

## 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

Michael Gleason CEO  
PRINT NAME AND TITLE

1/23/26  
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:** VOLCANO ART CENTER

**DBA/Trade Name:** VOLCANO ART CENTER

**Issue Date:** 01/21/2026

**Status:** **Compliant**

Hawaii Tax#: [REDACTED]

New Hawaii Tax#:

FEIN/SSN#: [REDACTED]

UI#: No record

DCCA FILE#: 29724

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.

Volcano Art Center  
(Typed Name of Individual or Organization)

 (Signature)                      1/21/2026 (Date)

Michael Gleason (Typed Name)                      CEO (Title)

## **Public Purpose Statement**

The Volcano Art Center affirms that the grant funds requested through the Hawai'i State Legislature's Grant-In-Aid program will be used exclusively for purposes that serve the public interest, in full compliance with Section 42F-102 of the Hawai'i Revised Statutes.

The requested operational funds will directly support the organizational mission to promote, develop and perpetuate the artistic, cultural and environmental heritage of Hawai'i through arts and education. Specifically, grant funds will:

**1. Provided Needed Updated Computers (hardware):** Offering art and educational opportunities for residents, and visitors the Volcano Art Center relies on consistent, accessible technology to support artists, exhibitions, events, online sales, educational programs, and community engagement. The proposed program will allow staff to focus on artistic and cultural programming without disruption.

**2. Stimulate Economic Development:** Program staff will work alongside industry experts learning specialized training that aligns with current technology standards. Providing a robust platform to share and support creative enterprise, empowering participants to develop sustainable careers in Hawai'i that focus on arts and culture.

**3. Perpetuate Cultural & Environmental Heritage:** Designed to ensure reliable communication across multiple media platforms the program will provided needed seamless and dependable general technology. These upgrades will ensure technology works smoothly behind the scenes, so staff and artists can remain. focused on creativity, education, and cultural connection.

The use of grant funds aligns with the statutory requirements to benefit the community and promote the public good.

Signed,



**Mike Gleason**

CEO

Volcano Art Center

Date: January 19, 2026

## 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.

See Attached

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

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

See 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](#).

See Attached

### **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;**

Situated within Hawai'i's native rain forest the Volcano Art Center (VAC) is a nonprofit, 501(c)(3) art and educational organization founded in 1974 dedicated to developing, promoting and perpetuating Hawai'i's artistic, cultural and environmental heritage through art. The region of Kīlauea and the surrounding area with its beauty and dynamic volcano environment has become a place for creative people of all ages, and diverse backgrounds and experiences to gather, become inspired by, and connect to the natural environment making powerful works of art.

VAC originally began in the 1877 Volcano House Hotel, within Hawai'i Volcanoes National Park (HVNP) along the rim of the Kīlauea Crater. Still in that same location and now expanded to the Niaulani Campus in Volcano Village, VAC represents more than 200 local artists who draw inspiration from the dynamic setting. VAC is an economic engine for East Hawai'i's creative sector, with an annual operating budget over \$1M, of which over 90% is returned to the local economy to suppliers, vendors and businesses within the state. VAC is a significant source of

direct and indirect economic activity and creates jobs which highlight the unique arts and culture of Hawai'i. East Hawai'i currently has the fastest growing population in the state according to the 2020 Census providing VAC the unique opportunity to place arts and culture as fundamental to a healthy and prosperous lifestyle.

In the late 1990's VAC grew beyond its single building capacity and expanded into Volcano Village. At that time VAC signed an agreement with the Hawai'i State Department of Land and Natural Resources (DLNR) to lease a 7.4 acre land parcel containing roughly 5 acres known as the Niaulani Forest Reserve and established a 1/7 mile loop trail. In exchange for the lease, VAC agreed to continue the generational legacy of land stewardship and to educate residents and visitors about its importance as a natural and cultural resource. Today the Nialulani Forest is kept free of invasive species by volunteers, is home to an outdoor sculpture garden, holds on-site classes, workshops, community events, and numerous guided tours focusing on art and the environment.

Nestled beside the nurturing rain forest canopies VAC's Nialulani Campus is home to administrative offices and Hale Ho'omana, the educational building which provides multi-purpose and classroom space for art, education, environmental programs and community events. Participants from throughout Hawai'i and beyond come to study and enhance creativity, develop new skills and a deeper appreciation for the natural, cultural and creative force of the unique volcanic environment.

As VAC continues its 5th decade of placing arts and culture as critical elements in our island lifestyles and communities, master planning has identified important upgrades which are necessary for VAC's continued economic success. VAC requests interim operational assistance for three important technological upgrades, including: updated computers and phones, software to support sales, programs and memberships and staff training lead by contracted professionals to to instal, train and fully utilize functionality across multiple platforms.

Combining VAC's 50 years of experience being a vital creative enterprise with current markets and trends through advanced technology will prepare VAC for its next 50 years of serving creative thinkers and makers and foster the future through Hawai'i's unique art and culture.

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

The primary goal of Volcano Art Center's request is to enhance access and exposure to Hawai'i's creative communities and create economic vitality focused on Hawai'i's unique art and culture. This funding will enable VAC to continue representing handmade art and culture, made in Hawai'i by residents of the islands in a much more streamlined way allowing Hawai'i's art and culture to be viewed, understood and valued. The program increases both economic development, and cultural education and preservation.

## GOALS

1. **Expand Access to Hawai'i's unique Arts and Culture:** Provide comprehensive access to Hawaiian arts and cultural practices, via in person (at VAC Galleries locations), online and in direct marketing and global communications fostering creativity, cultural pride, and personal growth.

**2. Simulate Economic Development:** Create a world class, local platform for artists and cultural practitioners to share their unique art, values and practices on a world scale while also offering artists and staff basic and advanced training and mentorship opportunities that support creative enterprise.

**3. Strengthen Community and Network Connections:** Create opportunities, events, and interviews that celebrate Hawaiian culture, and build a stronger sense of belonging.

## OBJECTIVES

1. Expand service to 250 independent artists with artistic, cultural and educational programs. These individual artists will be promoted both locally and nationally across multiple media platforms including VAC's robust website, direct marketing campaigns through VAC's newsletter and globally through Google Ads.

2. Support 15 participants in mentorship and training programs, focusing on creative enterprise. Empowering participants to develop sustainable careers in arts and culture within the state of Hawai'i.

3. Sharing Hawai'i's unique arts and cultural practices both locally and globally will enable VAC to better serve its mission of developing, promoting and perpetuating the creative culture and environment of Hawai'i 's people.

3. The public purpose and need to be served;

By achieving these goals and objectives, the Volcano Art Center aims to create lasting, positive impacts for individuals, artists, cultural practitioners. Volcano Art Center Gallery relies on consistent, accessible technology to support artists, exhibitions, events, online sales, education programs, and community engagement. Engagement in arts and cultural programs has been shown to yield significant social

benefits, particularly in rural communities. A study published in *Artivate: A Journal of Entrepreneurship in the Arts* highlights that community-based arts projects can foster social cohesion and community development.

([https://www.jstor.org/stable/10.34053/artivate.6.2.005?utm\\_source=chatgpt.com](https://www.jstor.org/stable/10.34053/artivate.6.2.005?utm_source=chatgpt.com))

By providing platforms for creative expression and cultural engagement, such programs can enhance the quality of life and promote social well-being among residents.

4. Describe the target population to be served; and

VAC serves diverse communities of the Big Island, from kamaaina to malihini to visitors. Artists, performers, writers, scientists, and cultural practitioners from our community and all over the world, come to VAC to experience Hawaiian culture, explore creativity, and connect with nature. Families and people of all ages, from a variety of backgrounds and walks of life attend visual arts workshops for adults, writing programs, music, dance, and entertainment events. Free activities,

discounts and scholarships help us reach economically disadvantaged students and seniors.

In 2025-26 VAC's programs at the National Park and Niaulani Campus provided exhibitions, classes, workshops and entertainment events for 3,000 Big Island residents, 1100 neighbor island residents, and 1,800 mainland/international visitors. In addition, over \$900,000 of VAC net income is passed directly back into our local economy in the form of direct payments to artists and cultural practitioner, and in the purchases of goods and services.

Volcano is an isolated community with limited services and events so VAC has become the artistic hub where the community can interact, create and enjoy events. VAC has noted through years of experience that more families with young children are moving to the Volcano area, and more home-schooled children from Puna and Ka'u are participating in our programs. The art programs offered by VAC often overlap into their needed educational requirements. The Volcano area has a high population of seniors, more than 52% of the population is over age 50, many of whom are retired and living on a fixed income. 12.5% of the Volcano seniors are living below the poverty line.

**5. Describe the geographic coverage.**

VAC's programs serve the entire state of Hawai'i with a majority of programs for Hawai'i County, primarily East Hawai'i and Ka'u and well as a large constituent group on O'ahu. The local community regularly participates in the variety of on-campus programs and events. In addition, we are located adjacent to the Volcano School of Arts and Sciences, a K-12 charter school with which we coordinate various programs. Additionally, VAC's geographic reach is world-wide given that our gallery is located within Hawai'i Volcanoes National Park; which typically receives millions of visitors annually from around the world. While the Covid-19 pandemic has lessened in person visits and international visitors, VAC's engaging website has expanded our reach and patron list. VAC's electronic newsletter is sent regularly to over 6,000 email recipients worldwide.

### **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;**

In order to accomplish the program goals of expanding access to unique Hawaiian arts and culture, stimulating economic development and strengthening community network and connections based on Hawaiian values, arts and environment VAC will assign a program team with proven qualifications and expertise to complete all activities. These individuals are more fully described in detail below.

Michael Gleason CEO, Sr. Project Director

Michael has intimate knowledge of the organization, vision, and communities it serves. He will oversee the design and implementation of program coordination, execution of all applicable reports and coordinate regularly with BOD and steering committees.

Emily Catey Weiss, COO, Project Director

Emily is responsible for securing funding for the project, overseeing grant execution and reporting and overall management of the programs. Emily will work collaboratively with all staff and contracted personnel creating seamless communication through VAC's interactive website, membership database and external sites.

Andrew Simon, CFO

Andrew oversees all accounting. He keeps VAC staff and Board of Directors informed with timely, accurate record keeping of income, expenses, volunteer hours, and event details. Andrew is responsible for the tracking of grants, contracts, departmental revenues, and expenditures ensuring compliance with agencies and donors.

Jenette Goss, Program Manager

Jenette organizes, schedules and oversees VAC's educational and membership programs. Her role is vital in strengthening community and network connections through the programs she oversees. She will take a leadership role in VAC's membership program and will train additional staff.

Cristina Pineda, Cultural Events and Digital Content Specialist

Cristina will film interviews and cultural content for increased exposure on YouTube and Venmo platforms. She will oversee all social media content and crossover furthering the promotion of current and additional artists across multiple media platforms. She will regularly review timelines and make adjustments to keep within project priorities and budget.

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

July 2026 - Sept. 2026

- Order new updated phones
- Order new computer hardware: including servers, POS machines, and mobile devices
- Contract all needed Industry experts including: IT Support, POS Installation, Salesforce Integration and Marketing professionals.
- Coordinate bi-weekly meeting with program team to identify goals, timelines and deliverables
- Screen, interview and identify staff for advanced training opportunities.
- Meet with VAC's website developers to plan for optimization and for additional web pages.
- Schedule artists for interviews and program recordings
- Establish quarterly progress reviews and reports to board of directors and State GIA office as required.

October – December 2026

- Finalize hardware equipment orders for timely deliveries
- Coordinate installation of new hardware
- Schedule professionals to instal updated software.
- Begin coordinating staff training to implement new hardware and software.
- Begin in person artist interviews and program recording

- Continue quarterly progress reviews and reports to board of directors and State GIA office as required.

### January - March 2027

- Continue bi-weekly events to identify people, places and events in digital historical archive.
- Continue optimization efforts across newly implanted software, multi-media marketing campaigns
- Continue advanced training opportunities for staff
- Conduct quarterly facility committee meeting, review progress and note recommendations for any necessary modifications.
- Review and purchase additional equipment or software needs
- Continue in person artist interviews and program recording
- Develop media marketing campaigns
- Present midterm report to 2027 financial committee status report.
- Establish quarterly progress reviews and reports to board of directors and State GIA officer as required.

### April - June 2023

- Continue bi-weekly meeting with program team to identify goals, timelines and deliverables
- Continue training staff
- Continue in person artist interviews and program recording
- Launch final upgrades fully implementing all new hardware, software and staffing.
- Schedule final program meeting to secure and finalize financials of completed project.
- Report to state with Final GIA report and deliverables.

3. Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and VAC adheres to strict fiscal controls of all projects overseen by a full time bookkeeper, VAC's CEO and a financial committee. To assure accurate and timely reports VAC will also record Key Performance Indicator's (KPI's) throughout all programs. KPI's include but are not limited to: Number of artists and participants, satisfaction level of participants, number of volunteers, media metrics (both print and online), social media metrics and VAC's website analytics Participants during and after the programs will be asked to complete a survey. VAC has a strong on-line presence through social media. The new hardware and software will increase exposure of artists on YouTube, Vimeo, Instagram and other sites, with strategic use of hashtags broadens our outreach as well as cross-promotion of social media accounts by adding plugins on our website. Our in house weekly e-newsletter is sent out to over 6000 emails electronically and is enhanced by eye-catching photography as well as links to our website which can be easily shared. Salesforce is currently utilized as a centralized data collection system. Updates to this program assist in recording data and accessing reports and historical data to analyze metrics. VAC also uses Google Analytics to track and monitor our robust website traffic throughout the year.

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.

The Volcano Art Center will report to the State of Hawai'i regarding the effectiveness of the updated hardware and software programs using the following tools of evaluation:

- Written narrative description of program activities
- Compile summary of participant evaluation surveys
- Summary of website and social media analytics
- Create a written analysis of the extent to which the program objectives were achieved
- Copy of Annual Report
- Copy of Strategic Plan
- Budget summary of program income/expenses

## **IV. Financial**

### **Budget**

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.
  - a. Budget request by source of funds ([Link](#))
  - b. Personnel salaries and wages ([Link](#))
  - c. Equipment and motor vehicles ([Link](#))
  - d. Capital project details ([Link](#))
  - e. Government contracts, grants, and grants in aid ([Link](#))
2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2027.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
59,800	30,000	23,493	22300	135593

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

Other possible funding sources include:

- Individual Donations

- In-Kind  
Volcano Rotary Club
- Not for profit  
Kona Rotary Club
- Foundations:  
Watamul Foundation  
Cooke Foundation  
Atherton Foundation  
Broadbent Foundation  
Hawaii Community Foundation
- Corporate donors:  
Hawai'i Forest and Trails
- Govt  
Hawaiian Tourism Authority (HTA)/Council of Native Hawaiian Advancement  
Hawai'i State Foundation of Culture and Arts (HSFCA)

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

N/A

5. The applicant shall provide a listing of all federal, state, and county government contracts, grants, and grants in aid it has been granted within the prior three years and will be receiving for fiscal year 2027 for program funding.

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

See Attached

## **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.

VAC is passionate about the role of arts and culture as integral to a healthy island community and is dedicated to developing, promoting and perpetuating the artistic, cultural and environmental heritage of Hawai'i's people through arts and education, including the award winning Na Mea Hawai'i Hula Kahiko performance series at the kahua hula in Hawai'i Volcanoes National Park. Utilizing VAC's diverse and creative industries, this project aims to expand access to Hawai'i's unique Arts and Culture and stimulate economic development within the creative sector. VAC has managed a successful fine arts gallery in Hawai'i Volcanoes National Park since 1974 representing hundreds of visual artists. Sales from the gallery typically contribute over \$500,000 annually to independent artists and craftspeople residing in Hawai'i. VAC's mission further extends into the local community through its Niaulani Campus which provides teachers, scientists, literary, and performing artists a venue to share their knowledge and skills through educational workshops and programs. VAC adheres to an organizational environmental policy that promotes recycling, composting, minimizing waste, and efficient energy usage whenever possible.

VAC has managed state, county and private contracts for over 20 years. Recent grants and contracts awarded during the last 3 years include, but are not limited to: Hawai'i State Foundation on Culture and the Arts, Cooke Foundation, Atherton Foundation, Hawai'i Community Foundation, Hawai'i Tourism Authority's Aloha Aina and Kululu Ola Programs and The County of Hawai'i's Dept. of Research and Development.

## **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 Volcano Art Center operates two properties in East Hawai'i. The Volcano Art Center Gallery is located within Hawai'i Volcanoes National Park in the 1877 historic Volcano House Hotel building. VAC operates its 2655 square foot fine art gallery under a lease agreement with the Department of Interior. VAC's Niaulani Campus is located just across the highway in Volcano Village. Bordering on the forest, the 3276 sq' administration building houses the Rainforest Gallery and staff offices. The Niaulani Campus is also home to the 2898 square foot Hale Ho'omana building which facilitates multi-use art, culture and environmental workspaces and Dietrich Varez performance Hall. The 7.5 acre old growth Niaulani Forest contains maintained native nature trails, an outdoor sculpture garden with a small covered Gazebo, a public art displays highlighting murals by local artists from the community. All spaces are accessible to individuals with disabilities. A facilities manager lives in a house on the Niaulani Campus, and he maintains the space to make sure everything is working properly.

## **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.

Michael Gleason, CEO

Michael joined VAC in July of 2025. In his short time with VAC he has obtained grant funding totaling \$40,000 so far for programs and facility upgrades at Volcano Art Center. His past experience as executive director at Windward Senior Day Care Center in Kailua, Hawai'i he informed board and committee about trends, issues and activities to facilitate policy-making. He also Recruited, trained, mentored, evaluated, coached, and managed staff members to ensure success in achieving their goals. There he also secured \$300,000 in Grant funding for operations and facility upgrades.

From July 2000 - November 2015 he also served as CEO to The Arc Of Hilo in Hilo, Hawai'i where he implemented procedures to create competitive advantage in market.

Maintained positive relationships with media outlets to increase visibility of organizational activities and informed board and committee about trends, issues and activities to facilitate policy-making.

Grew organization from operating budget of \$1.5 million to operating budget of \$7 million in 6 years. Secured funding for \$5million event and employment training building from federal, state GIA, local and foundations. He oversaw initial construction of an employment training facility, developed relationships with local, state and federal government officials. Michael has extensive experience in supervising, and has managed over 150 employees.

Emily Catey Weiss, COO

Emily earned a B.F.A. from Ohio State University in 2000, which paved the way for Emily Catey Photography, LLC, which she ran successfully in Hale'iwa on Oahu's North Shore. From 2004 to 2009 she was involved in various civic, business and state organization in the revitalization of Honolulu's Arts District, and served as President of the Hale'iwa Arts Festival. She moved to the Big Island in 2009, and joined VAC as Program Director. Currently, Emily is responsible for oversight of the VAC Gallery in the National Park, as well as exhibits, programs and events at VAC's Niaulani Camous in Volcano Village. She secures additional funding and revenue for VAC through grants, sponsorships and membership. Her philosophy is grounded in the belief that cultivating, sustaining and celebrating the arts is essential to a vibrant community.

Andrew Simon, Accounting Manager. Andrew has a Bachelor's degree in Business Administration from Colorado State University and has held finance positions from Washington D.C. to Johnston Atoll. Andrew oversees all accounting. He keeps VAC staff and Board of Directors informed with timely, accurate record keeping of income, expenses, volunteer hours,

and event details. Andrew is responsible for the tracking of grants, contracts, departmental revenues, and expenditures ensuring compliance with agencies and donors.

## **2. Organization Chart**

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

See Attached

## **3. Compensation**

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

1. CEO	\$75,000
2. COO	\$60,000
3. Accounting	\$55,000

## **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.

There is no litigation pending against VAC.

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

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

N/A

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

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.

N/A

### **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

The funds requested will launch VAC's into the next 50 years of developing, promoting and perpetuating Hawai'i's artistic, cultural and environmental heritage through art. Mahalo nui loa for considering this proposal.

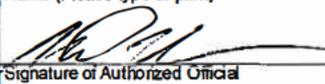
(b) Not received by the applicant thereafter.

VAC is fortunate in that we earn 50% of fine art sold through the VAC Gallery, ticket sales and class tuition, funding the remainder through a diverse blend of government, foundation, and private sources. VAC strategically elected to apply for an operating Grant in Aid for the first time in many years in order to provide structural stability for our multi-generational programs. The timing also coincides with the current expansion of facilities at our neighbor charter school, The Volcano School of Arts and Sciences. While school administration and parents and our elderly population islandwide struggle with engaging art curriculum VAC hopes to provide additional experiences which engage and encourage participation within the arts. As VAC continues to grow our programming, we will continue to raise additional funds through grant writing and donor relations, and fully anticipate increased revenue from earned income and private and foundation sources in coming years.

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2026 to June 30, 2027

Applicant: Volcano Art Center

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	33,337			
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
<b>TOTAL PERSONNEL COST</b>	<b>33,337</b>			
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space	6,456			
5. Staff Training	5,000			
6. Software	25,800			
7. Telecommunication				
8. Utilities				
9. Contracted Services	41,000			
10.				
11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>78,256</b>			
<b>C. EQUIPMENT PURCHASES</b>	<b>24,000</b>			
<b>D. MOTOR VEHICLE PURCHASES</b>				
<b>E. CAPITAL</b>				
<b>TOTAL (A+B+C+D+E)</b>	<b>135,593</b>			
<b>SOURCES OF FUNDING</b>	135,593	Budget Prepared By:		
(a) Total State Funds Requested		Emily C. Weiss (808) 967-8222 Name (Please type or print) Phone		
(b) Total Federal Funds Requested		 Signature of Authorized Official Date 1/23/26		
(c) Total County Funds Requested				
(d) Total Private/Other Funds Requested				
<b>TOTAL BUDGET</b>	135,593	Michael Gleason, CEO Name and Title (Please type or print)		





Period: July 1, 2026 to June 30, 2027

Applicant: Volcano Art Center

**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	N/A	N/A	N/A	N/A	N/A	N/A
LAND ACQUISITION	N/A	N/A	N/A	N/A	N/A	N/A
DESIGN	N/A	N/A	N/A	N/A	N/A	N/A
CONSTRUCTION	N/A		N/A	N/A	N/A	N/A
EQUIPMENT	N/A	N/A	24000	N/A	N/A	N/A
<b>TOTAL:</b>			24,000			

**JUSTIFICATION/COMMENTS:**

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

Ap

Volcano Art Center

Contracts Total:

32,000

	<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	Community Arts	2026-27	SFCA	State	15,000
2	Hula Arts At Kilauea	2026-27	Umeke	State	17,000
3					
4					
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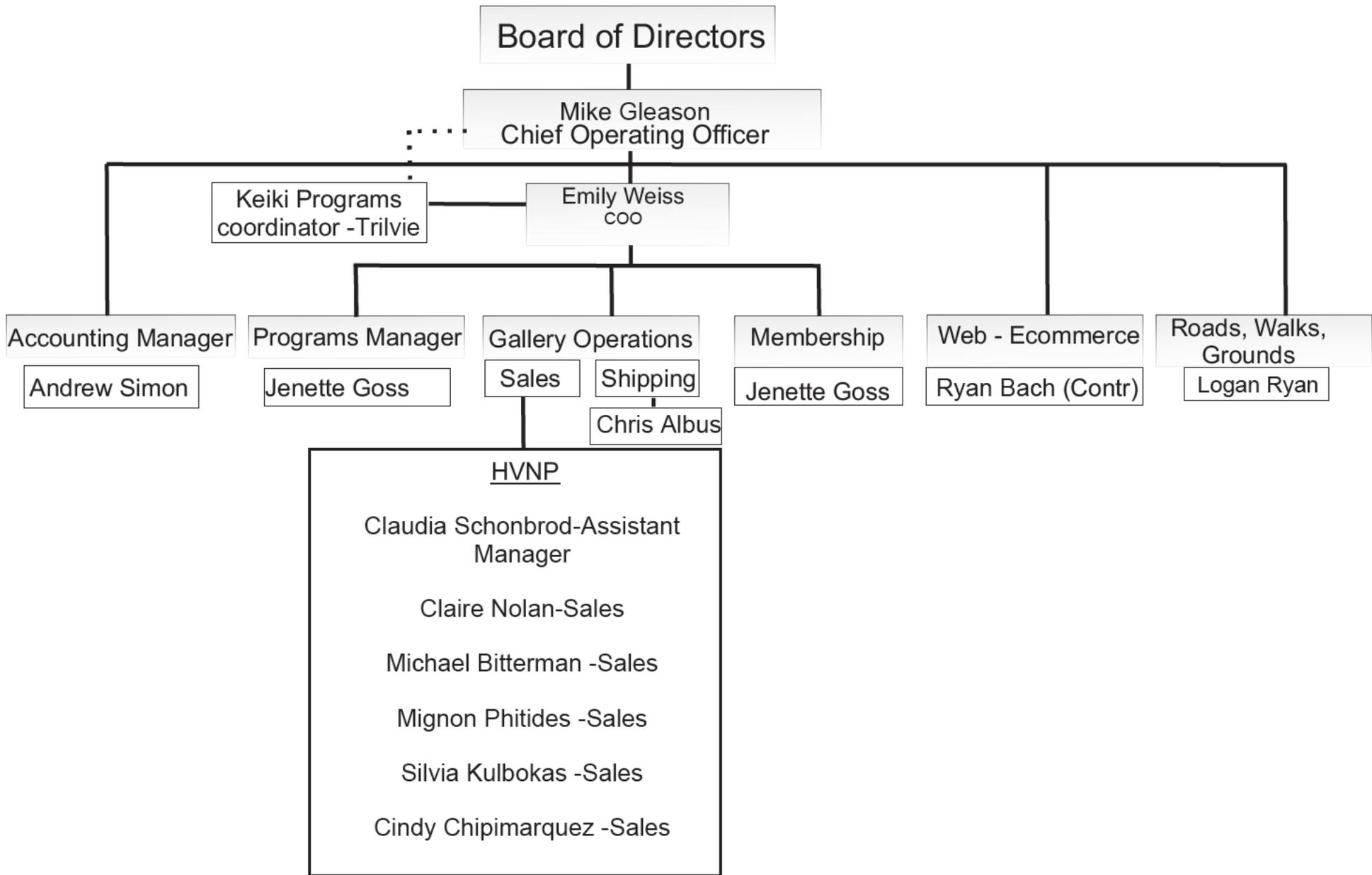












## Balance Sheet

As of December 31, 2025

	Dec 31, 25
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1006 · BoH Endowment / Brokerage	114,933.52
1005 · New BoH Checking	254,508.10
1004 · BOH CD	30,073.55
1030 · Petty Cash	1,031.00
1070 · Territorial CD	56,153.64
1080 · Territorial Money Market	111,227.02
<b>Total Checking/Savings</b>	<b>567,926.83</b>
<b>Other Current Assets</b>	
1300 · Holding Accounts	5,637.18
1530 · Deposits (Payroll)	5,750.00
1810 · ROU Lease Asst - Gallery/Copier	388,671.82
<b>Total Other Current Assets</b>	<b>400,059.00</b>
<b>Total Current Assets</b>	<b>967,985.83</b>
<b>Fixed Assets</b>	
1510 · Prepaid Expenses	2,926.00
1520 · Prepaid Insurance	867.97
1610 · Furniture & Fixtures	15,414.44
1615 · Permanent Collection	695.00
1620 · Office Equipment	30,121.65
1630 · Caretakers Renovations	4,132.59
1650 · Fence	23,497.40
1670 · Phase II-Prkng Lot	370,170.62
1680 · Container	5,155.92
1685 · Hale Hoomana	762,218.38
1690 · Bldg. Nialuni	1,475,610.46
1710 · Accum. Deprec. - F&F	-10,064.32
1720 · Accum. Deprec. - Office Equip.	-30,121.65
1725 · Accum. Amort. - Fence	-23,497.46
1750 · Accum. Deprec. - Cabin	-4,131.85
1770 · Accum. Deprec. - Park. Lot II	-184,399.52
1785 · Accum. Deprec. - Hoomana	-387,125.06
1790 · Accum. Deprec. - Nialuni	-990,059.46
<b>Total Fixed Assets</b>	<b>1,061,411.11</b>
<b>Other Assets</b>	
1410 · Merchandise Inventory	40,207.00
<b>Total Other Assets</b>	<b>40,207.00</b>
<b>TOTAL ASSETS</b>	<b>2,069,603.94</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
2010 · Accounts Payable	61,740.03
<b>Total Accounts Payable</b>	<b>61,740.03</b>
<b>Other Current Liabilities</b>	
2370 · Accrued Vacation Pay	17,977.42
2501 · Lease Liab. - Current Portion	41,009.54
<b>Total Other Current Liabilities</b>	<b>58,986.96</b>
<b>Total Current Liabilities</b>	<b>120,726.99</b>

11:08 AM

Confidential -- Not for distribution

01/21/26

# Balance Sheet

Accrual Basis

As of December 31, 2025

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	<u>Dec 31, 25</u>
Long Term Liabilities	
2500 · Lease Liabilities	<u>347,662.28</u>
Total Long Term Liabilities	<u>347,662.28</u>
Total Liabilities	468,389.27
Equity	
3000 · Opening Balance Equity	59,743.00
30000 · *Opening Balance Equity	-59,743.00
3130 · Temp. Restrict. Net Assts	34,848.24
32000 · Retained Earnings	1,551,149.44
Net Income	<u>15,216.99</u>
Total Equity	<u>1,601,214.67</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u><u>2,069,603.94</u></u></b>



Statement of Account  
**Bankohana**

Last statement: November 30, 2025  
This statement: December 31, 2025  
Total days in statement period: 31

Primary Account: 0092-070204  
Page 1 of 11  
Number of Enclosures: (0)

Click here for inserts:  
[www.boh.com/agreements](http://www.boh.com/agreements)

Direct inquiries to:  
888 643-3888

VOLCANO ART CENTER  
PO BOX 129  
VOLCANO HI 96785

HILO BRANCH  
1339 KINOOLE STREET  
HILO HI 96720

**Bank of Hawaii**

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*WISHING YOU AND YOUR OHANA PEACE, LOVE AND JOY THIS HOLIDAY SEASON AND THROUGHOUT THE NEW YEAR. THANK YOU FOR BANKING AT BANK OF HAWAII. MEMBER FDIC.*

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SUMMARY OF ACCOUNT BALANCES

Account	Number	Ending Balance
Bankohana Business \$50,000	0092-070204	\$260,234.45
Certificate Of Deposit	8044-858184 # 1	\$30,073.55

**Bankohana Business \$50,000**

Account number	0092-070204	Beginning balance	\$249,098.75
Low balance	\$239,656.06	Total additions	164,448.34
Average balance	\$257,109.56	Total subtractions	<u>153,312.64</u>
		Ending balance	\$260,234.45

CHECKS

Number	Date	Amount	Number	Date	Amount
86	12-16	85.00	3699 *	12-12	117.50
3405 *	12-17	217.50	3702 *	12-17	90.00
3528 *	12-16	19.00	3703	12-22	108.48
3581 *	12-11	1,750.00	3708 *	12-09	285.00
3599 *	12-08	200.00	3715 *	12-26	314.00
3601 *	12-22	200.00	3724 *	12-04	200.00
3620 *	12-11	243.00	3725	12-01	7.50
3627 *	12-03	8.00	3750 *	12-01	1,783.61
3664 *	12-08	90.00	3751	12-01	9.59
3679 *	12-08	136.50	3752	12-23	300.00
3680	12-09	84.00	3755 *	12-01	149.35
3689 *	12-05	111.00	3756	12-01	180.72
3690	12-19	45.00	3759 *	12-01	43.10
3694 *	12-02	70.00	3760	12-03	314.14

VOLCANO ART CENTER

December 31, 2025

0092-070204

<u>Number</u>	<u>Date</u>	<u>Amount</u>
3761	12-08	453.82
3763 *	12-09	452.50
3764	12-04	850.00
3765	12-15	200.00
3766	12-29	250.00
3767	12-15	54.97
3768	12-16	100.00
3770 *	12-11	64.98
3771	12-22	200.00
3772	12-16	100.00
3773	12-29	321.60
3774	12-08	125.00
3775	12-09	79.45
3777 *	12-10	48.43
3778	12-10	140.86
3779	12-16	72.00
3781 *	12-12	312.50
3782	12-12	117.00
3783	12-09	41.00
3784	12-11	10.00
3785	12-10	735.00
3786	12-26	395.00
3787	12-09	348.50
3788	12-12	720.43
3789	12-09	854.00
3790	12-15	15.00
3791	12-09	4.00
3792	12-11	527.00
3793	12-15	260.50
3794	12-15	66.00
3795	12-23	60.00
3796	12-08	57.00
3798 *	12-22	19.00
3799	12-31	577.00
3800	12-11	1,388.00
3801	12-22	100.49
3802	12-11	500.00
3803	12-09	3,150.00
3805 *	12-15	315.00
3806	12-10	20.05
3808 *	12-29	787.50
3809	12-08	40.00
3810	12-08	187.50
3811	12-22	250.00
3812	12-15	778.35
3813	12-11	14.00
3814	12-11	225.00
3815	12-10	90.00
3816	12-15	34.00
3817	12-15	346.50

<u>Number</u>	<u>Date</u>	<u>Amount</u>
3818	12-15	649.00
3819	12-12	2,290.00
3820	12-16	363.53
3821	12-19	603.00
3823 *	12-19	515.00
3824	12-12	340.00
3825	12-05	791.00
3826	12-12	218.00
3827	12-11	778.50
3828	12-22	135.00
3829	12-12	597.50
3830	12-08	115.00
3831	12-30	110.00
3832	12-11	260.00
3833	12-11	150.00
3834	12-15	1,165.00
3835	12-11	975.00
3836	12-29	125.00
3837	12-15	439.70
3838	12-15	460.00
3839	12-24	183.50
3840	12-15	105.00
3841	12-15	1,837.50
3842	12-12	293.00
3843	12-11	315.00
3845 *	12-10	1,187.00
3846	12-12	706.25
3847	12-10	245.00
3848	12-18	45.00
3850 *	12-23	152.55
3851	12-22	420.50
3852	12-31	251.50
3853	12-09	332.00
3855 *	12-23	659.25
3856	12-10	1,163.97
3857	12-10	373.69
3858	12-16	283.00
3859	12-12	412.00
3860	12-15	30.15
3861	12-11	643.00
3862	12-12	201.50
3863	12-19	45.00
3864	12-12	200.00
3865	12-10	303.00
3866	12-17	113.00
3867	12-15	110.00
3868	12-11	367.00
3869	12-11	640.00
3870	12-23	1,787.00
3871	12-15	59.00

VOLCANO ART CENTER  
December 31, 2025

0092-070204

Number	Date	Amount	Number	Date	Amount
3872	12-12	170.00	3912	12-10	667.50
3873	12-18	30.00	3913	12-31	365.00
3874	12-18	648.00	3914	12-17	420.66
3875	12-15	230.00	3915	12-17	57.50
3876	12-19	135.00	3917 *	12-15	873.00
3877	12-17	80.00	3918	12-12	266.00
3879 *	12-15	528.00	3919	12-24	2,145.68
3880	12-11	139.00	3920	12-11	20.98
3881	12-16	265.00	3921	12-17	516.17
3882	12-23	492.50	3922	12-16	400.00
3883	12-22	125.00	3923	12-15	850.00
3884	12-09	220.00	3924	12-11	22.05
3885	12-16	63.00	3925	12-26	170.00
3886	12-12	50.00	3926	12-11	23.05
3887	12-23	325.00	3927	12-29	321.60
3888	12-12	244.62	3928	12-16	96.86
3889	12-10	1,629.00	3929	12-18	28.00
3890	12-11	84.00	3930	12-16	1,570.68
3891	12-10	30.00	3931	12-11	22.82
3892	12-11	1,750.00	3932	12-15	197.50
3893	12-26	580.00	3933	12-17	200.60
3894	12-09	50.00	3935 *	12-24	1,596.59
3897 *	12-11	125.00	3936	12-29	129.51
3898	12-22	180.00	3937	12-26	207.62
3899	12-09	117.00	3938	12-24	627.50
3900	12-11	340.00	3939	12-17	131.67
3902 *	12-15	125.00	3940	12-18	39.78
3903	12-12	7.50	3941	12-26	1,500.00
3904	12-05	229.00	3942	12-29	114.28
3905	12-08	1,431.17	3943	12-29	64.47
3906	12-08	470.73	3944	12-30	16.72
3907	12-10	1,000.00	3945	12-23	110.15
3908	12-10	470.00	3946	12-22	33.45
3909	12-10	1,237.50	3947	12-26	1,400.00
3911 *	12-30	50.00			

\* Skip in check sequence

**DEBITS**

Date	Description	Subtractions
12-02	POS Purchase MERCHANT PURCHASE TERMINAL 413746 USPS COM CLICKNSHI P 800 344 7 DC 12-01-25 XXXXXXXXXXXXX4197	7.36
12-02	POS Purchase MERCHANT PURCHASE TERMINAL 413746 USPS COM CLICKNSHI P 800 344 7 DC 12-01-25 XXXXXXXXXXXXX4197	18.84
12-02	POS Purchase MERCHANT PURCHASE TERMINAL 403629 VISTAPRINT 866 207 4 MA 12-02-25 XXXXXXXXXXXXX4197	37.36

VOLCANO ART CENTER  
December 31, 2025

0092-070204

<u>Date</u>	<u>Description</u>	<u>Subtractions</u>
12-02	POS Purchase MERCHANT PURCHASE TERMINAL 469216 IN BIG ISLAND BRO CHURE 541 54340 HI12-01-25 XXXXXXXXXXXXX4189	197.91
12-02	ACH Debit Toshiba Financia EFT DEBIT 251201 000000019286811	615.94
12-03	ACH Debit HAWAII ELECTRIC ELEC PAYMT 201020118604	3.23
12-03	ACH Debit MERCH BNKCD DISCOUNT 251202 428238024882	73.64
12-03	ACH Debit MERCH BNKCD FEE 251202 428238024882	198.37
12-03	ACH Debit MERCH BNKCD FINCL ADJ 251202 428238023884	199.00
12-03	ACH Debit MERCH BNKCD FINCL ADJ 251202 428238024882	199.00
12-03	ACH Debit MERCH BNKCD INTERCHNG 251202 428238024882	272.64
12-03	ACH Debit MERCH BNKCD FEE 251202 428238023884	300.76
12-03	ACH Debit MERCH BNKCD DISCOUNT 251202 428238023884	965.84
12-03	ACH Debit MERCH BNKCD INTERCHNG 251202 428238023884	1,807.93
12-04	ACH Debit HAWAII ELECTRIC ELEC PAYMT 202010355818	373.97
12-04	ACH Debit HAWAII ELECTRIC ELEC PAYMT 202010399014	557.42
12-05	POS Purchase MERCHANT PURCHASE TERMINAL 413746 USPS COM CLICKNSHI P 800 344 7 DC 12-04-25 XXXXXXXXXXXXX4197	12.87
12-05	POS Purchase MERCHANT PURCHASE TERMINAL 413746 USPS COM CLICKNSHI P 800 344 7 DC 12-04-25 XXXXXXXXXXXXX4197	12.87
12-05	ACH Debit AMERICAN EXPRESS AXP DISCNT 251205 5510099856	412.68
12-05	ACH Debit PITNEY BOWES PAYMENT 251204 800090000000922	502.25
12-05	ACH Debit HAWAII DEPT TAX DOTAX PMT 251203 PO BOX 129***VOLCA NO*HI*967850129*USA\	4,773.16
12-05	ACH Debit PROSERVICE FOCUS INVOICE 0000010670H1021	26,974.41
12-08	ACH Debit ALERT ALARM HI/N ACH 251205 1378917	75.31
12-08	ACH Debit ALERT ALARM HI/N ACH 251205 1379044	80.66
12-08	ACH Debit SPECTRUM SPECTRUM 251206 2293338	315.00
12-08	ACH Debit NPS BILL OF COLL NPS PAYMEN 251205 0000	3,164.52

VOLCANO ART CENTER  
December 31, 2025

0092-070204

<u>Date</u>	<u>Description</u>	<u>Subtractions</u>
12-08	ACH Debit NPS BILL OF COLL NPS PAYMEN 251205 0000	3,164.52
12-10	POS Purchase MERCHANT PURCHASE TERMINAL 413746 USPS COM CLICKNSHI P 800 344 7 DC 12-09-25 XXXXXXXXXXXXX4197	3.84
12-10	POS Purchase MERCHANT PURCHASE TERMINAL 413746 USPS PO 1488500455 VOLCANO HI 12-09-25 XXXXXXXXXXXXX4197	12.76
12-10	POS Purchase MERCHANT PURCHASE TERMINAL 413746 USPS COM CLICKNSHI P 800 344 7 DC 12-08-25 XXXXXXXXXXXXX4197	19.20
12-11	POS Purchase MERCHANT PURCHASE TERMINAL 306039 THE HOME DEPOT #84 53 HILO HI 12-11-25 5:51 PM XXXXXXXXXXXXX4197	10.34
12-11	POS Purchase MERCHANT PURCHASE TERMINAL 413746 USPS COM CLICKNSHI P 800 344 7 DC 12-10-25 XXXXXXXXXXXXX4197	11.36
12-11	POS Purchase MERCHANT PURCHASE TERMINAL 413746 USPS COM CLICKNSHI P 800 344 7 DC 12-10-25 XXXXXXXXXXXXX4197	24.87
12-11	POS Purchase POS PURCHASE TERMINAL 05832201 KTA SUPER STORES 0 3A HILO HI 12-11-25 2:35 PM XXXXXXXXXXXXX4197	600.00
12-15	POS Purchase MERCHANT PURCHASE TERMINAL 480197 THE VOLCANO STORE VOLCANO HI 12-13-25 XXXXXXXXXXXXX4197	16.90
12-15	POS Purchase MERCHANT PURCHASE TERMINAL 413746 USPS COM CLICKNSHI P 800 344 7 DC 12-12-25 XXXXXXXXXXXXX4197	35.57
12-16	POS Purchase MERCHANT PURCHASE TERMINAL 413746 USPS COM CLICKNSHI P 800 344 7 DC 12-15-25 XXXXXXXXXXXXX4197	119.24
12-18	POS Purchase POS PURCHASE TERMINAL 06575591 COST U LESS HILO HI 12-18-25 5:39 PM XXXXXXXXXXXXX4197	20.92
12-18	POS Purchase MERCHANT PURCHASE TERMINAL 413746 USPS COM CLICKNSHI P 800 344 7 DC 12-17-25 XXXXXXXXXXXXX4197	76.80
12-18	ACH Debit SPECTRUM SPECTRUM 251217 6330586	170.00
12-19	ACH Debit PROSERVICE FOCUS INVOICE 0000010670H1024	25,137.29
12-22	ACH Debit HAWAII GAS COMM UTIL TEL 251219 6964343	12.79
12-22	ACH Debit SPECTRUM SPECTRUM 251219 6983091	65.00
12-22	ACH Debit NCR VOYIX COUNT 8002255627 122225	96.75

VOLCANO ART CENTER  
December 31, 2025

0092-070204

<u>Date</u>	<u>Description</u>	<u>Subtractions</u>
12-23	POS Purchase MERCHANT PURCHASE TERMINAL 413746 USPS COM CLICKNSHI P 800 344 7 DC 12-22-25 XXXXXXXXXXXXX4197	14.71
12-23	POS Purchase MERCHANT PURCHASE TERMINAL 413746 USPS COM CLICKNSHI P 800 344 7 DC 12-22-25 XXXXXXXXXXXXX4197	16.87
12-23	POS Purchase MERCHANT PURCHASE TERMINAL 413746 USPS COM CLICKNSHI P 800 344 7 DC 12-22-25 XXXXXXXXXXXXX4197	35.67
12-26	POS Purchase MERCHANT PURCHASE TERMINAL 413746 USPS COM CLICKNSHI P 800 344 7 DC 12-24-25 XXXXXXXXXXXXX4197	32.35
12-26	POS Purchase MERCHANT PURCHASE TERMINAL 481199 KTA SUPER STORES 0 3A HILO HI 12-24-25 XXXXXXXXXXXXX4189	50.00
12-29	POS Purchase MERCHANT PURCHASE TERMINAL 306039 THE HOME DEPOT #84 53 HILO HI 12-28-25 4:46 PM XXXXXXXXXXXXX4197	57.19
12-29	POS Purchase MERCHANT PURCHASE TERMINAL 411641 BC BASECAMP 2 245 5738 312 281 5 IL 12-27-25 XXXXXXXXXXXXX4189	62.83
12-29	ACH Debit Pitney Bowes DIRECT DEB 251226 PBLasing	206.91
12-29	ACH Debit HAWAII ELECTRIC ELEC PAYMT 201015494630	496.58
12-29	ACH Debit NPS BILL OF COLL NPS PAYMEN 251226 0000	3,164.52

**CREDITS**

<u>Date</u>	<u>Description</u>	<u>Additions</u>
12-01	ACH Credit AMERICAN EXPRESS SETTLEMENT 251129 5510099856	317.28
12-01	ACH Credit AMERICAN EXPRESS SETTLEMENT 251201 5510099856	823.04
12-01	ACH Credit AMERICAN EXPRESS SETTLEMENT 251130 5510099856	1,348.48
12-01	ACH Credit MERCH BNKCD DEPOSIT 251130 428238024882	1,948.80
12-01	ACH Credit MERCH BNKCD DEPOSIT 251130 428238023884	3,274.61
12-01	ACH Credit MERCH BNKCD DEPOSIT 251129 428238024882	4,045.30
12-01	ACH Credit MERCH BNKCD DEPOSIT 251128 428238023884	7,263.71
12-01	ACH Credit MERCH BNKCD DEPOSIT 251129 428238023884	7,700.34
12-02	ACH Credit MERCH BNKCD DEPOSIT 251201 428238024882	294.29

VOLCANO ART CENTER  
December 31, 2025

0092-070204

<b>Date</b>	<b>Description</b>	<b>Additions</b>
12-02	ACH Credit AMERICAN EXPRESS SETTLEMENT 251202 5510099856	899.19
12-02	ACH Credit MERCH BNKCD DEPOSIT 251201 428238023884	2,323.65
12-03	ACH Credit AMERICAN EXPRESS SETTLEMENT 251203 5510099856	205.13
12-03	ACH Credit MERCH BNKCD DEPOSIT 251202 428238024882	317.03
12-03	ACH Credit MERCH BNKCD DEPOSIT 251202 428238023884	1,338.89
12-03	ACH Credit PAYPAL TRANSFER 251202 XXXXXXXXX0210	2,779.04
12-04	ACH Credit MERCH BNKCD DEPOSIT 251203 428238024882	1,291.27
12-04	ACH Credit WooPayments WooPayment ST-Q8M9F0Y5Y0F3	1,945.37
12-04	ACH Credit MERCH BNKCD DEPOSIT 251203 428238023884	4,802.14
12-04	Customer Deposit	8,300.09
12-05	ACH Credit AMERICAN EXPRESS SETTLEMENT 251205 5510099856	62.31
12-05	ACH Credit MERCH BNKCD DEPOSIT 251204 428238024882	788.55
12-05	ACH Credit MERCH BNKCD DEPOSIT 251204 428238023884	3,684.39
12-08	ACH Credit AMERICAN EXPRESS SETTLEMENT 251207 5510099856	20.94
12-08	ACH Credit AMERICAN EXPRESS SETTLEMENT 251206 5510099856	229.80
12-08	ACH Credit MERCH BNKCD DEPOSIT 251205 428238024882	276.31
12-08	ACH Credit MERCH BNKCD DEPOSIT 251206 428238024882	673.50
12-08	ACH Credit AMERICAN EXPRESS SETTLEMENT 251208 5510099856	742.41
12-08	ACH Credit MERCH BNKCD DEPOSIT 251207 428238024882	1,247.76
12-08	ACH Credit MERCH BNKCD DEPOSIT 251206 428238023884	1,970.68
12-08	ACH Credit MERCH BNKCD DEPOSIT 251205 428238023884	2,628.28
12-08	ACH Credit MERCH BNKCD DEPOSIT 251207 428238023884	6,527.72
12-09	ACH Credit AMERICAN EXPRESS SETTLEMENT 251209 5510099856	1,240.77
12-09	ACH Credit MERCH BNKCD DEPOSIT 251208 428238023884	3,060.59
12-10	ACH Credit AMERICAN EXPRESS SETTLEMENT 251210 5510099856	41.88

VOLCANO ART CENTER

December 31, 2025

0092-070204

<u>Date</u>	<u>Description</u>	<u>Additions</u>
12-10	ACH Credit MERCH BNKCD DEPOSIT 251209 428238024882	1,058.38
12-10	ACH Credit MERCH BNKCD DEPOSIT 251209 428238023884	2,476.53
12-11	ACH Credit AMERICAN EXPRESS SETTLEMENT 251211 5510099856	110.48
12-11	ACH Credit MERCH BNKCD DEPOSIT 251210 428238024882	875.08
12-11	ACH Credit MERCH BNKCD DEPOSIT 251210 428238023884	2,703.09
12-11	Customer Deposit	6,979.40
12-12	ACH Credit AMERICAN EXPRESS SETTLEMENT 251212 5510099856	383.46
12-12	ACH Credit MERCH BNKCD DEPOSIT 251211 428238024882	519.01
12-12	ACH Credit MERCH BNKCD DEPOSIT 251211 428238023884	1,211.99
12-15	ACH Credit AMERICAN EXPRESS SETTLEMENT 251215 5510099856	164.39
12-15	ACH Credit MERCH BNKCD DEPOSIT 251212 428238024882	260.82
12-15	ACH Credit AMERICAN EXPRESS SETTLEMENT 251214 5510099856	429.27
12-15	ACH Credit MERCH BNKCD DEPOSIT 251214 428238024882	741.41
12-15	ACH Credit AMERICAN EXPRESS SETTLEMENT 251213 5510099856	2,321.75
12-15	ACH Credit MERCH BNKCD DEPOSIT 251213 428238023884	3,109.58
12-15	ACH Credit MERCH BNKCD DEPOSIT 251212 428238023884	3,505.18
12-15	ACH Credit MERCH BNKCD DEPOSIT 251213 428238024882	3,505.36
12-15	ACH Credit MERCH BNKCD DEPOSIT 251214 428238023884	4,132.63
12-16	ACH Credit AMERICAN EXPRESS SETTLEMENT 251216 5510099856	5.24
12-16	ACH Credit MERCH BNKCD DEPOSIT 251215 428238023884	2,813.20
12-17	ACH Credit AMERICAN EXPRESS SETTLEMENT 251217 5510099856	71.21
12-17	ACH Credit MERCH BNKCD DEPOSIT 251216 428238024882	188.53
12-17	ACH Credit MERCH BNKCD DEPOSIT 251216 428238023884	2,493.65
12-18	ACH Credit MERCH BNKCD DEPOSIT 251217 428238023884	143.04
12-18	ACH Credit MERCH BNKCD DEPOSIT 251217 428238024882	634.93
12-18	Customer Deposit	5,555.31

VOLCANO ART CENTER

December 31, 2025

0092-070204

<b>Date</b>	<b>Description</b>	<b>Additions</b>
12-19	ACH Credit MERCH BNKCD DEPOSIT 251218 428238024882	488.88
12-22	ACH Credit AMERICAN EXPRESS SETTLEMENT 251221 5510099856	237.70
12-22	ACH Credit MERCH BNKCD DEPOSIT 251221 428238024882	370.69
12-22	ACH Credit MERCH BNKCD DEPOSIT 251220 428238024882	825.95
12-22	ACH Credit MERCH BNKCD DEPOSIT 251219 428238024882	1,017.09
12-22	ACH Credit MERCH BNKCD DEPOSIT 251220 428238023884	3,466.32
12-23	ACH Credit AMERICAN EXPRESS SETTLEMENT 251223 5510099856	109.96
12-23	ACH Credit MERCH BNKCD DEPOSIT 251222 428238023884	3,714.65
12-24	ACH Credit MERCH BNKCD DEPOSIT 251223 428238024882	201.36
12-24	ACH Credit AMERICAN EXPRESS SETTLEMENT 251224 5510099856	321.15
12-24	ACH Credit MERCH BNKCD DEPOSIT 251223 428238023884	5,270.89
12-26	ACH Credit AMERICAN EXPRESS SETTLEMENT 251225 5510099856	438.75
12-26	ACH Credit MERCH BNKCD DEPOSIT 251224 428238024882	604.29
12-26	ACH Credit MERCH BNKCD DEPOSIT 251225 428238024882	689.57
12-26	ACH Credit MERCH BNKCD DEPOSIT 251224 428238023884	2,609.00
12-26	ACH Credit AMERICAN EXPRESS SETTLEMENT 251226 5510099856	2,659.82
12-26	ACH Credit MERCH BNKCD DEPOSIT 251225 428238023884	4,084.86
12-29	ACH Credit MERCH BNKCD DEPOSIT 251227 428238024882	185.85
12-29	ACH Credit AMERICAN EXPRESS SETTLEMENT 251228 5510099856	283.56
12-29	ACH Credit MERCH BNKCD DEPOSIT 251228 428238024882	316.55
12-29	ACH Credit AMERICAN EXPRESS SETTLEMENT 251229 5510099856	2,419.12
12-29	ACH Credit MERCH BNKCD DEPOSIT 251228 428238023884	2,419.12
12-29	ACH Credit MERCH BNKCD DEPOSIT 251227 428238023884	3,871.73
12-30	ACH Credit AMERICAN EXPRESS SETTLEMENT 251230 5510099856	589.52
12-30	ACH Credit MERCH BNKCD DEPOSIT 251229 428238023884	3,454.34

VOLCANO ART CENTER

December 31, 2025

0092-070204

<u>Date</u>	<u>Description</u>	<u>Additions</u>
12-31	ACH Credit MERCH BNKCD DEPOSIT 251230 428238024882	957.56
12-31	ACH Credit AMERICAN EXPRESS SETTLEMENT 251231 5510099856	1,005.21
12-31	ACH Credit MERCH BNKCD DEPOSIT 251230 428238023884	1,028.39

**DAILY BALANCES**

<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
11-30	249,098.75	12-10	258,281.76	12-22	243,627.35
12-01	273,646.44	12-11	256,925.86	12-23	243,498.26
12-02	276,216.16	12-12	251,776.52	12-24	244,738.39
12-03	276,513.70	12-15	260,165.27	12-26	251,175.71
12-04	290,871.18	12-16	259,446.40	12-29	254,569.65
12-05	261,587.19	12-17	260,372.69	12-30	258,436.79
12-08	265,797.86	12-18	265,647.47	12-31	260,234.45
12-09	264,081.77	12-19	239,656.06		

## UNDERSTANDING YOUR ACCOUNT STATEMENT

Please report immediately any errors, discrepancies, irregularities or omissions.

This statement summarizes the activity of your account(s) during the statement period shown on the first page.

Not all statements contain the sections described below.

1. **CHECKS** appear on checking statements in numerical order if checks were processed during the statement cycle. An asterisk (\*) next to the check number indicates that a check(s) preceding it is not stated because it has not yet cleared the bank, was listed on a prior statement or is an ACH converted check. ACH converted checks appear in the DEBITS section.
2. **DEBITS** Include withdrawals, automatic deductions/payments, transfers out of the account, ACH converted checks, card transactions (such as ATM and Check Card transactions), certain fees (such as the Monthly Service Fee/Maintenance Fee (if any)).
3. **CREDITS** include deposits, transfers to the account, special entries (such as corrections) and Interest Earned (if applicable).
4. **DAILY BALANCES** include all activity up to and including that date.
5. **SUMMARY OF ACCOUNT BALANCES** is reflected for combined statements. This reflects the balance at the end of the statement period.

## ACCOUNT RECONCILIATION

This worksheet will assist you in balancing your account.

- Ending balance reflected on this statement: \$

- Add deposits and transfers to this account; not yet reflected on this statement:

Date	Amount	Date	Amount	Date	Amount	
	\$		\$		\$	
	\$		\$		\$	
	\$		\$		\$	+ \$

- Sub-Total: = \$

- Subtract checks, withdrawals and transfers out of this account, not yet reflected on this statement:

Date/Check No.	Amount	Date/Check No.	Amount	Date/Check No.	Amount	
	\$		\$		\$	
	\$		\$		\$	
	\$		\$		\$	- \$

- Current Account Balance: = \$

(For checking accounts, this amount should equal your checkbook register balance.)

## ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS (For Consumers Only)

In case of errors or questions about your electronic transfers, or if you think your statement or receipt is wrong or if you need more information about a transfer on the statement or receipt, contact us (as soon as you can) at the phone numbers listed below or write to us at:

Bank of Hawaii, Dispute Processing Center, P.O. Box 2900, Honolulu, HI 96802-9986

We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared. Please provide us the following information:

- Your name and account number
- Describe the error or transfer you are questioning and explain as clearly as you can why you believe there is an error or why you need more information
- Date and dollar amount of the suspected error

We will investigate your complaint and correct any errors promptly. If we take more than 10 business days to do this, we may provisionally credit your account for the amount in question so that you will have use of the money during the time it takes to complete our investigation. A written statement may be required from you within this 10 business-day period in order to credit your account.

## FAIR CREDIT REPORTING ACT DISCLOSURE (For Consumers Only)

If you believe we may have reported inaccurate information about your account to a consumer reporting agency, write us a letter addressed to Bank of Hawaii, Recovery Department, PO Box 135020, Honolulu, HI 96801-5020. Please include your account number and the last four digits of your social security number, and identify the inaccurate information and why you feel it is inaccurate.

State of Hawaii: 808-643-3888

American Samoa: 1-888-643-3888 (Long distances charges may apply)

U.S. Mainland and Canada 1-888-643-3888

Guam and Saipan: 1-877-553-2424

(TTY for the hearing impaired: 1-888-643-9888)

In Palau: 680-488-3338