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IA-0000000907

Individual Application

Application ID	IA-0000000907	Account	
Application Status	Submitted	Contact	Lisa Solomine

ACT 310 - Application for Grants

Legal Name of Requesting Org/Individual	East Hawaii Cultural Council	DBA	East Hawaii Cultural Center
Type of Business Entity	501 (C)(3) Non-Profit Corporation	Existing Service(Presently in Operation)	Yes
Mailing Address	141 Kalakaua Street Hilo, Hawaii 96720 United States	Amount of State Funds Requested	\$120,000.00
Island	Hawaii (Big Island)		

Program Overview

Program 1 Overview

Program 2 Overview

Program 3 Overview

Department Notes

Agency Eligibility

Recipient of Terminated Federal Funding	No	Able to Provide Documentation Evidence	Yes
Serves Negatively Impacted Populations	Yes	Narrative	Grant Narrative See attached Grant Narrative includes the causal link between federal funding reductions and the resulting adverse impacts on the population served. Service Data See attached document that provides Service Data information Attachment We have provided a Supporting Notices page with links to information releases. Attachment We have provided sign up sheets to Youth Programs with comments from parents as community impact. Budget Justification EHCC's fiscal year runs July 1, 2025 – June 30, 2026. ACT 310 funds will support operating and program expenses within this fiscal year period. The requested funds will support core operational expenses necessary to sustain programming during this

recovery period. This includes partial salary support for essential staff, utilities, and maintenance costs for our historic facility, as well as modest program expenses to ensure continuity of youth and exhibition programs. Each budget category is essential to stabilizing EHCC's capacity to deliver consistent, high-impact cultural services to the community.

Payment Request

EHCC respectfully requests advanced payment of the Act 310 funds due to current operational cash flow limitations and the need to maintain uninterrupted youth arts and community programming. As a small nonprofit with limited reserves, reimbursement-based funding would delay delivery of services to over 1,000 East Hawai'i residents annually. Advanced disbursement will allow us to stabilize operations and ensure program continuity during the recovery period.

Explanation of Cash Flow Projection
(Supporting Documentation for Advance Payment Request)

Attachment:

The attached three-year budget and cash-flow projection show that EHCC maintains a modest operating margin and anticipates temporary cash deficits early in FY 2025–26. Although total annual revenue is balanced through multiple grants and earned income, most awards are reimbursement-based or restricted to specific purposes. An advance disbursement of Act 310 funds will stabilize cash flow, enabling EHCC to maintain continuous programming and staff support during the recovery period.

Date Funding Stopped 6/11/2025

Amount of Other Funds Available

State Fund Total Amount	\$6,000.00	County Fund Total Amount	\$25,000.00
Federal Fund Total Amount	\$0.00	Private/Other Fund Total Amount	\$20,000.00
Total Amount of State Grants	\$45,000.00	Unrestricted Assets	\$20,000.00

Contact Person for Matters Involving this Application

Applicant Name	Lisa Solomine	Applicant Title	Acting Executive Director
Applicant Phone	(808) 961-5711	Applicant Email	lsolomine@ehcc.org

State of Hawaii Eligibility

Organization is Licensed or Accredited	Yes	Nonprofit is a 501c3	Yes
Complies with Anti-Discrimination Laws	Yes	Nonprofit has Governing Board	Yes
Will not Use State Funds for Lobbying	Yes	Is Incorporated Under Laws of State	Yes

Will Allow Access to
Audit Records

Yes

Has Bylaws and
Policies

Yes

Account Information

Organization Name	East Hawaii Cultural Council	Organization DBA	East Hawaii Cultural Center
EIN	██████████	Street	141 Kalākaua St.
Account Email	Isolomine@ehcc.org	City	Hilo
Account Phone	(808) 961-5711	State	HI
Website	https://www.ehcc.org/	Zip	96720
Mission Statement	The mission of the East Hawaii Cultural Center (EHCC) is to be an inclusive platform that gives voice to the diverse communities of East Hawaii through visual and performing arts, and education. It aims to provide a space for artistic and cultural expression, dialogue, and inquiry into the experiences and histories of the community, including the host culture and other local voices.		

Point of Contact

Point of Contact First Name	Lisa	Point of Contact Last Name	Solomine
Point of Contact Title	Acting Executive Director	Point of Contact Email	Isolomine@ehcc.org
Point of Contact Phone	808-961-5711		

Leadership

Leadership First Name	Lisa	Leadership Last Name	Solomine
Leadership Title	Acting Executive Director	Leadership Email	Isolomine@ehcc.org
Leadership Phone	808-961-5711		

Background and Summary

Applicant Background	Organizational Overview Founded in 1969 and incorporated as a nonprofit in 1980, the East Hawai'i Cultural Center (EHCC) is a Hawai'i-based 501(c)(3) organization dedicated to strengthening community through the arts, education, and cultural exchange. Located in Hilo's historic former police station and courthouse, EHCC provides free or low-cost creative programs for youth, families, kūpuna, and artists from Hawai'i and beyond. Each year, EHCC serves more than 7,000 community members and visitors, maintaining equitable access to creative learning and cultural connection for populations most affected by economic hardship and federal funding reductions.
Funding Request Purpose	Goal: To stabilize East Hawai'i Cultural Center's (EHCC) operations and sustain equitable access to arts and cultural programming for East Hawai'i residents impacted by recent federal funding reductions. Objectives: - Maintain uninterrupted community programming by providing advance operating funds to cover essential staff, utilities, and core expenses, ensuring that over 1,000 youth and adults continue to access free and low-cost creative learning opportunities. -Preserve jobs and fair compensation for local teaching artists, cultural practitioners, and program coordinators who deliver youth arts, Indigenous arts, and community workshops throughout East Hawai'i. -Ensure program continuity for Title I schools and low-income families affected by SNAP and other federal funding reductions by sustaining partnerships and removing financial barriers to participation. -Strengthen organizational resilience through stabilized cash flow and consistent delivery of exhibitions, youth programs, and cultural activities during the recovery period.
Geographic Coverage Served	Geographic Coverage EHCC serves communities throughout East Hawai'i Island, with primary programming centered in downtown Hilo and outreach extending to Puna, Ka'ū, Hāmākua, and North Hilo districts. The organization partners with public schools, libraries, and community centers across these rural areas to ensure equitable access to arts

and cultural education. This broad geographic reach allows EHCC to engage residents from both urban and underserved rural communities who have limited access to arts resources and enrichment opportunities.

**Public Purpose or
Need Served**

East Hawai'i Cultural Center (EHCC) serves the public by providing free and low-cost arts education, cultural programs, and exhibitions that strengthen community connection and resilience. The recent reduction of federal support—including SNAP benefit decreases, delays in federal arts funding, and reduced nonprofit access to recovery funds—has intensified the need for accessible creative programs that support families, youth, and kūpuna in East Hawai'i.

Act 310 funding will ensure that these community members continue to benefit from educational and cultural experiences that foster belonging, wellness, and creative expression, particularly for Title I school students and low-income families most affected by federal funding reductions. By maintaining continuous programming and employment for local artists and educators, EHCC fulfills a vital public purpose: sustaining equitable access to arts and culture as a means of community recovery and resilience.

**Target Population
Served**

Target Population to Be Served

EHCC primarily serves East Hawai'i residents, with a focus on youth, families, and kūpuna who face economic or geographic barriers to arts participation. More than half of EHCC's youth program participants come from Title I public schools and households that qualify for SNAP or other assistance programs affected by federal funding reductions. Programs also reach rural communities from Puna to Honoka'a, including multi-generational families and Native Hawaiian participants who rely on accessible, culturally grounded arts education and community events.

Summary and Outcomes

**Measure(s) of
Effectiveness**

Measures of Effectiveness

To assess the achievement of Act 310 outcomes, EHCC will track and report the following measurable indicators of program impact and service delivery:

- Number of individuals served annually: At least 7,000 total participants, including 1,000+ youth engaged in free or low-cost programs.
- Number of programs delivered: A minimum of 30 educational and cultural activities, including exhibitions, youth classes, community workshops, and outreach events.
- Access and equity outcomes: At least 60% of participants from Title I schools or low-income households affected by federal funding reductions.
- Employment and compensation: Sustain paid opportunities for 20+ local artists, teaching artists, and cultural practitioners annually.
- Program satisfaction and impact: Achieve 90% positive participant feedback through surveys and partner evaluations demonstrating increased creative confidence, community connection, and cultural understanding.
- Operational stability: Maintain continuous public programming throughout the fiscal year with no service interruptions.
- Quarterly data collection and year-end reporting will provide the State with an objective basis for evaluating EHCC's effectiveness in sustaining access to arts and cultural services for East Hawai'i communities most affected by federal funding reductions.

**Projected Annual
Timeline**

Projected Annual Timeline for Accomplishing Results or Outcomes of the Service

From July 2025 through June 2026, EHCC will continue to deliver a full year of community arts programming supported by Act 310 funds. Programming will include the Youth Arts Series (YAS), monthly Youth Art Saturdays, free school field trips and outreach, and multi-week summer arts camps integrating Hawaiian culture and environmental education. In addition, EHCC will present four to six rotating exhibitions in its main galleries and the Permanent Indigenous Art Gallery, highlighting local and Pacific Island artists and providing free public access to cultural dialogue and creative learning.

Throughout the year, Act 310 funds will stabilize staffing and operations, ensuring continuous delivery of youth programs, exhibitions, and community workshops that reach more than 7,000 residents and visitors annually. Each quarter will include hands-on activities for youth and families, professional development for teaching artists, and curated exhibitions that promote reflection, cultural exchange, and intergenerational engagement. Outcomes will be tracked through attendance data, school partnerships, and participant feedback, demonstrating measurable impact in creative access, education, and community well-being.

**Quality Assurance and
Evaluation Plans**

Quality Assurance and Evaluation Plans

EHCC maintains a comprehensive approach to quality assurance that emphasizes accountability, community feedback, and continuous improvement. Program outcomes are tracked through attendance records, participant surveys, and partner feedback from schools, teaching artists, and community organizations. Each program cycle includes post-event evaluations assessing participant satisfaction, learning outcomes, and accessibility for Title I and low-income families. Data is reviewed quarterly by EHCC's Executive Director, Gallery Director, and Youth Arts Education Director to monitor progress toward Act 310 objectives and identify areas for improvement. Exhibition attendance, youth program participation, and outreach engagement are recorded and compared to prior years to measure growth and impact. Feedback from partners, including

Hawai'i DOE schools and cultural practitioners, informs program design and delivery. Annual reports and board reviews ensure compliance with grant requirements, while lessons learned are used to refine curriculum, expand equity of access, and strengthen program sustainability.

Scope of Work

Scope of Work, Tasks, and Responsibilities

The Act 310 funds will support EHCC in maintaining uninterrupted community programming, staff stability, and public access to arts education during the 2025–2026 fiscal year.

Scope of Work:

-EHCC will deliver a full year of exhibitions, youth arts classes, community workshops, and cultural programs serving over 1,000 East Hawai'i residents. Funds will cover partial salary support for key staff, modest program costs, and essential operating expenses to ensure safe and continuous access to the Center's facilities and outreach programs.

Tasks and Responsibilities:

-Executive Director: Oversee implementation of Act 310 objectives, fiscal management, and reporting compliance.

-Gallery Director: Coordinate exhibitions featuring local and Indigenous artists; manage installation, visitor engagement, and educational tours.

-Youth Arts Education Director: Deliver free and low-cost youth programs in partnership with Title I schools; supervise teaching artists and volunteers.

-Teaching Artists and Cultural Practitioners: Lead workshops and community classes in visual and performing arts for youth, families, and kūpuna.

-Administrative and Support Staff: Manage communications, marketing, documentation, and data collection to evaluate program outcomes.

-Collectively, this team will ensure that Act 310 funds directly sustain core community services, local employment, and equitable access to arts and culture in East Hawai'i.

Financial Information

Q1 Requested Amount	\$35,000.00	Q3 Requested Amount	\$25,000.00
Q2 Requested Amount	\$35,000.00	Q4 Requested Amount	\$25,000.00
Sources of Funding	Other Funding Sources for Fiscal Year 2026 (Projected) County of Hawai'i Department of Research & Development (R&D) Impact Grant – \$25,000 for general operating and youth arts program support. Hawai'i Community Foundation (East Hawai'i Fund and Atherton Foundation) – \$27,750 for youth arts education and exhibition programming. Kosasa Family Fund (via Hawai'i Community Foundation) – \$10,000 for education supplies and outreach. State Foundation on Culture and the Arts (SFCA) – \$6,000 for artist honoraria and exhibition support. National Endowment for the Arts (NEA) – \$10,000 for creative workforce and arts education initiatives. Individual Donations and Memberships – \$70,000 in unrestricted program and operations support. Corporate Contributions and Sponsorships – \$5,000 for event and program underwriting. Earned Income (workshops, rentals, and sales) – \$25,000 from gallery shop, classes, and space rentals. New Foundation Prospects (pending): Hawai'i People's Fund – \$5,000 to support community arts access and equity programs. Cooke Foundation, Ltd. – \$10,000 to support exhibition upgrades and historic facility preservation. Bank of Hawai'i Foundation – \$10,000 for arts education and outreach initiatives.	State and Federal Tax Credits	none

Total projected additional funding:
approximately \$208,750.

State and Federal Contracts and Grants

2025-26: County Wai Wai \$50,000;
2024-25: \$25,000; 2023-24 \$25,000
2022 SFCA \$10,000, 2021 SFCA
\$15,000
2025-26 \$35, 000, 2024-25 NEA \$25,000

Prior FY Balance of Unrestricted Assets

Unrestricted Current Assets (as of July 31, 2025)
As of July 31, 2025, East Hawai'i Cultural Center's unrestricted current assets total \$105,558, based on internal financial statements and verified through QuickBooks records. The majority of these funds are already committed to ongoing payroll, utilities, and program expenses, leaving limited available cash reserves for new or reimbursement-based activities.

Experience, Capability, and Personnel

Skills and Experience

Organizational Experience and Capacity

The East Hawai'i Cultural Center (EHCC) has over five decades of experience in providing equitable, high-quality arts and cultural programming to Hawai'i Island communities. Established in 1969 and incorporated as a nonprofit in 1980, EHCC operates from Hilo's historic former police station and courthouse and serves as one of the most active community-based cultural institutions in East Hawai'i.

EHCC's leadership and staff bring extensive expertise in nonprofit administration, arts education, exhibition management, and community engagement. The organization has consistently demonstrated its ability to manage state, county, and foundation-funded projects with accountability and compliance, including multi-year grants requiring complex reporting and coordination among partners.

Relevant Experience (Past Three Years)

County of Hawai'i Department of Research & Development (R&D) Impact Grant (FY2024–2025)

General operating and program support for youth and community arts programs. Successfully met all deliverables and reporting requirements.

State Foundation on Culture and the Arts (SFCA) Biennium Grant (FY2023–2025)

Supported artist honoraria, exhibition development, and public engagement programs. All programs completed on time and within budget.

National Endowment for the Arts (NEA) Challenge America Grant (FY2024–2025)

Funded "Embodied: Body Politics," an interdisciplinary exhibition and public program series featuring local and Indigenous artists. Fully compliant and successfully closed with final report submission.

Hawai'i Community Foundation (East Hawai'i Fund, Atherton Foundation, and Kosasa Family Fund, FY2023–2025)

Provided funding for youth arts education, summer camps, and outreach programs serving Title I schools in Hilo, Puna, and Ka'u.

Hawai'i Resilience Fund / Community Grants (FY2024)

Emergency stabilization support during post-pandemic recovery; enabled continuation of essential youth programs and public access to arts.

Summary

Through these and other grants, EHCC has demonstrated a consistent record of excellence in project management, community service delivery, and financial accountability. The organization has well-established administrative systems, including QuickBooks Nonprofit accounting, board oversight, and internal review processes, ensuring transparent and effective use of Act 310 funds.

Facilities

Facilities Description and Adequacy

East Hawai'i Cultural Center (EHCC) operates from a historic 1930s building located in downtown Hilo, leased from the County of Hawai'i. The two-story facility encompasses over 10,000 square feet and houses a professional art gallery, education classrooms, a ceramics studio, a community theatre, and Hawai'i's only public Balinese Gamelan studio.

The building is fully equipped to support the proposed Act 310-funded activities, including youth arts programs, Indigenous and contemporary art exhibitions, and community workshops. The facility includes office and meeting space for staff and volunteers, as well as storage for art materials, tools, and exhibition equipment.

EHCC maintains all necessary liability insurance, ADA access on the ground floor, and regular building maintenance coordinated with the County Parks & Recreation Department. Utilities, safety, and environmental conditions are actively monitored to ensure safe and continuous community use.

The requested funds will help sustain operations within this facility by supporting essential staffing, maintenance, and program expenses that enable uninterrupted access for over 7,000 annual visitors and participants. No new facilities are required to carry out the proposed scope of work.

Proposed Staffing and Service Capacity

Proposed Staffing Pattern and Administrative Capacity

The East Hawai'i Cultural Center (EHCC) will implement the proposed activities through a combination of salaried staff and contracted professionals with proven expertise in nonprofit management, arts education,

and cultural programming.

Staffing Pattern

Acting Executive Director (0.5 FTE) – Provides overall organizational leadership, fiscal management, compliance oversight, and community partnership development. Oversees all Act 310 reporting and grant deliverables.

Gallery Director (0.5 FTE) – Manages Indigenous Art Gallery and rotating exhibitions, including artist coordination, installation design, and public engagement.

Youth Arts Education Director (0.25 FTE) – Oversees the Youth Arts Series (YAS), summer camps, and outreach programs, including partnerships with Title I schools and community organizations.

Curator and Teaching Artists (Contracted) – Lead workshops, exhibitions, and special projects. Contracted professionals include experienced local artists and educators who specialize in youth engagement and culturally grounded instruction.

Administrative Oversight and Capacity

EHCC's management team has extensive experience supervising staff, coordinating multi-funder projects, and maintaining fiscal accountability through QuickBooks Nonprofit, monthly financial reviews, and Board Finance Committee oversight. Personnel policies and contracts ensure clear performance expectations, reporting lines, and equitable compensation.

All program staff are trained in child safety, cultural sensitivity, and non-discrimination practices. The Executive Director provides direct supervision, conducts quarterly evaluations, and ensures compliance with State and federal grant standards.

The proposed staffing structure is both adequate and sustainable for the scale of services described in this request, ensuring consistent, high-quality delivery across EHCC's exhibitions, education, and community programs.

Staff Position(s) and Compensation

Annual Salary Range of Top Three Positions (FY2025–2026)

Executive Director (Acting) – Annual salary range: \$36,000

Youth Arts Education Director – Annual salary range: \$36,000

Gallery Director – Annual salary range: \$36,000

These ranges reflect part-time or contracted leadership roles within EHCC's current budget capacity. Compensation is benchmarked to local nonprofit sector standards in East Hawai'i and reviewed annually by the Board of Directors.

Other Information

Pending Litigation

East Hawai'i Cultural Center (EHCC) is not currently a party to any pending litigation and has no outstanding judgments.

Special Licensure or Accreditations

Special Qualifications and Accreditation

East Hawai'i Cultural Center (EHCC) is a registered 501(c)(3) nonprofit organization in good standing with the State of Hawai'i Department of Commerce and Consumer Affairs (DCCA) and the Internal Revenue Service.

EHCC holds a current lease and operating agreement with the County of Hawai'i Department of Parks & Recreation for the historic facility that houses its galleries, classrooms, and studios, ensuring full legal access and authority to operate community programs on-site.

The organization maintains comprehensive general liability and property insurance, adheres to ADA accessibility standards for public programs, and complies with all State and County safety and operating requirements for arts and educational facilities.

EHCC's staff and contracted teaching artists possess professional qualifications in visual arts, education, and cultural practice, including degrees and certifications in art education, museum studies, and community-based arts programming.

Private Educational Institutions

Sectarian or Non-Sectarian Use Disclosure

The proposed grant funds will not be used to support or benefit any sectarian or private educational

institution.

All programs and services supported by this request are non-sectarian and open to the general public, regardless of religion, belief, or background.

Confirmations

Documentation of
Federal Impacts



Hawaii Compliance
Express Certificate



Active Status with the
Hawaii AG



IRS Determination
Letter



Certificate of Good
Standing by the DCCA



Records Retention
Policy



By-laws or Corporate
Resolutions



Authorized
Representative
Certification



Signee Title

Acting Executive Director

System Information

Application Type Act 310 Nonprofit Grant Application

Applied Date 10/24/2025, 4:30 PM

Owner Name

Category Grant Application

Created By Lisa Solomine, 10/24/2025, 1:33 PM

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Last Modified By Lisa Solomine, 10/24/2025, 4:30 PM

Last Modified Date 10/24/2025, 4:30 PM

Files

**EHCC_Hawaii Compliance Express
Certificate**

Last Modified 10/24/2025, 4:30 PM

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**East Hawaii Cultural Center_Budget Justification-Personnel Salaries and
Wages**

Last Modified 10/24/2025, 4:22 PM

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**East Hawaii Cultural Center_Budget
Request by Source of Funds**

Last Modified 10/24/2025, 3:56 PM

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**East Hawaii Cultural Center_Budget Justification-Personnel Salaries and
Wages**

Last Modified 10/24/2025, 3:56 PM

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**East Hawaii Cultural Center_Budget
Justification - Equipment and Motor
Vehicles**

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East Hawaii Cultural Center_Budget Justification Narrative

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**EHCC_Hawaii Compliance Express
Certificate**

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East Hawaii Cultural Center_ServiceData_and_CommunityImpact

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**East Hawaii Cultural Center - Service
Data**

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East Hawaii Cultural Center_Grant Narrative

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**East Hawaii Cultural
Center_Supporting Notices**

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**East Hawaii Cultural
Center_3YearBudget_and_CashFlowProjection_AdvancePaymentSupport**

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