



JAPANESE CULTURAL CENTER OF HAWAI'I

Honoring our heritage. Embracing our diversity. Sharing our future.

January 31, 2014

Senator David Ige, Chair
Senator Michelle Kidani, Vice Chair
State Committee on Ways and Means
State Capitol, Room 208
Honolulu, HI 96813

Attn: Rod Becker

Dear Senators Ige and Kidani:

The Japanese Cultural Center of Hawai'i (JCCH) is submitting a GIA request for operating and capital support in the amount of \$615,000 to create Hawai'i's Sumo Museum.

Sumo wrestling has been a part of Hawai'i's history beginning with the immigration of Japanese. But it was Hawai'i's entry into professional sumo in Japan that transformed the sport. Jesse "Takamiyama" Kuhaulua, Konishiki, Akebono and Musashimaru, the first foreign-born *rikishi* (professional sumo wrestler) and first non-Japanese to rise to *sekiwake* (sumo rank) and/or reach the rank of *Yokozuna* (Grand Champion), will be showcased in Hawai'i's Sumo Museum.

Their stories are unique and they are willing to share their experiences of leaving Hawai'i, adjusting to the cultural traditions of Japan, and gaining national and international prominence in a centuries-old sport.

In addition to a collection of oral histories and videos, museum artifacts would include sumo *Nishiki-e* (woodblock prints), sumo dolls, *Kesho-mawashi* (silk belt with embroidered apron worn by the upper ranked wrestlers) and other unique memorabilia.


The proposed Hawai'i's Sumo Museum will include a permanent collection and rotating exhibitions that:

1. Document and showcase the history of sumo in Hawai'i and Hawai'i's impact on sumo in Japan;
2. Collect and preserve stories, photographs and artifacts of the Hawai'i-born sumo wrestlers;
3. Create a place of research and a place to learn about Hawai'i-Japan relations through its unique sports associations.

This request specifically addresses the funding needs to support the planning, design and initial capital funds for the 4,100 square foot Hawai'i's Sumo Museum. Please find enclosed one copy of our GIA application for your consideration.

Thank you.

Sincerely yours,


Carole Hayashino
President and Executive Director
Japanese Cultural Center of Hawai'i

Enclosure: Grant in Aid application

House District 23__

Senate District 11__

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):

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

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:

Japanese Cultural Center of Hawai'i

Db/a:

Street Address:

2454 South Beretania Street, Honolulu, HI 96826

Mailing Address:

2454 South Beretania Street, Honolulu, HI 96826

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name CAROLE HAYASHINO

Title President and Executive Director

Phone # (808) 945-7633, ext. 23

Fax # (808) 944-1123

e-mail hayashino@jcch.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:

HAWAII'S SUMO MUSEUM

4. FEDERAL TAX ID #:

5. STATE TAX ID #:

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2015: \$ 615,000

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 \$615,000

FEDERAL \$ _____

COUNTY \$ _____

PRIVATE/OTHER \$ _____

AUTHORIZED SIGNATURE

CAROLE HAYASHINO, PRESIDENT AND EXECUTIVE DIRECTOR
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;

The Japanese Cultural Center of Hawai'i (JCCH) was incorporated in 1987 as a 501(c)(3) non-profit corporation with a goal to purchase land to develop, own, and operate a Japanese cultural center in Hawai'i. As an organization with its own "home," the vision was to have the Japanese Cultural Center of Hawai'i play a leading role in perpetuating the cultural heritage inherited from Issei pioneers and serve as a resource by preserving history, promoting Japanese culture, educating present and future generations on the evolving Japanese American experience in Hawai'i, and to foster understanding among Japanese Americans in Hawai'i, U.S. and Japan.

In 1988, one year after its incorporation, the Honolulu Japanese Chamber of Commerce transferred its leasehold interest of nearly 57,000 square feet of land in the heart of Mō'ili'ili to the Japanese Cultural Center of Hawai'i. The transfer of the leasehold rights of the property along with the option to purchase the fee title demonstrated the Chamber's commitment to the Japanese Cultural Center of Hawai'i. In 1989, JCCH signed an agreement with Bishop Estate to purchase the fee interest and launched the planning for the first phase of construction.

Phase I was designed primarily as an office building to support the headquarters of Japanese and other non-profit organizations. This central gathering place for administrative offices was to create synergy among existing community organizations that shared a common goal of supporting, preserving and perpetuating Japanese and Japanese American history and culture. The four-story office complex was completed in 1991 at a cost of \$3.5 million to accommodate the administrative offices of the JCCH, its Resource Center and Archives, organizational offices, and the Seikōan Teahouse where *chadō* (way of tea) classes are held.

Phase II was designed to serve as the public gathering place and was completed in 1994 at a cost of \$10.8 million. The JCCH Phase II facility includes a historical exhibit of artifacts and photos that traces the development of the Japanese community in Hawai'i, a martial arts dōjō, gift shop,

meeting rooms, and a 600-seating capacity banquet hall with a 270-stall parking garage. A landscaped multi-purpose outdoor courtyard and sky bridge connect the two buildings.

JCCH's historical gallery and its permanent exhibition, *Okage Sama De: I Am What I Am Because of You*, has become a hands-on classroom for 4,000 elementary and high school students who annually tour the exhibit led by JCCH volunteer interpretative guides. The Resource Center has taken a statewide role in researching and preserving Honouliuli and the 13 Japanese American confinement sites in Hawai'i. JCCH conducts educational tours to Honouliuli for high schools, colleges and the general public. JCCH has produced several publications including, "Family Torn Apart: The Internment Story of the Otokichi Muin Ozaki Family," and a full-length feature documentary film, "The Untold Story: Internment of Japanese Americans in Hawai'i."

JCCH's partnership programs include the National Park Service, World War II Valor in the Pacific National Monument, Japanese American Citizens League Honolulu, University of Hawai'i West O'ahu, University of Hawai'i Mānoa, Matsuri Kauai, Maui Matsuri, Honolulu Hiroshima Kenjin Kai, Hawaii Fukuoka Kenjin Kai, Honolulu Fukushima Kenjin Kai, and the Toshiko Takaezu Artists of Hawai'i Exhibitions.

In addition, JCCH sponsors annual festivals and special events such as the New Year's 'Ohana Festival, Kodomo no Hi: Keiki Fun Fest, Shichi Go San and an annual gala recognizing outstanding achievements of Japanese Americans in Hawai'i.

Today, the Japanese Cultural Center of Hawai'i is a vibrant resource that preserves Japanese American history, teaches Japanese cultural tradition, and strengthens our diverse community by educating present and future generations on the evolving Japanese American experience in Hawai'i. The JCCH continues to adapt existing programs, develop new initiatives that meet the changing needs and demographics of Hawai'i's Japanese community, and promote understanding and relationships between the people of Hawai'i and Japan.

2. The goals and objectives related to the request;

The overall goal of this request is to create a museum featuring Hawai'i's sumo wrestlers who went to Japan and transformed the centuries-old national sport. This facility will be the first of its kind in the United States and is expected to attract local, national and international visitors.

Sumo wrestling has been a part of Hawai'i's history beginning with the immigration of Japanese. But it was Hawai'i's entry into professional sumo in Japan that transformed the sport. Jesse "Takamiyama" Kuhaulua, Konishiki, Akebono and Musashimaru, the first foreign-born *rikishi* (professional sumo wrestler) and first non-Japanese to rise to *sekiwake* (sumo rank) and/or reach the rank of *Yokozuna* (Grand Champion), will be showcased in Hawai'i's Sumo Museum. Their experiences of leaving Hawai'i, adjusting to the cultural traditions of Japan, and stories of their sumo careers will be recorded on video and shared at the museum. Museum artifacts would

include sumo *Nishiki-e* (woodblock prints), sumo dolls, *Kesho-mawashi* (silk belt with embroidered apron worn by the upper ranked wrestlers), and other unique memorabilia.

The proposed Hawai‘i’s Sumo Museum will include a permanent collection and rotating exhibitions that:

1. Document and showcase the history of sumo in Hawai‘i and Hawai‘i’s impact on sumo in Japan;
2. Collect and preserve stories, photographs and artifacts of the Hawai‘i-born sumo wrestlers;
3. Create a place of research and a place to learn about Hawai‘i-Japan relations through its unique sports associations.

This request specifically addresses the funding needs to support the planning, design and initial capital funds for a 4,100 square foot Hawai‘i’s Sumo Museum.

3. The public purpose and need to be served;

Honoring our Heritage, Embracing our Diversity and Sharing our Future: JCCH strives to share the history, heritage and culture of the evolving Japanese American experience in Hawai‘i. We do this through relevant programming, meaningful community service and innovative partnerships that enhance the understanding and celebration of our heritage, culture, and love of the land. To guide us in this work, we draw from the values found in our Japanese American traditions and the spirit of Aloha.

The proposed Hawai‘i’s Sumo Museum expands our current programming from the history of Japanese in Hawai‘i to the history of Hawai‘i’s unique relationship with Japan. In the documentary film, “Sumo East and West,” Hawaiian wrestlers are prominently featured as it explores the rise of foreign-born wrestlers in Japan and the rapid globalization of the 2,000 year old sport. Hawai‘i’s Sumo Museum will offer a unique and untold perspective of how Hawai‘i athletes, the first foreigners to enter the ancient sport, influenced and impacted traditional Japanese sumo. While showcasing the legacies of Hawai‘i’s sumo athletes, the museum will also look to the future as sumo grows in popularity in the West, where its advocates are lobbying for its inclusion in the Olympics and staging amateur sumo tournaments.

While there is a Sumo Museum in Tokyo, no such facility exists in Hawai‘i or in the United States. For the state of Hawai‘i, the museum will celebrate the rise and impact of local athletes to national and international prominence in the sport of Sumo. The project is expected to build interest in the sport and help build tourism and visitors to Hawai‘i.

The overall projected budget for the planning, design and capital improvements for Hawai‘i’s Sumo Museum is \$996,750. At this time, JCCH is requesting \$615,000 from the State of Hawai‘i

to fully fund the planning and design phases and partially support the renovations to create Hawai‘i’s Sumo Museum.

4. Describe the target population to be served; and

Currently, JCCH serves as a gathering place in Honolulu. In the immediate neighborhood, the JCCH works in close partnership with the University of Hawai‘i Mānoa, Mō‘ili‘ili Community Center and the Old Town Mō‘ili‘ili Business Association (OTMBA). The JCCH’s educational outreach extends beyond the boundaries of Mō‘ili‘ili to public and private schools on O‘ahu as well as to schools and teachers on the neighbor islands.

The exhibit will be appropriate for all ages—adults, families, college students, high school students and elementary school children. Public programming will be developed to provide another dimension to the exhibit. The general public will have the opportunity to meet sumo wrestlers and hear their personal stories first-hand. Hawai‘i’s Sumo Museum is expected to attract local residents, school children, as well as visitors from Japan and the continental U.S. The success of Jesse Kuhaulua, Akebono, Konishiki, Musashimaru, and other Hawai‘i-born sumo wrestlers did not go unnoticed in Hawai‘i. Their success was a source of pride as they were born and raised in local communities throughout the islands. For this reason, we believe local residents will embrace this museum and be fascinated by the unique artifacts and the stories of local sumo athletes.

In addition, international tourists, particularly from Japan, will be fascinated by Hawai‘i’s Sumo Museum. JCCH has held preliminary discussions with Honolulu-based Japanese tour agencies where interest and support in the Sumo Museum has been expressed.

5. Describe the geographic coverage.

The JCCH has a statewide presence through its membership, board composition, and programming, however, the administrative offices and operations are O‘ahu-based. The Board of Directors includes board representation from the islands of Maui, Kaua‘i and Hawai‘i, and JCCH members reside throughout the state, continental United States and Japan.

While the JCCH special collections and historical exhibit are housed in Honolulu, exhibits, genealogy workshops, teacher trainings, book programs, and cultural demonstrations are sponsored on Kaua‘i, Maui and Hawai‘i. In addition, JCCH continues to have a presence and participates in the annual Maui Matsuri and cultural festivals in Kaua‘i. We are committed to remaining relevant to our community and provide state-wide programming.

Hawai‘i’s Sumo Museum, to be owned and operated by the JCCH, will be off-site from JCCH offices and centrally located between Waikiki and Ala Moana. Working in partnership with the Pagoda Floating Restaurant, the Sumo Museum will be housed in the Pagoda’s 2nd floor

ballroom. Pagoda is committed to Hawai'i's Sumo Museum's success and has proposed a lease arrangement for the entire 2nd floor ballroom and foyer that waives a monthly rental fee. Pagoda will make parking available for tour buses and cars visiting Hawai'i's Sumo Museum.

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;

Last year, JCCH created an advisory group to explore the feasibility of creating a sumo museum, outline the project's needs, and to oversee an action plan. Members of the advisory group include Tyler Tokioka, Chairman of the JCCH Board of Directors; Carole Hayashino, President and Executive Director of the JCCH; Tom Klobe, museum curator and professor; Rattana Soubandith; Wayne Miyao, business leader; and Kurt Osaki of Osaki Creative. Based on Hawai'i's Sumo Museum Advisory Committee's recommendations and jobsite visits by Ushijima Architects and Robert Kaya Builders, the scope of work includes:

Capital Improvements: \$477,250

1. Removal of the flooring, wall finishes (wainscot, lattice, mirrors, etc.) and ceiling in the existing 2nd floor ballroom.
2. Patching existing walls in the ballroom where finishes have been removed.
3. Cleaning and sealing existing concrete floor in ballroom.
4. Painting open ceiling in ballroom black.
5. Installation of new Unistrut framing system at exposed ceiling.
6. Installation of new lighting, power, and data for the exhibition space.
7. New painting throughout exhibition space.
8. Removal of two set of doors to the existing ballroom.
9. Installation of two sets of storefront glass doors at the ballroom-- one for ingress and one for egress.
10. Design and installation of new fire sprinkler system for exhibition space (if necessary).
11. Modifications of existing air conditioning system for exhibition space (if necessary).

Operational Scope of Work: \$143,000

1. Exhibit planning phase: 28 hours at \$125.00 = \$3,500
 - a. Work with architect to plan space, visitor flow, ensure electrical, lighting and climate controls.

2. Exhibit design phase: 420 hours at \$125.00 = \$52,500
 - a. Conceptualizing exhibit based on interviews with sumo wrestlers.
 - b. Development of story line, sequencing of exhibit with plans & exhibit model with consideration of artifacts.
 - c. Research and writing of interpretative text.
 - d. Overseeing construction of exhibits, cases, and special properties.
 - e. Final installation of exhibit.
3. Project Manager: .50 for 12 months: \$36,000
4. Collections Coordinator: .50 for 10 months: \$25,000
5. Videographer: \$26,000 (production & editing of 6 three to four minute videos)

Equipment, Video Monitors, Exhibit Cases: \$376,500

1. Video displays throughout the exhibition to showcase interviews with sumo wrestlers.
2. Exhibit cases, furniture, equipment and supplies for artifacts.
3. Design and production of storyboards and labels.
4. Transportation, storage and preservation of artifacts.

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

Estimated Timeline	Results	Assigned
2 months	Exhibit and space planning: visitor flow, space, electrical, lighting, climate plans	Curator for planning phase
3 months	Removal of flooring, wall finishes, ceiling Patch and painting of ceiling and walls	Contractor & Project Manager
	Cleaning, sealing concrete floor	Contractor & Project Manager
	Installation of Unistrut framing	Contractor & Project Manager
	Installation of new lighting, power, and data	Contractor & Project Manager
	Remove and replace entry doors to exhibit space	Contractor & Project Manager
10 months	Collections Coordinator hired Work with Curator and Exhibit Designer	Collections Coordinator
	Adopt JCCH collections policies	Collections Coordinator
	Contact wrestlers—inventory items to be donated or loaned	Collections Coordinator
	Arrange transportation of artifacts	Collections Coordinator
	Catalog artifacts	Collections Coordinator
3 months	Hire videographer; conduct oral history interview	Filmmaker
	Produce and edit 6 3-4 minute videos for the exhibit	Filmmaker
10 months	Exhibit Designer: conceptualize exhibit based upon oral histories	Curator
	Develop story line	Curator
	Sequence exhibit and build exhibit model based on artifacts	Curator
	Research and write interpretative text	Curator
	Oversee construction of exhibits	Curator
	Install exhibit	Curator
5 months	Order display cases, equipment, furnishings, video monitors	Project Manager
	Design and produce story boards and labels	Curator
	Install equipment, cases	Curator

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

The Hawai‘i’s Sumo Museum Advisory Group was established in 2013 to explore the feasibility of creating a sumo museum, build support for the project, and monitor its progress. Upon notification of receiving the grant award, the President and Executive Director will assemble the Advisory Group, including key staff, Board chairman, Facilities Committee chairman, museum designer and curator (Tom Klobe), and local business leaders who are sumo advocates, to review scope of work, assign specific responsibilities, and define timelines and benchmarks to measure progress.

The Advisory Group will meet regularly with the architect and contractor to plan the exhibition space and visitor flow. The President and Executive Director will hire a project manager and collections manager in order to manage inventory and secure and transport artifacts from the former sumo wrestlers. The advisory group will report to the Board on a monthly basis. At the completion of the project, a joint comprehensive written evaluation of the results will be conducted by the Advisory Group, JCCH Board of Directors and staff.

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.**

JCCH will provide three progress reports and one final report to the Department of Accounting and General Services (DAGS) on the inventory of artifacts, exhibit design, exhibition text, videos, and capital improvements to the ballroom. Assuming a July 1 - June 30 calendar year, the reporting period would be: Quarter 1 from July to September; Quarter 2 from October to December; Quarter 3 from January to March. The fourth quarter will be the final report encompassing the 4th Quarter activities and a comprehensive summary of the project.

These reports will include, but not be limited to: (1) Project Summary; (2) Current Activities; (3) Activities for next 90 days; (4) Issues; (5) Financial Costs, including budget, cash flow, reserve status, contract status; (6) Project Schedule; (7) Project Reports. The Final Report will also include photos and exhibition booklet.

III. Financial

Budget

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

Attached.

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

Based on July – June calendar.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$115,750	\$84,250	\$332,750	\$82,250	\$615,000

- Quarter 1: Exhibit planning and design, space planning, identifying artifacts and collections, start on capital renovations to exhibit space.
- Quarter 2: Complete renovations to exhibit space; conduct oral history interviews with sumo wrestlers, inventory and collect artifacts, conceptualize exhibit, draft storyboard and text.
- Quarter 3: Order furnishing, equipment and video monitors, build exhibit model, finalize text.
- Quarter 4: Design and produce labels, install cases, equipment, video monitors, final installation of exhibit.

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

We will be seeking private sources of funding to address capital improvements to the Pagoda Ballroom. Approaches will be made to the following:

JCCH members, individual and corporate contributors (\$100,000)

Foundations including Harold K.L. Castle Foundation, Atherton Family Foundation and the Weinberg Foundation will be approached for support.

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.

Not applicable.

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

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.

JCCH has experience managing properties, facilities, and working with tenants. For the past ten years, JCCH has retained Hawaiian Properties, Ltd. as its property management company to oversee the day-to-day operations of the facilities and property, coordinate bids and proposals from vendors, supervise vendors on facilities repairs and maintenance, monitor plant budget and serve as liaison to the board's Facilities Committee and staff. The property manager oversees the routine building maintenance and services provided by ABM Family of Services.

JCCH has experience managing grant awards for capital projects. In addition to the professional property manager and maintenance support, the Japanese Cultural Center of Hawai'i staff has years of experience of managing grant awards to support capital improvements to its facilities. The JCCH has received funding from the City and County of Honolulu's Community Development Block Grant for ADA compliance (\$50,000). In 2008, the JCCH received \$325,000 Grant in Aid funds to replace the air conditioning units in Phase I and Phase II. JCCH has also been a beneficiary from many foundations including the Weinberg Foundation, Harold K.L. Castle Foundation and the Atherton Family Foundation, all of whom have supported capital improvements. Significant federal, state and county support has been provided to JCCH educational programs. Most significant are a series of projects supported by the Japanese Confinement Sites Grant Program of the National Park Service of the U.S. Department of the Interior. The JCCH takes pride in its grant management, grant reporting and completing its projects on budget and on time.

Verifiable experience of related projects in the past three years include:

- | | |
|-----------|--|
| 2006 | \$50,000, City and County of Honolulu, Community Development Block Grant to meet provisions of ADA guidelines, including signage and renovations to restroom facilities. |
| 2008/2009 | \$325,000, State of Hawai'i, Grant in Aid to replace the air conditioning systems |

JCCH has experience creating and managing permanent exhibitions and rotating gallery exhibits. In January 1995, the Japanese Cultural Center of Hawai'i opened its permanent historical exhibition, *Okage Sama De: I Am What I Am Because of You*. The exhibit tells a

cultural story that resonates with all ethnicities across the United States. The exhibit reveals the indelible legacies and values passed on from generation to generation—starting with the first wave of Japanese immigrants in 1868—that are now weaved into the Hawai‘i landscape and still carried on today. The permanent historical exhibit was renovated in 2012 by an exhibition committee led by Jane Komeiji, Tom Klobe and Momi Cazimero. To complement the permanent historical exhibit, the JCCH has a rotating gallery space of 1,000 sq. feet which highlights contemporary Japanese American artists of Hawai‘i and/or exhibits that focus on specific themes touched upon in *Okage Sama De* such as Hawai‘i confinement sites and Honouliuli.

The JCCH has a track record of successful public programming around the permanent historical exhibit working with elementary and high schools. Last year, over 4,000 school children toured the exhibit. With each rotating exhibit in the community gallery, the JCCH has organized public programs to enhance and promote the exhibits.

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 JCCH facilities were built in the early 1990’s with a total construction cost of \$15 million. Designed to evoke a Japanese influence on contemporary Hawai‘i, the JCCH serves as a gathering place to learn Japanese American history, Japanese cultural traditions and as a place to celebrate the diversity of Hawai‘i. In total, the two-building complex sits on 1.3 acres of land with 47,635 square feet of rentable space.

In 2003, the JCCH commissioned the Accessibility, Planning & Consulting group to identify areas of improvement. This report guided JCCH’s renovation plan in order to expand access and comply with the Americans with Disabilities Act. Ramps to the administrative offices were built, restrooms were renovated, the permanent exhibition was modified, and appropriate signage was installed throughout the buildings. JCCH is mindful of accessibility issues in its facilities, programs and activities.

The proposed Sumo Museum will be located on the 2nd floor of the Pagoda Floating Restaurant ballroom. The ballroom is ADA accessible via an elevator from the 1st floor to the 2nd floor. Doorways and entry ways comply with ADA standards. The museum will include appropriate signage throughout the exhibit.

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.

President and Executive Director, **Carole Hayashino**, has the overall responsibility for the grant and the project. She serves as liaison between the Board of Directors, Facilities Committee, Hawaiian Properties and ABM Family of Services. Prior to her employment with the Japanese Cultural Center of Hawai'i, Hayashino was vice president for advancement at Sacramento State where she raised funds for the university's new athletic facility, working collaboratively with Facilities and Athletics in the pre-planning and construction phase of the athletic field house, oversaw the renovations to the university library and capital improvements to the university's alumni center. Hayashino served 8 years on the College of Marin board of trustees where she was involved in the first facilities bond campaign and represented the Trustees on the Bond Oversight Committee to monitor the \$245 million capital bond to construct a new science building, arts center and academic building at the college.

Caroline Okihara is the Director of Finance and Administration and currently oversees tenant relations, rental and lease agreements, budget planning and assists with the coordination between JCCH and Hawaiian Properties, Ltd. and ABM Family of Services.

Chairman of the Board of Directors, **Tyler Masayuki Tokioka**, has an undergraduate degree in Business Administration and a graduate degree in Business. He is familiar with property management having held licenses in real estate, as a stock broker and in insurance. Tokioka oversaw the multi-million dollar renovation of the Island Insurance Home Office located at 1022 Bethel Street and the Island Insurance Claims Office located at 1165 Bethel Street Basement in downtown Honolulu. Currently, Tokioka is Vice-President of External Affairs of Island Insurance, Island Holdings Corporate Secretary and President of the Island Insurance Foundation.

Dr. Brennon Morioka serves as vice president and chair-elect on the JCCH board of directors and a member of the Facilities and Operations standing committee. Dr. Morioka is currently the Deputy Executive Director for the Honolulu Authority for Rapid Transportation. Dr. Morioka has also previously served as the Director of the State of Hawai'i Department of Transportation, as Vice President and Area Manager with CH2M HILL in the Honolulu Office, and as the Executive Vice President of Shioi Construction. He is a licensed civil engineer in Hawai'i and California. Dr. Morioka received his Bachelor's and Master's of Science degrees in Civil Engineering from the University of California at Berkeley and completed his doctoral studies here at home at the University of Hawai'i. He is also a graduate of 'Iolani School.

Glenn Inouye, vice president of the JCCH Board of Directors and chairman of the Facilities & Operations Committee, is currently Senior Vice President of Servco Pacific Inc. and oversees Servco’s automotive distribution operations which encompass distribution for Toyota, Lexus, Scion, Suzuki and Subaru vehicles throughout the state of Hawai‘i. In his 28 year career at Servco, he held various positions which included Automotive Controller, Corporate Controller and, most recently, oversaw Servco’s retail dealership operations. In addition, he serves on the company’s Executive Committee and Finance Committee which approves all major capital improvement projects and acquisitions for the company. Past projects included the acquisition of the Subaru distribution franchise from Fuji Heavy Industries, purchase of a 14 acre parcel in West O‘ahu and the acquisition of five Toyota/Lexus dealerships in Australia. Prior to joining Servco, he worked for 8 years on the professional staff of Deloitte Haskins & Sells, a national CPA firm. Glenn has served on the board of the Japanese Cultural Center of Hawai‘i for over 4 years in leadership capacities as chairman of the Membership Committee and current member of the Executive Committee, Facilities and Operations Committee and Membership/Fundraising Committee.

In addition to the expertise of the board, JCCH has contracted with Hawaiian Properties, Ltd. to assist with the physical and fiscal management of the property. Hawaiian Properties, Ltd. oversees the Center’s operational activities including contracted services for building maintenance, air conditioning, fire systems, and security. Hawaiian Properties also manages the tenant issues, property and building reserve accounts.

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.

Please see attached organization chart.

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.

- ██████████, President and Executive Director: \$104,000
- ██████████, Director of Finance and Administration: \$61,082
- ██████████, Director of Programs: \$54,000

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.

The Japanese Cultural Center of Hawai'i has no pending litigation to which they are a party.

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.

The Japanese Cultural Center of Hawai'i is committed to working with certified licensed contractors in their respective fields of specialty for the defined scope of work. The JCCH will do its due diligence and contact the Department of Commerce and Consumer Affairs to ensure that the contractors are fully licensed and insured. JCCH will enter into a valid contract with certified licensed contractors and execute the contract terms within the specified time.

**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.

Japanese Cultural Center of Hawai'i

1/31/2014

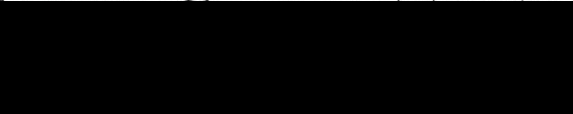
(Date)

Carole Hayashino
(Typed Name)

President and Executive Director
(Title)

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

Applicant: Japanese Cultural Center of Hawai'i

BUDGET CATEGORIES	Total State Funds Requested (a)	(b)	(c)	(d)
A. PERSONNEL COST				
1. Salaries				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
TOTAL PERSONNEL COST	143,000			
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(phone/internet systems)	0			
8. Utilities	0			
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES				
C. EQUIPMENT PURCHASES	376,500			
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL	95,500			
TOTAL (A+B+C+D+E)	615,000			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	615,000	Caroline Okihara (808) 945-7633, x33		
(b)				
(c)				
(d)				
TOTAL BUDGET	615,000	Caroline Okihara, Director of Finance and Administration Name and Title (Please type or print)		

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Applicant: Japanese Cultural Center of Hawai'i

Period: July 1, 2014 to June 30, 2015

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Design, signage, typesetting, mural graphics, gallery frames,			\$ -	
display cases, video monitors, tv/computer design,			\$ -	
computers, A/C and humidifer.			\$ 169,500.00	
Fixtures-Internet and phone system, security system,			\$ -	
tracking lights and walls, wall dividers, pedestals.			\$ 207,000.00	
TOTAL:			\$ 376,500.00	376,500
JUSTIFICATION/COMMENTS:				

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

**BUDGET JUSTIFICATION
CAPITAL PROJECT DETAILS**

Applicant: Japanese Cultural Center of Hawai'i

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	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			95500			
EQUIPMENT						
TOTAL:			95,500			
JUSTIFICATION/COMMENTS: Removal of flooring, wall finishes, ceiling patch and painting						

JAPANESE CULTURAL CENTER OF HAWAII
STATEMENTS OF FINANCIAL POSITION
December 31, 2013,

	12/31/13
ASSETS	
CURRENT ASSETS	
<hr/>	
CASH ON HAND AND IN BANKS	
UNRESTRICTED	327,082
FACILITIES	243,646
	570,728
MARKETABLE SECURITIES	
UNRESTRICTED	1,446,100
TEMPORARY RESTRICTED	680,190
	2,126,290
OTHER CURRENT ASSETS	
INVENTORY	31,383
PREPAID EXPENSES	18,744
ACCOUNT RECEIVABLE	113,608
	163,734
TOTAL CURRENT ASSETS	2,860,752
FIXED ASSETS	
<hr/>	
LAND	3,276,131
BUILDING AND IMPROVEMENTS	18,490,155
LEASED EQUIPMENT	391,073
HISTORICAL GALLERY	761,665
FURNITURE AND EQUIPMENT	919,837
SOFTWARE	2,183
	23,841,044
TOTAL FIXED ASSETS	23,841,044
LESS ACCUMULATED DEPRECIATION	(11,686,182)
	12,154,862
OTHER ASSETS	
<hr/>	
SECURITY DEPOSITS	16,361
RESTRICTED FUNDS	306,075
TEMPORARY RESTRICTED FUNDS	50,000
OTHER ASSETS	216,500
	588,936
TOTAL OTHER ASSETS	588,936
TOTAL ASSETS	15,604,550

JAPANESE CULTURAL CENTER OF HAWAII
STATEMENTS OF FINANCIAL POSITION
December 31, 2013,

	<u>12/31/13</u>
LIABILITIES AND NET ASSETS	
<u>CURRENT LIABILITIES</u>	
CURRENT MATURITIES OF CAPITAL LEASE OBLIGATION	9,372
ACCOUNTS PAYABLE	47,406
OTHER CURRENT LIABILITIES	<u>24,620</u>
TOTAL CURRENT LIABILITIES	81,398
<u>OTHER LIABILITIES</u>	
OBLIGATION UNDER CAPITAL LEASE	12,299
SECURITY AND OTHER DEPOSITS	<u>16,359</u>
TOTAL OTHER LIABILITIES	<u>28,658</u>
TOTAL LIABILITIES	110,056
<u>NET ASSETS</u>	
UNRESTRICTED	14,458,229
TEMPORARILY RESTRICTED	730,190
PERMANENTLY RESTRICTED	<u>306,075</u>
TOTAL NET ASSETS	<u>15,494,494</u>
TOTAL LIABILITIES AND NET ASSETS	<u><u>15,604,550</u></u>



JAPANESE CULTURAL CENTER OF HAWAII
Honoring our heritage. Embracing our diversity. Sharing our future.

Organizational Chart

