

House District 26
Senate District 12

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

Log No:

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 (LEAVE BLANK IF UNKNOWN):

STATE PROGRAM I.D. NO. (LEAVE BLANK IF UNKNOWN):

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:

Dba: Voyager School Foundation

Street Address: c/o Sofos Realty

Mailing Address: 600 Kapiolani Blvd #200
Honolulu, HI 96813

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name SUE DEUBER

Title Member, Voyager Governing Board

Phone # (808)372-0425

Fax # _____

e-mail sdeubie@aol.com

3. TYPE OF BUSINESS ENTITY:

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

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

VOYAGER CHARTER SCHOOL PLAYGROUND AND OUTSIDE LEARNING REDESIGN AND REMODEL

4. FEDERAL TAX ID #: 

5. STATE TAX ID #: 

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2014: \$ \$250,000

8. 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 \$ 0

FEDERAL \$ 0

COUNTY \$ 0

PRIVATE/OTHER \$ 0


Vice President
NAME & TITLE

1/31/2014
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

Voyager School Foundation was established in 2002 with the sole purpose of supporting Voyager Public Charter School. In 2008 the Foundation purchased a building on Halekauwila Street in Honolulu to provide a new site for the School and to generate income to support its operations. In 2013, Voyager had the unique opportunity of moving to a private school location, specifically designed with learning and children in mind. The Foundation continues to manage the downtown Halekauwila property, renting spaces to businesses and organizations.

Voyager Public Charter School was established in 2001, as one of the first charter schools in Hawaii. The school embraces 3 research-based learning methodologies in a small nurturing environment that integrates art and foreign languages. With a heavy emphasis on rigorous professional development, teacher leadership, and collaborative decision making, Voyager's teachers are highly skilled professionals who are committed to, not just the learning of their students, but to their own continuous learning and growth. Voyager's teacher leaders were chosen out of all the charter schools to attend the Teacher Leadership Academy.

Learning data demonstrates that Voyager's methodologies provide students with skills and behaviors that lead to success. Voyager met all NCLB requirements for eight years in a row receiving the status of "met unconditionally". In the 2013 new Strive HI state accountability system, Voyager placed in the second highest rating of 5 categories. Known for its unique approach to learning, family involvement, and arts integration focus, Voyager has had a waiting list for the last 7 year. Additionally, Voyager's graduating eighth have gone on to excel in some of the state's most competitive private schools.

In 2013, after twelve years in temporary industrial type locations, Voyager School moved to its present site on Wilder Avenue. The new campus, previously occupied by Our Redeemer School, is a dramatic improvement from either of Voyager's previous locations. Facility costs are 25% lower than at Halekauwila, the campus was designed with learning in mind, classrooms are large and spacious, and the availability of private play areas avoids the necessity to walk to nearby city parks for recreation and play. There are however some facility challenges that have prevented the full use of the new campus. Although there are 3 play areas, only one small area is usable at this time due to outdated, unsafe, damaged equipment and hazardous flooring conditions. Faced with the current level of funding, high downtown facility costs, and the fact that Voyager

is one of a small handful of start-up charter schools that are not on state land and are not supported by Kamehameha Schools, the school does not have sufficient funds to improve the area and meet the requirements that would ensure the safety of Voyager students.

2. The goals and objectives related to the request

The goal of this request is to receive \$250,000 in order to create safe, engaging, aesthetically pleasing outside areas for the students of Voyager to play and learn.

Objectives:

These improvements will:

- Enhance learning for Voyager students by providing opportunities for safe and joyful outdoor play, physical activities, and learning explorations
- Increase physical activity of students by providing a variety of active outdoor options
- Enhance the school’s physical appearance
- Attract interested families, partners, and funders
- Provide an optimal campus for school and community use

3. The public purpose and need to be served

Voyager School provides a high quality, no-cost education option for Hawaii’s families. As part of a comprehensive learning program, students need physical activity and time to be outside in nature. According to the American Academy of Pediatrics, “children in the US spend an average of 7 hours a day on entertainment media, including televisions, computers, phones and other electronic devices”. Unless they are involved in an organized sport, it is unlikely that our children get physical activity during their non-school hours. Committed to providing a well-rounded education and emphasizing a whole child approach, Voyager strives to weave meaningful physical activity and outdoor learning into its curriculum. Safe outdoor areas will provide the venue to make that possible.

<p>What are the benefits of daily physical activity?</p> <ul style="list-style-type: none"> • Stronger muscles and bones • Increases flexibility • Better posture and balance • Achieve and maintain a healthy weight • Strengthens the heart and lungs and improves circulation • Enhances healthy growth and development • Increases self-esteem • Improves concentration • Improve task performance and problem solving skills • Helps children meet new friends • Improved sleep habits • Reduces stress • Improves mood <p>http://www.healthunit.org/physact/school/school.htm#sthash.bTrxiSt8.dpuf</p>

4. Describe the target population to be served

Voyager serves 300 students, kindergarten through eighth grade. Additionally, the school periodically rents the facility to outside community groups.

5. Describe the geographic coverage

Because charter schools are not geographic-specific, Voyager serves students from all over Oahu.

II. Service Summary and Outcomes

1. Describe the scope of work, tasks and responsibilities

Scope of Work. Work would include the demolition and upgrade of Voyager's play areas so that they are safe for play, physical activities and outdoor learning

Tasks.

- Seeking and incorporating input from Voyager School staff in the priorities, function, and design of the selected play areas.
- Working with contractor(s) to finalize design and facilitate the demolition and upgrade of the play areas.
- Serving as liaison between contractor, Voyager School, Voyager Governing Board, and Voyager School Foundation.
- Coordinating inspections and any other needed assessments to ensure that play areas meet all safety requirements, including ADA compliance.
- Conducting a pre and post teacher survey to determine the increased benefits and utilization of the outdoor play areas.
- Planning and coordinating the help of family, student, staff, and community volunteers in the project, as needed.
- Holding a family/community event to perform a blessing and Grand Opening of the finished areas.
- Completing any required paperwork or reporting as required by this grant.

Responsibilities. The project team will assume the following responsibilities:

- Planning and facilitating the project with minimal disruption of school operations.
- Soliciting and incorporating feedback from Voyager School staff, Voyager Governing Board, and the Voyager School Foundation Board in planning and providing progress reports.
- Utilizing grant money within the terms of this grant and also in the safest, smartest, and most efficient way possible to maximize gain from this funding.
- Ensuring the bid process complies with the Foundation's procurement policy.
- Providing access to plans, budget, and follow-up reports to all related parties and making all project documents available to the public.
- Ensuring that the final project is safe, of high quality, and facilitates the play and learning of Voyager students.

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

- A pre and post survey will be conducted with teachers and staff to determine the value-added by the project.

- Before and after pictures will be included in the completion report.
- Quality will be determined through the passage of all safety and health requirements.

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.

Voyager will report two areas of effectiveness – quality and increased outdoor play, recreation, and learning activities.

For quality. The key quality measures include:

- The passage of all safety requirements

For increased outdoor play, recreation, and learning activities measures will include:

- Post survey data from staff
- Anecdotal notes from students, staff, and parents

III. Financial

Budget

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

Voyager School Foundation requests a one-time funding grant of \$250,000.

The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2015.

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

2. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2015.

In fiscal year 2015, the Voyager School foundation will continue to seek donations from parents, alumni, and community members. Additionally, private funding requests will be submitted to local foundations.

3. 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.

No state or federal tax credits have been requested or granted within the prior three years.

4. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2013.

Cash and cash equivalents	\$16,286
Patient accounts receivable	NA
Other receivables	\$2,359
Due from related companies	NA
Deferred Charges	\$3,635
Inventories	NA
Prepaid expenses and other current assets	NA
Total Current Assets, unrestricted	\$22,281

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.

Necessary Skills, Abilities, Knowledge, and Experience.

The Project Team will consist of 3 people:

- **Laura Colbert:** Project Manager. Laura has been involved with Voyager School since 2007, having served on both the School and Foundation boards. She is currently a Foundation Board Member. Laura is a Certified Project Management Professional who has served as manager of several construction projects including the development of the St. Francis skilled nursing facility, multiple Liberty Dialysis clinics, and the expansion of the St. Francis emergency room. She served on the property management committee during the Voyager Foundation’s renovation of the Halekauwila site.
- **George Moyer:** Project Coordinator. George is a retired military man with many years of executive experience. He also served on the Hawaii Baptist Academy School Board where he headed up many different kinds of projects. He currently serves on the Voyager Governing Board and is Chair of the Facilities Committee. He has developed a Facilities Plan and has already been in contact with various vendors regarding playground and other site improvements.
- **Sue Deuber:** Project Staff. Sue is an independent educational consultant who served as Principal of Voyager School for nine years. Sue also served on the

Voyager property management committee during the Halekauwila remodeling project. Sue is currently on the School Board and maintains close relationships with school leadership, teachers, and staff.

- The team will recruit a Voyager parent and a staff member to help guide this project.

Related Projects or Contracts for Recent Three Years.

There are no related projects or contracts in the recent three years.

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.

Voyager School is located at 2428 Wilder Avenue in Honolulu. It is an older 3-story, 27,336 sq. ft. structure with 3 play areas. There are 15 classrooms, a teachers' lounge, an administration office, and a cafeteria. The 3 play areas consist of:

- A 1,975 square foot enclosed play area that is unusable at this time due to broken, unsafe equipment and hazardous flooring
- A 1,606 square foot area that has substandard flooring and a small outdated basketball hoop
- A large rooftop basketball area with substandard flooring and no structure or equipment. The glare and heat from the roof prevent comfortable use for students.

The facility has been approved by the Charter School Commission. The School is working with Architects Hawaii and has developed a plan to bring the entire facility to ADA compliance.

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.

The Project Team, as described above, are all volunteers. The responsibilities of each team member are as follows:

- **Project Manager:** Help determine timeline, provide input on design, provide advice on process, and guide overall direction of work.

- **Project Coordinator:** Solicit bids for work, oversee work of contractors, coordinate safety and health requirements, provide periodic updates to School and Foundation.
- **Project Staff:** assist Manager and Coordinator as needed, work with teachers and staff to provide input on design, work with school leadership to plan Grand Opening and Blessing, conduct surveys, and complete any reports required by grant.

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.

The Project Team is all volunteers. Team meetings will occur regularly throughout the project.

C. Compensation

The applicant shall provide the annual salaries paid by the applicant to the three highest paid officers, directors, or employees of the organization by position.

No compensation will be provided to any team members.

VI. Other

A. Litigation

The applicant shall disclose any pending litigation to which they are a party, including the disclosure of any outstanding judgment. If applicable, please explain.

None at this time.

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.

Voyager's charter was granted by the State of Hawaii in 2001.

BUDGET REQUEST BY SOURCE OF FUNDS
(Period: July 1, 2014 to June 30, 2015)

Voyager School Foundation

BUDGET CATEGORIES	Total State Funds Requested	(b)	(c)	(d)
	(a)			
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				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	0			
C. EQUIPMENT PURCHASES	197,000			
D. MOTOR VEHICLE PURCHASES	0			
E. CAPITAL	53,000			
TOTAL (A+B+C+D+E)				
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	250,000	<i>Laura KM Colbert</i> 561.2954 Name (Please type or print) Phone		
(b)		<i>Laura KM Colbert</i> 4/30/2014 Signature of Authorized Official Date		
(c)		<i>Laura KM Colbert, Vice President</i> Name and Title (Please type or print)		
(d)				
TOTAL BUDGET	250,000			

BUDGET JUSTIFICATION PERSONNEL - SALARIES AND WAGES

Voyager School Foundation

Period: July 1, 2014 to June 30, 2015

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Not Applicable ~ All Project Team members are volunteers				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Voyager School Foundation

Period: July 1, 2014 to June 30, 2015

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
flooring/turf			\$40,000	\$40,000
play structure (s)			\$ 120,000.00	\$ 120,000.00
tables, benches			\$ 5,000.00	\$ 5,000.00
fencing			\$ 20,000.00	\$ 20,000.00
landscaping			\$ 12,000.00	\$ 12,000.00
TOTAL:			\$197,000	\$197,000

JUSTIFICATION/COMMENTS:

The cost of planning, demolition, and inspections make up the remainder of the request.

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
Not Applicable			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				

JUSTIFICATION/COMMENTS:

BUDGET JUSTIFICATION CAPITAL PROJECT DETAILS

Voyager School Foundation

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	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	0	0	0	0	10000	0
LAND ACQUISITION	0	0	0	0	0	0
DESIGN	0	0	0	0	10000	0
CONSTRUCTION (including demolition)	0	0	0	0	33000	0
EQUIPMENT	0	0	0	0	197000	0
TOTAL:	0	0	0	0	250,000	0
JUSTIFICATION/COMMENTS:						

**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS AND SUBSIDIES PURSUANT TO
CHAPTER 42F, HAWAII 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, Hawaii 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, Hawaii 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, Hawaii 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 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.

Voyager School Foundation
(Typed Name of Individual or Organization)


(Signature)

1/31/2014
(Date)

Laura KM Colbert
(Typed Name)

Vice President
(Title)