

House District(s) _____

Senate District(s) _____

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

Dbas: Read To Me International

Street Address: 126 Queen Street, Suite 303

Mailing Address:

126 Queen Street, Suite 303
Honolulu, HI 96813

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 2019: \$200,000

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	\$	4,048
FEDERAL	\$	0
COUNTY	\$	0
PRIVATE/OTHER	\$	7,500

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE

Judith Saranchock, Executive Director

1/19/18

NAME & TITLE

DATE SIGNED

I. Background and Summary

1. A Brief description of applicant's background

For twenty-one years Read To Me International Foundation (RTMI) has extended its reach beyond O'ahu to include the neighbor islands Moloka'i and the Big Island, thus influencing the lives of parents, children, care providers and communities, statewide!

RTMI is a nonprofit 501 (c) (3) organization incorporated in March 1996 by the Rotary Club of Honolulu Sunrise because of its partnership with the Governor's Council for Literacy and Lifelong Learning. As First Lady, Lynne Waihee, one of the founders, still plays a vital role today—twenty-years later-- in the fulfilment of its mission.

The mission is plain and simple: "To share the love and joy of reading aloud. "Yet, its reach is wide and deep. Through the years, RTMI has experienced positive outcomes in the frequency of parents and grandparents reading to their toddlers, significantly increasing their children's vocabularies and better preparing them for school.

And, what was not quite expected was the profound dynamics –the bond between parent and child, the relationship between parent and parent, the turnaround of a mother's confidence or a father's self-worth—through programs currently being offered in under-resourced neighborhoods and in community correctional settings.

A signature program on the Wai'anae Coast RTMI10 (read to Me 10 minutes a day) engages parents and caregivers in supporting their children's educational success, using read aloud as a catalyst , and expanding the program to support the parents and caregivers' becoming their children's education advocate. The six-week curriculum is a parent coaching program where parents learn the skills and develop the confidence to read aloud daily to their keiki. In addition, the graduates of the program participate in alumni activities designed to keep them engaged in their keiki's education. This program has 107 graduates with 245 keiki.

Haku Mo'olelo (compose stories) is a creative writing/illustrating program for women at the Women's Community Correctional Center (WCCC). It is designed to help inmates write their own children's stories or tales, illustrate them, and publish them. The program involves 12 sessions once a week to provide instruction in writing, illustrating and recording stories. Students learn the elements of story writing to illustrating, and tips and techniques on reading aloud stories for CD recordings to send to their keiki. They also learn how to polish and edit their stores and how to prepare them for publication. The project culminates in a read-aloud celebration, where inmates share their stories with their children, parents, grandparents and community members.

In addition, the already established literacy reading aloud program with the incarcerated continues at Waiawa Correctional Facility (WCF). Personnel at the prison library oversee the read aloud program. Inmates select books and read aloud to their child through CD recordings. Both books and CDs are mailed home to the families. Last fiscal year, more than 500 books were mailed home to their children.

Finally, for a small organization such as Read To Me International to realize the successes it has enjoyed, it has always been about teamwork—a mission-driven President, a galvanized staff, a supportive board, and committed volunteers, who together share the same passion about reading aloud. All are fervent about the research-based data that conclude that the simple act of reading aloud and conversing daily to a child increases the trajectory of a child's education and literacy development.

2. The goals and objectives related to the request

- Goal 1.** Support children’s literacy by offering workshops, trainings, and presentations with research-based, best-practice information that will support reading aloud to children and help children develop literacy skills that prepare them for success in school.
- a. Conduct ten (10) school presentations and workshops for parents, Parent Community Networking Centers (PCNC), and teachers.
 - 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 two-day Conference that promotes reading aloud, featuring national and local authors with 18 to 24 breakout sessions.
- a. In 2019, RTMI will host its ninth two-day conference.
 - b. The conference attracts more than 200 preschool and elementary teachers, librarians, parents and other nonprofit providers.
- Goal 3.** Conduct parent read-aloud trainings on the Wai‘anae Coast to develop parent skills and experience; and support continued parent conversations regarding the importance of reading aloud.
- a. Conduct three read aloud parent coaching sessions.
 - b. Utilize learned read-aloud skills to enhance family conversations and interaction.
 - c. Provide opportunities for parents and keiki to interact and continue conversations about the importance of reading and the relation to school and life success.
- Goal 4.** Provide prison literacy programs for incarcerated individuals at two sites.
- a. Provide support to inmates by providing read aloud literacy program at two sites (Women’s Community Correction Center (WCCC) and Waiawa Correctional Facility (WCF).
 - b. Continue the Haku Mo‘olelo program at WCCC for female inmates to create their own children’s stories to be published, recorded, and mailed home to their children ages 2-10 years old.
 - c. Continue literacy outreach at Waiawa Correctional Facility (WCF).
- Goal 5.** Promote reading aloud using RTMI’s website, social media and other communications tools.
- a. Continue to build a website as a “go to” location for parents to find resources and age appropriate books.
 - b. Increase the nonprofits reach into the community by sharing reading aloud tips, book recommendations, articles and blogs via social media platforms.

3. The Public Purpose and need to be served

A literate society benefits all stakeholders in our community and beyond. Data indicate that in many communities, literacy is a far-reaching goal often hindered by limited family resources, life experiences, environmental conditions and the lack of understanding of the significance of literacy to life/employment success.

RTMI addresses this public purpose, to create a literate society, through its programs. In addition to its school presentations to parents and teachers, partnerships, community outreach at fairs and shopping centers, and its annual conference, RTMI has taken on new dimensions with the development of personalized parent programs—RTM10 and Haku Mo‘ōlelo—in under-resourced communities and in correctional facilities. These individualized programs impact participants by developing their reading skills and confidence which directly impact their keiki, thus creating the next generation of readers.

4. Describe the target population to be served

The target populations are educators, parents, caregivers of young children, non-profits who assist families, and the incarcerated.

5. Describe the geographic coverage

The RTMI geographic coverage includes: the Wai‘anae Coast, Kalihi, ‘Ewa Beach, Ka‘ū, Nā‘ālehu, Pāhoa, Waiawa Correctional facility in Wahiawā and the Women’s Correctional facility on the windward side. In 2018-19, RTMI would like to expand to the correctional facility on Maui.

II. Service Summary and Outcomes

1. Refer to ATTACHMENT: Service Summary
2. Refer to ATTACHMENT: Service Summary
3. Refer to ATTACHMENT: Service Summary
4. Refer to ATTACHMENT: Service Summary

III. Financial

Budget

1.
 - a. Refer to ATTACHMENT: Budget Request by Source of Funds
 - b. Refer to ATTACHMENT: Budget Justification – Personnel Salaries and Wages
 - c. *not applicable*
 - d. *not applicable*
 - e. Refer to ATTACHMENT: Budget Request by Source of Funds

2. Quarterly funding requests for the fiscal year 2019.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
49,966.25	49,966.25	49,966.25	49,966.25	199,865

3. Other sources of funding

Hawai'i Community Foundation
Women's Fund of Hawai'i
Beta Beta Gamma Foundation

4. not applicable

5. Refer to ATTACHMENT: Government Contracts, Grants, and/or Grants In Aid

6. Balance of its unrestricted current assets as of December 31, 2017

\$84,772.61

IV. Experience and Capability

1. Necessary Skills and Experience

Read To Me International (RTMI) has been in existence for more than 20 years. As listed in the personal 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 executive director (Dr. Judith Saranchock) oversees the prison projects including the Haku Mo'olelo Program (compose stories) for women inmates at WCCC. The inmate's children's stories are published, and recorded CD's are sent home to their families. RTM10 is a highly successful program is headed by the development director (Aileen Shin); this program serves parents on the Wai'anae Coast. Finally, all staff working with these programs listed in this grant have extensive educational and leadership experience. The supportive staff have experience working with parents, children and community members in under resourced areas. Two staff assistants grew up on the Wai'anae Coast and still live in that community. Two signature programs RTM10 and Haku Mo'olelo have been in existence for the past three years. (See section V. 1. Proposed Staffing Qualifications, Supervision and Training).

2. Facilities

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

V. Personnel: Project Organization and Staffing

1. Necessary Skills and Experience

Refer to ATTACHMENT: Proposed Staffing, Staff Qualifications, Supervision and Training

2. Organization Chart

Refer to ATTACHMENT: Organizational Chart

3. Compensation

Refer to ATTACHMENT: Budget Justification – Personnel Salaries and Wages

VI. Other

1. Litigation- *not applicable*

2. Licensure or Accreditation- *not applicable*

3. Private Educational Institutions- *not applicable*

4. Future Sustainability Plan

Read To Me International operates with a small staff—two full time, one half-time, and two part-time assistants at our satellite office in Mā‘ili, with minimal overhead costs. Despite limited resources, RTMI had more than 6195 contacts last year extending from O‘ahu to the Big Island.

Financially, the agency is on a tight budget and GIA funds are supplemented by our annual fundraiser that covers about 26% of our budget. In addition, there is an annual fund and a few other projects, Barnes and Noble gift wrapping, Aloha United Way designated gifts, Foodland Give Aloha, and Amazon shopping that add modestly to revenues.

Going forward, RTMI is having conversations with larger nonprofits who serve under-resourced families with the goal of offering a literacy component to their services. A partnership with these organizations will position RTMI to apply for larger grants that include indirect costs. Also, these partnerships will provide a chance to explore a broader number of grant opportunities.

For the present, RTMI is grateful for the opportunity to apply for the Grant-in-Aid funds. We are able to share our mission on the importance of reading aloud to children and to create positive family dynamics through story conversations. We are hopeful that these outcomes result are worthy of support.

5. Certificate of Good Standing

Refer to ATTACHMENT: Certificate of Good Standing

Refer to ATTACHMENT: Vendor Compliance

6. Declaration Statement

Refer to ATTACHMENT: Declaration Statement of Applicants

7. Public Purpose

The grant will be used for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes.

Goal 1: Support children’s literacy by offering workshops, trainings, and presentations with research-based, best-practice information that will support reading to children and help children develop literacy skills that prepare them for success in school.

Tasks and Responsibilities	Outcomes	Measurements	BY When
<ul style="list-style-type: none"> Conduct ten (10) presentations and workshops for parents, Parent Community Networking Centers(PCNC), teachers and others servicing children and families. 	<ul style="list-style-type: none"> 75% of participants will rate the presentations/workshops 4.0 on a scale of 1-5 on the workshop’s effectiveness. Participants will commit to reading aloud to their children for 10 minutes a day on a regular basis. 	<ul style="list-style-type: none"> 75% of Participants will fill out an evaluation sheet, which will be collected at the end of the presentation or workshop. Evaluations will be tallied. 75% of participants will sign a commitment statement saying they will read aloud to their children for ten minutes a day on a regular basis. 	<p>June 2019</p>
<ul style="list-style-type: none"> Conduct (10) community events to share RTMI’s mission of reading aloud to children. 	<ul style="list-style-type: none"> 80% of participants in workshops and presentations on neighbor islands will rate the workshops and presentations’ effectiveness a 4.0 on a 5-point scale 75% of teachers will rate classroom read-alouds a 4.0+ on a 5-point scale. 	<ul style="list-style-type: none"> Presentation evaluations will be distributed to measure desired outcomes. Results will be tallied to make improvements where necessary. 	<p>June 2019</p>

Goal 2: Plan and implement Read To Me International's two-day Conference that promotes reading aloud, featuring national and local authors with 18 to 24 breakout sessions.

<ul style="list-style-type: none"> Plan, organize, implement a two-day conference to promote reading aloud and literacy. 	<ul style="list-style-type: none"> At minimum of 150 participants that include educators, parents, caregivers of young children and social service agencies working with families will participate in the conference. 	<ul style="list-style-type: none"> 80% of the participants will rate the conference at least 4.0 on a 5.0 scale. 	June 2019
<ul style="list-style-type: none"> Research and recruit two nationally known authors and additional local authors. 	<ul style="list-style-type: none"> The conference will feature nationally-known and local authors. 	<ul style="list-style-type: none"> The conference evaluations will rate the presenters at least 4.0 on a 5.0 scale. 	June 2019
<ul style="list-style-type: none"> Authors and presenters will share read aloud techniques to better engage students. 	<ul style="list-style-type: none"> Participants will leave the conference with materials, notes and tools which they can use in their classrooms, with their students, clients and their children. 	<ul style="list-style-type: none"> 80% of the participants will rate the lessons learned a 4.0 on a 5.0 scale 60% of participants will complete a survey to address ideas/strategies learned and its application in the classroom. 	June 2019

Goal 3: Conduct parent read-aloud trainings on the Wai‘anae Coast to develop parent skills and experience; and support continued parent conversations regarding the importance of reading aloud.

Tasks and Responsibilities	Outcomes	Measurements	By When
<ul style="list-style-type: none"> Offer three parent read-aloud cycles: once weekly, two and a half hours, six weeks; offered in the fall, winter and spring of the public school year. 	<ul style="list-style-type: none"> 25 parents enroll in the three cycles. 	<ul style="list-style-type: none"> Participant registrations and attendance monitoring. 	June 2019
<ul style="list-style-type: none"> Share strategies such as the 5 W’s, Hawaiian values, read-aloud tips, modeling, paired reading, session sharing, reinforcing weekly assignments, and current research 	<ul style="list-style-type: none"> Parents share with classmates about robust conversations occurring in the home during read-aloud time; parents keep journal entries of family comments and observe the growth of family interaction. 	<ul style="list-style-type: none"> Weekly collection of completed assigned tasks; recorded conversations reflecting learned strategies, end-of-cycle evaluation form. 	June 2019
<ul style="list-style-type: none"> Create two RTM10 Post events at Wai‘anae Library where parents gather and learn more about the reading and writing process, higher education options and the skills needed for post-high school success. Create two huaka‘i (excursions) for parents and keiki to expand life experiences and enhance conversations. 	<ul style="list-style-type: none"> 20% of the 107 graduates attend RTM10 Post gatherings. 20% of graduates attend the huaka‘i. 	<ul style="list-style-type: none"> Graduate survey of read-aloud practices; attendance monitoring; engagement in group conversations; completion of event evaluation. Attendance monitoring; event evaluation 	June 2019

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

Tasks and Responsibilities	Outcomes	Measurements	By When
<ul style="list-style-type: none"> Plan, implement, evaluate two read-aloud writing/reading/illustrating projects, Haku Mo'olelo, for 8-10 inmates at Women's Community Correctional Center (WCCC) on the windward side. 	<ul style="list-style-type: none"> Publish 8 to 10 inmates' original stories per cycle (fall/spring) to read aloud to their children, and mail the book and recorded CD home. 	<ul style="list-style-type: none"> 8-10 books will be published. An evaluation form will be collected after each class and the data will be compiled. 	June 2019
<ul style="list-style-type: none"> Coordinate read loud program with the WCCC librarian: provide books for inmates to read and record to send to their families. 	<ul style="list-style-type: none"> Four hundred (400) books are recorded by inmates and sent home to families. 	<ul style="list-style-type: none"> The books are utilized, and CD's are mailed home. 	June 2019
<ul style="list-style-type: none"> Coordinate literacy program at Waiawa Correctional facility in Wahiawā. 	<ul style="list-style-type: none"> 46 inmates read and record books on CD's to send to their families. 	<ul style="list-style-type: none"> The books are utilized, and CD's are mailed home. 	June 2019

Goal 5: Promote reading aloud using RTMI's website, social media and other communications tools.

Tasks and Responsibilities	Outcomes	Measurements	By When
<ul style="list-style-type: none"> Continue to build website as a "go to" location for parents to find resources and appropriate books. 	<ul style="list-style-type: none"> People will have access to research about reading to children and will receive help in selecting activities and books to read to their children. 	<ul style="list-style-type: none"> Increase RTMI's website session duration and number of pages accessed by 30%, comparing metrics from July 1, 2019 to May 1, 2020. 	June 2019
<ul style="list-style-type: none"> Diversify posts to Facebook to enhance engagement. Promote interactive sharing of recommended titles, activities, etc. using social media to increase community reach. 	<ul style="list-style-type: none"> Increase the number of users and frequency with which they visit, and post to, the Facebook page. RTMI will learn the areas of interest of those visiting RTMI's website. 	<ul style="list-style-type: none"> Increase social media participation by 30% from July 1, 2019 to May 1, 2020. 	June 2019
<ul style="list-style-type: none"> Create and distribute content rich or event-specific flyers with directions to the website and Facebook page. 	<ul style="list-style-type: none"> Increased reach of the target audience by encouraging added participation through print to electronic crossover. 	<ul style="list-style-type: none"> Distribution of printed media to occur where target audience is present. 	June 2019

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2018 to June 30, 2019

Applicant: Read To Me International Foundation

BUDGET CATEGORIES	Total State Funds Requested (a)	RTMI Funds (b)	Trusts & Foundations (c)	Total
A. PERSONNEL COST				
1. Salaries	129,335	31,300		160,635
2. Payroll Taxes & Assessments	0	14,610		14,610
3. Fringe Benefits	0	12,000		12,000
TOTAL PERSONNEL COST	129,335	57,910	0	187,245
B. OTHER CURRENT EXPENSES				
1. Office Rent, Storage	20,070			20,070
2. Supplies/Equipment		5,760		5,760
3. Telecommunications		5,000		5,000
4. Lease/Rental of Equipment	3,000			3,000
5. Contract Services	7,000	2,700		9,700
6. Taxes & Insurance	6,500			6,500
7. Printing, Mailing	3,550			3,550
8.				0
9. Program Expenses	27,110	67,270	25,000	119,380
10. Meetings, Workshops	1,800			1,800
11.				0
12. Honoraria & Guests	1,500			1,500
13.				0
14.				0
15.				0
16.				0
17.				0
18.				0
19.				0
20.				0
TOTAL OTHER CURRENT EXPENSES	70,530	80,730	25,000	363,505
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)	199,865	138,640	25,000	363,505
SOURCES OF FUNDING				
(A) Total State Funds Requested	199,865			
(b) Total RTMI Funds	138,640			
(c) Total Trusts & Foundations	25,000			
TOTAL BUDGET	363,505			
		Budget Prepared By 288,186		
		Dr. Judith Saranchock (808) 955-7600		
		[REDACTED]		Phone
		Signature of Authorized Official		Date
		Dr. Judith Saranchock		
		Name and Title (Please print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2018 to June 30, 2019

Applicant: READ TO ME INTERNATIONAL FOUNDATION

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Executive Director	1	\$55,620.00	71.92%	\$ 40,000.24
Executive Administrator	1	\$42,230.00	94.72%	\$ 40,000.26
Director of Development	0.5	\$27,450.00	51.00%	\$ 14,000.05
				\$ -
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				\$ -
				\$ -
				\$ -
TOTAL:				94,000.54
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2018 to June 30, 2019

Applicant: Read To Me International Foundation

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				

JUSTIFICATION/COMMENTS:

Not Applicable

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
not applicable			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				

JUSTIFICATION/COMMENTS:

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2018 to June 30, 2019

Applicant: Read To Me International Foundatio

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: 2016-2017	FY: 2017-2018	FY:2018-2019	FY:2018-2019	FY:2019-2020	FY:2020-2021
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS:						

Not Applicable

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Read To Me International Foundation

Contracts Total: \$ 376,927.00

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	Grant In Aid	2015 - 2016	DOE	State	\$ 201,927.00
2	Grant In Aid	2016 - 2017	DOE	State	\$ 100,000.00
3	Grant In Aid	2017 - 2018	DOE	State	\$ 75,000.00
4					
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Personnel: Project Organization and Staffing

Proposed Staffing, Staff Qualifications, Supervision and Training



Lynne Waihee, 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 24 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.



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

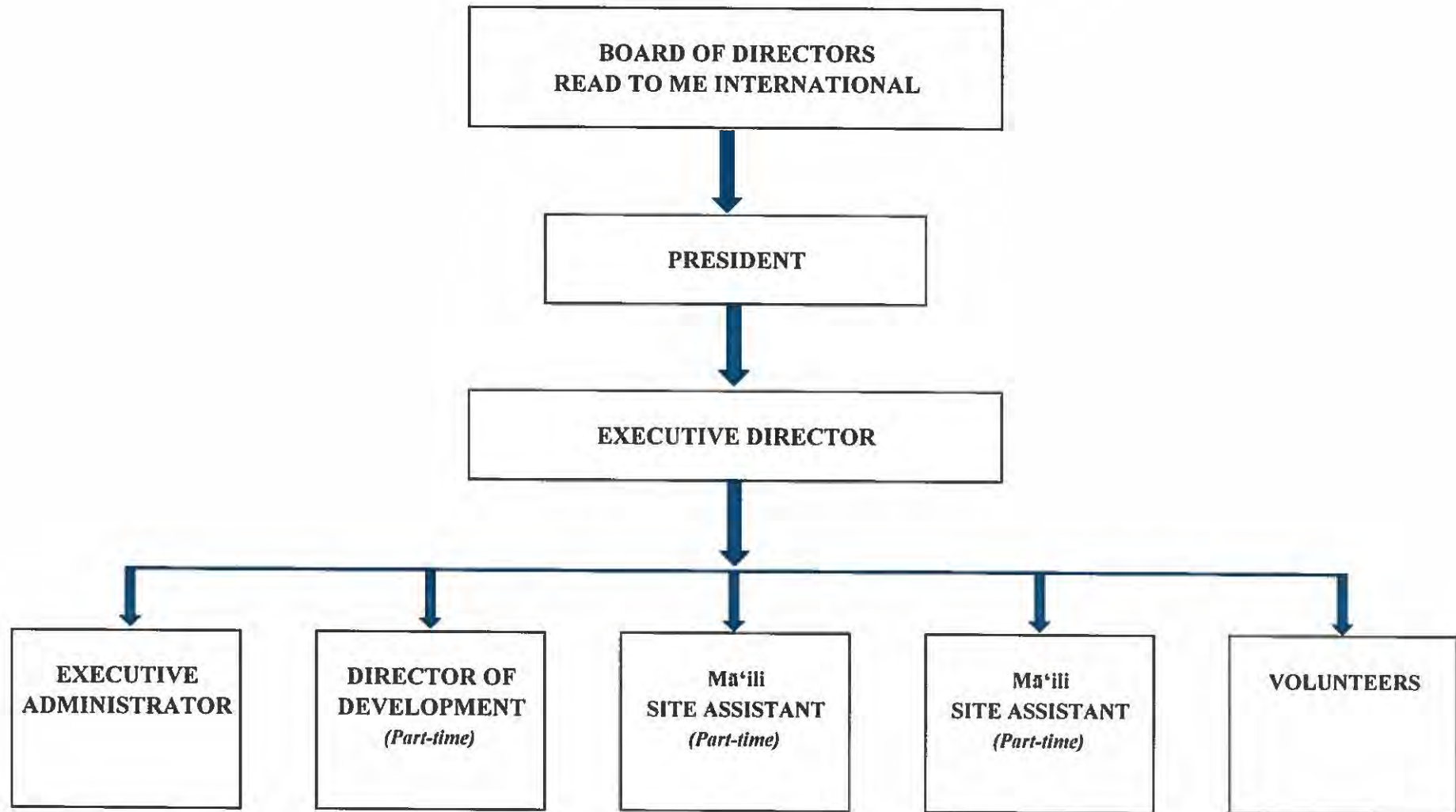
A true Nānākuli home grown resident, Shondell Palacio has spent all of her life in the Nānākuli neighborhood and is a graduate of Nānākuli High School. She has served her community most of her adult life, working with families and caregivers. Now, she is working part time with Read To Me International 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.

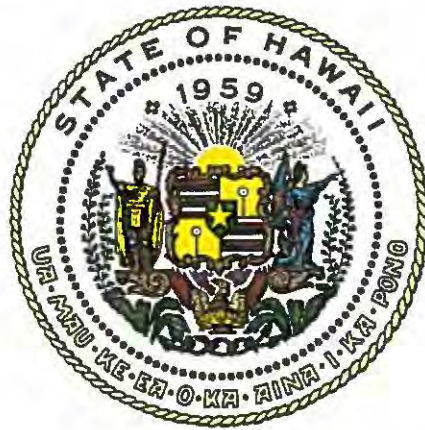


Leolani Pias, Mā'ili Site Assistant

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.

Read To Me International Foundation 2018 - 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 09, 2018

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: 01/09/2018

Status: Compliant

Hawaii Tax#:

New Hawaii Tax#:

FEIN/SSN#:

UI#:

No record

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 compliance
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, HAWAI'I REVISED 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)

[Redacted Signature]

1/19/18

(Date)

Judith Saranchock

(Typed Name)

Executive Director

(Title)