

**THE THIRTIETH LEGISLATURE
APPLICATION FOR GRANTS
CHAPTER 42F, HAWAII REVISED STATUTES**

Type of Grant Request:

Operating Capital

Legal Name of Requesting Organization or Individual: Db a:

Supporting the Language of Kaua'i, Inc.

Amount of State Funds Requested: \$ 169,000

Brief Description of Request (Please attach word document to back of page if extra space is needed):

The project proposes to install a photovoltaic system on school buildings located on the campus of Kawaikini New Century Public Charter School. The system will virtually eliminate the school's monthly electricity bills and conserve funds that can better be spent on running the school's educational programs. The project will generate significant long-term cost savings to the State.

Amount of Other Funds Available:

State: \$ _____
Federal: \$ _____
County: \$ _____
Private/Other: \$ 16,000

Total amount of State Grants Received in the Past 5 Fiscal Years:

\$ 114,265

Unrestricted Assets:

\$ 85,123

New Service (Presently Does Not Exist): Existing Service (Presently in Operation):

Type of Business Entity:

501(C)(3) Non Profit Corporation
 Other Non Profit
 Other

Mailing Address:

P.O. Box 245
City: Lihu'e State: HI Zip: 96766

Contact Person for Matters Involving this Application

Leilani Spencer

Name:
Leilani Spencer

Title:
Project Manager

Email:
slk.kauai@gmail.com

Phone:
808-635-4242

Federal Tax ID#:

██████████

State Tax ID#

██████████


Authorized Signature

Hoku Ka'auwai, President

Name and Title

1/15/19

Date Signed

received
1/18/19 12:09p JR

Applicant Supporting the Language of Kauai, Inc.

Application Submittal Checklist

The following items are required for submittal of the grant application. Please verify and check off that the items have been included in the application packet.

- 1) Certificate of Good Standing (If the Applicant is an Organization)
- 2) Declaration Statement
- 3) Verify that grant shall be used for a public purpose
- 4) Background and Summary
- 5) Service Summary and Outcomes
- 6) Budget
 - a) Budget request by source of funds ([Link](#))
 - b) Personnel salaries and wages ([Link](#))
 - c) Equipment and motor vehicles ([Link](#))
 - d) Capital project details ([Link](#))
 - e) Government contracts, grants, and grants in aid ([Link](#))
- 7) Experience and Capability
- 8) Personnel: Project Organization and Staffing


AUTHORIZED SIGNATURE

Leilani Spencer, Board Secretary
PRINT NAME AND TITLE

1/15/2019
DATE

Supporting the Language of Kaua'i, Inc.
Lihu'e, HI 96766

January 15, 2019

Aloha Mai Kakou,

Supporting the Language of Kaua'i, Inc. is a 501(c)3 non-profit whose mission is to support and perpetuate the Hawaiian language through education initiatives on Kaua'i, with a special emphasis on K-12 students in Hawaiian language programs. We know there are a lot of worthy projects that you have to decide from, and resources are limited. So we appreciate the chance to tell you about our project and present some reasons why we're making the request and why we believe it's worthy of your serious consideration and support.

First, I'll describe the project itself. We're requesting \$169,000 to install photovoltaic panels on existing buildings at Kawaikini New Century Public Charter School. This grant would eliminate the energy bill for the school and allow it to use its state per-pupil revenue for student programs, rather than energy costs.

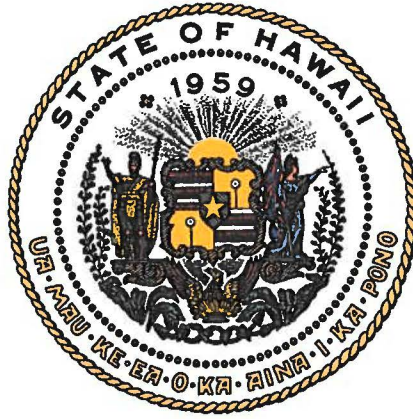
Kawaikini Public Charter School (located on state land and serving the entire island) is celebrating its 10th anniversary this year. This proposed PV project is our latest effort to support the school and its students by putting it on a strong economic foundation.

There are several reasons why the legislature might want to support this project, and we wanted to highlight a few of them for you:

- Like all charter schools, Kawaikini is a public school, which means that all savings achieved from the solar panel project will ultimately be cost savings for the state. Instead of paying energy costs to a non-state utility, we will be able to use the savings for the benefit of our students. This is a more prudent and effective way to make use of state funds.
- Each year that we do not install PV, we pay more than \$30k in energy bills that could be eliminated by the PV project. The panels last 20-plus years, and the project will pay for itself in 8 years, after which we would enjoy 100% savings for the next 12+ years. In other words, we would not be expending state dollars.
- We have requested funding for this project every year since 2012, either through GIA or CIP requests. If our request had been successful then, the system would already have paid for itself and our bills would be eliminated; instead we continue to have those energy costs.
- As you know, charters are tasked with raising their own funds for facilities. To date, we have been very creative in raising more than \$4.2M of private, non-state, funding to build the school. Given our efforts over the years, we feel that this current request to the state for \$169,000 is fair.
- In addition, you'll notice in this proposal that we've included contributing \$19,000 of our own privately raised funding (approximately 10%) as a match. This should show you how important this project is to us.

Again, we recognize that it is difficult to decide from so many worthy projects given the limited resources. We believe ours is in the best interest of the state, and hope that you will look favorably on our request.

Mahalo for your consideration.



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

SUPPORTING THE LANGUAGE OF KAUA'I, INC.

was incorporated under the laws of Hawaii on 01/24/2006; 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 15, 2019

Director of Commerce and Consumer Affairs

otherwise had to spend to construct the school's facility. In fact, the current request of \$169,000 for photovoltaic represents approximately seven years of energy costs for the school, by which time the system will have paid for itself, thus allowing the school to allocate the cost savings from the operating budget to further the school's education programs.

Kawaikini has submitted a CIP request to address its energy needs every year since 2012; over this time the school has paid approximately \$130,000 in energy bills for the school, meaning that if our original request had been approved, the PV system would have already paid for itself in its entirety. It is clear that this project is a prudent investment of state funds and that it will bring a return on the investment many times over in cost savings that could be better spent on furthering the school's educational programs and align with the school's sustainability plan.

The photovoltaic project will be conducted entirely for buildings located on state land.

4. Target population to be served

Kawaikini NCPCS serves students 5 to 18 years of age living within the county of Kaua'i. Kawaikini expects an enrollment of approximately 149 students for school year 2018-2019 with a ten percent increase per year up to a maximum enrollment of 250 students. Current student population and projected demographic information suggest that the served population will be predominantly low- and moderate-income families, and that 80%-90% will be Hawaiian and 85-95% will be Hawaiian and/or other minority persons.

5. Geographic coverage

Being centrally located, the K-12 Hawaiian Immersion public charter school program serves all communities of Kaua'i.

III. Service Summary and Outcomes

1. Scope of work, tasks and responsibilities

Scope of Work

To implement its educational program Kawaikini NCPCS will use the current proposed funding to install a schoolwide photovoltaic system on buildings on the campus of Kawaikini New Century Public Charter School. The facilities already at the school were constructed with private funding and consist of eight buildings including water and septic infrastructure: five 1440sf modular classrooms and two Project Frog smart buildings. The request will allow for the installation of a 27-kilowatt Photovoltaic Array System (PV) and cost-saving devices that would produce enough power to supply ninety percent of Kawaikini's daytime energy needs. The system is designed to last a minimum of twenty years. This project would therefore assist the school in its long-term operating cost by utilizing an alternate energy source. The project would also be used to teach students about renewable energy.

Because it is projected that the project will produce approximately ninety percent of Kawaikini's energy needs savings can be passed on to critical needs areas. In the teaching of sustainable practices, there is a lack teaching of aids and examples. The PV system will provide a tool the students can see and see how it interacts with the sun and weather conditions. It will provide a prime and visual example of how much energy PV panels can produce.

A general contractor will design, deliver and install the photovoltaic system on site. The system will be designed by the Contractor and their team of engineers to achieve maximum energy generation and cost savings.

Beginning July 2019, the project time-line will include the Request for Proposals and selection of contractor along with design of the system, county approvals, and installation. The completion date, dependent upon funding and timeliness of appropriation, is set at approximately December 2019.

Tasks and responsibilities

The Kawaikini Solar project is a relatively simple project for which much of the initial ground work has already been done, including energy assessment and scope of project. The project will be implemented by a Project Coordinator who will be a board member under the supervision of the SLK full board. Tasks will be coordinated by the project coordinator as per Attachment A.

(See "Attachment A: Tasks and Responsibilities")

2. Projected annual timeline

Supporting the Language of Kaua'i Inc. has begun preliminary planning for the Kawaikini Solar Project including comprehensive survey of current energy usage and initial discussions with solar contractors regarding the size and scope of the system. The projected completion date for the Kawaikini Project is December 2019.

(See "Attachment B: Projected Annual Timeline")

3. Quality assurance and evaluation plans

To assure the proper monitoring, evaluation and improving of results, Kawaikini will adopt a Quality Assurance (QA) plan that will ensure that Quality control activities are conducted throughout the course of the project. The QA plan will consist of four distinct stages at which comprehensive reviews of the content and accuracy of the plans and the implementation of the proposal will be conducted. The four stages are:

- The Scope Verification Meeting – To gather the necessary original plans and other useful background information, review all scoping documents, and review cost estimates from the programming of the project and compare it to the programmed cost.
- The Plan Review Meeting - to ensure the project design is proceeding according to the scope of work agreed to at the Scope Verification Meeting.

- The Omissions and Errors Check (OEC) Meeting – to review the final plan/proposal package to ensure the package is complete.
- Submission of Final Plans.
- The Implementation Review Meeting(s) – regular meetings to ensure the project implementation is proceeding according to the final submitted plans.
- The final project report and audit – to ensure accountability and documented performance of all activities.

4. Measures of effectiveness

Supporting the Language of Kaua'i, Inc. will report on the progress of the project using a standard set of performance measures. The Measures of Effectiveness (MOEs) that will be used to assess the effectiveness of the facilities construction project are:

- 1) Quality of school facilities constructed – All school facilities will be completed in accordance with relevant legal, health, and safety guidelines.
- 2) Timeliness of tasks performed – Contingent upon timely funding, all systems will be installed in time for the 2019-20 school year.
- 3) Budgetary efficiency and adherence – Activities will be conducted within the allocated budget.
- 4) Safety and injury prevention– Safety will be ensured during all phases of the project.

Strategic objectives	Performance Measures (Measures of Effectiveness)	Initiatives (causes)
To provide energy-saving photovoltaic system for Kawaikini NCPCS	(1) Savings achieved	Cost Savings Analysis
To install photovoltaic in time for 2019-20 school year	(2) Timeliness of tasks performed	Quality Assurance & Evaluation plan
To complete the project within the allocated budget	(3) Budgetary efficiency and adherence	Fiscal oversight and financial audit
To ensure safety during all phases of the project	(4) Safety and injury prevention	Safety policy and training procedures

IV. Financial

Budget

1. Budget Forms

Please see "Attachment C" for the following required budget forms:

- a. Budget request by source of funds
- b. Personnel salaries and wages
- c. Equipment and motor vehicles
- d. Capital project details
- e. Government contracts, grants, and grants in aid

2. Anticipated quarterly funding requests for the fiscal year 2020.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$127,000	\$42,000	\$0	\$0	\$169,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2020.

The bulk of the funding for our overall facilities project has already been acquired. This includes approximately \$4.2M in private funding toward construction that has already been completed. The PV Project portion of the total is a little over 4% of the overall project cost. Moreover, of the projected \$188,000 cost of the PV project, SLK has committed to raise \$19,000 from private sources, which represents 10.1% of the cost of the Photovoltaic project.

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.

Not applicable. (SLK, Inc. has not been granted any state or federal tax credits. We have not applied for any tax credits pertaining to this capital project.)

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 2020 for program funding.

SLK, Inc. will not be receiving any government contracts and grants for program funding. In 2016 SLK, Inc. received a Grant-in-Aid of \$50,000 for initial planning and design of a multi-purpose building at Kawaikini NCPCS. The project was successfully completed.

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2018.

As of December 31, 2018 the balance of unrestricted net assets is \$1,723,943.17

V. Experience and Capability

1. Necessary Skills and Experience

Supporting the Language of Kaua'i, Inc. has demonstrated the ability to administer federally- and state-funded projects and has the necessary skills and experience to carry out the Kawaikini project. Recent experience of related projects includes the following:

- | | |
|--------------|---|
| 1) Grantor: | United States Department of Education |
| Date: | 10/1/06 to 09/30/07 |
| Amount: | \$150,000 |
| Description: | The grant was used to create a Hawaiian-focused charter school. |
| Status: | Successfully completed. Kawaikini NCPCS was awarded one of only three charters in a highly competitive statewide process. |
| 2) Grantor: | Office of Hawaiian Affairs |
| Date: | July 1, 2006 to June 30, 2007 |
| Amount: | \$35,000 |
| Description: | The grant was to provide busing services for Ke Kula Kaiapuni o Kapa'a Hawaiian-immersion students living on the south and west side of Kaua'i. |
| Status: | Successfully completed. The one-year grant was successfully used to establish a self-sustaining transportation program that is still functioning. |
| 3) Grantor: | Office of Hawaiian Affairs |
| Date: | April 2008 – October 2008 |
| Amount: | \$52,300 |
| Description: | The grant was used to erect Science Labs for Kawaikini NCPCS in time for its first year of operation. |
| Status: | Successfully completed |
| 4) Grantor: | Kamehameha Schools |
| Date: | April 2011 – October 2013 |
| Amount: | \$1,800,000 |
| Description: | The grant of facilities was used to erect six classrooms and two bathroom buildings on the campus of Kawaikini NCPCS. |
| Status: | Successfully completed |

- 5) Grantor Kamehameha Schools
Date: April 2010 – October 2013
Amount: \$860,000
Description: The funding was used to install infrastructure on the campus of Kawaikini NCPSC, including entry roadway, utilities, water infrastructure.
Status: Successfully completed
- 6) Grantor Atherton Foundation
Date: September 2012 – August 2013
Amount: \$50,000
Description: The funding was used to install ramps and decking on new facilities at Kawaikini NCPSC.
Status: Successfully completed
- 7) Grantor State of Hawai'i
Date: July 2016 – 2018
Amount: \$50,000
Description: SLK received a Grant-in-Aid for planning and design of a multi-purpose building at Kawaikini NCPSC.
Status: Successfully completed.
- 8) Grantor Kamehameha Schools
Date: July 2016 – 2018
Amount: \$50,000
Description: These funds were matching funds used for planning and design of a multi-Purpose building at Kawaikini NCPSC.
Status: Successfully completed.

2. Facilities

Kawaikini New Century Public Charter School currently resides in eight 1440sf modular buildings owned by Supporting the Language of Kaua'i, Inc. It also uses two 1280sf smart buildings under a partnership with the Office of Naval Energy and the UH Natural Energy Institute. The SLK office located in the administration building at the Kawaikini Campus is fully equipped to implement this grant-in-aid request.

VI. Personnel: Project Organization and Staffing

1. Proposed Staffing, Staff Qualifications, Supervision and Training

The staffing of the project will be provided by in-kind volunteers, as follows:

A. Proposed Staffing

Project Coordinator will coordinate work flow; update and pursue delegated tasks to ensure progress to deadlines; take initiative in Construction manager's absence; work with all parties to keep the project on schedule; act as a liaison between all parties involved; maintain procedures to ensure consistent performance of routines; work with the SLK board to ensure fiscal oversight of the project.

The Attorney will work with the Project manager and relevant SLK representatives to review the terms and conditions of all legal contracts, leases, notices, etc. The attorney will provide legal guidance to ensure that the project is in compliance with all relevant laws.

The Financial Advisor will work with SLK representatives to ensure that all financing for the project is acquired and disbursed in a timely manner. The Financial Advisor will work with the Board to ensure all necessary fiscal reporting is submitted as required.

B. Qualifications and experience of suggested personnel

- 1. Leilani Spencer, Project Manager** - Ms. Spencer, a graduate of New York University, is a parent of two Hawaiian Immersion school students with experience as an agent and production coordinator in New York City, Los Angeles and Sao Paulo, Brazil. She has experience in working with the various architectural firms, and oversaw the permitting, planning and construction of the entire school campus. With her deep understanding of the overall project, she is equipped to keep the Project Management on track.
- 2. Warren Perry, Legal Advisor** – Mr. Perry is a Native Hawaiian who has practiced law in Hawai'i for over 30 years. He is a graduate of Kamehameha Schools, and has been active with many Hawaiian organizations in both locally and statewide.
- 3. Ms. Juli Arruda, Financial Advisor** – Ms. Arruda has worked as an accountant for over 30 years. She is the owner of C & J Financial Services, a small public accounting firm in Lihue that services over 50 small business clients each month including several non-profit organizations and a couple of Hawaii Public Charter Schools. She is experienced in grant fund accounting and management of grant funds. She graduated from the Kamehameha Schools and the University of Hawaii at Manoa.

2. Organization Chart

The organization chart for Supporting the Language of Kaua'i, Inc. can be seen in Attachment C.

(See "Attachment C: Organizational Chart")

3. Compensation

Supporting the Language of Kaua'i, Inc. does not have employees. It has two contracts for Executive Services and Bookkeeping Services that it administers at a cost of \$24,000 and \$12,000 annually. The contractors perform the functions of Executive Director and Bookkeeper, respectively.

VII. Other

1. Litigation

There is no pending litigation to which Supporting the Language of Kaua'i is a party.

2. Licensure or Accreditation

Supporting the Language of Kaua'i does not require or possess any licensure or accreditation. Kawaikini NCPSC received full WASC accreditation of its K-12 program in April 2014.

3. Statement regarding private educational institutions

The grant will not be used to support or benefit a sectarian or non-sectarian private educational institution.

4. Future Sustainability Plan

The project involves a one-time investment that, once received, will require no further funding as the system will simply generate power and savings for the school over the next twenty years. The system is relatively maintenance-free, however SLK and the school will work together to insure the system and to include in its annual operating budgets enough to make any minor repairs that may be necessary over the 20-year life of the system.

Attachment A:
Tasks & Responsibilities



**KAWAIKINI SOLAR PROJECT
TASKS AND RESPONSIBILITIES**

Tasks/Activities	SLK board	Project Coordinator	Financial Advisor/ Bookkeeper	School Executive Director	Contractor	Lawyer
Appointing Project Coordinator	X					
Accounting / Payment Processing			X			
Administrative support / Access to site		X		X		
Preparation of RFP		X				
Bidding		X				
Interviews and recommendation of Contractor		X				
Selection of contractor	X					
Contract		X				X
Design of system					X	
Installation of system					X	
Permitting / Approvals					X	
Oversight of project		X				
Final approval of project	X					
Final reporting on project		X				

Attachment B:
Projected Annual Timeline



Attachment C:
Financial Documents



BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2019 to June 30, 2020

Applicant: Supporting the Language of Kaua'i, Inc.

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				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
TOTAL PERSONNEL COST				
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				
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12				
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20				
TOTAL OTHER CURRENT EXPENSES				
C. EQUIPMENT PURCHASES	169,000			16,000
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				3,000
TOTAL (A+B+C+D+E)	169,000			19,000
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	169,000	Leilani Spencer 808-635-4242		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested		01/15/19		
(d) Total Private/Other Funds Requested	19,000	Signature of Authorized Official Date		
TOTAL BUDGET	188,000	Hoku Ka'auwai, President Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2019 to June 30, 2020

Applicant: SUPPORTING THE LANGUAGE OF KAUA'I, INC.

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
NOT APPLICABLE	0	\$0.00	0.00%	\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
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				\$ -
TOTAL:				
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2019 to June 30, 2020

Applicant: SUPPORTING THE LANGUAGE OF KAUA'I, INC.

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Photovoltaic system (approx. 27 kw)	1	\$185,000.00	\$ 185,000.00	185,000.00
TOTAL:	1		\$ 185,000.00	185,000.00
JUSTIFICATION/COMMENTS:				

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, 2019 to June 30, 2020

Applicant: SUPPORTING THE LANGUAGE OF

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES OF REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2017-2018	FY: 2018-2019	FY:2019-2020	FY:2019-2020	FY:2020-2021	FY:2021-2022
PLANS			0	1,000		
LAND ACQUISITION			0			
DESIGN			0	1,000		
CONSTRUCTION			0	1,000		
EQUIPMENT			169,000	16,000		
TOTAL:			169,000	19,000		
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: SUPPORTING THE LANGUAGE OF KAUA'I, INC.

Contracts Total:

114,265

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	Grant-in-Aid design grant	7/1/16 - 6/30/18	State Legislature	State	50,000
2	KALO grant for educational improvement	7/1/14 - 6/30/15	OHA	State	64,265
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Attachment D:
Organizational Chart



Organizational Chart for Supporting the Language of Kaua'i, Inc.

