



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: HAWAII PERFORMING ARTS COMPANY, LTD.

DBA/Trade Name: Manoa Valley Theatre

Issue Date: 01/22/2026

Status: **Compliant**

Hawaii Tax#: [REDACTED]
New Hawaii Tax#: [REDACTED]
FEIN/SSN#: [REDACTED]
UI#: XXXXXX4068
DCCA FILE#: 18034

Status of Compliance for this Vendor on issue date:

Form	Department(s)	Status
A-6	Hawaii Department of Taxation	Compliant
8821	Internal Revenue Service	Waived
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 REVISIED STATUTES**

The undersigned authorized representative of the applicant certifies the following:

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

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

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

Hawaii Performing Arts Company, Ltd (dba Manoa Valley Theatre)
(Typed Name of Individual or Organization)


(Signature)

1-15-26
(Date)

Kathleen Young
(Typed Name) Executive Director
(Title)

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.

Certificate of Vendor Compliance attached.

2. Declaration Statement

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

Declaration Statement 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.**

Hawai'i Performing Arts Company Ltd (dba: Manoa Valley Theatre) confirms that the requested grant will be used for a public purpose pursuant to Section 42F-102, Hawai'i 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;

For more than 56 years, Manoa Valley Theatre has evolved as one of Hawai'i's most important performing arts organizations. The theatre serves Hawai'i's audience with high-quality entertainment, hands-on training, and experiential opportunities in multi-disciplinary theatre arts.

Manoa Valley Theatre annually produces 7 musicals and plays during its Mainstage Seasons. Each production is scheduled to run a minimum of 9 and maximum of 23 performances, as determined by box office demand. The selected musicals and plays

include hits and award winners from recent Broadway and Off-Broadway seasons, most of which are presented by MVT in their Hawai'i debuts, as well as Hawai'i favorites.

With an average of 7 productions per year for over 56 years, MVT has presented an estimated 392 live theatre productions over the course of its lifespan.

In all of the work that we do, Manoa Valley Theatre has consistently strived to:

- 1) Provide live, high-quality theatrical entertainment
- 2) Develop Hawai'i's theatre artists through classroom and hands-on opportunities
- 3) Present provocative and educational experiences via unique play selection and production methodologies
- 4) Improve program quality and professionalism
- 5) Increase social change and meaningful relevance for audience members

Manoa Valley Theatre's dynamic programming has earned it a reputation as a place of new discovery and lifelong learning. We serve as a vibrant and innovative community workplace for theatre arts students at the high school and university levels covering all aspects of live stage production.

Recently voted the "best live theatre in Hawai'i" by Broadway World, MVT has maintained a high level of artistic production integrity, bringing in the very best lighting and sound designers in Hawai'i. Not only has Manoa Valley Theatre produced in its facility, but it has also demonstrated its technical expertise by producing annually off-site at larger venues, including producing the award-winning Hawai'i premiere of *Allegiance* at the Hawai'i Theatre.

2. The goals and objectives related to the request;

The primary goal of Manoa Valley Theatre is to increase access to the arts and utilize arts education to foster greater creativity and innovation in Hawai'i.

With this request to upgrade our two communications systems throughout the theatre, we will accomplish the following objectives:

- Purchase and installation of Clear-Com Wireless Intercom system
- Purchase and installation of new Hearing Assist system
- Utilizing the two communications systems above, MVT will:
 - Produce 7 live theatre musicals, comedies, and dramas, reaching a total attendance of 15,000 (11,278 unduplicated) individuals through the Mainstage season
 - Deliver at least 9 Music & Comedy Series performances featured performances, reaching a total attendance of 1,000 unduplicated individuals
 - Facilitate 14 kūpuna nights for partner senior living communities to attend dress rehearsals of each Mainstage play

3. The public purpose and need to be served;

1) Equitable Access to the Arts

MVT is dedicated to breaking down barriers to participation, ensuring theater is accessible to all. To expand reach, MVT provides free tickets to select schools and retirement communities for invited dress rehearsals, offering an inclusive opportunity for students and older adults to experience live theater. In addition, volunteer ushering opportunities allow community members to see shows at no cost, fostering community involvement and engagement. Discounted tickets are available for students, teachers, seniors, and military members. All performances offer a limited inventory of introductory-priced seating allowing individuals and families of all backgrounds to attend. For our Education Program, we offer scholarships and financial aid, ensuring that no student is turned away due to financial limitations.

Hearing accessibility is a significant statewide need. In Hawai'i, approximately 10% of adults are deaf or have serious difficulty hearing, meaning thousands of residents may experience barriers to fully participating in live performances without appropriate accommodations. Hearing loss increases sharply with age - impacting 22% of adults ages 65–74 and 55% of adults ages 75+. This is especially relevant for community-based venues like MVT, that serve many older adults (45.4% of our audience in FY25 was 62+ years old). Investment in assistive listening technology and devices at MVT will directly expand equitable access to the arts, strengthen inclusion, and allow more residents, especially kūpuna, to enjoy performances with dignity and clarity.

2) Amplifying Community Voices

MVT prioritizes the representation and elevation of local stories, artists, and creators, providing a platform for voices that may otherwise go unheard. The Black Voices Matter series, developed in partnership with Volcanic Voices, amplifies the voices of Black artists within the Hawai'i community and headlining national talent.

3) Social and Civic Discussions

Manoa Valley Theatre has branded itself as a community theatre that promotes "Arts with Purpose." The Theatre stands out not only for its artistic excellence, but for the subject matter of the selected plays that convey important social and civic messages. MVT's impact in the community is provoking thoughtful reflection on issues confronting our community, while cultivating artistic talents and providing meaningful entertainment to theatregoers. It has evolved into one of O'ahu's major cultural arts organizations.

4) Cultural Representation

Each production is carefully chosen to represent the rich cultural tapestry of Hawai'i. MVT's season features stories that celebrate and honor the distinct voices within Hawai'i, offering audiences an opportunity to see themselves reflected on stage. Productions like *Da Mayah* and *Once Upon This Island* illuminate the diversity of our community, while the Music and Comedy Series highlights local performers and themes that resonate deeply with Hawai'i's audiences.

5) Out-of-School STEAM Learning

MVT's Education program and partnership with Kaimuki High School are critical to addressing a need for more out-of-school STEAM, art, and culture programming for youth – especially those from low-income families. Researchers have found that sustained learning in music and theatre correlates to greater success in math and reading, and that students from lower socioeconomic backgrounds see the greatest benefits (Americans for the Arts, 2014). Learning in and through the arts can help level the playing field for youngsters from disadvantaged circumstances. Students who have had significant arts education have higher grade point averages and test scores and lower dropout rates, among other signs of school success (Civil Beat, July 2013).

6) Supporting Early-Career Musicians

Manoa Valley Theatre and our *On the Rise* partner, the Henry Kapon Foundation, are dedicated to advancing Hawai'i's entertainment industry through meaningful work opportunities, education and resources, inspiring community partnerships, and further supporting Hawai'i's music and creative industries. Unique performance events at MVT give *On the Rise* musicians more opportunities, professional experience, and coveted publicity with significant publications and digital media channels.

4. Describe the target population to be served;

The target population—including low- to moderate-income residents, kūpuna, and emerging artists—will benefit directly through accessible arts experiences, enhanced community bonds, and new professional opportunities. For many, this series may be their first live concert experience, deepening their appreciation for local arts and enhancing their cultural connection. Emerging artists gain valuable exposure, mentorship, and income opportunities, strengthening the local arts economy and inspiring future generations.

DIVERSITY OF AUDIENCES

MVT's constituents represent a broad range of ethnically and economically diverse community members:

- MVT programming serves O'ahu residents (89%), ages 5 to 95, as well as neighbor island residents (1%) and visitors to O'ahu (10%).
- Special groups of at-risk or underserved students, senior citizens, and individuals receiving social assistance are provided with free admission to selected performances to ensure equitable access to programs for a broader range of patrons.
- Included in the population to be served are over 260 local artists, designers, musicians, and volunteers (ages 8-80) – that participate with MVT during the performance season.

- The ages ranges of audience members we expect to serve are:
 - Generation Z (Born after 1997): 5.1%
 - Generation Y (Born 1981-1997): 16.7%
 - Generation X (Born 1965-1980): 34.0%
 - Baby Boomers (Born 1946-1964): 38.8%
 - Silent (Born 1928-1945): 4.8%
 - Greatest Generation (Born prior to 1928): 0.6%

This distribution underscores the importance of cultivating future generations of theatergoers and arts supporters to ensure long-term audience sustainability. With only 5.1% of patrons under the age of 25 and 45.4% over the age of 62, MVT sees an urgent need to increase engagement among younger audiences, building a foundation for the future of the arts in Hawai'i.

- The final production of the Mainstage Season will be produced in partnership with Kaimuki High School Performing Arts Center, benefiting 160 students. This program is a critical resource for Kaimuki High School where a high percentage of students (60% are eligible for free or reduced cost lunch) face socioeconomic barriers to participate in extra-curricular arts and culture programs.
- MVT's theatre is ADA-accessible and offers seating for patrons that require mobility assistance, service dogs, or those that are visually impaired.
- For all performances, MVT offers assisted listening devices for hearing-impaired attendees. For every 1,000 theatre attendees, we expect approximately 130 people with some hearing difficulty and 16 people with significant hearing difficulty or deafness.
- Ethnically, MVT's patron base is more diverse than the national average for arts organizations, with 51.6% identifying as BIPOC/AAPI. Specifically, 41.4% of patrons identify as Asian, 7.8% as Hispanic, and 2.4% as Black, compared to a national arts sector average of 11.2% BIPOC/AAPI participation. This data validates MVT's focus on presenting stories that authentically represent the cultural and social experiences of Hawai'i's communities, ensuring that the arts are accessible, relatable, and impactful for all.

5. Describe the geographic coverage.

Manoa Valley Theatre programming predominantly serves O'ahu residents (89%), with additional outreach to neighbor island residents (1%) and visitors to O'ahu (10%).

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;

Manoa Valley Theatre’s programming is designed to uphold the values of equitable access to the arts, cultural representation, and the amplification of diverse voices that reflect Hawaii’s unique tapestry. Each program—from the seven-play mainstage season to the Music and Comedy Series and the Education Program—is infused with these values, fostering a space where the arts are accessible, culturally resonant, and deeply connected to our local community.

SCOPE OF WORK

Two equipment upgrades will build out the capacity for Manoa Valley Theatre to effectively deliver impact in the community:

1) OBJECTIVE: Accessibility for Patrons with Hearing Loss: Hearing Assist Devices

Replacing outdated ambient-sound hearing assist devices with a fully integrated assisted listening system restores functional accessibility at Mānoa Valley Theatre. The upgrade doubles assisted listening capacity, reduces background noise by 20 dB, ensures compatibility with hearing aids and cochlear implants, and delivers consistent, high-quality audio directly from the sound system—resulting in a more inclusive, equitable, and engaging experience for patrons with hearing loss.

- **TASK: Replace Hearing Assist Devices to be compatible with MVT sound system**
 - Currently have 6 Eversound R120 – these are out-of-date, acquired in 2007, and not working properly. They are designed to amplify ambient sound and do not work with a theatre sound system.

2) OBJECTIVE: Operational Reliability: Production Communications Systems

Upgrading to the Clear-Com FreeSpeak II digital wireless intercom system will modernize Mānoa Valley Theatre’s core production infrastructure, increasing communication capacity by over 40%, significantly reducing technical failures, improving safety, and supporting higher-quality, more complex productions. This investment strengthens operational reliability while enhancing the experience for artists, staff, volunteers, and audiences alike.

- **TASK: Upgrade Clear-Com System for reliable communications between crew members**
 - Currently have 4 clear-com wired PD80's - this model was introduced in 1991 and was part of the theater's original construction in 1994
 - Currently have 3 wireless DX200 which was released in 2004 - the battery packs for this model are having a difficult time holding charge and are becoming increasingly unreliable for use in production. Acquired by the theatre in 2005.

RESPONSIBILITY

To implement the grant funded project, MVT's Technical Director, Willie Sabel, will purchase and install the two pieces of equipment within the facility systems.

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

Purchase and Shipping of New Equipment (July 2026)

- Planning, purchasing, preparing, shipping

Installation of New Equipment (Aug 2026)

- Installation of new Hearing Assist system
- Installation of new Wireless Communications Intercom system

Season Launch (Sept 1, 2026)

- Official start of MVT 2026-2027 Season.

Mainstage Productions (Sept 2026 - June 2027)

- Staggered throughout the season, each production scheduled for a minimum of 14 performances and a maximum of 29 performances, depending on box office demand; Community engagement activities will be integrated into each production

Music and Comedy Series (Oct 2026 - June 2027)

- Monthly performances, with at least 6 presentations scheduled on nights when the facility is otherwise dark

On the Rise Concerts/Music Makers (Sept 2026 - June 2027)

- 6 concerts featuring 10 emerging performing artists, one during each mainstage production at the MVT location

Education Program (Sept 2026 - June 2027)

- Ongoing classes in Theatre Arts, with quarterly sessions offered

Season Review (June 30, 2027)

- Evaluation and feedback collection to assess season's impact, followed by planning for the next season

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

Manoa Valley Theatre employs a comprehensive evaluation strategy to assess the success of its programs and identify areas for improvement. This strategy incorporates

both qualitative and quantitative measurements, allowing MVT to gain a well-rounded understanding of its impact on audiences and the broader community.

MEASURING RESULTS OF THE CLEAR-COM SYSTEM UPGRADE

- **Goal: Increased Communication Capacity**
 - Before: Maximum of 7 total users (4 wired + 3 wireless), often limited further by battery failures
 - After: Up to 10 simultaneous wireless users, with the ability to expand to 12+ channels/groups
 - Measured Outcome:
 - 43% increase in active communication capacity during performances and rehearsals
 - All key departments (stage management, lighting, sound, projections, backstage, and front of house (FOH)) connected in real time

- **Goal: Reduced Technical Failures During Performances**
 - Before: Frequent battery failures and signal dropouts from 20–35-year-old equipment
 - After: Modern lithium-ion battery system with dedicated charging stations and digital wireless reliability
 - Measured Outcome:
 - Near elimination of communication-related show interruptions
 - Reduction in emergency workarounds (runners, hand signals, walkie-talkies) by 90–100%

- **Goal: Improved Production Efficiency**
 - Before: Delays caused by missed cues, unclear calls, or incomplete communication between booth, backstage, and front of house
 - After: Clear, noise-free, real-time communication across all production zones
 - Measured Outcome:
 - Shorter technical rehearsals (estimated 10–20% time savings)
 - Fewer missed or late cues, measurable through stage manager reports and post-show evaluations

- **Goal: Enhanced Front-of-House Coordination**
 - Before: Limited or inconsistent communication between FOH staff and production team
 - After: Dedicated headsets for FOH leadership integrated directly into the system
 - Measured Outcome:
 - Faster response to audience needs, late seating, emergencies, and accessibility accommodations
 - Improved audience experience, measured through post-show surveys and reduced FOH incident reports

MEASURING RESULTS FOR UPGRADING ASSISTED LISTENING DEVICES

From ambient-sound amplifiers to a sound-system-integrated assisted listening system, the results of upgrading the MVT equipment for hearing-impaired patrons include:

➤ Goal: Restored Functional Assisted Listening

- Before:
 - 6 Eversound R120 devices (acquired 2007)
 - Designed to amplify ambient room sound, not a theatrical sound mix
 - Units are not working properly and provide inconsistent or ineffective support
- After:
 - Listen LS-55 system fully integrated with the theatre's sound system
 - Delivers direct audio feed from microphones and mixing console
- Measured Outcome:
 - 100% restoration of functional assisted listening services
 - Clear, intelligible audio for dialogue, music, and effects—independent of room acoustics

➤ Goal: Increased Assisted Listening Capacity

- Before:
 - 6 devices, many unreliable or unusable
- After:
 - 12 total receivers (4 base + 8 additional)
- Measured Outcome:
 - 100% increase in assisted listening capacity
 - Ability to serve more patrons per performance, including group attendance

➤ Goal: Dramatically Improved Sound Clarity

- Before:
 - Ambient amplification increased background noise, echo, and distortion
- After:
 - Advanced DSP SQ™ noise reduction providing 20 dB less noise
- Measured Outcome:
 - Significantly improved speech intelligibility
 - Reduction in patron complaints related to sound clarity
 - Higher satisfaction reported by assisted listening users in post-show feedback

➤ Goal: Compatibility with Hearing Aids and Cochlear Implants

- Before:
 - No T-coil compatibility
- After:
 - Integrated neck loops/lanyards for T-coil-equipped hearing aids
- Measured Outcome:
 - Expanded access for patrons with hearing aids and cochlear implants
 - Reduced need for FOH troubleshooting or alternative accommodations

- **Goal: Improved Coverage and Reliability**
 - Before:
 - Inconsistent performance depending on seating location, ambient noise
 - After:
 - RF system with up to 1,500 feet of reliable coverage
 - Measured Outcome:
 - 100% coverage throughout the theatre
 - Elimination of signal dropouts and dead zones

- **Goal: Increased ADA Accessibility Compliance**
 - Before:
 - Outdated, non-integrated equipment, no longer meeting best practices
 - After:
 - Industry-standard assisted listening system designed for public venues
 - Measured Outcome:
 - Strengthened compliance with ADA assisted listening requirements
 - Reduced institutional risk and improved accessibility equity

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.

- 1) Installation of Upgrade Clear-Com System for reliable communications between crew members in the booth, backstage, and front of house staff (as evidenced by effective use of system in plays).
- 2) Availability of 12 Hearing Assist Devices at every performance, for usage by hearing impaired guests, free of charge (as evidenced by availability for guest usage).

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

Budgets attached.

- 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
\$25,000	\$22,433	\$0	\$0	\$47,433

- 3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2027.**

Manoa Valley Theatre will utilize a variety of sources of funding for annual operating expenses, including:

- Season Sponsorships: Corporate & Private Donors
- Show Sponsorships: Corporate & Private Donors
- Season Ticket Sales Revenue
- Single Ticket Sales Revenue
- Annual Fund
- Private Foundation Grants
- National Endowment for the Arts
- City and County of Honolulu GIA
- State of Hawaii GIA
- State Foundation on Culture and the Arts

- 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.

- 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.**

Government Contracts, Grants, and/or Grants In Aid attachment.

- 6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2025.**

As of December 31, 2025, Manoa Valley Theatre's unrestricted current assets are \$594,635.

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.

ORGANIZATIONAL KNOWLEDGE

Over more than 55 years, Manoa Valley Theatre has become firmly established within Hawaii's creative community and is woven into the fabric of the islands where arts and culture are intrinsically valued. By consciously engaging artists and organizations of diverse backgrounds, MVT is viewed as an impactful partner for thousands of community members, helping the community flourish by strengthening our economy and workforce development, inspiring and enriching communities, and bringing people together.

STAKEHOLDERS AND RELATIONSHIPS

Manoa Valley Theatre is led by a 26-member Board of Directors. Each member brings a wealth of knowledge and experience in a wide range of fields including theatre production, fundraising, marketing, community outreach, education, legal, finance, and more.

Annually, MVT will provide access to the performing arts for 16,000 attendees which includes 15,000 attendees at musicals, comedies, and dramas and 1,000 attendees at Music & Comedy Series performances presented by MVT.

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.

Manoa Valley Theatre's 180-seat theatre at 2833 East Manoa Road, Honolulu, is ADA-accessible and offers seating for patrons that require mobility assistance, service dogs, and/or those that are visually impaired. Selected performances are interpreted into ASL for hearing-impaired attendees currently. The new Hearing Assist system will add 12 additional devices for our hearing-impaired attendees.

The first six productions of the seven-play season will take place at Manoa Valley Theatre, our home base for vibrant artistic expression. The Music and Comedy Series will also be held at Manoa Valley Theatre, providing an engaging atmosphere for monthly performances that bring the community together.

The final production of the season will be hosted at Kaimuki High School Theatre, in collaboration with the Kaimuki High School Performing Arts Center. This partnership creates meaningful opportunities for Kaimuki High School students and alumni to engage in various aspects of the production process, including performance, design, set construction, and running crew, enriching their educational experience while strengthening community ties through the arts.

Additionally, our Education Program will take place in our new education classroom, offering a dedicated space for classes and workshops that empower the next generation of theater artists.

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, provide administrative direction relative to request.

Executive Director, Kathleen “Kat” Young, has a 30+ year career in performing arts. Since 2011, she has been a leader in Hawai'i's nonprofit sector, at Susan G. Komen Hawai'i and Honolulu Theatre for Youth. At MVT, Kat is responsible for artistic and business management, including play selection, marketing, budgeting, reporting, staffing, fundraising.

Kat is assisted by a full-time professional staff of five employees and one part-time contractor, and utilizes over 260 community volunteers in all areas of its operations:

- Rob Duval, Artistic Director
- Erich Steinwandt-Gudoy, Production Stage Manager, Box Office Manager
- Julianne Castillo, Marketing Associate
- Willie Sabel, Technical Director
- Amber Baker, Costume Supervisor
- Kristin Jackson, Publicist

In addition, MVT engages production personnel independently for each play production, including directors, actors, set designs, choreographers, sound operators, lighting crew, props and running crew for each specific production. This structure provides the largest number of opportunities for theatre arts practitioners and keeps productions "fresh" with new insights and interpretations. These positions are filled through ongoing recruitment.

2. Organization Chart

The applicant shall illustrate the position of each staff and line of responsibility/supervision. If request is part of a large organization, include an organization chart that illustrates the placement of request.

Organization Chart 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.

- Executive Director \$85,000-95,000
- Artistic Director \$70,000-80,000
- Box Office Manager \$50,000-\$60,000

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.

Not applicable.

2. Licensure or Accreditation

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

Not applicable.

3. Private Educational Institutions

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

Not applicable.

4. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 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.

FISCAL RESOURCES

MVT is supported by a diverse mix of earned and contributed income, including ticket sales, individual contributions, tuition fees, sponsorships, and foundation grants.

To sustain and expand the Manoa Valley Theatre offerings beyond the grant period, we will leverage strategic funding, audience development, and partnerships to build long-term stability through these strategies:

FUNDING AND REVENUE DIVERSIFICATION

- **Increased Sponsorships and Donations:** We will actively seek new sponsorships from local businesses and organizations invested in supporting Hawaii's arts and emerging talent. Additionally, we will introduce a "Friends of *On the Rise*" giving program to encourage recurring donations from loyal attendees and supporters.
- **Grant Applications:** MVT will continue applying for relevant arts, cultural, and community development grants to support the series, emphasizing the success and measurable outcomes achieved during the grant period.
- **Ticketing Options:** While maintaining a new "donate-what-you-can" model for some of our offerings, we will explore additional tiered donations and VIP experiences to increase revenue from patrons who wish to further support the series.

STRATEGIC PARTNERSHIPS

- **Strengthening Partnerships:** We will explore collaborations with other arts organizations, cultural groups, and local nonprofits to expand the reach and resources of the programs.
- **Corporate Partnerships:** Building on successful outcomes, we aim to partner with corporate sponsors committed to arts accessibility, creating a sustainable funding pipeline that will support and potentially expand the programs.

FUNDING RESOURCES

We rely on a diverse mix of contributed and earned revenue that will be used to carry out the above plan beyond the applicable grant period. In FY25, single and season ticket sales accounted for 52% of earned and contributed revenue. Our annual fund generated 47% of revenue and the remaining funds came from sponsorships, private foundations, fundraising events, government support, and other event revenue. Rental income brought in the final 1% of revenue.

In FY25, MVT received 439 individual contributions for a total of \$710,916. MVT will continue to secure a diverse mix of earned and contributed income, including tuition fees and ticket sales, individual contributions, and foundation grants to support future programming.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2026 to June 30, 2027

Applicant: Hawaii Performing Arts Co, ltd dba Manoa Valley Theatre

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
A. PERSONNEL COST				
1. Salaries	0	0	0	0
2. Payroll Taxes & Assessments	0	0	0	0
3. Fringe Benefits	0	0	0	0
TOTAL PERSONNEL COST	0	0	0	0
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	0	0	0	0
2. Insurance	0	0	0	0
3. Lease/Rental of Equipment	0	0	0	0
4. Lease/Rental of Space	0	0	0	0
5. Staff Training	0	0	0	0
6. Supplies	0	0	0	0
7. Telecommunication	0	0	0	0
8. Utilities	0	0	0	0
9.				
10.				
11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				
TOTAL OTHER CURRENT EXPENSES	0	0	0	0
C. EQUIPMENT PURCHASES	47,433	0	0	0
D. MOTOR VEHICLE PURCHASES	0	0	0	0
E. CAPITAL	0	0	0	0
TOTAL (A+B+C+D+E)	47,433	0	0	0
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	47,433	Kathleen Young		808-988-6131
(b) Total Federal Funds Requested	0	Name (Please type or print)		Phone
(c) Total County Funds Requested	0			1/21/26
(d) Total Private/Other Funds Requested	0			Signature of Authorized Official
TOTAL BUDGET	47,433	Kathleen Young, Executive Director		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2026 to June 30, 2027

Applicant: Hawaii Performing Arts Company, Ltd (dba: Manoa Valley Theatre)

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Listen Technologies LS-55 Listen iDSP Prime Level III Stationary RF System - 72MHz	1.00	\$2,469.00	\$ 2,469.00	2,469.00
Listen Technologies LR-4200-072 Intelligent DSP RF Receiver - 72MHz	8.00	\$209.00	\$ 1,672.00	1,672.00
Listen Technologies LA-164 Ear Speaker	8.00	\$24.00	\$ 192.00	192.00
Clear-Com FreeSpeak II Digital Wireless Intercom Complete System	1.00	\$27,525.00	\$ 27,525.00	27,525.00
AC60 FreeSpeak II Battery and Beltpack Charger	1.00	\$925.00	\$ 925.00	925.00
FSII-BP19-X4 FreeSpeak II 1.9 GHz Beltpack	5.00	\$2,520.00	\$ 12,600.00	12,600.00
Clear-Com CC-300-X4 Single-ear Headset with 4-pin Female XLR Connector	5.00	\$410.00	\$ 2,050.00	2,050.00
TOTAL:	29.00		\$ 47,433.00	\$ 47,433.00

JUSTIFICATION/COMMENTS:

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
(none)			\$ -	
			\$ -	
TOTAL:				0

JUSTIFICATION/COMMENTS:

Not applicable.

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2026 to June 30, 2027

Applicant: Hawaii Performing Arts Company, Ltd (dba: Manoa Valley Theatre)

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:2024-2025	FY:2025-2026	FY:2026-2027	FY:2026-2027	FY:2027-2028	FY:2028-2029
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:				0		
JUSTIFICATION/COMMENTS: <p style="text-align: center;">Not applicable.</p>						

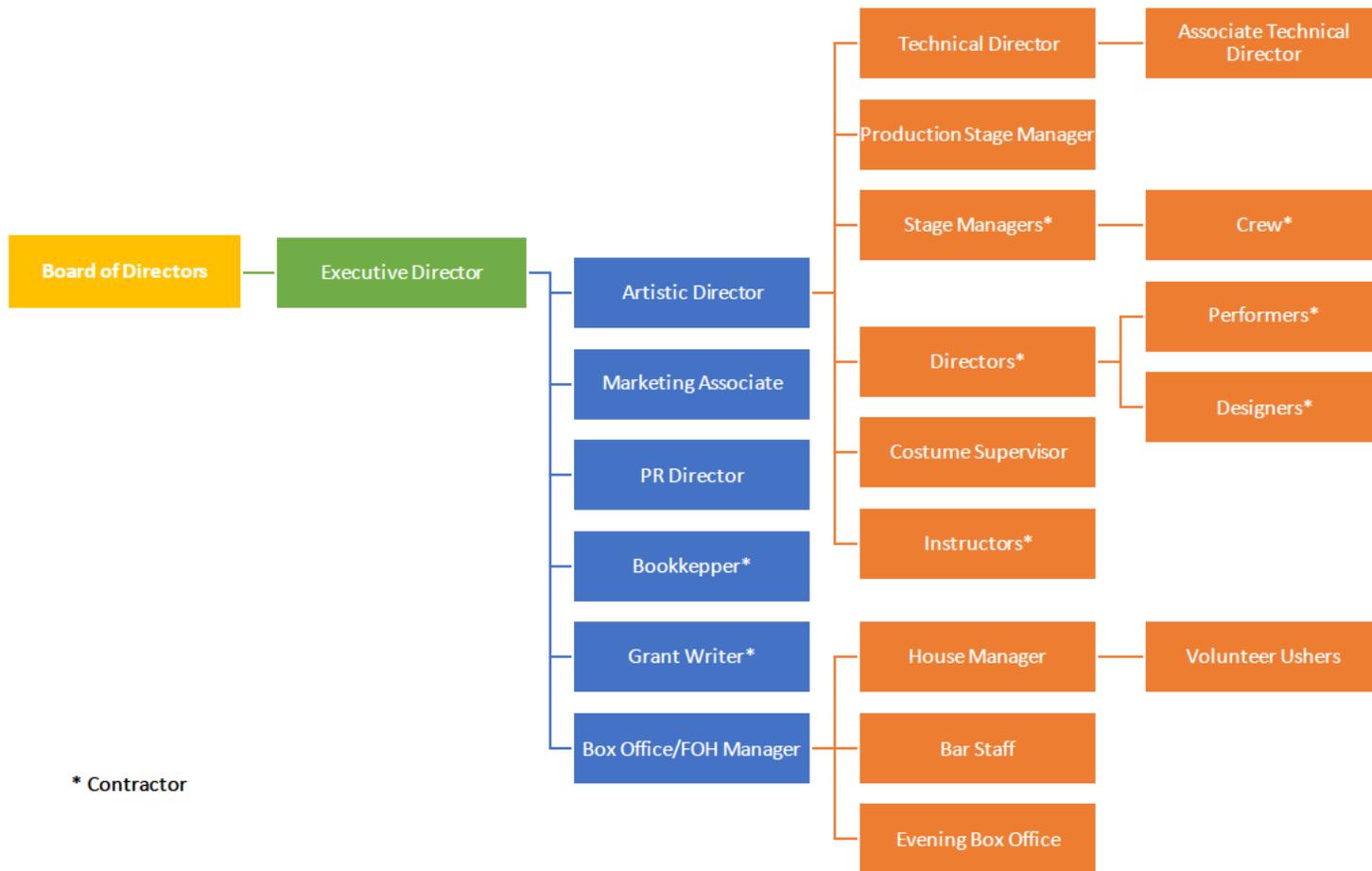
GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Hawaii Performing Arts Co., DBA Manoa Valley Theatre

Contracts Total: 224,234

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	FY 2025 City and County Grants-in-aid	10/2/24-7/31/26	DCS	Honolulu	64,234
2	FY 2023 State GIA	3/1/2023	OCS, DOL	State of Hawaii	100,000
3	FY 2026 Biennium Grants	7/1/25-6/30/26	SFCA	State of Hawaii	15,000
4	FY 2025 Biennium Grants	7/1/24-6/30/25	SFCA	State of Hawaii	15,000
5	FY 2024 Biennium Grants	7/1/23-6/30/24	SFCA	State of Hawaii	15,000
6	FY 2023 Biennium Grants	7/1/22-6/30/23	SFCA	State of Hawaii	15,000
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					
26					
27					
28					
29					
30		10			Application for Grants

Mānoa Valley Theatre Organizational Chart



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

Kathleen Young, Executive Director

PRINT NAME AND TITLE

1-15-26

DATE