

**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: Volcano Art Center Volcano Art Center

Amount of State Funds Requested: \$ 111,500

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

As VAC prepares for a milestone 50th anniversary in 2024, master planning has identified opportunities to further broaden community access to the arts through programs focusing on the past and future of the Volcano Art Center. VAC seeks interim operational assistance for two key programs linking the past and future of VAC: the Heritage and Archive Program and the Liko A'e Youth Education Program.

Amount of Other Funds Available:

State: \$ _____

Federal: \$ _____

County: \$ _____

Private/Other: \$ 80,000.

Total amount of State Grants Received in the Past 5

Fiscal Years:

\$ 119,893.

Unrestricted Assets:

\$ 1,920,961.

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:

PO Box 129

City:

Volcano

State:

HI

Zip:

96785

Contact Person for Matters Involving this Application

Name:
Michael A Nelson


Title:
CEO

Email:
mnelson@volcanoartcenter.org

Phone:
808-967-8222

Federal Tax ID#:

State Tax ID#:


Authorized Signature

Michael A. Nelson, CEO

Name and Title

1/19/22

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



AUTHORIZED SIGNATURE

MICHAEL A. NELSON, CEO

PRINT NAME AND TITLE

1-19-2022

DATE

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

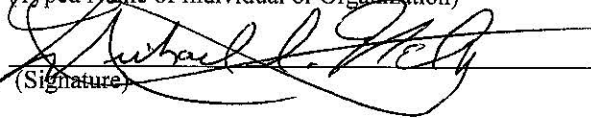
The undersigned authorized representative of the applicant certifies the following:

- 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.

Volcano Art Center
(Typed Name of Individual or Organization)


(Signature)

1-19-2022
(Date)

Michael A. Nelson
(Typed Name)

CEO
(Title)



**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: VOLCANO ART CENTER

DBA/Trade Name: VOLCANO ART CENTER

Issue Date: 12/13/2021

Status: Compliant

Hawaii Tax#: 40404928-01

New Hawaii Tax#:

FEIN/SSN#: XX-XXX2321

UI#: No record

DCCA FILE#: 29724

Status of Compliance for this Vendor on issue date:

Form	Department(s)	Status
A-6	Hawaii Department of Taxation	Compliant
8821	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	A status determination has not yet been made
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

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, 2021.

Certificate enclosed: Dated 12/13/2021

2. Declaration Statement

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

The Volcano Art Center affirms compliance to section 42F-103

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.

The grant received by the Volcano Art Center will be used for the public purpose as documented in this grant proposal

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;

Situated within Hawai'i's native rain forest the Volcano Art Center (VAC) is a nonprofit, 501(c)(3) art and educational organization founded in 1974 dedicated to developing, promoting and perpetuating Hawai'i's artistic, cultural and environmental heritage through art. The region of Kīlauea and the surrounding area with

its beauty and dynamic volcano environment has become a place for creative people of all ages, diverse backgrounds and experiences to gather, become inspired by, connect to the natural environment and to make powerful works of art.

VAC originally began in the 1877 Volcano House Hotel, within Hawai'i Volcanoes National Park (HVNP) along the rim of the Kīlauea Crater. Still in that same location and now expanded to the Niaulani Campus in Volcano Village, VAC represents more than 200 local artists who draw inspiration from the dynamic setting. VAC is an economic engine for East Hawai'i's creative sector, with an annual operating budget over \$1M, of which over 90% is returned to the local economy to suppliers, vendors and businesses within the state. VAC is a significant source of direct and indirect economic activity and creates jobs which highlight the unique arts and culture of Hawai'i. East Hawai'i currently has the fastest growing population in the state according to the 2020 Census providing VAC the unique opportunity to place arts and culture as fundamental to a healthy and prosperous lifestyle.

In the late 1990's VAC grew beyond its single building capacity and expanded into Volcano Village. At that time VAC signed an agreement with the Hawai'i State Department of Land and Natural Resources (DLNR) to lease a 7.4 acre land parcel containing roughly 5 acres known as the Niaulani Forest Reserve and established a 1/7 mile loop trail. In exchange for the lease, VAC agreed to continue the generational legacy of land stewardship and to educate residents and visitors about its importance as a natural and cultural resource. Today the Niaulani Forest is kept free of invasive species by volunteers, is home to an outdoor sculpture garden, holds on-site classes, community events, workshops, and numerous guided tours focusing on art and the environment.

Nestled beside the nurturing forest canopies VAC's Niaulani Campus is home to administrative offices and Hale Ho'omana, the educational building which provides multi-purpose and classroom space for arts, education, environmental and community programs and events. Participants from throughout Hawai'i and beyond come to study and enhance creativity, develop new skills and a deeper appreciation for the natural, cultural and creative force of the unique volcanic environment.

As VAC prepares for a milestone 50th anniversary in 2024, master planning has identified opportunities to further broaden community access to the arts through programs focusing on the past and future of the Volcano Art Center. VAC seeks interim operational assistance for two key programs linking the past and future of VAC: the Heritage and Archive Program and the Liko A'e Youth Education Program. The Heritage and Archive Program presents VAC's unique 50 year history

to highlight the people and events that have shaped the communities and cultural arts at the summit of Kīlauea Volcano. The Liko A‘e Youth Education Program will nurture the next generation of creative thinkers and foster the future through art education.

2. The goals and objectives related to the request;

Goal 1: Create a digital archive of VAC’s past 50 years documenting art, artists, exhibitions, cultural practitioners, and events making these historical assets accessible to everyone in our modern world.

Objectives 1

- Scan and digitize photographs, slides, negatives, newspaper articles, albums, catalogs, CD’s and films to preserve and share.
- Design and prepare an online platform (website) for both submission of materials and public access.
- Hold ongoing community programs for area kupuna to identify people, dates, and locations of unknown images/content.
- Record/film kupuna or persons of interest as they listen to or view content from archive, providing historical reference and personal enrichment to archived material.

Goal 2: Expand VAC’s exceptional art and educational offerings to inspire, encourage, and develop young artists. The classes and camps will cultivate Hawai‘i’s youth to preserve Hawai‘i’s culture through art and provide young people from diverse communities with accessible, affordable instruction and hands-on experience in various art forms.

Objectives 2

- Hire a Youth Education Coordinator to manage The Liko A‘e Program expansion.
- Expand ongoing after school youth programs in the visual, performing, and literary arts
- Create youth school break programs, a summer day camp and multi-generational weekend programs focused on creative, practical hands-on activities building confidence and self expression

- Align teaching outcomes with Common Core Standards, STEAM (science, technology, engineering, arts and mathematics)
- Build partnerships with other schools and organizations that work with underserved communities
Build adequate storage space to meet the existing and growing demand of participation in classes
- Expand hours for programs and open studio time to better meet the community's multi-generational needs

Goal 3: Enhance VAC's arts and education programs offering diversity to educators, visitors and the community to ensure long-term sustainability for our organization and boost the area's economy.

Objectives 3:

- Bring more people into the Volcano area by establishing VAC as a destination and place to experience and learn about the local environment, arts and culture of East Hawai'i.
 - Provide increased options for multi-generational experiences. Classes designed for keiki, families and for seniors in our community will reduce isolation, depression and negative things that go along with it.
 - Boost economy/jobs for artists by creating teaching opportunities and jobs for artists.
 - Update website and digital infrastructure allowing VAC to connect with a broader worldwide audience sharing exceptional programs based on Hawaiian Culture and Arts.
3. The public purpose and need to be served;

Support of this project will allow VAC to increase the number of arts, and culture-based programs in an area with limited resources and venues. The 2020 census tracts for these communities exhibit an average poverty level of 12.2% (Hawai'i Department of Business, Economic Development and Tourism) The impacts the arts have in rural areas are known to revitalize neighborhoods and promote economic prosperity; participation in the arts improves physical and psychological well-being; and provides a catalyst for the creation of social capital and the attainment of important community goals.

All attendees regardless of age, have an interest in learning and acquiring new skills, and benefit from the socialization aspects of a workshop setting. Our highly popular VAC studio offerings are currently filled to capacity, with requests for more. With the requested GIA funding, VAC will expand existing quality programs and experiences with a focus on Kupuna and Keiki programs.

Nationally, arts education is being systematically reduced in both schools and public programs. Since 2001 and the enactment of the No Child Left Behind Act (NCLB), access to arts education in public schools nationwide has declined drastically since the NCLB doesn't require public schools to assess students in the arts even though it's considered a "core academic subject;" the prevailing educational focus is on those curriculum areas that require testing assessment. The arts have also fallen victim to the national STEM (science, technology, engineering and math) movement, which encourages student engagement in high-tech fields in an effort to make youth competitive in a global market.

A study by Americans for the Arts, as reported by PBS Hawai'i, found that "young people who participate regularly in the arts (three hours a day on three days each week through one full year) are four times more likely to be recognized for academic achievement, to participate in a math and science fair or to win an award for writing an essay or poem than children who do not participate."

VAC will continue supplementing arts education for youth of Hawai'i Island. In addition VAC currently provides scholarships and use of VAC facilities to seniors and high-risk students from Ka'u and Puna districts with plans to broaden outreach to neighboring districts with additional stipends and scholarships making art and culture accessible to all youth of Hawai'i Island regardless of economic status.

4. Describe the target population to be served; and

The target population to be served include seniors (65+) and youth (up to 18 yrs of age) of Hawai'i Island. These programs specifically will appeal to economically disadvantaged youth and seniors. Additionally, VAC serves diverse communities of the Big Island, from kamaaina to malihini to visitors. Artists, performers, writers, scientists, and cultural practitioners from our community and all over the world, come to VAC to experience Hawaiian culture, explore creativity, and connect with nature. Families and people of all ages, from a variety of backgrounds and walks of life attend visual arts workshops for adults, writing programs, music,

dance, and entertainment events. Free activities, discounts and scholarships help us reach economically disadvantaged students and seniors.

In 2018-2019 VAC's programs at the National Park and Niaulani Campus provided exhibitions, classes, workshops and entertainment events for 2,560 Big Island residents, 950 neighbor island residents, and 1,300 mainland/international visitors. In addition, over \$900,000 of VAC net income is passed directly back into our local economy in the form of artist and cultural practitioner fees, and in the purchases of goods and services.

Volcano is an isolated community with limited entertainment, so VAC has become the artistic hub where the community can interact, create and enjoy events. VAC has noted through years of experience that more families with young children are moving to the Volcano area, and more home-schooled children from Puna and Ka'u are participating in our programs. The art programs offered by VAC often overlap into their needed educational requirements. The Volcano area has a high population of seniors, more than 52% of the population is over age 50, many of whom are retired and living on a fixed income. 12.5% of the Volcano seniors are living below the poverty line.

5. Describe the geographic coverage.

VAC's programs serve the entire state of Hawai'i with a majority of programs for Hawai'i County, primarily East Hawai'i and Ka'u and well as a large constituent group on O'ahu. The local community regularly participates in the variety of on-campus programs and events. In addition, we are located adjacent to the Volcano School of Arts and Sciences, a K-12 charter school with which we coordinate various programs. Additionally, VAC's geographic reach is world-wide given that our gallery is located within Hawai'i Volcanoes National Park; which typically receives millions of visitors annually from around the world. While the Covid-19 pandemic has lessened in person visits and international visitors, VAC's engaging website has expanded our reach and patron list. VAC's electronic newsletter is sent regularly to over 6,000 email recipients worldwide.

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;

In order to accomplish the program goals of providing high quality multigenerational arts programs through the HAP and the Liko A'e Youth Education Program VAC will assign a program team with proven qualifications and expertise to complete all activities. These individuals are more fully described in detail in Section VI below.

Mike Nelson, CEO, Project Director

Mike is in his 8th year at the helm of VAC, he has intimate knowledge of the organization, vision, and communities it serves. He will oversee the design and implementation of program coordination, execution of all applicable reports and coordinate regularly with BOD and steering committees.

Emily Catey Weiss, Development Director

Emily is responsible for securing funding for the project, overseeing grant execution and reporting and overall management of the programs. Specially for the HAP program Emily will work collaboratively with Jesse Tunison creating an online archive accessible through an VAC's interactive website with mobile functionality.

Jesse Tunison, Board Vice-President,

Organize HAP assets including imagery, video-tapes, and audio sources to prepare for public access. Tasks include manual entry of meta-data for all assets; identifying persons, events, and locations associated with all imagery; restoring audio and video assets; backing-up assets; digitizing and digesting new assets for the archive.

Julia Williams, Board President

Develop lesson plans to accomplish the mission and scope of the Youth programs. Review and make adjustments to keep within our project priorities and budget.

Lynn Melena, Board Member

Lynn will be responsible for the search for VAC's Education Youth Coordinator. She will work with Julie Williams in developing curricula that align with Common Core standards, STEAM (Science, technology, engineering, arts, and mathematics,

and tie into the Hawaiian language. She will also coordinate with schools island wide to recruit participants for affordable, hands-on experiences in the arts through VAC's Liko A'e Youth Programs.

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

July 2022 - August 2022

- Continue digitizing historical assets located at VAC for the Heritage & Archive project (HAP).
- Coordinate bi-weekly events to identify people, places and events in HAP digital historical archive.
- Design a dry storage closet to house HAP assets and materials.
- Develop criteria and lesson plans for Liko A'e Youth Programs
- Screen, interview and select instructors of Liko A'e
- Meet with VAC's website developers to plan for mobile optimization and for additional Heritage & Archive (HAP) web pages.
- Begin separating website content from HAP assets for layout web page design.
- Design storage closet and space for Liko A'e supplies
- Prepare lessons for Liko A'e Youth Fall Break Programs
- Establish quarterly progress reviews and reports to board of directors and funding organizations as required.

August – October 2022

- Continue holding bi-weekly events to identify people, places and events in digital historical archive.
- Construct the dry storage closet to house HAP assets and materials
- Solicit, interview and hire a Youth Education Coordinator
- Train instructors of Liko A'e Youth Programs in designed lesson plans and projects.
- Finalize equipment, supplies and materials orders for timely deliveries
- Design additional storage for future Liko A'e Programs
- Continue ongoing after school Liko A'e Youth Programs
- Hold Liko A'e Youth Fall Break Programs

November - December 2022

- Continue bi-weekly events to identify people, places and events in digital historical archive.

- Conduct quarterly facility committee meeting, review progress and note recommendations for any necessary modifications.
- Review and forecast purchase additional equipment, operational supplies, and materials for Liko A'e 2023 Youth Programs
- Develop criteria and lesson plans for Liko A'e 2023 Youth Programs
- Present to 2022 program department financial status report.

January -February 2023

- Continue bi-weekly events to identify people, places and events in digital historical archive.
- Install all backend features on VAC's website for public access to HAP materials.
- Continue Liko A'e Youth After School Programs
- Prepare lesson plans for Liko A'e Youth Spring Break Programs

March 2023

- Continue bi-weekly events to identify people, places and events in digital historical archive.
- Hold Liko A'e Youth Spring Break Programs
- Develop criteria lesson plans for Liko A'e Youth Summer Day Camp
- Advertise Liko A'e Summer Camp Youth Programs

April - June 2023

- Continue ongoing after school Liko A'e Youth Programs
- Train instructors of Liko A'e Youth Summer Day Camp
- Hold Summer 2023 Liko A'e Summer Day Camp
- Launch Heritage & Archive pages to VAC's website.
- Final facilities committee meeting with financials of completed project.

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

VAC adheres to strict fiscal controls of all projects overseen by a full time bookkeeper, VAC's CEO and a financial committee. To assure accurate and timely reports VAC will also record Key Performance Indicator's (KPI's) throughout all programs. KPI's include but are not limited to: Number of artists and participants, satisfaction level of participants, number of volunteers, media metrics (both print and online), social media metrics and VAC's website analyt-

ics. Participants during and after the programs will be asked to complete a survey. VAC has a strong on-line presence through social media. The addition of HAP materials on YouTube, Vimeo, Instagram and other sites, with strategic use of hashtags broadens our outreach as well as cross-promotion of social media accounts by adding plugins on our website. Our in house weekly e-newsletter is sent out to over 6000 emails electronically and is enhanced by eye-catching photography as well as links to our website which can be easily shared. Salesforce is currently utilized as a centralized data collection system. This program assists in recording data and accessing reports and historical data to analyze metrics. VAC also uses Google Analytics to track and monitor our robust website traffic throughout the year.

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

The Volcano Art Center will report to the State of Hawai'i regarding the effectiveness of the Intergenerational programs using the following tools of evaluation:

- Written narrative description of program activities
- Compile summary of participant evaluation surveys
- Compile summary of teacher evaluation surveys
- Summary of website and social media analytics
- Create a written analysis of the extent to which the program objectives were achieved
- Copy of Annual Report
- Copy of Strategic Plan
- Budget summary of program income/expenses

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 (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 2023.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
30,340	18,360	18,360	18,360	85,420

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

Other sources include:

- Individual Donations
- In-Kind
- Foundations:
 - Cooke Foundation
 - Atherton Foundation
 - BANKOH Foundation
 - Hawaii Community Foundation
- Corporate donors:
 - Hawai'i Forest and Trails
- Govt
 - Hawaiian Tourism Authority (HTA)
 - Hawai'i State Foundation of Culture and Arts (HSFCA)
 - Counsel Person discretionary funding
 - County of Hawai'i

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.

Not applicable

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.

Hawai'i State Foundation on Culture and the Arts
Cooke Foundation
Atherton Foundation
Hawai'i Community Foundation
Hawai'i Tourism Authority's Aloha Aina Program
Hawai'i Tourism Authority's Kululu Ola Program
The County of Hawai'i's Dept. of Research and Development
Hawai'i Tourism Authority's Community Enrichment Program

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

See Attached

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.

VAC is passionate about the role of arts and culture as integral to a healthy island community and is dedicated to developing, promoting and perpetuating the artistic, cultural and environmental heritage of Hawai'i's people through arts and education, including the award winning Na Mea Hawai'i Hula Kahiko performance series at the kahua hula in Hawai'i Volcanoes National Park. Utilizing VAC's diverse and creative industries, this project aims to advance COVID-19 economic recovery within the creative sector. VAC has managed a successful fine arts gallery in Hawai'i Volcanoes National Park since 1974 representing hundreds of visual artists. Sales from the gallery typically contribute over \$500,000 annually to independent artists and craftspeople residing in Hawai'i. VAC's mission further extends into the local community through its Ni-

aulani Campus which provides teachers, scientists, literary, and performing artists a venue to share their knowledge and skills through educational workshops and programs. VAC adheres to an organizational environmental policy that promotes recycling, composting, minimizing waste, and efficient energy usage whenever possible.

VAC has managed state, county and private contracts for over 20 years. Recent grants and contracts awarded during the last 3 years include, but are not limited to: Hawai'i State Foundation on Culture and the Arts, Cooke Foundation, Atherton Foundation, Hawai'i Community Foundation, Hawai'i Tourism Authority's Aloha Aina and Kululu Ola Programs and The County of Hawai'i's Dept. of Research and Development.

All planned activities that take place at VAC's Niaulani Campus in Volcano Village currently operate under Covid-19 restrictions including social distancing, mandatory mask wearing, limited group sizes (currently not to exceed 10), hand sanitizer and extra sanitary cleaning precautions performed by VAC staff and volunteers. VAC adheres to all CDC guidelines and recommendations and follows state and county regulations and proclamations.

2. Facilities

The Volcano Art Center operates two properties in East Hawai'i. The Volcano Art Center Gallery is located within Hawai'i Volcanoes National Park in the 1877 historic Volcano House Hotel building. VAC operates its 2655 sq' fine art gallery under a lease agreement with the Department of Interior. VAC's Niaulani Campus is located just across the highway in Volcano Village. Bordering on the forest, the 3276 sq' administration building houses the Rainforest Gallery and staff offices. The Niaulani Campus is also home to the 2898 sq' Hale Ho'omana building which facilitates multi-use art, culture and environmental workspaces and Dietrich Varez performance Hall. The 7.5 acre old growth Niaulani Forest contains maintained native nature trails, an outdoor sculpture garden with a small covered Gazebo, a public art displays highlighting murals by local artists from the community. All spaces are accessible to individuals with disabilities. A facilities manager lives in a house on the Niaulani Campus, and he maintains the space to make sure everything is working properly.

This grant will allow VAC to increase existing capacity by adding additional multi-generational workshops and classes and provide necessary storage for supplies and materials to support them.

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.

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.

Michael A. Nelson, Chief Executive Officer and Project Manager

After several years with Walt Disney organization, Ringling Bros., Radio, Television and various Sheraton Hotels and Resorts, Mike became the Managing Director of the Hollywood Roosevelt Hotel in Hollywood CA, where he led the operating and constructions teams through a \$30 million renovation, and served on the host committee of Hollywood's 100th anniversary celebrations. Shortly after the Roosevelt's grand reopening, relocated to Hawaii to become Director of Marketing for the rebranding of the Hilton Hawaiian Village and opening of the Ali'i Tower, as well as providing oversight for three other Hilton properties. This led to an opportunity grow his own event-destination management company that produced special events and provided meeting and convention services with partners in the Hawaii travel industry. In 2014 Mike was hired as the Executive Director of the Volcano Art Center Mike has overseen the building of the multi-use covered work area, and the sculpture garden.

Emily Catey Weiss, Development Director and Galleries

Emily earned a B.F.A. from Ohio State University in 2000, which paved the way for Emily Catey Photography, LLC, which she ran successfully in Hale'iwa on Oahu's North Shore. From 2004 to 2009 she was involved in various civic, business and state organization in the revitalization of Honolulu's Arts District, and served as President of the Hale'iwa Arts Festival. She moved to the Big Island in 2009, and joined VAC as Program Director. Currently, Emily is responsible for oversight of the VAC Gallery in the National Park, as well as Rainbow Gallery located on the VCA Niaulani campus in Volcano Village, and gallery and program

funding. Her philosophy is grounded in the belief that cultivating, sustaining and celebrating the arts is essential to a vibrant community.

Jesse Tunison, Archive Specialist

Jesse Tunison is a photographer, director, and producer residing on the Hawai'i Island. With his mother being an experienced photographer, he began to use her old equipment and rapidly expanded into professional filmmaking and photography. Jesse shoots on the Canon 5Dmkii, 7D, and 50D DSLR cameras, and shoots with Canon L Series Lenses. Jesse edits his images on a Mac Pro, and MacBook Pro and uses Apple's Aperture software. Jesse is a self-taught artist. This has led to the unique stylization of his images. Most of Jesse's work is based in filmmaking and portrait photography.

Lynn Melena, Board Member

Lynn Melena was a Federal Contracting Officer for over 30 years with U.S. Department of the Interior. In this position, Ms. Melena directly negotiated contracts and managed contract teams of contract professionals. She was responsible for a variety of services and equipment, including technology contracts, professional services, and architect-engineer services. Ms. Melena also conducted contract program reviews for Department of Interior offices nationwide on multi-million dollar projects, handled protests, complaints, congressional inquiries, and served as a subject matter expert. Ms. Melena's education includes a Master's degree in Language and Communication and a certificate in Adult Learning from Regis University, and is currently a doctoral student in Education at Walden University. Also, she serves as a VSAS Governing Board Director.

Julie Williams, Board President

Julie Williams received a B.S. in biology from Temple University in Philadelphia and an M.S. in botany from UH Manoa. Following a decade of fieldwork in Hawai'i's forests, Julie became the director Keakealani Outdoor Education Center in Volcano, providing environmental education programs for students statewide for 18 years. Her board service includes Friends of Hawai'i Volcanoes National Park, Volcano School of Arts and Sciences, and six terms for Volcano Art Center. She presently serves as coordinator for the Niaulani Sculpture Garden, on the forest committee, programs committee, and volunteer coordinator.

Andrew Simon, Accounting Manager. Andrew has a Bachelor's degree in Business Administration from Colorado State University and has held finance positions from Washington D.C. to Johnston Atoll. Andrew oversees all accounting. He keeps VAC staff and Board of Directors informed with timely, accurate record

keeping of income, expenses, volunteer hours, and event details. Andrew is responsible for the tracking of grants, contracts, departmental revenues, and expenditures ensuring compliance with agencies and donors.

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.

Please see attached organizational chart.

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.

POSITION	AMOUNT
1. CEO	\$60,000
2. Development Director	\$48,000
3. Accounting	\$44,000

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.

There is no litigation pending against VAC.

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.

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

The funds requested for 2022-23 are to complete master plan program projects which started with diverse funding sources. The grant award will provide fiscal assistance to get the programs ramped up, and build the needed infrastructure so that VAC can sustain and expand upon these multi-generational programs in future years. The funds requested will launch VAC's into the next 50 years of developing, promoting and perpetuating Hawai'i's artistic, cultural and environmental heritage through art. Mahalo nui loa for considering this proposal.

- (b) Not received by the applicant thereafter.

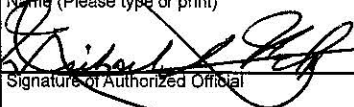
VAC is fortunate in that we earn 50% of fine art sold through the VAC Gallery, ticket sales and class tuition, funding the remainder through a diverse blend of government, foundation, and private sources. VAC strategically elected to apply for an operating Grant in Aid for the first time in many years in order to provide structural stability for our multi-generational programs. The timing also coincides with the current expansion of facilities at our neighbor charter school, The Volcano School of Arts and Sciences. While school administration and parents and our elderly population island-wide struggle with Covid-19 impacts, VAC hopes to provide additional experiences which engage and encourage participation within the arts. As VAC continues to grow our programming, we will continue to raise additional funds through grant writing and donor relations, and fully anticipate increased revenue from earned income and private and foundation sources in coming years.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2022 to June 30, 2023

App: _____

Volcano Art center

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				VAC Contribution
1. Salaries	27,600			
2. Payroll Taxes & Assessments				2,800
3. Fringe Benefits				2,760
TOTAL PERSONNEL COST	27,600			5,560
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				10,000
3. Lease/Rental of Equipment				
4. Lease/Rental of Space	2,420			2,420
5. Staff Training	600			600
6. Lumber/shelving supplies (HAP)	600			
7. Vemeo subscription	700			
8. Contracted Services (Web Devel)	5,000			
9. Website Mobile Optimization	7,000			
10. Archival Storage materials	500			
11				
12				
13. Contracted Services (Liko A'e)				
14. -Youth Educator Coordinator	20,000			5,000
15 - Instructors	10,000			
16 Art Supplies	5,600			
17. Art Storage materials	800			
18. Advertising/Communications				1,000
19. Utilities				1,500
20				
TOTAL OTHER CURRENT EXPENSES	53,220			20,520
C. EQUIPMENT PURCHASES	4,600			
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	85,420			26,080
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	85,420	Emily C. Weiss		808-967-8222
(b) Total Federal Funds Requested		Name (Please type or print)		Phone
(c) Total County Funds Requested				1/19/2022
(d) Total Private/Other Funds Requested	26,080			Signature of Authorized Official
TOTAL BUDGET	111,500	Michael A. Nelson, CEO		
		Name and Title (Please type or print)		

Period: July 1, 2022 to June 30, 2023

Volcano Art Center

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
July 2022 - June 2023				\$ -
Michael A. Nelsor, CEO	FT	\$60,000.00	15.00%	\$ 9,000.00
Emily C. Weiss Director of Development & Galleries	FT	\$48,000.00	15.00%	\$ 7,200.00
Jenette Goss Program Director	FT	\$32,000.00	15.00%	\$ 4,800.00
Andrew Simon, Accounting Manager	FT	\$44,000.00	15.00%	\$ 6,600.00
				\$ -
				\$ -
				\$ -
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				\$ -
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				\$ -
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				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				27,600.00
JUSTIFICATION/COMMENTS:				

Applicant: Volcano Art Center

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Dehumidifier (HAP)	2.00	\$300.00	\$ 600.00	600
Computer Dedicated to Digital Archive	1	\$3,200.00	\$ 3,200.00	3200
Digital Projectors	1	\$800.00	\$ 800.00	800
			\$ -	
			\$ -	
TOTAL:	4		\$ 4,600.00	4,600

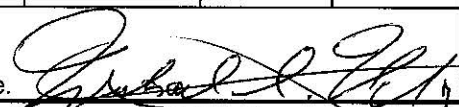
JUSTIFICATION/COMMENTS:

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

JUSTIFICATION/COMMENTS:

Period: July 1, 2022 to June 30, 2023

Applicant: Volcano Art Center

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						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS: VAC not seeking Capital Project Funding at this time.  1-22-2022						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Apr

VOLCANO ART CENTER

Contracts Total:

119,893

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	CREP- Community Enrichment - Hula Prgms	2018	Hawaii tourism Authority	State-Hawaii	5,418
2	Cultural Understanding	2019	Hawaii County R&D	County-Hawaii	13,275
3	Hula - Kilauea Inspiration	2019	Hawaii State Foundation Culture and Arts	State-Hawaii	12,000
4	Hula - Cultural Presentations	2019	Hawaii State Foundation Culture and Arts	State-Hawaii	5,000
5	Relief Grant - CARES FUNDING	2020	Hawaii State Foundation Culture and Arts	State-Hawaii	13,976
6	HTA - Aloha Aina prgm-Forest Restoration	2020	Hawaii tourism Authority	State-Hawaii	18,500
7	HVCB - KUKUL OLA	2020	Hawaii tourism Authority	State-Hawaii	13,374
8	Mele & Lei Month	2022	Hawaii Visitors Bureau	State-Hawaii	9,850
9	The Arts of Creative Cultures	2022	Hawaii State Foundation Culture and Arts	State-Hawaii	15,000
10	Niaulani Trail Enhancement & Forest Fair	2022	Hawaii Visitors Bureau & HTA	Hawaii Isl	13,500
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Balance Sheet

As of December 31, 2021

01/19/22

Accrual Basis

	Dec 31, 21
ASSETS	
Current Assets	
Checking/Savings	
1000 · BOH Checking	356,553.62
1002 · BOH Check - Misc	500.59
1003 · BOH Check - Endowment	27,737.90
1030 · Petty Cash	1,031.00
1070 · Territorial CD	53,361.75
1080 · Territorial Money Market	35,871.62
Total Checking/Savings	475,056.48
Accounts Receivable	
1210 · Accounts Receivable	16,398.00
Total Accounts Receivable	16,398.00
Other Current Assets	
1300 · Holding Accounts	
1310 · Gallery Visa / MC 2883	9,257.36
1320 · Nialani Visa / MC 7883	139.70
1330 · Amex	237.09
Total 1300 · Holding Accounts	9,634.15
1530 · Deposits (Payroll)	5,750.00
Total Other Current Assets	15,384.15
Total Current Assets	506,838.63
Fixed Assets	
1520 · Prepaid Insurance	592.32
1610 · Furniture & Fixtures	53,794.44
1615 · Permanent Collection	695.00
1620 · Office Equipment	80,428.02
1630 · Caretakers Renovations	4,132.59
1650 · Fence	23,497.40
1660 · Rainshelter	9,941.36
1670 · Phase II-Prkng Lot	370,170.62
1680 · Container	5,155.92
1685 · Hale Hoomana	762,218.38
1690 · Bldg. Nialani	1,475,610.46
1710 · Accum. Deprec. - F&F	-58,906.17
1720 · Accum. Deprec. - Office Equip.	-78,923.92
1725 · Accum. Amort. - Fence	-23,497.46
1730 · Accum. Deprec. - Rainshelter	-3,625.54
1750 · Accum. Deprec. - Cabin	-4,131.85
1770 · Accum. Deprec. - Park. Lot II	-135,043.52
1785 · Accum. Deprec. - Hoomana	-284,631.83
1790 · Accum. Deprec. - Nialani	-795,656.02
Total Fixed Assets	1,401,820.20
Other Assets	
1410 · Merchandise Inventory	12,502.22
Total Other Assets	12,502.22
TOTAL ASSETS	1,921,161.05
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2010 · Accounts Payable	76,871.49
Total Accounts Payable	76,871.49

1:56 PM

Confidential -- Not for distribution

01/19/22

Balance Sheet

Accrual Basis

As of December 31, 2021

	<u>Dec 31, 21</u>
Other Current Liabilities	
2060 · Salary and Wages Payable	9,795.80
2370 · Accrued Vacation Pay	4,658.13
2600 · Deferred Revenue	<u>1,625.05</u>
Total Other Current Liabilities	<u>16,078.98</u>
Total Current Liabilities	<u>92,950.47</u>
Total Liabilities	92,950.47
Equity	
30000 · *Opening Balance Equity	-59,743.00
3130 · Temp. Restrict. Net Assts	31,874.22
32000 · Retained Earnings	1,775,699.72
Net Income	<u>80,379.64</u>
Total Equity	<u>1,828,210.58</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,921,161.05</u></u>



VOLCANO ART CENTER ORGANIZATIONAL CHART
BOARD OF DIRECTORS

Michael A. Nelson
Chief Operating Officer

Emily Weiss
Director
Development &
Galleries

**Accounting
Manager**

Andrew Simon

**Programs
Manager**

Jenette Goss

**Gallery
Operations**

Julie Callahan
Margaret Clowe
Kevin Diminyatz
Fia Mattice
Claire Nolan
Shelby Weitz

**Membership,
Office Mgr**

Judy Hall Staples

Web-Ecommerce

Ian Hatch

**Roads Walks,
Grounds**

Rober Sullivan