

House District 23

Senate District 12

THE TWENTY-FOURTH LEGISLATURE
HAWAII STATE LEGISLATURE
APPLICATION FOR GRANTS & SUBSIDIES
CHAPTER 42F, HAWAII REVISED STATUTES

Log No: 33-C

For Legislature's Use Only

Type of Grant or Subsidy Request:

GRANT REQUEST - OPERATING

GRANT REQUEST - CAPITAL

SUBSIDY REQUEST

"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.

"Subsidy" means an award of state funds by the legislature, by an appropriation to a recipient specified in the appropriation, to reduce the costs incurred by the organization or individual in providing a service available to some or all members of the public.

"Recipient" means any organization or person receiving a grant or subsidy.

STATE DEPARTMENT OR AGENCY RELATED TO THIS REQUEST _____
AND PROGRAM I.D. NO. _____

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:
Children's Discovery Center

Street Address:
111 Ohe Street
Honolulu, HI 96813

Mailing Address:
Same

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name LORETTA YAJIMA

Title President & CEO

Phone # 524.5437 x 22

Fax # 524.5400

e-mail : LYajima@discoverycenterhawaii.org

3. TYPE OF BUSINESS ENTITY:

- NON PROFIT CORPORATION
- FOR PROFIT CORPORATION
- LIMITED LIABILITY COMPANY
- SOLE PROPRIETORSHIP/INDIVIDUAL

7. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

READY, SET, GROW! THE CHILDREN'S DISCOVERY CENTER CAPITAL CAMPAIGN.

4. FEDERAL TAX ID # _____

5. STATE TAX ID # _____

6. SSN (IF AN INDIVIDUAL): N/A

8. FISCAL YEARS AND AMOUNT OF STATE FUNDS REQUESTED:

FY 2007-2008 \$ 1,000,000

FY 2008-2009 \$ 1,000,000

9. STATUS OF SERVICE DESCRIBED IN THIS REQUEST:

- NEW SERVICE (PRESENTLY DOES NOT EXIST)
- EXISTING SERVICE (PRESENTLY IN OPERATION)

SPECIFY THE AMOUNT BY SOURCES OF FUNDS AVAILABLE AT THE TIME OF THIS REQUEST:

STATE \$ _____

FEDERAL \$ _____

COUNTY \$ _____

PRIVATE/OTHER \$ 1,807,500.00

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:



LORETTA YAJIMA, PRESIDENT & CEO

January 22, 2007

AUTHORIZED SIGNATURE

NAME & TITLE

DATE SIGNED

Application for Grants and Subsidies

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. Include the following:

1. *A brief description of the applicant's background;*

The Children's Discovery Center (the Center) is the first and only world-class children's museum in the State of Hawaii. Serving over 77,000 children, families, school groups and tourists last year, the Center focuses on building an interactive and culturally aware environment for the young and young-at-heart, inspiring new heights of learning for children and their families. The Center is an educational resource to the community providing opportunities for children to learn and grow through play together with parents and family, thereby promoting the concept of lifelong learning.

Founded in 1985, the Center originally opened doors in a storefront at Dole Cannery based on a dream of creating a place for children to use all of their senses to explore, discover, imagine, and learn about themselves and the world around them. Parents would be encouraged to participate and engage with their children in the learning process. Although open for only four years, it became evident almost immediately that the space was far too small to accommodate the number of school groups, parents and families who came to visit.

When the State focused on developing the Kaka'ako waterfront, and included an emphasis on building spaces for families, the Center entered into a long term lease with the State to develop a permanent facility, which was to be a centerpiece in an area designated to provide recreational activities for Hawaii's families along the waterfront. Following an aggressive fundraising campaign during which 70 percent of the total was raised through private donations, the Children's Discovery Center re-opened doors in a renovated incinerator facility – a physical symbol and reminder of the transformation planned for Kaka'ako park.

Now, in 2007, the Center continues to draw an increasing number of attendees with creative programming and imaginative exhibits, with visitors coming from all over the world. The Center also continues to subsidize admission tickets so that children of all economic backgrounds can participate. As evident as it was during the Dole Cannery days, the Children's Discovery Center must once again expand and upgrade facilities to accommodate the growing needs and demand of children and families.

The Center looks forward to continuing service— to provide avenues for children, parents, grandparents, and families to play and learn together – as part of a vibrant and culturally diverse community that is unique to Hawaii.

2. *The goals and objectives related to the request;*

The Center has three major goals as related to the capital campaign:

- 1) **Expand the facility** to address the growing demands for quality learning environments outside of the school system. Beyond adding program space, the Center is looking to grow as an educational resource to the community through parent and teacher workshops, training, and other public programming. Part of the expansion is to also provide basic space to accommodate large school groups for the welcome and orientation.
- 2) **Upgrade the technology** supporting the exhibits to provide current and relevant learning environments. The once state-of-the-art technology supporting our exhibits is in great need of new equipment and technology upgrades. After eight years of continual (and not too gentle) usage, replacement of equipment is long overdue. Computers, including software that was custom designed for the Center, need to be acquired on a continual basis to accommodate constant use and abuse.
- 3) **Enhance the exhibits** with an eye towards the promotion and preservation of our rich and diverse cultures in Hawaii. This also includes bringing in exciting new traveling exhibits from time to time, a draw for the Center's visitors locally and abroad.

3. *State the public purpose and need to be served;*

We enhance learning: While teachers struggle to expand quality educational experiences for Hawaii's youth, the Center serves as a resource for teachers and childcare providers to supplement curriculum, tools and environments. Visits, as school groups, families, or child care centers, enhance a child's learning potential by promoting self-concept and empowerment. The proposed expansion will also provide space for workshops for parents, teachers and children thereby helping the Center reach an expanded audience and accomplish its educational objectives more fully.

We broaden a child's experience with the world: For over 100 years, children's museums have succeeded in their mission of stimulating curiosity, in learning from their environments, culture, and the world. Hawaii's children benefit from the Children's Discovery Center by providing experiences to discover the world beyond our islands. Those who come from upper middle-income families have the resources to travel and widen their children's perspective on life; but children who come from low-income families need additional experiences and learning opportunities to increase chances of success in a complex world. This is an

integral part of the Center's mission to provide the children of Hawaii a window to the world beyond our island shores.

We strengthen community by strengthening families: The Center is designed to promote interactive, and purposeful play between generations. The exhibits are designed to allow for parents and grandparents to talk about what they did growing up – thus creating opportunities for children to learn and understand their heritage, also building bridges between generations. Studies have shown that deterioration of the family can be cited as the underlying cause of many of society's ills. In this changing world with less parental involvement and less quality time for parents and their kids together, the Center provides a thoughtful environment for caretakers to step in to a more critical role in the education of our children.

4. *Describe the target population to be served;*
School aged children and their families are our primary target population; locally this represents approximately 174,000 children under the age of 18. Once the Center is able to accommodate a larger and more diverse audience, it can begin to actively solicit funding to subsidize visits so that more children from low income backgrounds or from neighbor islands can benefit from the educational experience that the Center provides.

5. *Describe the geographic coverage; and*
The Children's Discovery Center predominantly serves local residents in the State of Hawaii, but also has a small but dedicated following from the mainland and abroad. Approximately 10% of its annual visitor population comes from visitors to the islands. In other states, children's museums have been able to garner 400,000 to 900,000 annual visitors and have become an important economic driver in the state. Many of the 400 + children's museums across the country are major tourist destinations for the communities that they serve. Although it is not yet recognized for the economic impact that the Center could have in our state, many mainland visitors have described the Hawaii Children's Discovery Center as one of the best children's museums in the country.

6. *Describe how the request will, in the case of a grant, permit the community to benefit from those activities; or for a subsidy, reduce the costs incurred by the organization or individual in providing a service available to some or all members of the public.*
The construction and creation of additional space will allow for the Center to house almost double the numbers of children, families, and educators who will be able to benefit from its educational exhibits and programs.

Not only will the expansion allow for larger groups to participate (which is a consideration for school groups outside of the metropolitan Honolulu area), but also supports new programming at the Center. These programs include new

workshops for children, parent-children, and parent-teacher workshops and fun, educational space for parties. The expansion will also include a small "Kids Café," which will enable families to eat kid-friendly food on site, rather than to drive to neighboring restaurants or shopping centers to eat.

II. Experience and Capability

A. 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.

The Children's Discovery Center has operated with a small but professional staff, governed by a 12 person Board of Directors, in a debt-free environment for over 20 years. Led by a full-time President & CEO who has volunteered her services for 20 years, the Center's staff is educators by schooling and trade; and our Board is comprised of leaders within the community and business worlds. The following are a couple of benchmarks for our success in the community thus far:

Growing membership: known largely through word of mouth, the Center has experienced an increasing number of visitors each year: in 2005, approximately 60,000 visitors came through the Center, and in 2006, over 77,000 visitors attended. Our programs continue to flourish – school groups visiting the Center showed increased by over 11%. Support for our capital campaign will allow the Center to almost double membership.

Educational targets reflected in attendance: The vast majority of children visitors are in grades preschool through first, reflecting the Center's emphasis on the formative years of early childhood development and education. This is an important indicator of in the need to expand reach and impact especially in areas that may need subsidies, and community groups, child care centers, and schools.

B. Quality Assurance and Evaluation

The applicant shall describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate and improve their results.

The President of the Board and senior staff at the Center oversee the daily monitoring and evaluation of the plan. Final approval must go through the 12 person Board of Directors, comprised of business and community leaders, some with extensive experience in development. Regularly scheduled meetings with the consultants, contractors and Board have been set.

The project architect, Luersen Architects, was the architect of record during the initial construction. He and the Center's Board President worked closely with HCDA, the general contractor and all subcontractors to insure the successful completion of the project. We are confident that the project will move forward smoothly during this period of expansion.

Currently the Center has obtained the necessary approval from the Board of Health to obtain an SMA permit. Once a building permit has been approved the project can go out to bid.

An extensive RFP process has been undertaken and an exhibit designer and fabricator have been selected to work with the Center's Director of Exhibits & Programs for the new Toddler Exploration area that has been proposed.

C. 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. Also describe how the facilities meet ADA requirements, as applicable.

All exhibits have been specially designed and fabricated for extensive usage by audiences of all ages. Exploration and play prevail throughout the Center's interactive exhibits, which have all been designed with particular attention to durability and safety.

The Children's Discovery Center applied for a grant from the Center for Creative Play in 2006 and was selected as one of twenty children's museums across the nation to receive a grant and to co-host workshops conducted by the Center for Creative Play on the importance and value of play in learning. The Center will also do a comprehensive assessment of the Discovery Center's current environment as it relates to Universal Design. The assessment process will help the Children's Discovery Center go beyond ADA guidelines in providing a warm and welcoming environment for all families.

III. Personnel: Project Organization and Staffing

A. 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.

The Children's Discovery Center will continue to build on the current staffing structure as seen in the organization chart attached. The Center also operates with a very dedicated group of volunteers who lend their time and expertise to the organization, including the President of the Board of Directors.

Our day-to-day staff is responsible for the hands on teaching and facilitation of visitors in the exhibit galleries. Included in this staff is our Director of Exhibits & Programs, who holds a Master's Degree from Harvard Graduate School of Education and, under her direction, an exhibits staff member who has experience in computer-related fields and degrees in both engineering and architectural design. The team is highly qualified, very professional, and extremely committed to the successful completion of the expansion and subsequent opportunities for expanded educational programming.

B. 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 organizational chart that illustrates the placement of this request.

See attached.

IV. 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 or outcomes from this request.

A. *Describe the scope of work, tasks and responsibilities.*

Phase I included the planning stage where extensive research was performed both to obtain data from other museums and through surveys of the Center's current and past members. Interpretation of the results of these surveys led to the conclusion that 1) members valued and appreciated the Center as a resource for early learning; and 2) should there be an opportunity for expansion, the public

usage would increase. The Board of Directors also did an internal audit to address the feasibility of raising the funds necessary to accomplish an expansion.

Phase II included the RFP process where the Center made the initial selection of an exhibit design team and fabricator. A contract was awarded to Luersen Architects for the architectural design work, which is now complete.

The next phase of development is the permitting process, which includes obtaining an SMA permit and building permit.

The Center has a short list of general contractors who will be invited to bid on the construction.

The President of the Board of Directors has put together a Building Committee, consisting of Board members who have expertise in the construction industry and finances, her team of outside consultants, and the architect. The President successfully negotiated all contracts and oversaw the original construction which transformed the old 17,000 square foot city incinerator into a 38,000 square foot children's museum.

- B. *The applicant shall provide a projected annual timeline for accomplishing the results or outcomes of the service.*

See attached.

V. Financial

Budget

The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.

See attached.

VI. Other

A. 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.

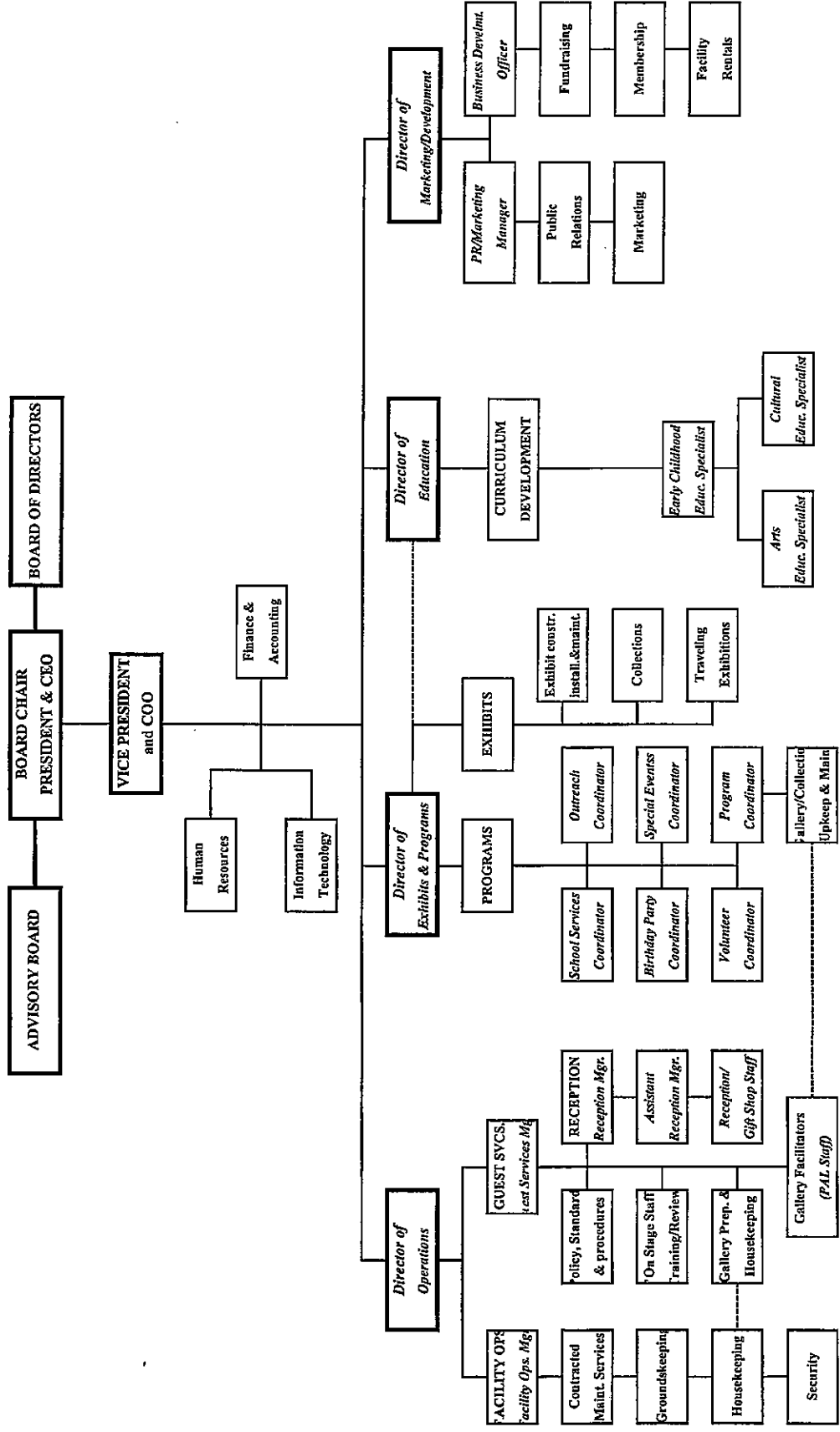
Not applicable.

B. Licensure or Accreditation

Specify any special qualifications, including but not limited to licensure or accreditation that applicant possesses relevant to this request.

Not applicable.

CHILDREN'S DISCOVERY CENTER
 ORGANIZATION CHART - 11/15/06



One + One = More

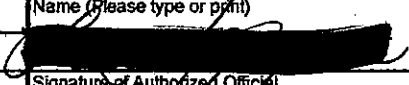
A. Capital Expansion	\$4,848,510
First Floor Construction	\$2,155,500
Toddler Exploration Station	\$1,580,500
Gallery expansion (2,444 SF)	\$1,280,000
Exhibit design, fabrication, installation	\$300,500
Kid's Café (1,100 SF)	\$325,000
Kitchen & Indoor Dining Area (670 SF)	
Outdoor Dining Area (479 SF)	
Kid's Lanai (1,367 SF)	\$250,000
(Welcome & Orientation area for school groups)	
Second Floor Construction	\$2,167,837
Large Function Area/Utility Room/Lanai (1,993 SF)	\$1,042,837
Outdoor Function Area/Terrace Deck (829 SF)	\$450,000
Rainbow Bridge Gallery/2nd Floor Lobby (714 SF)	\$375,000
Vestibule, Restrooms, Storage areas, Stairwell (807 SF)	\$300,000
Environmental Consultant (required by DOH)	\$25,000
Furniture, Fixtures & Equipment	\$59,400
Large Function/Conference Room	
Conference Tables	\$6,400
Conference Room Chairs	\$3,000
Stacking/Folding Chairs & Storage Dolly	\$20,000
AV Equipment (motorized screen, projector, etc.)	\$5,000
Commercial Washer/Dryer	\$2,500
Kitchen Area	
Refrigerator/Freezer	\$2,000
Drop-in Range & Hood	\$1,000
Dishwasher	\$800
Kid's Café	
Tables	\$3,200
Chairs	\$8,000
Outdoor Eating Area Tables & Chairs	\$7,500
Contingency (10%)	\$440,773
B. Technology Upgrades	\$210,000
"Your Rainbow World" (Cultural)	\$60,000
- Purchase & installation of audio equipment	
- Purchase of ethnic props, costumes, artifacts	
- Enhancement of ethnic houses	
"Fantastic You!," "Your Town," "Hawaiian Rainbows"	\$150,000
- Replacement of CPUs, sensors, control boards,	
- Revise media content and system replacements	
- Research & Development, hardware, software, labor costs.	
C. Exhibit Upgrades & Improvements	\$350,000
GRAND TOTAL	\$5,408,510

BUDGET REQUEST BY SOURCE OF FUNDS

(Period: July 1, 2007 to June 30, 2009)

App

Children's Discovery Center

BUDGET CATEGORIES	Total State Funds Requested (a)	(b)	(c)	(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				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES				
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	\$2M			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	2,000,000	Loretta Yajima	524-5437 x22	
(b)		Name (Please type or print)	Phone	
(c)			1/22/07	
(d)		Signature of Authorized Official	Date	
TOTAL REVENUE	2,000,000	Loretta Yajima, President & CEO		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Applicant: Children's Discovery Center Period: July 1, 2007 to June 30, 2009

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

JUSTIFICATION/COMMENTS:

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
		\$	-	
		\$	-	
		\$	-	
		\$	-	
		\$	-	
TOTAL:				N/A

JUSTIFICATION/COMMENTS:

**BUDGET JUSTIFICATION
CAPITAL PROJECT DETAILS**

Applicant: Children's Discovery Center

Period: July 1, 2007 to June 30, 2009

FUNDING AMOUNT REQUESTED					
TOTAL PROJECT COST	ANY OTHER SOURCE OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED		FUNDING REQUIRED IN SUCCEEDING YEARS
	FY: 2005-2006	FY: 2006-2007	FY: 2007-2008	FY: 2008-2009	FY: 2009-2010 FY: 2010-2011
PLANS					
LAND ACQUISITION					
DESIGN					
CONSTRUCTION			\$1M	\$1M	
EQUIPMENT					
			\$1M	\$1M	
JUSTIFICATION/COMMENT The Children's Discovery Center "Ready, Set, Grow!" capital campaign is anticipated to cost a total of \$6M to complete. The Center has committed to raise \$4M from private donors. The total request of \$2M allows the Center to complete the expansion of the facility, update the technology, and upgrade the exhibits to accommodate the growing needs of children and families in our community.					

**DECLARATION STATEMENT
APPLICANTS FOR GRANTS AND SUBSIDIES
CHAPTER 42F, HAWAII REVISED STATUTES**

The undersigned authorized representative of the applicant acknowledges that said applicant meets and will comply with all of the following standards for the award of grants and subsidies pursuant to section 42F-103, Hawaii Revised Statutes:

- (1) 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 or subsidy is awarded;
- (2) Comply 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;
- (3) Agree not to use state funds for entertainment or lobbying activities; and
- (4) Allow the state agency to which funds for the grant or subsidy 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 assuring the proper expenditure of the grant or subsidy.

In addition, a grant or subsidy may be made to an organization only if the organization:

- (1) Is incorporated under the laws of the State; and
- (2) Has bylaws or policies that describe the manner in which the activities or services for which a grant or subsidy is awarded shall be conducted or provided.

Further, a grant or subsidy may be awarded to a non-profit organization only if the organization:

- (1) Has been determined and designated to be a non-profit organization by the Internal Revenue Service; and
- (2) Has a governing board whose members have no material conflict of interest and serve without compensation.

Further, the undersigned authorized representative certifies that this statement is true and correct to the best of the applicant's knowledge.

Children's Discovery Center
(Typed Name of Individual or Organization)


(Signature)

January 22, 2007
(Date)

Loretta Yajima
(Typed Name)

President & CEO
(Title)