aloha United Way Partner Agency	General Operating	n/a	n/a
11/16/18	C&C Honolulu GIA (for FY20)	Turnaround Arts	\$125,000	\$0
1/1/19	McInerney Foundation	PALC	\$50,000	\$50,000
2/14/19	National Endowment for the Arts	ARTS FIRST PD - 6 pilots	\$100,000	\$20,000
rolling	Hawaiian Airlines Foundation	Turnaround Arts HI-Charity	\$5,000	
3/25/19	State Foundation on Culture and Arts	Art Bento SY2020	\$237,000	\$237,640
4/17/19	State Foundation on Culture and Arts	TA Institute SY2020	\$30,000	\$30,000
4/1/19	Atherton Family Foundation	Creative Healing for Wellness	\$25,000	\$15,000
5/1/19	VICW Oahu Charity Walk	Turnaround Arts	\$15,000	\$10,000

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5/29/19	HCF FLEX Grant 2019	General Operating	\$50,000	\$0
5/28/19	State Foundation Biennium Grant 2020	Arts and Mental Health	\$15,000	\$0
5/28/19	State Foundation Biennium Grant 2021	Arts and Mental Health	\$15,000	\$15,000
7/5/19	Hawai'i Tourism Authority	POW! WOW! 2020	\$50,000	\$20,000
9/6/19	Swayne Family Foundation	TA Yr 5/Unrestricted	\$30,000	\$20,000
10/25/19	Zilber Family Foundation	Turnaround Arts	\$20,000	\$20,000
10/25/19	Johnson Ohana Charitable Foundation	Turnaround Arts/ Community Wellness/TAI	\$10,000	\$10,000
10/31/19	FestPac	SFCA Cultural Programming	\$49,700	\$16,330
1/1/20	McInerney Foundation	PALC	\$55,100	\$55,100
2/26/19	National Endowment for the Arts	Professional development for teaching artists and classroom teachers	\$100,000	\$20,000
7/5/19	Hawai'i Tourism Authority	POW! WOW! 2020 (fiscal sponsor)	\$50,000	\$20,000
8/8/19	NEA Our Town	Lihue Town Center	\$200,000	\$75,000
10/25/19	Zilber Family Foundation	Turnaround Arts	\$20,000	\$20,000
1/1/20	McInerney Foundation	PALC	\$55,100	\$55,100
1/20/20	Hawai'i State Grant-in-Aid	Wolf Trap	\$125,000	Canceled for 2021
6/8/20	State Foundation on Culture and the Arts	The Art Bento Program @ HiSAM - Administrative Support	\$287,935.44	\$287,935.44
8/31/2020	State Foundation on Culture and the Arts	Arts Ed Hybrid PD, Teachers and Teaching Artists	\$14,000	\$14,000
9/30/20	McInerney Foundation	PALC	\$55,100	\$55,100
open	Stern Memorial Trust	Kupu Ho'ōiā Mural	n/a	\$2,000
12/11	Atherton Family Foundation	Hawaii Wolf Trap	\$25,000	\$15,000
3/1	Cooke Foundation	Traditional Arts Program	\$15,000	\$10,000
3/31	State Foundation on Culture and the Arts (Biennium grant)	Traditional Arts Program	\$15,000	\$15,000
4/9/21	HCF CHANGE	Creative Artists Network	\$50,000	\$0

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4/14/21	AARP Community Challenge	"Our Town"	\$25,000	\$0
6/1/21	State Farm Foundation	State Farm Neighborhood Assist	\$25,000	\$0
6/4/21	Hawaii GEER Innovation Grant	Traditional Arts Program	\$394,149.00	\$0

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2021.

Hawai'i Arts Alliance		
Balance Sheet Standard		
As of December 31, 2021		
ASSETS		
Current Assets		
Checking/Savings		
	1001 — Petty Cash-Office	50.00
	1000 — 1000 Petty Cash	300.00
	1100 — ASB - Checking	93,753.50
	1300 — FHB	132,994.96
	1500 — BOH – Savings	19,401.11
	1600 — ASB – Savings	1,010.77
	Total Checking/Savings	247,510.34
Other Current Assets		
	1700 — Prepaid Expenses	2,604.10
Total Other Current Assets		2,604.10
	Total Current Assets	250,114.44
TOTAL ASSETS		250,114.44
LIABILITIES & EQUITY		
Current Liabilities		
Accounts Payable	2000 — Accounts Payable	-534.02
	Total Accounts Payable	-534.02
	Total Current Liabilities	-534.02
	Equity	
	Net Income	250,648.46
	Total Equity	250,648.46
TOTAL LIABILITIES & EQUITY		250,114.44

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.

Hawaii Alliance for Arts Education Programs and Accomplishments	
1981	First Statewide Conference, Pacific Beach Hotel
1985	Rainbow Festival of the Arts by and for Young People
1988	First paid Executive Director @ Honolulu Academy of Arts
1992	Lifestories: Visions of a Multicultural World - Annual Conference
1993	My Culture and My Art: I Think, I Create, I Learn
1995	From Pencils to Passwords: Arts and Technology Conference
1995	'Ohana Arts - Family/Community Programs are initiated
1996	Preis Honor becomes public event @ Bishop Museum
1997	Preis Honor moves to Hawai'i Theatre
1997	National Endowment for the Arts grant for Hula Ki'i
1999	Presentation to The Presidents Advisory Committee on the Arts
2000	ARTS license plates launched & design by Clarence Lee
2001-2012	The ARTS at Marks Garage, downtown Honolulu collaborative arts center
2001	ARTS FIRST Strategic Plan mandated by ACT 306
2002	ARTS FIRST invited to be 1 of 30 founding affiliates on APPLE Learning Interchange
2002	King Kamehameha – A Legacy Renewed PBS Documentary
2003	ARTS FIRST Essential Arts ToolKit: Fine Arts Grade Level Guide, K–5 Teachers
2004-06	ARTS FIRST Research Project: U.S. DOE - Windward Schools
2005-09	The Ford Foundation – Shifting Sands community project
2006	Hawaii Arts Alliance's mission expands to advocacy, community and education
2006-10	ARTS FIRST Research Project: US DOE Arts and Literacy for All
2009-2019	SFCA Artists-in-the-Schools
2011-2021	SFCA Art Bento
2013	NEA OUR TOWN for POW! WOW! Hawai'i
2015	STEAM - ARTS FIRST Institutes
2016-2020	TURNAROUND ARTS Hawaii
2019	Creative Artists Network (ongoing)
2020	NEA Our Town for Lihue, Kauai
2021	Hawaii Wolf Trap (ongoing)
2021	Traditional Arts Program/Arts @ the Y (ongoing)

The skills, abilities, knowledge of, and experience for arts education and arts programming come from the staff, artists, and teaching artists with whom we work. We are credentialed, vetted and well experienced. Resumes of our staff and teaching artists to date are available upon request. Please see Section VI for details.

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.

The Hawai'i Arts Alliance office is located in the Downtown Art Center (1041 Nu'uauu Ave., 2nd Floor, Honolulu, HI 96817). However, our programs are implemented at other locations by necessity or by design through collaboration. The three positions for which we are apply for funding would work out of our office but the programs are implemented in other venues by design.

- ARTS EDUCATION: Hawai'i Wolf Trap residencies are held in the elementary school classroom with the educator and students present. This program will be statewide.
- COMMUNITY ARTS (ARTS@the Y): The ARTS Lab classes are held at the Nu'uauu YMCA. This is a new, innovative program that provides arts classes afterschool and out-of-school as well as for the community ages pre-school to kupuna.
- CREATIVE ARTISTS NETWORK: a statewide artists' network to advocate for and support artists who are permanent residents of the Hawaiian Islands. The workshops (e.g., business management and skills) are all held on Zoom to reach artists across the islands.
- ARTS ADVOCACY: All of advocacy for the arts is accomplished though collaborative programs that educate the public about the creative sector. For example, we collaborated with the Mayor's Office of Culture & the Arts to present the exhibit entitled, ALFRED PREIS in Hawai'i : Vienna Emigre , Architect and Advocate. This exhibit will travel the islands beginning in March 2022. Alfred Preis established the Hawai'i Arts Alliance, designed the 1% Works of Art Fund (HRS §103-8.5 - Works of art special fund), co-founded the State Foundation on Culture & the Arts, and built over 180 buildings and residences. MOCA provided the space for the exhibit. The proximity to the State Capitol enables legislators to visit the exhibit during business hours.

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.

Currently, all programs are implemented by the Executive Director, Teri Skillman, following the loss of staff at the end of Fiscal 2021 when the State Foundation on Culture and the Arts canceled the remaining three years of the arts education contract. With these operation funds, we will hire part-time communications, office, and programs coordinators. The Executive Director's resume follows below.

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Teri L. Skillman

Public Sector Ethnomusicologist, Arts & Humanities Administrator

A public sector arts and humanities professional, with 25 years of experience, focused on education, performing arts, and community outreach. I have a Ph.D. in Ethnomusicology and enjoy developing, producing, and sustaining quality programs for the public. I am an experienced educator, gallery curator, public speaker, researcher, and grant writer. I also have experience teaching in international schools and building nonprofit organizations at the local level.

Personal Info

Phone

808.389.4462

Email

teriskillman77@gmail.com

LinkedIn

<https://www.linkedin.com/in/teri-skillman-kashyap/>

Skills

Producer of Public Programs

Educator

Curator

Strategic Planner

Communication Skills

Languages

Hindi

Hawaiian

German (research)

Software

MS Office Professional

Adobe Professional

Axiell

Experience

2020 - present

Executive Director

2019 - 2020

Associate Director

Hawai'i Alliance for Arts Education dba Hawai'i Arts Alliance

- Manage all daily operations, programs, communications, grant writing

2016 - 2019

Program Specialist

King Kamehameha V Judiciary History Center

- Produced public programs *E Ola Na Mele Lāhul*, observing the 125th Overthrow of the Hawaiian Monarchy, January 17, 2018
- Developed traveling exhibits on *International Treaties of the Hawaiian Kingdom* and *Ka Imi Pono: Diseases and Plagues in 19th Century Hawai'i*
- Responsible for programming, communications and social media
- Curated the archives, library and museum collections
- Coordinated the gallery renovation essay project
- Secured a collaborative agreement between the Judiciary and the Honolulu Biennial 2019 to be a downtown site
- Managed the primary cultural resources digitization project

2008 - 2014

Outreach Coordinator

University of Hawai'i at Mānoa, Hamilton Library

- Curator for library galleries
- Organized conferences, symposia, lecture series, festivals, and workshops
- Managed Communications, Social Media, and PR
- Wrote grants to support public programs
- Produced TEDxMānoa 2012 & 2013 focused on traditional Hawaiian knowledge in 21st-century
- Hosted monthly open mic Slam Poetry in the Library

2005 - 2008

Program Coordinator

University of Hawai'i at Mānoa, Museum Studies & Historic Preservation

- Organized conferences, symposia, lectures, field trips, field school, and workshops
- Managed Communications and PR
- Supervised volunteers for the Nippon Jiji Archives
- Coordinated Fulbright Alumni and International Visitors
- Wrote grants for program support
- Supervised graduate student internships in the Ethnomusicology Collection

1998 - 2000

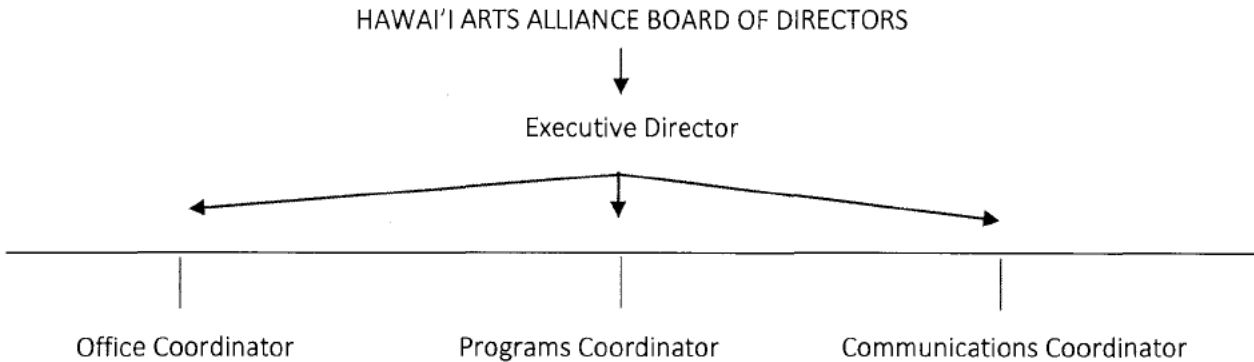
Folklife Director

Northwest Jersey Folklife Project

- Responsible for organizational infrastructure and operations
- Directed research projects
- Organized and coordinated the Traditional Arts Exposition at the Warren County Farmers Fair

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.



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 (1 FTE) \$70,000
- Office Coordinator (.5 FTE) \$20, 000
- Programs Coordinator (.5 FTE) \$25, 000
- Communications Coordinator (.5 FTE) \$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.

NONE.

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.

The Executive Director has a doctoral degree in Ethnomusicology for the University of Hawai'i, a Graduate Certificate in International Cultural Studies, an International Baccalaureate teaching certificate, and certificates in Museum Studies and Historic Preservation.

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.

The grant will NOT be used to support or benefit private institutions. The funds will provide partial salaries for three staff positions.

4. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2022-23 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2022-23, but
- (b) Not received by the applicant thereafter.

Applying for grants and seeking donations is an ongoing process for the arts nonprofit. Below are the grants that for which we have applied, the program that it will support and the status of the application. We don't have confirmed funding for the calendar year 2023. Most of the grants must be used within 12 months of being awarded. Since the pandemic, grants are more difficult to obtain and most often, the award amount is significantly less than the requested amount in the budget proposal, e.g., the Hawai'i Visitors and Convention Bureau. As is evident from the table below, very few grants permit nonprofits to apply for Operational Support. We are able to include 15-20% for administrative costs of implementing a program. In reality, we need operational support to ensure staff positions, benefits, brick & mortar expenses, etc.

Our financial plan includes four sources of revenue: donations, grants, arts services (contracts), and arts classes/residencies.

Hawai'i Arts Alliance
FISCAL YEAR 2021-2022

APPL DATE	ORG NAME	PROJECT	Grant #	REQUEST	AWARDED
7/15/21	Western States Arts Federation (WESTAF)	American Rescue Program grant	#ARP210332	\$50,000.00	\$0
7/20/21	NEA	Grants for Arts Projects/Traditional Arts Program, Part 2	#13416244	\$53,616	Awaiting decision (April 2022)
7/31/21	SFCA	American Rescue Program grant	SFCA #0050	\$15,000	\$15,000
8/17/21	NEA	Our Town, Part 2, OT Grant application	#13435924	\$150,000	Awaiting decision (April 2022)
8/25/21	NEA	ARP GRANT, Part 2, application (#1894404)	#13416401	\$150,000	\$0


HI Alliance for Arts Education dba Hawaii Arts Alliance
Application for State Grant in Aid 2023

31-Mar	State Foundation on Culture and the Arts [SFCA]	Biennium grant, Traditional Arts Program	#136802	\$15,000	\$15,000.00
10/29/21	HI Visitors & Convention Bureau	Community Enrichment Program, ARTS on Mainstreet	#	\$75,000	\$20,000
11/5/21	Johnson Ohana	Scholarships for HWT residencies & Arts@the Y classes	(12/2021)	\$10,000	\$10,000
11/12/21	City & Co. Grants in Aid	Grants in Aid ~ Our Town; Solicitation No. RGP-DCS-GIA2023	RGP-DCS-GIA2023	\$200,000	Awaiting decision (Sept.2022)
1/21/22	State Legislature GIA	Grant in Aid		\$83,267	Awaiting decision (June 2022)
2/28/22	McInerny Foundation	Performing Arts Learning Centers (statewide)		60,000	
3/1/22	Cooke Foundation*	Arts@the Y		\$20,000	
4/1/22	Atherton Family Foundation*	Hawaii Wolf Trap		\$15,000	
5/12/22	Samuel N. and Mary Castle Foundation*	Hawaii Wolf Trap: Cohort #2 training		\$15,000	
6/15/22	Mockingbird Foundation	Arts@the Y		\$50,000	

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2022 to June 30, 2023

Applicant: Hawai'i Alliance for Arts Education dba Hawai'i Arts Alliance

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 ~ Part-time Positions for Programs Coordinator, Communication Coordinator, and Office Coordinator	70,000	150,616	109,896	20,000
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
TOTAL PERSONNEL COST	70,000	150,616	109,896	20,000
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	2,500			2,500
2. Insurance	1,045	1,045	1,045	525
3. Lease/Rental of Equipment	758	758	758	378
4. Lease/Rental of Space	4,395	4,395	4,395	2,200
5. Staff Training	0			
6. Supplies	335	335	335	167
7. Telecommunications (Phone/Internet)	4,234	4,234	4,234	2,117
8. Utilities				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	13,267	10,767	10,767	7,887
C. EQUIPMENT PURCHASES	0			
D. MOTOR VEHICLE PURCHASES	0			
E. CAPITAL	0			
TOTAL (A+B+C+D+E)	83,267	161,383	120,663	27,887
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	83,267	Teri Skillman		(808) 389-4462
(b) Total Federal Funds Requested	161,383	Name (Please type or print) Phone		
(c) Total County Funds Requested	120,663			1/20/22
(d) Total Private/Other Funds Requested	27,887	Signature of Authorized Official Date		
TOTAL BUDGET	393,200	Teri Skillman, Executive Director		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2022 to June 30, 2023

Applicant: Hawai'i Alliance for Arts Education dba Hawai'i Arts Alliar

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Communications Coordinator	1	\$50,000.00	50.00%	\$ 25,000.00
Programs Coordinator	1	\$50,000.00	50.00%	\$ 25,000.00
Office Coordinator	1	\$40,000.00	50.00%	\$ 20,000.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				70,000.00

JUSTIFICATION/COMMENTS: Currently the Hawai'i Arts Alliance is staff only by the Executive Director. The SFCAs canceled the 4-year arts education contract after completion of the 1st year during COVID. This resulted in having to let go all staff. The communications, programs and office coordinator positions are direly needed for the nonprofit to recover.

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2022 to June 30, 2023

Applicant: Hawai'i Alliance for Arts Education dba
Hawai'i Arts Alliance

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
NONE	n/a	n/a	\$ -	0
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				

JUSTIFICATION/COMMENTS:

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
NONE	n/a	n/a	\$ -	0
			\$ -	
			\$ -	
			\$ -	
TOTAL:				

JUSTIFICATION/COMMENTS:

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2022 to June 30, 2023

Applicant: Hawai'i Alliance for Arts Education dba Hawai'i Arts Alliance

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2020-2021	FY: 2021-2022	FY:2022-2023	FY:2022-2023	FY:2023-2024	FY:2024-2025
PLANS	n/a	n/a	n/a	n/a	n/a	n/a
LAND ACQUISITION	n/a	n/a	n/a	n/a	n/a	n/a
DESIGN	n/a	n/a	n/a	n/a	n/a	n/a
CONSTRUCTION	n/a	n/a	n/a	n/a	n/a	n/a
EQUIPMENT	n/a	n/a	n/a	n/a	n/a	n/a
TOTAL:	n/a	n/a	n/a	n/a	n/a	n/a
JUSTIFICATION/COMMENTS:						
This is application does NOT include a capital project						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Hawai'i Alliance for Arts Education dba Hawai'i Arts Alliance

Contracts Total: 1,988,228

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	ARP funds	Sept. 2021-February 2022	SFCA	State	15,000
2	Biennium Grant	Sept. 2021-February 2022	SFCA	State	15,000
3	Early Childhood Arts Integration	July 1, 2020 - June 30, 2021	SFCA	State	14,000
4	Art Education contract to implement Art Bento Program	July 1, 2020 - June 30, 2021	SFCA	State	287,000
5	ARTS FIRST Professional Development (6 pilots)	July 1, 2019 - June 30, 2020	National Endowment for the Arts	U.S.	20,000
6	Our Town ~ Lihue, Kauai, Kress Street Arts Center	July 1, 2019 - June 30, 2020	National Endowment for the Arts	U.S.	75,000
7	Arts and Mental Health	July 1, 2019 - June 30, 2020	SFCA	State	15,000
8	Art Education contract to implement Art Bento program	July 1, 2019 - June 30, 2020	SFCA	State	237,000
9	Art Education contract to implement Teaching Artists Institute SY2020	July 1, 2019 - June 30, 2020	SFCA	State	30,000
10	Festival of the Pacific/cultural programming	July 1, 2019 - June 30, 2020	SFCA	State	16,500
11	Kress Street Arts Center	July 1, 2018 - June 30, 2019	County of Kauai Office of Economic Develop.	Kauai Co.	10,000
12	Art Education contract to implement Artists In The Schools	July 1, 2018 - June 30, 2019	SFCA	State	338,850
13	Art Education contract to implement Art Bento	July 1, 2018 - June 30, 2019	SFCA	State	238,784

14	Art Education contract to implement ATP	July 1, 2018 - June 30, 2019	SFCA	State	35,000
15	Art Education contract to implement Arts First Institute	July 1, 2018 - June 30, 2019	SFCA	State	10,000
16	Art Education contract to implement Artists In The Schools	July 1, 2017 - June 30, 2018	SFCA	State	283,484
17	Art Education contract to implement Art Bento	July 1, 2017 - June 30, 2018	SFCA	State	196,410
18	Art Education contract to implement ATP	July 1, 2017 - June 30, 2018	SFCA	State	46,200
19	Art Education contract to implement Arts First Institute	July 1, 2017 - June 30, 2018	SFCA	State	10,000
20	Turnaround Arts	July 1, 2017 - June 30, 2018	HNL City & Co. GIA	HNL City & Co.	125,000
21					
22					
23					
24					
25					
26					
27					
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29					
30					