

OVERVIEW OF HISTORIC PRESERVATION GRANT FUNDING IN HAWAII

To ensure that the special places of the Hawaiian Islands are preserved, used and enjoyed, the stewards and advocates of historic sites need to have access to the tools that make historic preservation possible and affordable. Appropriate stewardship of historic sites depends on both financial and organizational resources available to caretakers and advocates. There are funding sources available to private property owners through tax incentives and economic development tools. Non-profit organizations are also eligible to apply for certain types of grant funding from foundations and government agencies.

Funding for historic preservation projects typically comes from various sources and depends on three variables: the focus of the funder, the nature of the project, and the capacity of the applicant.

Many funding sources are limited to certain types of recipients. For example, grants and philanthropic giving are usually limited to non-profit charitable organizations, while tax incentive programs are limited to entities that pay taxes. Therefore, a tax-exempt entity cannot apply for the tax incentives, while a private property owner cannot apply for a charitable grant.

In addition, funders review projects for consistency with the funder's priorities and goals, and will support certain types of projects more than others. For example, the National Trust for Historic Preservation supports preservation planning and design work for historic rehabilitations, but not property acquisition. By contrast, the Legacy Land Fund is geared towards acquisition of significant historic or cultural lands, but not rehabilitation of historic buildings. It is important to understand the nature of the project and how it relates to the interests and applicability of potential funding sources.

All funding sources come with conditions. Many will require that the property be designated on the state or national register of historic places and that the work be performed in accordance with the Secretary of the Interior's Standards for the Treatment of Historic Properties. Most funders will require that the receiving entity demonstrate capacity for managing the funds and the project. Good record-keeping is necessary to report back on what was achieved.

Sources will also differ on how they provide the funds. Many foundations will provide a cash grant and require a final report on how the funds were spent and what was achieved. Government agencies, on the other hand, usually require that the organization expend the funds on the project first, and then submit for reimbursement to ensure that the expenditures meet the project conditions. In many cases, the beneficiary needs to comply with conditions, which may be confirmed by site visits, inspections, audits and/or reports. Failure to comply or to continue to meet the obligations will result in the requirement to pay back the funds.

This list is a starting place for possible sources of funding for historic preservation projects. However, it is not exhaustive. We encourage all stewards and caretakers of historic properties to continue to research and collaborate to find additional sources.

TIPS FOR GRANT SEEKERS

1. **Compile frequently-requested information and documents in advance.** Have both electronic and printed copies of common information ready before starting the application process.
 - Federal Taxpayer Identification Number
 - DUNS Number
 - IRS Determination Letter verifying tax-exempt status as a 501c3 organization
 - State of Hawai'i General Excise Tax Number
 - State of Hawai'i Certificate of Good Standing
 - State of Hawai'i Compliance Express Certificate of Vendor Compliance
 - Board of Trustees Names and Affiliations
 - Articles of Incorporation or Bylaws
 - Financial Statements, Audit, Form 990 and/or Organizational Budget information
2. **Review the Grant instructions and forms before beginning.** Read the Request for Proposal, submittal instructions, tutorials and additional information, and have a thorough understanding of which information will be needed and in what format.
3. **Complete Registration or Log-In Information in advance.** Some grant-makers use an online system for receiving applications (e.g. Hawai'i Community Foundation), or require applicants to be a member of the organization (e.g. National Trust for Historic Preservation). Complete the registration process well before the submittal deadline to ensure it is in place before submitting an application.
4. **Develop working files** to develop drafts and documents before submitting. Work in a separate document that can be edited, checked for word/character count limits, and be used for other applications. Once completed, the source document can be used to copy & paste into the funder's preferred form or online system.
5. **Complete all attachments and exhibits.** Many grants require supplemental information, such as photographs, project budgets, bids or documentation of estimated costs, resumes or professional qualifications for those responsible for doing the work, maps, etc. Compile and save all required documents. Use the format and naming convention required by the application.
6. **Answer the questions.** The grantor asks specific questions based on what they need to know to evaluate the project. Each question has a purpose. Complete them as completely and concisely as possible. Assume the reader/evaluator does not know your organization, purpose or project. Provide sufficient information for a cold-reader to understand what you are doing.
7. **Keep records.** After receiving a grant and beginning the project, document all of the stages and steps. Keep before, during and after photographs. Track all time and expenses. Track who was involved, what they did, how long it took. Document outcomes and impact. The information will be needed to report back to the grant-maker and to help tell your story.
8. **Report back.** Almost all grant require progress and/or final reports. Be aware of deadlines and reporting requirements. Be diligent in providing information when it is due. If there are delays or unforeseen difficulties, let the funder know and be prepared with information on what is happening and what they can expect.

HISTORIC PRESERVATION FUNDING FOR HAWAII

1. **Historic Hawai'i Foundation Grants:** <https://historichawaii.org/resource-center-2/funding/>
 - HHF Partnership with Freeman Foundation: The preservation grants support historic preservation as a mechanism for building community, enhancing Hawaii's sense of place, and support for improved societal relationships. Applications due August 15.
 - HHF Hilo Preservation Program
Grants are available for the preservation of non-residential historically-significant buildings, structures (including walls, streetscape elements or public art) and landscapes (including exceptional trees and parks) in Historic Downtown Hilo. Applications due August 4.
2. **National Trust for Historic Preservation Grants:** www.savingplaces.org/grants
 - Sam and Mary Cooke Preservation Fund for Hawaii
 - Hart Family Fund for Small Towns
 - Battlefield Preservation Funds
 - Johanna Favrot Fund for Historic Preservation
 - Cynthia Woods Mitchell Fund for Historic Interiors
3. **Hawai'i Community Foundation:** www.hawaiicommunityfoundation.org
 - HCF Grants: Read through the "For Grantseekers/Nonprofits" section to learn more about the grant making programs. You can also email programs@hcf-hawaii.org, or contact staff at 808-537-6333 or toll-free 888-731-3863 about your funding purpose.

O'ahu

827 Fort Street Mall Honolulu, HI 96813
(808) 537-6333
give@hawaiicommunityfoundation.org

Kaua'i

4268 Rice Street, Suite K
Lihue, Hawaii 96766
(808) 245-4585

Maui

33 Lono Avenue, The Kahului Building,
Suite 390
Kahului, Hawaii 96732
(808) 242-6184

Hawai'i Island

Waimea Office
65-1279 Kawaihae Road,
Parker Square #203
Kamuela, Hawaii 96743
(808) 885-2174

Hilo Office

99 Aupuni Street, Suite 214
Hilo, HI 96720
(808) 935-1206

- Private Foundations. HCF helps private foundations focus on community investments by providing grant administration and back office services. Submit applications at nexus.hawaiicommunityfoundation.org/nonprofit

- Atherton Family Foundation – athertonfamilyfoundation.org
January 2, 2019 | April 1, 2019 | July 1, 2019 | October 1, 2019
- Cooke Foundation, Ltd. – cookefdn.org
March 1, 2019 only | Additional grantmaking will resume September 1, 2020
- Fred Baldwin Memorial Foundation (Maui County) – fredbaldwinfoundation.org
February 1, 2019 | August 1, 2019

4. Private Foundations

Bank of Hawaii Charitable Foundation Services: <https://www.boh.com/apps/foundations/>

5. National Park Service: <https://www.nps.gov>

Supports State and local governments, educational institutions and non-profit organizations.

Funds include:

- Tribal Heritage Grant for Indian Tribes, Alaskan Natives & Native Hawaiian Organizations
- Underrepresented Community Grants
- Save American’s Treasures
- American Battlefield Protection
- Japanese American Confinement Sites
- Certified Local Government Grants
- Rivers, Trails and Conservation Assistance

6. Hawai’i Council for the Humanities: <http://hihumanities.org/index.php/grants>.

7. State of Hawai’i

- Legacy Land Conservation Program: <http://dlnr.hawaii.gov/ecosystems/llcp/>
- State Foundation on Culture and the Arts: <http://sfca.hawaii.gov/grants-programs/>
- Grants in Aid: <https://labor.hawaii.gov/ocs/service-programs-index/gia/grant-in-aids-grantee-information/>



Historic Hawai’i Foundation (HHF) is a membership-based, statewide non-profit organization. HHF was established in 1974 to encourage the preservation of historic buildings, sites, objects and communities on all the islands of Hawai’i. HHF provides education, advocacy and technical assistance to help preserve, enhance, celebrate and use the places that matter.

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www.historichawaii.org

The information and references are current as of June 2019. However, regulations, deadlines and programs are subject to change. Please check with the agency with jurisdiction for the most recent amendments and updates. The information is for reference only and does not constitute legal, financial or professional advice. Please consult a professional for specific guidance.