

Preservation Funding in Hawai'i for Community, Public & Nonprofit Stewards

WEDNESDAY, DECEMBER 8, 2021

Virtual Meeting Logistics

1

Meeting is recorded and will be posted online

2

Mute your audio

3

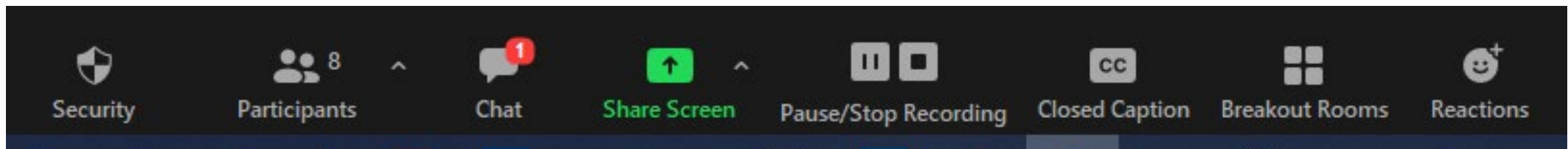
Closed captioning

4

Chat function

5

Breakout rooms



Code of Conduct

- Recognize that this event is a place where diversity of thought, organization, and individuals is expected and encouraged, and as such, respect and inclusivity should be extended to all.
- Remain positive, friendly, and welcoming to others.
- Be respectful of differing viewpoints and experiences.
- Be empathetic and offer any criticism in a constructive way and gracefully accept constructive criticism.
- Do not engage in any discriminatory, harassing, aggressive, or exclusionary behavior or speech. If you see such behavior, report it to event staff immediately via the Chat or Q&A functions or via email to Preservation@historichawaii.org
- Anyone engaged in unacceptable behavior will be asked to stop the unacceptable behavior immediately. HHF may use its sole discretion to manage disruptions, including exclusion from the event.



HISTORIC HAWAII'I FOUNDATION

A statewide non-profit advocacy organization, **Historic Hawai'i Foundation** encourages the preservation of historic buildings, sites, structures, objects and districts relating to the history of Hawai'i.

We help people save Hawai'i's historic places.

www.HistoricHawaii.org



The **National Park Service** preserves unimpaired the natural and cultural resources and values of the National Park System for the enjoyment, education, and inspiration of this and future generations. The Park Service cooperates with partners to extend the benefits of natural and cultural resource conservation and outdoor recreation throughout this country and the world.

www.nps.gov



The **Office of Native Hawaiian Relations** was established by Congress in January 2004 to carry out the Secretary of the Interior's responsibilities for Native Hawaiians and the Hawaiian Home Lands Trust.

The Office serves as the liaison with the Native Hawaiian community and coordinates with the Department and its bureaus on actions that affect Native Hawaiian resources, rights, and lands.

<https://www.doi.gov/hawaiian/aboutus>



For nearly 50 years, **HiHumanities** has encouraged and supported programming that helps us know ourselves better.

Hawai'i is a complex web of cultures, stories, histories, and humans. We work to strengthen that which binds us together as a stronger community.

We conduct and support public programs in humanities disciplines (seeking to describe and understand this universe with depth, breadth, and imagination) that provide broader context and perspective for thinking more deeply about our cultures and our times.

<https://hihumanities.org/>



National Trust *for* Historic Preservation

Save the past. Enrich the future.™

The **National Trust for Historic Preservation** is a private nonprofit organization chartered by Congress in 1949 to facilitate public participation in the preservation of our nation's heritage and to further the historic preservation policy of the United States.

For 70 years, the National Trust for Historic Preservation has led the movement to save America's historic places. We work to save America's historic sites; tell the full American story; build stronger communities and invest in preservation's future.

www.savingplaces.org

ABOUT THIS COURSE

Types of Preservation Funding

Eligibility and Types of Recipients

Types of Funders

Preparation and Tips for Success

Specific Programs

AGENDA

Welcome & Housekeeping

Grants and Funding Overview

Four Breakout Rooms

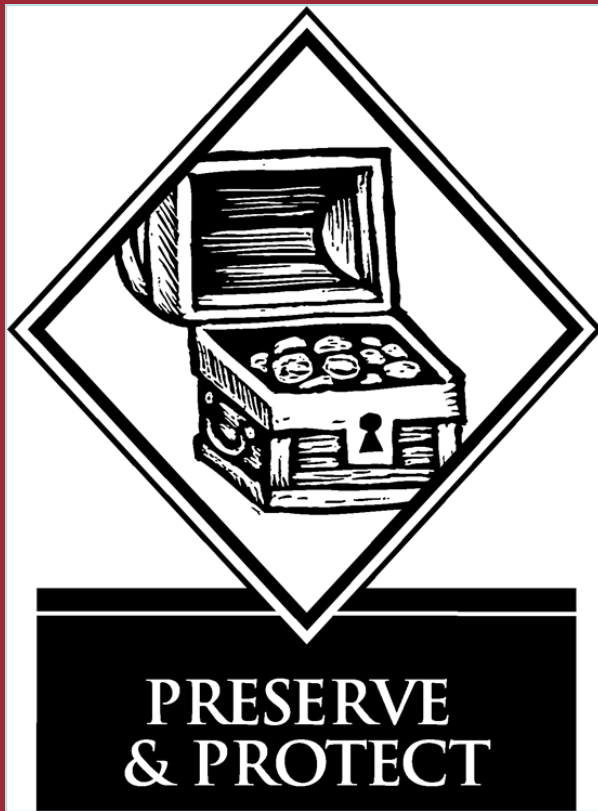
Large Group Recap

Conclusions

Overview of Funding



Types of Funding



- **GRANT:** is an award, usually financial but may also be goods or services, given by one entity (government, foundation, company or individual) to a qualified recipient to facilitate a goal or achieve a specific purpose. Grants do not have to be paid back under most conditions, but may be conditional upon demonstrating performance to achieve the objectives.
- **COOPERATIVE AGREEMENT:** is a legal instrument of financial assistance between a Federal agency and a non-Federal entity to carry out a public purpose authorized by law. In a cooperative agreement, there is significant involvement by the federal government associated with the stated agreement.
- **CONTRACT:** is a legally-enforceable and binding agreement for a business arrangement to provide goods or services at a fixed price.
- **CHARITABLE DONATION:** is a gift of cash or property made to a nonprofit organization to help it accomplish its goals for which the donor receives nothing of value in return.

Sources of Funding

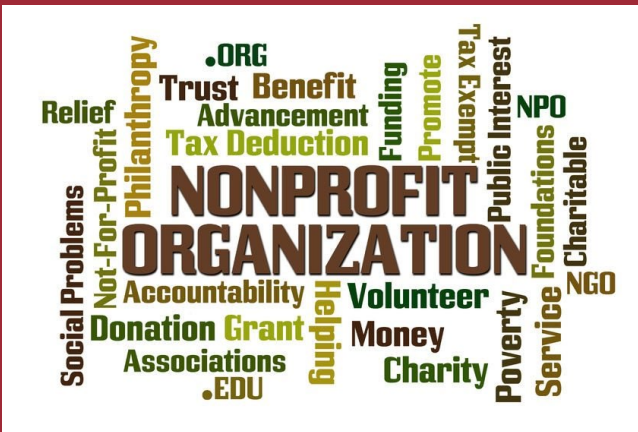


- **FOUNDATION:** is an entity that supports charitable activities by making grants to unrelated organizations or institutions for scientific, educational, cultural, religious or other charitable purposes.
 - **PRIVATE FOUNDATIONS:** are generally financially supported by one or only a few sources (an individual, a family or a corporation).
 - **COMMUNITY FOUNDATION:** is a public charity that typically focuses on supporting a geographical area, primarily by facilitating and pooling donations used to address community needs and support local nonprofits.
- **GOVERNMENT PROGRAMS:** financial awards, technical assistance or other financial assistance given by a federal, state or local government authority for a beneficial project.
- **NONPROFIT ORGANIZATION:** is a business/corporation that has been given tax-exempt status by the IRS because the organization operates for religious, charitable, scientific, literary or educational purposes.

Recipients of Funding

Specific programs support different types of recipient organizations. Examples of potential grantees include:

- Nonprofit Organizations/Tax-Exempt Charitable Organizations (501c3 organizations)
- Native Hawaiian Organizations
- Other nonprofit orgs (e.g. religious organizations)
- Educational institutions
- Certified Local Governments (City or County governments that have certified that their preservation programs meet Federal and State criteria and standards)



Paepae o He'eia is a non-profit organization and a Native Hawaiian Organization. A project to restore 450 feet of the 800 year old fishpond wall received a HHF Freeman Foundation grant in 2016. Photo courtesy Paepae o He'eia.

Purpose and Goals



Look at the **purpose** of the funding **source** and match with the **purpose** of the **project**, as well as eligible expenses that may be supported by grant funds.

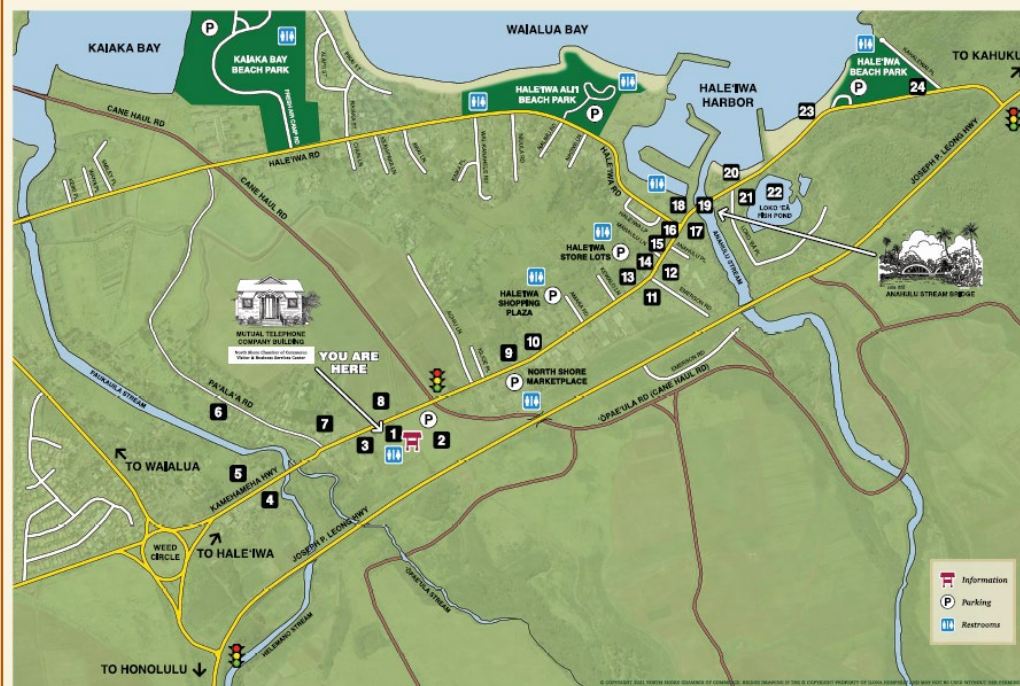
Historic Hale'iwa's Signage Project

By Antya Miller

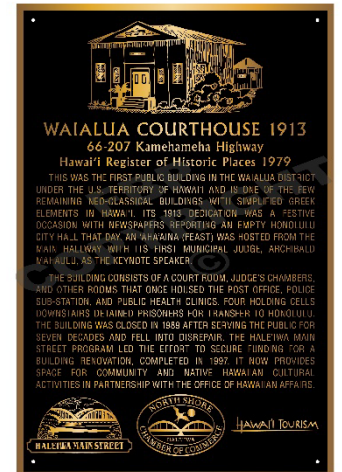
What is Historic About Hale'iwa? The State bypass signs direct people to "historic Hale'iwa," but there is little information in the town to tell people WHY it is historic. Recently, the

North Shore Chamber's Historic Preservation Committee installed three more plaques at the K. Nishimura Tailor, Ishimoto Store and Surf N Sea historic buildings to address this question. The

Chamber secured grant monies from the Hawai'i Tourism Authority, the National Trust for Historic Preservation, and the Atherton Family Foundation to implement a signage project that interprets the history of Hale'iwa Town. The Chamber, also known as Hale'iwa Main Street (HMS), has worked since 1984 to preserve our historic buildings and history in support of the City's Hale'iwa Special Design District ordinance



Historic building signage in Hale'iwa was supported by grants from the Hawai'i Tourism Authority, National Trust for Historic Preservation and the Atherton Family Foundation. "Historic Hale'iwa Signage Project" *North Shore News*: September 2021.



Bronze Background Color: Black
iscrews 8/3/21

Find the Right Fit for the Project

Sam & Mary Cooke Preservation Fund for Hawai'i

Source: National Trust for Historic Preservation

Purpose: Preserve and enhance historic places in Hawai'i for future generations.

Eligible Applicants: public agencies and 501c3 nonprofit organizations

Eligible expenses: may not be used for lobbying, academic research or land acquisition. May be used for acquiring perpetual preservation easement, architectural plans and drawings, interpretation of historic sites, hands-on preservation activities.

Typical amounts: \$2,500 - \$5,000

Legacy Land Conservation Fund

Source: State of Hawai'i Department of Land and Natural Resources

Purpose: to preserve and protect natural, cultural and agricultural resources, open spaces and lands for the public benefit.

Eligible Applicants: community organizations and government agencies

Eligible expenses: purchasing land and conservation easements on resource lands (agricultural, coastal, cultural/historic, habitat, natural, open space/scenic, parks, recreation/hunting, watershed).

Typical amounts: \$200,000 - \$3,000,000

Criteria for Selection



Funders have selection criteria to evaluate proposals. Common evaluation questions include:

- Does the program meet the funder's criteria or goals?
- Does the organization have the expertise and capacity to carry out the program?
- Does the program appear to be viable?
- Does the financial information and budget make sense?
- If the program is ongoing, are there sources for future funding?

Conditions



For hands-on preservation activities, typical conditions may include:

- Planning, design, materials, construction and craftsmanship comply with **Standards and Guidelines** for the Treatment of Historic Properties
- **Qualified preservation professionals** are used to develop the plans or do the work (architects, archaeologists, landscape architects, engineers and contractors with experience working with historic properties).
- **Compliance with other land use, permitting and regulations.** Grants do not change other government requirements for construction or approvals.

For programs or other activities, typical conditions may include:

- Using **qualified personnel** for research, developing materials or collateral (Humanities scholars, Native Hawaiian cultural practitioners, historians, artists, archivists, etc.)



The restoration of the Gold Room at 'Iolani Palace included major period-room restoration through research into original Palace furnishings and 19th century interiors; location and acquisition of original Palace artifacts; implementation of conservation treatments on collection pieces; and fabrication of reproduction textiles. Partially funded by a grant from the Cynthia Woods Mitchell Fund for Historic Interiors at the National Trust for Historic Preservation

Funding

How Funds are Provided



Funds provided per the funding agreement:

- Cash in advance of implementation
- Cash in installments as benchmarks are achieved
- Reimbursement after project milestones are reached or project is complete
- Matching fund requirements
- Combination of these

Reporting

Sharing Outcomes and Impact



Reports are used to demonstrate impact:

- Check for forms, questions and required information or format for each funder/program. Pay attention to deadlines.
- Provide information on what happened, who did it, when, how much was achieved, what difference it made, what you learned, what will happen next.
- Funders also have to report: to their funders, annual reports, website or media, etc.
- Provide a concise statement or blurb for quick summary or reference.



Report at several levels of detail

3 second version: Wai'oli Hui'ia Church repaired the foundation, floors, doors, windows and electrical systems in two historic buildings damaged by flooding.

30 second version: Wai'oli Hui'ia Church (Hanalei, Kaua'i) was awarded \$75,000 in May 2019 to repair and rehabilitate the floors, foundation, electrical system, windows and doors of two buildings in the Wai'oli Mission Historic District. Epic rainfall in the spring of 2018 inundated the North Shore of Kaua'i. In a storm event that lasted from April 13-15, the island was devastated by severe flooding and landslides. The Mission Hall (1841) had over a foot of flood water throughout the building. When the waters receded, a layer of mud was left behind. The flood caused the wood floors to warp, buckle and pop up, and also caused damage to the walls, doors and electrical systems. The nearby Wai'oli Hui'ia Church Sanctuary (1912) also suffered damage from the waters and mud. Work began in December 2019 on the rehabilitation project that included repairing the joist structures, rebuilding the floors and stage, modifying doors and thresholds to accommodate the new flood protective measures, installing floor vents and mechanical ventilation, repairing furniture and equipment, precision repairs to the trim and repainting.

3 minute version: Full report with cover sheet, narrative sections, financial report, before and after photos

Tips and Best Practices

Tips for Success

How to Prepare

1. Compile frequently-requested information and documents in advance.

Have copies of common information ready before starting the application process. Examples include:

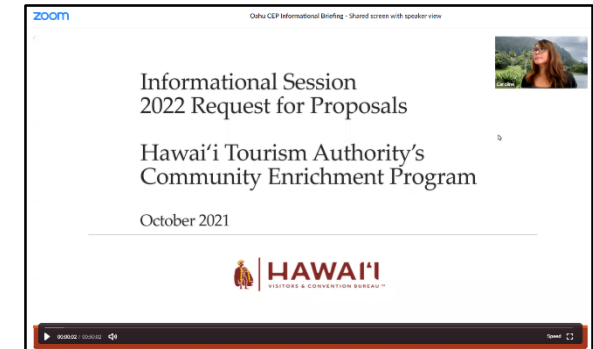
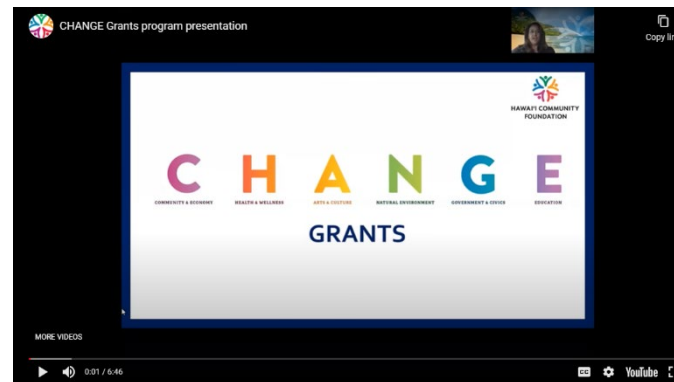
- Federal Taxpayer Identification Number (FEIN)
- DUNS Number/CAGE Number/SAM Unique Entity ID
- IRS Determination Letter verifying tax-exempt status as a 501c3 organization
- State of Hawai'i General Excise Tax Number
- State of Hawai'i Certificate of Good Standing
- State of Hawai'i Compliance Express 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

Tips for Success

How to Prepare

2. Review the Grant instructions and forms before beginning.

- Review the Request for Proposal, submittal instructions, tutorials and additional information.
- Gain a thorough understanding of which information will be needed and in what format.



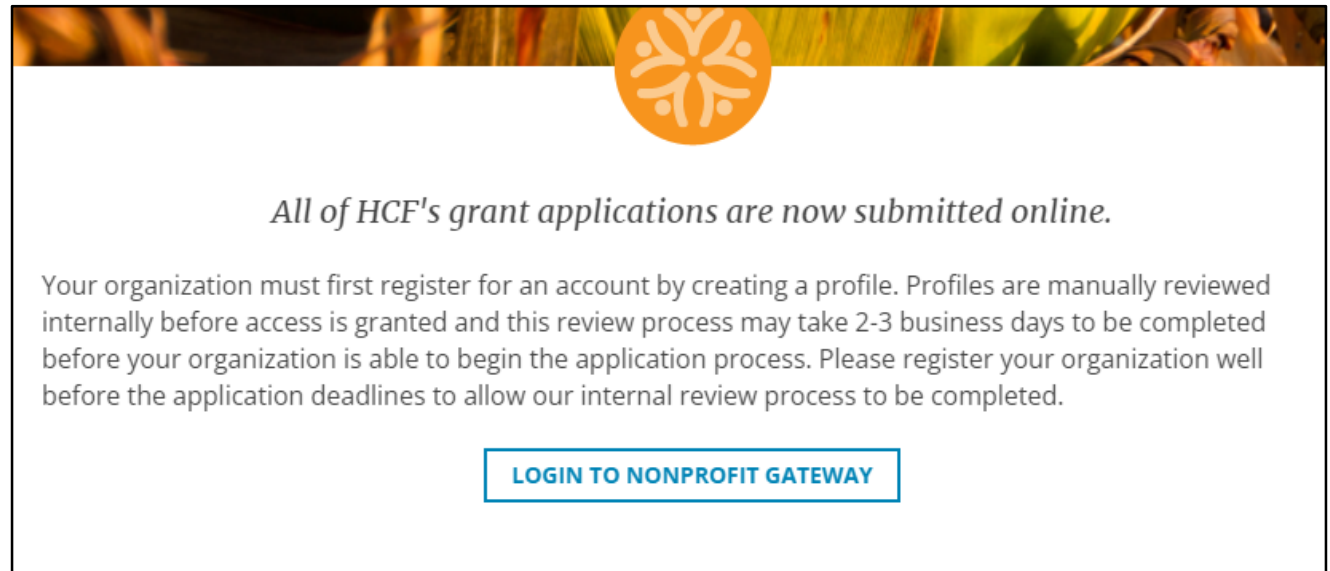
Examples of tutorials and orientations to grant-making programs to help grant seekers.

Tips for Success

How to Prepare

3. Complete Registration or Log-In Information in advance.

- Check the submittal requirements.
- Most grant-makers use an online system for receiving applications. Some may have hard copy requirements as well.
- Some may require applicants to be a member of the organization or otherwise be screened or invited to apply.
- Complete the registration process well before the submittal deadline to ensure it is in place before submitting an application.



All of HCF's grant applications are now submitted online.

Your organization must first register for an account by creating a profile. Profiles are manually reviewed internally before access is granted and this review process may take 2-3 business days to be completed before your organization is able to begin the application process. Please register your organization well before the application deadlines to allow our internal review process to be completed.

[LOGIN TO NONPROFIT GATEWAY](#)

Tips for Success

Best Practices

4. Develop working files

- 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. Check to make sure nothing was cut off or deleted.

Tips for Success

Best Practices

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, letters of support, etc.
- Compile and save all required documents.
- Use the format and naming convention required by the application or a consistent and logical notation system.

Tips for Success

Best Practices

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.
- Be aware of page or character limits.
- Do not provide extraneous or supplemental information. If they have questions or need more information, they will ask.

Tips for Success

Organizational Capacity

7. Keep records.

- After receiving a grant and beginning the project, document all of the stages and steps during implementation.
- 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.

Tips for Success

Best Practices

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.

General Questions

Breakout Rooms

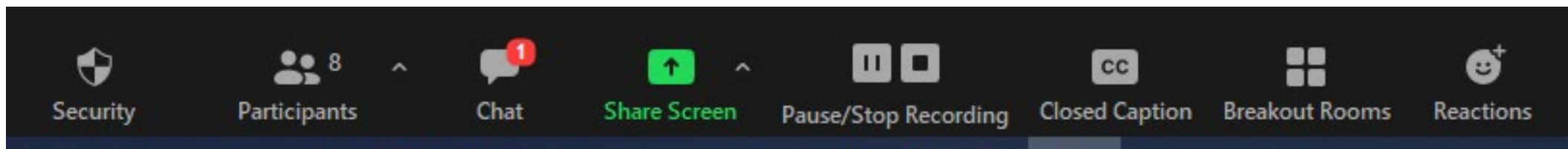
Breakout Rooms

Each room will focus on a different program or opportunity. The presenters will give an overview that takes about 25 minutes, then we will have about 25 minutes for discussion.

Use the **Raise Hand** function if you have a comment or question so the facilitators can call on participants in order. You can also submit questions in the **Chat**.

We will end the small group sessions at 11:15 and come back to the plenary group for wrap up.

At the bottom of the Zoom Screen select the icon “Breakout Rooms” to select your room. You can change rooms at any time.



Room 1: National Park Service

Ms. Megan Brown

Chief State, Tribal, Local, Plans & Grants,
Acting Certified Local Government
Coordinator, State, Tribal, Local, Plans & Grants
National Park Service

Dr. Elaine Jackson-Retondo

Preservation Partnerships & History Program
Manager, Interior Regions 8, 9, 10, & 12
National Park Service

The State, Tribal, Local, Plans & Grants Division manages several grant programs funded by the Historic Preservation Fund to assist with a variety of historic preservation and community projects focused on heritage preservation.

Some of these programs are: Japanese American Confinement Sites Grants (JACS); Native American Graves Protection and Repatriation Act (NAGPRA) Grants; Underrepresented Community Grants Program; Save America's Treasures Grant Program and Maritime Heritage Program.

Room 2: Historic Hawai'i Foundation & National Trust for Historic Preservation

Ms. Andrea Nandoskar

Education Program Manager
Historic Hawai'i Foundation

Ms. Michelle Kiczek

Development Assistant
Historic Hawai'i Foundation

Ms. Lizzy Barringer

Grants Coordinator
National Trust for Historic Preservation

Historic Hawai'i Foundation (HHF) partners with other organizations to offer grants for preservation projects in Hawai'i. Programs include the HHF Historic Preservation Grants and the Hilo Preservation & Beautification Program.

National Trust for Historic Preservation Grants include the Sam & Mary Cooke Preservation Fund for Hawai'i, Underrepresented Communities Grants, Small Town Planning, Historic Interiors and Focus-Area Grants

Room 3: Native Hawaiian Organization Stewardship Training Program

Mr. Stanton Enomoto

Senior Program Director for Native Hawaiians
U.S. Department of the Interior Office of
Native Hawaiian Relations

Ms. Lisa C. Oshiro Suganuma

Policy Analyst
U.S. Department of the Interior Office of
Native Hawaiian Relations

HHF, ONHR and NPS have a new program to partner with Native Hawaiian Organizations on hands-on stewardship training for the preservation of historic and cultural sites that are significant to Native Hawaiian organizations and communities.

The agreement supports building the capacity of NHOs towards historic preservation and stewardship with the goal of ensuring that their traditional cultural stories and places are being documented, preserved and shared in an appropriate manner with visitors and residents alike.

Room 4: Other Grants and Funding

Ms. Beth Iwata

Director of Development
Historic Hawai'i Foundation

Mr. Stacy Hoshino

Director of Grants and Special Projects
Hawai'i Council for the Humanities

Learn about some of the programs from foundations and philanthropic sources that support heritage and preservation efforts in Hawai'i including HI Humanities, Hawai'i Community Foundation, Hawai'i State Foundation on Culture and the Arts, Office of Hawaiian Affairs, Hawai'i Tourism Authority and Private Foundations.



Report Out and Discussion

2022 SEMINARS (TENTATIVE SCHEDULE)

February

Guidelines for Flood Adaptation for Rehabilitating Historic Buildings

April

Preservation Tax Incentives & Funding for Rehabilitation of Historic Buildings

June

Integrating National Environmental Policy Act (NEPA) &
National Historic Preservation Act (NHPA) Sec 106 Reviews
for Effects on Historic and Cultural Properties

Upcoming Programs

HISTORIC
HAWAII
FOUNDATION

**THE HILO STORY MAP PROJECT:
PRESENTATION AND PANEL
DISCUSSION**

Friday, December 10, 2021
12:00-1:15 PM

Sharing the Multilayered History of
Hilo,
from the Wailuku to Wailoa River



**Pathways to Place: An
Ethnohistorical Study of the Merwin
Conservancy at Pe'ahi, Maui**

A Virtual Event | December 14 | 5:00 PM



Further info at: <https://historichawaii.org>

MAHALO FOR
SUPPORTING THE
PROGRAMS AND
ACTIVITIES OF
HISTORIC HAWAI‘I
FOUNDATION

E-NEWSLETTER SIGN-UP

<https://historichawaii.org/newsletter-signup/>

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<https://www.paypal.com/paypalme/historichi>

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