

House District _____
Senate District _____

THE TWENTY-NINTH 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): _____

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

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:
Read To Me International Foundation

dba: Read To Me International

Street Address:
126 Queen St., Ste. 303
Honolulu, HI 96813

Mailing Address: same as above

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name DR. JUDITH SARANCHOCK

Title EXECUTIVE DIRECTOR

Phone # (808) 955-7600

Fax # (808) 955-7601

E-mail Judith@ReadToMeIntl.org

3. TYPE OF BUSINESS ENTITY:

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

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

PROMOTING CHILDREN'S LITERACY THROUGH ITS MISSION:
TO SHARE THE LOVE AND JOY OF READING ALOUD

4. FEDERAL TAX ID #: _____

5. STATE TAX ID #: _____

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2018: \$ 150,000

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 \$ 3,990
FEDERAL \$ 0
COUNTY \$ 0
PRIVATE/OTHER \$ 62,000

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

JUDITH SARANCHOCK, EXECUTIVE DIRECTOR

1/20/17

DATE SIGNED



RECEIVED
1/20/17
JAL

Application for Grants

I. Background and Summary

1. Read to Me International Foundation (RTMI) is a 501 (c) (3) nonprofit organization incorporated in March 1996, growing out of a partnership between the Governor's Council for Literacy and the Rotary Club of Honolulu Sunrise. Its mission is "To Share the love and joy of reading aloud to children," so that it resonates throughout our community, allowing us to achieve a goal that every child will be read to every day.

In 1983, in an effort to understand how children learn to read, a National Commission on Reading was created by Congress to do a careful, extensive, thorough synthesis of research on reading. The Commission searched through more than ten thousand research projects conducted over a quarter of a century to determine what works, what might work, and what doesn't work. They concluded that reading aloud to children was, "the single most important activity to build the knowledge required for eventual success in reading."

RTMI plays a critical role in supporting the early childhood community by providing in-service/professional development opportunities for early childhood educators and for grades K-6 in elementary schools; providing presentations to parents of preschool and elementary aged children; partnering with other agencies, organizations, and entities which support early childhood literacy; implementing workshops for the parents of young children so they will be more engaged in their child's reading and education success; and hosting conferences where participants learn about practical applications and hands-on activities from literacy professionals that support the development of children's literacy skills

Research documents that children learn through visual, auditory and kinesthetic activities. RTMI incorporates a variety of learning modalities when developing materials and curricula to support early literacy. RTMI shares best practices, and research-based information with early childhood and elementary school educators and parents, modeling proven strategies and techniques through the use of a variety of activities to touch on each learning modality.

2. **Goal 1.** Support children's literacy by offering workshops, trainings and presentations that is research-based, and highlights best-practice principles in reading aloud to children.
Goal 2. Plan and implement a Read To Me International Conference that promotes reading aloud and features national and local authors and illustrators.

- Goal 3.** Expand adult read-aloud, skill development program--RTM10 (Read to Me 10 minutes a Day) --for parents of children 0-6 from under-resourced communities, partnering with providers on the Wai'anae Coast.
- Goal 4.** Provide prison literacy programs for incarcerated individuals at three sites.
- Goal 5.** Provide web-based and other media to promote reading aloud using RTMI's website, social media and other communication media.

3. Ample research on reading aloud to children documents that the promotion of language development and other emergent literacy skills help children become successful readers as they prepare for school. The passage of Every Student Succeeds Act (ESSA) 2015 focuses on raising the literacy in low-performing schools and the students living in under-resourced communities. Today our world is changing at warp speed, making the development of reading skills imperative to be competitive in today's workforce and global economy. Extensive research documents that children learn new words that stimulate vocabulary growth when they are read aloud to. RTMI's mission and goal is that reading aloud to children is the best way to have every child reading every day. This practice prepares our youth to work in local and global economies. In 2016, Read To Me International celebrated its 20th year anniversary; spreading its wings to support our early learners; advocating from its inception that 85% of brain development occurs before the age of 5, yet, only 14% of public education dollars are spent on early childhood education. Thereupon RTMI firmly believes that promoting read aloud precepts to parents and early educators will have long-term educational benefits for children. This will result in more productive citizens who will contribute to our society.
4. The mission and goals of RTMI serve a public purpose and meet a great need in our community. The organization focuses on improving children's literacy and language development through focusing its efforts on preschool and grades K-6 literacy development; supporting families in under-resourced communities through its RTM10 parent coaching program; and supporting the literacy and parenting skills of incarcerated parents on O'ahu and Kaua'i. The work that Read to Me does aligns with the *family literacy* and *family engagement* priorities of the 2015 Every Student Succeeds Act (ESSA) reauthorized legislation. RTMI and its programs address other areas of the act, including: placing an emphasis on preschool readiness skills; and improving the academic achievement of the disadvantaged. RTMI's community outreach will support the development of a more literate work force, which will in turn enrich the quality of life of our Hawai'i residents

5. Geographic coverage includes O'ahu and the Neighbor Islands. On O'ahu, RTMI services Honolulu, Central, Leeward and Windward areas, working with schools (teachers, students, parents), the Parent Community Networking Centers (PCNC), and at community events. The RTM10 Program is serving the under-resourced population on the Wai'anae Coast. The Women's Community Correction Center (WCCC) and Waiawa have an ongoing Read Aloud Program. Also, the Haku Mo'olelo (create stories) is front and center for the women inmates at WCCC. For the neighbor islands, RTMI has an active volunteer base in Hilo, Hawai'i, the island of Moloka'i and recently a new read aloud program for the incarcerated on Kaua'i.

II. Service Summary and Outcomes

1.

Goal 1: Support children's literacy by offering workshops, training, and presentations that is research-based, and highlights best-practice principles in reading aloud to children.

- a) Conduct ten (10) presentations and workshops for parents, Parent Community Networking Centers (PCNC), teachers and others servicing children and families.
- b) Conduct ten (10) community events to share RTMI's mission of reading aloud to children.

Goal 2: Plan and implement a Read To Me International Conference that promotes reading aloud and features national and local authors and illustrators.

- a) In 2018, RTMI will host its third one (1) day conference.
- b) The conference attracts more than 200 preschools and elementary teachers, librarians, parents and nonprofit providers who serve preschool and elementary aged children. Many of the attendees work in under-resourced areas.

Goal 3: Expand adult read-aloud, parent coaching, skill-development program—RTM10 (Read to Me 10 minutes a day)—for parents of children 0-6 from under-resourced areas. Partner with providers on the Wai'anae Coast.

- a) Conduct six (6) cycles of Read-Aloud trainings on the Wai'anae Coast.
- b) Research other Wai'anae Coast sites to host the RTM10 program. Continue to collect data and evaluate program effectiveness.

Goal 4: Provide Prison Literacy Programs for incarcerated individuals at three sites.

- a) Provide prison literacy programs at three (3) correctional facility sites (WCCC, Waiawa, and Kaua'i).
- b) Continue the Haku Mo'olelo project at WCCC for female inmates to create their own children's stories to be published and recorded for their children ages 2-10 years old.

Goal 5: Provide web-based and other media to promote reading aloud using RTMI's website, social media and other communication media.

- a) Build awareness of the importance of reading aloud to children.
- b) Continue to build website as a "go to" location for parents to find resources and age appropriate books.
- c) Increase the nonprofit's reach into the community by sharing reading aloud tips, book recommendations, articles and blogs via social media platforms.

2.-4. Refer to ATTACHMENT: GIA Scope of Service

III. Financial

Budget

1.-3. Refer to ATTACHMENT: BUDGET REQUEST BY SOURCE OF FUNDS

Quarterly funding requests for the fiscal year 2018.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$37,500	\$37,500	\$37,500	\$37,500	\$150,000

- 4. Not applicable.
- 5. Not applicable.
- 6. Balance of its unrestricted current assets as of December 31, 2016- \$103,768

IV. Experience and Capability

A. Necessary Skills and Experience

Read To Me International (RTMI) has been in existence for more than 20 years. As listed in the personnel and staffing qualification section, all program leaders for presentations, prison projects and RTM10 hold bachelor's and advanced degrees in education. The president and founder of RTMI (Lynne Waihee) presents and holds read-aloud trainings on O'ahu and the Big Island. The newly hired Outreach Director will oversee the prison project providing literacy training on Oahu at two sites and provide professional development in under-resourced communities. RTM10 is a highly successful program that is headed by the development director (Aileen Shin); this program serves parents on the Wai'anae Coast. The executive director (Dr. Judith Saranchock) created a prison writing program (Haku Mo'olelo) (2015-16) for inmates at WCCC to create and publish children's books. Finally, all staff working with these programs listed in this grant have extensive educational and leadership experience. (See section V. A. Proposed Staffing, Staff Qualifications, Supervision and Training.)

B. Facilities

RTMI operates out of two small offices, one in downtown Honolulu and another in Mā'ili. Staff members work in compact spaces so that funds can be spent on programs that support preschool to K-6 students, parents and the community.

V. Personnel: Project Organization and Staffing

- A. Refer to ATTACHMENT:
Proposed Staffing, Staff Qualifications, Supervision and Training**
- B. Refer to ATTACHMENT:
Organization Chart**
- C. Refer to ATTACHMENT:
BUDGET JUSTIFICATION – PERSONNEL SALARIES AND WAGES**

VI. Other

- A. Litigation**
Not applicable

B. Licensure or Accreditation

Not applicable

C. Private Educational Institutions

Not applicable

D. Future Sustainability Plan

Read To Me International operates with a small staff—two full time, two part-time and two assistants at our satellite office in Mā‘ili. With the 2016-17 GIA grant, RTMI had more than 7,890 contacts. In addition, the grant allowed the agency to support the incarcerated at WCCC, Waiawa and the island of Kaua‘i. Without State funding, RTMI must reduce services in our under-resourced communities, in public schools, at community educational events, and in our prisons.

To complement the GIA grant, RTMI will continue to hold its annual fundraiser and annual fund solicitation; participate in smaller fundraisers as our Christmas wrapping at Barnes and Noble; seek community funding from foundations and corporations that support our literacy mission; and identify partners with whom to share resources.

The latest Every Student Succeeds Act (ESSA) signed by President Obama emphasizes family literacy and family engagement as well as improve the academic achievement for the disadvantaged. Therefore, it is hoped that we may continue our GIA funding for 2017-2018.

**E. Refer to ATTACHMENTS:
Certificate of Good Standing
Certificate of Vendor Compliance**

Goal 1: Support children’s literacy by offering workshops, trainings, and presentations that is research based, and highlights best-practice principles in reading aloud to children.

Tasks and Responsibilities	Outcomes	Measurements	By When
<ul style="list-style-type: none"> • Provide ten (10) presentations and workshops for O’ahu, Hawai’i Island, and Moloka’i parents, PCNCs, teachers and others serving children and families, sharing the mission of reading aloud to every child at least 10 minutes a day. 	<ul style="list-style-type: none"> • 75% of participants will rate the presentations/workshops 4.0 out of a 5 point scale on the workshop effectiveness. • 75% of participants will indicate in their evaluation form that they learned something new about the importance of reading aloud. • Participants will commit to reading aloud to their children for 10 minutes a day on a regular basis by filling out a pledge card.. 	<ul style="list-style-type: none"> • Participants will fill out an evaluation sheet, which will be collected at the end of the presentation or workshop. Evaluations will be tallied and reviewed. 	<p>Jun-18</p>
	<ul style="list-style-type: none"> • 80% of participants in workshops and presentations on Hawaii Island will rate the workshops and presentations’ effectiveness a 4.0 on a 5-point scale. 	<ul style="list-style-type: none"> • Evaluation sheets will be disseminated at the end of the read-aloud workshops and presentations to measure a number of desired outcomes. Such measures will be tallied and analyzed to make improvements where necessary. • Logs will be kept on the number of contacts made by RTMI’s participation in community events. 	<p>Jun-18</p>

Goal 2: Plan and implement a Read To Me International Conference that promotes reading aloud and features national and local authors and illustrators.

Tasks and Responsibilities	Outcomes	Measurements	By When
<ul style="list-style-type: none"> Organize and host a one-day Reading Conference to promote literacy skills by featuring national and local authors who share ideas for writing successfully, and using reading aloud as a strategy. 	<ul style="list-style-type: none"> Between a 180 to 200 educators and other interested parties will participate in the conference and rate it as a meaningful and useful literacy conference. 	<ul style="list-style-type: none"> 75% of participants will rate the conference as a whole 4.0 on a 5.0 scale on the conference evaluation. 	<p>Jun-18</p>

Goal 3: Expand adult read-aloud, parent coaching, skill-development program--RTM10 (Read to Me 10 minutes a Day)---for parents of children 0-6 from under- resourced communities, partnering with providers on the Wai'anae Coast.

Tasks and Responsibilities	Outcomes	Measurements	By When
<ul style="list-style-type: none"> Expand participation in RTM10 cycles at the Early Learning Center in Mā'ili. Find other community-based sites to offer RTM10. Develop an RTM10 Reader's Alumni Group. 	<ul style="list-style-type: none"> Increase the average number of participants by 16%. * A second community site is identified for the RTM10 workshop. * Graduates and their families attend planned activities. 	<ul style="list-style-type: none"> Participant registrations and attendance monitoring. 2 family activities are planned for graduates. 	<p>Jun-18</p>
<ul style="list-style-type: none"> Develop an RTM10 Reader's Group. 	<ul style="list-style-type: none"> RTM10 alumni are engaged in continuing the skills and strategies gained from the RTM10 Core Curriculum. 	<ul style="list-style-type: none"> Attendance at alumni gatherings; feedback from Alumni Newsletter; participation in alumni events for graduates. 	<p>Jun-18</p>

Goal 4: Provide prison literacy programs for the incarcerated individuals at three sites.

Tasks and Responsibilities	Outcomes	Measurements	By When
<ul style="list-style-type: none"> Enhance the current literacy program at the Women's Community Correctional Center (WCCC) and at Waiawa Correctional Facility (WCF). 	<ul style="list-style-type: none"> WCCC and WCF inmates will gain an understanding of what makes a good story through read-aloud techniques of children's books. 	<ul style="list-style-type: none"> 50% of WCCC inmates enrolled in the program will mail at least two books a year home. 25% of the participants at Waiawa will mail home a minimum of two books a year. 	Jun-18
<ul style="list-style-type: none"> Continue the Haku Moololo Program at WCCC for inmates to create their own children's stories for publication. 	<ul style="list-style-type: none"> Publish 10 women inmates original stories per cycle (Fall/spring) to read aloud to their children, and mail the book and recorded CD home. A celebration with inmates and families will take place after each cycle. 	<ul style="list-style-type: none"> Evaluation sheets will be disseminated at the end of each session. Such measures will be tallied to make improvements where needed. There will be 12 to 24 books published. 90% of the participants will complete the class. 	Jun-18
<ul style="list-style-type: none"> Provide Kauai Correctional Center (KCC) with a literacy program. 	<ul style="list-style-type: none"> Kauai inmates will learn how to read aloud to their children and record stories for their children for a total of 10-15 books to be recorded on CD's and mailed home. 	<ul style="list-style-type: none"> A record of the dates and titles of books sent home to the children of inmates will be maintained. 75% of the participating inmates will mail at least two books and CDs home. 	Jun-18

Goal 5: Provide web-based and other media to promote reading aloud using RTMI's website, social media and other communications media.

Tasks and Responsibilities	Outcomes	Measurements	By When
<ul style="list-style-type: none"> Construct and post new resources and targeted content related to reading aloud to RTMI's website and other social media tools. 	<ul style="list-style-type: none"> Promote interactive sharing of recommended titles, activities, using social media to increase community reach. 	<ul style="list-style-type: none"> Update the website throughout the year with newsletters that address research articles, children's books and serve as a "go to" site for parents and community. 	Jun-18

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2017 to June 30, 2018

Applicant: Read To Me International Foundation

BUDGET CATEGORIES	Total State Funds Requested (a)	Trust & Foundations (b)	Other Funds (c)	Total
A. PERSONNEL COST				
1. Salaries	61,026	38,705	9,516	109,247
2. Payroll Taxes & Assessments			2,200	2,200
3. Fringe Benefits	5,746			5,746
TOTAL PERSONNEL COST	66,772	38,705	11,716	117,193
B. OTHER CURRENT EXPENSES				
1. Office Rent, Parking		2,331	29,797	32,128
2. Supplies	16,989	36,846	11,361	65,196
3. Telecommunications		562	4,869	5,431
4. Lease/Rental of Equipment		360	1,600	1,960
5. Contract Services		31,635	15,500	47,135
6. Taxes and Insurance		1,056	10,879	11,935
7. Other Admin. Costs			12,179	12,179
8. Program Planning & Evaluation	63,369			63,369
9. Program Expenses		15,000	14,599	29,599
10. Meetings, Workshops & Professional Dev.			5,900	5,900
11. Inter-Island Travel	2,870			2,870
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				
TOTAL OTHER CURRENT EXPENSES	83,228	87,790	106,684	277,702
C. EQUIPMENT PURCHASES	0	0	0	0
D. MOTOR VEHICLE PURCHASES	0	0	0	0
E. CAPITAL	0	0	0	0
TOTAL (A+B+C+D+E)	150,000	126,495	118,400	394,895
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	150,000	Dr. Judith Saranchock (608) 955-7600		
(b) Total Trusts & Foundations	126,495	Name (Please type or print) Phone		
(c) Total Other Funds	118,400	Date		
		1/20/17		
TOTAL BUDGET	394,895	Dr. Judith Saranchock Name and Title (Please type or print)		

V. Personnel: Project Organization and Staffing

A. Proposed Staffing, Staff Qualifications, Supervision and Training



Lynne Waihe'e, President

As a youngster, Lynne Waihee found magic in her otherwise mundane life through the world of princesses and princes, fairy tales and fables. In real life, Read To Me International President Lynne Waihee has led a charmed life as a former First Lady of Hawai'i, during which time she served as the Honorary Chair for the Governor's Council for Literacy. A former high school English teacher, literacy was a perfect fit for her role as First Lady, and Waihee has now championed childhood literacy's cause for over 23 years. She recalls with fondness reading in bed to her own children, John IV and Jennifer, and anxiously awaits the day she has grandchildren to whom she can read. Meanwhile, she finds great joy in reading aloud to anyone's children, and to adults as well . . . including husband John.



Dr. Judith Saranchock, Executive Director

Dr. Judith Saranchock has an extensive professional and educational background through her work as a teacher, principal and Complex Area Superintendent. She has worked with a number of students, teachers, and classified staff as well as with various organizations, including the Department of Health, the University of Hawaii and City, State and Federal offices. Saranchock believes through a school/business partnership and team approach, Read To Me International can increase the number of volunteers and staff to foster its mission and create a learning environment that will attract more children.



Aileen Shin, Director of Development

Aileen Shin has partnered with several local non-profit organizations to advance their missions and goals. By creating a symbiotic relationship between the Board of Directors, supporters, businesses and the broader community, Aileen has successfully integrated resources to further the missions of these non-profits. Along with creating, coordinating and implementing fundraising efforts, Aileen has worked with leadership teams to meet and monitor financial goals, assist various accreditation processes, and provide guidance for strategic planning.



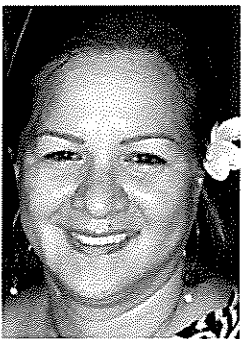
Celia Chang Takahashi, Community Outreach Director

Celia Kahealani Chang Takahashi, has a diverse, extensive background in education from being a classroom teacher; writing, editing & disseminating curriculum; conducting professional development workshops; and community networking. Celia participates in a variety of volunteer projects including those of Read Across America; sitting on the board of educational non-profits; volunteering at her daughter's schools; and supporting their hālau. When she is not working or volunteering, Celia crafts and reading.



Shannon Murphy, Executive Administrator

In childhood, Shannon molded her earliest philosophies (and imagination) through the worlds of Dr. Seuss and Maurice Sendak. This led her to consider careers in feline psychology, fox footwear, sailing in the direction of wild things, and other general adventuring. Her quest happily culminated in a career that is a little more exciting - Nonprofit Administration. Having served as Office Manager and Director of Operations with Honolulu nonprofit organizations in the medical research and social service sectors, she comes full circle and turns to her first love - sharing the wonder of reading with a child. She has passed this on to her son (an adventurer in training) and hopes to spread the word to families everywhere!



Shondell Palacio, Mā'ili Site Assistant

A true Nānākuli home grown resident, Shondell Palacio has spent all of her life in the Nānākuli neighborhood and is a graduate of Nānākuli High School. She has served her community most of her adult life, working with families and caregivers. Now, she is working part time with Read To Me International as the Mā'ili Site Assistant and continues to serve her community by providing tools, tips and resources to promote reading aloud through the RTM10 Program. In addition, she is going to the university working toward her B.Ed. degree.

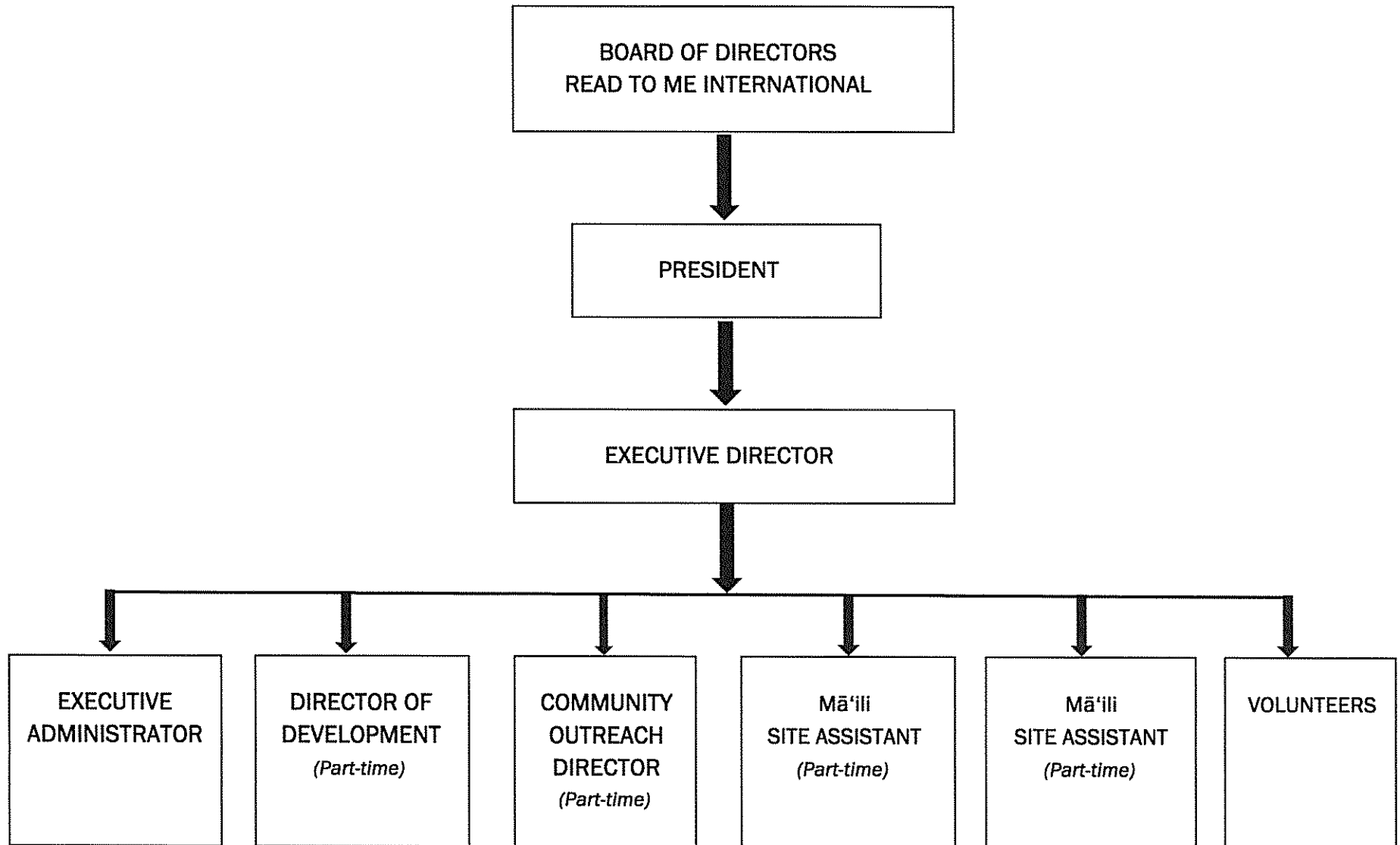


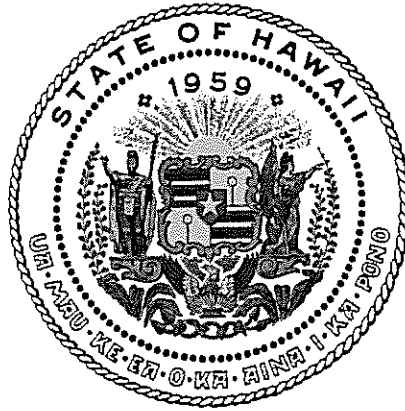
Leolani Pias, Mā'ili Site Assistant

Leolani Pias is a mother of four children whose ages range from one to eighteen years old. After graduating high school, Leolani attended the University of Hawaii for two years in pursuit of her bachelor's degree in early childhood education. She subsequently opened a family childcare center in her home. After volunteering with Read To Me for a year and a half, she became a part-time assistant in the Mā'ili RTMI office.

B. Organization Chart

Read To Me International Foundation 2017 - ORGANIZATIONAL CHART





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

READ TO ME INTERNATIONAL FOUNDATION

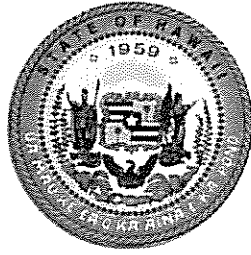
was incorporated under the laws of Hawaii on 03/27/1996 ;
that it is an existing nonprofit corporation; and that,
as far as the records of this Department reveal, has complied
with all of the provisions of the Hawaii Nonprofit Corporations
Act, regulating domestic nonprofit corporations.

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 18, 2017

Director of Commerce and Consumer Affairs





**STATE OF HAWAII
STATE PROCUREMENT OFFICE**

CERTIFICATE OF VENDOR COMPLIANCE

This document presents the compliance status of the vendor identified below on the issue date with respect to certificates required from the Hawaii Department of Taxation (DOTAX), the Internal Revenue Service, the Hawaii Department of Labor and Industrial Relations (DLIR), and the Hawaii Department of Commerce and Consumer Affairs

Vendor Name: READ TO ME INTERNATIONAL FOUNDATION*

DBA/Trade Name: READ TO ME INTERNATIONAL FOUNDATION*

Issue Date: 01/19/2017

Status: Compliant

Hawaii Tax#: W20515466-01

New Hawaii Tax#:

FEIN/SSN#: XX-XXX7529

UI#: XXXXXX0185

DCCA FILE#: 103741

Status of Compliance for this Vendor on issue date:

Form	Department(s)	Status
A-6	Hawaii Department of Taxation	Compliant
	Internal Revenue Service	Compliant
COGS	Hawaii Department of Commerce & Consumer Affairs	Exempt
LIR27	Hawaii Department of Labor & Industrial Relations	Compliant

Status Legend:

Status	Description
Exempt	The entity is exempt from this requirement
Compliant	The entity is compliant with this requirement or the entity is in agreement with agency and actively working towards
Pending	The entity is compliant with DLIR requirement
Submitted	The entity has applied for the certificate but it is awaiting approval
Not Compliant	The entity is not in compliance with the requirement and should contact the issuing agency for more information

**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, Hawai'i 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, Hawai'i 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, Hawai'i 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, Hawai'i 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.

Read To Me International Foundation
(Typed Name of Individual or Organization)

1/20/17
(Date)

Dr. Judith Saranchock
(Typed Name)

(Title)