



LETTER OF TRANSMITTAL

HAND-DELIVERY

Date: January 30, 2015

To: Senate Committee on Ways and Means
 State Capitol, Rm. 207
 Honolulu, HI 96813
 ATTN: GIA

From: Carolyn E. Hayashi

Re: The Twenty-Eighth Legislature Application for Grants
 Chapter 42F, Hawaii Revised Statutes

The following document(s) is/are enclosed herewith:

<input type="checkbox"/> As Requested	<input type="checkbox"/> For Review and Comment	Method of Delivery: <input type="checkbox"/> Mail <input type="checkbox"/> Pick Up <input checked="" type="checkbox"/> Hand Deliver <input type="checkbox"/> Other:
<input type="checkbox"/> For Your Files / Information	<input type="checkbox"/> For Signature in Black Ink Only and Return	
<input type="checkbox"/> For Approval	<input type="checkbox"/> For Signature Before a Notary	
<input type="checkbox"/> For Filing/Recording	<input type="checkbox"/> See Remarks Below	
<input checked="" type="checkbox"/> For Necessary Action		

Original	Copies	Date	Description
	x	1/30/15	Application for Grants - Grant Request - Operating

Remarks:

House District _____

Senate District _____

THE TWENTY-EIGHTH LEGISLATURE
APPLICATION FOR GRANTS
CHAPTER 42F, HAWAII REVISED STATUTES

Log No: _____

For Legislature's Use Only

Type of Grant Request:

GRANT REQUEST - OPERATING

GRANT REQUEST - CAPITAL

"Grant" means an award of state funds by the legislature, by an appropriation to a specified recipient, to support the activities of the recipient and permit the community to benefit from those activities.

"Recipient" means any organization or person receiving a grant.

STATE DEPARTMENT OR AGENCY RELATED TO THIS REQUEST (LEAVE BLANK IF UNKNOWN):

DEPARTMENT OF EDUCATION _____

STATE PROGRAM I.D. NO. (LEAVE BLANK IF UNKNOWN): _____

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual: Leilehua Alumni and Community Association

Dbas: LACA

Street Address: 841 Bishop Street, Suite 850, Honolulu, Hawaii 96813

Mailing Address: same

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name CAROLYN E. HAYASHI

Title: President _____

Phone # 808-522-5149 _____

Fax # 808 - 522-5144 _____

E-mail cehayashi@lawcsilc.com

3. TYPE OF BUSINESS ENTITY:

- NON PROFIT CORPORATION INCORPORATED IN HAWAII
- FOR PROFIT CORPORATION INCORPORATED IN HAWAII
- LIMITED LIABILITY COMPANY
- OTHER
- SOLE PROPRIETORSHIP/INDIVIDUAL

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

TO SECURE FUNDING FOR PERSONNEL, SUPPLIES AND EQUIPMENT TO SUPPORT STEM (SCIENCE, TECHNOLOGY, ENGINEERING AND MATH) CURRICULUM DEVELOPMENT FOR STUDENTS K-12 IN THE LEILEHUA COMPLEX IN CONJUNCTION WITH THE WHITMORE VILLAGE AGRICULTURAL DEVELOPMENT PROJECT AND OTHER COMMUNITY REVITALIZATION PROJECTS

4. FEDERAL TAX ID #: _____

5. STATE TAX ID #: _____

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2016: \$ 250,000

8. STATUS OF SERVICE DESCRIBED IN THIS REQUEST:

- NEW SERVICE (PRESENTLY DOES NOT EXIST)
- EXISTING SERVICE (PRESENTLY IN OPERATION)

SPECIFY THE AMOUNT BY SOURCES OF FUNDS AVAILABLE AT THE TIME OF THIS REQUEST:

STATE \$ 0

FEDERAL \$ 0

COUNTY \$ 0

PRIVATE/OTHER \$ 0

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

CAROLYN E. HAYASHI, PRESIDENT OF LEILEHUA ALUMNI AND COMMUNITY ASSOCIATION 1/30/15

NAME & TITLE

DATE SIGNED



RECEIVED
1-30-15

✓

**LEILEHUA ALUMNI AND COMMUNITY ASSOCIATION
2015 GRANT PROPOSAL
STATE GRANT AND AID APPLICATION**

The Leilehua Alumni and Community Association respectfully requests funding in the amount of \$250,000 to support the Leilehua Complex Schools in developing curricula in the areas of science, technology, engineering and math (STEM), training teachers within the Leilehua Complex and securing internships and job opportunities to Leilehua High School students within the community revitalization projects in and near Wahiawa, including the Whitmore Project.

I. Background and Summary

A. Applicant's Background

The Leilehua Alumni and Community Association (LACA) is a Hawaii non-profit 501(c)(3) corporation whose directors and officers are Leilehua High School Alumni and active community leaders and members. LACA was organized to assist in the development, promotion, administration, operation, and funding of programs, projects and activities that benefit Leilehua High School and its feeder schools. LACA's contributions extend beyond the schools, serving various educational, charitable, scientific and literary purposes in the broader community of Wahiawa as well.

B. Statement of Need including Target Population and Geographic Coverage

The Leilehua Complex is made up of the Leilehua High School and nine feeder schools – Hale Kula Elementary, Helemano Elementary, Iliahi Elementary, Kaala Elementary, Solomon Elementary, Wahiawa Elementary, Wahiawa Middle School, Wheeler Elementary, and Wheeler Middle School. It covers the geographical area from Wheeler, Schofield, Whitmore to Wahiawa where the high school is located. The current student population of the Complex is approximately 8,101 enrolled students with approximately 25% connected to the military.

Wahiawa and surrounding communities have struggled since the decline of the sugar and pineapple industries. The ebb and flow of military personnel also causes economic instability for businesses. Loss of employment has contributed to relatively high poverty levels. According to the 2013-14 School Status and Improvement Report, in seven of the ten schools within the Leilehua Complex, over 50% of students qualify for free or reduced-cost lunches. At Wahiawa Elementary and Kaala Elementary, the rates are 82.1% and 87.5% respectively.

Thus, a depressed economy and fewer job opportunities force many, including students, to leave the community to find stable and meaningful work. But the challenge is not just of finding work, but lacking the skills and experience necessary for the kinds of jobs available.

Over the past ten years, growth in STEM (science technology, engineering and math) jobs was three times greater than that of non-STEM jobs in the United States. By

2017, the STEM-related jobs across all industries in Hawaii are estimated to increase to 63,000, or approximately 16,500 more workers with STEM skills annually. Despite the positive outlook, Hawaii ranks 47th in the nation for the number of science and engineering degrees awarded per 100,000 residents.

Therefore, a two-fold need exists: employers need skilled workers and workers need to be skilled. However, what is not lacking is the potential workforce. This current undertaking aims to prepare Leilehua Complex students to be that potential workforce through providing a comprehensive K-12 STEM curricula which equips them for the science and technology economy of 21st century Hawaii.

C. Goals and Objectives of the LACA Leilehua Complex Project

The primary objectives of the Project are to: (1) support the development and implementation of practical K-12 curricula in the areas of science, technology, engineering, and math (STEM); (2) increase the number of students who graduate with job readiness skills; (3) provide training and practicum experience to K-12 teachers and staff in instructing STEM curricula; and (4) develop and coordinate partnerships between the schools and community that will provide training, internships, and other job/career opportunities for the students. Secondly, the Project seeks to decrease the percentage of students dropping out of school and raise post-secondary attendance because of the relevance and practical nature of the curricula.

These objectives are consistent with the Hawaii Department of Education's Strategic Plan goals for preparing students for success in college, career, and citizenship in the 21st century. Guided by three statewide goals - Student Success, Staff Success, and Successful Systems of Support - the Department maintains consistently high expectations, provides the necessary supports, and promotes excellence and lifelong learning for all.

II. Service Summary and Outcomes

A. Scope of Work, Tasks, and Responsibilities

The LACA Leilehua Complex Project comprises the following:

1. Develop and implement practical K-12 STEM curricula. A key objective in this process is identifying and promoting rigorous and engaging learning for all students potentially interested in STEM fields to help maximize their potential and expand their choices for their futures.

The strategy for addressing this phase is obtaining an experienced resource teacher whose main directive is to identify gaps in current curricula that prevent job readiness and to develop and/or upgrade the curricula in the specific subject areas of science, technology, engineering and math from K-12. The curricula will include development of applied science, technology, engineering, and math to provide students with more opportunities and options relating to job readiness. The resource teacher

would be employed by the Department of Education and under the supervision and direction of the Complex Area Superintendent. The Leilehua Complex does not currently have a STEM curriculum specialist or resource teacher.

2. Provide training and practicum experience to K-12 teachers and staff to increase content knowledge and skills for teaching STEM curricula.

The strategy will employ professional development workshops that advance teachers' content knowledge and conceptual understanding of the STEM curricula and tailor a progression of learning activities for individual students based upon their learning needs while supporting students at all levels of proficiency. Training will be provided by the STEM resource teacher in conjunction with support staff at the Leilehua Complex level based on the job-embedded professional development model, which incorporates on the job training into the workday. The purposes of job-embedded staff development are to (1) increase student achievement, (2) refine existing instructional strategies, and (3) introduce new instructional strategies and encourage teachers to view daily experiences as opportunities to learn.

3. Provide comprehensive support to students by expanding career and job opportunities through partnerships with members of the community. These can include training, internships, job fairs, and other activities.

The strategy would be accomplished through employment by the Hawaii Department of Education or through contract services with LACA of (1) a community engagement specialist who will work collaboratively with Complex Area Superintendent, schools, and the community to develop and implement structures, processes, and strategies for authentic community engagement; and (2) a resource manager at the Leilehua High School to create job fairs, secure internships and job placement opportunities for students with local businesses, and facilitate potential job opportunities upon completion of high school or college. LACA would administer contract services for both individuals, the former of whom will report directly to the Complex Area Superintendent and the latter of whom will report directly to the high school principal.

B. Projected Timeline

B. Projected Timeline

Action	Target Dates
Secure STEM Resource Teacher.	Summer of 2015
Develop STEM curricula and assessment standards for K-12.	FY 2015-2016
Provide training and practicum experience to K-12 teachers and staff to refine content knowledge and skills for teaching STEM curricula.	Trainings to begin Fall 2015 and held quarterly.

Secure Community Engagement Specialist and Resource Manager.	Summer of 2015
Establish community partnerships and implement program at high school which provides students with trainings, internships, job placement, job fairs, and other career-related opportunities.	Program to begin Fall 2015.

C. Quality Assurance and Evaluation Plans

1. STEM resource teacher will design a timeline with proposed actions and due dates for research, analysis, development and completion of curricula and assessment with the assistance of the Community Engagement Specialist. Written quarterly progress reports will be submitted to the Complex Area Superintendent and LACA.

2. Community Engagement Specialist's role is to link community resources with schools in the Leilehua Complex. The Community Engagement Specialist will keep the Complex Area Superintendent and complex support staff informed of the progress of the Whitmore Project and other revitalization projects and coordinate between the schools, complex area and Department of Education when engaging with businesses and community. Written quarterly progress reports will be submitted to the Complex Area Superintendent and LACA.

3. Teacher/staff evaluations of professional development workshops and trainings to be provided to LACA. Evaluations shall include observations by Complex Area Superintendent or principal who will be the direct supervisors.

4. Resource Manager at Leilehua High School will report regularly to the high school principal. Student and community partner evaluations of internships, job fairs and other events will be submitted to the principal and LACA.

5. LACA will submit written progress reports to the Legislature by June 30, 2016.

D. Measure of Effectiveness

The measureable outcomes are as follows:

1. Final documented curricula and assessments.
2. Number of workshops and trainings conducted; teacher/staff evaluations; positive measures in student achievement in STEM-related subjects.

3. Number of events planned, number of internships set up; student and community partner evaluations; increase achievement in STEM-related subjects; positive feedback and evaluations of students from community partners.

Long Term measures – increase number of students participating in STEM-related training, internships, and career opportunities; increase in student achievement in STEM courses; decrease in school dropout rate; increase in students attending post-secondary education.

III. Financial

For fiscal year 2016, LACA seeks \$250,000 in funding to support the Project. Estimated cost to fund the Project is \$180,000 for three positions, \$20,000 for substitute teachers (three teachers per school per quarter equals 120 units at \$164 per unit), and \$50,000 for costs and supplies, including classroom interactive and simulation tools, computers and software.

	FTE Salary	TOTAL
STEM Resource Teacher	\$60,000	\$ 60,000.00
Community Engagement Specialist	\$60,000	\$ 60,000.00
Resource Manager	\$60,000	\$ 60,000.00
SALARIES		\$180,000.00
Substitute Teachers (3 teachers x 10 schools x 4 quarters = 120 units x \$164/unit)		\$ 20,000.00
Instructional Supplies (including interactive and simulation tools, computers, software)		\$ 50,000.00
TOTAL PROJECT COST		\$250,000.00

First quarter	Second quarter	Third quarter	Fourth quarter
\$62,500	\$62,500	\$62,500	\$62,500

LACA does not receive any state or federal tax credits nor has it applied for any tax credits pertaining to any capital projects.

LACA does not have any federal, state or county contracts or grants. LACA may seek county grant for program funding.

IV. Experience and Capability

A. Necessary Skills and Experience

LACA just obtained its 501(c)(3) IRS tax exemption in July of 2014. Since then, it has met on monthly basis with Leilehua High School Principal Jason Nakamoto to identify needs at the school. The focus has been on fundraising to support scholarships, programs and other activities at the school. LACA will be providing two scholarships to Leilehua High School seniors this year and is also scheduling an alumni dinner this year to honor alumnus Jean Ariyoshi and to raise funds for school scholarships and LACA projects. LACA also had several meetings regarding the Whitmore Project and with the Hawaii Department of Education and Leilehua Complex on how to provide support and implement needed programs at Leilehua High School and its feeder schools.

B. Facilities

Office space for the resource teacher and community engagement specialist will be at the Leilehua Complex offices. Office space for the resource manager will be provided at Leilehua High School

V. Personnel: Project Organization and Staffing

A. Proposed Staffing, Staff Qualifications, Supervision and Training

1. The STEM Resource Teacher's main objections are to develop and/or upgrade the K-12 curricula in the specific STEM subject areas and conduct professional development to enhance teacher's instruction and assessment. The STEM Resource Teacher will be supervised by the Complex Area Superintendent. Qualifications include bachelor's degree in Education, Science, Technology, Engineering or Math, or closely related field, requires at least three years of teaching experience, excellent organization skills and follow through; teacher certification as required by the Hawaii Teacher Standards Board and Department of Education Office of Human Resources minimum requirements, excellent written communication skills; excellent verbal communication skills.

2. The Community Engagement Specialist's main role is to link community resources with schools in the Leilehua Complex. The Community Engagement Specialist will keep the Complex Area Superintendent and complex support staff informed of the progress of the Whitmore Project and other revitalization projects and coordinate between the schools, complex area and Department of Education when engaging with businesses and community. The Community Engagement Specialist will be supervised by the Complex Area Superintendent. Qualifications include the following: bachelor's degree; teacher certification as required by the Hawaii Teacher Standards Board and Department of Education Office of Human Resources minimum requirements; at least three years' experience in training, systems change, collective

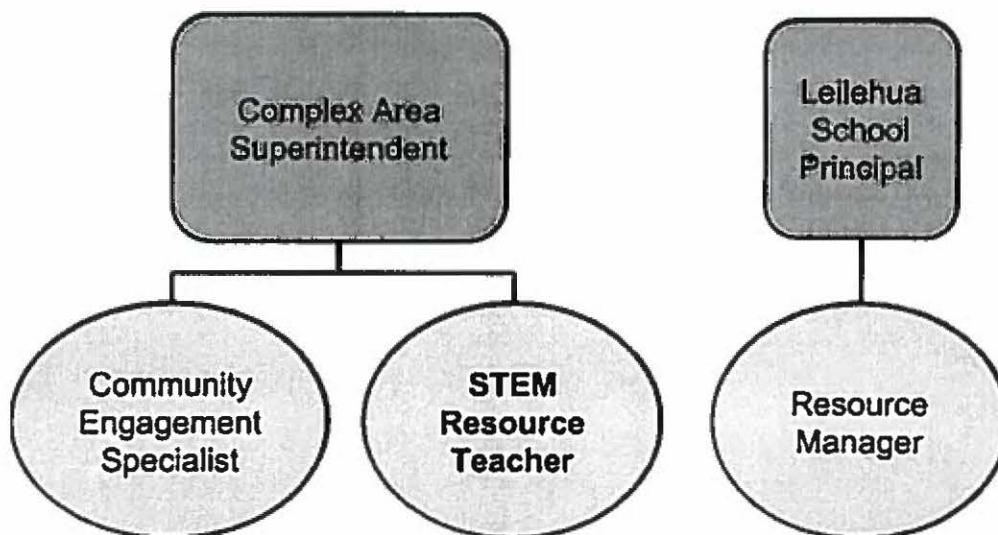
impact, community organizing, communications or development in nonprofit, government or business setting; experience working with community-based and family-supporting organizations; experience developing and maintaining relationships with volunteers and partners; comfortable working independently; interpersonal skills that emphasize team building; excellent organization skills and follow through; excellent written communication skills; excellent verbal communication skills.

3. The Resource Manager primarily works at the high school and with students to set up work-related opportunities such as internships, mentorships, trainings, and job placements. The Resource manager will be supervised by the High School Principal. Qualifications include a bachelor's degree; teacher certification as required by the Hawaii Teacher Standards Board and Department of Education Office of Human Resources minimum requirements; formal or informal preparation for coordination and supervision of internship programs; experience developing and maintaining relationships with volunteers and partners; comfortable working independently; excellent organizational skills and follow through; excellent written and verbal communication skills; and technical ability.

B. Organization Chart

The STEM Resource Teacher and Community Engagement Specialist will be under the supervision of the Complex Area Superintendent. Both will be required to prepare and provide regular reports to the Complex Area Superintendent and LACA

The Resource Manager will be under the supervision of the High School Principal and will be required to prepare and provide regular reports to the High School Principal and LACA.



C. Compensation

The STEM resource teacher, employed by the Department of Education, receives an annual salary of \$60,000.

The Community Engagement Specialist and Resource Manager, either employed by the Department of Education or through contract services with LACA, will each receive \$60,000 annual compensation.

VI. Other

A. Litigation

There is no pending litigation to which LACA is a party or judgment against LACA.

B. Licensure or Accreditation

LACA is a Hawaii non-profit 501(c)(3) corporation duly organized in the State of Hawaii and registered as a charitable organization with the Department of the Attorney General, State of Hawaii.

C. Federal and County Grants

n/a

D. Private Educational Institutions

N/A

E. Future Sustainability Plan

The Project is supported by LACA, the Leilehua High School Principal and Leilehua Complex. Once curriculum is completed, additional funding would be for ongoing professional training of teachers and retention of the Leilehua High School resource manager. LACA will pursue state, county, federal and private grants and fundraising to continue the Project.

F. Certificate of Good Standing

Certificate of Good Standing is attached.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2015 to June 30, 2016

Applicant: _____ Leilehua Alumni and Community Association

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
A. PERSONNEL COST				
1. Salaries	180,000			
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
TOTAL PERSONNEL COST	180,000			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training	20,000			
6. Supplies	50,000			
7. Telecommunication				
8. Utilities				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	70,000			
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	250,000			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	250,000	Carolyn E. Hayashi	808-522-5149	
(b) Total Federal Funds Requested		Name (Please type or print)	Phone	
(c) Total County Funds Requested			1/30/15	
(d) Total Private/Other Funds Requested		Signature of Authorized Official	Date	
TOTAL BUDGET	250,000	Leilehua Alumni and Community Association President		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2015 to June 30, 2016

Applicant: _____ Leilehua Alumni and Community Association _____

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
STEM resource teacher	60000	\$60,000.00	100.00%	\$ 60,000.00
Community engagement specialist	60000	\$60,000.00	100.00%	\$ 60,000.00
Resource manager	60000	\$60,000.00	100.00%	\$ 60,000.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				180,000.00
JUSTIFICATION/COMMENTS:				
See State Grant and Aid Application				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2015 to June 30, 2016

Applicant: _____

Leilehua Alumni and Community Association

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
n/a			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
n/a			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2015 to June 30, 2016

Applicant: Leilehua Alumni and Community A

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2013-2014	FY: 2014-2015	FY:2015-2016	FY:2015-2016	FY:2016-2017	FY:2017-2018
PLANS			N/A			
LAND ACQUISITION			N/A			
DESIGN			N/A			
CONSTRUCTION			N/A			
EQUIPMENT			N/A			
TOTAL:						
JUSTIFICATION/COMMENTS:						



Department of Commerce and Consumer Affairs

CERTIFICATE OF GOOD STANDING

I, the undersigned Director of Commerce and Consumer Affairs of the State of Hawaii, do hereby certify that

LEILEHUA ALUMNI AND COMMUNITY ASSOCIATION

was incorporated under the laws of Hawaii on 07/11/2012 ; that it is an existing nonprofit corporation; and that, as far as the records of this Department reveal, has complied with all of the provisions of the Hawaii Nonprofit Corporations Act, regulating domestic nonprofit corporations.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Department of Commerce and Consumer Affairs, at Honolulu, Hawaii.

Dated: January 22, 2015



[REDACTED]

Interim Director of Commerce and Consumer Affairs

**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.
- 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.

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.

Leilehua Alumni and Community Association

(Typed Name of Individual or Organization)


(Signature)

1/30/15

(Date)

Carolyn E. Hayashi

(Typed Name)

President

(Title)