

## 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

VP of Advancement and Marketing Communications,  
Acting Director of Government Affairs

PRINT NAME AND TITLE

January 22, 2026  
DATE



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:** BISHOP MUSEUM

**DBA/Trade Name:** BISHOP MUSEUM

**Issue Date:** 01/23/2026

**Status:** **Compliant**

Hawaii Tax#: [REDACTED]

New Hawaii Tax#:

FEIN/SSN#: [REDACTED]

UI#: XXXXXX3707

DCCA FILE#: 28121

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

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

The undersigned authorized representative of the applicant certifies the following:

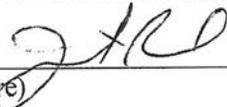
- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawaii Revised Statutes:
  - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant is awarded;
  - b) Complies with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
  - c) Agrees not to use state funds for entertainment or lobbying activities; and
  - d) Allows the state agency to which funds for the grant were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and ensuring the proper expenditure of the grant.
- 2) If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
  - a) Is incorporated under the laws of the State; and
  - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant is awarded shall be conducted or provided; and
- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
  - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
  - b) Has a governing board whose members have no material conflict of interest and serve without compensation.
- 4) The use of grant-in-aid funding complies with all provisions of the Constitution of the State of Hawaii (for example, pursuant to Article X, section 1, of the Constitution, the State cannot provide "... public funds ... for the support or benefit of any sectarian or nonsectarian private educational institution...").

Pursuant to Section 42F-103, Hawaii Revised Statutes, for grants used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant was awarded and disposes of the land in fee simple or by lease, the organization shall negotiate with the expending agency for a lump sum or installment repayment to the State of the amount of the grant used for the acquisition of the land.

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

Bishop Museum

(Typed Name of Individual or Organization)



(Signature)

January 22, 2025

(Date)

Janet Bullard, VP of Advancement and Marketing Communications, Acting Director of Government Affairs

(Typed Name)

(Title)

## **Verification that Grant Shall be Used for a Public Purpose**

**(1) The name of the requesting organization or individual:** Bishop Museum

**(2) The public purpose for the grant:** To commence critical conditions and needs assessment phase for Bishop Hall which has significant cultural and historic importance to the history of the State of Hawai'i, Native Hawaiians, and the people of Hawai'i.

Our long-term goal is to open these doors wider than ever before, creating a multipurpose public space that serves as:

- **A Center for Learning:** Where students, keiki, lifelong learners, cultural practitioners, visitors, etc., connect with Hawai'i's heritage through immersive programming.
- **A Gateway for Discovery: A public reading room providing open access to our world-class library and archives for the public and the scholarly alike.**
- **A Community Gathering Place:** A shared space for research, cultural practice, public programming.
- **A State-of-the-Art Repository:** Providing essential climate-controlled storage for our ethnography and natural sciences collections, alongside modernized staff workspaces.

**3) The services to be supported by the grant:**

- Preservation and planning assessments
- Structural and capital repair services
- Professional and community consultations.

**(4) The target group:** Hawai'i State citizens and visitors to Hawai'i

**(5) The cost of the grant and the budget. [L 1997, c 190, pt of §3; am L 2014, c 96, §6]:** As described in Budget Section narrative.

## 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, 2025.

#### **2. Declaration Statement**

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

#### **3. Public Purpose**

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

### **II. Background and Summary**

This section shall clearly and concisely summarize and highlight the contents of the request in such a way as to provide the State Legislature with a broad understanding of the request. Please include the following:

- A brief description of the applicant's background;

**The Bernice Pauahi Bishop Museum is the premier institution for preserving, interpreting, and sharing the natural and cultural history of Hawai'i and the Pacific. As a trusted steward of the region's heritage, the Museum manages a campus of architecturally and historically significant structures. Among these is Bishop Hall, the first building constructed on the campus in 1887. Originally serving as the Kamehameha Boys' School, it is the only remaining structure from the institution's original Kaiwi'ula campus. Financed by Charles Reed Bishop celebrated at its 1891 opening by dignitaries including Queen Lili'uokalani, the Hall remains an irreplaceable symbol of shared history and legacy.**

- The goals and objectives related to the request;

The primary objective of this request is to execute a comprehensive renovation of Bishop Hall to return this National Register of Historic Places (1982) site to public use. Key goals include:

- **Preserve and Protect**: Safeguarding the architectural character and historical integrity of the Richardsonian Romanesque structure, including its signature hand-carved native lava “Kamehameha blue stone” exterior.
  - **Modernize Infrastructure**: Upgrading building systems to meet contemporary standards for climate control, lighting, safety, and security to protect collections.
  - **Improve Accessibility**: Ensuring full ADA compliance to create inclusive and welcoming spaces.
  - **Enhance Visitor Experience**: Reconfiguring the 22-foot-high assembly room and surrounding classrooms into flexible spaces for engaging exhibitions and meaningful education.
  - **Promote Sustainability**: Integrating energy-efficient systems tailored to Hawai‘i’s climate.
- The public purpose and need to be served;

Currently, Bishop Hall is "unsafe and unusable" due to aging infrastructure, structural deterioration, and the presence of hazardous materials. This project serves the public purpose of restoring a major historic landmark that has been mostly unoccupied for years. By addressing these critical failures, the Museum will reclaim "one of the grandest specimens of architecture in Honolulu, transforming it from a liability into a vibrant resource for education, collections care, and community engagement. This renovation is essential to safeguard the building’s structural resilience and fulfill the Museum’s mission of cultural stewardship.

Describe the target population to be served; and

The project serves a broad and diverse audience, including:

- Local residents and families seeking connection to Hawai‘i’s history.
  - K-12 students and educators utilizing the Hall for specialized programming and "'ike Hawai‘i" (Hawaiian knowledge).
  - Cultural practitioners and researchers.
  - Global visitors interested in the architectural and cultural history of the Pacific.
- Describe the geographic coverage.

The primary geographic coverage is the Island of O‘ahu, specifically the Kalihi/Kaiwi‘ula area of Honolulu. However, as the State Museum of Natural and Cultural History, the impact of the educational and preservation work conducted

within Bishop Hall extends to the entire State of Hawai'i and the broader Pacific region.

### **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 project's primary objective is to execute the critical conditions and needs assessment phase (Phase 1) of the Bishop Hall renovation. This phase is foundational to preserving the 1887 Richardsonian Romanesque structure and transforming it into a vibrant community hub.**

#### **Key Tasks and Responsibilities:**

- **Site Preparation:** Remove all items currently stored in the building to allow for a full assessment.
  - **Structural Evaluation:** Conduct thorough examinations of the first-floor structure and second-level joists through destructive testing (e.g., removing flooring strips) to assess termite damage and structural integrity.
  - **Building Envelope Assessment:** Test the copper roofing thickness to determine if replacement is required and repair all windows and doors to weather-proof the interior.
  - **Utilization Planning:** Facilitate discussions with Museum user groups to evaluate accessibility, space utilization, and exiting requirements for future educational and community use.
  - **Exterior Protection:** Assess and perform necessary work on drains, gutters, and the building exterior to protect the interior from environmental elements.
2. Provide a projected annual timeline for accomplishing the results or outcomes of the service;

**The full renovation is a multi-year endeavor, with the initial assessment and planning activities prioritized as follows:**

- **Year 1 (Planning & Assessment):** Focus on Phase 1 tasks, including site clearing, structural testing, roof and envelope evaluation, and stakeholder consultations to finalize the building's future use plan.
  - **Years 2–5 (Restoration & Implementation):** Subsequent years will move into formal design (Phase 2), infrastructure installation (Phases 3 & 4), and final interior finishing and accessibility upgrades (Phase 5).
3. Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and

The Museum will monitor and evaluate the project through a structured, multi-phase review process:

- **Professional Oversight:** While engineering consultants are not required for the initial assessment, an AE (Architectural and Engineering) team—including structural, electrical, and fire protection experts—will be retained in Phase 2 to ensure all work meets contemporary museum and safety standards.
  - **Stakeholder Consultation:** Ongoing collaboration with cultural practitioners, educators, and community stakeholders will ensure the project reflects *'ike Hawai'i* and remains culturally grounded.
  - **Systems Commissioning:** Final evaluation includes the formal commissioning of all electrical and mechanical systems to ensure they meet environmental control and sustainability goals.
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.

To provide the State with objective standards for assessment, the following measures will be reported:

- **Completion of Structural Integrity Report:** Documenting the findings of the Phase 1 examinations of the foundation, joists, and roof.
- **Finalized Space Utilization Plan:** A completed plan for the multipurpose public space, inclusive of educational programming, research, and library needs, based on stakeholder input.
- **Weather-Tight Milestone:** Successful repair of all exterior doors, windows, and drainage systems to ensure a leak-free environment.
- **ADA & Safety Compliance Progress:** Documentation of identified pathways for achieving full ADA accessibility and fire safety in future phases.

## **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](#))

The total project budget and specific cost allocations will be determined through the comprehensive structural, environmental, and engineering assessments conducted during the initial planning and design phase. Final figures will be informed by the technical findings of the architectural and engineering (AE) team, including structural, mechanical, and fire protection experts, to ensure all modernization efforts meet contemporary museum standards and safety requirements.

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2027.

QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4	TOTAL GRANT
\$250,000	\$250,000	\$250,000	\$250,000	\$1,000,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2027.
  - State
  - Federal
  - City and County
  - Private foundations grants
  - Major philanthropic contributions
  - Capital campaign fund drive
  - Institutional investment
  
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.
  - No federal and state tax credits.
  
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 2027 for program funding.
  - See Addendum 1 of list of federal, state, and county government contracts, grants and grant in aid within the prior three years.
  
6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2025.
  - Balance of unrestricted current assets as of December 31, 2025:  
\$21,515,754.00

**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.

**Bishop Museum is the primary institution for preserving and sharing the natural and cultural history of Hawai'i and the Pacific, it has a long-standing history of stewardship. The museum has successfully restored historic structures and manages the historic structures and is currently responsible for the care of irreplaceable cultural collections. The proposal emphasizes their role as a "trusted and relevant space" for generations. The Museum has raised capital funds for new buildings such as the Castle Memorial Building, Richard T. Mamiya Science Adventure Center, and most recently major renovations such as the addition of a commercial kitchen and renovation of a new café, Tūtū's Place by Highway Inn.**

**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.

- **Other Bishop Museum facilities which demonstrate its adequacy in relation to the request are other historic and modern structures which serve the general public, staff and house the ethnography and natural sciences collections. These facilities are for public exhibitions, classes, programs, meetings, and research. These facilities have been renovated or newly built over the years and are well-maintained and utilized to accomplish all of our public outreach goals.**

**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 will involve an AE (Architectural & Engineering) team for consulting and assessment and professional contractors for structural repairs, fire suppression, and mechanical systems.

## 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.

### Bishop Museum organization chart, position of each staff and line of responsibility/supervision:

- President & CEO
  - Chief Operating Officer
    - Executive Team
      - Directors, Curators, Collection Managers
        - Consultants and Contractors

## 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.

- President & CEO—\$250,000.00 - \$300,000.00
- Chief Operating Officer—\$132,250.00 - \$177,675.00
- Vice President of Advancement and Marketing Communications Acting Director of Government Relations—\$115,000 - \$154,500

## 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.

- No pending litigation.

### 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.

- Bishop Hall is listed on the National Register of Historic Places (1982). The Museum overall is a premier scientific and cultural institution in the Pacific.

- **Bishop Museum was awarded a reaccreditation by American Alliance of Museums (AAM). AAM's accreditation is for ten years, 2019 to 2029. AAM is the only organization representing the entire scope of the museum community**

### **3. Private Educational Institutions**

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

- **The Grant will not be used to support or benefit a sectarian or non-sectarian private educational institution.**

### **4. Future Sustainability Plan**

The applicant shall provide a plan for sustaining after fiscal year 2027 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2027, but
- (b) Not received by the applicant thereafter.
- **Bishop Museum is considering a capital campaign to cover the full long-term cost of the five-year restoration. If GIA funding is received for FY 2027, the Museum will use it for the initial design and construction phases while securing institutional investment and philanthropic partnerships for subsequent years.**

**ADDENDUM 1: 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 2027 for program funding.**

Government	FY	Granting Agency	Grant Name	Amount Awarded	Start of Grant Period	End of Grant Period
City	FY 2026	City and County of Honolulu	City and County of Honolulu - Grants in Aid (GIA) FY 2026	\$62,384.00	11/1/2025	10/31/2026
City	FY 2027	None pending				
Federal	FY 2023	National Park Service (NPS)	National Park Service (NPS) - Save America's Treasures (SAT) - Heibanium Digitization	\$500,000.00	4/1/2023	9/30/2026
Federal	FY 2023	National Science Foundation (NSF)	National Science Foundation (NSF) - Partnership to Advance Conservation	\$220,703.00	5/1/2023	4/30/2026
Federal	FY 2023	National Science Foundation (NSF)	National Science Foundation (NSF), University of Hawaii, Subaward	\$23,971.00	5/15/2023	4/30/2026
Federal	FY 2023	Institute of Museum and Library Services (IMLS)	Institute of Museum and Library Services (IMLS) Native American/Native Hawaiian (NANH) Library Services - Native American Library Services Grant 2022 - Judd Fa	\$150,000.00	9/1/2022	8/31/2026
Federal	FY 2023	National Endowment for the Humanities (NEH)	National Endowment for the Humanities (NEH) - Infrastructure Capacity Building Challenge Grant	\$470,175.00	9/1/2022	8/13/2026
Federal	FY 2024	National Endowment for the Arts (NEA)	National Endowment for the Arts (NEA) - Grants for Arts Projects, Museums FY24	\$40,000.00	1/1/2024	5/31/2025
Federal	FY 2024	National Park Service (NPS)	National Park Service (NPS) - Save America's Treasures (SAT) - Ichthyology	\$250,000.00	1/1/2024	9/30/2027
Federal	FY 2024	National Science Foundation (NSF)	National Science Foundation (NSF) - Biology Research Experiences for Teachers and Students (BIOPRETS)	\$589,628.00	3/1/2024	2/28/2027
Federal	FY 2024	Hawai'i Tourism Authority (HTA)	Hawai'i Tourism Authority (HTA) - Kukulu Ola 2023	\$60,000.00	7/1/2023	6/30/2024
Federal	FY 2024	Institute of Museum and Library Services (IMLS)	Institute of Museum and Library Services (IMLS) Native American/Native Hawaiian (NANH) Museum Services 2022 - Growing Capacity	\$95,382.00	7/1/2023	12/31/2025
Federal	FY 2024	Institute of Museum and Library Services (IMLS)	Institute of Museum and Library Services (IMLS) Museums for America FY 2023 - Ka Ula Wena	\$250,000.00	9/1/2023	5/31/2026
Federal	FY 2024	National Science Foundation (NSF)	National Science Foundation (NSF) - Infrastructure Capacity for Biological Research	\$260,190.00	9/1/2023	8/31/2026
Federal	FY 2024	National Fish and Wildlife Foundation (NFWF)	National Fish and Wildlife Foundation (NFWF) University of Hawaii Subaward	\$16,994.00	1/1/2025	12/31/2025
Federal	FY 2025	National Fish and Wildlife Foundation (NFWF)	National Endowment for the Humanities (NEH) - Preservation Assistance Grants for Smaller Institutions 2024	\$10,000.00	10/1/2024	9/30/2025
Federal	FY 2025	U.S. Fish and Wildlife Service (USFWS)	U.S. Fish and Wildlife Service (USFWS) - Fish and Wildlife Act	\$4,597.80	7/1/2024	6/30/2029
Federal	FY 2025	U.S. Office of Elementary and Secondary Education	U.S. Department of Education (DOE) - FY 2024 K12 Congressionally Funded Community Projects	\$500,000.00	9/1/2024	8/31/2026
Federal	FY 2025	U.S. Department of Agriculture (USDA)	U.S. Department of Agriculture (USDA) Natural Resources Conservation Service (NRCS)	\$697,754.00	9/1/2024	9/1/2027
Federal	FY 2025	U.S. Department of Defense (DOD)	U.S. Department of Defense (DOD) Readiness and Environmental Protection Integration (REPI) Challenge grant 2024	\$400,000.00	9/30/2024	9/30/2026
Federal	FY26-27	None pending				
State	FY 2023	Hawai'i Department of Land and Natural Resources (DLNR)	Hawai'i Department of Land and Natural Resources (DLNR) Special Ecological Projects Program (SEPP) USFWS Federal Subaward	\$237,390.00	10/1/2022	1/1/2026
State	FY 2023	Hawai'i Tourism Authority (HTA)	Celebrating Visitors Bureau (Hawai'i) Tourism Authority (HTA) Community Enrichment Program	\$30,000.00	6/14/2023	9/11/2023
State	FY 2024	Hawai'i State Department of Education (DOE)	Hawai'i Department of Education (DOE) - Elementary and Secondary School Emergency Relief (ESSER) Fund	\$743,925.00	5/20/2024	6/30/2025
State	FY 2024	Hawai'i Council for the Humanities (HCH)	Hawai'i Council for the Humanities (HCH) Public Humanities Grant 2023	\$10,000.00	8/1/2023	4/30/2024
State	FY 2025	Hawai'i Department of Land and Natural Resources (DLNR)	Hawai'i Department of Land and Natural Resources (DLNR) Maui award	\$85,192.00	8/6/2024	9/5/2026
State	FY26-27	None pending				