

DAVID Y. IGE  
GOVERNOR



DR. CHRISTINA M. KISHIMOTO  
SUPERINTENDENT

**DEPT. COMM. NO. 202**

STATE OF HAWAII  
DEPARTMENT OF EDUCATION  
P.O. BOX 2360

HONOLULU, HAWAII 96804

OFFICE OF THE SUPERINTENDENT

December 15, 2017

The Honorable Ronald D. Kouchi, President  
and Members of the Senate  
State Capitol, Room 409  
Honolulu, Hawaii 96813

The Honorable Scott K. Saiki, Speaker  
and Members of the House of Representatives  
State Capitol, Room 431  
Honolulu, Hawaii 96813

Dear President Kouchi, Speaker Saiki, and Members of the Legislature:

For your information and consideration, I am transmitting a copy of the Federal Grants Revolving Fund Annual Report to the Legislature, pursuant to Section 302A-1405, Hawai'i Revised Statutes. In accordance with Section 93-16, Hawaii Revised Statutes, I am also informing you that the report may be viewed electronically at:

<http://www.hawaiipublicschools.org/VisionForSuccess/SchoolDataAndReports/StateReports/Pages/Legislative-reports.aspx>

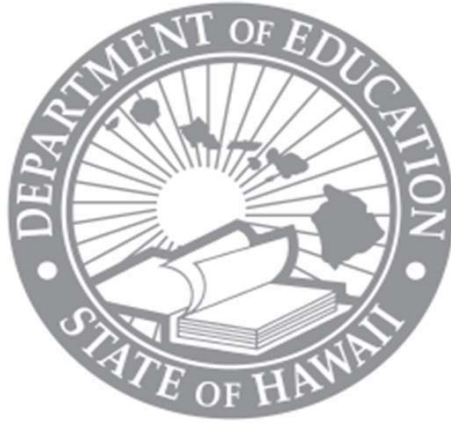
Sincerely,

A handwritten signature in black ink, appearing to read "CK", representing Dr. Christina M. Kishimoto.

Dr. Christina M. Kishimoto  
Superintendent

CMK:csg  
Enclosures

c: Legislative Reference Bureau  
Office of Strategy, Innovation, and Performance



State of Hawaii  
Department of Education

# **Federal Grants Revolving Fund Annual Report to the Legislature**

December 15, 2017

Section 302A-1405, HRS requires the Department of Education (HIDOE) to annually report to the Legislature on activities related to the Federal Grants Revolving Fund (Revolving Fund). Uses of the Revolving Fund include searching for discretionary grants, developing program applications to secure additional revenues, monitoring grant execution, ensuring compliance with grant requirements, and auditing grant expenditures.

## Report:

The Federal Grants Revolving Fund (Revolving Fund) revenues are derived from the difference between the indirect cost rate for discretionary and non-discretionary grants, for discretionary grants. As the difference is 0.1% [3.6%-3.5% for fiscal year 2017 (FY 2017) and 3.3%-3.2% for FY 2018], the projected revenues for this fund are minimal. In FY 2017, the revenues were \$16,124 and are estimated to be \$15,000 in FY 2018. The ending cash balance for FY 2018 is estimated to be \$456,538, down from \$591,538 in FY 2017 and down from \$1,571,916 in FY 2016. The following table shows the breakdown of allocations and expenditures for FY 2017.

Funds	Allocation	Expenditures*
A (Personnel Services)	\$0	\$536,090
A1 (Other Personnel Services)	\$0	\$252,601
B (Other Current Expenses)	\$2,379,491	\$196,218
C (Equipment)	\$0	\$13,210
<b>TOTAL*</b>	<b>\$2,379,491</b>	<b>\$998,119</b>

\*Figures were rounded to the nearest dollar.

“A” and “A1” funds were used to support four positions in the Monitoring, Accountability, and Compliance Office (MAC) which monitor grant execution, ensure compliance with grant requirements, and audit grant expenditures in support of the Board of Education/HIDOE Strategic Plan Goals and Objectives. MAC evaluates state office implementation of federal requirements to identify areas of noncompliance and require corrective action to ensure systems of support are present for the implementation of ongoing federal funded programs, and HIDOE can confidently make assurances of compliance when requesting grant funding. Funds were also used to support six temporary positions in the Data Governance and Analysis branch (DGA). DGA supported many of the data requests needed for reporting on grant projects. These positions also supported many other data related functions of HIDOE such as providing a mechanism for proposing, addressing, tracking, and maintaining issues related to data governance which cannot be resolved at an individual level or which have conflicting concerns and/or interests that impact institutional processes and effectiveness. Data is verified, validated, analyzed, and submitted for state and federal reporting as well as summarized and visualized for HIDOE. Additional “B” and “C” funds were used to support expenses in the Policy, Innovation, Planning, and Evaluation Branch (PIPE), MAC, and DGA. PIPE serves as HIDOE’s single point of contact for federal and nonfederal grant submissions and manages the Capacity Building Grant program, described below. Expenses included general office supplies and equipment (e.g., monthly maintenance fees, office supplies, office equipment, Complex Area grant fund requests under the Capacity Building Grant Program, printing and binding, and in-service training travel).

Activities related to the Revolving Fund during FY 2017 include the following:

### (1) Federal Grant Application Submissions

1. U.S. Department of Education, English Language Acquisition Grant: “Using Data to Improve Outcomes of Hawaii’s Asian American and Pacific Islander English Language Learners” (CFDA 84.365)—Data Governance and Analysis Branch; Office of Curriculum, Instruction, and Student

Support; Office of Information Technology Services (\$840,988 requested)

2. U.S. Department of Agriculture FY 17 Farm to School Grant Program: “Hawaii F2S P3 Support: Innovative Menu Planning, Local Procurement, and Strong Partnerships” (CFDA 10.575)—Hawaii Child Nutrition Program (\$99,965 requested)
3. U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services Administration (SAMHSA) 2017 Continuations: “Project HI AWARE” (CFDA 93.243)—Office of Curriculum, Instruction, and Student Support (\$1,948,290 awarded)
4. U.S. Department of Agriculture, Food and Nutrition Service, Technology Improvement Grant: “Hawaii Child Nutrition Programs Technology Innovation Grant (TIG) - Planning Grant” (CFDA# 10.541)—Hawaii Child Nutrition Program (\$100,000 requested)
5. U.S. Department of Education, Office of Elementary and Secondary Education, Opening Doors, Expanding Opportunities Grant: “Opening Doors, Expanding Opportunities” (CFDA# 84.377)—Office of the Deputy Superintendent (\$4,000,000 requested)
6. Centers for Disease Control and Prevention: “Promoting Adolescent Health through School-Based HIV/STD Prevention and School-Based Surveillance” (CFDA# 93.079)—Office of Curriculum, Instruction, and Student Support (OCISS) (\$321,415 requested)
7. U.S. Department of Commerce, National Oceanic and Atmospheric Administration, BWETHI Award Transfer: “Promoting Cultural Based Knowledge and Practices Through Environmental Stewardship and Preservation” (CFDA# 11.473)—Hana-Lahainaluna-Lanai-Molokai Complex Area, Molokai Middle School (\$88,213 transferred)
8. U.S. Department of Defense, Grants to Local Educational Agencies for Military-Connected Academic and Support Programs: “Huaka’i - Journey to College and Career Readiness” (CFDA# 12.556)—Campbell-Kapolei Complex Area (\$1,899,764 requested)
9. U.S. Department of Defense, Grants to Local Educational Agencies for Military-Connected Academic and Support Programs: “Readying Students for College and Careers in STEM” (CFDA# 12.556)—Kailua-Kalaheo Complex Area, Kailua Intermediate School (\$226,000 awarded)
10. U.S. Department of Agriculture, Hawaii Team Nutrition Training Grant 2017: “Hawaii Team Nutrition Training Grant” (CFDA# 12.556)—Hawaii Child Nutrition Program (\$498,068 requested)

## **(2) Capacity Building Grant Program**

The purpose of the Capacity Building Grant Program is to support grant-writing efforts by HIDEOE teachers and administrators. The Complex Area Grant Writer Pilot project aims to increase funding opportunities at the local level. For FY17, grant awards were allocated to the Campbell-Kapolei Complex Area (\$65,000). These funds enabled the Complex Area to contract with an individual to support grant writing to pursue targeted opportunities to meet identified complex area level needs. PIPE provided ongoing technical assistance.

Complex Area grant writers submitted multiple grant applications to local foundations and businesses. They also provided research support for Complex Area Superintendents to meet with prospective donors.

Below is a listing of the grants submitted under the Capacity Building Grant Program:

1. GenerationOn Family Volunteer Day: “Ewa Makai Middle School Campus Beautification Day” (\$1,000 awarded)
2. Hawaii Community Foundation Pillars of Peace: “EMMS Restorative Practices” (\$136,000 awarded)
3. International Baccalaureate Program: “James Campbell High School IB Program” (\$5,000 awarded)
4. Annie’s Grants for Gardens: “James Campbell High School” (\$3,000 requested)
5. Annie’s Grants for Gardens: “Ewa Makai Middle School” (\$3,000 requested)
6. Annie’s Grants for Gardens: “Makakilo Elementary School” (\$3,000 requested)
7. Annie’s Grants for Gardens: “Keoneula Elementary School” (\$3,000 requested)
8. Harold K. L. Castle Foundation: “Kapolei High School - Career Academies” (\$35,000 awarded)
9. Department of Defense Educational Activity: “Journey to College and Career Readiness (AVID PD & Social-Emotional Wellness)” (\$1,499,062 requested)
10. Hawaii Community Foundation - FLEX: “Makakilo Elementary Band Program” (\$20,000 requested)

### **(3) Native Hawaiian Education Program Application Reviews**

Pursuant to Federal law [20 U.S.C. § 7516 (2015)], HIDOE, in its role as a local education agency (LEA), reviewed all grants submitted for the Native Hawaiian Education Program (CFDA 84.362A) and provided comments, if applicable, to the U.S. Department of Education (USDE) for each application. The purpose of the program, administered by USDE’s Office of Elementary and Secondary Education, Office of Academic Improvement, is to develop innovative education programs to assist Native Hawaiians and to supplement and expand programs and authorities in the area of education. PIPE reviewed and commented on 17 grant applications requesting a total of \$13,345,801; these applications proposed partnerships with HIDOE schools. PIPE also reviewed and submitted no comments on 30 grant applications requesting a total of \$32,338,236; these applications did not propose partnerships with HIDOE schools. Of the 47 grant applications submitted, USED funded 25 with a total value of \$21,786,783.

### **(4) Other**

PIPE also served as HIDOE’s single point of contact for federal and nonfederal grant submissions.

- PIPE acted as HIDOE’s Authorized Organizational Representative (AOR) on behalf of the Superintendent for the purpose of submitting federal grants online, usually through the Grants.gov portal. As HIDOE’s AOR, PIPE reviewed grant applications for inclusion of allowable indirect costs and to ensure timely and appropriate Department approvals.

- PIPE also provided support to HIDEOE partnerships with institutions of higher education and nonprofits whose grant awards benefit HIDEOE, such as NHEP Grant Reviews.



Find current and past DOE Reports online at:

<http://HawaiiPublicSchools.org>