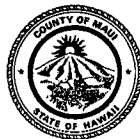


Council Chair
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Director of Council Services
Maria E. Zielinski

COUNTY COUNCIL
COUNTY OF MAUI
200 S. HIGH STREET
WAILUKU, MAUI, HAWAII 96793
www.MauiCounty.us

June 15, 2018

Ms. Teena Rasmussen, Director
Office of Economic Development
County of Maui
Wailuku, Hawaii 96793

Dear Ms. Rasmussen:

**SUBJECT: 250TH CELEBRATION OF QUEEN KAAHUMANU,
GRANT G4607 (BF-153)**

The Budget and Finance Committee is in receipt of County Communication 18-222, relating to the 250th Celebration of Queen Kaahumanu, Grant G4607 ("Grant") for \$100,000.

May I please request you respond to the following:

1. Provide a copy of Grant G4607 and the application submitted by the grantee.
2. Provide a timeline of the Grant based on the performance schedule beginning November 1, 2017 through May 30, 2018.
3. Explain the process for the Grant award, including the request for proposals and evaluation of proposals.
4. Provide a copy of all requests for payment requested by the grantee. Include a copy of all invoices, receipts, and contracts. Provide the amount expended, to date.
5. Provide a copy of all payments made to the 250th Celebration of Queen Kaahumanu, a Hawaii nonprofit corporation, whose mailing address is 415 Dairy Road, Suite E-323, Kahului, Hawaii, 96732. Include copies of the canceled checks, if available. Furthermore,

Ms. Teena Rasmussen
June 15, 2018
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indicate whether other payments or disbursements of funds were made in relation to the Grant.

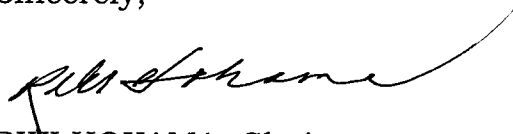
6. Are there any payments to the grantee pending approval by your office? If so, provide a copy of the invoices, receipts, and contracts submitted by the grantee. Explain why the payments have not been processed.
7. As it relates to Special Conditions, as listed in the Grant.
 - a. Provide a copy of the Board of Ethics ruling issued in January 2018. (Special Condition 1)
 - b. Provide the list of names of all recipients of complimentary tickets for the event held at the Maui Arts and Cultural Center. (Special Condition 2)
 - c. Provide the number of Royal Society members dressed in full regalia for the Maui Arts and Cultural Center event. If there were less than 400 members in attendance, explain whether the excess tickets were sold and the amount of revenue earned. (Special Condition 3)
8. Provide a copy of all advertisement, including flyers, posters, and invitations for the events. Does any of the advertisement material require approval prior to production or distribution? Explain. Were any of the material produced or distributed without approval? If so, explain.
9. Provide a copy of the Final Report of the program. If the report is not available, explain why and provide an estimated date for receipt of the report.

May I please request you respond no later than **Monday, June 25, 2018**. To ensure efficient processing, please include the relevant Committee item number in the subject line of your response.

Ms. Teena Rasmussen
June 15, 2018
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Should you have any questions, please contact me or the Committee staff (Michele Yoshimura at ext. 7663, or Yvette Bouthillier at ext. 7758).

Sincerely,

A handwritten signature in black ink, appearing to read "Riki Hokama", with a long, sweeping flourish extending to the right.

RIKI HOKAMA, Chair
Budget and Finance Committee

bf:ltr:153aed01:mmy

cc: Mayor Alan M. Arakawa
Budget Director