

**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:

Kahilu Theatre Foundation

Amount of State Funds Requested: \$ 450,935

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

Kahilu Theatre Foundation is seeking Grant In Aid funding to support the production of high quality, comprehensive arts and culture programming to serve a wide range of audiences, from keiki to kupuna on Hawai'i Island, and visitors from the state and beyond, and to support Hawai'i artists and community organizations.

This will be accomplished by providing access to a variety of engaging live and virtual experiences through Kahilu's 2025-2026 Presenting Season, Kahilu Exhibits, facility use, and streaming platform Kahilu.TV.

Amount of Other Funds Available:

State: \$ N/A
Federal: \$ N/A
County: \$ N/A
Private/Other: \$ 689,593

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

\$ 99,946.02

Unrestricted Assets:

\$ 726,616.00

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

Type of Business Entity:



501(C)(3) Non Profit Corporation



Other Non Profit



Other

Mailing Address:

P.O. Box 549

City:

Kamuela

State:

HI

Zip:

96743

Contact Person for Matters Involving this Application

Name:
Michelle Romo

Title:
Development Director

Email:
michelle@kahilu.org

Phone:
808-885-6868 ext. 5


Authorized Signature

Jody Brotman, Interim Exec. Director

Name and Title

01/17/2025

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: THE KAHILU THEATRE FOUNDATION

DBA/Trade Name: THE KAHILU THEATRE

Issue Date: 01/10/2025

Status: **Compliant**

Hawaii Tax#: 20329814-01

New Hawaii Tax#:

FEIN/SSN#: XX-XXX0138

UI#: No record

DCCA FILE#: 44042

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

I. Certification – Please attach immediately after cover page

1. Hawaii Compliance Express Certificate - attached

2. Declaration Statement

This grant proposal complies with [Section 42F-103, Hawaii Revised Statutes](#).

3. Public Purpose

This grant proposal complies with the definition of being 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

Kahilu Theatre Foundation (Kahilu) is a 501(c)(3) nonprofit organization founded in 1980 by Parker Ranch heir and Broadway actor Richard Smart. Kahilu raised its curtain in 1981 and has been a cornerstone presence in Waimea and North Hawai'i for over four decades. Named in honor of Mr. Smart's mother, the 20,000 square foot facility includes a 484-seat auditorium, two visual arts galleries, and the Mike Luce Studio, an experimental black box venue.

Our mission is to make a place where community, creativity, and inspiration thrive. Our vision is to provide educational programs that engage keiki, adults, and kūpuna in the artistic process, cultivate appreciation of the performing, musical, and visual arts, and make the arts an integral part of school and community life. Kahilu is a multidisciplinary performing arts center that offers a variety of performing and visual arts, and provides arts education to students, the community, and visitors. Kahilu supports professional and emerging artists, offers world class entertainment, in-house original productions, and a wide range of art exhibits that feature painting, photography, ceramics, digital arts, weaving, and sculpture in the Simperman and Suli T. Go galleries.

A key strategic goal is to reach all members of our community. While our physical location is in Waimea on Hawai'i island, our reach goes beyond just North Hawai'i. Our primary reach includes people from all walks of life interested in the various genres of the performing and visual arts that we provide onsite and through our on demand Kahilu.TV programming.

Kahilu continues to be a cultural hub where generations of families can gather together to experience the arts. Through a multi-tiered outreach and educational program, we aim to make the theatre accessible to our entire community and those who have not traditionally come to the theatre.

With almost 45 years of experience as a community based performing arts center, Kahilu brings diverse programming and arts education to meet the needs of our community with a wide range of genres and formats. In a typical year, we present 8-10 visual art exhibits, after school workshops for keiki, 2-3 youth summer camps, Kahilu produced mainstage production, new content for Kahilu.TV, present over 20 mainstage performances, support emerging artists, and provide a venue for a variety of community organizations.

2. The goals and objectives related to the request

Goal #1: Provide the community with a variety of engaging performing and visual arts experiences, cultivate an appreciation for and enjoyment of the arts, and make the arts come alive through first hand experience.

Objective: Present a scheduled season of mainstage performances, curated visual art exhibitions, and meaningful video content to share with our community and visitors.

Goal #2: Provide an opportunity for local visual and performing artists to share their artistry with our community and beyond, and help support their livelihoods.

Objective: Schedule accomplished and emerging artists from Hawai'i to present their work during the season.

Goal #3: Support community organizations by offering the use of our facility with the support of our team and their expertise.

Objective: Work with community organizations, schedule their events at Kahilu and highlight community organizations through Kahilu projects, events, and marketing.

3. The public purpose and need to be served

The public purpose of this request is to provide high quality, comprehensive arts and culture programming to serve a wide range of audiences, from keiki to kupuna on Hawai'i Island, and visitors from across the state and beyond, to support Hawai'i artists and community organizations with the use of our facility with support from our staff and marketing efforts.

One of the greatest disparities in our community is economic. There is a significant underserved population with limited disposable income for arts education and to attend performances. For example, 99% of the students at Waimea Middle Charter School qualify for free or reduced price school lunch. 85% of the students at Waimea Elementary School qualify for free or a reduced lunch fee. 70% of Kohala Elementary students and 64% of High and Middle School students are eligible for free or a reduced lunch fee. 64% of Honoka'a elementary students qualify for free or reduced lunch fees, and 60% of Honoka'a High and Intermediate School students qualify. (HIDOE Strive HI 2021-2022 report). The poverty level on Hawaii Island is at 14.6% compared to Honolulu's 9.3% (2018-2022 U.S. census statistics).

Much of Hawai'i island is rural and geographically remote. This creates limited access to comprehensive performing arts centers available on the island, compared with other

locations such as O'ahu and the continental U.S. Kahilu is in the heart of Waimea, blocks from several schools and neighborhoods, making it an ideal location for patrons to easily attend events and engage with the arts.

There are limited indoor creative spaces in Waimea and the surrounding areas which creates a barrier to access for performers and patrons. Kahilu is the only professional indoor facility in our area with an orchestra pit, extensive stage equipment and lighting system that can accommodate such a wide variety of creative activities.

As a community performing arts center, we provide staff support and infrastructure to help a wide range of local visual and performing artists earn a living through their craft and an accessible venue for patrons to experience the works they present. By providing such access, we have created a community hub that uniquely serves our island in a significant way.

4. Describe the target population to be served

Our intended target population includes all ages and groups in our community, specifically local residents, students, educators, visitors, artists, and individuals who may otherwise have limited access to the arts due to geographic, financial, or other barriers. Kahilu's outreach programs focus on underserved groups and school children, residents with economic limitations, and first time community members who have not previously attended events at Kahilu.

5. Describe the geographic coverage

Kahilu offers a diverse season of arts programming that takes place at our facility in the center of Waimea, in North Hawai'i district, on Hawai'i Island. The majority of our constituents come from Kohala, Kona, and Hāmākua districts, yet we draw from the entire island, tourists, and periodically residents from other islands will fly in to attend our events.

In addition to our mainstage performance season, during COVID, Kahilu.TV was created as a way to support local artists and bring the theatre into homes. We continue to offer video recordings of our main stage performances, a range of original cultural and educational videos, and originally produced content. This past year, we had viewers from 33 countries and 45 states. Our educational content is available for free access. Kahilu.TV serves those who face mobility, geographic, health, and financial barriers.

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 grant would support Kahilu's mission to make a place where community, creativity, and inspiration thrive in four components: A. Main stage and emerging artists season performances, B. Art exhibits in Kahilu's two galleries, C. Film production, and D. Use of facilities by the community.

A. Main Stage and Emerging Artists Season Performances

We offer a presenting season that features music, dance, theatre, comedy, film, and conversations about cultural topics relevant to our community. We support local talent and imported talent from all over the world. We produce at least one musical performance a year. The current season includes a range of Hawaiian, indigenous, jazz, classical, and dance. We strive to represent the diversity of our community and the values of our island home throughout the season schedule.

Since our season runs from July 1 through June 30, Kahilu's 25-26 Mainstage presenting season is still being scheduled. Once the season schedule is finalized, we will be able to give specific details of which artists have been confirmed for which performance dates.

Our 24-25 Kahilu Presents season below (as of January 2025), is a sample of what a Kahilu Presents season may look like:

Kahilu 2024-2025 Season Presents and Emerging Artists Program

July 2, 2024	Bobby Rush
September 7, 2024	John Cruz
September 28, 2024	Iggy Jang Tango Extravaganza
October 20, 2024	Pō and the 4 Fathers
October 26, 2024	Jake Shimabakuro
November 1, 2024	Delbert Anderson Quartet - Indigenous (Navajo) jazz
November 13, 2024	Okareka Mana Wāhine (from New Zealand)
November 15-16, 2024	Annual Ukulele and Slack Key Guitar Festival
January 11, 2025	Makana's Slack Key Sounds of 1960s Waikīkī
February 2, 2025	Aoi Trio (from Germany)
February 15, 2025	OperAloha - With Love
February 22, 2025	Big Island Swing Band Featuring Jesse Snyder, Club Kahilu Dance Night
March 2, 2025	Clayton Stephenson - Cliburn Piano Finalist
March 13, 2025	Brother Noland and the Island Incredibles
March 14, 2025	An Intimate Evening with Singer-Songwriter J.Lyn, Mike Luce Studio Emerging Artist from Oahu
March 16, 2025	Flamenco Vivo Carlota Santana - Quinto Elemento
March 21, 2025	HPR The Conversation (a Kahilu/HPR collaboration)
April 6, 2025	Mana Music Quartet
May 17, 2025	Robert Cazimero
June 14, 2025	NinaMarie, Mike Luce Emerging Artist

Kahilu 2024-2025 Film Season and Sharing Mana'o Series

October 25, 2024	<i>Haole Do It!</i> Film Premier
November 2-3, 2024	Hawaii International Film Festival Co-present

January 19, 2025

March 8, 2025

Nā Pua Pasifika Episode 2: *Uhi*, Film Premier

Redeeming Māhū: Deconstructing and Reconstructing
Māhū with Hawaiian Mindfulness, Sharing Mana'o

B. Kahilu Exhibits

Kahilu Exhibits features museum quality art exhibitions in Kahilu's two art galleries. Emerging and established artists present their artwork in a series of solo and thematic group art exhibitions each year. The exhibits spotlight local talent while also bringing nationally and internationally recognized artists to our audience which includes local community members and visitors from around the globe.

Exhibitions offer opportunities for student-artists, emerging artists, cultural practitioners, traditional craftspeople, and renowned contemporary artists to showcase their talents. Kahilu is committed to presenting a diverse offering of styles, media, and viewpoints by artists in our community and around the world. Galleries are currently open two days a week, on all Kahilu event dates, and for exhibition opening receptions.

The Kahilu Exhibits Program will present four annual exhibitions during this grant period, and a series of solo and group exhibitions that feature the best of traditional crafts and contemporary art. The annual exhibitions are:

1. The Cultural Heritage Invitational Exhibition (September-November 2025)
2. The Annual Juried Art Exhibition (January-March 2026)
3. The Luminaries Solo Exhibition (March-April 2026)
4. The Waimea All Schools Art Exhibition (April-May 2026)

The Cultural Heritage Invitational Exhibition focuses on material that honors the history and traditions of Waimea and Hawai'i Nei. The exhibition for this project will focus on the *Textiles of Moku o Keawe* (working title).

The Annual Juried Art Exhibition welcomes submissions from artists throughout the islands and around the world to consider global issues through a local lens.

The Luminaries Solo Exhibition features invited artist(s) who have significantly contributed to the rich cultural heritage of Hawai'i island. The Luminaries Solo Exhibitions will enter its second year in March 2025, featuring two solo exhibitions by Hawai'i Island artists Wayne Levin and Marcia Ray. The artists for the March 2026 exhibition are still to be determined.

The Waimea All Schools Art Exhibition brings together the work of hundreds of pre-K through 12th grade student-artists on 11+ campuses under a unified theme. In 2024, over 200 artworks were presented by over 400 participating students, faculty, and family members. We partner with the Waimea Education Hui for this exhibition. This coalition of educators meets each fall to identify an exhibition theme. Rather than asking school educators to build curriculum around the theme, the theme is built around projects that each school will be producing throughout the school year. The exhibition allows each participating classroom to share those projects with all the other participants and the larger community. Together, the exhibition imagines Waimea as one unified classroom. We anticipate serving approximately the same number of schools and participants for

the 2026 exhibition.

In addition to the four annual exhibitions, Kahilu Exhibits solicits exhibition proposals each year from the state, national, and international communities, from which 4-6 solo and group exhibitions are selected. Kahilu's Exhibitions Committee - consisting of artists, arts professionals, board members, and staff - selects exhibits that offer a diverse lineup of artists, media, and viewpoints. The exhibits are all held in our art galleries.

For this grant project, the following exhibit activities will be accomplished:

- Four-six solo and/or group exhibitions
- One juried contemporary art exhibition
- A cultural heritage exhibition focusing on textiles
- The Luminaries Solo Exhibition
- The Waimea All Schools Art Exhibition

C. Film Production

Kahilu.TV was created during COVID as a way to support local artists and bring the arts into homes. We continue to film our main stage performances, and create originally produced cultural and educational content for Kahilu.TV. We also feature work from other local film producers on Kahilu.TV. The educational content is available for free access. The digital platform we use for Kahilu.TV is Vimeo.

Kahilu.TV is offered as a subscription, pay per view, or free educational content. Visitors can stream Kahilu concerts and events, and browse from anywhere in the world. Examples of our original content include *Nā Pua Pasifika*, a series on food sustainability that focuses on growing and food preparation of local plant such as ulu and uhi; and *Legacy of Pā'ū*, a documentary on the history and heritage of pā'ū riders, featuring fourth generation rancher Barbara Nobriga.

Kahilu: A Community's Theatre, currently in production, captures the history of Kahilu and the community that has contributed to its creation and continued existence. It will illustrate how Kahilu has been a collaborative community effort. We want to document these community stories while we still have the kūpuna and their voices to tell these stories.

The next documentary will continue to focus on Waimea and its rich history by conducting interviews in different locations on the 'āina. It will feature the people who work there, take care of the land, and tell the stories of the families who were raised there. This will help illustrate the deep connection between place and our community.

D. Facilities Use

In addition to performances presented by Kahilu, we facilitate a variety of organizations including nonprofits, performing groups, and businesses. Our 24-25 rental schedule below, is a sample of the organizations we help support (as of January 2025).

2024-2025 Community Events at Kahilu

July 13-14, 2024	Hawai'i Performing Arts Festival
July 15, 2024	Andrea Mia Ghez presentation: Keck Observatory
July 20-21, 2024	Hawai'i Performing Arts Festival
July 27, 2024	NinaMarie Mike Luce Studio Performance
August 9, 2024	Hawai'i Island Community Health Center
September 13, 2024	Bring It! Open Mic Night
September 24, 2024	Hawai'i Visitor and Convention Bureau
October 4, 2024	Bring It! Open Mic Night
October 6, 2024	MasterWorks I: Legacies & Prodigies, Kamuela Philharmonic Orchestra
November 7-8, 2024	Honolulu Theatre for Youth
November 9, 2024	Tumua: The Warrior Tour
November 11, 2024	Bring It! Open Mic Night
November 22-23, 2024	Almost Maine: Waimea Community Theatre
December 1, 2024	Waimea Community Chorus
December 7, 2024	Calabash Christmas Hula: Hālau Waiau
December 8, 2024	Winter Wonderland: Prince Dance
December 21, 2024	The Nutcracker: West Hawai'i Dance Theatre
December 22, 2024	Mana Christian Ohana Christmas services
January 26, 2025	MasterWorks II: Shakespeare in Paradise: Kamuela Philharmonic Orchestra
February 23, 2025	Common Ground Film Screening
February 28, 2025	Waimea Elementary School Talent Shows
March 21, 2025	The Conversation: Hawai'i Public Radio
March 23, 2025	MasterWorks III: Inspiration of Unity, Kamuela Philharmonic Orchestra
April 12, 2025	Hawai'i Island Choreographers Concert: West Hawai'i Dance Theatre
April 13, 2025	Hawai'i Department of Education
April 20, 2025	Easter Services Mana Christian Ohana
April 26, 2025	Wizard of Oz: West Hawai'i Dance Theatre
May 4, 2025	Pops! Kamuela Philharmonic Orchestra
May 13-14, 2025	Hula Performance: Kanu o ka 'Āina
May 23, 2025	Parker School Graduation
May 25, 2025	Prince Dance Institute Performance
May 28, 2025	Waimea Middle School Graduation
June 1, 2025	Waimea Community Chorus

For this grant application, Kahilu will accomplish the following tasks:

- Present at least 20 main stage and emerging artist performances.
- Produce two documentary films available on Kahilu.TV.
- Film and present 20 main stage performances on Kahilu.TV.

- Purchase equipment listed to support live performances, Kahilu.TV, and community events at Kahilu.
- Host a minimum of 8 gallery exhibitions.
- Schedule a minimum of 20 community performances or events at Kahilu.
- Complete installation of new light board and light fixtures needed to execute main stage performances.

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

Although our fiscal year begins July 1, 2025, our 25/26 season begins September 1, 2025. Depending on when the grant period begins, the activity below may shift to a different quarter.

Timeline from start of grant period:

Quarter 1

Present five live main stage or emerging artist performances.
Upload five filmed mainstage performances to Kahilu.TV.
Commence work on one of the two documentary projects for Kahilu.TV.
Present two gallery exhibitions.
Schedule five community activities at Kahilu.
Task production staff with purchasing audio/visual equipment: priority-light board.

Quarter 2

Present five live main stage or emerging artist performances.
Upload five filmed mainstage performances to Kahilu.TV.
Complete work on one of the two documentary projects.
Present two gallery exhibitions.
Schedule five community activities at Kahilu.
Installation of light board.
Task production staff with purchasing remaining audio/visual equipment.

Quarter 3

Present five live main stage or emerging artist performances.
Upload five filmed mainstage performances to Kahilu.TV.
Commence work on the second documentary projects for Kahilu.TV.
Begin deinstallation of old light fixtures and installation of new light fixtures.
Present two gallery exhibitions.
Schedule five community activities at Kahilu.

Quarter 4

Present five live main stage or emerging artist performances.
Upload five filmed mainstage performances to Kahilu.TV.
Complete work on the second documentary project for Kahilu.TV.
Complete installation of new lighting fixtures.
Present two gallery exhibitions.
Schedule five community activities at Kahilu.

3. Describe its quality assurance and evaluation plans for the request.

Specify how the applicant plans to monitor, evaluate, and improve their results.

The Interim Executive Director, to be Managing Director beginning February 10, 2025, schedules our season of Kahilu Presents. This is done with input from staff and financial review of previous shows. Following each event, event results are evaluated and this evaluation process helps guide future decisions.

We collect and evaluate audience data by zip code, first time attendees, number of tickets sold at each price point, number of overall tickets sold per event, attendance frequency, genre preferences, and special need requests. This helps us understand who is attending, what demographics we may be missing, and how to adapt our programming and outreach efforts to make sure we are accessible and reaching our entire community.

The Gallery Director monitors gallery visitor attendance during each 6-8 week period of exhibitions. If attendance numbers are low, efforts will be made to send additional communications to regular visitors, create additional promotional materials, and schedule additional gallery open hours to encourage more visitors.

The Managing Director and staff will monitor visitor data for Kahilu.TV.

The Managing Director will monitor the progress of content uploads to Kahilu.TV and film documentary progress through regular meetings with production staff. Following live performances, deadlines for content uploads to Kahilu.TV are established to coincide with communication to Kahilu.TV viewers.

The Managing Director and Director of Operations are responsible for booking community rentals. A calendar is maintained that includes all scheduled activity to ensure space availability and staffing.

4. List the measure(s) of effectiveness that will be reported to the State agency through which grant funds are appropriated (the expending agency).

Effectiveness measures will include evaluating the number of tickets sold for each mainstage and emerging artist performance, the number of new patrons attending performances at Kahilu, the number of visitors to exhibits, the number of Kahilu.TV streams, the number of Kahilu.TV subscribers, and number of facility bookings. The measures will be gathered through our ticketing system Spektrix, staff reports, and data provided by Vimeo, our Kahilu.TV platform.

We anticipate completing the following benchmarks during the grant period:

- 150 new patrons attend mainstage and emerging artist performances.
- 7,500 patrons attend mainstage and emerging artist performances.
- 2,000 art exhibition visitors.
- 10,750 streams watched on Kahilu.TV.
- 440 Kahilu.TV subscribers
- 20 facility usage bookings

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

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
\$101,998.75	\$160,538.75	\$94,198.75	\$94,198.75	\$450,935.00

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

- County of Hawaii – Waiwai grant
- Hawai'i Tourism Authority
- Hawai'i Community Foundation
- National Endowment for the Arts
- Private donations, private foundations, and corporate sponsors
- State Foundation for Culture and the Arts
- Ticket sales

4. The applicant shall provide a listing of all state and federal tax credits it has been granted within the prior three years. Additionally, the applicant shall provide a listing of all state and federal tax credits they have applied for or anticipate applying for pertaining to any capital project, if applicable.

- None for the prior three years.

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 document for listing.

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

- \$726,616

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.

Kahilu Theatre Foundation was incorporated in 1980 as a 501(c)(3) nonprofit organization and has been responsible for operating a multidisciplinary arts center since it was built in 1981. Kahilu has overseen 44 years of successful artistic and art education programming, with an annual budget ranging from \$500,000 to \$1.6 million.

Our staff is experienced in arts management, arts education, multimedia production, culture, youth theatre, and visual arts, and well equipped to provide the services listed in this grant proposal.

Kahilu Exhibits has hosted notable artists such as Jana Ireijo, Hawai'i based artist and founder of Vanishing Murals; Roen Hufford, kapa master and 2023 award recipient of the National Heritage Fellowship from the National Endowment for the Arts; and The Eternal Canoe: Honoring the Legacy of Kāhuna Kālai Wa'a Raymond Bumatai virtual exhibit, sponsored in part by the Smithsonian Institute: National Museum of Natural History. Kahilu Exhibits program utilizes an all volunteer Artist Review Committee to select artists for exhibition in our galleries. The review committee is composed of artists, curators, a former State Foundation on Culture and the Arts Commissioner, and art collection docents.

In November 2024, we held our 22nd Annual 'Ukulele and Slack Key Guitar Festival featuring guest artists Kainani Kahaunaele, Brittani Paiva, Sean Parks, Jeff Peterson, and Ho'opono Wang.

Other notable artists include Robert Cazimero, Amy Hanaiali'i, Kalana Pa'e, Kimie Miner, the Lim Ohana, Henry Kaponu, Kuana Torres Kahele, Brother Noland, Anuhea, The Spinners, and Big Bad Voodoo Daddy. These artists have been booked numerous times over the years. Of special note, the Brothers Cazimero first performed at Kahilu in 1983, with Robert Cazimero continuing to perform on the Kahilu main stage annually in May.

Kahilu has been a PAPH (Performing Arts Presents Hawai'i) member for many years. Through this consortium, Kahilu collaborates with venues state wide to bring world class artists to Hawaii, and to Kahilu.

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.

Kahilu Theatre was built in 1980. After Richard Smart's death in 1992, the building became part of the Parker Ranch Trust, and in 2001, Kahilu Theatre Foundation was granted a 30-year lease (\$12 per year). Kahilu was not left with an endowment from Richard Smart as were some other organizations in Waimea. The facility is a 20,000 square foot building that includes a 484 seat auditorium, proscenium main stage, orchestra pit, dressing rooms, costume rooms, a front lobby, multiple office spaces, a Black Box Theatre, and two visual arts galleries. Kahilu is located adjacent to the Parker Ranch Center and utilizes the center's parking lots for a monthly rental fee.

Kahilu's facility is used by other non-profit and community organizations that benefit from Kahilu's professional stage, equipment, rehearsal areas, and production staff in order to offer their programs and performances. Community groups that utilize the theatre on an annual basis include Kamuela Philharmonic Orchestra, Hālau Waiiau, West Hawaii Dance Theatre, East Hawai'i Cultural Center, the Hawai'i Performing Arts Festival, Kanu o ka 'Āina Public Charter School, Waimea Elementary, Parker School, Prince Dance Institute, Kona Dance, Keck Observatory, and Mana Christian Ohana.

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 administration and execution of this grant will be managed by Misha Johnson, Managing Director, who will succeed Jody Brotman, the current Interim Executive Director, on February 10, 2025.

Johnson will serve as the project director for the grant by providing direction and management of all staff and contractors, oversight and scheduling of mainstage and emerging artists, marketing, and operations related to this project. Johnson has been the Artistic and Managing Director of Rochester Civic Theatre in Rochester, Minnesota from 2020 through January 2025. With over 20 years of theatre experience and having produced and directed over 20 productions, Johnson brings her wealth of experience to lead Kahilu and this project.

The Managing Director will be assisted in grant reporting and financial reports by Michelle Romo, Development Director, and bookkeeper, Ruth Lindsey. Romo has over 20 years experience overseeing and managing grants including a U.S. Department of Education Native Hawaiian Education grant in 2018-2021. Funding for the Development Director and bookkeeper are not included in this grant request.

Kala'e Souza, Director of Operations, brings over 29 years of experience managing multi million dollar budgets and staff, and is responsible for managing daily theatre

operations, purchasing, vendor contracts, safety compliance, security management, facilities usage and rental agreements, and facilities maintenance.

Andy Behrle has served as Kahilu's Gallery Director since 2022 and coordinates all aspects of exhibit scheduling, artwork installation and de-installation, shipping, artist agreements, and exhibition promotional materials. Behrle is an accomplished visual artist and has exhibited his artwork in galleries, museums, and festivals around the world. Over the past 20 years, he has designed and installed exhibitions for contemporary masters, historical and cultural exhibitions, and community displays.

Patty Bird, Guest Experience Director, oversees our Box Office and coordinates Front of House operations, including oversight of volunteer ushers, ticket scanners, and bar hosts. Guest Experience Assistant, Lehua Kaluna, assists the Guest Experience Director with all facets of the Box Office and Front of House operations. Both service positions work to ensure all patrons and guests are well-taken care of beginning with ticket purchases through the time they spend at the theatre, and any follow up assistance needed.

Adam Palya, Video Producer, spent 12 years in Los Angeles working in television production. He was a production assistant on *Hannah Montana*, then an Associate Producer for Disney, while creating original programming and working on various projects. He is the producer of *Haole Do It*, and owner of Lucky Tree Productions. Palya has experience producing and creating television series, documentary films, social media content, corporate videos, commercials, and video news releases. Since 2020, he has been the video producer responsible for content creation for Kahilu Theatre and Kahilu.TV. Palya is responsible for producing documentary films, filming performances, interviews and various in-house events and uploading the digital content to Kahilu.TV.

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.

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.

Managing Director: \$90,00

Director of Operations: \$70,000

Development Director: \$70,000

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.

N/A

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.

N/A

3. Private Educational Institutions

Kahilu Theatre Foundation will not utilize GIA-OPS funds to support or benefit a sectarian or nonsectarian private education institution.

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.

State of Hawaii Grant-in-aid funding will give support for Kahilu arts programming while our new Development Director and Managing Director transition into their new roles from other organizations. The Development Director will be responsible for future grant writing and fundraising to secure continued funding. The Managing Director, with support from the Director of Operations, will be responsible for growing the Kahilu Presenting season, facilities rentals, and arts education class offerings thereby increasing theatre revenue.

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

Kahilu Theatre Foundation
(Typed Name of Individual or Organization)

Jody Brotman 1/17/25
(Signature) (Date)

Jody Brotman Interim Executive Director
(Typed Name) (Title)

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2025 to June 30, 2026

Applicant: Kahilu Theatre Foundation (Kahilu)

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	299,400	0	0	17,000
2. Payroll Taxes & Assessments	56,437	0	0	3,205
3. Fringe Benefits	20,958	0	0	1,190
TOTAL PERSONNEL COST	376,795	0	0	21,395
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	0	0	0	12,170
2. Insurance	0	0	0	34,000
3. Lease/Rental of Equipment	0	0	0	0
4. Lease/Rental of Space	0	0	0	36,768
5. Staff Training	0	0	0	0
6. Supplies	0	0	0	4,250
7. Telecommunication	0	0	0	4,500
8. Utilities	0	0	0	25,000
9. Artist Performance Fees	0	0	0	148,550
10. Production Contractors	0	0	0	97,435
11. Marketing Contractor	0	0	0	43,000
12. Artist Accommodations	0	0	0	157,000
13. Box Office Expense	0	0	0	40,000
14. Production Supplies	0	0	0	5,000
15. Artist Ground Transportation	0	0	0	10,900
16. Artist Hospitality (meals, lei, etc.)	0	0	0	13,625
17. Gallery Expenses	0	0	0	1,000
18. Kahilu.TV platform expense (Vimeo)	0	0	36,000	0
19. Janitorial	0	0	0	18,000
20. Facilities Maintenance and Repairs	0	0	0	17,000
TOTAL OTHER CURRENT EXPENSES	0	0	36,000	668,198
C. EQUIPMENT PURCHASES	74,140	0	64,000	0
D. MOTOR VEHICLE PURCHASES	0	0	0	0
E. CAPITAL	0	0	0	0
TOTAL (A+B+C+D+E)	450,935	0	100,000	689,593
SOURCES OF FUNDING		Budget Prepared By: <div style="display: flex; justify-content: space-between;"> <div> (a) Total State Funds Requested (b) Total Federal Funds Requested (c) Total County Funds Requested (d) Total Private/Other Funds Requested </div> <div> 436,414 0 100,000 685,198 </div> <div> Michelle Romo <small>Name (Please type or print)</small> <small>Signature of Authorized Official</small> Jody Brotman, Interim Executive Director <small>Name and Title (Please type or print)</small> </div> <div> 808-885-6868 <small>Phone</small> 1/16/2025 <small>Date</small> </div> </div>		
TOTAL BUDGET	1,221,612			

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2025 to June 30, 2026

Applicant: Kahilu Theatre Foundation (Kahilu)

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Managing Director	1	\$90,000.00	100.00%	\$ 90,000.00
Director of Operations	1	\$70,000.00	100.00%	\$ 70,000.00
Gallery Director	0.5	\$36,000.00	75.00%	\$ 27,000.00
Guest Experience Director	1	\$63,000.00	100.00%	\$ 63,000.00
Guest Experience Assistant	0.25	\$11,960.00	100.00%	\$ 11,960.00
Video Producer	0.5	\$37,440.00	100.00%	\$ 37,440.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				299,400.00
JUSTIFICATION/COMMENTS: These staff positions work directly with the Kahilu main stage and emerging artists performances, Kahilu.TV, community use of Kahilu facilities, and the Kahilu Gallery programs.				

Applicant: Kahilu Theatre Foundation

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Lighting Board: ETC Element 2 with 1024 Channels	1	\$7,800.00	\$ 7,800.00	
ETC Source 4WRD: LED lamps to replace existing conventional lamps	20	\$700.00	\$ 14,000.00	
Elation Fuze Z350: moving color wash light fixture (currently renting fixtures)	6	\$2,400.00	\$ 14,400.00	
LED wash fixtures: SIXPAR 300IP	8	\$700.00	\$ 5,600.00	
ETC Source4 LED Lustr+, Ellipsoidal Light Fixture	12	\$2,695.00	\$ 32,340.00	
TOTAL:	47		\$ 74,140.00	

JUSTIFICATION/COMMENTS: New lighting board needed to replace outdated board that frequently crashes requiring Kahilu to rent a light board on short notice.

Remaining items are main stage theatre light fixtures to replace conventional light fixtures to enable us to use efficient LED bulbs, reduce electricity usage and our carbon footprint. These light fixtures are for show production, not for house lights

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

JUSTIFICATION/COMMENTS:

Applicant: Kahilu Theatre Foundation_____

N/A

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						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS: N/A						

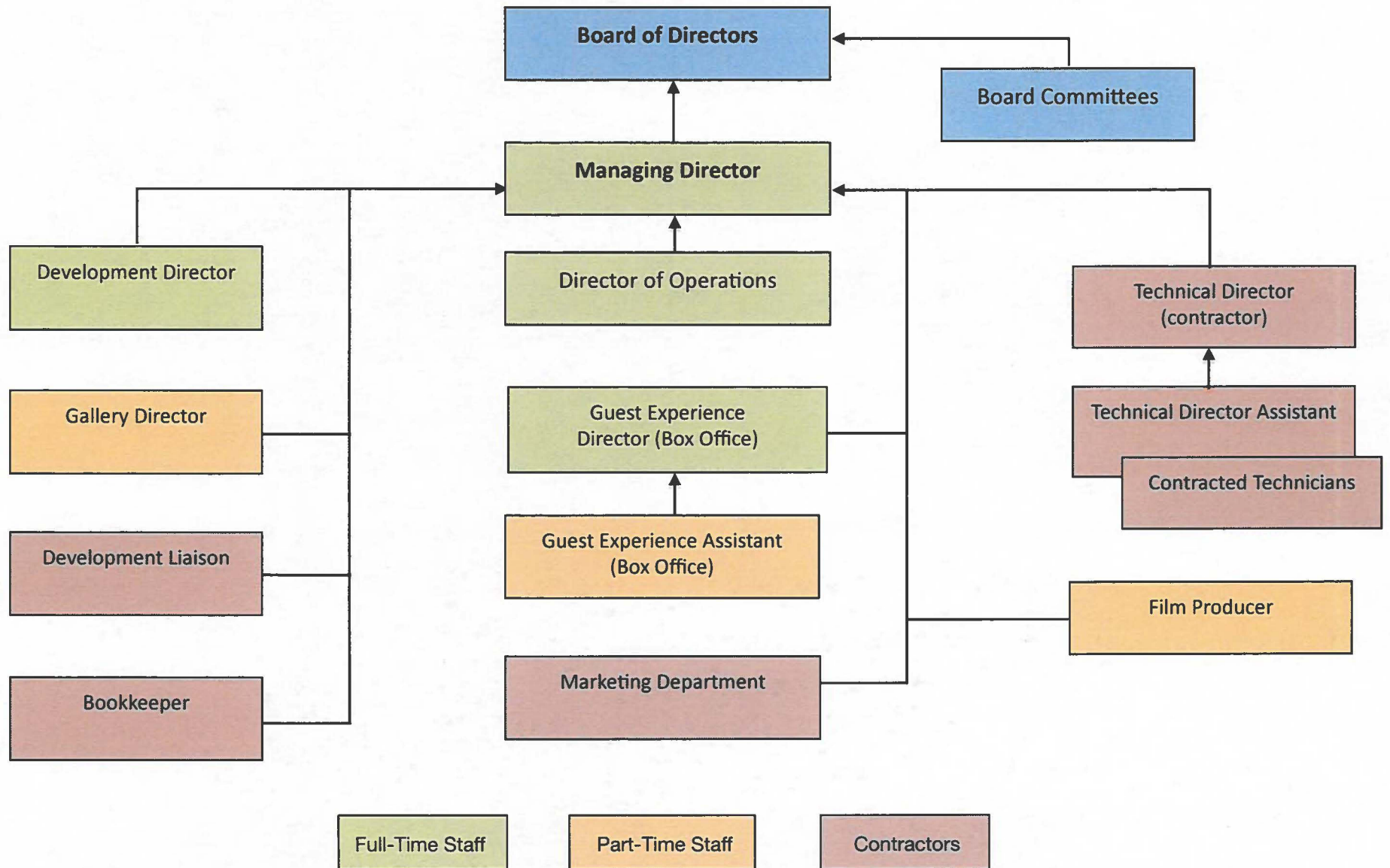
GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Kahilu Theatre Foundation _____

Contracts Total: 510,543

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	Shuttered Venue Opreators Grant	8/1/21-12/31/21	SBA Office of Disaster Assistance	U.S.	251,533
2	Payroll Protection Program (PPP) Loan Forgiveness #1 OMB control Number 3245-0407; FHB Loan Number: 4074776072-00000000018	2021	SBA Office of Disaster Assistance	U.S.	95,300
3	Payroll Protection Program (PPP) Loan Forgiveness #2	2021	SBA Office of Disaster Assistance	U.S.	83,710
4	FY22-0084 Biennium Gran FY2022, Kahilu Theatre 2021-2022 Season	7/1/21-2/28/22	State Foundation for Culture and the Arts	State	15,000
5	FY22-0010 American Rescue Plan (ARP) Recovery Grant FY2022	4/1/22-5/31/22	State Foundation for Culture and the Arts	State	15,000
6	FY 23-24 Hawai'i County Waiwai grant: Kahilu Performing Arts, Education and Exhibits	7/1/23-6/30/24	County of Hawai'i	Hawai'i County	50,000
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					

Kahilu Theatre Organizational Chart January 2025



Applicant Kahilu Theatre Foundation

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](#)) *N/A*
 - e) Government contracts, grants, and grants in aid ([Link](#))
- ☒ 7) Experience and Capability
- ☒ 8) Personnel: Project Organization and Staffing

Jody Brotman Jody Brotman 1/17/2025
AUTHORIZED SIGNATURE PRINT NAME AND TITLE DATE
Interim Executive Director