

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) Hawaii Compliance Express Certificate (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

Yoshiko Yamane
AUTHORIZED SIGNATURE

Yoshiko Yamane Board Member
PRINT NAME AND TITLE

Jan. 19, 2024
DATE

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

Type of Grant Request:

Operating Capital

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

Amount of State Funds Requested: \$ 155,500

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

The request is made to enhance the programming of Hawaii's Plantation Village, including cultural heritage events, museum and archives support and educational activities. Additionally, equipment, telecommunications and vehicle purchases will enhance the Village's infrastructure to streamline landscaping work resulting in increased access and safety for visitors.

Amount of Other Funds Available:

State: \$ 155,500
Federal: \$ _____
County: \$ _____
Private/Other: \$ _____

Total amount of State Grants Received in the Past 5

Fiscal Years: \$ 300,000
Unrestricted Assets: \$ 105,800

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

Type of Business Entity:

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

Mailing Address:

94-695 Waipahu Street
City: State: Zip:
Waipahu HI 96797

Contact Person for Matters Involving this Application

Name: Yoshiko Yamauchi	Title: Museum/Archives/Landscape Specialist
Email: yamauchiy001@hawaii.rr.com	Phone: 808-677-4698

Federal Tax ID#:

State Tax ID#

Yoshiko Yamauchi
Authorized Signature

Yoshiko Yamauchi Board Member
Name and Title

Jan 19, 2024
Date Signed

STATE OF HAWAII — DEPARTMENT OF TAXATION
G-49 Tax Return

Name FRIENDS OF WAIPAHU CULTURAL GARDEN PARK
Filing Period 6/30/2023
Filing Frequency Reconciliation
Web Name Nancy Lacambra

Tax ID GE-184-794-1120-01R
Return Type G-49
Amended []
Submitted Jan-19-2024

Part I - General Excise And Use Taxes @ ½ of 1% (.005)

	Column A Values, Gross Proceeds, Or Gross Income	Column B Exemptions/Deductions (Attached Schedule GE)	Column C Taxable Income (Column A Minus Column B)
Business Activities			
Wholesaling	0.00	0.00	0.00
Manufacturing	0.00	0.00	0.00
Producing	0.00	0.00	0.00
Wholesale Services	0.00	0.00	0.00
Landed Value of Imports For Resale	0.00	0.00	0.00
Business Activities of Disabled Persons	0.00	0.00	0.00
Sum of Part I, Column C (Taxable Income)			0.00

Part II - General Excise And Use Taxes @ 4% (.04)

Retailing	0.00	0.00	0.00
Services Including Professional	0.00	0.00	0.00
Contracting	0.00	0.00	0.00
Theater, Amusement and Broadcasting	0.00	0.00	0.00
Commissions	0.00	0.00	0.00
Transient Accommodations Rentals	0.00	0.00	0.00
Other Rentals	0.00	0.00	0.00
Interest and All Others	0.00	0.00	0.00
Landed Value of Imports For Consumption	0.00	0.00	0.00
Sum of Part II, Column C (Taxable Income)			0.00

Part III - Insurance Commissions @ .15% (.0015)

Insurance Commissions	0.00	0.00	0.00
-----------------------	------	------	------

Part IV - City & County of Honolulu Surcharge Tax @ ½ of 1% (.005)

Oahu Surcharge (rate = .0050)	0.00	0.00	0.00
Maui Surcharge	0.00		
Hawaii Surcharge (rate = .0050)	0.00	0.00	0.00
Kauai Surcharge (rate = .0050)	0.00	0.00	0.00

Part V - Schedule Of Assignment Of Taxes By District

Oahu Maui Hawaii Kauai Multi

Part VI - Total Return and Reconciliation

	Taxable Income Column (a)	Tax Rate Column (b)	Total Tax Column (c)
Part I Total Tax	0.00 X	.005 =	0.00
Part II Total Tax	0.00 X	.04 =	0.00
Part III Total Tax	0.00 X	.0015 =	0.00
Part IV Total Tax			0.00
Total Taxes Due			0.00
Amounts Assessed During the Period		Penalty	0.00
		Interest	0.00
Total Amount			0.00
Total Payments Made Less Any Refunds Received for the Tax Year			0.00
Credit Claimed on Original Annual Return (Amended Only)			0.00
Net Payments Made			0.00
Credit to Be Refunded			0.00
Additional Taxes Due			0.00
For Late Filing Only		Penalty	0.00
		Interest	0.00
Total Amount Due and Payable			0.00
Grand Total of Exemptions/Deductions Claimed			0.00

**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; and
- 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.
- 4) The use of grant-in-aid funding complies with all provisions of the Constitution of the State of Hawaii (for example, pursuant to Article X, section 1, of the Constitution, the State cannot provide "... public funds ... for the support or benefit of any sectarian or nonsectarian private educational institution...").

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.

Hawaii's Plantation Village _____
(Typed Name of Individual or Organization)

Yoshiko Yamauchi
(Signature)

Jan 19, 2024
(Date)

Yoshiko Yamauchi Museum/Archives/Landscape Specialist
(Typed Name) (Title)
Rev 8/30/23 5

Application for Grants

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. Hawaii Compliance Express Certificate (If the Applicant is an Organization)

If the applicant is an organization, the applicant shall submit one (1) copy of a Hawaii Compliance Express Certificate from the Comptroller of the Department of Accounting and General Services that is dated no earlier than December 1, 2023.

2. Declaration Statement

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

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.

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;

The Friends of Waipahu Cultural Garden Park is a non-profit 501(c)(3) organization, whose purpose is to ensure the experiences, life-styles, struggles, sacrifices, innovations and contributions of Hawaii's plantation forebears are recognized, acknowledged and made visible as cornerstones of Hawaii's pluralistic society. The Friends principal operation is Hawaii's Plantation Village (HPV), a living history museum and ethno-botanical garden located on a 50-acre site in Waipahu.

Established in 1992, HPV is Oahu's only outdoor museum exhibiting true-to-scale plantation camp buildings reminiscent of an historic plantation town. HPV docents take visitors back to the early 1900s to experience the village's complex of more than twenty-five restored buildings and replicas of plantation homes and structures. Each home in the village features personal artifacts, clothing, furniture and art placed in their original settings, and docents recapture plantation life through the stories of Hawaii's plantation workers – including those of Hawaiian, Chinese, Filipino, Japanese, Korean, Portuguese

and Puerto Rican laborers. HPV is not merely a nostalgic relic to a bygone industry, it is a living museum paying homage to a community and the society it has generated.

The Friends also operates the on-site Hideo “Major” Okada Education Center, whose 6,000+ sq. ft of multipurpose space houses an archives, museum, collection storage, and classroom facility.

HPV currently has three full-time staff (Executive Director, Programs Coordinator and Office Manager) and twenty part-time personnel – including a Education Coordinator, two Groundskeepers and sixteen paid docents. These staff members take care of daily operations, grounds maintenance, scheduling and conducting tours, publicity, accounting, security and volunteer coordination. Assisting the paid staff is a volunteer eighteen member Board of Directors (BOD) – whose expertise ranges from teaching and bank management to librarianship and ethnic organizations leadership – and volunteers who assist staff in daily activities or create plantation-themed items which are sold in HPV’s country store.

2. The goals and objectives related to the request;

The goals are to obtain funding to enhance the various continuing programs, activities and events of HPV. These programs, activities and events including the following:

<i>Educational Village Tours</i>	<i>Museum Exhibits</i>	<i>Archives Collection</i>
<i>Lunar New Year’s Festival</i>	<i>Obon Festival</i>	<i>Harvest Moon Festival</i>

The three festivals are one-day events but require extensive community organizing and logistic costs. The Educational Village Tours are conducted year-round by trained docents for adults as well as for schools. Age-appropriate school activities are planned and conducted for students. Exhibits are developed and installed for year-round viewing. These exhibits are a combination of traveling exhibits and exhibits assembled using in-house materials and resources. The HPV archives is a continuing collection of artifacts, documents and photographs related to the plantation experience. Funds from the operating grant would support the full-time staff in implementing these activities and events.

3. The public purpose and need to be served;

History is not merely about the past, it is the basis for understanding our present and envisioning our future. The overarching historical context of HPV is the emergence of Hawaii’s multiethnic, pluralist society, which is a direct outcome of the emergence and development of its plantation economy. The 19th century transformation of Hawaii’s land tenure laid the foundations for replacing an indigenous communal economy with an export-driven plantation economy institutionalizing exploitative wage labor, promoting global market dependency, and, eventually, leading to the armed, U.S.-backed takeover of the Hawaiian kingdom.

Unable to secure a stable labor force from the Native Hawaiians, plantation owners primarily looked to Asia to create an indentured labor force – first from China, then Japan and, finally, the Philippines. By the time of the 1898 U.S. annexation of Hawaii, Chinese and Japanese had already comprised over 56% of Hawaii’s population, with smaller

numbers of laborers also being recruited from Portugal, Norway, Germany, and Korea. Over the next two decades plantation owners reacted to Japanese labor disputes and increasing anti-Asian sentiments and legislation by adding Filipinos – considered U.S. nationals – to this plantation mix. By the 1930s Chinese, Japanese and Filipinos had made up 61% of Hawaii’s growing population, many of whom were moving into non-plantation occupations.

The majority of these sugar and pineapple workers lived on plantation camps scattered throughout the islands. Throughout the one and a half centuries of Hawaii’s plantation experience, plantation camps were a contested space and epistemological nexus with structured contemporary and emerging social relations, identities, histories and memories. With over 400,000 workers passing through the plantation experience, the plantation economy swept Hawaii into the 21st century. HPV’s living history museum, exhibits and programming continues to explore and commemorate the plantation origins of Hawaii’s multi-ethnic, pluralist society.

4. Describe the target population to be served; and

Our primary target population is the 1,438,753 residents of the State of Hawaii (2020 State of Hawaii Data Book), with our secondary target population being visitors from outside Hawaii. The majority of our student visitors have usually come from central and leeward Oahu schools, but we have been experiencing increased numbers of student groups from Honolulu public and private schools.

Prior to the COVID-19 lockdowns, the annual HPV visitor count averaged about 20,000 for tours – half of which were students – plus another 20,000 for special events commemorating festivals such as Obon, Lunar New Year and Harvest Moon. Since re-opening in 2021 visitor counts have slowly increased, with Fall 2022 student tours finally returning to pre-lockdown rates. Our 2022 visitor count was approximately 10,000 students and adults for tours and another 4,000 for special events. A large portion of our non-student count continues to be tourists from the U.S. continent.

5. Describe the geographic coverage.

The geographic scope of HPV programming includes all Hawaii islands. While visiting HPV may be circumscribed by visitor distance and travel access to HPV, the historical and sociological content and relevance of HPV programming is statewide. Moreover, HPV’s story and resources have started to have worldwide reach through the internet.

III. Service Summary and Outcomes

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

1. Describe the scope of work, tasks and responsibilities;

Hawaii's Plantation Village (HPV) carries out its mission to preserve and present the cultural and historical legacy of Hawaii's plantation era by 1) sustaining and preserving historic buildings and gardens, 2) maintaining, expanding and exhibiting an archival collection of artifacts, documents and photographs, 3) conducting educational tours for schools and general public, and 4) conducting community events traditionally celebrated by plantation workers. Visitors, staff and docent guides are able to tour each of the homes and museum to fully experience the lives of families and communities during Hawaii's plantation period. Through the generous contribution of community donors, Friends of Waipahu Cultural Garden Park was able to build the outdoor museum known as Hawaii's Plantation Village. We have the responsibility to maintain these structures, gardens and museum.

The Scope of work for each activity, event and program is as follows:

HPV's staff and HPV's Museum/Archives Specialist and Landscape Specialist would coordinate from start to finish the activities, events and programs identified above. Volunteers and other Board members assist in planning and carrying out these activities, events and festivals.

Tasks and Responsibilities

Each of the activities, events and programs above requires coordination with various constituencies, including community groups, schools, and individual specialists. HPV staff and HPV Museum/Archives/Landscape Specialist will identify the needs for each activity and seek the appropriate contacts and resources to implement the activity. In the cases of procurement of equipment and supplies, these will be identified by HPV Museum/Archives/Landscape Specialist and processed by HPV staff. The Executive Director will coordinate the overall procedures and provide reports for assessment, progress, and completion.

Administration (\$52,000)

Because of HPV's relatively isolated location from businesses and residences, existing telecommunications has been unreliable, especially during inclement weather. Installing and upgrading telecommunication links is needed, which requires additional lines to be installed. Spectrum has surveyed the area and is drafting a plan to resolve the reliability and access problems. A quotation of \$40,000 included new lines and phones.

A POS system needs to be implemented for purchases and tours. Our manual cash register system is not able to keep up with the increasing use of credit cards and online payments. POS system setups typically costs \$2,000, with additional annual fees for processing and support.

Annual utilities in the Okada Education Center, which includes our museum and archives, includes air conditioning (\$7,000), pest monitoring and control (\$1000), and alarm system (\$2,000). These expenses help to ensure the health, safety and security of the Center.

Village Structures, Landscaping and Ethnobotanical Gardens (\$30,000)

The structures in the village accumulate leaves and other debris on their roofs. Removing this debris and keeping branches and trees away from structures requires constant maintenance and periodic repair (\$8,000).

HPV lacks any reliable motorized cart/hauler to assist in the landscaping and clean-up duties in the HPV village. A gas utility cart is needed to replace grocery carts to help our workers haul trash, green waste and other debris as well as assist in transporting supplies for events and tours (\$16,000).

Maintaining the grass lawns have been challenging with existing equipment, as workers must devote more time to maintain lawns to keep areas safe for tours and students. Routine maintenance is required, so to facilitate this task, a zero turning riding mower is budgeted (\$6,000).

Archives and Museum (\$15,400)

The HPV museum holds exhibits throughout the year. Foam core panels will be purchased for mounting exhibition photographs and graphics (\$1,000). A museum coordinator will be contracted to develop new exhibits using in-house resources (\$6,000).

The archives is a constantly expanding collection of artifacts, documents and photographs. Although housed in a temperature-controlled room, dehumidifiers are needed for optimum preservation in the archives and museum (2 x \$300). To monitor the dehumidifiers, temperature/humidity recorders are also purchased (2 x \$300).

Archival boxes and envelopes will also be purchased for photographs and artifacts (\$3,000). A laptop computer (\$3,000) and a digital camera (\$1,200) will be purchased to augment the processing of the archives' collections and preparing museum exhibits.

Educational Tours (\$39,200)

Group and school tours are conducted throughout the year. The content of tours varies depending on the age and interests of participants. To better design tours a laptop (\$3,000) and a DVD player (\$200) are being purchased to help create content for educational tours. This grant will also subsidize our docents, tour guides and other tour educational specialists (\$36,000).

Community Programs (\$16,900)

The major community events conducted by HPV include the Lunar New Year's Festival, Obon Festival, and the Harvest Moon Festival. These events are free and open to the public and attract 500 – 1,000 participants. Expenses for these events include the following: sound system (3 x \$900), flood lights (\$800), portable toilets (2 x \$500), parking shuttle (3 x \$2,500) and telescopes for moon viewing (3 x \$300). Off-duty police (\$1,000) and cultural specialist honoraria (\$3,000) are additional costs for events.

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

Scope of Work; Program Area	Tasks	Responsibility	Outcomes	Timeline

Selected Project	Assessment of scope; identify vendors and community resources	Museum/Archives/Landscape Specialist, Executive Director, Board of Directors, Program Manager	Updated assessment of work scope; selection of vendor or community resource	Three months on approval of grant and release of funds.
	Implementation of programs, activities and events	Executive Director; Museum/Archives/Landscape Specialist, Program Manager; Board of Directors	Activity or events completed	Six to nine months on approval and release of grant or as events are completed.
	Accounting and Project Oversight	Executive Director; Board of Directors	State agency reporting	Ongoing

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

Activities, tours and events will be assessed via informal surveys conducted to determine quality of service and gain feedback to improve services. Third-party online reviews also serve as a measure of customer satisfaction.

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.

Completion of projects and survey results will be reported and used as measures of program achievement or accomplishment.

IV. Financial

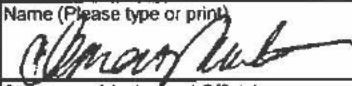
Budget

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](#))

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2024 to June 30, 2025

Applicant: Friends of Waipahu Cultural Garden Park

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
A. PERSONNEL COST				
1. Salaries	0			
2. Payroll Taxes & Assessments	0			
3. Fringe Benefits	0			
TOTAL PERSONNEL COST	0			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment	12,900			
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies	4,000			
7. Telecommunication	40,000			
8. Utilities	10,000			
9. Off-duty Police	1,000			
10. Cultural Specialists Honoraria	3,000			
11. Museum Exhibit Coordinator	6,000			
12. Village Roof Maintenance	8,000			
13. Docents	36,000			
14.				
15.				
16.				
17.				
18.				
19.				
20.				
TOTAL OTHER CURRENT EXPENSES	120,900			
C. EQUIPMENT PURCHASES	10,600			
D. MOTOR VEHICLE PURCHASES	24,000			
E. CAPITAL	0			
TOTAL (A+B+C+D+E)	155,500	#VALUE!	#VALUE!	#VALUE!
SOURCES OF FUNDING	Budget Prepared By:			
(a) Total State Funds Requested	Clement Bautista		808-256-4380	
(b) Total Federal Funds Requested	Name (Please type or print)		Phone	
(c) Total County Funds Requested			1/19/2024	
(d) Total Private/Other Funds Requested	Signature of Authorized Official		Date	
TOTAL BUDGET	Clement Bautista Treasurer			
	Name and Title (Please type or print)			

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2024 to June 30, 2025

Applicant: Friends of Waipahu Cultural Gardens

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
DVD Player	1	\$200.00	\$ 200.00	200
Lenovo ThinkPad X1 Carbon Gen 11 Intel i5, Win11 Pro, 16G, 512G SSD, MS Office	2	\$3,000.00	\$ 6,000.00	6000
			\$ -	
GE 50 Pint Dehumidifier	2	\$300.00	\$ 600.00	600
McMaster-Carr Temperature/Humidity Recorder	2	\$300.00	\$ 600.00	600
Point of Sale System and Equipment	1	\$2,000.00	\$ 2,000.00	2000
Panasonic G95 Camera, 12-60mm lens, accessories	1	\$1,200.00	\$ 1,200.00	1200
TOTAL:	7		\$ 10,600.00	10,600
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
Cushman Hauler 800 EFI Gas Utility, Turf Tires Poly Bed Utility Vehicle. Tax, Freight, Setup and Delivery Included.	1	\$16,000.00	\$ 16,000.00	16000
			\$ -	
Scag Liberty Z Zero-Turn Riding Mower	1	\$8,000.00	\$ 8,000.00	8000
			\$ -	
TOTAL:	2		\$ 24,000.00	24,000
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2024 to June 30, 2025

Applicant: Friends of Waipahu Cultural Garder

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: 2022-2023	FY: 2023-2024	FY:2024-2025	FY:2024-2025	FY:2025-2026	FY:2026-2027
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT			10600			
TOTAL:			10,600			
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Hawaii's Plantation Village

Contracts Total: -

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1					
2	n/a				
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					
26					
27					
28					
29					

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2025.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
10,000	75,000	35,250	35,250	155,500

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2025.

At this point no other external sources of funding is pending. However, we will continue to explore funding opportunities from federal agencies as well as local funding organizations.

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.

N/A

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 2025 for program funding.

We receive a 2023 GIA capital grant to repair village houses, install an irrigation system, upgrade Village signage and install security cameras.

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2023.

As of December 31, 2023, the Friends of Waipahu Cultural Garden Park dba Hawaii’s Plantation Village had in its unrestricted current assets a balance of \$105,800.

V. Experience and Capability

1. Necessary Skills and Experience

The applicant shall demonstrate that it has the necessary skills, abilities, knowledge of, and experience relating to the request. State your experience and appropriateness for providing the service proposed in this application. The applicant shall also provide a listing of verifiable experience of related projects or contracts for the most recent three years that are pertinent to the request.

The current Executive Director, Board President of Friends of Waipahu Cultural Garden Park and the Museum/Archives/Landscape Specialist are charged with the task of serving as the volunteer project team for project implementation. This task includes and is not limited to the following: requesting quotations for equipment, vehicles and supplies;

ensuring all purchases and contracted services are procured and delivered in a timely manner and within budget; and coordinating with community groups and volunteers to implement annual events and activities.

The Friends of Waipahu Cultural Garden Park is currently implementing a GIA capital improvement grant to upgrade and repair the village structures and landscaping. We have also completed a Hawaii Council for the Humanities Access and Preservation grant to start digitizing our photograph collections.

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.

Hawaii's Plantation Village currently occupies 50 acres in Waipahu on which the plantation houses and ethnobotanical gardens are located. The Okada Building, which is also on this lot, houses the Village's administrative offices, museum, archives, work spaces and certified kitchen. At this time there are no further plans to secure addition space or buildings.

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.

Staff Positions:

1. Museum/Archives/Landscape Specialist

This position oversees the project because the majority of the activities are coordinated by the specialist. The current specialist is Yoshiko Yamauchi, who first came to HPV to develop an educational program for the outdoor village museum. Ms. Yamauchi has been involved in developing the interpretive master plan for the village and its construction, in furnishing the ethnic houses with appropriate artifacts, and in developing the surround gardens for each ethnic group house. Ms. Yamauchi is also the main resource person administering the HPV archives and museum.

2. Executive Director

This position supervises the day-to-day operations of HPV and works with staff, the Board of Directors and committees in areas of fundraising, community outreach, special events, marketing, public relations, museum development and property

management. The current Executive Director is Angie Bugarin who was a human resource generalist with the Bobby Benson Center.

3. Office Manager/Administrative Assistant

This position performs administrative and office support activities for the Executive Director and for HPV in general. Duties include fielding and screening telephone calls, receiving and processing visitors and other technical assistance. The current Office Manager/Administrative Assistant is Mildred Holliday. Ms. Holliday also works with our accountant to provide the Board of Directors and the Finance Committee with updated financial data.

4. Facilities Committee

The Facilities Committee provides advice to the Executive Director regarding HPV facilities and property. The Facilities Committee is currently headed by BOD member, Stephen Yuen, an architect with Group70.

5. Finance Committee

The Finance Committee provide advice to the Executive Director regarding HPV finances. The Finance Committee is currently headed by BOD member, Clement Bautista.

Lorene Ono	President	Retired, HI Dept. of Labor
Robert Castro	First Vice President <i>Past</i>	Portuguese Genealogy Association
Dan Nelson	Second Vice President <i>First</i>	Retired U.S. Navy. Historian, Portuguese Genealogy Association.
Kats Gustafson	Third Vice President	Retired Dean, San Deigo Community College.
Clement Bautista	Treasurer	Retired UHM Educational Specialist. Filipino-American Historical Society of Hawaii.
[vacant]	Secretary	
Deanna Espinas		Retired HI Dept of Public Safety, Librarian. Filipino-American Historical Society of Hawaii.
William Rol		Insurance
John Shockley		Retired Engineer
Yoshiko Yamauchi	Archives/Museum Specialist, Landscape Specialist	Retired Teacher, HI DOE.
Stephen Yuen	<i>Second N.E.C. President</i>	Architect, Group 70
Carol Takahashi		Retired Dispatcher

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 = \$70,000/year

Program Manager = \$44,160/year

Office Manager/Administrative Assistant = \$38,112/year

VII. Other

1. Litigation

The applicant shall disclose any pending litigation to which they are a party, including the disclosure of any outstanding judgement. If applicable, please explain.

Not Applicable

2. Licensure or Accreditation

The applicant shall specify any special qualifications, including but not limited to licensure or accreditation that the applicant possesses relevant to this request.

Not Applicable

3. Private Educational Institutions

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

Not Applicable

4. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2024-25 the activity funded by the grant if the grant of this application is:

(a) Received by the applicant for fiscal year 2024-25, but Hawaii's COVID lockdown shut down HPV tour revenues and fundraising campaigns, both of which were essential in funding operational expenses. School tours were also essentially shut down for two years. With the opening up of HPV for visitors, tours have been slowly recovering while school tours are anticipated to return to pre-COVID numbers. Fundraising events have not yet returned to pre-COVID levels.

It is anticipated visitor counts and school visits will continue to increase as long as confidence in community health is maintained. In this environment additional HPV fundraising events are being planned to supplement tour revenues.

(b) Not received by the applicant thereafter. Much of this grant goes to improve infrastructure to maintain and enhance HPV operations. Increased tour attendance and fundraising will help to continue normal operations without additional funds.