

House District Statewide

Senate District Statewide

THE TWENTY-SEVENTH LEGISLATURE
APPLICATION FOR GRANTS AND 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):

Department of Business Economic Development and Tourism

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

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:

Hawaii Korean Chamber of Commerce

Db:

Street Address:

Mailing Address: P.O. Box 2296
Honolulu, HI 96804

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name Daniel J.Y. Pyun

Title President

Phone # (808) 526-0999

Fax # (808) 599-8622

e-mail dp@pyunlaw.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:

Grants-in-Aid funding request for a 2015 trade mission to South Korea and funding for expanded educational services to underserved Korean businesses and individuals, other underserved ethnic populations and the elderly.

4. FEDERAL TAX ID #:

5. STATE TAX ID #:

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2015: \$ 75,000.00

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 \$ none reserved per balance sheet

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

DANIEL J. Y. PYUN, PRESIDENT

NAME & TITLE

DATE SIGNED

1/30/14

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 Hawaii Korean Chamber of Commerce (HKCC) was started in November of 1940 with a Petition For Charter of Incorporation on October 10, 1940 with the objective and purpose of improving the welfare of the Korean community within the City and County of Honolulu, granting scholarships and financial aid to needy and deserving students of Korean ancestry and promoting the business interest of the Korean Community. In 2015 the HKCC will be celebrating its 75th anniversary and will embark on new and expanded programs that are intended to have a broader reach in those served as well as the diversity of programs offered.

Since the 1980's, the Chamber has worked to promote business development and trade between Hawaii and Korea through events such as Business Seminars and Trade Missions to Korea. The Chamber also continues its tradition of providing scholarship awards.

Recently the Chamber has been involved in furthering the Korean community interest through events such as Tax Seminars, Korean Food and Culture Promotion, Entrepreneur of the Year Award, Scholarship Awards, and the Korean Festival.

2. The goals and objectives related to the request;

The purpose of this request is to provide supplemental funding for operational expenses for expanded services that cannot be conducted with the HKCC's normal operating income. The requested funds will be used for specific operational purposes. No capital funding is proposed in this request.

South Korea is one of the G-20 major economies. It's market economy is ranked 15th in the world by nominal GDP. To tap into that, HKCC intends to work with DBEDT to plan and coordinate a Trade Mission to Korea in 2015. Mission participants will include local business leaders and elected officials who will meet

with their Korean counterparts to strengthen ties and promote business between Korea and Hawaii.

Language and cultural barriers often prevent the elderly and those in need of health and welfare services from seeking assistance from both the state and the private sector. HKCC's educational outreach will hopefully make those services more accessible. This will promote not only the general welfare of the elderly and those in need but also help to alleviate the demands on emergency and ancillary services provided by the state.

More specifically, the funding will be allocated as follows:

Korea Trade Mission, non-annual:	\$50,000
Educational Seminars, annual and non-annual:	\$25,000

3. The public purpose and need to be served;

The HKCC's core mission is to promote business diversity and growth in order to create economic vitality within Hawaii and internationally. As a primarily English speaking organization, the HKCC also finds itself in a leadership role in promoting cultural exchange and civic education.

Historically, the HKCC plays a key "bridging" role between the mainstream community and Hawaii's Korean community. It is the HKCC's intent to expand its outreach programs in 2014 and 2015 largely through educational seminars and a trade mission to Korea which is becoming a key partner in Hawaii's business environment.

4. Describe the target population to be served; and

The educational and civic components of the HKCC's activities are primarily directed at local Korean speaking community or first generation owned Korean businesses. These activities are generally conducted bilingually or in Korean language to ensure comprehension of the information presented.

The HKCC's business activities are directed to all local business interested in working with Korean based companies or for business development among local companies.

Cultural promotion such as the Korean Festival or Korean food events are conducted largely for the benefit of the local community as well as the Hawaii visitor populations.

In celebration of the HKCC's 75th anniversary in 2015, 2014 and 2015 schedule are planned to extend outreach to not only the Korean community but also to the

elderly, underserved and other ethnic groups. Because language and cultural barriers often prevent the elderly or those in need of health and welfare services from seeking assistance, HKCC hopes to achieve and make its programs more accessible while still maintaining its mission purpose.

5. Describe the geographic coverage.

The HKCC's activities, with the exception of the Korea Trade Mission, are all Oahu based at this time. All HKCC events are open to the public. Over 90% of the Korean speaking population reside in urban Honolulu therefore accessibility to HKCC events is generally not geographically restrictive. Geographically, the Korean community is largely based within the densest metropolitan statistical areas therefore its service area also provides the best opportunities for other ethnic groups as well.

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;

Each project is managed by a committee of HKCC Board Members lead by a Chair or Co-Chairs. Depending on the scope and requirements of each project, appropriately skilled members of the HKCC membership are enrolled to fulfill the project requirements. HKCC remains financially responsible for all of its projects. Independent contractors are hired for services when necessary.

Typical educational or civic seminars are conducted at community venues with invited guest speakers or lecturers. Civic activities such as voter registration events are conducted in locales of highest potential outreach. These events are generally held at no cost to the public and expenses are borne by the HKCC or event sponsors. The HKCC plans, publicizes, conducts and assesses these events.

Cultural events are typically held at venues best suited for the respective activity. These events are generally sponsored by HKCC members, potential members, other cultural organizations or businesses.

Finally, the HKCC's trade mission planned for 2015 will be developed in coordination with DBEDT and will lead delegates from Hawaii to meet and network with Korean business counterparts as well as meetings with Sister City Chambers of Commerce. The HKCC, in coordination with DBEDT, will plan and coordinate this event which will involve local business leaders and elected officials to meet with their Korean counterparts in an effort to strengthen ties and promote business between Korea and Hawaii.

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

Projects proposed for calendar year 2014 lead off with a Tax Seminar scheduled for February 1. Topic featured in this seminar lead by Korean speaking CPA's include: Obama Care, Overseas Investment, Real Estate Tax, Employment Law, Social Security and 2014 Tax Laws. Business seminars have been extensively covered by the local Korean media (television, radio and newsprint) to reach a broad audience.

Planning for the Trade Mission to Korea will commence in the first half of 2014 with a target date of the summer of 2015. Because of the anticipated composition of the delegation and the Korean counterparts, advanced scheduling is required in order to ensure the highest level of business and government participation.

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

Each proposed activity has been conducted in the past. Subsequently, experience gained from these events allow the objectives of each activity to become more refined and effective. It is the HKCC's goal to grow the scope and community served by these events but funding remains a limiting factor.

Each proposed activity is lead by a HKCC Board Member with input from the Board as a whole. This provides a significant measure of quality assurance and constant feedback during the planning stages.

The events themselves are generally staffed by Board Members as well as the general membership therefore a large degree of accountability is provided during the event or activity.

Post activity evaluation is always conducted as a means of measuring the performance and financial results of the activity. Based upon these post event analysis, improvements are made to future events and activities. Financial reports at the conclusion of each event are presented to the Board.

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.

The most effective measure for most educational, civic and cultural activities conducted by the HKCC are by attendance. Because these events are open to the public, no quantitative measures besides attendance are recorded.

In past events such as Money Smart banking seminars conducted with the FDIC, successes have been measured by bank accounts opened by attendees. For the programs proposed for 2014 and 2015, measures will again be limited to attendance. Because one of the primary purposes of this request is to expand outreach, participation of current events can be compared with previous events of a similar nature. Events being conducted for the first time will be used as the basis for comparison of future events.

In future events such as the 2015 Trade Mission, measures can be put in to place to measure the number of Hawaii based participants and the number of new contacts made. Because events of this nature are essentially “seeding” events, numerical or financial results are usually experienced much later than the event itself.

III. Financial

Budget

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.
2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2015.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
10,000.00	10,000.00	25,000.00	30,000.00	75,000.00

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

The applicant will seek City and County of Honolulu Grants-in-Aid for fiscal year 2015. The applicant did not seek City and County of Honolulu Grants-in-Aid for fiscal year 2014.

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.

The applicant has not filed for nor received any state or federal tax credits.

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

Balance sheet attached.

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.

As an example of project capabilities, the Korean Festival, which is the HKCC's largest event, has been conducted for the past 12 years at Kapiolani Park, with over 300 volunteers and an estimated attendance of over 30,000 local residents and visitors. HKCC owns this event and income derived from this event are earmarked for community scholarships. This event is lead by the HKCC but engages and is open to all Korean community and local organizations willing to participate. This is the only event at this time that uses the services of an event planning coordinator.

All of the projects proposed for Grant-in-Aid funding have been previously conducted by the applicant in previous years. The HKCC has coordinated trade missions in the past but has not officially conducted a trade mission in the past three years.

The purpose of this request is to allow an expanded scope and reach of the trade mission project and the HKCC's educational seminars. None of the projects will be solely funded by requested funds.

The previously mentioned Korean Festival is now in its 12th year and is widely recognized as a major event in both the local community and the visitor industry.

The HKCC has held numerous seminars relating to taxes, banking and voter registration. The HKCC also played significant supporting roles in the US-Korea Visa Waiver program.

While composed entirely of volunteers, the applicant's membership generally consists of working professionals covering a broad spectrum disciplines which provide the organization with a solid foundation and knowledge base that allows the organization to complete its projects successfully.

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.

The applicant is a volunteer organization and does not have permanent facilities.

V. Personnel: Project Organization and Staffing

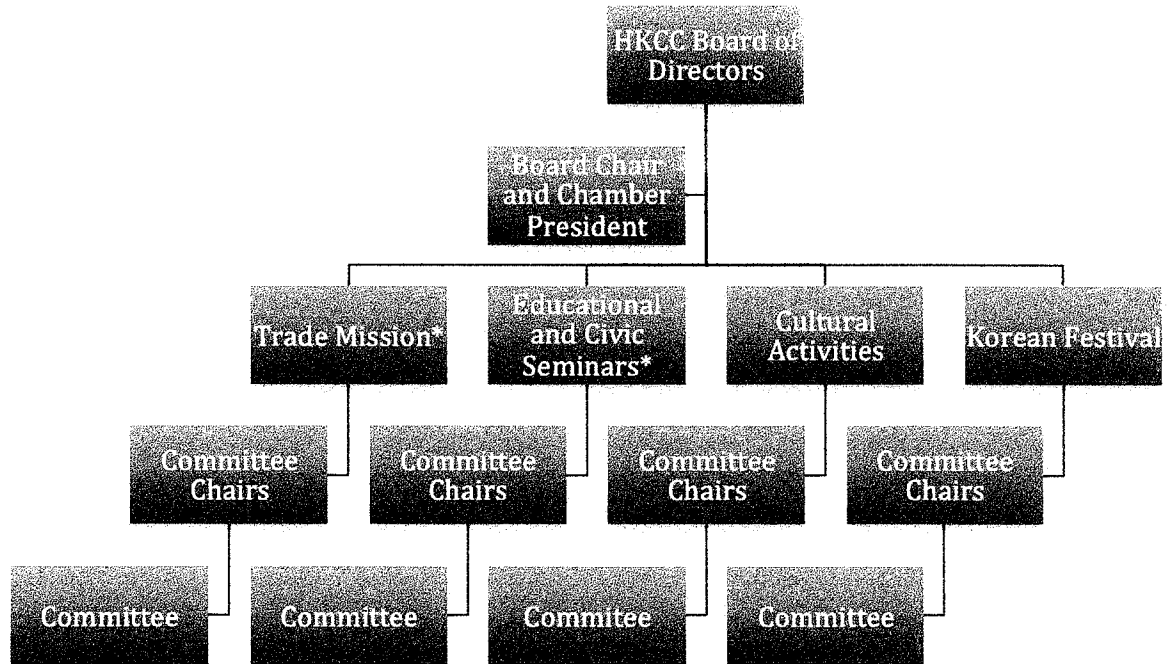
A. Proposed Staffing, Staff Qualifications, Supervision and Training

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 requested Grants-in-Aid will be earmarked for specific projects of definite term. While many of the applicant's projects are recurring on an annual basis, no full time or part time staff are used to organize or maintain these projects. Rather, each project is lead by a Board Member or Board Members in defined committees. Each committee is required to report to the full Board prior to, during and after the completion of each event.

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.



*Grants-in-Aid funds will be used for the Trade Mission and Educational Seminar projects.

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.

Not applicable. The HKCC is comprised on volunteers only.

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

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

Not applicable

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

Appi Hawaii Korean Chamber of Commerce

BUDGET CATEGORIES	Total State Funds Requested (a)	(b)	(c)	(d)
A. PERSONNEL COST				
1. Salaries	0	0	0	0
2. Payroll Taxes & Assessments	0	0	0	0
3. Fringe Benefits	0	0	0	0
TOTAL PERSONNEL COST	0	0	0	0
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. Event Venues	3,500	3,500	7,000	8,000
10. Event Food	3,000	3,000	5,000	6,000
11. Event Rentals	2,000	2,000	2,500	3,000
12. Honorarium	500	500	1,250	1,500
13. Promotion and Printing	2,500	2,500	5,000	6,750
14. Charter Transportation	1,500	1,500	3,000	4,000
15. Postage and shipping	1,500	1,500	2,500	3,000
16. Administrative Fees	2,000	2,000	3,500	5,000
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	16,500	16,500	29,750	37,250
C. EQUIPMENT PURCHASES	0	0	0	0
D. MOTOR VEHICLE PURCHASES	0	0	0	0
E. CAPITAL	0	0	0	0
TOTAL (A+B+C+D+E)	16,500	16,500	29,750	37,250
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	75,000	Taeyong Kim (808) 528-4661		
(b) Donations and In-kind	15,000	Name (Please type or print) Phone		
(c) HKCC funding	10,000	[Redacted]		
(d)		Signature of Requester Date		
TOTAL BUDGET	100,000	Daniel Pyun, President Name and Title (Please type or print)		

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Applicant: Hawaii Korean Chamber of Commerce

Period: July 1, 2014 to June 30, 2015

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
None	0.00		\$ -	0
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:			\$ -	0
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
None	0.00		\$ -	0
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:			\$ -	0
JUSTIFICATION/COMMENTS:				

**BUDGET JUSTIFICATION
CAPITAL PROJECT DETAILS**

Applicant: Hawaii Korean Chamber of Commerce

Period: July 1, 2014 to June 30, 2015

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: 2012-2013	FY: 2013-2014	FY:2014-2015	FY:2014-2015	FY:2015-2016	FY:2016-2017
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:	0	0	0	0	0	0
JUSTIFICATION/COMMENTS:						

**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:

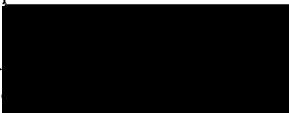
- 1) The applicant meets and will comply with all of the following standards for the award of grants and subsidies pursuant to Section 42F-103, Hawai'i Revised Statutes:
 - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities 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.

Hawaii Korean Chamber of Commerce
(Typed Name of Individual or Organization)

(Signature)



1/30/14
(Date)

Daniel J. Y. Pyun
(Typed Name)

President
(Title)

Hawaii Korean Chamber of Commerce
Balance Sheet of Current Unrestricted Assets
As of December 31, 2013

Assets

Current Assets

Cash and cash equivalent	\$61,108.45
Total Assets	\$61,108.45

Liabilities

Current liabilities

Total Liabilities	\$0.00
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Net Assets	\$61,108.45
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