

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

Type of Grant Request: 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): HISTORIC PRESERVATION - DLNR

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

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:

Db: The Storybook Theatre of Hawaii

Street Address: 3814 Hanapepe Road
Hanapepe Hawaii 96716

Mailing Address: Post Office Box 820
Hanapepe Hawaii 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:

NON PROFIT CORPORATION
INCORPORATED IN HAWAII
501 (C) 3 FEDERALLY TAX EXEMPT

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

2018-2019 PRESERVATION PROJECT

CAPITAL PREVENTATIVE IMPROVEMENTS TO THE STORYBOOK THEATRE OF HAWAII. A STATE MANAGED HISTORIC BUILDING AND INTERPRETIVE GARDEN IN HANAPEPE KAUAI DEDICATED TO FORMER SENATOR SPARK M. MATSUNAGA

4. FEDERAL TAX ID #: [REDACTED]

5. STATE TAX ID # [REDACTED]

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2018 - 2019:

\$ 50,000

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 \$ _____

MARK JEFFERS - EXECUTIVE DIRECTOR
NAME & TITLE

JANUARY 17, 2018
DATE SIGNED

JAN 19 2018

JO 10AM

Application for Grants

Please check the box when item/section has been completed. 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, has been producing quality children's programming in Hawai'i for more than 35 years. Serving children ages 3-12, Storybook Theatre programming includes visual and performing art classes/day-camps, an educational cable television program for children, preserving/honoring the Hawaiian culture, environmental education, literacy programs, and peace education. All programs are provided free or for a minimal charge. Storybook Theatre primarily serves children in a low-income area (west Kaua'i) and is one of very few organizations on Kaua'i focused on introducing young children to the arts and theatre. Storybook fills a great need for children's programming in its community. Last year, 431 children received enrichment programs they otherwise would not have received; 600 children and families received guidance from professional educators about early literacy; 145 children received character development through peace programming and 5,150 children learned about their pacific surroundings and the importance of a healthy marine ecosystem through the Marine Eco Tour. Storybook Theatre reaches a large number of children with diverse, high quality programming that leads keiki toward happy, productive lives.

A community centerpiece, Storybook Theatre is located in a historic building on the main thoroughfare of rural Hanapepe, Kaua'i. The building is on a DLNR managed property and was largely destroyed by Hurricane 'Iniki in 1992 but Storybook Theatre was able to save it from demolition with generous 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 and a life-size bronze statue of the former Senator.

2. The goals and objectives related to the request;

The goal of this request is to preserve a historic and culturally significant building by conducting necessary repairs, and to enable Storybook Theatre to continue producing high quality children's programming in a building that is safe and inviting. To that end, Storybook seeks to complete the following objectives in 2018-19:

Objective: In 2018, conduct termite extermination, including tenting the facilities to exterminate the current termite population and treat the building with Sentricon to prevent future infestation.

Objective: In 2018/19, oversee repair and replacement of rotting wooden upstairs hung-windows and repainting of the front façade and the western exterior wall.

Objective: In 2018/19, oversee 3 volunteer workdays to complete work such as interior painting, exterior staining of the fence, as well as other minor maintenance.

Objective: In 2018/19, complete extensive interior repainting to preserve the walls and complete restructure of interior to maximize use of the facility.

Objective: In 2018/19, install additional lighting and signage to improve visitor experiences in the Spark M. Matsunaga Children's Garden.

Objective: In 2018-19, design and complete (minor) interior renovations to create a space that is more welcoming and maximizes the types of programming and community events that can occur within the facilities.

3. The public purpose and need to be served;

Preserving a historic and culturally significant building and serving children in a space that is safe and inviting:

Storybook Theatre headquarters 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.

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. After fifteen years of active use by the community, the time has come that Storybook must invest funds in necessary repairs. The historic wooden window frames and part of the façade are rotting; the building must be treated for termites, which are beginning to cause significant damage to the building; and it is time for the exterior and interior to be repainted to preserve the walls. If this work is not completed in 2018-19, 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, some non-structural work is needed to update and maximize the use of the facilities. The interior of the building needs updates such as new rugs, shelving, seating in the Children's Center and updated fixtures in the bathroom. The interior renovations will be minor, but not insignificant, because the improvements will result in a more functional and inviting space. Storybook Theatre produces as much programming as possible on its frugal budget, which does not leave funds for new fixtures, cabinets, etc. And some interior design modifications will make it possible to offer multiple programs simultaneously within the facilities, opening up the possibility of more programs

Also, a great deal of funds have been invested in the creation of the elaborate Children's garden (with an Amphitheater that serves as an outdoor classroom). Visitor experiences in the garden could be improved with the purchase and installation of new interactive signage and lighting to highlight that work and the Senator Matsunaga statue. Such relatively-inexpensive improvements (that are beyond the reach of Storybook's humble operating budget) can make dramatic improvements in the inviting nature of the facilities, as well as maximizing the use of the facilities.

It is worth noting that 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. The improvements have resulted in a building of significantly greater value, to the benefit of the Hawaiian Homelands/ DLNR and State of Hawaii.

4. Describe the target population to be served; and

Storybook Theatre serves children ages 2-18 and their families. In the 2018-19 season (July-June) Storybook Theatre expects to reach approximately 3,000 children and 400 adults with 'in house' programming at Storybook 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. More than 5,000 children will enjoy professional educational tours in elementary schools and pre-schools throughout the state of Hawai'i.

5. Describe the geographic coverage.

Storybook Theatre programming reaches children all around Kaua'i and throughout all of Hawai'i.

Onsite: Visual and performance art programs occur onsite within Storybook Theatre facilities. Peace Education programs occur onsite in Storybook's Spark M. Matsunaga International Children's Garden. Large outdoor public events hosted by Storybook, such as the annual Princess Ka'iulani Keiki Fest and Dad's Day Celebration, are held in downtown Hanapepe.

Island-wide: Storybook Theatre staff travels around Kaua'i to bring literacy programs and environmental education programs to public and private schools on all sides of the island. The Marine Eco-Tour brings giant inflatable marine mammals to schools (which serve as living classrooms, with children receiving educational programs inside the mammals), and even travels to schools on other islands, reaching the entire State of Hawai'i. The Eco-Tour is extremely popular with children on all the islands.

Statewide: An educational television program with a literacy focus is produced within Storybook's professional-quality media production center and broadcast locally and statewide on OC 6 Kaua'i and OC16 statewide.

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 will contact several local organizations to request donations of employee work days. Mark Jeffers, Storybook’s Executive Director, will oversee the community work days.

For the remaining work, Storybook Theatre will use licensed contractors with reasonable bids who possess the requisite skill and experience to work on historic buildings. Where possible, Storybook Theatre will select 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 work to be completed, 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 September 2018
Design interior modifications, purchase and install new rugs, shelving, cabinets, and seating	\$8,500	Facility Committee of the Board of Trustees who purchase from local vendors.	3 months September 2018- November 2018
Update work room and bathroom tile & fixtures	\$4,135	Private Local Contractor	1 week November 2018
Historic Building classroom window repair	\$5,725	Private Local Contractor	1 month Jan/Feb 2019
Historic Building Exterior Power Wash, Repair, & Paint	\$19,375	Private Local Contractor	Design: August – September 2018; Completion of repairs - 2 weeks Feb/March 2019
Sparky’s Garden Pathway Signage and Lighting Install	\$7,390	Private Local Contractor	2 weeks Feb/March 2019
	\$50,000		All Contractor Work is completed by May 1, 2019

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2018 to June 30, 2019

Appli The Storybook Theatre of Hawaii

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)
A. PERSONNEL COST			
1. Salaries	0		
2. Payroll Taxes & Assessments	0		
3. Fringe Benefits	0		
TOTAL PERSONNEL COST		0	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 Bldg. Termite Tenting & Sentricon	4,875		
10. Interior re-design re-build cabinet & seating	8,500		
11. Update work room / bathroom tile & fixtures	4,135		
12 Historic Bldg. classroom window repair	5,725		
13 Historic Bldg. power wash, repairs & paint	19,375		
14 Sparky's Garden Pathway Signage & Lighting	7,390		
15			
16			
17			
18			
19			
20			
TOTAL OTHER CURRENT EXPENSES	50,000	0	0
C. EQUIPMENT PURCHASES		0	0
D. MOTOR VEHICLE PURCHASES		0	0
E. CAPITAL		0	0
TOTAL (A+B+C+D+E)	50,000		
SOURCES OF FUNDING		Budget Prepared By:	
(a) Total State Funds Requested	50,000	Mark Jeffers	
(b) Total Federal Funds Requested		[REDACTED]	
(c) Total County Funds Requested		[REDACTED]	
(d) Total Private/Other Funds Requested		Signature of Authorized Official	
		Mark Jeffers Executive Director	

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2018 to June 30, 2019

Applicant: The Storybook Theatre of Hawaii

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B
N/A			
TOTAL:			

JUSTIFICATION/COMMENTS:

There are no positions to be filled with this request

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2018 to June 30, 2019

Storybook Theatre of Hawaii

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST
N/A			\$ 0.00
			\$ 0.00
			\$ 0.00
			\$ 0.00
			\$ 0.00
TOTAL:			

TIFICATION/COMMENTS:

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST
			\$ 0.00
			\$ 0.00
			\$ 0.00
			\$ 0.00
			\$ 0.00
TOTAL:			

TIFICATION/COMMENTS:

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2018 to June 30, 2019

Storybook Theatre of Hawaii

FUNDING AMOUNT REQUESTED

TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES OF FUNDS REQUESTED	FUNDING RISK SUCCEEDING
	FY: 2016-2017	FY: 2017-2018	FY:2018-2019	FY:2018-2019	FY:2019-2020
			\$500		0
TOTAL:			500		

JUSTIFICATION/COMMENTS:

Re Design of Cabinetry in Workshop after Termite Damage

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

App The Storybook Theatre of Hawaii

Contracts Total: 8,794

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	Basic Program Support	7/ 01/2017 - 6/30/2018	HSFCA	State	8,794
2					
3					
4					
5					
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7					
8					
9					
10					
11					
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13					
14					
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16					
17					
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19					
20					

2. Provide a projected annual timeline for accomplishing the results or outcomes of the service;
3. Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and

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.

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.

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.

III. Financial

Budget

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.
 - a. Budget request by source of funds (see attached)
 - b. Personnel salaries and wages (see attached)
 - c. Equipment and motor vehicles (see attached)
 - d. Capital project details (see attached)
 - e. Government contracts, grants, and grants in aid (see attached)

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2019.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$12,500	\$12,500	\$20,000	\$5,000	\$50,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2019.
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.
5. The applicant shall provide a listing of all federal, state, and county government contracts, grants, and grants in aid it has been granted within the prior three years and will be receiving for fiscal year 2019 for program funding.

2016 Hawaii State Foundation on Culture and the Arts - Basic Support Grant - \$7,621
 2016 County of Kauai - Life Choices Program - Kauai Men's Conference - \$15,000
 2017 Hawaii State Foundation on Culture and the Arts - Basic Support Grant - \$8,514
 2017 County of Kauai - Life Choices Program - Kauai Men's Conference - \$2,500
 2018 Hawaii State Foundation on Culture and the Arts - Basic Support Grant - \$8,794

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2017. (see attached balance sheet dated January 17, 2018)

IV. Experience and Capability

1. 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.

Storybook Theatre has a facilities committee, comprised of 6 members of the Board of Trustees, which oversees all maintenance, investiture, and repairs to Storybook Theatre headquarters. The facilities committee, along with executive director Mark Jeffers, successfully supervised a complete rehabilitation of the building. They frugally managed \$795,000 of community investment which

01/17/18

Balance Sheet Prev Year Comparis...

As of January 17, 2018

	<u>Jan 17, '18</u>	<u>Jan 17, '17</u>	<u>\$ Change</u>
ASSETS			
Current Assets			
Checking/Savings			
1000 — Operating Fund	38,476.78	20,472.44	18,004.34
Total Checking/Savings	<u>38,476.78</u>	<u>20,472.44</u>	<u>18,004.34</u>
Other Current Assets			
1210 — Advance	212.49	-101.78	314.27
Total Other Current Assets	<u>212.49</u>	<u>-101.78</u>	<u>314.27</u>
Total Current Assets	38,689.27	20,370.66	18,318.61
Fixed Assets			
1300 — Furniture & Fixtures	17,407.43	16,921.86	485.57
1400 — Costumes & Props	25,010.80	21,182.67	3,828.13
Total Fixed Assets	<u>42,418.23</u>	<u>38,104.53</u>	<u>4,313.70</u>
Other Assets			
2000 — Capital Fund	407,517.21	407,517.21	0.00
Total Other Assets	<u>407,517.21</u>	<u>407,517.21</u>	<u>0.00</u>
TOTAL ASSETS	488,624.71	465,992.40	22,632.31
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
1010 — Accounts Payable-USDA...	159,679.72	169,601.72	-9,922.00
Total Accounts Payable	<u>159,679.72</u>	<u>169,601.72</u>	<u>-9,922.00</u>
Credit Cards			
1209 — AS-VISA/First Bankcard	1,375.17	3,949.84	-2,574.67
Total Credit Cards	<u>1,375.17</u>	<u>3,949.84</u>	<u>-2,574.67</u>
Other Current Liabilities			
1207 — Storybook Scholarships	1,063.57	1,063.57	0.00
Total Other Current Liabilities	<u>1,063.57</u>	<u>1,063.57</u>	<u>0.00</u>
Total Current Liabilities	<u>162,118.46</u>	<u>174,615.13</u>	<u>-12,496.67</u>
Total Liabilities	162,118.46	174,615.13	-12,496.67
Equity			
3000 — Opening Bal Equity	315,245.98	315,245.98	0.00
3900 — Retained Earnings	-1,729.85	-22,971.08	21,241.23
Net Income	12,990.12	-897.63	13,887.75
Total Equity	<u>326,506.25</u>	<u>291,377.27</u>	<u>35,128.98</u>
TOTAL LIABILITIES & EQUITY	488,624.71	465,992.40	22,632.31

transformed a building on the verge of destruction into the versatile facilities STH calls home today. 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.

2. 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 home 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, 118% life size 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 2018-19 Preservation Project, the facilities will be in stalwart condition, ready to serve Hawaii's children for many more years.

V. Personnel: Project Organization and Staffing

1. 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.

Executive Director Mark Jeffers will oversee this 2018-19 Preservation Project. With the Facilities Committee of the Board of Trustees of the non-profit, Mark will oversee the work of the various contractors for the facilities' rehabilitation. Mark is the founder of Storybook Theatre and is responsible for overseeing all of the contractual work on the historic property since 1995 when STH was granted the 'Right of Entry' to the building after Hurricane 'Iniki. Mark has a Masters of Education in Early Childhood Education from Univ. of Hawaii and more than 35 years of experience in providing quality educational experiences for young children in Hawaii. He received the Governor's Award for Outstanding Children and Youth Advocate in the Professional Category in 2003.

2. 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)

STORYBOOK THEATRE OF HAWAII ORGANIZATIONAL CHART 2017 - 2018

BOARD OF TRUSTEES (11 members)

BOARD OFFICERS (Executive Committee)

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

PROJECT MANAGEMENT TEAM

Executive Director

Facilities Chair

Administrative Assistant

3. 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

1. 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

2. 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

3. 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 I, of the State Constitution](#) for the relevance of this question.

N/A

4. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2018-19 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2018-19, but

(b) Not received by the applicant thereafter.

If Storybook Theatre receives this Grant-In-Aid, the facilities will be in good repair and Storybook Theatre will be able to provide the community with even better programming on the current operating budget for many years to come.

5. 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, 2017.

(see attached certificate of good standing)

6. Declaration Statement

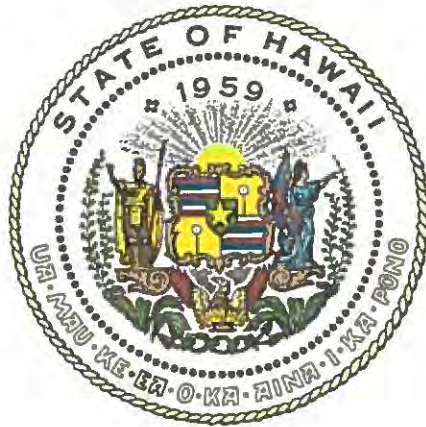
The applicant shall submit a declaration statement affirming its compliance with Section 42F-103, Hawaii Revised Statutes.

(see attached declaration statement)

7. Public Purpose

The applicant shall specify whether the grant will be used for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes. ([Link](#))

If awarded, this Grant-In-Aid will be used for a public purpose as defined by Section 42F-102 of the Hawaii Revised Statutes.



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

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 18, 2018

Catherine P. Owa

Director of Commerce and Consumer Affairs

**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS PURSUANT TO
CHAPTER 42F, HAWAI'I REVISED STATUTES**

The undersigned authorized representative of the applicant certifies the following:

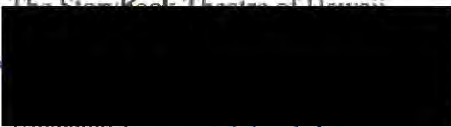
- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawai'i Revised Statutes:
 - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide 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.

The Standard Theater of Hawai'i

(Organization)



(Signature)

(Date)

Mark Jeffers

(Typed Name)



Executive Director

(Title)

District Director

P O Box 2350 Room 5137
Los Angeles, CA 90053

Date: JUN. 11, 1987

STORYBOOK THEATRE OF HAWAII
PO BOX 11065
HONOLULU, HI 968260000

Employer Identification Number:
[REDACTED]

Case Number:
[REDACTED]

Contact Person:
PARKER, ALICE C.
Contact Telephone Number:
(213) 894-4885

Caveat Applies:
no

Dear Applicant:

Based on the information you recently submitted, we have classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Internal Revenue Code because you are an organization described in section 509(a)(2).

Your exempt status under section 501(c)(3) of the Code is still in effect.

This classification is based on the assumption that your operations will continue as you have stated. If your sources of support, or your purposes, character, or method of operation change, please let us know so we can consider the effect of the change on your exempt status and foundation status.

- This supersedes our letter dated Dec. 22, 1986.

Because this letter could help resolve any questions about your foundation status, you should keep it in your permanent records.

If the heading of this letter indicates that a caveat applies, the caveat below or on the enclosure is an integral part of this letter.

If you have any questions, please contact the person whose name and telephone number are shown above.

Sincerely yours,

[REDACTED]
Frederick C. Nielsen
District Director



Spunky's Place
Wholesale Baked Goods
Wholesale Baked Goods

RESERVED PARKING
♿

GIFT SHOP

8814



