

Grant number	ANHIAC -10-HI-06
Grantee	Kapiolani Community College
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Project Address	4303 Diamond Head Road
City, State and Zip Code	Honolulu, HI 96816
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Project Title/Description	Waikiki Elementary: Mindful Learning Center (MLC)

ABSTRACT

The previous project with the Kapahulu Center was terminated because their Board and Staff decided that the full range of programs and services that the project proposed was beyond their capacity to deliver. Problems also arose as they misunderstood how to implement a legitimate procurement process. In this new project, KCC will partner with Waikiki Elementary School (Waikiki El), located less than one mile from the campus, and its school-based Food Farm. This Food Farm was established in 2009, and comprises 4,000 square feet of edible gardens, 65 fruit trees, multiple compost systems, and a supporting plant nursery. The Food Farm program reaches all 525 students at the school through Sustainability Resource classes taught by a Sustainability Coordinator. The Food Farm is also a community engagement site for the College's Service-Learning program, and encourages participation and input from all the schools' families.

KCC in partnership with Waikiki El will direct \$600,000 to purchase and install two portables to create the *Mindful Learning Center* (MLC) which will be adjacent to the Food Farm and integrate Food Farm activities. With the remaining grant funds (\$158,000), the project teams from KCC and Waikiki El will plan and implement the following tri-generational, active learning programs at the MLC to increase: school readiness; access to fresh produce; nutrition, health, and fitness; long-term care, job training, English, and college transition knowledge; housing stability; and disaster preparedness and response.

Target Population: The target population to be served at the Mindful Learning Center will be low-income and elderly residents in the Kapahulu-Waikiki-McCully (KWM) community of east Honolulu. More than 40,000 individuals reside in this community. Programs at Waikiki El will serve low income youth and families and outreach to non-profits organizations to serve elderly and homeless populations in the KWM community.

New Project Background

This new project is a minor revision of KCC's project with the Kapahulu Senior Center. We are requesting a minor change in the scope of work to allow KCC to work with a new partner, Waikiki Elementary School, their Food Farm, and other community partners to implement a similar set of

program activities as those approved originally. Waikiki is less than one mile from the Kapahulu Senior Center and serves the same geographic area. The new project has a timeline which ends on September 24, 2014. In this period:

- 1) Two portables will be purchased and installed and the MLC will be formally opened.
- 2) Current partner activities related to the Food Farm, specifically service-learning and community outreach programs will be further developed.
- 3) All six tri-generational and active learning programs will be planned, implemented, and evaluated.
- 4) A Project Advisory Board will initiate planning for the implementation of tri-generational, active learning programs at the MLC.
- 5) A Memorandum of Agreement (MOA) will be signed between the University of Hawaii on behalf of Kapiolani CC, Waikiki El, and the Hawaii State Department of Education (HIDOE). The MOA will specify a five-year program of collaboration between KCC and Waikiki El from 2014-2019.
- 6) A Program Coordinator will be hired to complete program planning and manage the implementation of the MLC programs.

Partnering Team Members: Roles and Time Commitments to the Project

Dr. Robert Franco, Director, KCC Office for Institutional Effectiveness, will serve as the Principal Investigator in the proposed HUD project and work closely with Bonnie Tabor, Principal at Waikiki El. In the current project period, he will contribute 10 percent of his time. He will: 1) coordinate the environmental review of the portables installation, including the identification and procurement of services for the environmental review expert (September-November, 2013); 2) work with UH and DOE Facilities professionals to coordinate the hiring of the architect who will prepare the bid documents, according to HUD specifications, and award the contractor who will purchase, construct and install the portable structures. The architect will also submit the permit application to the City and County of Honolulu (December 2013-April 2014); 3) work with UH and DOE Facilities professionals to oversee purchase, construction, and installation of the two portables (May-

July 2014); 4) Report to the Waikiki El School Community Council on project developments (monthly or as requested); 5) Establish a Project Advisory Board (January, 2014). 6) Develop a Memorandum of Agreement with Waikiki El, and the HIDEOE (March 2014); 7) Hire a Full-Time Project Coordinator (1.0 FTE, six months) who will: a) serve as a liaison between Franco and Tabor; b) integrate the Food Farm and MLC with guidance from the School's Sustainability Education Coordinator; c) Participate on Project Advisory Board and contribute to MLC program planning; d) plan and implement all tri-generational, active learning programs; e) Submit quarterly reports to Franco and Tabor.

Melisa Orozco-Vargas, Outreach Coordinator, Kapi'olani Service-Learning (KSL) Program will be going on professional leave from December 1, 2014 to August 15, 2014. She will not be cost-shared in this period, but will if we are granted a no cost extension through September, 2015. We are hiring an interim coordinator. In the current project period, this interim coordinator will work with Waikiki El staff and faculty to develop Food Farm programs, integrate service-learning opportunities for students, and strengthen outreach to the wider community. This coordinator will serve on the Project Advisory Board and assist Franco in developing the MOA with Waikiki El and the HIDEOE. The interim coordinator will also serve on the committee to hire the Project Coordinator along with Franco, Tabor and two Waikiki El staff. The interim coordinator will also hire three students to provide assistance assist at Waikiki El staff with Food Farm programs and community outreach.

Dr. Tanya Renner, Professor of Psychology and Community Assessment Coordinator will oversee the evaluation of this HUD Project. Dr. Renner has formatively assessed all aspects of the KSL program since 1995, and provides insights leading to ongoing program improvements related to curriculum and faculty development, student engagement and learning, and community partnerships. In spring 2014, she will receive three credits of assigned time. Working with Franco

and Tabor and the Project Advisory Board she will develop and implement the overall project assessment plan for the current project period.

Dr. Krista Hiser, KCC Associate Professor of English, Coordinator of the Pre-College Writing Program, and the KSL Faculty Coordinator at KCC. She is a recognized expert on sustainability in higher education. In spring 2014, Dr. Hiser will receive three credits of assigned time. She will coordinate KCC curriculum and faculty development emphasizing service-learning, sustainability and community outreach and engagement. She will serve on the Project Advisory Board and assist in the development of the MOA with Waikiki El and the HODOE. She will work with her colleagues in the Pre-College Developmental English and Math program to develop curricular and pedagogical strategies that will support College success and workforce preparation for adults engaged in MLC educational programs. She will also work with Drs. Franco and Renner to plan, implement, and evaluate a Waikiki Partners Sustainability Institute.

Dr. Cullen Hayashida, Director, KCC Kupuna Education Center (Kupuna is the Hawaiian word for “respected elder”) will work with Franco to develop 10 long-term care educational classes workshops. Franco, Hayashida, and Waikiki El staff will develop active aging programs for the elderly that engage them in Food Farm gardening. We will also engage them in computer and internet skills building. We recognize that our respected elders have a wide range of skills and talents. We will invite them to contribute these as well as their insights into future program planning to the Project Advisory Board.

Fiscal Management will be provided by the College’s Business Office, which has a full-time Grants Administrator to assist with procurement of contractual and personnel services, as well as to administer the funds for the MLC project. The award management and primary point of contact with HUD will be with the University of Hawaii, Office of Research Services, and procurement for hiring will be handled by the Research Corporation of the University of Hawaii. KCC, Waikiki El,

and the HIDEOE will be developing a Memorandum of Agreement in consultation with these fiscal management bodies.

Mr. Brian Kashiwaeda, UH Facilities, and his staff, will oversee the hiring of the architect who will prepare the bid documents and award the contractor who will construct and install the portable structures.

KCC's New Partner: Waikiki Elementary and the HIDEOE

Ms. Bonnie Tabor, Principal, Waikiki Elementary School, will be the onsite HUD Project Coordinator. She will contribute 10 percent of her time to the project. She has been principal at the School for eleven years. With the help of parents and community members, she launched two garden projects on campus, Aina in the Schools and Waikiki Project Green, which have evolved into the Food Farm. Students have the opportunity to care for a fruit orchard and organic garden, and sell its produce at an after school farmer's market open to the community. Principal Tabor co-authored a chapter on "The Mindful Culture of Waikiki Elementary School" in Learning and Leading with Habits of Mind (A.L. Costa and B. Kalleck, 2008, Chapter 21).

Dr. Debbie Millikan, Sullivan Center for Leadership and Innovation, Iolani School, was a key member of the planning group for this new HUD project. In July, 2013, she was hired full-time by Iolani School but she has committed to assisting Principal Tabor and her Waikiki El staff (5 hours per week) to continue the development of the Food Farm program and community outreach. Waikiki El is in the process of hiring her replacement. The position will work closely with the Project Coordinator to integrate the Food Farm and the MLC, and to strengthen community outreach efforts. She will also assist in the development of a partnership agreement between the Sullivan Center and KSL as both programs serve the Mo'ilili-Palolo-Ala Wai communities.

Ryan Kusuda, Vice-Principal, Waikiki Elementary School, Courtney Carpenter, English Language Coordinator, Waikiki Elementary School, and David Brier, Parent, School Community Council, will serve on the Project Advisory Board.

Mr. Calvin Nomiya, Area Superintendent for the Farrington/Kaiser/Kalani Complex, will work to facilitate the timely development and completion of a Memorandum of Agreement (MOA) between KCC, Waikiki El, and the HDOE to ensure assessment, evaluation and planning for program development and improvement. The MOA will specify a five-year program of collaboration between KCC, Waikiki El, and the HDOE from 2014-2019.

Ms. Brenda Lowrey, Facilities Development, Hawaii State Department of Education, will provide guidance and expertise on the purchase, construction and installation of the two portables.

Waikiki Elementary School: Experience and Capacity

Waikiki Elementary is a small, caring, cohesive school with a special spirit of place. It serves 525 students in grades K-6. Ethnically, 46 percent of these students are Asian, 24 percent indicated two races or more, 15 percent are Native Hawaiian/Pacific Islander, 12 percent are White, and 4 percent are Hispanic. Thirty-nine percent are eligible for Title I Free Lunch programs. The School couples instruction in the Hawaii State Content Standards with instruction in the Habits of Mind. Using research to identify behaviors associated with effective adults, curriculum and pedagogy emphasize the explicit teaching of these behaviors to all students in the school. The infusion of this model within standards-based instruction defines the strength of Waikiki School. The School will be integrating new Science Standards into this model in AY 2013-14. The comprehensive programs developed for this project will target lower income families in the Waikiki-Kapahulu-McCully (WKM) area to ensure that more than 51% of participants are low or moderate income.

Project Description: What We Will Do

The proposed project takes a unique tri-generational approach to meeting the educational, employment, health, long-term care, and public safety needs of residents in KWM area. These needs provide opportunities for KCC and Waikiki EI to demonstrate their civic responsibility by strategically sharing resources, programs, professional expertise, and facilities, in this case, the MLC and Food Farm. The KCC-Waikiki EI civic partnership will provides a brighter future for KWM residents. Nationally, this project can demonstrate the role that public schools and colleges can play, through authentic partnerships, in building stronger, healthier, and more resilient communities.

We will develop the Mindful Learning Center (MLC) to plan, implement, assess, evaluate and improve six multi-family, tri-generational programs for low and middle income families, and all families in the KWM area.

First, the program will enhance preschooler's academic and social skills and build their kindergarten readiness while simultaneously building relationships among parents, school, and the community. Multiple families will participate in a variety of structured activities which would provide opportunities for parents to interact and learn about parenting, healthy life styles, growing and eating healthy foods, and the value of community service. Students participating in the program would ultimately experience fewer behavioral problems and show improved academic performance. A collaborative team of parents, trained professionals, school personnel, and KCC faculty, staff, and students will deliver program components via a highly participatory, experiential learning approach to:

- Improve early childhood nutrition environmental awareness: Preschool-aged children will utilize the learning gardens to engage their senses, foster their natural curiosity and wonder and nurture the interconnectedness in nature.
- Improve family literacy: MLC families will have an opportunity to build their literacy by exploring the gardens during community workdays and monthly workshops.
- Improve family nutrition and knowledge: MLC families will be invited to attend quarterly harvest meals in which families will harvest fresh fruits and vegetables grown on campus, then prepare and eat a healthy harvest meal together.

- Engage community members: Monthly workdays open to the community will include learning workshops on gardening topics (e.g. composting), green markets, and a farmers market.
- Improve nutrition for elderly, low income and homeless individuals: Collaborative work on the Food Farm will produce 40 baskets of fresh produce each month that will be provided to elderly, low income, and homeless individuals through the Waikiki Community Center's Food Pantry.

Work in the Food Farm will provide healthy exercise for children, adults, and seniors. Harvested Food Farm fruits and vegetables will provide healthy nutrition. These activities will be supplemented by “healthy cooking” lectures from local experts and KCC culinary faculty.

Second, the College's Kupuna Education Program will provide evening educational workshops and courses supporting improved care and quality of for elders in the KWM area. Ten 2-hour classes will be offered on the following topics:

Class 1: Understanding Aging and Chronic Health Issues

This course will cover topics such as the normal process of aging, chronic health conditions, medication management, nutrition and diet, and maintaining functional independence. This class will be taught four times and each class will integrate Waikiki El Food Farm activities.

Class 2: Alzheimer's and Related Dementia

This course will address topics related to dementia and more specifically Alzheimer's disease, the disease process, behavioral management techniques, resources in the community and stress relief. To be taught three times.

Class 3: Community, Legal and Financial Resources

This course will address topics related to social and health related resources for elders and caregivers available in the community (eg. free and fee-for-service). In addition, the course will also address legal issues (eg. power of attorney, Will and Trusts, advanced health care directives, abuse, neglect, scams, mental competency issues). Financial issues will include discussions on the cost of long-term care, Medicaid and Medicare. To be taught 3 times.

Third, in the MLC, KCC will develop and implement a series of workshops that provide KWM residents with practical skills for job finding, such as, Self-Assessment Tools, Resume Writing, Job Search Methods, Dress for Success, and Managing the Job Interview. In addition, KCC will implement workshops that update KWM residents on current employment trends and related job

training opportunities offered at both KCC and Honolulu Community College, which is located less than ten miles west of the KWM communities. To take advantage of these job training opportunities, and enter certificate and degree programs at these two colleges, many residents will need to strengthen their English language skills, and learn how to apply for college financial aid. In the MLC, KCC will provide “College Transition” workshops on these and other topics to support residents wanting to take this next big step in their career advancement. In addition, residents will be connected with English as a Second Language and GED Completion Programs at the Kaimuki Adult School.

Fourth, the Mindful Learning Center will also provide science, technology, engineering, and math enrichment programs to create a grade six to college STEM (Science, Technology, Engineering, and Math) pipeline modeled on the successful STEM learning initiatives with children and families at Palolo public housing. These initiatives have been funded by HUD-OUP and the National Science Foundation’s Hawaii Experimental Program to Stimulate Competitive Research (EPSCoR) program.

Fifth, KCC will work with the local HUD office to tap local expertise and develop a workshop series in the MLC on housing security issues for KWM residents.

Sixth, KCC and Waikiki El, in the MLC, will coordinate disaster preparedness and response workshops with the National Disaster Preparedness Training Center that offers the following workshops at no cost: Tsunami Awareness, Coastal Community Resilience, Social Media for Natural Disaster Response and Recovery, Disaster Awareness for Caregivers of Senior Citizens

Work Plan: Background of the Two Major Activities

HUD funds will be used to fund two major activities:

- 1) **Construction:** Purchase, construction, and installation of two portables at Waikiki Elementary School to establish a Mindful Learning Center functionally integrated with their Food Farm. The final size of the portables needs to be determined once the architect/engineer team is on board to determine what will fit best on site within

budget. The budget amount of \$600,000 seems justified given the scope of work.

The space program should include:

Interior Requirements

Net SF	Use
1,200	Classroom (including kitchenette area with sink and counter)
100	Office
100	Storage
<u>120</u>	2 restrooms (1 for adults 1 for students)
1,520	

Portables will be reconfigured to meet these space requirement. Architects and engineers will set the foundation and install the portables, and then walkways, stairs and an accessible ramp will be designed and constructed to meet the site conditions.

Exterior Requirements

Utility hookups for electricity, school telephone, fire alarm and program bell systems, water and sewer are required. Stairs, accessible ramp and walkway are required by Building Code and site conditions. A 1,200 SF fenced in play area will enhance safety.

- 2) **Program and Services:** the project teams from KCC and Waikiki El will plan and implement the six tri-generational, active learning programs discussed above.

For both activities, the planning process used to identify and meet the program involved:

- Ongoing discussions with the Diamond Head/Kapahulu Neighborhood Board, part of the Neighborhood Commission of the City and County of Honolulu.
- Collaborative, ongoing discussions between Superintendent Nomiya, Principal Tabor, Sustainability Educator Milliken, Director Franco and Coordinator Orozco-Vargas. This planning also resulted in the integration of the Food Farm with the College Service-Learning program and students in 2012-13.
- Integration of Community-based research conducted by Coordinator Orozco, Drs. Hayashida and Franco, and other relevant surveys and research reports.
- Discussions with DOE and UH Facilities experts, Lowrey and Kashiwaeda.

Implementation

The process that will be used to implement and manage the proposed project activities will take advantage of the expertise of those involved in the planning described above. The KCC team will be led by Dr. Franco who will first work to negotiate final details and complete HUD program set-up activities with HUD program staff. He will also work with the KCC Business Office and the UH Office of Research Services to access the HUD account.

Timeline

- November, 2013: Franco to coordinate the environmental review of the portables installation, including the identification and funding of the environmental review expert.
- November to May, Food Farm educational activities and community outreach ongoing at Waikiki El.
- Monthly or as requested: Tabor and Franco report to the Waikiki El School Community Council on project developments, and the Diamond Head/Kapahulu Neighborhood Board
- November 2013-January 2014: Tabor and Franco Establish a Project Advisory Board
- November 2013-March 2014: Development of MOA between KCC, Waikiki El, and HIDOE (Tabor, Franco, Nomiyama)
- November 2013-May 2014: Franco to work with UH Facilities professionals (Kashiwaeda) to coordinate the hiring of the architect who will prepare the bid documents, according to HUD specifications, and award the contractor who will purchase, construct and install the portable structures. The architect will also successfully submit the permit application to the City and County of Honolulu;
- April 2014: Hire the Project Coordinator (1.0 FTE, six months)
- May-July 2014: Program Assessment Plan Finalized (Renner). Service-Learning integration plan completed (Hiser)
- May-June 2014: Franco and Tabor to work with UH and DOE Facilities professionals to oversee purchase, construction, and installation of the two portables;
- July-September 2014: Project Coordinator implements all six tri-generational, active learning programs.

Other members of the College's implementation and management team will include:

- 1) Dr. Cullen Hayashida and his staff in the Kupuna Education Program
- 2) Dr. Veronica Ogata, Social Science/Human Development , Teacher Preparation with the KCC Center on Responsive Education (advisory role only)
- 3) Candice Branson, Social Science/Human Development (advisory role only)

Other members of the Waikiki El implementation and management team will include:

- 1) Ryan Kusuda, Vice-Principal

- 2) Courtney Carpenter, English Language Coordinator
- 3) David Brier, Parent, School Community Council

These two teams will comprise the Project Advisory Board. Individuals responsible for delivering specific programs and services are identified in Table 3 below.

3.1c Activity One: Purchase, Construction and Installation of Two Portables, Month 1-9.

HUD funds are being requested for the purchase, construction, and installation of two portables at the Waikiki Elementary School, located at 3710 Leahi Avenue, in Honolulu, HI.

The two portables will comprise the Mindful Learning Center and be situated near the Food Farm. Food Farm activities will be integrated into the Mindful Learning Center Program.

Portables will: 1) meet ADA accessibility requirements; 2) have furniture and facilities designed for individuals of all ages; 3) be constructed into classrooms that can also serve as community meetings rooms (including kitchenette area with sink and counter); 4) include an administrative office, storage room, and two restrooms; 5) ensure adequate light and ventilation; 6) have security systems and added amenities for the variety of planned activities planned for the space. The physical improvements will appeal to children, youth, young adults, seniors and their families and will support the six programs planned by the Advisory Board.

The primary outcome of this activity is a completed MLC where more than 1,000 residents will benefit from the six programs and services over the project period, as well as the five years covered by a College-School Memorandum of Agreement, 20014-2019. The MLC will drive the College's mission to strengthen the community through education and engagement for individuals across the lifespan. The College and School and other community partners, such as the Iolani School, Diamond Head Lions, Waikiki Community Center, Waikiki Health Center, Next Step Hawaii, and Family Promise of Hawaii, will collaborate to plan, develop, evaluate, and improve quality programs and services to enrich the lives of the residents. The MLC will give the Waikiki Elementary School,

through their collaboration with College and other civic partners, the capacity to expand access, programs, and services to the wider community.

3.1c Activity Two: Development, Delivery, Assessment, and Improvement of Programs and Services.

The project teams from KCC and Waikiki El will plan and implement the six tri-generational, active learning programs discussed above. In the current project period, more than 1,000 residents will benefit from the programs and services implemented in the MLC. These programs and services will advance the quality of life for KWM youth, young adults, adults, and elderly. College and School staff and faculty will contribute to the long-term sustainability and improvement of their partnership through effective assessment, evaluation, and planning.

Table 3. Programs, Timeline, Tasks and Members Responsible

Program/Service	Locus of Activity	Groups Impacted	6 month time intervals	Major tasks	Leads
MLC Development	KCC OFIE UH Facilities DOE Facilities	ALL 1,000 people	1-6 7-12	Environmental Review RFP/Bid Select Contractor Renovation & Construction	Franco Tabor Nomiya Lowrey Kashiwaeda
Early Learning	Waikiki Elementary	Low Income Children and Families	9-12	Hiring Teacher	Tabor Kusuda
Food Farm Activities and Outreach Access to fresh produce Health, fitness, and nutrition	Waikiki Elementary Kapiolani Service-Learning (KSL)	All Students at Waikiki El. Low income, elderly, homeless individuals	1-6 7-12	Recruiting Sustainability Education Coordinator Hire and Recruiting KSL Student Leaders (3)	Tabor Orozco-Vargas Hiser Project Coordinator
Long-term care, active aging, entrepreneurship, and job training	Kupuna Education Program	Young adults Adults Elderly	Planning 6-9	Curriculum Development Recruiting	Project Coordinator Hayashida

	KSL Local Experts		Implement 9-12	Local Experts to Implement Curriculum	Tabor Franco Orozco-Vargas
Community college job training opportunities, English language, and College Transition programs, financial aid	KCC and Honolulu CC Career Educators & Counselors	Adults	Planning 6-9 Implement 9-12	Developing curriculum Identify instructors	Project Coordinator Career Educators & Counselors
Housing Stability	Honolulu HUD Local Experts	All groups	Planning 6-9 Implement 9-12	Developing curriculum Identify instructors	Franco Tabor
Disaster preparedness and responsiveness	National Disaster Preparedness Training Center	All Groups	Planning 6-9 Implement 9-12	Developing curriculum Identify instructors	Franco Tabor
Assessment, evaluation, strategic planning	OFIE	All Groups	Planning 6-9 Implement 9-12	Assess Evaluate Plan	Tabor Franco Yamashiro Renner

Persons to Benefit from Renovation and Programs

The renovation and construction and programs and services delineated in Table 3 above will benefit low- and moderate-income persons, youth, young adults, adults, elderly and at-risk ethnic groups. In the project period, more than 1,000 residents will achieve the outcomes identified in Table 3 below.

Table 4. Programs and Outcomes

Program/Service	Outcomes during the grant performance period – ends Sept 31, 2014
MLC development	Classrooms, meeting rooms, administrative office
Early Learning	60 children and families
Food Farm Access to Fresh Produce Health, Nutrition, and Fitness	525 students learn mindful skills, knowledge, and attitudes; 120 baskets of fresh produce delivered to low income, elderly, and homeless individuals (10/month). 40 adults and seniors active and fit. 40 adults and seniors learn healthy cooking techniques.
Long-term care, active aging, entrepreneurship, and job training	100 adults and elderly increase knowledge and skills. 10 pursue entrepreneurship 10 pursue further job training
Community college job training opportunities, English language, and College Transition programs, financial aid, grade six to college STEM enrichment	100 residents increase knowledge and skills 30 residents enroll in certificate and degree programs
Public safety, disaster preparedness and responsiveness	200 residents increase knowledge and skills as measured by pre- and post-tests. Of these: 40 of these residents complete a Kapahulu-Waikiki-McCully Public Safety handbook to be posted at the OFIE/Community Engagement website. 10 residents, 2 School and 2 KCC staff present these handbooks and websites to Diamond Head/Kapahulu/St. Louis Neighborhood Board.
Assessment, evaluation, strategic planning	Guides 2014-2019

Outcomes for the College and School

The proposed renovation and construction and delivery of programs and services would significantly expand the community engagement of KCC and Waikiki El in the KWM communities.

The completion of the two project activities will:

- Significantly increase the capacity of Waikiki El to provide early education to low-income children and families.
- Increase Food Farm produce distribution through community partners for improved health for low-income, elderly, and homeless individuals.

- Increase the capacity of KCC and Waikiki El to improve the quality of life for KWM residents in terms health, fitness, and nutrition, knowledge of long-term care, active aging, entrepreneurship, and job training; knowledge of community college job training opportunities, English language, and College Transition programs; housing stability; and disaster preparedness and response.
- Increase effectiveness of partnerships with the Waikiki Community Center, Waikiki Health Center, Iolani School, Next Step Hawaii Homeless Shelter, Family Promise of Hawaii, and Diamond Head/Kapahulu/St. Louis Neighborhood Board, and other organizations.
- Expand the training of KCC students and placing more college service-learning students of diverse ethnic backgrounds in the community for increased academic and workforce success.

Involvement of the Faculty and Students

KCC will engage staff from the Office for Institutional Effectiveness, Kupuna Education Center, Career and Technical Education, and Financial Aid. Service-Learning faculty, student leaders, and students will play active roles in connecting to Waikiki El and community partners. Community-based work study students, and service and science scholarship students will also be engaged with the Food Farm and MLC. Honolulu Community College will also provide Career and Technical Education advisors to support job training efforts. KCC OFIE staff, Social Science and Education faculty will collaborate with Waikiki El staff in community-based research, assessment, evaluation and strategic planning. KCC administrators and faculty will also serve on the Project Advisory Board.

Involvement of the Community

Diamond Head/Kapahulu/St. Louis Neighborhood Board members have played a lead role in the proposed project. KCC and Waikiki El representatives on the Project Advisory Board will schedule project presentations to this Neighborhood Board. The Project Advisory Board will also present monthly (or on as needed basis) to the Waikiki El School Community Council which includes parents and community members. Key community partners, Diamond Head Lions, Waikiki

Community Center, Waikiki Health Center, Next Step Hawaii, and Family Promise of Hawaii, and others, will be engaged in program planning, implementation, and assessment.

Job Creation/Employment: Activities and Outcomes

In the project period, 20 individuals will pursue entrepreneurship and further job training in long-term care careers. One hundred individuals will increase their knowledge about career and technical education opportunities at KCC and Honolulu CC. Thirty will enroll in college certificate and degree programs. These numbers will grow as a result of the MLC programming within the five-year Memorandum of Agreement.

Sustainability of Project Activities

The two activities (creating the MLC and six programs) will be achieved within the project period ending September 30, 2014. The HIDOE is committed to paying all utilities costs for the MLC, and Waikiki El will cover additional costs of custodial services. With satisfactory progress, we anticipate requesting a no cost extension through September, 2015, in order to make the most effective use of remaining program funds and strengthen the six programs. Tabor and Franco will begin discussions of fund-raising opportunities in fall 2013. In the development of the MOA, KCC, Waikiki El, and the HIDOE will identify future resource needs and possible sources of private, state, federal, and foundation funding for MLC programs through 2019. KCC has submitted an implementation grant to the Teagle Foundation to support a three-year (2014-2017) collaboration between KCC and Waikiki El. Total possible Teagle funding to KCC over the three year period is \$60,000.

Budget and Budget Narrative

Portables Installation: \$600,000 is being requested for the purchase, construction, and installation of two portables that will comprise the Mindful Learning Center at Waikiki Elementary School. The UH Facilities professionals will oversee the hiring of the architect who will prepare the

bid documents and award the contractor who will construct and install the portable structures. A ten percent in contingency fees **(\$60,000)** is also requested.

Personnel:

- 1) \$25,000: Project Coordinator (1.0 FTE, 12 months). This amount is more than 50 percent of the current Service-Learning Coordinator's annual salary, but will result in a higher quality applicant pool for a position that will only last six months.
- 2) \$9,750 plus fringe at 2.06%: Overload payment for OFIE evaluation and assessment; Jeffrey Yamashiro and Dr. Jia Qiong (Total = \$9,950.85). Yamashiro will conduct evaluation research on the impact of this project on service-learning student's academic achievement (course success rates, grade point averages, term to term persistence rates, and progress to degree completion and baccalaureate transfer. Dr. Qiong will conduct evaluation research on the impact of this project on student engagement (active-collaborative learning, faculty-student interaction, student effort, academic challenge, and student support services), and student learning outcomes assessment.
- 3) \$6,026 plus fringe at 44.91% - 3 credits assigned time for Dr. Krista Hiser (based on one-tenth of her annual salary, with established fringe benefits rate)(Total = \$8,732).
- 4) \$6,653 plus fringe at 44.91% -3 credits assigned time for Dr. Tanya Renner (based on one-tenth of her annual salary, with established fringe benefits rate)(Total = \$9,641).
- 5) \$16,000 for four KCC Student Leaders (4 at \$4,000, x hours x \$9.40 hour) to assist with Food Farm programs.
- 6) \$5,000 for faculty overload; Waikiki Partners Sustainability Institute. 10 faculty @ \$500 each (Total \$5,103.00 including fringe at 2.06%).

Contractual:

1. \$10,000 as a contract to the Kupuna Education Center for curriculum development and implementation. The contractual agreement will provide 10 family caregiver classes for up to 30 students per class at \$1,000 per class (cost includes instruction, materials and associated marketing costs). The classes will be comprised of 2-hour sessions for a total of 6 hours each.
2. We are also requesting \$10,000 for multi-purpose furniture (tables, chairs, desks) that can accommodate younger children and all age groups, and be reconfigured to create the best possible learning environments within the MLC. We will get three quotes for the furniture procurement, and include the quotes in a procurement file.

We are also requesting \$2,896.18 for supplies. Supplies will include a camera for videotaping program activities and student and participant reflections for dissemination locally and nationally. This videotaping and dissemination will enable the project to be replicated in other Honolulu schools serving low and moderate income students. Other supplies include paper for programs delivered at the MLC as well as for local and national workshop presentations and publications.

Indirect costs are being waived for the project in lieu of direct project and administrative costs.

Assessment, Evaluation, and Improvement

The Office for Institutional Effectiveness, under the supervision of the Project Director, Dr. Robert Franco, will oversee both formative and summative evaluations of this HUD project. At monthly Project Advisory Board team meetings, Franco, Orozco-Vargas, Renner, and OFIE Institutional Researchers Jeff Yamashiro and Jia Qiong will discuss formative short-term outputs, formulate additional evaluation questions of interest to important community stakeholders, identify summative long-term outcomes, and track progress toward these outcomes.

Formal and informal interviews will also be conducted with faculty, students, and resident groups. Programs and services delivery in the MLC will be tracked by a Project Coordinator who will have office space at the College and in the MLC. Evaluation reports will be integrated into quarterly project reports to HUD. Dr. Tanya Renner (KCC Professor, Psychology) will provide major leadership in “authentic assessment” working closely with Waikiki El staff to develop methods to measure metrics of greatest importance to the School staff and their constituents, metrics that will contribute to long-term sustainability and improvement of the partnership.