





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 KEIKI MUSEUM

**Issue Date:** 01/19/2026

**Status:** **Compliant**

Hawaii Tax#:

New Hawaii Tax#:

FEIN/SSN#:

UI#:

XXXXXX6211

DCCA FILE#:

319082

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 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.

Dana McLaughlin

\_\_\_\_\_  
(Typed Name of Individual or Organization)



\_\_\_\_\_  
(Signature)

1/18/2026

\_\_\_\_\_  
(Date)

Dana McLaughlin

\_\_\_\_\_  
(Typed Name)

\_\_\_\_\_  
(Title)

## I. CERTIFICATION

### **Statement of Public Purpose**

This grant will be used for a public purpose pursuant to Section 42F-102, Hawai'i Revised Statutes:

#### **(1) The name of the requesting organization or individual**

Hawai'i Keiki Museum

#### **(2) The public purpose for the grant**

The Hawai'i Keiki Museum connects local keiki to the Island of Hawai'i through hands-on exploration of island science. The purpose of this funding is organizational capacity building to inspire wonderment, engage curiosity, and expand STEAM learning across ages and across communities.

#### **(3) The services to be supported by the grant**

The Hawai'i Keiki Museum is a science discovery center in West Hawai'i. It is open to the public 7 days a week and receives an average of 1,813 visitors a month, 58% percent of which are locals, and 51% are keiki aged 0-9 years. In order to reach more keiki living in isolated parts of the island, we run programming in Oceanview 4-5 times each year. This grant funding will support even more of this work to re-engage with members in South Kailua-Kona who don't have access to STEAM learning centers. This support includes the following business activities: outreach activities in Kailua-Kona, OceanView, Naalehu, and Hilo, labor to create career-connected, island-centric, educational exhibits, wayfinding signage, operational expenses related to activities in Waikōloa, and updating our teacher guide with new Department of Education DOE aligned programming.

#### **(4) The target group**

Museum exhibits and interactives are aimed at younger keiki, aged 0-9 years old. Programs, workshops and classes are for ages 8-14. Internships are offered to students aged 14-21. Outreach activities are for keiki aged 2—10 and their caregivers, and all awarded grant funds will support these groups.

#### **(5) The cost of the grant and the budget.**

The operational budget to expand existing services, building organizational capacity, includes labor costs that support startup activities, not the ongoing expenses. This amounts to a one-time cost of \$120,000.

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## 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:

#### **1. A brief description of the applicant's background;**

The Hawai'i Keiki Museum is a children's science discovery center that welcomes children of all ages and abilities to have science learning experiences. It is a 501(c)3 non-profit corporation, a grass-roots effort, started by the local community in Kailua-Kona to provide science education and programming covering all disciplines of STEAM (science, technology, engineering, arts and math). There is a common sentiment that its hard to have a STEAM career on the Big Island, which dampens enthusiasm for STEAM learning in West Hawai'i. The Hawai'i Keiki Museum is dedicated inspiring local innovation through hands-on, place-based learning, and brings awareness of opportunities for STEAM careers that exist right here - on island.

The Hawai'i Keiki Museum is a young museum but it has already had a huge impact on the community it serves. HKM opened its first location in Kailua-Kona in fall

2022, and with your support, HKM expanded operations 40 miles away in Waikōloa in 2024. Due to unforeseen lease challenges, the original Kailua-Kona location was forced to close; however, HKM has remained in continuous operation, open every day of the week, and offers, school-out programs, internships, and community outreach activities across Hawai'i Island. In FY 2025, the HKM conducted 65 days of school-out classes including 8 weeks of summer camp, and conducted micro-learning activities at 26 community celebrations across Hawai'i Island.

The Hawai'i Keiki Museum is so much more than a museum. At HKM, children and their caregivers explore, discover, create, play, and learn about island science and the natural world. Every day HKM is promoting science literacy and inspiring innovation on Hawai'i Island, across the Pacific, and around the world.

## **2. The goals and objectives related to the request;**

The goal of this request is for capacity building support to extend HKM's proven model of early STEM exposure, hands-on education, and career-connected learning to additional communities across Hawai'i Island.

Specific objectives include:

- Increasing Island Science Literacy among keiki aged 0-9, and their caregivers
- Connecting underserved families in South Kona to accessible STEAM learning
- Expanding awareness of local STEAM careers available on Hawai'i Island
- Strengthening organizational capacity to reach rural, underserved community members, where they live

Scaling the impact of early STEAM exposure in a sustainable, community-rooted way, ensures that science education becomes a permanent and equitable resource across Hawai'i Island. This investment strengthens not only individual learners, but the long-term educational and workforce ecosystem of our island communities.

## **3. The public purpose and need to be served;**

The HKM is the only children's science museum in the state of Hawai'i open to the public every day of the week. It is located on the West Coast of Hawai'i Island, also known as the Big Island. The Big Island of Hawai'i is rural. It is 4,028 square miles in size (for comparison, the state of Connecticut is 4,842 square miles). The population is 209,790 people (July 2024 Census estimate and UHERO Population dashboard) giving it a population density of 52 people per square mile, which is in the lowest quartile for the country.

Hawai'i Island is not only rural, and geographically large, there is very limited STEAM education infrastructure. While world-class scientific research occurs on island, including astronomy, climate science, oceanography, and earth sciences, many keiki lack access to early, engaging science learning opportunities that connect these fields to real, attainable careers. On this island, science is literally “all around us”. It is critical that we show keiki that rewarding opportunities here on the Big Island not only exist, but they are exciting.

*Community-based museums linked into their distinctive natural environments are among the most community-engaged, wellbeing-oriented catalysts for building social sustainability and resilience. (Brown, 2019)*

Since opening our doors in 2022, we have also become a much needed “safe space” where vulnerable members of the community connect. This includes foster parents meeting their new child, estranged parents meeting their children for the first time after incarceration or detox, and mental health professionals using the museum as a place to observe their young patients playing and socializing with others. Often, museum staff and other bystanders are not aware of these activities taking place. The folks receiving these services come in as paying visitors and they are able to remain anonymous, which means the activities are natural and the interactions are authentic. We've noticed that dads, in particular, find the museum exhibits to be an easy way to engage with, and talk to their kids. Discussing physical phenomena such as “lift” and “airflow” together brings families closer. The museum is a place of exploration, a unique setting where families can share new experiences, and spend time together in a natural, educational way.

*Libraries and museums are critical components of institutional and social networks. In smaller, more remote areas, they are often indispensable resources for local residents. The value these institutions provide flows from the connections they facilitate between individuals, groups, and other organizations. The vast majority of libraries and museums are not large employers and will never provide the muscle to significantly drive local economies, but they are indispensable connective tissue that keeps healthy communities together. (IMLS, 2000)*

HKM serves a clear public purpose by sparking curiosity, inspiring wonder, and building foundational science literacy through hands-on, locally grounded learning experiences. Science becomes more than a school subject, it is a way of understanding the world and solving real problems. Keiki and their caregivers, even rural ones, need a chance to learn about island science and potential opportunities for careers right here - on island.

4. Describe the target population to be served; and

The primary target population includes keiki ages 0–14 living on the South side of Hawai'i Island.

There are an estimated 43,800 children under the age of 18 living on the Big Island, but the actual number is unknown. Hawai'i is an EPSCoR state. All the high schools on Hawai'i Island are Title 1 schools - meaning over 40% of the population is classified as low-income so all students here receive subsidized school meals. It has been estimated that as much as 60% of children are not enrolled in school. HKM is open to the public every day of the week. Museum exhibits and interactives are aimed at younger keiki, aged 0-9 years old. Programs, workshops and classes are for ages 8-14. Internships are offered to students aged 14-21. Outreach activities are for keiki aged 2–10 and their caregivers, and all awarded grant funds will support these groups. This support will help us re-connect with rural families living in south-Kona, particularly Oceanview. With your support, we will be able to bring island science literacy back to some of our most under-resourced community members.

5. **Describe the geographic coverage.**

The Hawai'i Keiki Museum headquarters is a 10,000 square foot educational play space in West Hawai'i. HKM additionally maintains an outreach outpost exhibit at the Hawi Library, and runs quarterly programming in Oceanview. Two years ago, we had a facility in Kailua-Kona, near Target, and in that location, there were hundreds of Oceanview families that were annual pass holders. They would drive from Oceanview to Walmart and stop at the museum for the kids.

This support would help us to re-engage with communities in one of the most isolated centers of the island, south Kailua-Kona including Naalehu. This support helps us to reach some of the islands most vulnerable populations: Micronesians living in Oceanview, keiki in foster care, and the housing insecure. On this Big Island we need to bring STEAM educational experiences, and career-connected learning opportunities to keiki where they live. Together we can give keiki the two things they crave the most: **opportunity** and **choice**.

This operational support will extend services to families from:

- Ka'ū
- Oceanview
- Captain Cook
- Rural South Kailua-Kona districts with limited access to informal education resources

By emboldening our outreach in the South Kailua-Kona area, the Hawai'i Keiki Museum takes another step towards becoming a regional center for local science

learning. Expanding access to STEAM education and reducing transportation barriers for families is the goal. Hawai'i Island's unique geography and cultural richness offer unparalleled opportunities for STEM education. However, very few of the children who are educated on Hawai'i Island choose STEAM-related career pursuits. While the island boasts rich science endeavors and research opportunities, such as the ROV exploring the ocean floor aboard the RV Nautilus, local keiki haven't traditionally been exposed to them. Even entry-level support positions in marine biology, renewable energy, volcanology and astronomy are typically recruited from the mainland, while many high school graduates struggle to find rewarding careers locally. More than half of them resort to moving to the mainland to find steady work and to be able to afford living expenses. From our research, the two main reasons for this disconnect are a lack of exposure to members of the local science industry, and a correlating gap in discipline specific skill sets. This geographic expansion ensures that opportunity and choice are available to keiki regardless of where they live on Hawai'i Island.

### **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;

Expanding the Hawai'i Keiki Museum's capacity for outreach activities has been a multi-year effort. This request supports the next operational phase of that expansion while maintaining core museum operations. HKM will use this funding to carry out the following key tasks:

**Responsibility:** Maintain Core Museum Operations (Waikōloa Site)

Tasks:

- Maintain daily public operations at the Waikōloa location, which serves as HKM's primary service hub
- Retain trained instructors and facilitators across the island
- Provide consistent scheduling for classes and programs across the island
- Continue logistics coordination, insurance coverage, financial management, and grant accountability

**Responsibility:** Establish Sustainable Programming in Kailua-Kona and Oceanview

Tasks:

- Maintain quarterly Keiki Fest micro-learning events in Oceanview

- Manage facility usage at the Oceanview Community Center and explore additional trusted community locations (such as the Amy Greenwell Garden)
- Set up, operate, and break down mobile learning environments for off-site delivery
- Contract with new educators with proven experience working with students in South Kona communities
- Advertise and promote a predictable schedule of school-out programming, including Spring Break, Summer, and Fall Break programs
- Modify existing DOE-aligned programs to resonate with keiki in South Kailua-Kona by developing South Kona-centric, career-connected curriculum
- Integrate workforce development themes and exposure to local STEAM career opportunities
- Subsidize program costs for families in South Kona and Oceanview to reduce participation barriers

**Responsibility:** Expand Community Engagement Activities

Tasks:

- Increase weekend vendor table micro-learning events across the island
- Strengthen community trust and program visibility through recurring, place-based events
- Develop and implement community-specific outreach and advertising campaigns

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

With this funding, execution of the expansion tasks is anticipated to take approximately 8–9 months.

- During the first month of the grant period, HKM will develop the annual schedule of programs and vendor-table micro-learning events, finalize facility usage agreements with the Oceanview Community Center, update DOE-aligned curriculum with South Kona-centric content, audit and launch new advertising and outreach campaigns, and confirm contracts with educators.
- In the Fall 2026, HKM will deliver Fall Break programming simultaneously in South Kona and Waikōloa.
- In Spring 2027, HKM will deliver Spring Break programming simultaneously in South Kona and Waikōloa.
- Plans for Summer programming will be refined based on participation and feedback data (e.g., relative demand for drone classes, 3D printing workshops, coding, and robotics).
- In May 2027, prior to the launch of summer classes, HKM will conduct a fiscal year-end evaluation of outcomes and operational effectiveness and will submit required narrative and metric reports to the expending agency.

- If fall and spring break programming meet participation and quality benchmarks, HKM will proceed with 8-weeks of Summer programming in 2027 in anticipation that funding for the subsequent fiscal year will be confirmed.

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

Quality assurance is embedded in HKM's exhibit development and program design process. Each exhibit, including table exhibits, includes clearly defined learning goals grounded in scientific accuracy, and connection to place. Evaluation is conducted by a cohort of museum professionals, local educators, community members, and student interns gaining career-ready experience. Similarly, programs are developed with target goals that are scientifically educational, connected to local career opportunities, and are grounded in cultural reference to place and gratitude.

HKM will administer periodic exit surveys to keiki and caregivers to assess learning outcomes, satisfaction, and connections made between experiences and local science careers. Evaluation tools will be based on recognized museum education frameworks, including Learning and Recall methodologies (Piscitelli, 2000).

**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.**

HKM will report standardized, objective measures of effectiveness to the expending agency. These measures are designed to assess engagement quality, access, participation, and operational performance. Key Performance Indicators (KPIs) and a summative Data Story will be presented alongside caregiver survey results.

- Engagement is our goal, and the target for exhibits and table activities is an interaction time that lasts an average of 8 minutes. This will be measured by observation using standard industry assessment framework: The Visitor Behavior Schedule (Rennie and McClafferty, 1996).
- Participation and Access count the number of programs delivered in Waikōloa, South Kona, and Oceanview. Attendance will be broken down into child (under 18) or adult caregiver (over 18). This includes workshops, outreach tables, and visitors to the exhibition hall.
- HKM will produce a summative Data Story that integrates metrics, survey findings, geographic distribution of participants, and program format effectiveness to

contextualize outcomes, identify trends, document operational lessons learned, and inform continuous program improvement.

## **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](#))

Our proposed budget to expand services to south Kailua-Kona is \$120,000 including, labor, 1099 contractor temps, facility costs, and supplies & materials.

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
\$72,000	\$48,000	0	0	\$120,000

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

For FY2027 the Hawai'i Keiki Museum is seeking a variety of funding from sources including the National Science Foundation (NSF), the Institute for Museums and Library Services (IMLS), the Atherton Family Foundation, First Hawaiian Bank, Koi Pond Bridges, the Kukio Foundation, the County of Hawai'i, and partners of the Hawai'i Community Fund. However, these funding sources are seeking general operating and program expenses for Waikōloa, not the capacity building needed to service south Kailua-Kona.

In the Budget Request by Source of Funds we included only the activities related to the expansion to serve south Kailua-Kona plus the two federal grant requests to the IMLS for staff training, and program support which includes supplies. We expect to hear back about those two submissions in October of 2026.

The matching funds for this expansion that are shown on the Budget Request by Source of Funds will come from the Waikōloa museum's sales of admission tickets

and annual memberships. Unlike Waikoloa, we do not anticipate that programs in south Kailua-Kona will generate sustaining revenue streams.

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.

The Hawai'i Keiki Museum is a 501(c)3 and is GET exempt. Admission, gift shop sales, outings, activities, and unsolicited donations to the Hawai'i Keiki Museum are qualified and approved as exempt from Hawai'i GET tax.

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.

Federal - NASA TEAMS II award \$50,000 over two years

State - \$179,000 in GIA awarded for FY 2025 to open the Waikōloa location

County of Hawai'i - \$15,847 in FY 2026 to create a Keiki MakerFair program

County of Hawai'i - \$14,000 in FY 2023 to build exhibits and furnishings

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

Assets: \$137,159

## **V. Experience and Capability**

### **1. Necessary Skills and Experience**

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

The Hawai'i Keiki Museum (HKM) has demonstrated strong capacity to design, deliver, and evaluate STEAM education programs, hyper localized to rural community needs and is uniquely positioned to implement the services proposed in this application. Over the past three years, HKM has welcomed over 60,000 visitors to it's main exhibit hall, run two simultaneous branch locations, built and installed 37 exhibits, hosted more than 50 school field trips, conducted nearly 200 days of classes and workshops, and provided more than 600 hours of internship opportunities for local high school students. HKM enjoys strong partnerships with

private, public, and charter schools, numerous local community nonprofits, and local science industries. This allows HKM to offer locally-relevant workforce-aligned programs in the areas of robotics, geology, computer building, and drone operations connecting keiki to real, attainable, on-island career pathways.

HKM intentionally designs and re-designs programming in response to community demand. In 2025, some of its most successful workshops included Rolling Robots, All About Geodes, and Build-Your-Own Computer, and drone operations. HKM is laser-focused on community needs because it was founded and is run by community members, including local high school students who participate in exhibit design, project leadership, research positions, and decision-making.

In 2025, even without state funding, HKM piloted community-based delivery models in South Kona and Oceanview to explore distributed service strategies. Armed with this information, we are prepared to roll out a full year of programming with your support. This demonstrated resilience, operational maturity, and fiscal responsibility directly inform the approach proposed in this request. HKM's proven multi-site operations, workforce-aligned curriculum, established partnerships, and operational systems for logistics, insurance, compliance, and accountability make it both an appropriate and accountable steward of the requested State funds.

This project to re-connect with south Kailua-Kona is being spurred on by repeated inquiries (and demands in some cases) from parents who miss having an educational resource for children to learn about the 'aina, make new friends, and enjoy family bonding time. We discovered only after we had to close the Kailua-Kona location in 2024, how much the isolated communities south of Kailua-Kona were using and depending on our services.

## **2. Facilities**

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

The Hawai'i Keiki Museum leases 10,000 square feet of retail space from 250 Waikōloa Shops:  
Kings' Shops Management, LLC  
69-250 Waikoloa Beach Drive K104  
Waikoloa Village, Hawaii 96738

HKM also operates an outreach outpost at the Library in Hawi.

In 2025 we ran 5 days of spring break classes in the Kailua-Kona area using county pavilion space, the Amy Greenwell Garden, a local coffee farm, and the Kohana Aiki beachfront. While this approach was determined to be not conducive to sustainable, safe, reliable education, it was a creative effort.

## **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.

HKM utilizes a combination of part time paid staff and volunteers.

#### **Key personnel include:**

Executive Director – Dana McLaughlin: Project leadership, fiscal oversight, and strategic direction

Director of Education – Michelle Buck: Curriculum development, DOE alignment, and workshop coordination

Kailua-Kona Coordinator – Neil McIntyre: Event coordination, programming director, and marketing

**HKM Founder / Executive Director:** Dana McLaughlin has been involved in a dozen entrepreneurial endeavors. She started combining technology and early child development while a student working on robotics at the MIT Media Lab. She has an MBA from San Jose State and has worked as a technology program manager for Walt Disney, Yahoo! and Apple. She has a lifetime of operational experience as a Lieutenant Colonel in the non-profit organization Civil Air Patrol. Dana is a thought leader. She founded the Hawai'i Keiki Museum in Kailua-Kona in 2022, quickly establishing it as a critical community resource for island science literacy. Her leadership and management skills along with her blend of business acumen and academic experience in interdisciplinary collaboration projects yield actionable community engagement strategies.

Dana is responsible for leadership and operational supervision of this project.

**Director of Education:** Michelle Buck is responsible for providing logistical and administrative support essential to the seamless execution of the museum's classes and workshops. She has served the HKM for going on three years, designing and facilitating hands-on workshops and locally relevant science field trip experiences. With 30 years of experience in the classroom, Michelle leverages her expertise to

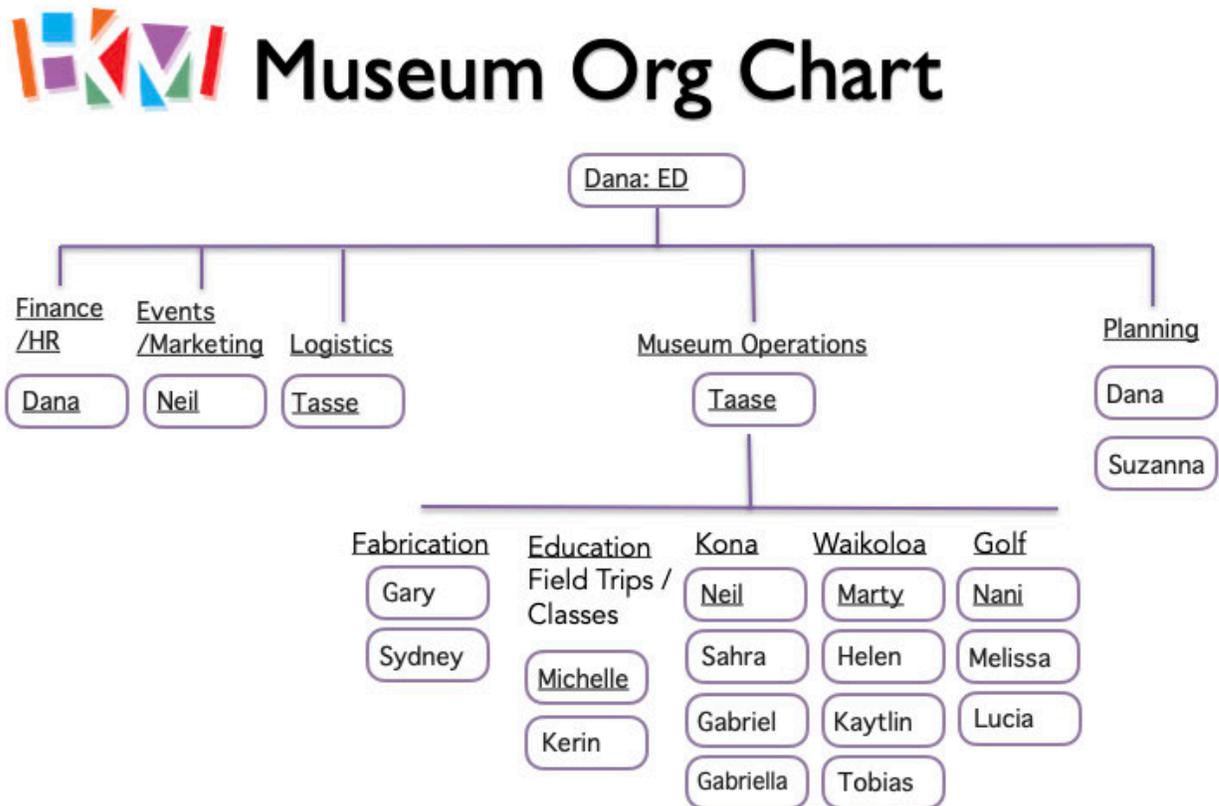
tailor curriculum to meet the needs of underserved populations, including Native Hawaiians and Micronesians. She works closely with local schools, and other community organizations, fostering meaningful connections. Michelle is responsible for coordinating the workshops and updating the teacher guidebook.

**Kailua-Kona Coordinator:** Neil McIntyre has been with the Hawai'i Keiki Museum since 2023. As the marketing director and events coordinator he has extensive community contacts in the Oceanview and Naalehu areas. He has supervised high school student interns to run the Keki Fest in Oceanview every quarter.

Additional contractors will be hired to support specific programming needs in the south Kailua-Kona area. In particular, Uncle Mike's, math through music program is ideally suited to this demographic and is well worth the expense of bringing him over from Oahu to teach.

## 2. Organization Chart

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



### **3. Compensation**

The applicant shall provide an annual salary range paid by the applicant to the three highest paid officers, directors, or employees of the organization by position title, not employee name.

The Hawai'i Keiki Museum uses both paid and volunteer staff.  
Executive Director \$10,000-20,000/year  
South Kailua-Kona Coordinator \$20,00-25,000/year  
Educational Director \$20,000-25,000/year

## **VII. Other**

### **1. Litigation**

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

None

### **2. Licensure or Accreditation**

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

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.

The Hawai'i Keiki Museum is a non-sectarian, private 501(c)(3) educational organization. Grant funds will not support or benefit any sectarian institution. All programs and services are secular, science-based, and aligned with Hawai'i Department of Education learning objectives, serving children of all backgrounds and beliefs.

### **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.

The Hawai'i Keiki Museum was founded with private seed funding and is supported by the local community as a valuable island science resource. Our goal for this new programming is to establish sustainable operations through ongoing grant funding streams. With capacity-building support from the State of Hawai'i, we can demonstrate the effectiveness of this approach, which will position us to attract additional funding from other grantors.

*From the shores of the Gold Coast, to the peaks of Mauna Kea and Mauna Loa, the Big Island has a long history of Hawaiian culture, rich with science, exploration, and engineering achievements. By investing in the keiki, we invest in the sustainability of our island home.*

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2026 to June 30, 2027

Applicant: Hawai'i Keiki Museum

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
<b>A. PERSONNEL COST</b>				
1. Salaries	50,000	20,000	0	20,000
2. Payroll Taxes & Assessments	15,000	0	0	0
3. Fringe Benefits (Workers Comp)	7,500	0	0	0
<b>TOTAL PERSONNEL COST</b>	<b>72,500</b>	<b>20,000</b>	<b>0</b>	<b>20,000</b>
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island	750	0	0	0
2. Insurance	0	0	0	2,000
3. Lease/Rental of Equipment	0	0	0	0
4. Lease/Rental of Space	12,250	0	0	13,320
5. Staff Training	0	0	0	0
6. Supplies	1,000	5,000	0	6,680
7. Telecommunication	1,000	0	0	0
8. Utilities	22,500	0	0	0
9. Marketing	0	0	0	0
10. Gift Shop Expenses	0	0	0	0
11 1099 Contract Employees (temps)	10,000	0	0	0
12				
13				
14				
15				
16				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>47,500</b>	<b>5,000</b>	<b>0</b>	<b>22,000</b>
<b>C. EQUIPMENT PURCHASES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>D. MOTOR VEHICLE PURCHASES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>E. CAPITAL</b>				
<b>TOTAL (A+B+C+D+E)</b>	<b>120,000</b>	<b>25,000</b>	<b>0</b>	<b>42,000</b>
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	120,000	Dana McLaughlin 808-987-4181		
(b) Total Federal Funds Requested	25,000	Name (Please type or print) Phone		
(c) Total County Funds Requested	0	Signature of Authorized Official 1/19/2026 Date		
(d) Total Private/Other Funds Requested	42,000	Dana McLaughlin - Founder / Executive Director		
<b>TOTAL BUDGET</b>	<b>187,000</b>	Name and Title (Please type or print)		

**BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES**

Period: July 1, 2026 to June 30, 2027

Applicant: Hawai'i Keiki Museum

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Kailua-Kona Coordinator	60000	\$15,000.00	100.00%	\$ 15,000.00
Director of Education	60000	\$15,000.00	100.00%	\$ 15,000.00
Kailua-Kona Educator	40000	\$10,000.00	100.00%	\$ 10,000.00
Kailua-Kona Student Educator	20000	\$5,000.00	100.00%	\$ 5,000.00
Kailua-Kona Student Educator	20000	\$5,000.00	100.00%	\$ 5,000.00
Contract Educator (temps)	60000	\$10,000.00	100.00%	\$ 10,000.00
				\$ -
				\$ -
<b>TOTAL:</b>				<b>60,000.00</b>
<b>JUSTIFICATION/COMMENTS:</b>				
All employees are Part Time. Contract educators are brought in for up to 5 days - expenses paid by the museum.				

# EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2026 to June 30, 2027

Applicant: Hawai'i Keiki Museum

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
N/A			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				<b>0</b>

JUSTIFICATION/COMMENTS:

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
N/A			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				<b>0</b>

JUSTIFICATION/COMMENTS:

## CAPITAL PROJECT DETAILS

Period: July 1, 2026 to June 30, 2027

Applicant: Hawai'i Keiki Museum

### FUNDING AMOUNT REQUESTED

TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2022-2023	FY: 2023-2024	FY:2024-2025	FY:2024-2025	FY:2025-2026	FY:2026-2027
PLANS	0	0	0	0	0	0
LAND ACQUISITION	0	0	0	0	0	0
DESIGN	0	0	0	0	0	0
CONSTRUCTION	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0
<b>TOTAL:</b>	0	0	0	0	0	0

JUSTIFICATION/COMMENTS: N/A

**GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID**

Applicant: Hawai'i Keiki Museum

Contracts Total: 65,847

	<b>CONTRACT DESCRIPTION</b>	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY (U.S./State/ Hawaii/ Honolulu/ Kauai/ Maui County)</b>	<b>CONTRACT VALUE</b>
1	TEAMS II	07/01/2025-06/30/2027	NASA	Federal	50,000
2	Impact Grant Program	07/01/2025-06/30/2026	Research & Dev	Hawaii County	15,847
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## 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

PRINT NAME AND TITLE

DATE