

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


AUTHORIZED SIGNATURE

Halona Norton-Westbrook, Director and CEO
PRINT NAME AND TITLE

1/16/2025
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:

Honolulu Museum of Art

Amount of State Funds Requested: \$ 2,000,000

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

The Honolulu Museum of Art (HoMA) seeks \$2,000,000 in funding to support the Comprehensive Roof Replacement Project for its historic main building, a nearly century-old structure listed on the National Register of Historic Places. This essential project will replace the deteriorating roof with historically accurate materials, integrate modern energy-efficient insulation, and address critical structural issues to protect HoMA's world-class art collection of over 55,000 works. The project is vital to safeguarding HoMA's role as Hawai'i's premier cultural institution, ensuring the museum can continue to serve as a vibrant space for education, creativity, and community engagement for generations to come. Phase I will prioritize the most compromised sections of the roof, directly enhancing the preservation of critical galleries and collections.

Amount of Other Funds Available:

State: \$ _____

Federal: \$ _____

County: \$ _____

Private/Other: \$ _____

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

\$ 2,229,423

Unrestricted Assets:

\$ \$2,301,879.85

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:

900 S. Beretania Street

City:

Honolulu

State:

Hi

Zip:

96814

Contact Person for Matters Involving this Application

Name:

Nelli Tsurkan

Title:

Grants Manager

Email:

ntsurkan@honolulumuseum.org

Phone:

8085328782



Authorized Signature

Halona Norton-Westbrook, Director and CEO

Name and Title

1/16/2025

Date Signed



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 (DCCA).

Vendor Name: HONOLULU MUSEUM OF ART

Issue Date: 01/08/2025

Status: **Compliant**

Hawaii Tax#: 20271290-01

New Hawaii Tax#:

FEIN/SSN#: XX-XXX9713

UI#: XXXXXX1710

DCCA FILE#: 1518

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. 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, 2024.

A certificate is attached.

2. Declaration Statement

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

The declaration is attached.

3. Public Purpose

The applicant shall specify whether the grant will be used for a public purpose pursuant to [Section 42F-102, Hawaii Revised Statutes](#).

Honolulu Museum of Art expressly states that 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 Honolulu Academy of Arts opened its doors in 1927 with a progressive, forward-looking vision: to give the gift of art and art education to Hawai'i's diverse, multicultural community. The founder, Anna Rice Cooke, envisioned a future where art could be the catalyst for a greater understanding of ourselves, of one another, and of the world around us. She believed that art and education could make the community of tomorrow even stronger than today. She contributed a collection of approximately 875 works of art and commissioned a Hawaiian-style museum building set with intimate galleries and lush, themed gardens. Cooke's gift of 18th and 19th-century Native-Hawaiian-made works of art form the core of HoMA's Arts of Hawai'i collection.

The academy has now evolved into the largest art museum in Hawai'i, known as the Honolulu Museum of Art (HoMA). HoMA has a permanent collection of over 55,000 pieces spanning 5,000 years, with significant holdings in Asian art, American and European painting and decorative arts, 19th- and 20th-century art, an extensive collection of works on paper, Asian textiles, and traditional works from Africa, Oceania, and the Americas. HoMA also has a strong tradition of offering art classes and engaging the community, both inside the walls of the museum and beyond. The museum presents an incredible array of exhibitions celebrating diverse voices and perspectives showcasing artists from around the globe while also placing a special emphasis on the local art scene.

HoMA plays a vital role in fulfilling its mission to connect the world of art to Hawai'i and the art of Hawai'i to the world.

In recent year HoMA has showcased exhibitions and programs celebrating Hawai'i's heritage and contemporary art, with a strong focus on Native Hawaiian voices, *Kapulani Landgraf: 'Au'a* explored Hawaiian sovereignty through art, complemented by discussions with scholars, community leaders, and performances of hula, poetry, and music, along with a screening of *Act of War: The Overthrow of the Hawaiian Nation*.

Other highlights include *Ke Kumu Aupuni*, which examined the reigns of Kamehameha I and II, and *Fashioning Aloha*, which celebrated the evolution of aloha wear. HoMA also honored prominent artists like Satoru Abe and Allyn Bromley while elevating contemporary voices like Lauren Hana Chai and Kenyatta Kelechi. The exhibition *Home of the Tigers: McKinley High and Modern Art* (Sept 26, 2024 – Jan 12, 2025) featured a cohort of local artists of diverse ethnicities whose careers thrived well beyond Hawai'i. Concurrently, these efforts connect past and present, inspiring residents and visitors alike.

The HoMA Education Department collaborates closely with the Hawai'i Department of Education to align its curriculum with the Visual Arts Standards. To maximize impact, HoMA has developed a flexible programmatic structure where each program and resource is interconnected, allowing educators to engage with the museum in various ways that best suit their needs. This partnership ensures that the program can scale effectively, with the potential to reach every school in the state.

The program's comprehensive approach includes educator workshops, a lending collection of art materials, field trips, and digital resources, making it accessible to a wide range of schools and students. This extensive network promotes equitable access to high-quality arts education across Hawai'i. As a result, the program reaches over 30,000 K-12 students annually, ensuring its benefits are not limited to a select group but are shared broadly throughout the community.

In fiscal year 2024, HoMA welcomed 102,732 visitors, with 51% being Hawai'i residents, 38% tourists, and 11% children. Over 26,000 admissions were granted free of charge through the museum's Community Access Programs. This means that nearly 25% of our total admissions were offered at no cost, reflecting our deep commitment to accessibility and inclusivity.

Community Access Programs include free admission for children 18 and under, Hawai'i State University and College students, Hawai'i State Educators, active-duty military personnel through the Blue Star Program, and, since April 2024, SNAP beneficiaries through the Museums for All initiative, which has already served over 120 low-income households. Hawai'i residents also benefit from free entry every third Sunday of the month on Community Access Days, which attracted over 10,000 visitors this past year.

4,400 members support HoMA and collectively contribute to sustain the museum's programs and initiatives. This substantial financial support underscores the community's commitment to the arts and enables HoMA to offer diverse cultural and educational experiences.

In addition to financial contributions, HoMA benefits from the invaluable service of a cadre of volunteers, approximately two-thirds of which are kūpuna. Our volunteer docents lead educational tours, enriching student and visitor experiences with their knowledge and passion. Other volunteers assist in various capacities, including supporting events, preparing mailings, and assisting in the Art School, contributing significantly to the museum's operations and outreach efforts.

HoMA employs over 160 individuals, generating over \$500,000 annually in state income taxes, directly supporting Hawai'i's economy. These employees comprise a stable, well-paying job force in the non-profit and culture and arts sectors, furthering the museum's impact as a significant economic contributor.

The museum's contributions align with findings from the Arts and Cultural Production Satellite Account (ACPSA), jointly produced by the National Endowment for the Arts and the Bureau of Economic Analysis. In 2022, arts and cultural production in Hawai'i contributed \$3.3 billion to the state's economy, accounting for 3.2% of its gross state product. The sector employed 21,151 workers, who collectively earned more than \$1.7 billion in wages and benefits. This underscores the critical role of arts institutions like HoMA in driving economic growth and providing employment opportunities.

Additionally, more than 36% of Hawai'i's adults attended live music, theater, or dance performances, and over 17% visited art exhibits in 2022, according to the Survey of Public Participation in the Arts. This data highlights the community's strong engagement with cultural activities, which institutions like HoMA help to foster and expand.

Beyond its direct economic contributions, HoMA plays a vital role in supporting tourism, a cornerstone of Hawai'i's economy. Museums and cultural institutions attract visitors who contribute to local spending, supporting hospitality, retail, and service industries. On a national scale, every \$100 of economic activity generated by museums produces an additional \$220 in other sectors, demonstrating the arts' ripple effect across the economy.

2. The goals and objectives related to the request;

HoMA's goal with the Comprehensive Roof Replacement Project is to ensure the long-term preservation of the museum's historic structure while protecting its invaluable art collections. Our objective with this grant project is to replace the most degraded

portions of the nearly century-old roof, prioritizing areas that safeguard galleries and collections. This project involves not only rehabilitating the roof's historic appearance and critical functions but also integrating modern, energy-efficient materials. Phase I will address approximately 20% of the roof, focusing on one of the critical areas over the oldest portion of the building.

3. The public purpose and need to be served;

HoMA has served as Hawai'i's largest and most comprehensive art museum for nearly a century, preserving over 55,000 works of art and providing impactful educational programs that benefit both residents and visitors. The public purpose of the Comprehensive Roof Replacement Project is to protect an irreplaceable and world-class art collection, safeguard the museum's historic building, and ensure HoMA remains a vital resource for the people of Hawai'i.

The nearly century-old roof has deteriorated significantly, jeopardizing the safety and functionality of the museum. This deterioration threatens the preservation of priceless art and artifacts, diminishes energy efficiency, and hampers the museum's ability to manage utilities and pest control effectively. Addressing these critical issues is essential to preserving the structural and historical integrity of one of Hawai'i's most significant architectural landmarks—a building that embodies the state's cultural history and identity. Completing the roof replacement will allow HoMA to better serve all Hawai'i residents, including school groups, families, and kūpuna, who rely on the museum as a source of education, inspiration, and connection. A secure and updated roof will protect the collections from water damage and environmental risks, ensuring that future generations can continue to access and learn from these cultural treasures.

The project will also benefit HoMA's employees and volunteers by improving their working conditions and ensuring a safer and more comfortable environment. With over 160 employees and 90 dedicated volunteers, including kūpuna docents who lead tours and support community programs, the museum plays a significant role in fostering a collaborative and inspiring workplace. A fully restored roof will significantly enhance the museum's building envelope and thereby improve energy efficiency, reduce maintenance burdens and disruptions to visitor experience, , and provide a more stable environment for the staff and volunteers who are integral to HoMA's mission.

Beyond its cultural and educational importance, the project will support the state's economic and cultural vitality. HoMA is a major draw for residents and tourists, boosting local businesses and reinforcing Hawai'i's reputation as a vibrant arts and cultural destination. Safeguarding the museum's physical infrastructure through the roof replacement will ensure HoMA remains a welcoming and inspiring hub for creativity, learning, and community engagement.

This project represents a balance of historical preservation and practical enhancements, reflecting HoMA's commitment to maintaining its role as a cultural cornerstone for Hawai'i's diverse communities. By protecting its past while securing its future, HoMA ensures that the arts continue to thrive as an integral part of the state's identity and well-being, benefiting all who engage with it - residents, visitors, employees, and volunteers alike.

4. Describe the target population to be served; and

In Fiscal Year 2024, HoMA recorded a total on-site engagement of 128,030 visitors. Among these, 10,198 were children, 3,508 participated in school tours, and 2,997 joined adult tours and in-gallery talks. Art classes and workshops engaged 3,464 participants, while HoMA Nights significantly increased, attracting 6,043 visitors. Over 26,000 admissions were granted free of charge through the museum's Community Access Programs, representing nearly 25% of total admissions, reaffirming HoMA's dedication to accessibility and inclusivity.

Target audiences for this project are:

1. **Local Community:**

Residents of Honolulu and Hawai'i, who view HoMA as a trusted cultural and educational cornerstone that enriches community life.

2. **K-12 Students and Educators:**

Students from public, private, and charter schools who participate in HoMA's educational field trips, guided tours, and hands-on art programs.

Educators who rely on HoMA's workshops, curriculum resources to enhance classroom learning.

3. **HoMA Staff and Volunteers:**

The museum's staff and volunteers, who depend on safe, functional facilities to manage programs, care for collections, and engage visitors effectively.

Enhanced working conditions foster a supportive environment for these dedicated contributors.

4. **HoMA Members:**

Members who play a critical role in supporting the museum and participating in its events, exhibitions, and educational offerings. Majority of whom are Hawaii residents.

5. **Artists and Cultural Practitioners:**

Emerging and established artists who exhibit their work, conduct workshops, or engage with the museum's programs.

6. **Tourists and Global Visitors:**

Visitors to Hawai'i who seek unique cultural experiences and help sustain the museum's reputation as a world-class institution.

7. **Cultural Preservation Advocates:**

Stakeholders focused on preserving Hawai'i's architectural and cultural heritage. HoMA's roof, a critical component of its historic structure, exemplifies the region's unique architectural legacy.

8. **Environmental Sustainability Supporters:**

Advocates for sustainable practices who will appreciate the energy-efficient upgrades and insulation included in the roof replacement project.

9. Government and Philanthropic Stakeholders:

Public agencies, foundations, and private donors are interested in projects that enhance educational opportunities, cultural preservation, and infrastructure sustainability.

5. Describe the geographic coverage.

HoMA primarily serves the residents of Hawai'i, with a strong focus on O'ahu and neighboring islands. In recent years, local attendance has grown significantly, highlighting the museum's deepening connection to its community and its role as a cultural hub for Hawai'i's residents. Additionally, HoMA attracts a diverse array of visitors from outside the state, including tourists from the continental U.S. and international destinations, further enhancing its reputation as a key cultural institution in the Pacific

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;

The roof replacement project addresses comprehensive rehabilitation of the museum's roof—including tile, underlayment, and decking—to protect the museum structure and contents, enhance energy efficiency, improve pest control, stabilize environmental conditions, and preserve the historic building.

Scope of Work

1. Removal of Existing Roof Components:

The project involves the complete removal of the existing tile roof, underlayment, and flashing down to the structural deck. Damaged or deteriorated sheathing will be repaired or replaced.

2. Installation of New Roof System:

A modern roofing system will be installed, featuring custom clay tiles (to match the original appearance), waterproof underlayment, radiant barriers, and insulation to enhance energy efficiency.

3. Historic Preservation:

The design, manufacture, and installation of replacement roof tiles will preserve the character-defining features of the historic roof. Beneath the roof tiles, hidden from view, modern waterproofing and insulation technologies will establish a greatly improved moisture and thermal barrier between the museum interior and exterior.

4. Sustainability Features:

Restoration of the building envelope will also incorporate insulating the roof for the first time in the building's history. Insulation will reduce energy consumption and improve climate control for the museum's art collections. Certain roof areas could also be prepared for future photovoltaic panel installation.

5. Phased Execution:

The project will be implemented in at least three phases over multiple years. Phasing allows work to align with funding availability, minimize disruptions to museum operations, and prioritize critical sections of the roof.

Key Tasks and Current Status

1. Planning and Design:

The sourcing of historically appropriate replacement tile is based on a Historic Structure Report prepared for the museum by Wiss, Janney, Elstner Associates, Inc. in 2019 and 2020. Technical specifications and the bid package for the project were prepared by Pono Consulting Group, a building envelope specialist and construction management firm. Innovative Habitat, LLC, developed the architectural plans. Pono Consulting Group and Innovative Habitat are also supporting construction management and permitting for the project, respectively. A building permit application has been submitted and is currently under review.

2. Bidding and Procurement:

Contractor bids have been received, and a preferred contractor has been identified. Tiles will be procured directly by the museum.

3. Construction Phases:

Phase 1: Focuses on the most degraded sections of the roof, particularly the Beretania Street-facing areas, to protect critical galleries and collections.

Phase 2 and 3: Will address remaining roof sections, ancillary structures, and additional sustainability features.

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

Milestones	FY2026			
	Q1	Q2	Q3	Q4
Tile Production and Delivery				
Other Material Sourcing and Pre-Mobilization				
Mobilization				
Removal of Existing Roof Components				
Repair of Sheathing (Decking), Installation of Insulation and Underlayment				
Installation of Replacement Tile				

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

Leadership Oversight:

The Director of Campus Operations will work closely with the Construction Manager and Project Architect to identify and track construction milestones. This collaboration will ensure the project remains on schedule, within budget, and compliant with historic preservation guidelines.

Inspections

- The Director of Campus Operations, along with the Construction Manager, technical consultants, and Facilities Department Staff, will conduct regular inspections to evaluate progress. Key aspects, such as the removal of existing roof materials, the replacement of sheathing, and the installation of underlayment, tiles, and flat roof systems, will be inspected incrementally to ensure quality.

Contractor Performance Tracking:

The Construction Manager will oversee all aspects of the construction, working directly with contractors to address any issues promptly and adjust timelines as necessary. Key areas, such as custom tile procurement and insulation installation, will be monitored closely.

Sustainability Evaluation:

Energy efficiency improvements will be tracked through post-construction assessments, focusing on the effectiveness of insulation and waterproofing in reducing energy costs and maintaining climate control for the museum's collections.

Post-Completion Evaluation:

After construction is complete, a final review will be conducted to assess the project's success against its objectives. Lessons learned will be documented for future phases, and maintenance protocols will be established to ensure the long-term durability of the roof.

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.
- Detailed financial reporting to confirm expenditures align with the approved budget.
 - Narrative reports on milestone completion mentioned in the timeline.
 - Photographs
 - Final project report summarizing accomplishments, challenges, and lessons learned.

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 2026.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
500,000	500,000	500,000	500,00	2,000,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2026.

Federal Funding 500,000 (pending)

Local Foundations and Corporations 200,000 (pending)

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 2026 for program funding.

See attached

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2024.

\$2,301,879.85

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 Honolulu Museum of Art is a 501(c) (3) non-profit Hawai'i organization with over 160 employees, and more than 90 active volunteers. The museum has highly skilled teams in all professional areas to ensure that the roof replacing project is successful, including Finance, Facilities, Learning and Engagement, Curatorial, Communications, and Advancement. Additionally, the museum has the support of an 17-person Board of Trustees that is committed to the long-term success of the museum and the community that it serves.

Over the years, many structural additions have grown the museum's footprint on roughly seven acres of land located immediately across from Thomas Square in Honolulu. Additions include a library (1956); education wings (1931, 1961); a gift shop (1965); a café (1969); a contemporary gallery, administrative offices and a 292-seat theatre (1977); an art center for classes and expanded educational programming (1990); a new wing housing the shop and café and a dedicated gallery for historic and contemporary art of Hawai'i (2001). The most recent renovation completed was for the art school in 2022.

During 2020-2023, HoMA developed a multi-year Master Site Plan, which was led by the museum's Director of Campus Operations. This long-term plan addresses necessary infrastructure improvement renovations, repairs and maintenance needs. These works will enable the museum to minimize unexpected repair occurrences that prevent and/or stall other necessary planned maintenance and repair needs, incorporate energy efficiency elements into project plans when applicable, and maintain the integrity of the visitor experience. Within the framework of projects mentioned in the Master Site Plan HoMA secured multiyear funding for capital improvements and repairs from: the Cooke Foundation, Atherton Family Foundation, McInerney Foundation; Victoria S. and Bradley L. Geist Foundation, Helen Frankenthaler Foundation, and Historic Hawai'i Foundation.

2. Facilities

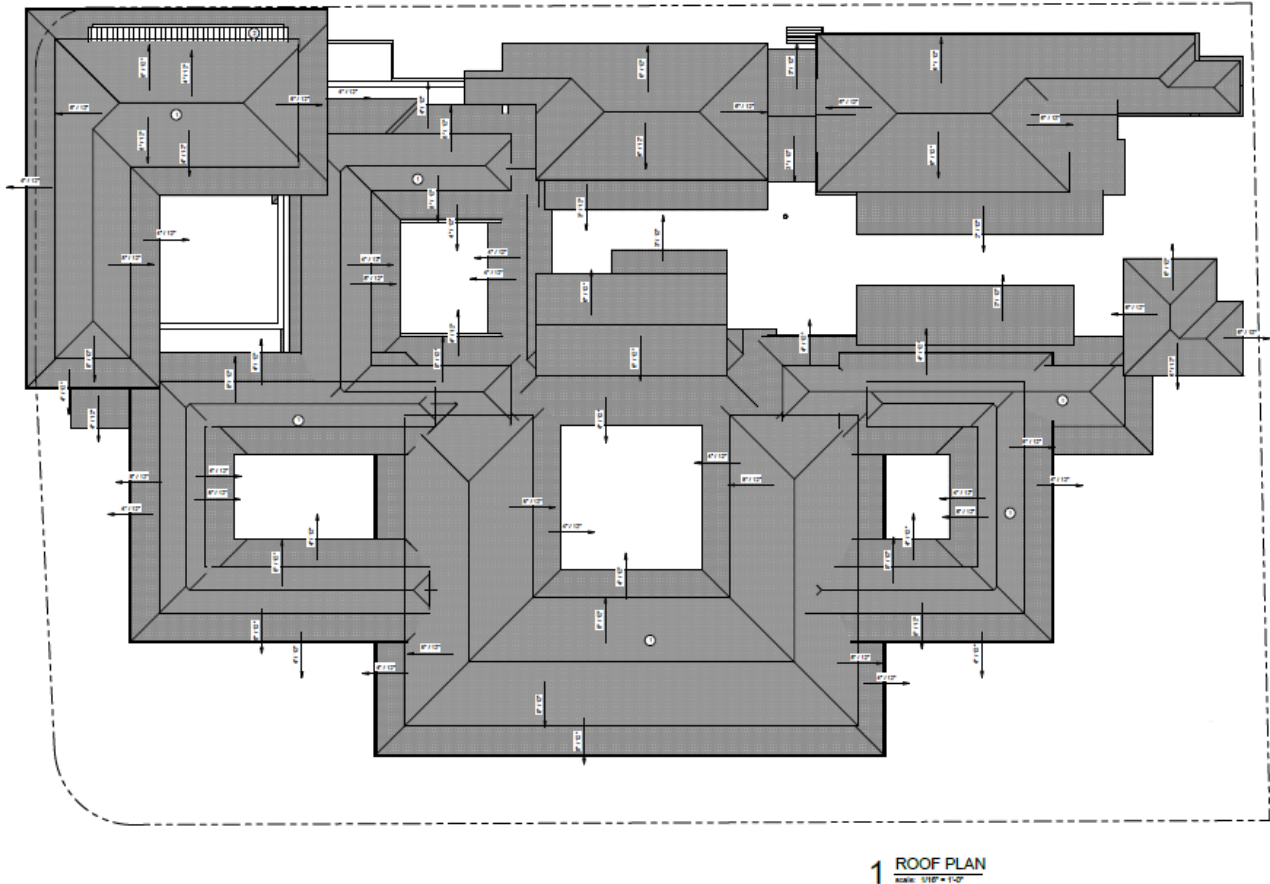
The applicant shall provide a description of its facilities and demonstrate its adequacy in relation to the request. If facilities are not presently available, describe plans to secure facilities.

The HoMA campus is located approximately 0.6 miles southeast of the Hawai'i State Capitol. The campus has two primary buildings: the main museum at 900 South Beretania Street and the HoMA Art School at 1111 Victoria Street. The campus also includes a standalone property (currently used as a staff parking lot) between Beretania and Kinau Streets and a visitor parking lot adjacent to the school.

HoMA's museum building (900 South Beretania) was built in six phases, with the 1927 original building and a 1931 addition constituting most of the building. The building is laid out around a series of garden courtyards and consists of a basement, ground, and second floors (a total of 161,000 interior square feet). The interior spaces include 29 galleries, a theater, education, cafes, retail shop, artwork storage, physical plant, and offices.

The 1927 main museum building (with its 1931 addition) and the 1908 art school are historic structures listed on the National Register of Historic Places. (The National Register of Historic Places, or National Register, is the United States Government's official list of places identified as worthy of preservation for their historical significance; the National Register is administered by the National Park Service, which is part of the United States Department of the Interior). The museum building is noted as reflecting a uniquely Hawai'ian architectural style as well as a significant history with the arts in Hawai'i.

The main museum building's roof is a critical architectural and functional feature. The original roof, designed in the Dickey style, is a hallmark of the museum's architectural identity and represents a blend of local and colonial influences. This style, known for its broad, overhanging eaves and steep pitch, is uniquely suited to Hawai'i's climate, providing shade and managing rainfall effectively. The roof is composed of clay tiles and traditional underlayment, both of which have deteriorated over up to a century of exposure to the elements. The roofing system also includes flat roof sections with older silicone membranes and minimal insulation. These areas, particularly in the galleries housing invaluable artworks, are no longer adequate to protect against water intrusion, heat, and humidity fluctuations, which can compromise the integrity of the collection and visitor experience.



The museum's facilities, though historically significant, require substantial upgrades to meet modern preservation and energy efficiency standards. The roof, as the building's primary defense against environmental factors, is the most urgent area of focus. The planned roof replacement project will address these critical needs by restoring the roof to its original aesthetic while enhancing its structural and functional performance. New clay tiles, underlayment, and insulation will be installed, meeting both historic preservation requirements and modern performance expectations. Flat roof sections will be updated with hybrid acrylic/silicone coatings, significantly improving durability and energy efficiency.

The museum's status on the National Register of Historic Places requires that all restoration work maintains the historical and architectural character of the building. The project has been carefully designed to preserve the iconic appearance of the Dickey-style roof while ensuring it meets current safety and functional standards. Additionally, the planned improvements reflect

a commitment to sustainability, with insulation upgrades and preparations for potential solar panel integration reducing environmental impact and operating costs over the long term. These efforts ensure that HoMA's facilities will remain adequate to house and protect its priceless collections while continuing to serve as a model of historic preservation and sustainability.

VI. Personnel: Project Organization and Staffing

1. Proposed Staffing, Staff Qualifications, Supervision and Training

The applicant shall describe the proposed staffing pattern and proposed service capacity appropriate for the viability of the request. The applicant shall provide the qualifications and experience of personnel for the request and shall describe its ability to supervise, train and provide administrative direction relative to the request.

The project team will be led by Director and CEO Halona Norton Westbrook, COO Penni Hall, Director of Campus Operations Jason Morrison, and executed by selected contractors under the supervision of the Construction Manager.

Halona Norton-Westbrook, Director & CEO

Halona Norton-Westbrook became the eleventh Director of the Honolulu Museum of Art in January 2020. Before her appointment at HoMA, she served as Director of Curatorial Affairs and Curator of Modern and Contemporary Art at the Toledo Museum of Art. Prior to that position, she was the recipient of the Andrew W. Mellon Leadership Fellowship at the Toledo Museum of Art, a program designed to train the next generation of museum leaders. Raised in the San Francisco Bay Area, Norton-Westbrook received a bachelor's degree in American History and Studio Art from Mills College, a master's degree in Art History from the Courtauld Institute of Art in London, and a Doctor of Philosophy (PhD) in Museology from the University of Manchester. Under Norton-Westbrook's leadership, HoMA continues its long-standing commitment to art of the highest quality, education, and accessibility while embracing innovation and emerging perspectives to promote relevancy and inclusivity. She will ensure that the Welcome Project has necessary resources, addressing challenges, and regularly reviewing project activities to ensure they align with HoMA's strategic direction.

Penni Hall, Chief Operating Officer

Hall's responsibilities for the project include overseeing its implementation, ensuring its efficiency, managing operational coordination, effectively allocating and monitoring financial resources, identifying and mitigating risks, and maintaining high standards of quality assurance throughout the project's lifecycle. Before joining HoMA as Chief Operating Officer in 2022, Penni Hall served as Head of Strategic Projects and Governance for M+ museum in Hong Kong, successfully aligning people, projects, and the conceptual vision for the high-profile museum's recent grand opening. A well-rounded leader and strategist in the international arts and culture industry, Hall also previously served in key positions at the National Theatre in London and the Melbourne Fashion Festival. She is a graduate of the University of Melbourne, Australia, and has participated in the prestigious Advanced Cultural

Leadership Programme in Hong Kong (a part of the Clore Leadership Programme in London), and the Getty Leadership Institute's Executive Education for Museum Leaders.

Jason Morrison, Director of Campus Operations

Jason Morrison will be responsible for regular progress monitoring, communications, coordination, and integration amongst stakeholders internal/external to HoMA. Morrison's professional background is a mix of museum, engineering, and industrial experience, including six years as an officer in the United States Marine Corps, before joining HoMA in 2020. For more than one decade, Morrison leveraged his training in government, private, and non-profit organizations within Hawai'i's maritime industry, including several years as Vice President of Facilities and Engineering for the Battleship Missouri Memorial. There, he led preservation, maintenance, facilities management, and safety initiatives. An alumnus of Punahou School with family on both O'ahu and Maui, Morrison graduated with an engineering degree from the United States Naval Academy and, following his military service, obtained a master's degree in engineering from the University of Michigan. Morrison holds an active Project Management Professional (PMP) certification from the Project Management Institute; PMI is a globally recognized authority in the field of project management.

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.

See attached.

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.

Director and CEO – 400,646
Chief Operating Officer – 141,823
Director of Curatorial Affairs – 138,758

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.

Internal Revenue Service Section 501(c)(3) Exempt Status Letter
See attached.

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 2026 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2026, but
- (b) Not received by the applicant thereafter.

HoMA has a long-standing commitment to maintaining and preserving its historic facilities, including the roof, as part of its operational priorities. If the grant funding is received for fiscal year 2026 but not thereafter, HoMA will implement a multi-faceted sustainability plan to ensure the continuation and completion of the roof replacement project. This plan would include pursuing additional funding through private donors, foundations, and public funding opportunities; leveraging existing resources to phase remaining work in a fiscally responsible manner; and exploring cost-saving measures to support ongoing maintenance. HoMA's strong history of community support and sound financial stewardship provides a stable foundation for sustaining critical infrastructure projects beyond the grant period.

**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS PURSUANT TO
CHAPTER 42F, HAWAII REVISD 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'i Revised Statutes:
 - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant is awarded;
 - b) Complies with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
 - c) Agrees not to use state funds for entertainment or lobbying activities; and
 - d) Allows the state agency to which funds for the grant were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and ensuring the proper expenditure of the grant.
- 2) If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F-103, Hawaii'i Revised Statutes:
 - a) Is incorporated under the laws of the State; and
 - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant is awarded shall be conducted or provided; and
- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawaii'i Revised Statutes:
 - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
 - b) Has a governing board whose members have no material conflict of interest and serve without compensation.
- 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'i Revised Statutes, for grants used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant was awarded and disposes of the land in fee simple or by lease, the organization shall negotiate with the expending agency for a lump sum or installment repayment to the State of the amount of the grant used for the acquisition of the land.

Further, the undersigned authorized representative certifies that this statement is true and correct to the best of the applicant's knowledge.

Honolulu Museum of Art

(Typed Name of Individual or Organization)


(Signature)

1/16/2025
(Date)

Halona Norton-Wesbrook

(Typed Name)

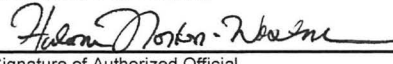
Director and CEO

(Title)

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2025 to June 30, 2026

Applicant: Honolulu Museum of Art

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				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
TOTAL PERSONNEL COST				
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES				
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL	2,000,000	500,000		200,000
TOTAL (A+B+C+D+E)	2,000,000	500,000		200,000
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	2,000,000	Nelli Tsurkan, Grants Manager 808-532-8782		
(b) Total Federal Funds Requested	500,000	Name (Please type or print) Phone		
(c) Total County Funds Requested				
(d) Total Private/Other Funds Requested	200,000	Signature of Authorized Official Date		
TOTAL BUDGET	2,700,000	Halona Norton-Westbrook, Director and CEO Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2025 to June 30, 2026

Applicant: Honolulu Museum of Art

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

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2025 to June 30, 2026

Applicant: Honolulu Museum of Art

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

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

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2025 to June 30, 2026

Applicant: Honolulu Museum of Art

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:2023-2024	FY:2024-2025	FY:2025-2026	FY:2025-2026	FY:2026-2027	FY:2027-2028
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION			2,000,000	700,000		
EQUIPMENT						
TOTAL:			2,000,000	700,000		
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Honolulu Museum of Art

Contracts Total: 326,945

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	American Rescue Plan Grants To Organizations	4/1/2022-4/30/2023	National Endowment for the Arts	U.S.	150,000
2	Art for Life Program	10/1/2023-09/30/2024	City&County of Honolulu Grant	Honolulu	126,945
3	NEA Grants for Arts Projects	1/1/2025-12/31/2025	National Endowment for	U.S.	50,000
4					
5					
6					
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