

House District 37

Senate District 17

THE TWENTY-EIGHTH LEGISLATURE
APPLICATION FOR GRANTS
CHAPTER 42F, HAWAII REVISED STATUTES

Log No: _____

For Legislature's Use Only

Type of Grant Request:

GRANT REQUEST - OPERATING

GRANT REQUEST - CAPITAL

"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.

"Recipient" means any organization or person receiving a grant.

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:
Hawaii United Okinawa Association

Dbn: Hawaii United Okinawa Association

Street Address: 94-587 Ukee Street, Waipahu, HI 96797

Mailing Address: 94-587 Ukee Street, Waipahu, HI 96797

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name JANE F. SERIKAKU

Title Executive Director

Phone # 808-676-5400

Fax # 808-676-7811

E-mail JSERIKAKU@HAWAII.RR.COM

3. TYPE OF BUSINESS ENTITY:

- NON PROFIT CORPORATION INCORPORATED IN HAWAII
- FOR PROFIT CORPORATION INCORPORATED IN HAWAII
- LIMITED LIABILITY COMPANY
- OTHER
- SOLE PROPRIETORSHIP/INDIVIDUAL

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

HUOA's Renovation Project of Hawaii i Okinawa Center seeks to make significant capital improvements to the 25 year old property in Waipio. Currently operating with original materials & systems as old as the Center, improvements enable HUOA to continue its mission promote, preserve and perpetuate Okinawan culture, to "Share Uchinanchu Aloha", and to serve and be a productive member of the greater community.

4. FEDERAL TAX ID #: _____

5. STATE TAX ID #: _____

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2016: \$350,000

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 \$ _____
 FEDERAL \$ _____
 COUNTY \$ _____
 PRIVATE/OTHER \$ 48,000

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE

AUTHORIZED SIGNATURE

MARK H. HIGA, PRESIDENT

NAME & TITLE

JANUARY 29, 2015

DATE SIGNED



RECEIVED
1-30-15

✓

**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS 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 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 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 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.

- 2) If the applicant is an organization, 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 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 used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant 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 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 UNITED OKINAWA ASSOCIATION
(Typed Name of Individual or Organization)

 _____
(Signature) (Date)

Mark H. Higa _____
(Typed Name) (Title)

Application for Grants

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. Please include the following:

1. A brief description of the applicant's background;

Hawai'i United Okinawa Association (HUOA) is a 501(c)(3) non-profit organization whose mission is to promote, perpetuate and preserve Okinawan culture. To that end, it performs community service, supports and encourages education, and conducts cultural programs, arts and crafts exhibits, demonstrations, and athletic and social activities. It also prints, publishes and/or distributes Okinawan cultural and historical information and books, encourages member associations to sustain their membership and cultural activities that are unique to the individual associations and international relations.

The HUOA is the umbrella organization for its 49 member clubs, whose combined membership exceeds 40,000 in number. Members reside mainly in Hawai'i, but are also in Okinawa, Japan, and the mainland United States. HUOA was established in 1951 as the Hawai'i Okinawa Rengo Kai, or United Okinawan Association of Hawai'i - and renamed the Hawai'i United Okinawa Association in 1995.

The "home" of HUOA is Hawai'i Okinawa Center (HOC), a 2.5 acre property in Waipio. HOC stands as a living tribute to the Okinawan immigrant pioneers who began arriving in Hawai'i in 1900. Encouraged by Governor Junji Nishime of Okinawa in the 1980's, HOC was built with donations from Hawai'i's Okinawan and business communities, and supporters in Okinawa and the mainland U.S. HOC opened its doors in 1990, which marked the 90th anniversary of Okinawan immigration to Hawai'i.

Hawai'i Okinawa Center not only offers a "home" for HUOA, it offers the community and state, at large, a unique property to hold meetings, workshops, conferences, events and special celebrations. Families, schools and organizations are able to have small or large functions outside of Honolulu. Through HOC, the area community continues to flourish with opportunities for small businesses to showcase their products at HUOA events.

Programs sponsored and operated by HUOA include:

- **Okinawan Festival** – a two-day celebration, whose goal is to "Share Uchinanchu Aloha", is held annually on Labor Day weekend at Kapiolani Park. An experienced committee of 35 plans and organizes the festival year in and year out. The committee oversees over 2,700 volunteers who assist in various capacities in areas related to construction, logistics, food preparation, cooking, sales, and video production. The Okinawan Festival attracts approximately 50,000 attendees each year including, Oahu residents and visitors from the Neighbor Islands, mainland U.S. and other countries. 2015 marks the 33rd year of celebrating & Sharing Uchinanchu Aloha.
- **Statewide Okinawan Children's Cultural Day Camp** — Since 1996, HUOA's Children's Okinawan Cultural Day Camp offers children from ages of 8-13 an introduction to Okinawan/Japanese culture and Hawai'i's plantation history in a fun and enjoyable learning atmosphere at Hawai'i Okinawa Center. This one-of-a-kind summer program began on Oahu and has expanded to the neighbor islands. HUOA clubs on Maui, Hilo, Kohala, Kona, and Kauai coordinate to offer a unique hands-on learning experience for Hawai'i's keiki to learn about its multi-cultural society.
- **Hawai'i-Okinawa International Student Exchange Program** -The Program is an annual sister-state exchange program that began in 1990 between the Okinawa Prefecture Board of Education and the Hawai'i Department of Education in partnership with the Hawai'i State Legislature and HUOA. Over the past 20 years, over 1,000 students have participated in the exchange program. Okinawa students spend fourteen (14) days in Hawai'i and in the past have spent three of those days on Hawai'i Island, visiting schools with their host student on Oahu and Hilo, and historical and educational sites throughout the islands. Exchange students and their host families enjoy one last gathering at the Hawai'i Okinawa Center before returning to Okinawa. Historically, the Program received funding from the Legislature, with Hawai'i Department of Education responsible to execute the Program. Since 2011, funding from the State is no longer available, and HUOA has taken on the task to administer and provide funding to continue this long-standing and successful sister-state international exchange program.

- **Senior Health and Awareness Fair** – Realizing the needs of the community, HUOA began providing an annual Senior Fair five years ago. Offering Leeward and Central Oahu residents an opportunity to meet and learn more about elder care, senior programs, nutrition, retirement facilities, government agencies, financial management and other senior related concerns in a friendly and safe environment at HOC free of charge.
- **Annual Craft Fairs** – Offering local hand crafters and small businesses an opportunity to showcase their products and services at two craft fairs at HOC. The two-day Winter Craft Fair and Evening Craft Fair offers shoppers over 200 vendors to patronize, and gives opportunities for residents to donate to Hawai'i Foodbank and register with the Hawai'i Bone Marrow Registry.
- **International Partnership for Scholarship & Cultural Exchange**
HUOA nominates young Okinawans from Hawai'i for two scholarships offered by the Okinawan Prefectural Government to study in Okinawa for a period of one year. The close relationship between the prefectural government and HUOA offers opportunities for cultural exchange between residents of Hawai'i and Okinawa.
- **Education: Cultural Classes** - The organization supports cultural education by providing classes for Okinawan language, ikebana (Japanese flower arrangement), sanshin (Okinawan stringed instrument), taiko and ichi-go-ichie (hybrid instrument of sanshin and guitar). Classes are held at HOC by professionals who volunteer as instructors.
- **Fellowship: Sports Program** - HUOA supports a sports program to encourage camaraderie, participation and fellowship among member clubs through friendly competition in bowling, golf, softball and volleyball.
- **Okinawa Study Tour and Leadership Study Tour** – To strengthen ties to Okinawa, to develop future leaders in the community, to provide cultural education and to visit Okinawa Prefectural Government, the annual HUOA Study Tour participants experience Okinawa like no other.
- **Community Service** –
 - Working closely with homeless shelters on Oahu, HUOA reaches out by holding a picnic and providing much needed clothing, food and other supplies for shelter residents.
 - During events throughout the year, HUOA accepts donations for Hawai'i Foodbank and offers visitors an opportunity to register with Hawai'i Bone Marrow Registry.

- **Cultural Concerts and Performances** – HUAO supports and sponsors local and international cultural concerts and performances at HOC. A few performances among the many include:
 - "Okinawa 1945", a play by Castle High School Performing Arts that told the story of the horrific experiences of the nurses during the Battle of Okinawa during World War II
 - a concert by sanshin master and Japan's National Living Treasure in Cultural Arts, Mr. Choichi Terukina
 - a widely popular musical play in Okinawa entitled, "Kimutaka no Amawari", recounting a 550 year old story of Lord Amawari of Katsuren Castle in Okinawa by over 100 junior and senior high school students from Okinawa
 - a theatrical play "Toyama Kyuzo: Okinawan Immigration" that depicts Okinawan's struggle to immigrate to Hawai'i; performed by 8-17 year old students from Okinawa

Hawai'i's Okinawan community is very proud of its heritage and shares Okinawan culture and values through events like the Okinawan Festival. HUAO programs not only enhance the local community, but have contributed to socio-economic betterment of the State of Hawai'i.

HUAO is an integral part of the socio-economic fabric of the State of Hawai'i. Upgrading the facilities of the Hawai'i Okinawa Center will benefit residents, businesses, and non-profit organizations. It will also help the State's economy and enhance international relations.

2. **The goals and objectives related to the request;**

The goal and objective for the funds is to extensively renovate the Hawai'i Okinawa Center. HOC is twenty-five years old and has been in need of a number of major capital improvements. Through various public and private grants, major infrastructure projects have been carried out thereby ensuring continued operations of the Center. This is directly related and critical to the sustainment of our programs. These recently completed priority capital improvement projects included an air conditioning overhaul, roof replacement, exterior and interior painting, and restroom renovations. Equally if not more essential are the needs to:

- 1) Update and Repair Performing Arts Facilities, which is one of the original uses that the center was created for and contributing to the fulfillment HUAO's mission, and
- 2) Provide Accessibility and Safety Remediation, to ensure patrons and members of the center area allowed equal and safe access throughout the property. As the facilities reach a milestone age, it is extremely important that various elements and uses do not become dilapidated hindering use and access.

Update and Repair of Performing Arts Facilities include: Stage & Lighting Renovation, Stage Flooring Renovation and House Lights Upgrades. Although these have been specifically marked for needed upgrades in the past, other dire repairs have taken priority, further delaying these much needed improvements.

Accessibility and Safety Remediation will ensure safety and use for patrons, members and staff. These needed elements include a stage platform lift, property walkway improvements: concrete levelling and resealing of gaps from deteriorated control & expansion joints. Site Treescape Remediation will identify dangerous aging trees and impacted surrounding paths to perform selective tree removal, root barrier addition, tree pruning and related sidewalk repair, ensuring long term safe use of access ways. Finally, Motion Sensor Security Lighting will provide lighted pathways for less travelled areas, and also provide an additional deterrent aside from the existing alarm system, aiming to minimize recent occurrences of theft.

With sixty-four years of serving the community, HUOA's renovation project of Hawai'i Okinawa Center enables the organization to continue its goal to "Share Uchinanchu Aloha" locally and internationally, and continue to be a productive contributor to the community.

3. The public purpose and need to be served;

Hawai'i Okinawa Center provides the Leeward and Central Oahu communities a unique facility that can hold banquets and meetings, concerts and plays on stage for the culture and arts community, classroom style rooms for educational seminars, and other special events. Events include:

- Craft fairs and bazaars for local craft artisans
- senior fairs for Hawai'i's aging community
- Honolulu Police Department graduation ceremonies
- State of Hawai'i Department of Education workshops and seminars
- Hawai'i Association of Independent Schools School Fair
- Adult Friends for Youth Student Convention
- Christian Education Institute Home School graduation ceremonies
- Oceanic Time Warner job fairs
- Kumon Recognition Dinner
- Health Fairs by Kaiser Permanente and HMSA
- International Universal Kenpo Karate Awards Banquet

HUOA considers community needs and expands on quality programs to fill those needs.

4. Describe the target population to be served; and

The target population is multifold:

- The Okinawan community in Hawai'i
- Residents of Central and Leeward Oahu
- Statewide, all Hawai'i residents that want to learn about other cultures
- Mainland and International visitors to our islands that share in the cultural programs of the association such as the Okinawan Festival and international concerts.

Directly, people of Okinawan descent or Okinawans-at-heart, community members, individuals and families who desire to promote, preserve and perpetuate their culture through classes and events and the sharing of knowledge from seniors are the primary population of our programs.

Additionally, these programs and cultural awareness classes are not held only at the Center, but have been shared at the Okinawan Festival to visitors from other destinations and the residents of Hawai'i.

HUOA has been fortunate that it has been able to assist and work with other community and cultural groups within the State and internationally, thus allowing us to directly target not only our population but, to continue to serve groups outside our primary population.

Groups that regularly use the facilities includes residents, businesses, organizations and schools of Central and Leeward Oahu.

5. Describe the geographic coverage.

Hawai'i Okinawa Center provides a geographic coverage that extends beyond the boundaries of the Island of Oahu and HUOA's membership. Membership of over 10,000 households reside not only in Hawai'i, but the mainland U.S. and internationally as well. The 49 HUOA member associations are located on Oahu, the Big Island of Hawai'i, Maui, and Kauai.

International groups from government, performing arts or education sectors choose Hawai'i Okinawa Center as a facility to conduct events.

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:

The Hawai'i Okinawa Center Renovation Project will ensure equal and safe access throughout the property, with both long term and preventative maintenance in mind. Additionally, artists, musicians and patrons will be able to use stage and performance facilities that offer an experience commensurate with other like facilities in the State.

Renovation work will be performed by local contractors licensed in the State of Hawai'i. Work will consist of:

Performing Facilities Repair:

- Stage & Lighting Renovation
- Stage Flooring Renovation
- House Lights Upgrade

Accessibility and Safety Remediation

- Stage Platform lift
- Property Walkway Remediation: Concrete Levelling, Resealing of Control/Expansion Joints, Pressure Wash & Reseal Concrete
- Site Treescape Remediation: Selective Tree Removal/Replacement, Root Barrier, Tree Pruning, Related Sidewalk Repair
- Motion Sensor Security Lighting

Evaluation of work will be overseen by the Facilities Committee of HUOA. Members of the committee include professionals in the field of architecture, engineering, construction and property management. Day to day operations will be coordinated with the Executive Director or a senior staff member on the property.

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

First Quarter (Jul-Sep 2015)

Stage & Lighting Renovation
House Lights Upgrade
Property Walkway Remediation

Second Quarter (Oct-Dec2015)

Stage Platform Lift

Third Quarter (Jan-Mar 2016)

Site Treescape Remediation
Motion Sensor Security Lighting

Fourth Quarter (Apr-Jun2016)

Stage Flooring Renovation

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

HUOA's Facilities Committee will oversee the renovation project. The committee members' strong background in the architectural, engineering, construction and, property management industries will enable effective quality assurance and evaluation of proposals submitted by State of Hawai'i licensed contractors.

On-site coordination and execution of the project by contractors will be managed by the Executive Director. A walk through and evaluation will be conducted for each improvement. Contractors will be held to warranties, and any imperfections of work will be remedied by said contractors.

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 measure of effectiveness will be reported to the State expending agency upon completion of each improvement made in the renovation project. It will be measured by the amount expended versus the amount appropriated by the expending agency.

III. Financial

Budget

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

See Budget Request by Source of Funds, page 11.

2. **The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2016.**

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$200,000	\$50,000	\$50,000	\$50,000	\$350,000

3. **The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2016.**

A balance of \$45,000 of a \$200,000 grant from a private foundation to HUOA is anticipated for the renovation project. HUOA will continue to seek and apply for additional funds from other private foundations, corporations, individuals and government subsidized grants.

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.**

No tax credits were received in year 2012, 2013 and 2014.

HUOA, in partnership with a private entity, has installed photo-voltaic panels on the roof top of Hawai'i Okinawa Center. However, the tax credit for this project is claimed by the private entity.

5. **The applicant shall provide a listing of all government contracts and grants it has been and will be receiving for program funding.**

2013/3014	SFCA Biennium Grant Statewide Okinawan Children's Cultural Day Camp 2013/2014: \$9,014; 2014/2015: \$7,441
2014	Contract for Goods & Services Hawai'i - Okinawa Sister State Program 30 th Anniversary Events \$30,000

6. **The applicant shall provide the balance of its unrestricted current assets as of December 31, 2014.**

Liquid Unrestricted Assets	\$ 160,749.72
<u>Investment Account Balance</u>	<u>\$ 891,647.09</u>
Total Unrestricted Current Assets:	\$1,052,396.81

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.

HUOA's Facilities Committee members' experience in the fields of architecture, engineering, construction and property management demonstrates HUOA's ability to skillfully manage the renovation project.

Advisors and current committee members were involved in the original fundraising efforts and construction of Hawai'i Okinawa Center. This successful campaign raised funds to construct HOC in 1990.

Within the past three years, HUOA was awarded, and since has executed and completed major capital improvements made possible from a State of Hawai'i Grant in Aid. These improvement projects included an air conditioning overhaul, roof replacement, exterior and interior painting, and restroom renovations.

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.

Opened in June 1990, the Hawai'i Okinawa Center sits on a 2.5 acre parcel bordered by Kamehameha Highway, Ukee Street and Ka Uka Boulevard in Waipio. The property consists of two buildings, two gardens, a koi pond, and storage.

Both buildings were designed by Maurice H. Yamasato, past President of HUOA and principal of YFH Architects. Almost every feature of HOC reflects the culture and heritage of our ancestors. For example, the Center's two turtle-shaped buildings symbolizes longevity in Okinawan culture.

Commonly known as the Teruya Building, the Albert T. and Wallace T. Teruya Pavilion, named for the founders of Times Supermarket Ltd., is a multifunctional auditorium/theater and banquet hall featuring a theater stage and professional lighting and sound system.

Commonly known as the Higa Building, the Yeiko and Kameko Higa Building, named in memory of Zippy's Restaurant founders, Charles and Francis Higa's parents, houses the administrative office of HUOA, a cultural gallery and library open to the public.

At first glance, one sees a beautifully maintained property. Thanks to the care of volunteers, the property has been maintained well. However, upon closer inspection, 24 years of wear and tear can be seen. Most of the equipment used today is original equipment.

The house lights, stage and stage lights are all original equipment in below average working order. Replacement parts or to repair are costly as parts do not exist as the equipment has become obsolete.

The sidewalk surrounding the Center is uneven due to the large trees on the perimeter of the property. Although greenery is encouraged at the Center, the tree roots cause significant damage to the adjacent sidewalk. Constant monitoring is required to identify any safety hazards.

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.

Facilities Committee Members combined fields of expertise enable HUOA to make sound decisions based on experience and knowledge.

1. Lloyd M. Higa, Principal YFH Architects
2. Maurice H. Yamasato, Principal YFH Architects
3. Mark H. Higa, Vice President and Design Principal, WCIT Architecture
4. Chris Shimabukuro, Development Director, 'Iolani School
5. Cyrus K. Tamashiro, President, Tamashiro Market
6. Norman M. Nakasone, Senior Vice President & Manager Product & e-Channel Management Division, Central Pacific Bank
7. David Arakawa, Executive Director, Land Use Research Foundation
8. Tom Yamamoto, Vice-Principal, Iliahi Elementary School
9. Jane F. Serikaku, HUOA Executive Director
10. Karen Kuba-Hori, HUOA Special Projects Coordinator
11. Bonnie Miyashiro, HUOA Executive Secretary

State of Hawai'i licensed contractors will be hired for renovation projects. Bids will be solicited and selected by the Facilities Committee. Operations and coordination on-site will be conducted by the Executive Director. Professionals will be consulted when needed.

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 organization chart that illustrates the placement of this request.

See attachment.

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.

Jane Serikaku	Executive Director	\$63,000.00
Karen A. Kuba-Hori	Special Projects Coordinator	\$38,384.64
Bonnie N. Miyashiro	Executive Secretary	\$38,241.84

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.

No pending litigation or outstanding judgement.

B. Licensure or Accreditation

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

Not applicable.

C. Federal and County Grants

The applicant shall separately specify the amount of federal and county grants awarded since July 1, 2014.

Not applicable.

D. Private Educational Institutions

The applicant shall specify whether the grant will be used to support or benefit a sectarian or non-sectarian private educational institution. Please see Article X, Section 1, of the State Constitution for the relevance of this question.

Not applicable.

E. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2015-16 the activity funded by the grant if the grant of this application is:

(1) Received by the applicant for fiscal year 2015-16, but

Receipt of the Grant in Aid will ensure that immediate safety and long term maintenance needs are addressed for patrons, performers and HUOA members. These measures taken now along with incorporation of appropriate operation & maintenance programs will provide a new life span for the facilities that can used over the next fifteen to twenty-five years. Additionally, focus can be moved to other facilities improvements and/or enrichment of our programs.

(2) Not received by the applicant thereafter.

The HUOA has focused on measures for long term sustainment of the organization, its mission and its programs. Current annual income is dependent on donors, fundraising and benefit events. Planned development of a separate commercial plaza that will generate a supplemental income stream for the HUOA has progressed with anticipated opening in 2016. This will provide needed relief from over-taxing our members for donations, as well as allow us to seek support for the sustainment of HUOA programs focused on fulfilling our mission, versus emergency capital improvement needs.

F. Certificate of Good Standing (If the Applicant is an Organization)

If the applicant is an organization, the applicant shall submit one (1) copy of a certificate of good standing from the Director of Commerce and Consumer Affairs that is dated no earlier than December 1, 2014.

See enclosed Certificate of Good Standing.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2015 to June 30, 2016

Applicant: HAWAII UNITED OKINAWA ASSOCIATION

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
A. PERSONNEL COST				
1. Salaries				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
TOTAL PERSONNEL COST				
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				
10				
TOTAL OTHER CURRENT EXPENSES				
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
1. Stage & Lighting Renovation	90,000			60,000
2. Stage Flooring Renovation	50,000			30,000
3. House Lights Upgrade	60,000			20,000
4. Stage Platform Lift & Access Renov	50,000			180,000
5. Property Walkway Remediation	50,000			60,000
6. Site Treescape Remeidation	35,000			40,000
7. Motion Sensor Security Lighting	15,000			20,000
8				
9				
10				
TOTAL (A+B+C+D+E)	350,000	0	0	410,000
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	350,000	Norman Nakasone (808) 676-5400		
(b) Total Federal Funds Requested	0	Name (Please type or print) Phone		
(c) Total County Funds Requested	0	[Redacted] 1/29/2015		
(d) Total Private/Other Funds Requested	410,000	Signature of Authorized Official Date		
TOTAL BUDGET	760,000	Mark H. Higa, President Name and Title (Please type or print)		

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2015 to June 30, 2016

Applicant: HAWAII UNITED OKINAWA ASSOCIATION

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
NOT APPLICABLE	N/A	N/A	N/A	N/A
		\$	-	
		\$	-	
		\$	-	
		\$	-	
TOTAL:				
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
NOT APPLICABLE	N/A	N/A	N/A	N/A
		\$	-	
		\$	-	
		\$	-	
		\$	-	
TOTAL:				
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2015 to June 30, 2016

Applicant: HAWAII UNITED OKINAWA ASSOCIATION

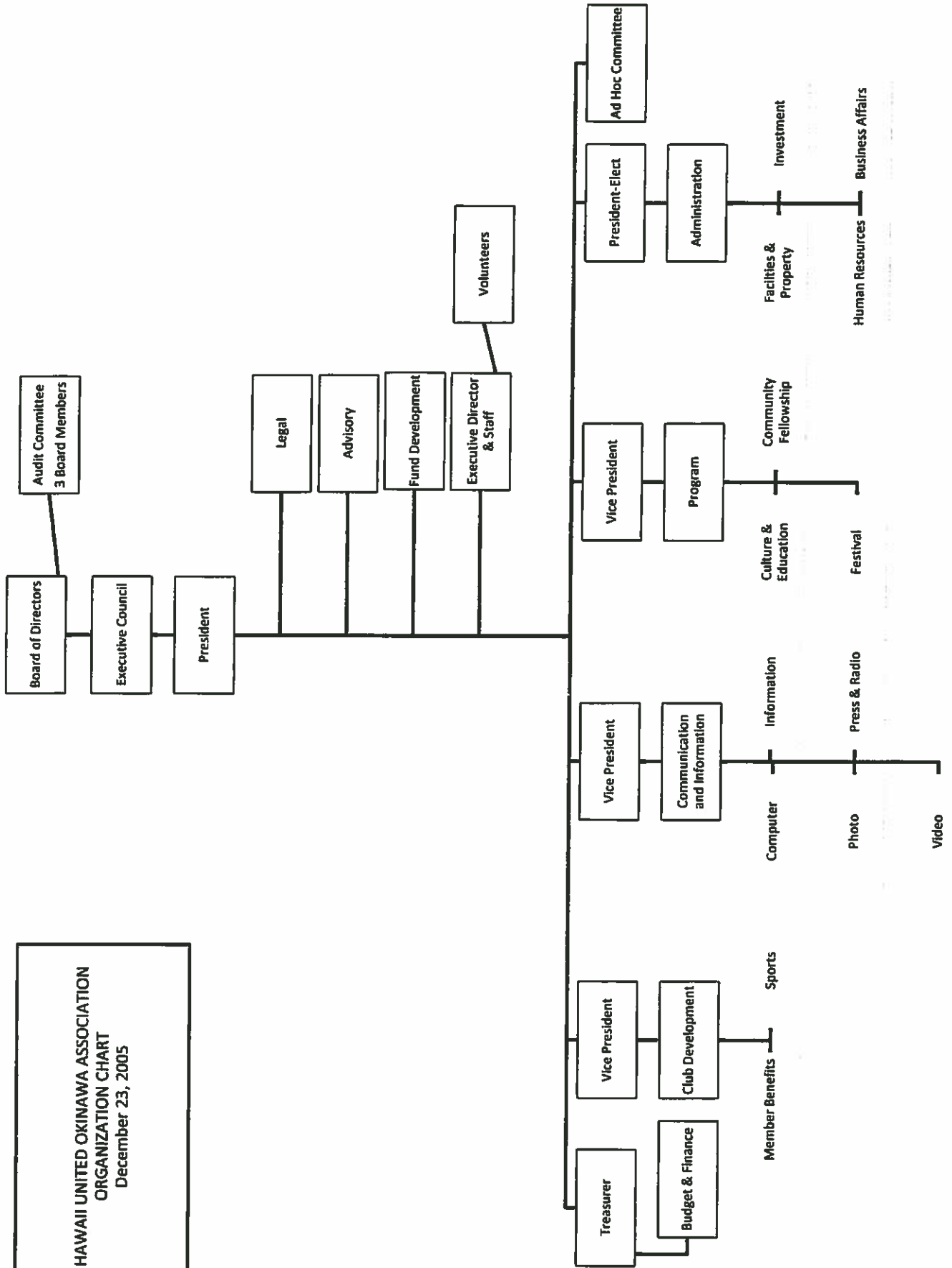
FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2013-2014	FY: 2014-2015	FY: 2015-2016	FY: 2015-2016	FY: 2016-2017	FY: 2017-2018
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION			350,000	410,000		
EQUIPMENT						
TOTAL:			350,000	410,000		
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS AND/OR GRANTS

Applicant: HAWAII UNITED OKINAWA ASSOCIATION

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1.	Contract for Goods & Services "Hawaii – Okinawa Sister State 30 th Anniversary Events"	April 2014 – December 2015	Department of Business, Economic Development & Tourism	State	\$30,000.00
2.	Warabi Ashibi – Okinawa Cultural Day Camp for Children	July 2014 – June 2015	State Foundation on Culture and the Arts	State	\$7,441.00
3.	State Grant in Aid – Capital Improvements	March 2013 – September 2014	State Foundation on Culture and the Arts	State	\$400,000.00
4.	Warabi Ashibi – Okinawa Cultural Day Camp for Children	July 2013 – June 2014	State Foundation on Culture and the Arts	State	\$9,014.00
5.					
6.					
7.					
8.					
9.					
10.					
				TOTAL	<u>\$446,455.00</u>

**HAWAII UNITED OKINAWA ASSOCIATION
ORGANIZATION CHART
December 23, 2005**





**STATE OF HAWAII
STATE PROCUREMENT OFFICE**

CERTIFICATE OF VENDOR COMPLIANCE

This document presents the compliance status of the vendor identified below on the issue date with respect to certificates required from the Hawaii Department of Taxation (DOTAX), the Internal Revenue Service, the Hawaii Department of Labor and Industrial Relations (DLIR), and the Hawaii Department of Commerce and Consumer Affairs (DCCA).

Vendor Name: HAWAII UNITED OKINAWA ASSOCIATION*

DBA/Trade Name: HAWAII UNITED OKINAWA ASSOCIATION*

Issue Date: 01/28/2015

Status: Compliant

Hawaii Tax#: W20445656-01
 FEIN/SSN#: XX-XXX0923
 UI#: XXXXXX1149
 DCCA FILE#: 80088

Status of Compliance for this Vendor on Issue date:

Form	Department(s)	Status
A-6	Hawaii Department of Taxation Internal Revenue Service	Compliant Compliant
COGS	Hawaii Department of Commerce & Consumer Affairs	Exempt
LIR27	Hawaii Department of Labor & Industrial Relations	Compliant

Status Legend:

Status	Description
Exempt	The entity is exempt from this requirement
Compliant	The entity is compliant with this requirement or the entity is in agreement with agency and actively working towards compliance
Pending	The entity is compliant with DLIR requirement
Submitted	The entity has applied for the certificate but it is awaiting approval