

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

Rebecca Dunning, Managing Director

PRINT NAME AND TITLE

1/20/22

DATE

**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:
Honolulu Theatre for Youth (HTY)

Amount of State Funds Requested: \$ 150,000

Brief Description of Request (Please attach word document to back of page if extra space is needed):
HTY requests funds to help underwrite the cost of reduced priced admission for Title 1 students and/or bus transportation for Title 1 Schools to attend HTY's educational theatre productions statewide.

Amount of Other Funds Available:

State: \$ _____

Federal: \$ _____

County: \$ 75,000-PENDING: City GIA

Private/Other: \$ 20,000-FOUNDATIONS

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

\$ 940,483

Unrestricted Assets:

\$ 1,181,155.61

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:

1164 Bishop Street, Suite 910

City: Honolulu State: HI Zip: 96813

Contact Person for Matters Involving this Application

Name:
REBECCA DUNNING

Title:
Managing Director

Email:
manager@htyweb.org

Phone:
808-839-9885 x 703

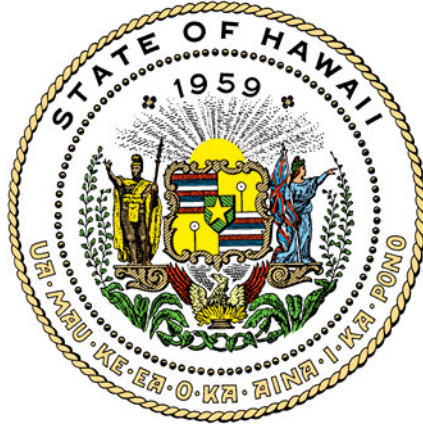
Federal Tax ID#:
[REDACTED]

State Tax ID#
[REDACTED]


Authorized Signature

REBECCA DUNNING, Managing Director
Name and Title

1/20/22
Date Signed



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

HONOLULU THEATRE FOR YOUTH

was incorporated under the laws of Hawaii on 05/04/1959 ; 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, 2022

Director of Commerce and Consumer Affairs

**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS PURSUANT TO
CHAPTER 42F, HAWAII REVISIED STATUTES**

The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawaii'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, Hawaii'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, Hawaii'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, Hawaii'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.

Honolulu Theatre for Youth

(Typed Name of Individual or Organization)


(Signature)
Rebecca Dunning, Managing Director

1/20/22

(Date)

(Typed Name)

Rev 12/2/16

(Title)

Application for Grants

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

I. Certification – Please attach immediately after cover page

1. 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, 2021.

See attached Certificate of Good Standing.

2. Declaration Statement

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

See attached Declaration Statement.

3. Public Purpose

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

Honolulu Theatre for Youth (HTY) will use State GIA funds for the public purpose of providing reduced price admission and/or bus transportation for children from Title 1 schools (poor/needy families) to attend HTY’s educational theatre productions statewide.

II. 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;

Honolulu Theatre for Youth is a theatre of place, deeply rooted in the cultures and people of the Pacific. Founded in 1955, HTY is one of the oldest professional children’s theatres in the country and is recognized nationally for its long history of innovative drama education programming and the creation of original theatrical work. As the only professional nonprofit

theatre in the State and the largest independent provider of arts education in Hawaii, the company has long played a leading role in the region.

Recognizing that in many parts of Hawaii, children do not have any other opportunity to experience live, professional theatre performances and arts education programs HTY has been touring its plays and providing programming statewide since the 1960s. Prior to the pandemic HTY annually served over 100,000 children, families and teachers on all 6 major Hawaiian Islands. Before March 2020, HTY would normally produce 6-8 plays per season. All plays were presented on Oahu, and 2 plays were designed specifically to tour to the Neighbor Islands. HTY programs are a vital resource for Neighbor Island schoolchildren who lack access to the educational and cultural opportunities that are available to Oahu children. For many Neighbor Island students, contact with HTY programs provides them with their sole exposure to live professional theatre.

HTY reaches more school aged children, teachers and families in Hawaii than any one group outside of the Hawaii State Department of Education. With our pandemic related pivot to digital content over the last 2 years, our average audience of 100,000 statewide has ballooned to over 2 million views per year both statewide and internationally. Currently, HTY's digital work including a half-hour television show, a series on social emotional learning, a season of full digital productions and a podcast series have received over four million views. As important as the breadth of our reach, is the depth of connection we are able to make within communities. Since 1955 HTY has been building trust and cultivating relationships across Hawaii.

2. The goals and objectives related to the request;

Mary Helen Immordino-Yang, a professor of education, psychology and neuroscience at UCLA, said the physical act of creativity begins at a young age. She sees the arts as vital to education. It is the part of a school day where students learn that their classwork has meaning, and it keeps them coming back. "The things that we traditionally consider arts are often kids' biggest reason for being at school."

Through the landmark study, "Spark Change: The Impact of Performing Arts on Children," it showed that children's access to and engagement with the performing arts:

- Cultivates an enduring love of the performing arts.
- Expands perspectives and interpersonal skills that strengthen teamwork.
- Inspires creative thinking, which encourages innovation and problem solving.
- Nurtures hope and improves self-confidence, which fosters optimism and resilience.

One of the longstanding barriers to deeper engagement with the performing arts and its benefits has simply been one of exposure. Children can't learn about and through the arts if they are unable to access them which is often the case in under-resourced schools like many in the DOE. "The arts often take a back seat in education, or it has been totally eliminated from

school curriculum. Our students learn valuable lessons through HTY performances. It is critical that we keep the arts in our childrens' lives." ~DOE Teacher.

The COVID-19 pandemic has injected new urgency into the need for arts programming. Students of all ages have missed key socialization experiences, lost the ability to connect in deep and meaningful ways with a wide variety of peers, and dealt with a range of powerful emotions, both directly and indirectly. As we come to understand the full scope and implications of COVID-19-related challenges, it is essential to prioritize young people's social and emotional well-being. To make sense of their COVID-19 experience and continue their healthy development, they must be equipped to not only emotionally process the pandemic, but also move beyond it. The research shows, the performing arts are uniquely situated to fill that need.

Although HTY was successful pivoting from our live programs toward virtual ones, we along with many educators, parents and children realize that there is no substitute for live in-person engagement. Our human physiology, and the belief that mirror neurons (discovered in 1991) form the biological basis of compassion and empathy demonstrate that humans evolved through collaboration, connection and community.

Jay Greene, professor of education reform, conducted a gold standard of research with the "Learning from Live Theater" study. (*Education Next - Winter 2015/Vol. 15, No.1*) "Field trips to live theater enhance literary knowledge, tolerance, and empathy among students, according to a study. The research team found that reading and watching movies of Hamlet and A Christmas Carol could not account for the increase in knowledge experienced by students who attended live performances of the plays. Students who attended live performances of the play also scored higher on the study's tolerance measure than the control group by a moderately large margin and were better able to recognize and appreciate what other people think and feel."

HTY's goal is that every child in Hawaii has access to a professional arts experience every year. As an ARTS FIRST Affiliate Partner, HTY's plays are rich in material that meets Hawaii Department of Education (DOE) Content Standards so that teachers can integrate the live theatre experience into their classroom curriculum. Study Guides accompany each production. The plays we present are based upon our 67 years of experience, and direct feedback from stakeholders and the constituents we serve. Each play is designed for specific age groups of children so that teachers and parents may select plays appropriate to the interest level, need and focus of their children.

3. The public purpose and need to be served;

Hawaii is one of the most culturally diverse states in the nation. Unfortunately, the cost of living in Hawaii is consistently ranked the highest in the nation. The income gap between the rich and the needy is widening more and more each year. The current median for homes on Oahu has

been at or above \$1M for 4 months since Oct 2021, and the median condo price of \$500K on Oct 2021 ties the highest on record.

The Study of the Financial Struggles Facing Working Families in Hawaii (2016) revealed “nearly half of Hawaii residents are living pay check to pay check.” This was the situation before the COVID pandemic hit. Since 2010, 42% of Hawaii’s households have been struggling to get by. Aloha Unite Way’s ALICE report states that percentage has increased to 59% (or 268,531 households) following the sudden economic shock of the COVID shut down.

The pandemic exacerbated the pre-existing inequalities, while creating an unprecedented crisis for the vast majority of Hawaii residents. The high number of residents with economic hardship corresponds to a high percentage of Title 1 schools in Hawaii. The Statewide percentage of Title 1 schools in Hawaii is 66% for 2021-22, up 4% from 2020-21. The Oahu percentage of Title 1 schools is 56%, Hawaii Island is 95%, Maui County is 83% and Kauai County is 68%. Not only has the percentage of Title 1 Schools increased, but the severity of need has increased within the schools considered Title 1. This means many of these Title 1 schools have most or all of their students coming from poor and needy families.

Compounding the situation with a high percentage of DOE students considered economically challenged, a recent study showed more than 97% of educators reported learning loss over the past school year. Hawaii News Now Special “Evolving Education: Learning Through COVID” reported student performance slipped compared to pre-COVID data. Student math and science proficiency fell by 11% and language art proficiency fell by 5%. Those who are considered economically challenged or struggling students suffered the most learning loss and chronic absenteeism. The pandemic and remote learning took an emotional and academic toll.

Campbell Student: “I am not even going to sugar coat it or lie, I did not do well at all.”

Waipahu Student: “I am super motivated student in school but once the pandemic hit, sitting in front of a computer screen about 6 hours for 5 days a week, I felt super unmotivated at times.”

John Fernald, senior research advisor in the Economic Research Department of the Federal Reserve Bank stated in the short-term students might drop out of school and go to work instead of continuing to learn. But it is likely to result in a long-term decline in educational achievement and productivity, as a massive cohort of people with stunted skills moves into the workforce. And the long-term negative effect could be staggering, totaling \$7 trillion in lost GDP decades down the road when the current cohort of kids reaches prime working years. “The children of today are the workforce of tomorrow,” he said.

Access to the arts is critical to providing all Hawaii students with a well-rounded education that will enable them to become more resilient to difficulty, succeed in school and in their daily lives. Researchers conducted a 3 year study and evaluation in the “Children’s perceptions of live arts performances: A longitudinal study” (Early Child Development and Care, 176(6), 543-552) and found children exposed to live arts performances developed positive dispositions for

shared cultural diversity, a deeper understanding of their own individual identity, and displayed playful engagement in learning. Researchers cite that live arts exposure increases the ability to see situations in new ways, relate past experiences to future events, and use non-traditional methods to overcome adversity and express original ideas.

Children that could gain the most from exposure to our productions are often prevented from participating due to economic barriers. One of the biggest ongoing challenges that faces HTY is keeping the cost of our programs low enough so that all children in Hawaii regardless of economic resources or geographic location can participate in the arts.

4. Describe the target population to be served; and

HTY requests funding to provide reduced priced admission and/or bus transportation for children from Title 1 schools (poor/needy families) to attend HTY's educational theatre productions statewide.

Students are identified by their participation in free and reduced lunch programs and are considered Economically Disadvantaged. By providing reduced priced admission and/or bus transportation funding for children from Title 1 schools to attend HTY productions, children who might not otherwise be able to attend HTY productions will have that opportunity. HTY plays are targeted to meet the Standards and Benchmarks of the DOE, and HTY's work helps fill the gap left by Hawaii public schools' limited resources for arts education programs.

HTY already receives more requests for funding assistance than we can support and the requests have increased over the years. "We are appreciative of the bus grants, but we could definitely use more funds to subsidize the cost of plays and buses," writes one DOE teacher. Another teacher writes, "Our students live in extreme poverty and although we were able to receive bus grants and some monies from the school, a few students could not attend due to the cost - \$2."

HTY is committed to keeping ticket prices affordable for all students so we charge only \$6 per student for school performances that cost \$20 per person to produce. Students who qualify for free or reduced-cost lunch receive a further discount and pay only \$4.50 for admission. Often the cost of bus transportation (\$10 or higher) exceeds the cost of HTY tickets. To help underwrite the additional transportation cost for Title 1 students to attend performances, HTY seeks financial support from the community.

The target population to be served is best described from those who live in those areas and work with the target population – school teachers from Title 1 schools. Teacher's feedback below:

- Our biggest deterrent is the cost of transportation, but we feel that your shows provide such excellent cultural and art opportunities that our students would not typically get

through the home, and so we try to bring them to see an HTY performance as often as we can.

- My students would not be able to attend a play/performance without the grants to supplement the costs. This performance will most likely be the only one that many will attend all year. It's great for students to see a live action performance instead of just a movie or video. Live action is an entirely different experience.
- I really appreciate that you all take the time to put together an AMAZING show. Our kids NEVER get the opportunity to see the arts like this. You should have seen their eyes just walking into a theater, they are in awe. Then when the performance began with the lights and music and the live human beings (not a tv screen), their jaws dropped. It's wonderful.
- Students get the rare opportunity to see live theater designed specifically for them. They always leave with message that touches their heart and head and a skip in their step. Thank you for reaching out to outer islands and keeping it affordable!
- HTY does add value to our classroom and to our students' lives because it helps students understand various cultures, history, conservation, and preparation from disasters.
- It gives our students an opportunity to see a live performance of a play, which doesn't happen very often on the Big Island. Fortunately we have UH-Hilo here, however they don't always have age-appropriate performances that we can take all of our students to. We know we can count on HTY to deliver a fun-filled performance that will entertain and enlighten our students.
- The responses from the students today were excellent. They loved the music, interactive elements, and the theme was outstanding, "If you are kind to the heavens, the heavens will be kind to you!" That totally resonated with me and the message I send to my students through actions and teachings.
- Impressed! Students were so engaged and the play weaved in so many great lessons and was incredibly entertaining. Allowed audience to laugh, cry, reflect, build resilience, think, and grow. Loved allowing the students to further engage through dance. One of the best plays I've seen in 14 years of teaching. Winner! Highly entertaining and relevant for the children.
- The experience of seeing a play is something my students would not get if you didn't offer it. The chance to see performers on a stage in a theater really brings narratives to life and provides an opportunity to develop storytelling, imagination and culture that the students really use in their reading comprehension and writing after seeing it.
- HTY provides students exposure to other cultures while they are stationed here in Hawaii. The majority of our students are military dependents with one or more parents serving in the Armed Forces. Some students rarely leave the base and don't have opportunities to enjoy the types of performances put on by HTY. We certainly appreciate having such talented performers and writers to provide meaningful content and stories to our keiki.

- The messages and themes in the play teach children valuable life-lessons.
- Please keep producing awesome plays for our community. We love them!
- Theatre is a form of art. Most kids nowadays are only exposed to technology (tv, ipads, iphones). Being able to expose them to a play is refreshing, just being able to watch actual people on stage is an amazing human experience.
- There is always a lesson tied with the show. As for this show, culture was emphasized as well as character/citizenship.

5. Describe the geographic coverage.

Honolulu Theatre for Youth's performance home is Tenney Theatre, a 300 seat theatre located on the grounds of The Cathedral of Saint Andrew in Downtown Honolulu. HTY has been at this site for 16 years.

Prior to the pandemic, Oahu school audiences were bussed in daily (Monday - Friday, 2 school shows/day) and family audiences (Opening night and Saturdays) attended the weekend performances. Before March 2020, HTY would annually tour 2-3 of its plays to theatres, school gymnasiums, school cafeterias and community halls on the 5 Neighbor Islands, and at preschools and libraries statewide.

HTY has been touring to the Neighbor Islands since 1966. During that time, the majority of Neighbor Island schools have participated in HTY's educational theatre programs. HTY programs are a vital resource for Neighbor Island schoolchildren who lack access to the educational and cultural opportunities that are available to Oahu children. In fact for many Neighbor Island students, contact with HTY programs provides them with their sole exposure to live professional theatre. HTY works with schools, libraries and the community to ensure that students on all islands are provided quality educational theatre programs that enhance their learning experience.

Our last Statewide Tour before the pandemic began on October 16, 2019 and concluded November 22, 2019. 38 performances reached 11,425 students, families and teachers from 49 unique schools, throughout the islands of Oahu, Kauai, Hawaii, Maui, Molokai and Lanai.

We anticipate the 2022-23 Statewide Tour will be held in similar venues to our 2019-20 tour. The 2019-20 venues are listed below:

Oahu – Tenney Theatre

Molokai – at various Elementary Schools

Maui – Iao Theatre and Hana High and Elementary

Lanai – Lanai Elementary School

Kauai – Kauai Community College Performing Arts Center

Kamuela, Hawaii – Kahilu Theatre

Kailua-Kona, Hawaii – Aloha Performing Arts Center

Hilo, Hawaii – University of Hawaii Hilo Performing Arts Center.

III. 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;

HTY is in constant contact with local teachers to discover the work relevant for each grade level. In Spring 2022, the HTY School Reservations Manager will send out the HTY 2022-2023 Season Brochure and Teacher Reservation Form directly to schools. Throughout the rest of the school year he is engaged directly with teachers and school coordinators, collecting feedback, addressing all of their questions and concerns about attending a HTY production. During the reservation process, he collects all requests for reduced admission and transportation assistance and distributes the funds based upon a fair and equitable process.

HTY School Reservations Manager coordinates with the HTY House Manager who oversees the arrival of students and teachers, their traffic flow in-out of the theatre complex, seating arrangements and ensures health and safety protocols are adhered to per Government requirements and HTY's Certified COVID Compliance Officer's policies.

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

Fall 2022: When we receive State of Hawaii GIA award notice, we will announce to qualified schools that assistance for reduced admission and/or bus transportation is available and applications will be distributed.

(The exact program start date will be TBD pending execution of the State of Hawaii GIA contract.)

Fall 2022 – Fall 2023: Bus grants will be awarded to schools that apply based upon a fair and equitable process. Funds will be distributed to bus companies contracted by the awarded schools. Evaluation forms will be collected from teachers which will collect their feedback, the benefits gained and the impact on their students' experiences at the performances.

Fall 2023: Data will be compiled and evaluated.

Note: Our performance season follows the DOE school year. Performances begin in August/September and run through Winter Break in December. Performances resume in

January and run to May. We anticipate the Statewide Tour to be conducted during October – November 2022.

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

Records of attendance, evaluations of every production by teachers and participants and formal discussion with key stakeholders are at the core of our evaluative process. A successful program will prove useful to the teacher, engage a family in spirited discussion or prompt further investigation. In addition to tracking the attendance numerically we also depend on testimony from participants, teachers and partnering organizations to provide us with qualitative feedback.

We will track the Title 1 Schools attendance data and provide the number of students who participated. We will also collect evaluation forms from teachers which speak to the students responses to the productions.

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.

It is our best estimate that \$150,000 will help cover the cost of Reduced Admission for 15,000 Title 1 School Children on Oahu and the Neighbor Islands, and 214 BUSES for approximately 9,000 Title 1 School Children statewide and provide them with the opportunity to experience a live professional theatrical performance. HTY plays are targeted to meet the Standards and Benchmarks of the DOE.

IV. 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 (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)

- The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2023.

Quarter 1 (Jul-Sept 2022)	Quarter 2 (Oct-Dec 2022)	Quarter 3 (Jan-Mar 2023)	Quarter 4 (Apr-June 2023)	Total Grant
\$10,000	\$60,000	\$40,000	\$40,000	\$150,000

- The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2023.

Annie Sinclair Knudsen Memorial Fund of HCF, Atherton Family Foundation, Bretzlaff Foundation, Cades Foundation, Cooke Foundation, Elsie H. Wilcox Foundation, First Hawaiian Bank Foundation, The Freeman Foundation, Friends of Hawaii Charities, George N. Wilcox Trust, HCF Family Literacy Fund, Lanai Community Benefit Fund of HCF, HCF Robert Black Fund, HEI Charitable Foundation, John R. Halligan Fund, Johnson Ohana Foundation, Jhamandas Watumull Fund, McInerney Foundation, Samuel & Mary Castle Foundation, The Schuler Family Foundation, Shubert Foundation, Sidney Stern Memorial Trust, Ulupono Initiative, The Ward Village Foundation, Zilber Family Foundation, City & County of Honolulu GIA, State Foundation on Culture and the Arts, National Endowment for the Arts, State Department of Health (DOH) Office of Public Health Preparedness, DOH Healthy Hawaii Initiative (HHI), City Department of Environmental Services and private donors.

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

N/A

- 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 2023 for program funding.

	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23
National Endowment for the Arts	\$35,000	\$35,000	\$45,000	
National Endowment for the Arts (CARES/ARP)	n/a	\$50,000 (CARES)	\$100,000 (ARP)	
SVOG	n/a	n/a	\$361,430	
Paycheck Protection Program	n/a	\$184,600	\$213,190	
SFCA PD	\$30,000	\$20,000	\$13,300	
SFCA Teaching Artist	n/a	n/a	\$30,000	

Logistics & Coordination				
SFCA POL	\$17,500	\$20,000	\$20,000	
SFCA BG	\$15,000	\$15,000	\$15,000	
SFCA AITS (APP WOA)	\$12,000	\$31,240	\$53,381	
DOH Public Health Preparedness	\$35,000	\$30,000	\$25,000	
DOH HHI	\$14,500	\$14,500 \$ 7,000	n/a	
DOH – Maternal & Child Health	n/a	n/a	\$9,780	
DOH Chronic Disease Prevention & Health Promotion (CDC Fed Funds)	n/a	n/a	2 years LOI for \$130,000: Year 1 of 2	LOI Year 2 of 2
State GIA	\$90,000	n/a	n/a	
HTA Community Enrichment Program	\$30,000 (Returned due to COVID)	n/a	n/a	
HTA HCF Kukulu Ola	n/a	n/a	\$30,000	
SFCA CARES/ARP (Fed funds)	n/a	\$15,000 (CARES)	Pending	
State Hawaii Business Pivot	n/a	\$10,000 (CARES)	n/a	
City Dept Environmental Services	\$40,000	\$35,000	\$25,000	
City GIA	\$100,000	\$100,000	n/a	Applied/ Pending
City Culture and the Arts Relief & Recovery Fund	n/a	\$50,000 (CARES)	n/a	
City Small Business Relief & Recovery Grant (CARES)	n/a	\$20,000 (CARES)	n/a	

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2021.

The Total Net Assets as of 12/31/2021 is \$1,181,155.61

V. 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.

Honolulu Theatre for Youth is a theatre of place, deeply rooted in the cultures and people of the Pacific. Founded in 1955, HTY is one of the oldest professional children’s theatres in the country and is recognized nationally for its long history of innovative drama education programming and the creation of original theatrical work. As the only professional nonprofit theatre in the State and the largest independent provider of arts education in Hawaii, the company has long played a leading role in the region. HTY was recognized as one of the “20 Theatres You Should Take Your Kids To,” in American Theatre Magazine.

Recognizing that in many parts of Hawaii, children do not have any other opportunity to experience live, professional theatre performances and arts education programs HTY has been touring its plays and providing programming statewide since the 1960s. Prior to the pandemic HTY annually served over 100,000 children, families and teachers on all 6 major Hawaiian Islands. Currently, HTY’s digital work including an Emmy Award winning half-hour television show called THE HI WAY, a series on social emotional learning, a season of full digital productions and a podcast series have received over four million views.

We have administered this program for several years prior to the pandemic. For 2018-19 HTY received a City GIA (\$75,000) and a State GIA (\$75,000) for bus funding. For 2019-20 HTY was awarded a City GIA (\$100,000) and a State GIA (\$90,000) for bus funding.

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.

Oahu – Tenney Theatre

Molokai – at various Elementary Schools

Maui – Iao Theatre

Kauai – Kauai Community College Performing Arts Center

Kamuela, Hawaii – Kahilu Theatre

Kailua-Kona, Hawaii – Aloha Performing Arts Center

Hilo, Hawaii – University of Hawaii Hilo Performing Arts Center

VI. 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.

HTY is led by a three person Management Team who work with a board of directors that provides overall organizational guidance and leadership. HTY has a paid staff of 22 and approximately 100 volunteers. Artistic Director Eric Johnson's over 20 years of professional theatre production experience includes 15 seasons at HTY. Managing Director Rebecca Dunning is concerned with budgets, finances, contracts, tour logistics and personnel, and has worked in non-profit management in Hawaii for over 30 years. Director of Drama Education Daniel A. Kelin II holds a MFA in Child Drama from the University of Hawaii and has headed HTY's Drama Education Department since 1987.

The Managing Director supervises the School Reservations Manager. The School Reservations Manager is the staff person directly involved with scheduling the schools to attend HTY performances and receives and processes requests for reduced price admission and bus transportation assistance. The School Reservations Manager position description is listed below.

School Reservations Manager - A full time position responsible for scheduling and reservations for school performances and support for family performances and special events.

School Reservations Duties:

- Assist Artistic Director, Production Manager, and Managing Director to plan the next year's season brochure and promotion materials
- Organize and supervise school brochure/teacher guide distribution. Prepare teacher packet contents, mailing labels, delivery routes, and reservation forms. Supervise volunteers with collating, packet assembly, mailing and delivery
- Schedule all school performances for Oahu and Neighbor Islands for Preschool through High School grades
- Point of contact for teachers and school contacts
- Process and enter reservation requests for school performances
- Schedule American Sign Language Interpreters for School and Family performances
- Prepare and maintain school performance schedules
- Distribute School Schedules to HTY Box Office coordinator, House Manager, and Stage Manager and provide them with regular updates
- Prepare and distribute Confirmation and Attendance forms to schools
- Administer Reduced Admission/Bus Grant Program
- Maintain school database, edit database forms, and design new layouts using Filemaker Pro
- Field incoming calls and emails from teachers and school administrators

General Office & Box Office Duties:

- Assist Office Manager with maintaining office supplies and equipment (postage meter, photocopy machine)
- Monitor and distribute incoming faxes using an online program
- Monitor online ticket sales and manage online credit card processing interface
- Supervise Box Office Coordinator and provide additional support for performances as needed
- Reconcile School and Family box office reports after each performance
- Maintain School and Family box office totals and attendance numbers for accounting and grant reporting purposes
- Provide back up support for family box office ticket sales
- Respond to outside requests for gift certificate donations for auctions and special events
- Other duties as assigned

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.

See attached HTY Organization Chart.

3. Compensation

The applicant shall provide an annual salary range paid by the applicant to the three highest paid officers, directors, or employees of the organization by position title, not employee name.

Managing Director \$70,000.⁰⁰

Artistic Director \$70,000.⁰⁰

Drama Education Director \$70,000.⁰⁰

VII. 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 1, 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 2022-23 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2022-23, but
- (b) Not received by the applicant thereafter.

HTY has developed a diversified funding base and continuously seeks new sources of funding for programs. Approximately half of HTY's annual budget was typically earned through admissions and tuition; the other half was contributed by foundations, individuals, and businesses. Over the past two years HTY received significant pandemic relief funding to produce digital content. We hope that we can use the GIA funds to restart our live productions, as we know that many schools and families will be facing economic challenges. HTY is researching other funding sources from both government and private sources to help subsidize transportation and admissions for Title 1 schools to attend HTY's educational productions beyond the 2022-23 Season.

In a world where diversity is threatened and many young people will encounter struggles and hardships either personally, at school or in their surroundings, there is a clear need for engaging, creative conduits to raise awareness in the community. By productively engaging with hard topics and areas of vulnerability early in life, young people build resilience, and hopefully may find better solutions to the problems of today. This is where theatre excels.

Greg Reiner, National Endowment for the Arts Director of Theater and Musical Theater, writes, "When we look for reasons for why we do what we do here at the National Endowment for the

Arts, one of the most powerful examples comes from observing the impact that Theater for Young Audiences (TYA) has on the young people who experience it.”

New Victory Theatre presented research that tracked students from low-income schools in their arts engagement program. While the research presents the expected range of data and numbers on the practical and positive effects of experiencing theater and the arts at a young age, there was an unexpected result measured in the participating students: an increase in hope.

In response to the statements “I believe I will graduate from high school,” and “I can imagine what life is like for others,” the number of students who agreed “yes” increased by an astonishing percentage. While the program was not designed with this outcome in mind, Lindsey Maliekiel of the New Victory Theatre has a theory for this result: “We think as you raise kids’ ability to think about lives other than their own, and simultaneously raise their ability to practice their own imaginative skillsets, you raise their ability to be able to say ‘what if?’” she said, “and that changes their own hopefulness for their future.” ~ NEA Art Works Blog.


The State of Hawaii’s support of HTY’s programs is mutually beneficial. The State’s support helps HTY fulfill its mandate to provide quality educational theatre programs for all Hawaii children and also addresses the State’s objective to support the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas in the State of Hawaii.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2022 to June 30, 2023

App

Honolulu Theatre for Youth

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	14,100		11,770	
2. Payroll Taxes & Assessments	1,700		900	
3. Fringe Benefits				
TOTAL PERSONNEL COST	15,800		12,670	
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				
Bus Transportation	94,200		62,330	
Reduced Admissions	40,000			20,000
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	134,200		62,330	20,000
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	150,000		75,000	20,000
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	150,000	Rebecca Dunning 808-839-9885 3x 703		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested	75,000	 1-20-22		
(d) Total Private/Other Funds Requested	20,000	Signature of Authorized Official Date		
TOTAL BUDGET	245,000	Rebecca Dunning Managing Director		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2022 to June 30, 2023

Honolulu Theatre for Youth

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
School Reservatios Manager	1	\$42,500.00	20.00%	\$ 8,500.00
Managing Director	1	\$70,000.00	8.00%	\$ 5,600.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				14,100.00
JUSTIFICATION/COMMENTS:				

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Honolulu Theatre for Youth

For Fiscal Year 2021-22

Contracts Total: 1,071,081

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	"Imi A Loaa: Search and Find," an original, site-specific theater work devised by the ensemble.	FY 2022	National Endowment for the Arts - US		45,000
2	To support facilities expenses in response to and recovery from the COVID-19 pandemic.	FY2022	National Endowment for the Arts - US		100,000
3	Shuttered Venue Operators Grant (SVOG)	FY 2021-22	Small Business Administration - US		361,430
4	Paycheck Protection Program (PPP)	FY 2021-22	Small Business Administration - US		213,190
5	Professional Development for Classroom Teachers Program Support	FY 2021-22	State Foundation on Culture and the Arts-H		13,300
6	Teaching Artist Logistics & Coordination	FY 2021-22	State Foundation on Culture and the Arts-H		30,000
7	Poetry Out Loud - Hawaii	FY 2021-22	State Foundation on Culture and the Arts-H		20,000
8	Virtual Field Trip Productions	FY 2021-22	State Foundation on Culture and the Arts-H		15,000
9	Artists in the Schools Program (AITS)	FY 2021-22	State Foundation on Culture and the Arts-H		53,381
##	The HI WAY- Ep: How do you Know You Know	FY 2021-22	DOH-Public Health Preparedness-HI		25,000
##	The HI WAY- Ep: Emotions	FY 2021-22	DOH-Maternal & Child Health-HI		9,780
##	Resource creation services for vulnerable and high-risk children around chronic disease prevention	FY 2021-22	DOH-Chronic Disease Prevention-HI		130,000
##	"Imi A Loaa: Search and Find" (Kukulu Ola Program)	FY 2021-22	Hawaii Tourism Authority -HI		30,000
##	The HI WAY- Ep: Food Waste	FY 2021-22	Department of Environmental Services - Ci		25,000
##					
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Honolulu Theatre for Youth Organizational Chart

