

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

Type of Grant Request:

X 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.

The Storybook Theatre of Hawaii

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:

Dbas: The Storybook Theatre of Hawaii

Street Address: 3814 Hanapepe Road

Mailing Address: Post Office Box 820 Hanapepe HI 96716

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name MARK JEFFERS

Title Executive Director

Phone # 808-335-0712

Fax # 808-335-0712

E-mail director@storybook.org

3. TYPE OF BUSINESS ENTITY:

X NOT FOR PROFIT 501(C)3 CORPORATION

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:

2017-2018 PRESERVATION PROJECT

CAPITAL IMPROVEMENTS TO STORYBOOK
THEATRE A STATE MANAGED HISTORIC BUILDING
IN HANAPEPE KAUAL.

DEVELOPMENT OF A PEACE EDUCATION
CURRICULUM FOR HAWAII'S SCHOOL CHILDREN
AGES 2 - 18 YRS.

DEBT RETIREMENT FOR A 2012 USDA COMMUNITY
FACILITIES LOAN.

4. FEDERAL TAX ID #: [REDACTED]

5. STATE TAX ID #: [REDACTED]

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2018: \$ 210,000

8. STATUS OF SERVICE DESCRIBED IN THIS REQUEST:

EXISTING SERVICE (PRESENTLY IN OPERATION)

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

STATE \$ _____

FEDERAL \$ _____

COUNTY \$ _____

PRIVATE/OTHER \$ _____

[REDACTED SIGNATURE]

MARK JEFFERS - EXECUTIVE DIRECTOR JANUARY 18, 2017

AUTHORIZED SIGNATURE

NAME & TITLE

DATE SIGNED



**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.

____ The Storybook Theatre of Hawaii




(Signature)

January 18, 2017 _____

(Date)

Mark Jeffers
(Typed Name)



Executive Director _____

(Title)

Application for Grants

If any item is not applicable to the request, the applicant should enter "not applicable".

I. Background and Summary

This section shall clearly and concisely summarize and highlight the contents of the request in such a way as to provide the State Legislature with a broad understanding of the request. Please include the following:

1. A brief description of the applicant's background;

Storybook Theatre of Hawai'i, NFP ("Storybook Theatre"), has been producing quality children's programming in Hawaii for more than 35 years. Storybook Theatre serves children ages 3-12 with programming centered around the visual/performing arts and preserving/honoring the Hawaiian culture. Collaborating with early childhood educators and family service organizations, Storybook Theatre also addresses important community issues such as peace education, literacy and family stability.

Storybook Theatre programming reaches children on Kaua'i and throughout all of Hawai'i. The major components of Storybook's annual program offerings are: onsite art education programs, a statewide television program with a literacy focus, a statewide marine mammal educational tour, peace programs in the Spark M. Matsunaga International Children's Garden, the Princess Ka'iulani Keiki Fest, a Children's Cultural Center, Read Across Kauai, and a Dad's Day Celebration. All services are provided free or for a minimal charge.

A community centerpiece, Storybook Theatre is located in a historic building on the main thoroughfare of rural Hanapepe, Kaua'i. The building was largely destroyed by Hurricane 'Iniki in 1992 but Storybook Theatre was able to save it from demolition with support from the local community. The building has undergone extensive rehabilitation and now includes an indoor theatre, a professional grade media production studio, a Children's Cultural Center, offices and classrooms. A highlight of the historic restoration project is the Spark M. Matsunaga International Children's Peace Garden with an outdoor amphitheater, a life-size bronze statue of Sparky (the only such statue in the world), gazebo, Japanese bridge, embellished metal gate, and stone waterfall/stream/pond.

2. The goals and objectives related to the request;

Goal: Preserve Storybook Theatre's historic facilities by conducting necessary maintenance and repairs.

Objective: In 2017-18, conduct termite extermination, including tenting the facilities to exterminate the current termite population and treatment with Sentricon to prevent future infestation.

Objective: In 2017-18, hire contractors to repair and replace the mounting for the indoor theatre seating, which has been structurally compromised due to termite damage.

Objective: In 2017-18, oversee repair and replacement of rotting wood and repainting of the front façade and the eastern exterior wall.

Objective: In 2017, oversee 3 volunteer workdays to complete work such as interior painting, exterior staining of the fence, as well as other minor maintenance.

Objective: In 2017-18, complete extensive interior repainting to preserve the walls.

Objective: In 2017, install additional lighting and signage to improve visitor experiences in the Spark M. Matsunaga Children's Garden.

Goal: Develop a peace curriculum for children ages 2 to 18 yrs. to honor the work of former US Senator Spark M. Matsunaga while teaching critical thinking and dynamic conflict resolution strategies among Kauai's keiki.

Objective: Have 6 retired elementary school teachers and professional early childhood educators create a peace curriculum to be presented to 500 pre-school, elementary school and high school children on Kaua'i in 2017-18 school year and annually thereafter.

Objective: Produce and design an peace education activity and coloring book to be distributed to 800 keiki on Kaua'i in the 2017-18 program season.

Objective: Host 150 adults and families on Kaua'i at a community forum for the general public within the Children's Garden to celebrate and honor the life of Spark M. Matsunaga in 2017-18.

Objective: To share former Senator Matsunaga's personal passion of working toward World Peace in the United States Senate with children throughout Hawai'i via Storybook's cable broadcast television programs.

Goal: Create a more sustainable and effective financial model by retiring a USDA Rural Community Facility loan to ensure Storybook Theatre can continue serving the maximum number of keiki for years to come.

Objective: Retire the \$155,000 USDA Rural Community Facility loan—relating to the creation of the Sparky M. Matsunaga International Children's Garden for Peace and Storybook's Media Studio—in the year 2018.

Objective: Minimize total overhead costs to 18% or less of the annual budget by the end of 2018.

Objective: Increase the number of children served with programming by lowering overhead costs by 11% by the end of 2018.

3. The public purpose and need to be served;

Preserving a historic and culturally significant building:

Storybook Theatre headquarters is in need of repairs from the 14 years since the building was opened to the public in 2003. The building bears special cultural and historical significance for the island of Kaua'i and State of Hawai'i. The *Sun Ke Heong*, or 'House of Fragrance' building, was constructed in 1933 by Chinese immigrants seeking a better alternative to plantation life. The building is included on the Hawai'i and National Registers of Historic Places. In 1992, the building was nearly destroyed by Hurricane Iniki. In 1997, Storybook Theatre was awarded a 55-year lease from the Department of Land and National Resources of the State of Hawai'i and has since invested \$795,000 in the rehabilitation of the building.

During the rehabilitation, Storybook Theatre maintained the historic nature of the building wherever possible, including restoration of the front façade and original hung windows. Storybook is proud to have restored a culturally significant building and, in doing so, also created an inviting space for children. However, historic buildings require periodic investments as they require work by skilled tradesmen to preserve the features and structure. These investments are immensely valuable over the long term, paying off over the life of the building. Over the past 15 years, regular maintenance of the building has been a part of general operations. But the time has come that Storybook must invest funds in more extensive repairs. The historic wooden window frames and part of the

façade are rotting; the building must be treated for termites, which have caused significant damage to displays and indoor theatre seating platform; and it is time for the exterior and interior to be repainted to preserve the walls. If this work is not completed in 2017-18, the rot could become extensive, thereby compromising the safety and value of the building, as well as the value of donated funds already invested in the same. Additionally, work has been done to maintain and add value to the elaborate Children's Garden (with an Amphitheater that serves as an outdoor classroom). Over the years, Storybook staff and trustees have wished to improve visitor experiences with the purchase and installation of new interactive signage and lighting to highlight that work and the Senator Matsunaga statue.

B. Create a peace curriculum for the children of Kaua'i in honor of former US Senator Spark M. Matsunaga:

With the requested assistance, Storybook will create an interactive peace curriculum for pre-school, elementary age, and high school children on Kaua'i in honor of Spark M. Matsunaga. The programming will be delivered in the Spark M. Matsunaga Children's Peace Garden at Storybook's facilities. Retired elementary school teachers and early childhood educators on Storybook's staff/board will design the curriculum as well as a high-quality coloring book. The curriculum will teach critical thinking skills, dynamic conflict resolution techniques (including ho'oponopono) and will include discussions about Senator Matsunaga's efforts toward a more peaceful world. The curriculum will be presented to 500 children from 10 schools on Kaua'i in the 2017-18 school year. Storybook will work with public and private schools to arrange for field trips to the Spark M. Matsunaga International Children's Peace Garden.

The garden includes an outdoor amphitheater which serves as the perfect location for the program. It also features a bronze statue of U.S. Senator Matsunaga, honoring a man who dedicated his life to serving the United States during complex times of war and peace (1970's & 80's). The peace programming will allow Kauai's children to learn about the local boy who grew up to become a war hero, a graduate of Harvard Law School and, finally, a thoughtful Congressman and diplomat. Matsunaga's work, which led to the creation of the United States Institute of Peace, will be carried on within the garden, and hopefully in the hearts of Kauai's children, for generations to come.

C. Create a sustainable future for children's art and theatre programming on the west side of Kaua'i:

Storybook Theatre is the only organization providing children's programming in the visual and performing arts on the west side of Kaua'i – an area of low/

moderate income that, according to the updated Kauai General Plan, will grow very rapidly in the next 5 to 10 years. The programs are free or low cost and are extremely important to the 2,000 children in the immediate surrounding communities, 50% of whom receive free or reduced lunch. If Storybook doesn't reach these children with extra-curricular art, theatre and literacy programs, no one will, making the long-term health of Storybook Theatre and its facilities of vital importance.

Studies continue to show the value of art programs in developing motor skills and critical thinking skills among preschool and elementary school children, yet public support for these programs continues to decline. According to the National Center for Educational Statistics, Hawaii is one of only 5 states which do not require art instruction at the elementary level, leaving organizations such as Storybook Theatre to fill in that consequential gap. Furthermore, as noted by Paula Adams of Hawai'i Afterschool Alliance, "due to the high cost of living in Hawai'i, it is common for both parents to work; making afterschool programs an important part of taking care of our keiki. Afterschool enrichment programs are a wonderful solution, giving children access to the arts and music while keeping them safe and happy." Storybook Theatre serves as a community lynchpin on the west side of Kaua'i.

Storybook Theatre has invested \$795,000 in restoring a historic building which is part of the Hawaiian Homelands Commercial Lease Properties and is leased to Storybook Theatre by the Department of Land and Natural Resources of the State of Hawai'i. Donations, grants and in-kind services provided \$590,000 of that amount. Turning an un-usable, overgrown yard full of debris into a picturesque children's garden cost \$400,000. (Please see attached before and after photos). Creating the garden added an additional 2,500 square feet of usable space to Storybook facilities, including an outdoor amphitheater for use as a theatre or classroom space. Importantly, this space is dedicated to former US Senator Spark M. Matsunaga as a reminder to the community of his service and commitment to peace.

Storybook Theatre's humble operating budget in 2016 was \$130,000. Storybook carries a USDA Community Facilities loan of \$155,000 relating to the rehabilitation and construction of the garden and media studio. The improvements have resulted in a building of significantly greater value, to the benefit of the Hawaiian Homelands/DLNR and State of Hawaii. Storybook pays \$902 each month toward the loan. It is a reasonable cost for space on Kaua'i, and this is thanks to aggressive fundraising and very frugal management of the rehabilitation (and operations in general). However, though reasonable, it constitutes nearly 10% of Storybook's total monthly budget. If Storybook did not have to pay that amount each month, services could be provided to significantly

more children. For instance, Storybook could conduct 12 additional marine mammal education presentations each month (reaching 300 more children each month) or 12 additional afterschool art programs (reaching 96 more children each month).

While \$155,000 may not seem a large amount, Storybook Theatre's financial outlook would be dramatically more sustainable. This one-time assistance will reduce the organization's monthly overhead by approximately 11%, creating an incredibly healthy non-profit that will continue to serve Hawaii's keiki for many years to come.

Storybook Theatre respectfully submits this request for a Grant in Aid in order to be able to continue to provide quality programming for children from within its historic facilities. The request for \$210,000 is threefold: (1) \$155,000 to retire the loan relating to the construction of the Senator Spark M. Matsunaga International Children's Peace Garden; (2) \$35,365 to complete necessary maintenance/repairs in the historic facilities, including termite treatment and repair of termite damaged and rotting wood; and (3) \$19,635 to produce a peace curriculum for 500 children annually in honor of Senator Matsunaga in 2017-18. This assistance will ensure the facilities remain safe for children, will enable Storybook Theatre to reach more children with programming, and will leave Storybook Theatre in a more viable, sustainable financial position for future services.

4. Describe the target population to be served; and

Storybook Theatre serves children ages 2-18 and their families. In the 2017-18 season (July-June) Storybook Theatre proposes to reach approximately 3,000 children and 400 adults with 'in house' programming at its facilities. Additionally, up to 100,000 children will enjoy programming completed within Storybook Theatre headquarters and brought to children in their home via cable television and the internet. 5,000 children will enjoy professional educational tours in elementary schools and pre-schools throughout the state of Hawai'i. Local school-age children will be invited to participate in 4 different afterschool programs at Storybook Theatre during the 2017-18 school year. STH aims to have 500 students participate in the camps and afterschool programming.

If this GIA is granted, Storybook will be able to provide peace programming for 500 children ages 3-18 on Kaua'i. And Storybook could reach 300 additional children each month with other programs that would be expanded with lower overhead costs. Additionally, Storybook will be in a more sustainable position to continue to serve thousands of Hawaii's children with programming each year long into the future.

5. Describe the geographic coverage.

Storybook Theatre facilities primarily serve children and families on the south and west sides of Kaua'i, while the traveling educational tours serve children on Kaua'i, Mau'i, O'ahu, Lana'i and Moloka'i. The cable television show, with a literacy focus, serves children on every Hawaiian island, with a potential viewer base of 500,000. The internet programming has an unlimited reach.

II. Service Summary and Outcomes

The Service Summary shall include a detailed discussion of the applicant's approach to the request. The applicant shall clearly and concisely specify the results, outcomes, and measures of effectiveness from this request. The applicant shall:

1. Describe the scope of work, tasks and responsibilities;

The Building Repairs: Where possible, labor not requiring special skills will be conducted by volunteers (with supervision and direction). Storybook has already contacted or will contact the following organizations to request donations of 'employee work days': American Savings Bank, the Kauai Community Federal Credit Union, the Kauai Government Employees Federal Credit Union, the Koloa Federal Credit Union and the Garden Island Federal Credit Union.

For the remaining work to be completed as part of the 2017-18 Preservation Project, Storybook Theatre will use contractors with reasonable bids who possess the requisite skill and experience to work on historic buildings. Where possible, STH has selected contractors who will donate a portion of the labor or materials. All work will be overseen by Storybook staff and the Board of Trustees. Specifically, the Board of Trustees has appointed 4 trustees to serve on a facilities committee, which will oversee all work relating to the Project. A chart outlining the contractors who will perform work as well as the quoted cost and estimated time period for completion of work follows:

Repair	Cost Estimate	Contractor(s)	Est. Period for Completion
Historic Building Termite Tenting & Sentricon	\$4,875	Aloha Termite Kaua'i, Inc.	1 week January 2018
Historic Building classroom window	\$5,725	Private Local Contractor	1 month Jan/Feb 2018
Historic Building Power Wash, Repair, & Paint	\$17,375	Private Local Contractor and	2 weeks Feb/March 2018
Sparky's Garden Pathway Signage and Lighting Install	\$7,390	Private Local Contractor	2 weeks Feb/March 2018
Sparky's Garden Peace Education Curriculum Development	\$19,635	Storybook Theatre Staff and Educational Community Consultants	6 weeks April/May 2018
Retirement of 2012 USDA Community Facilities Loan To Storybook Theatre.	\$155,000	United States Department of Agriculture	February 2018

The Peace Curriculum: Six retired elementary school teachers and Early Childhood Educators on Kaua'i will be involved in developing the Senator Matsunaga peace programming. An artist/illustrator will develop a coloring book to be distributed to all children who participate in the peace programming. Storybook will aim to contact all public and private pre-school and elementary schools on Kaua'i to invite them to Sparky's Garden to participate in the peace programming, free of charge.

Retirement of the USDA Community Facilities Loan: The Storybook Board of Trustees will ensure that funds received pursuant to this GIA will be properly applied to the full satisfaction and accord of the USDA Community Facilities Loan.

2. Provide a projected annual timeline for accomplishing the results or outcomes of the service;

Peace Curriculum: The peace curriculum time line will move forward as follows:

Peace Curriculum development and production of educational materials will occur within a 6 week timeline beginning on or near April 1, 2018 for implementation beginning with school and summer program visits during the summer of 2018. Research of the life of Sparky Matsunaga will include a thorough review of the collections of his historical papers at East West Center and Hamilton libraries on the Univ. of Hawaii Campus. A partnership with the Matsunaga Institute of Peace on UH Campus has already been established. The Curriculum's activity book and coloring book will be completed by June 1, 2018

Building Repairs: See answer to No. 1, above, for a projected timeline for completion of the repairs.

Retirement of USDA Community Facilities: The Note relating to construction of the Senator Spark Matsunaga Children's Garden and Media Studio will be paid in full within 60 days of receiving funds per a GIA.

3. Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and

Building Repairs: Members of the Facilities Committee will monitor, oversee and evaluate all repairs completed to the building. The Facilities Committee will report to the full Board of Trustees on a Quarterly basis. If the Facilities Committee is unsatisfied with repairs or encounters another serious problem, a special meeting of the full Board of Trustees shall be called to address the issue.

Peace Curriculum: Storybook will have teachers who bring their students to Sparky's Garden complete evaluations and provide oral feedback at the end of each class participation in the peace programming. Storybook will use this feedback, as well as observations of how the students react to the programming, to refine and improve the programming.

4. List the measure(s) of effectiveness that will be reported to the State agency through which grant funds are appropriated (the expending agency). The measure(s) will provide a standard and objective way for the State to assess the program's achievement or accomplishment. Please note that if the level of appropriation differs from the amount included in this application that the measure(s) of effectiveness will need to be updated and transmitted to the expending agency.

Building Repairs: Storybook will have all of the licensed contractors who perform the work sign to attest the completion of their work and will submit said signatures with a full report from the Facilities Committee, including photographs of the completed work.

Peace Curriculum: Storybook will provide a full report noting the number of children who receive peace education in Sparky’s Garden. The report will indicate what schools/pre-schools participated in the peace curriculum and the number of coloring books distributed. The report will also include evaluations from teachers who bring their students to participate and will include video and photographs of children in the Garden participating in the peace classes. The Garden Island newspaper and other media outlets will be invited to observe the peace curriculum in action.

Retirement of USDA Community Facilities Loan: a copy of the Satisfaction and Release of Note relating to the construction of the Senator Spark Matsunaga Children’s Garden and Media Studio will be provided to the Governor’s Office within 60 days of receiving GIA funds.

III. Financial

Budget

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request. (See enclosed budget forms)
2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2018.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$190,365	\$19,635	N/A	N/A	\$210,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2018.

Storybook Theatre will be seeking funds related to this project from individual donors, local businesses, corporate donors, Hau’oli Mau Loa Foundation, Hawaii Committee for the Humanities, Hawaii State Foundation on Culture and the Arts.

4. The applicant shall provide a listing of all state and federal tax credits it has been granted within the prior three years. Additionally, the applicant shall provide a listing of all state and federal tax credits they have applied for or anticipate applying for pertaining to any capital project, if applicable.

N/A Storybook is a Tax Exempt Corporation

5. The applicant shall provide a listing of all federal, state, and county government contracts and grants it has been and will be receiving for program funding.

Storybook Theatre receives contracts and grants from the Hawaii State Foundation on Culture and the Arts (\$8,541- 2017) County of Kauai (\$17,250 - 2016/17)

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2016.

Storybook Theatre Unrestricted Cash on Hand as of December 31, 2016 - \$25,048
Total Assets (including furniture, equip, & capital) December 31, 2016 - \$470,670

IV. Experience and Capability

A. Necessary Skills and Experience

The applicant shall demonstrate that it has the necessary skills, abilities, knowledge of, and experience relating to the request. State your experience and appropriateness for providing the service proposed in this application. The applicant shall also provide a listing of verifiable experience of related projects or contracts for the most recent three years that are pertinent to the request.

Building Repairs: Storybook Theatre has a facilities committee, comprised of 6 members of the Board of Trustees, which oversee all maintenance, investiture, and repairs to STH headquarters. The facilities committee, along with executive director Mark Jeffers, successfully supervised a complete rehabilitation of the building from 1997-2012. They frugally managed \$795,000 of community investment which transformed a building on the verge of destruction into the versatile facilities STH calls home today. STH has a state-of-the-art media production studio, an indoor theatre and filming area, classrooms, a welcoming area for children and families, and a beautiful outdoor garden with an amphitheater. Having successfully rebuilt the entire building, the STH facilities committee and executive director are assuredly capable of overseeing the repairs which simply seek to preserve the work already completed.

Peace Curriculum: Executive Director Mark Jeffers will oversee the development of the Senator Sparky Matsunaga peace programming. Mark has a Masters of Education in Early Childhood Education and more than 35 years of experience in providing quality educational and media art experiences for young children. He is regularly invited to speak at HAEYC conferences and received the Governor's Award for Outstanding Children and Youth Advocate in the Professional Category in 2003.

Retirement of USDA Community Facilities Loan: Storybook Theatre has been managing its assets/budget frugally and with a long-term vision for 35 years, which is why the organization has survived more than three decades in a fluctuating philanthropic economy. If the Facilities Loan is satisfied, Storybook will be able to reach even more children with overhead costs of only 18 % of its operating budget.

B. Facilities

The applicant shall provide a description of its facilities and demonstrate its adequacy in relation to the request. If facilities are not presently available, describe plans to secure facilities.

The historic building which serves as Storybook Theatre's facilities includes a children's theater, a professional quality media studio, a Children's Cultural Center, the Children's Garden for Peace, classrooms, and administrative offices. The Children's Garden features an outdoor amphitheater, gazebo, Japanese bridge, bronze statue of US Senator Spark M. Matsunaga, and stone waterfall/stream/pond. While the facilities are currently in need of repairs, once those repairs are completed as part of the 2017-18 Preservation Project, the facilities will be in stalwart condition, ready to serve Hawaii's children for many more years.

(See Attached Photos)

V. Personnel: Project Organization and Staffing

A. Proposed Staffing, Staff Qualifications, Supervision and Training

The applicant shall describe the proposed staffing pattern and proposed service capacity appropriate for the viability of the request. The applicant shall provide the qualifications and experience of personnel for the request and shall describe its ability to supervise, train and provide administrative direction relative to the request.

The qualifications of those in charge of overseeing the repairs and satisfaction of the loan are set forth above, in the answer to Section IV(A). The staffing and qualifications of the development of the peace curriculum follows.

Peace Curriculum: Executive Director Mark Jeffers will oversee the development of the Senator Sparky Matsunaga peace programming. Mark will oversee the work of six retired elementary school teachers and will collaborate with various Early Childhood Educators on Kaua'i when developing and implementing the curriculum. Mark has a Masters of Education in Early Childhood Education and more than 35 years of experience in providing quality educational and media art experiences for young children. He is regularly invited to speak at HAEYC conferences and received the Governor's Award for Outstanding Children and Youth Advocate in the Professional Category in 2003.

An administrative assistant will handle outreach, promotion and the scheduling of class visits.

B. Organization Chart

The applicant shall illustrate the position of each staff and line of responsibility/supervision. If the request is part of a large, multi-purpose organization, include an organization chart that illustrates the placement of this request.

(Storybook Theatre's non-profit organizational chart is attached)

C. Compensation

The applicant shall provide the annual salaries paid by the applicant to the three highest paid officers, directors, or employees of the organization by position.

Executive Director Annual Contract	\$25,000
Administrative Assistant (PT)	\$9,000
Technical Director (PT)	\$8,000

VI. Other

A. Litigation

The applicant shall disclose any pending litigation to which they are a party, including the disclosure of any outstanding judgement. If applicable, please explain.

N/A

B. Licensure or Accreditation

The applicant shall specify any special qualifications, including but not limited to licensure or accreditation that the applicant possesses relevant to this request.

N/A

C. Private Educational Institutions

The applicant shall specify whether the grant will be used to support or benefit a sectarian or non-sectarian private educational institution. Please see Article X, Section 1, of the State Constitution for the relevance of this question.

N/A

D. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2017-18 the activity funded by the grant if the grant of this application is:

- (1) Received by the applicant for fiscal year 2017-18, but

- (2) Not received by the applicant thereafter.

If Storybook Theatre receives this Grant In Aid, the organization and building will be in healthy shape for many years to come. The assistance requested will satisfy a one-time need for both the building and retiring the construction loan. Thereafter, Storybook will have lower overhead and will be in a position to serve more children with programming, including an ongoing peace curriculum.

E. Certificate of Good Standing (If the Applicant is an Organization)

If the applicant is an organization, the applicant shall submit one (1) copy of a certificate of good standing from the Director of Commerce and Consumer Affairs that is dated no earlier than December 1, 2016.

(See Attached Certificate)

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2017 to June 30, 2018

Applicant: STORYBOOK THEATRE

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	0			
2. Payroll Taxes & Assessments	0			
3. Fringe Benefits	0			
TOTAL PERSONNEL COST	0			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9. Historic Building Termite Tenting & Sentricon	4,875			
10. Historic Bldg. classroom window repair	5,725			
11. Historic Bldg. Power Wash, Repair, & Paint	17,375			
12. Sparky's Garden Pathway Signage & Lighting	7,390			
13. Sparky's Garden Peace Curriculum (Contract)	19,635			
14. Retire USDA Community Facilities Loan	155,000			
15.				
16.				
17.				
18.				
19.				
20.				
TOTAL OTHER CURRENT EXPENSES	210,000			
C. EQUIPMENT PURCHASES	0			
D. MOTOR VEHICLE PURCHASES	0			
E. CAPITAL	0			
TOTAL (A+B+C+D+E)	210000			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	210000	Mark Jeffers 808-335-0712		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested		Signature of Authorized Official January 18 2017		
(d) Total Private/Other Funds Requested		Date		
TOTAL BUDGET	210000	Mark Jeffers - Executive Director		
		Name and Title (Please type or print)		

STORYBOOK THEATRE OF HAWAII

ORGANIZATIONAL CHART 2014 - 2015

BOARD OF TRUSTEES

BOARD OFFICERS

President

Vice President

Secretary

Treasurer

BOARD COMMITTEES

- report to the Board of Trustees
- at least one Board member as Chair/co-chair,
- membership includes Board members and volunteers
- a qualified volunteer may co-chair

Board and Org. Development

*Chair/co-chairs
chair*

Duties include:

Bd. membership
Recruit, train,
support, recognize
Board functions
Communication
Committee oversight
Planning
Fiduciary responsibilities

Facilities Management

*Chair/co-chairs
Operations Manager*

Duties include:

Space/studio rentals
Retail sales
Income production
Maintenance
Historic standards
Heritage Center

Finance and Fundraising

*Chair/co-chairs
Board Treasurer
Operations Manager*

Duties include:

Financial mgmt.
Donor relations
Fundraising
Debt elimination

Marketing and Outreach

*Chair/co-chairs
M/O Coordinator*

Duties include:

Advertising
Elec. media
Publicity/PR
Social media
Website
Heritage Center

Volunteer Program

*Chair/co-
Vol. Coordinator*

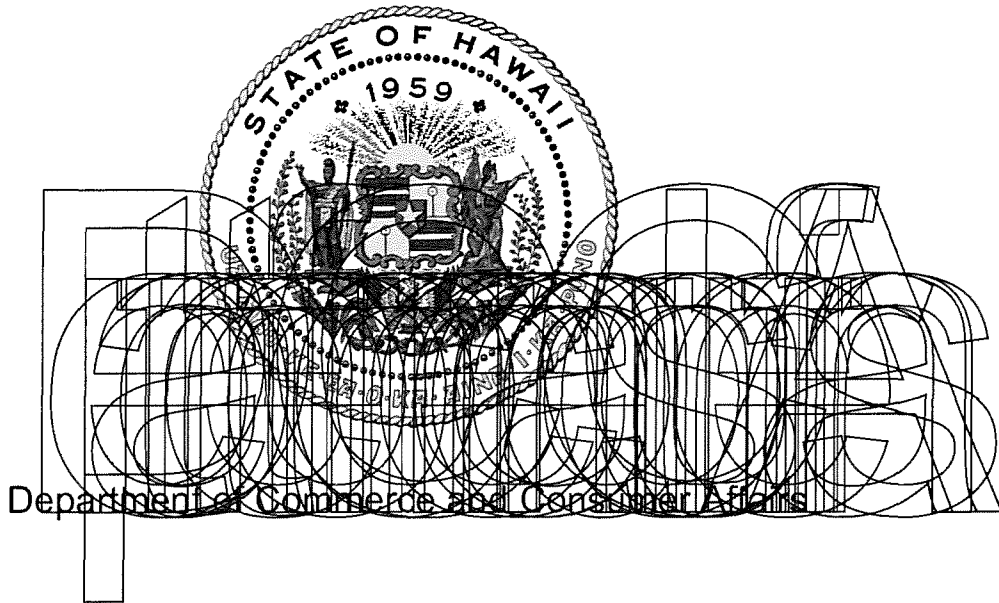
Duties include:

Recruit, orient, train
schedule, supervise,
recognize volunteers
Support programs and
and other STH needs
Heritage Center

MANAGEMENT TEAM

Project Director Manager
Administrative Assistant

Hawaiian Treasures Heritage Center Manager



CERTIFICATE OF GOOD STANDING

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

THE STORYBOOK THEATRE OF HAWAII

was incorporated under the laws of Hawaii on 07/22/1996 ;
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 17, 2017

Director of Commerce and Consumer Affairs













CAPITOL WELCOME--Congressman Spark M. Matsunaga is surrounded by the Toshio Uemoto family of Honolulu during their visit to the U. S. Capitol. Left to right are Mrs. Uemoto, Karen Uemoto, Congressman Matsunaga, and Mr. Uemoto. 6-23