

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;

Established in 1970, Mililani Presbyterian Preschool (MPP) was the first early childhood education center in Mililani Town. For over 40 years, MPP has served a diverse populace of children from ages 1 through 5. The preschool is licensed through the Department of Human Services – State of Hawai‘i and has engaged the expert guidance of the Hawai‘i Early Childhood Education Accreditation Project (HECEAP) to assist with its application to become an accredited institution of the National Association for the Education of Young Children (NAEYC). MPP currently serves over ninety children per annum.

The preschool operates 50 weeks each year to accommodate the schedules of its working class community members, closing only two weeks during the summer for teacher training and orientation, as well as for facilities maintenance. The preschool is the only school in the area that provides two-day and three-day a week registration options, as well as full and half-day programs.

Acknowledging MPP’s invaluable service to the community, State Senator Michelle Kidani and former State Representative Marilyn Lee have both pledged their support of MPP’s capital campaign (see included Letters of Support). Additionally, the Mililani, Waipio and Melemanu Neighborhood Board adopted a Resolution supporting the expansion and remodeling plans for the preschool complex. As part of the Resolution, the Neighborhood Board acknowledged that the preschool has and continues to “contribute greatly in improving preschool education in Mililani” by “preparing children to enter and succeed in the local school system.” The Resolution thanked the preschool for its investment over the years in improving the quality of life in Mililani, and offered its full support for the preschool’s capital improvement plans.

2. The goals and objectives related to the request;

Primary Goal: To establish a campus that inspires our students to reach their individual potentials and graduate ready for the rigor of kindergarten.

Objectives: To expand its current facility by constructing an additional 2,413 sq. ft. early childhood education wing on to its existing campus that would accommodate an additional 30 children per annum. In addition, necessary renovations will also be performed to the campus' existing restrooms and kitchen facilities to accommodate the projected 33% annual increase in student enrollment.

3. The public purpose and need to be served;

The demand for early childhood care and education programs continues to increase not only in response to the growing demand for out-of-home child care but also in recognition of the critical importance of educational experiences during the early years. Several decades of research clearly demonstrate that high-quality, developmentally appropriate early childhood programs produce short- and long-term positive effects on children's cognitive and social development (NAEYC).

With ACT 178 eliminating junior kindergarten for school year 2014-15 and beyond, there will be a significant number of 4-year old children and families in each district searching for early childhood education options. Through its quality preschool program, MPP aims to meet this upcoming public need by expanding its current preschool offerings to accommodate a greater number of young children between the ages of 1 through 5.

4. Describe the target population to be served; and

Community: Mililani Area (Mililani, Aina Lani, Kipapa, Kumelewai, Launani Valley, Lininoe Hills, Mililani Mauka, Mililani Town, Mililani Uka, Mililani Waena, Waipi'o Acres, and parts of Wahiawa)

Target Population: 3,610 children 5-years old and under

Subgroupings

Children ages 0-4 living in poverty: 6.4% of the population

Children ages 0-5 with all parents in the labor force: 76.4% of the population

Children ages 3-5 enrolled in nursery school, preschool, or kindergarten: 74.1% of the population

**Information obtained from the Center on the Family, College of Tropical Agriculture & Human Resources, University of Hawai'i, ©2003*

5. Describe the geographic coverage.

The geographic coverage of the proposed project includes all four (4) sq. miles of Mililani Town. Mililani Town is home to 27,629 residents (2010). MPP does not limit its services geographically but by virtue of its Mililani Town location, a high percentage of its students are from central O'ahu.

II. Service Summary and Outcomes

The Service Summary shall include a detailed discussion of the applicant’s approach to the request. The applicant shall clearly and concisely specify the results, outcomes, and measures of effectiveness from this request. The applicant shall:

1. Describe the scope of work, tasks and responsibilities;

Mililani Presbyterian Church (MPC) launched its capital campaign with the intent of raising the appropriate level of funding to expand its preschool facility by constructing an additional 2,413 sq. ft. educational wing on to its existing campus that would accommodate an additional 30 children per annum. In addition, necessary renovations will also be performed to the campus’ restrooms and kitchen facilities to accommodate the projected 33% increase in student enrollment.

Construction of the new educational wing has been initiated. All preconstruction planning and permitting have been secured and are available for review. At the time of this proposal submission, a permanent 44’x44’ courtyard canopy has been erected to provide shelter for the elements during outdoor play. Additionally, we are pleased to report that approximately 65% of the construction of the new educational wing has been completed. Interior construction of the educational wing and restroom and kitchen relocation and renovation are the remaining phases of the project to complete.

Contingent on the availability of funding, current construction plans call for the completion of the project in phases until the project is made ready for occupancy.

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

General contractor Kingdom Builders has estimated a 12-month construction timeline to finalize the proposed project. Internally, our project timeline for remaining project segments is as follows –

Project Segments	Projected Duration	Start/End Dates
Early Childhood Education Wing – Interior Construction	60 days	January 2013 – March 2013
Multi-stall Restroom Banks – Relocation and Renovation	30 days	June 2013 – July 2013
Kitchen Facility – Relocation and Renovation	30 days	December 2013 – January 2014

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

MPC has established a Finance and Facilities Committee to ensure quality and evaluate construction phases on a case-by-case basis. The Finance and Facilities Committee meets monthly to discuss current or future improvement projects and matters germane to the overall conditions of the property. During these meeting, the attendance and participation by a representative from the construction firm working on MPC projects is required. Project updates are requested in writing from the construction contractor. Project reports are then compiled and submitted to the Finance and Facilities Committee during monthly meeting or more often when necessary.

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.

Measures of Effectiveness

The deliverables of this capital project includes –

- 44”x44” courtyard canopy (completed)
- ADA-related lanai improvements (completed)
- 2,413 sq. ft. early childhood education wing (65% complete)
- Renovated multi-stall restroom banks
- Renovated kitchen facility

III. Financial

Budget

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

See enclosed budget forms for financial information.

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2014.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$250,000	0	0	0	\$250,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2014.
 - Mililani Presbyterian Church Congregational Support
 - Mililani Presbyterian Church Endowment Fund
 - George N. Wilcox Trust
 - Cades Foundation
 - Kosasa Foundation
 - The James and Juanita Wo Foundation
 - The Rev. Takie Okumura Family Foundation
 - Strong Foundation
 - AHS Foundation
 - City and County of Honolulu, Grant-in-aid Program
 - Samuel N. and Mary Castle Foundation
 - Cooke Foundation, Inc.

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.

Mililani Presbyterian Church and Preschool has not been granted any state or federal tax credits within the past three years. Additionally, Mililani Presbyterian Church and Preschool does not anticipate that it will apply for state or federal tax credits for the proposed capital improvement project.

IV. 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.

For over 40 years, MPP has served a diverse populace of children from ages 1 through 5. MPP is licensed through the Department of Human Services – State of Hawai‘i and has engaged the expert guidance of the Hawai‘i Early Childhood Education Accreditation Project (HECEAP) to assist with its application to become an accredited institution of the National Association for the Education of Young Children (NAEYC).

MPP boasts a high staff retention rate. On average, the school’s dedicated staff members have been at MPP for 4.5 years, with some senior members as long as 12 years! In recognition of a strong link between quality preschool programs and teacher development opportunities, MPP teachers regularly attend early childhood education conferences,

engage in professional development opportunities and attend PATCH and PACE classes in an effort to continuously improve the early childhood education offerings at MPP. The preschool is currently staff by a dedicated team of 17 early childhood education professionals.

Multiple generations of families from the central O‘ahu region have attended MPP. It’s not uncommon to receive feedback from families stating that, "My daughter came here and now my grandson does." When families choose MPP, their children generally remain at the school until they transition into kindergarten. MPP staff is dedicated to educational excellence.

B. Facilities

The applicant shall provide a description of its facilities and demonstrate its adequacy in relation to the request. If facilities are not presently available, describe plans to secure facilities. The applicant shall also describe how the facilities meet ADA requirements, as applicable.

Located on 95-410 Kuahelani Avenue in Mililani Town, Mililani Presbyterian Church is home to MPP. The total lot size is approximately two (2) acres which includes preschool classrooms, an open playground area, a large covered lanai, a business office, chapel, and an open parking area.

The 40-year old campus has been retrofitted during the last construction phase to meet ADA accessibility requirements in general areas. Through the proposed final phase of this capital improvement project, the new early childhood education wing will meet ADA accessibility requirements along with the renovated multi-stall restrooms and kitchen area.

V. 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.

General Contractor

Founded in 1979, Kingdom Builders (contractor license BC-21566) has maintained more than 33 years of general contracting experience. Kingdom Builders has established its roots in Hawai‘i and continues to impact the islands with clear communication, attention to details, project management and prompt completion of projects. The contractor has served as the general contractor for similar capital improvement projects including –

- Calvary Chapel Pearl Harbor, Education Complex
- Chaminade University of Honolulu, *Hale Malia*

- Chinese Lutheran Church, Multi-story Church
- Kaimuki Christian School, Classroom Renovations, Phases 1 and 2
- Hanalani Schools, High School Education Complex
- Makakilo Baptist Church, Worship Center
- Our Lady of Good Council Church and School, Pastoral Center
- St. Mark Lutheran Church and School, Multi-purpose Building

MPP Early Childhood Education Team

In recognition of a strong link between quality preschool programs and teacher development opportunities, MPP teachers regularly attend early childhood education conferences, engage in professional development opportunities and attend PATCH and PACE classes in an effort to continuously improve the early childhood education offerings at MPP. The preschool is currently staff by a dedicated team of 17 early childhood education professionals.

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.

<p>Mililani Presbyterian Church Elders <i>Responsible for providing general oversight for all matters related to the church and preschool operations.</i></p>
<p>Mililani Presbyterian Church, Finance and Facilities Committee <i>Responsible for managing all components of the capital improvement project and related fundraising campaign including, but not limited to, project management, fundraising including grant proposal submissions and reporting, and other related duties and responsibilities.</i></p>
<p>Kingdom Builders, General Contractor <i>Responsible for the day-to-day oversight of the construction site, management of vendors and trades, and communication of information to involved parties throughout the course of a building project.</i></p>

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.

Mililani Presbyterian Church and Preschool does not have any pending litigation or outstanding judgements placed on it at the time of this proposal submission.

B. Licensure or Accreditation

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

MPP is licensed through the Department of Human Services – State of Hawai‘i.

Kingdom Builders is licensed through the Department of Commerce & Consumer Affairs, Professional and Vocational Licensing.

BUDGET REQUEST BY SOURCE OF FUNDS
(Period: July 1, 2013 to June 30, 2014)

App

Mililani Prebyterian Church

BUDGET CATEGORIES	Total State Funds Requested (a)	(b)	(c)	(d)
A. PERSONNEL COST				
1. Salaries	0			
2. Payroll Taxes & Assessments	0			
3. Fringe Benefits	0			
TOTAL PERSONNEL COST	0			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	0			
2. Insurance	0			
3. Lease/Rental of Equipment	0			
4. Lease/Rental of Space	0			
5. Staff Training	0			
6. Supplies	0			
7. Telecommunication	0			
8. Utilities	0			
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	0			
C. EQUIPMENT PURCHASES	0			
D. MOTOR VEHICLE PURCHASES	0			
E. CAPITAL	\$250,000.00			
TOTAL (A+B+C+D+E)	\$250,000.00			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	\$250,000.00	Hugh Lee	626-6663	
(b) Grants and Contributions - Committed	\$787,235.04	Name	Phone	
(c) Private Foundations and Trusts	\$222,170.50	Signature of Authorized Official	Date	1/30/2013
TOTAL BUDGET	\$1,259,405.54	Hugh Lee, President	Name and Title (Please type or print)	

BUDGET JUSTIFICATION PERSONNEL - SALARIES AND WAGES

Applicant: Milliani Presbyterian Church

Period: July 1, 2013 to June 30, 2014

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
N/A				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				0.00

JUSTIFICATION/COMM No positions are requested at this time

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Applicant: Mililani Presbyterian Church

Period: July 1, 2013 to June 30, 2014

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
N/A			\$ -	0
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:			\$ -	0
JUSTIFICATION/COMMENTS: N/A				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
N/A			\$ -	0
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:			\$ -	0
JUSTIFICATION/COMMENTS: N/A				

**BUDGET JUSTIFICATION
CAPITAL PROJECT DETAILS**

Applicant: Mililani Presbyterian Church

Period: July 1, 2013 to June 30, 2014

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2011-2012	FY: 2012-2013	FY:2013-2014	FY:2013-2014	FY:2014-2015	FY:2015-2016
PLANS	\$4,200.50		\$0.00	\$2,900.00		
LAND ACQUISITION	\$0.00		\$0.00	\$0.00		
DESIGN	\$19,500.00		\$0.00	\$26,000.00		
CONSTRUCTION	\$763,534.54		\$250,000.00	\$174,930.50		
EQUIPMENT	\$0.00		\$0.00	\$18,340.00		
TOTAL:	\$787,235.04		\$250,000.00	\$222,170.50		
JUSTIFICATION/COMMENTS Mililani Presbyterian Church will continue to submit grant applications to Hawaii-based Foundations and Trusts until it raises its total campaign goal to expand its campus.						

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

The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants and subsidies pursuant to Section 42F-103, Hawai'i Revised Statutes:
 - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant or subsidy 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 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 ensuring the proper expenditure of the grant or subsidy.
- 2) The applicant meets the following requirements pursuant to Section 42F-103, Hawai'i Revised Statutes:
 - a) Is incorporated under the laws of the State; and
 - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant or subsidy is awarded shall be conducted or provided.
- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawai'i Revised Statutes:
 - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
 - b) Has a governing board whose members have no material conflict of interest and serve without compensation.

Pursuant to Section 42F-103, Hawai'i Revised Statutes, for grants or subsidies used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant or subsidy 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 or subsidy 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.

Mililani Presbyterian Church

(Typed Name of Individual or Organization)



Hugh Lee

(Typed Name)

1/30/2013

(Date)

President

(Title)

Senator Michelle Kidani
Assistant Majority Leader



The Senate

STATE CAPITOL
HONOLULU, HAWAII 96813

Vice-Chairmanships

Ways and Means

Education

Public Safety,
Government Operations
& Military Affairs

Member

Hawaiian Affairs

July 25, 2012

Mililani Presbyterian Church and Preschool
95-410 Kuahelani Avenue
Mililani, HI 96789

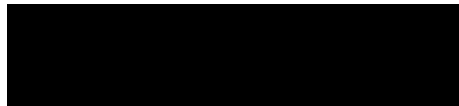
To Whom It May Concern,

I would like to offer my comments in support of Mililani Presbyterian Church and Preschool's grant application to secure funding in order to complete the construction of a new Preschool/Daycare wing, as well as upgrading and remodeling the Mililani Presbyterian Church Preschool's existing facilities.

Mililani Presbyterian Church and Preschool provides an invaluable service to the Mililani community by providing early educational programs for students and families, many of whom are at or below the poverty level. The preschool is the only school in the area to provide two-day and three-day-a-week registration options, as well as both full and half-day programs, and is also the only Christian preschool in Mililani to offer classes for 1 and 2-year olds who are not yet toilet trained. This is particularly important for parents who find themselves either unable to secure full-time employment or who are currently seeking employment opportunities and desperately need a flexible, quality early child care program to meet their schedules.

The current preschool is housed in a pair of one-story building wings that are 35 and 40 years old and are unable to meet the needs of the children and families served. The proposed addition will make it possible for Mililani Presbyterian Church and Preschool to satisfy the growing need of quality childcare in Mililani, especially for families who need it the most.

Aloha,



Senator Michelle N. Kidani



HOUSE OF REPRESENTATIVES

STATE OF HAWAII
STATE CAPITOL
HONOLULU, HAWAII 96813

Rep. Marilyn B. Lee
38th District
Ph: 586-9460 Fax: 586-9466
Email: replee@captol.hawaii.gov

July 16, 2012

Mililani Presbyterian Church and Preschool
95-410 Kuaahelani Avenue
Mililani, HI 96789

To whom it may concern,

I would like to offer my comments in support of Mililani Presbyterian Church and Preschool's grant application to secure funding in order to complete the construction of a new Preschool/Daycare wing, as well as upgrading and remodeling the Mililani Presbyterian Church Preschool existing facilities.

Mililani Presbyterian Church and Preschool provides an invaluable service to the Mililani Community through its early educational program for students and families, many of those who are at or below the poverty level. The preschool is the only school in the area to provide two-day and three-day a week registration options, as well as both full and half-day programs, and also the only Christian preschool in Mililani to offer classes for 1 and 2-year olds who are not yet toilet trained. This is particularly important for families who are at or below the median income range in the community who find themselves either unable to secure full-time employment or who are currently seeking employment opportunities and desperately need a flexible, quality early child care program to meet their schedules.

The current preschool is housed in two, one-story building wings that are 35 and 40 years old and is no longer able to meet the needs of the children and families it serves. The proposed addition will make it possible for Mililani Presbyterian Church and Preschool to satisfy the growing need of quality childcare in Mililani, especially for those families who need it the most.

Aloha,



Marilyn B. Lee
Representative, District 38