

**THE THIRTIETH LEGISLATURE  
APPLICATION FOR GRANTS  
CHAPTER 42F, HAWAII REVISED STATUTES**

Type of Grant Request:

Operating                       Capital

Legal Name of Requesting Organization or Individual:    Dba:

THE FILIPINO COMMUNITY *CENTER,*    INC.

Amount of State Funds Requested: \$ 300,000.00

Brief Description of Request (Please attach word document to back of page if extra space is needed):

Security and Safety Enhancements, Facility Infrastructure Improvements, and Landscape Rehabilitation

Amount of Other Funds Available:

State:                      \$ \_\_\_\_\_

Federal:                      \$ \_\_\_\_\_

County:                      \$ \_\_\_\_\_

Private/Other: \$ \_\_\_\_\_

Total amount of State Grants Received in the Past 5 Fiscal Years:

\$ 1,395,000.00

Unrestricted Assets:

\$ 4,596,898.00

New Service (Presently Does Not Exist):     Existing Service (Presently in Operation):

Type of Business Entity:

- 501(C)(3) Non Profit Corporation
- Other Non Profit
- Other

Mailing Address:

94-428 Mokuola St

City:                                      State:                                      Zip:  
Waipahu                                      HI                                      96797

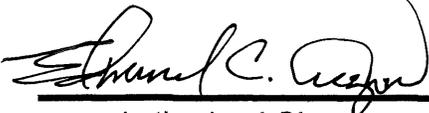
Contact Person for Matters Involving this Application

Name:  
Edmund C. Aczon

Email:  
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Title:  
Chair, Board of Directors (BoD)

Phone:  
808-680-0451

  
\_\_\_\_\_  
Authorized Signature

Edmund C. Aczon, Chair BoD  
\_\_\_\_\_  
Name and Title

1/17/2025  
\_\_\_\_\_  
Date Signed



**PROPOSAL FOR**  
**“Security and Safety Enhancement, Facility Infrastructure**  
**Improvements, and Landscape Rehabilitation”**  
**FISCAL YEAR 2024 CIP GRANT REQUEST: \$300,000.00**

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## Application Submittal Checklist

*The following items are required for submittal of the grant application. Please verify and check off that the items have been included in the application packet.*

- 1) Hawaii Compliance Express Certificate (If the Applicant is an Organization)
- 2) Declaration Statement
- 3) Verify that grant shall be used for a public purpose
- 4) Background and Summary
- 5) Service Summary and Outcomes
- 6) Budget
  - a) Budget request by source of funds (    )
  - b) Personnel salaries and wages (    )
  - c) Equipment and motor vehicles (    )
  - d) Capital project details (    )
  - e) Government contracts, grants, and grants in aid (    )
- 7) Experience and Capability
- 8) Personnel: Project Organization and Staffing



AUTHORIZED SIGNATURE

EDMUND C. ACZON, CHAIR, BOD  
PRINT NAME AND TITLE

1/17/2025  
DATE



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: **THE FILIPINO COMMUNITY CENTER, INC.\***

DBA/Trade Name: **THE FILIPINO COMMUNITY CENTER, INC.\***

Issue Date: **01/15/2025**

Status: **Compliant**

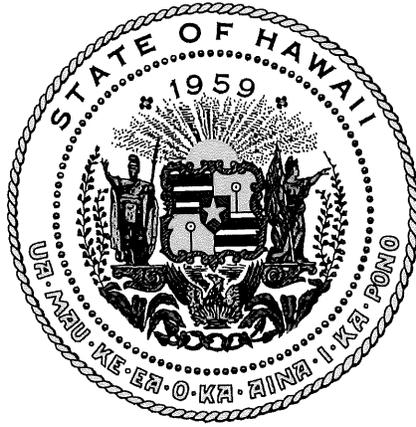
Hawaii Tax#: 40449418-01  
New Hawaii Tax#: GE-0812607488-01  
FEIN/SSN#: XX-XXX5884  
UI#: XXXXXX0939  
DCCA FILE#: 88827

Status of Compliance for this Vendor on issue date:

Form	Department(s)	Status
A-6	Hawaii Department of Taxation	Compliant
8821	Internal Revenue Service	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	A status determination has not yet been made
Submitted	The entity has applied for the certificate but it is awaiting approval
Not Compliant	The entity is not in compliance with the requirement and should contact the issuing agency for more information



## Department of Commerce and Consumer Affairs

### CERTIFICATE OF GOOD STANDING

I, the undersigned Director of Commerce and Consumer Affairs of the State of Hawaii, do hereby certify that

THE FILIPINO COMMUNITY CENTER, INC.

was incorporated under the laws of Hawaii on 09/02/1992 ; that it is an existing nonprofit corporation; and that, as far as the records of this Department reveal, has complied with all of the provisions of the Hawaii Nonprofit Corporations Act, regulating domestic nonprofit corporations.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Department of Commerce and Consumer Affairs, at Honolulu, Hawaii.

Dated: January 15, 2025

Director of Commerce and Consumer Affairs



**DECLARATION STATEMENT OF  
APPLICANTS FOR GRANTS PURSUANT TO  
CHAPTER 42F, HAWAII REVISED STATUTES**

The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawaii Revised Statutes:
  - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant 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, Hawaii Revised Statutes:
  - a) Is incorporated under the laws of the State; and
  - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant is awarded shall be conducted or provided; and
- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
  - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
  - b) Has a governing board whose members have no material conflict of interest and serve without compensation.
- 4) The use of grant-in-aid funding complies with all provisions of the Constitution of the State of Hawaii (for example, pursuant to Article X, section 1, of the Constitution, the State cannot provide "... public funds ... for the support or benefit of any sectarian or nonsectarian private educational institution...").

Pursuant to Section 42F-103, Hawaii 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.

**The Filipino Community Center, Inc.**

(Typed Name of Individual or Organization)



(Signature)

1/17/2025

(Date)

**Edmund C. Aczon**

Chair, Board of Directors

(Typed Name)

(Title)

## Application for Grants

*If any item is not applicable to the request, the applicant should enter "not applicable".*

### **I. Certification – Please attach immediately after cover page**

#### **1. Hawaii Compliance Express Certificate (If the Applicant is an Organization)**

If the applicant is an organization, the applicant shall submit one (1) copy of a Hawaii Compliance Express Certificate from the Comptroller of the Department of Accounting and General Services that is dated no earlier than December 1, 2024.

*See attached sheet (Page 2)*

#### **2. Declaration Statement**

The applicant shall submit a declaration statement affirming its compliance with Section 42F-103, Hawaii Revised Statutes.

*See attached sheet (Page 4)*

#### **3. Public Purpose**

The applicant shall specify whether the grant will be used for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes.

*The Filipino Community Center, Inc. expressly states that grant will be used for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes.*

### **II. 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;**

*The Filipino Community Center, Inc. ("Center") stands as the largest Filipino Community Center in the United States and outside of the Philippines. Nestled in the heart of Waipahu in Oahu, the 50,000-square-foot facility sprawls across two acres near the old Oahu Sugar Mill. The Center was formally inaugurated on June 11, 2002, marking a significant milestone nearly a century after the arrival of the first 15 Filipino farmers (Sakadas) in Hawaii aboard the SS Doric in 1906.*

*The Center's establishment was first initiated by the Filipino Chamber of Commerce of Hawaii in 1991, leading to its legal establishment in 1993. The mission statement of the Center is: to develop, own and operate a community center that (1) provides social, economic and education services and (2) promotes and perpetuates Filipino culture and customs in the State of Hawaii. This mission became increasingly vital as the Filipino-American population in Hawaii grew to 200,000, representing more than 15% of the state's population.*

*Built on Filipino pride and Bayanihan (collective action) spirit, the Center showcases the spirit of Aloha to everyone who wants to work, rent, learn, and enjoy featured programs and activities that celebrate Hawaii's rich cultural diversity. For more than two decades, this landmark has been serving as a bridge among generations, preserving Filipino heritage while fostering community engagement and support.*

*The Center serves as a vital support system and cultural institution offering:*

- *Cultural Preservation: Acting as a repository of Filipino traditions, art, and history*
- *Educational Programs: Providing language classes and workshops on Filipino history, culture, and traditions*
- *Community Support: Offering resources and guidance for both recent migrants and long-term residents*

*The Center is governed by a Board of Directors responsible for overall policy and direction, supported by a Board of Governors serving in an advisory capacity. The Executive Director manages operational, financial, and administrative aspects, reporting monthly to the Board. The Center maintains full-time staff including an Office Coordinator, Administrative Assistant, and Custodian to support its extensive programming and community services.*

2. The goals and objectives related to the request;

*The Center seeks a capital grant of \$300,000 to implement critical facility improvements for its 20-year-old building complex. The improvements are strategically planned to enhance safety, security, functionality, and aesthetic appeal of this vital community space. Specific goals include:*

*Facility Infrastructure Improvements (\$225,000):*

- *Renovation of ballroom interior including lighting, wallpaper replacement and painting*
- *Replacement of non-retractable courtyard awnings and umbrellas*
- *Installation of new ballroom doors hardware to meet current safety standards*
- *Upgrade of kitchen facility and exhaust system to improve ventilation and functionality*

- *Installation of split-type airconditioning and exhaust at the ancillary room attached to the ballroom to convert storage to programming space*
- *Goal: Modernize and rehabilitate the 5,750 square foot ballroom space that serves nearly 20,000 guests annually for community events, cultural programs, and meetings*

*Security System Enhancement (\$45,000):*

- *Replace non-working cameras and increase coverage from 10 to 16 HD security cameras (1080P) with remote access capability and night vision*
- *Replacement/retrofit of landscape lighting to improve visibility and deter vandalism*
- *Implementation of motion sensor system to monitor after-hours activity to deter undesirables*
- *Installation of secure administration office door with access control*
- *Goal: Reduce incidents of vandalism, vehicle break-ins, and theft while improving patron safety*

*Landscape Rehabilitation (\$30,000):*

- *Restoration of bare areas adjacent to the lower entry*
- *Implementation of root management system for tree-impacted areas*
- *Enhancement of corner signage landscaping*
- *Goal: Restore the Center's exterior appearance and create an inviting environment that reflects the dignity of the Filipino-American community*

*These improvements will:*

- *Address critical safety and security concerns*
- *Enhance the facility's functionality for cultural and community events*
- *Ensure ADA compliance and accessibility*
- *Reduce ongoing maintenance costs through preventive upgrades*
- *Preserve the Center's role in providing services to Hawaii's multicultural communities*

3. The public purpose and need to be served;

*The requested capital improvements will address critical needs that directly impact the Center's ability to serve its public mission:*

*Safety and Security Enhancements:*

- *The Center hosts numerous public events including the Filipino Fiesta, Flores de Mayo, Pasko sa FilCom, FilCom Sundays, and Sakada Day that draw hundreds, if not thousands, of visitors*
- *Recent incidents of vandalism, destruction of properties, and break-ins at the Center threaten public safety and accessibility*

- *Improved security systems will protect both the facility and its patrons, ensuring the Center remains a safe space for community gatherings*
- *Enhanced lighting and monitoring systems will particularly benefit elderly patrons and evening program participants*

*Facility Infrastructure Improvements:*

- *The ballroom space hosts essential community functions including:*
  - *Waipahu Neighborhood Board meetings*
  - *Cultural and educational programs (language, dance, music, chorale)*
  - *Community seminars and workshops (immigration and citizenship workshops, workforce development programs, financial literacy seminars, nursing exam review classes)*
  - *Civic engagement events*
  - *Health and wellness programs especially for seniors*
- *Current facility limitations (limited programming space, deteriorating infrastructure) restrict the Center's ability to serve its expanding community role*
- *Modernized facilities will better accommodate the needs of multi-generational users and ensure fire safety compliance*
- *Upgraded kitchen facilities will support cultural food programs and community events that serve as a bridge between generations*

*Educational and Cultural Preservation:*

- *Filipinos (race alone and combination) account for 383,200 residents equivalent to 26.33% of the total 1,455,274 population of Hawaii (The State of Hawaii Databook 2023), with significant concentrations in Waipahu and surrounding West Oahu neighborhoods.*
- *The Center is located in Waipahu, where 55.3% of residents are of Filipino ancestry (U.S. Census, 2020)*
- *The facility improvements will enhance the Center's capacity to deliver programs such as:*
  - *Filipino for Kids Program*
  - *Language Immersion classes*
  - *Cultural song and dance workshops and demonstrations*
  - *Banda Kawayan, Rondalla, Gongs (Philippine musical instrument) classes*
  - *Traditional and performing arts classes*
- *The preservation of Filipino cultural heritage through state-supported programs addresses a critical need in maintaining Hawaii's unique multicultural identity. Without dedicated funding, valuable traditions, language, arts, and customs risk gradual erosion in the face of modernization and assimilation pressures. Moreover, these programs serve as bridges of understanding between communities, enriching Hawaii's cultural landscape and fostering social cohesion.*

*Community Development Impact:*

- *The Center was designed to help revitalize Waipahu's economy and serves a community where:*
  - *14.9% of adults over 25 lack a high school diploma (2023 American Community Survey)*
  - *20.8% of residents are elderly (65+) (2023 American Community Survey)*
  - *A high percentage of residents are non-native English speakers (2023 American Community Survey)*
  - *Poverty incidence is at 11.4% which is higher than state average of 10.1% (2023 American Community Survey)*
- *Improved facilities will better support workforce development programs, educational initiatives, and community services*

*Economic and Social Benefits:*

- *Enhanced facilities will increase the Center's capacity to host revenue-generating events, supporting its long-term sustainability*
- *Improved infrastructure will reduce operating costs, allowing more resources to be directed to community programs*
- *Modernized spaces will better serve the community, providing space for gatherings and community service, while honoring the legacy of Hawaii's Filipino community*

*The improvements funded by this grant will ensure the Center can continue its mission of providing direct services and facilities that support:*

- *Economic self-sufficiency*
- *Neighborhood revitalization*
- *Cultural heritage preservation*
- *Educational opportunities*
- *Health and wellness programs*
- *Community development initiatives for low-income and immigrant communities*

*Since its inauguration in 2002, the Filipino Community Center has served as a vital cultural hub, educational facility, and community gathering space serving multiple public purposes. These enhancements are essential to maintain the Center's role as a dynamic learning and service center that benefits not only the Filipino community but the entire multi-ethnic population of Waipahu and the broader State of Hawaii.*

4. Describe the target population to be served; and

*The Center's primary target population are: (1) residents of Waipahu and surrounding areas in need of community, business development, and health services, (2) Filipinos and Filipino Americans wanting to reconnect with their*

roots, and (3) the general public statewide interested in Filipino culture and traditions.

*It serves diverse populations through its multi-faceted programming:*

*Cultural Programs and Events:*

- *Filipino-American youth seeking to connect with their cultural heritage*
- *Multi-generational families participating in traditional celebrations*
- *General public interested in Filipino arts, music, dance, and traditions*
- *School groups and educators learning about Filipino culture*
- *Youth participating in Filipino language immersion programs*
- *General public participating in cultural events such as Filipino Fiesta, Flores de Mayo, FilCom Sundays, and Pasko sa FilCom*

*Community Services:*

- *Social service agencies serving the community*
- *Low-income families accessing support services*
- *Small business owners seeking resources*
- *Community organizations requiring meeting spaces*
- *Civic groups conducting neighborhood meetings*
- *Cultural organizations hosting events and performances*
- *Families needing translation and interpretation services*
- *Individuals seeking employment resources*
- *Recent immigrants looking for community connections*

*Educational Workshops and Programs:*

- *Individuals wishing to improve their skills and workforce readiness*
- *Nursing candidates preparing for NCLEX examinations*
- *Recent immigrants in need of information and services*
- *Adults preparing for U.S. citizenship exams*
- *Seniors and youth learning computer skills and digital literacy*

*Health and Wellness Programs:*

- *Elderly community members seeking health education*
- *Families needing access to health resources and screenings*
- *Community members participating in exercise activities and wellness workshops*
- *Individuals seeking mental health support and resources*
- *Caregivers requiring support and education*

*Special Focus Populations:*

- *Senior citizens requiring specialized programs and services*
- *Youth needing cultural enrichment and educational support*

- Working families seeking weekend and evening programs
- Immigrants requiring assistance with documentation
- Non-English speaking community members

Support for the FilCom Centers will help in:

- Building community engagement and civic participation
- Fostering cultural understanding and preservation
- Preserving cultural connections between generations
- Supporting successful integration of new immigrants
- Promoting health and wellness in the community
- Facilitating economic self-sufficiency

5. Describe the geographic coverage.

*The FilCom Center serves multiple overlapping populations across Oahu, with particular focus on the following groups:*

*Primary Service Area - Waipahu:*

- Total population: 43,485 residents (2023 American Community Survey)
- Filipino ancestry: 30,901 residents (55.3%) (U.S. Census, 2020)
- Immigrant population: Foreign-born population in Waipahu is at 41.8%, which is significantly higher than the statewide average of 17.8%. (2023 American Community Survey)
- Elderly population (65 and over): 20.8% of the population (2023 American Community Survey)
- Language spoken at home: 49.3% of households speak language other than English at home (2023 American Community Survey)
- Education levels: 18.6% of adults has Bachelor's Degree or higher compared to 37.0% statewide (2023 American Community Survey)

*Broader Geographic Reach:*

- City and County of Honolulu: 1,016,508 residents (69.5% of state population). Filipinos (race alone and combination) comprise over 383,200 residents in Hawaii (The State of Hawaii Databook 2023), with significant concentrations in Waipahu and surrounding West Oahu neighborhoods.
- State of Hawaii total population: 1,455,274 (U.S. Census, 2020)

*Target Demographics:*

*Waipahu Residents*

- Students, recent graduates and entrants to the workforce
- New immigrants and established residents
- Multi-generational families
- Non-English language speakers
- Working families and seniors

- *Small businesses looking to grow*

*Central and Leeward Oahu Communities*

- *Residents from surrounding neighborhoods seeking cultural and educational programs*
- *Community organizations and civic groups using meeting facilities*
- *Students and educators participating in educational programs*

*Statewide Community*

- *Cultural organizations and performing groups*
- *Individuals seeking Filipino language and cultural education*
- *Community groups utilizing conference and event spaces*
- *Participants in major cultural events (Filipino Fiesta, Flores de Mayo, Pasko sa FilCom)*

### **III. 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 Center's capital improvement project encompasses three major components: security enhancements, facility infrastructure improvements, and landscape rehabilitation. Each component has been carefully planned to address critical needs while ensuring efficient use of the requested \$300,000 grant funding.*

*Facility infrastructure improvements represent the largest portion of the project at \$225,000. This includes the replacement of the courtyard's non-retractable awning system, which has deteriorated over the past two decades. The ballroom will undergo substantial renovation, including the replacement of doors and hardware, installation of new wallpaper, interior painting, and lighting system upgrades. The kitchen exhaust system will be modernized to meet current standards and improve ventilation. These improvements will enhance the Center's ability to serve its numerous community functions and events.*

*The security enhancement project, budgeted at \$45,000, will significantly upgrade the Center's safety infrastructure. A new security gate will be installed at the emergency exit stairwell, incorporating modern safety features while maintaining emergency egress requirements. The motion sensor system will be expanded throughout the first floor, providing comprehensive monitoring capabilities. The current camera system will be upgraded from eight to sixteen HD cameras with 1080P resolution and remote access capability, allowing for better monitoring and incident documentation. New landscape lighting will be installed to improve visibility and security around the facility's perimeter.*

*The landscape rehabilitation component, budgeted at \$30,000, will address long-standing grounds maintenance issues. This includes implementing a root management system to protect against tree damage, replacing damaged vegetation, and restoring bare areas around the facility. Special attention will be given to the area around the corner sign and the lower entry.*

*Project implementation will be managed through a structured three-phase approach. The initial phase, lasting approximately three months, will focus on developing detailed RFPs and selecting qualified contractors through a competitive bidding process. The construction and installation phase is expected to take six to nine months, with careful scheduling to minimize disruption to Center operations. The final phase will include project completion, evaluation, and staff training on new systems.*

*The Center's Facilities Committee, composed of licensed architects, engineers, and contractors, will provide technical oversight throughout the project. The Executive Director will manage administrative aspects and ensure compliance with grant requirements, while the Board of Directors will maintain financial oversight and project governance. Regular progress meetings will be held to monitor timeline adherence and address any challenges that arise.*

*Quality control measures will be implemented throughout the project, including regular inspections, documentation of improvements, and final testing of all systems. Comprehensive maintenance and operations manuals will be developed for all new installations, and staff will receive thorough training on new security and facility systems. Monthly progress reports will be submitted to the Board of Directors, with final project documentation including photographic evidence of improvements and detailed expenditure records.*

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

*Quarter 1 (Months 1-3): Project Initiation and Planning*

- *Month 1:*
  - *Formation of project oversight committee*
  - *Development of detailed project specifications*
  - *Initiation of RFP process for all components*
- *Month 2:*
  - *Public bid announcements*
  - *Mandatory contractor site visits*
  - *Collection and evaluation of bids*
- *Month 3:*
  - *Contractor selection and contract negotiations*
  - *Finalization of project schedules*
  - *Obtaining necessary permits and approvals*

*Quarter 2 (Months 4-6): Security and Initial Infrastructure Work*

- *Month 4:*
  - *Begin security system upgrades*
  - *Start motion sensor installation*
  - *Initiate camera system replacement*
- *Month 5:*
  - *Complete security gate installation*
  - *Begin landscape lighting improvements*
  - *Start kitchen exhaust system work*
- *Month 6:*
  - *Complete security systems integration*
  - *Finalize landscape lighting installation*
  - *Continue kitchen improvements*

*Quarter 3 (Months 7-9): Major Facility Improvements*

- *Month 7:*
  - *Begin ballroom renovation*
  - *Start courtyard awning replacement*
  - *Initiate landscape rehabilitation*
- *Month 8:*
  - *Continue ballroom improvements*
  - *Complete awning installation*
  - *Progress on landscape work*
- *Month 9:*
  - *Complete ballroom renovation*
  - *Finish primary landscaping*
  - *Staff training on new systems*

*Quarter 4 (Months 10-12): Project Completion and Evaluation*

- *Month 10:*
  - *Final system testing and adjustments*
  - *Complete remaining installations*
  - *Begin post-project evaluation*
- *Month 11:*
  - *Staff training on all new systems*
  - *Documentation completion*
  - *Development of maintenance protocols*
- *Month 12:*
  - *Final inspections and certifications*
  - *Project closeout documentation*
  - *Submission of final grant report*

*Milestones and Deliverables:*

- *Planning Phase and Quick Operational Upgrades (Months 1-3):*
  - *Installation of split-type air conditioning and exhaust in ancillary room*
- *Security Systems (Months 4-6):*
  - *Operational motion sensors*
  - *Functioning HD camera system with remote access*
  - *Completed landscape lighting*
  - *Installation of split-type air conditioning and exhaust in ancillary room*
- *Facility Improvements (Months 7-9):*
  - *Renovated ballroom with upgraded doors, lighting, and finishes*
  - *New courtyard awning system*
  - *Upgraded kitchen and exhaust system*
- *Landscape Rehabilitation (Months 8-10):*
  - *Restored grounds and vegetation*
  - *Implemented root management system*
  - *Completed irrigation adjustments*
- *Project Documentation (Month 12):*
  - *Maintenance and operations manuals*
  - *Staff training completion records*
  - *Final project report and documentation*
  - *Financial reconciliation*

*This timeline allows for potential weather delays and supply chain issues while maintaining flexibility to adjust schedules as needed to minimize disruption to Center operations.*

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 Filipino Community Center will implement comprehensive quality assurance and evaluation measures throughout the project to ensure all improvements meet specified standards and deliver intended outcomes. The quality control process will be overseen by the Center's Facilities Committee, which includes licensed architects, engineers, and contractors who will provide professional oversight throughout implementation.*

*Quality Assurance Measures:*

*During Construction/Implementation:*

- *Monthly progress inspections by the Facilities Committee*
- *Regular documentation of work through photographs and written reports*
- *Verification that all materials meet specified quality standards*
- *Compliance checks with building codes and ADA requirements*

- *Regular project meetings with contractors to address issues proactively*
- *Testing of systems at key installation points*
- *Review of all change orders by qualified committee members*

*Post-Installation Evaluation:*

- *Comprehensive testing of all new systems before final acceptance*
- *Detailed inspection of all completed work*
- *Collection of all necessary certifications and warranties*
- *Verification that all permit requirements have been satisfied*
- *Documentation of any punch list items and follow-up on completion*

*Monitoring Plan:*

*Short-term Monitoring (First 3 months after completion):*

- *Daily checks of security systems functionality*
- *Weekly assessment of new installations*
- *Tracking of any warranty issues or needed adjustments*
- *Documentation of user feedback on new systems*

*Long-term Monitoring (Ongoing):*

- *Monthly assessment of all improved areas*
- *Tracking of maintenance requirements and costs*
- *Regular safety and security system checks*
- *Documentation of any issues that arise*
- *Analysis of facility usage patterns*
- *Review of operating costs and efficiency gains*

*Evaluation Methods:*

*Quantitative Metrics:*

- *Number of security incidents*
- *Usage rates of improved facilities*
- *Maintenance cost tracking*
- *Utility cost analysis*

*Qualitative Assessment:*

- *User satisfaction surveys*
- *Staff feedback on new systems*
- *Community input on improvements*
- *Facility rental client feedback*
- *Documentation of operational improvements*

*Improvement Process:*

*The Center will implement a continuous improvement cycle that includes:*

- *Regular review of monitoring data*
- *Analysis of user feedback*
- *Assessment of maintenance records*
- *Identification of any needed adjustments*
- *Implementation of corrective measures*
- *Documentation of lessons learned for future projects*

*The Executive Director and Facilities Committee will provide monthly reports to the Board of Directors detailing the project's progress and any issues requiring attention. These reports will ensure transparency and allow for timely responses to any concerns that arise during implementation.*

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 Filipino Community Center will report the following objective measures of effectiveness to demonstrate the impact and success of the capital improvements funded by this grant:*

*Security Enhancements Effectiveness:*

- *Number of security incidents before and after implementation*
- *Number of areas monitored by new camera system*
- *Coverage area of new motion detection system*
- *Percentage improvement in evening/night visibility from lighting upgrades*

*Facility Improvements Performance:*

- *Number of events hosted in improved spaces*
- *Occupancy rates for renovated areas*
- *Temperature and ventilation measurements in areas with upgraded systems*

*Usage and Community Impact:*

- *Number of community events hosted in improved spaces*
- *Number of programs utilizing upgraded facilities*
- *Community organization utilization rates*
- *User satisfaction ratings for improved areas*

*Project Implementation Metrics:*

- *Percentage of project completed on schedule*
- *Adherence to projected budget*
- *Number of contractors meeting quality standards*
- *Staff training completion rates on new systems*

*Specific Quarterly Reporting Will Include:*

- *Construction progress against timeline*
- *Expenditure tracking against budget*
- *Documentation of improvements through photographs*

*These measures will be documented through:*

- *Quarterly progress reports*
- *Photographic evidence*
- *System performance data*
- *User surveys and feedback*
- *Financial records*
- *Maintenance logs*
- *Inspection reports*

*Should the appropriation differ from the requested amount, the Center will provide revised metrics proportional to the adjusted scope of work, ensuring transparent evaluation of project effectiveness.*

## **IV. Financial**

### **Budget**

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.
  - a. Budget request by source of funds (*Page 30*)
  - b. Personnel salaries and wages (*Page 31*)
  - c. Equipment and motor vehicles (*Page 32*)
  - d. Capital project details (*Page 33*)
  - e. Government contracts, grants, and grants in aid (*Page 34*)
2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2026.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$20,000	\$45,000	\$205,000	\$30,000	\$300,000.00

- *Planning Phase and Quick Operational Upgrades (Months 1-3):*
    - *Installation of split-type air conditioning and exhaust in ancillary room (\$20,000)*
  - *Security Systems (Months 4-6):*
    - *Operational motion sensors (\$10,000)*
    - *Functioning HD camera system with remote access (\$20,000)*
    - *Completed landscape lighting (\$15,000)*
  - *Facility Improvements (Months 7-9):*
    - *Renovated ballroom with refreshed walls, lighting, and finishes (\$85,000)*
    - *Installation of new ballroom doors hardware to meet current safety standards (\$35,000)*
    - *New courtyard awning system (\$50,000)*
    - *Upgraded kitchen and exhaust system (\$35,000)*
  - *Landscape Rehabilitation (Months 9-11):*
    - *Restored grounds and vegetation (\$15,000)*
    - *Implemented root management system (\$5,000)*
    - *Completed irrigation adjustments (\$10,000)*
  - *Project Documentation (Month 12):*
    - *Maintenance and operations manuals*
    - *Staff training completion records*
    - *Final project report and documentation*
    - *Financial reconciliation*
3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2026.

*For the projects solicited herein, no other sources of funding requests have been made.*

*Funding sought for fiscal year 2026 for other projects and programs are as follows:*

- a) *The Center submitted a request for funding to the City & County of Honolulu for the 2026 Flores de Mayo and Filipino Fiesta.*
  - b) *The Center submitted a request for funding to the City & County of Honolulu for its Cultural and Youth Development Programs.*
  - c) *The Center submitted a request to the Hawaii Tourism Authority for the 2026 Flores de Mayo and Filipino Fiesta.*
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 Filipino Community Center has not received any state or federal tax credits within the past three (3) years and does not anticipate applying for one pertaining to any capital projects.*

5. The applicant shall provide a listing of all federal, state, and county government contracts, grants, and grants in aid it has been granted within the prior three years and will be receiving for fiscal year 2026 for program funding.

*See attached sheet (Page 35)*

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2024.

*See attached sheet (Page 36-38)*

## **V. Experience and Capability**

### **1. 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.

*The Filipino Community Center has demonstrated extensive experience in managing and successfully completing capital improvement projects, particularly those funded through state grants. Our track record shows strong capability in project oversight, contractor management, and efficient use of public funds.*

*Recent Project Experience (Completed in the Past Three Years):*

- *Comprehensive Ballroom Renovation Project (State GIA funded)*
  - *Installation of modern audio-visual systems*
  - *Lighting system upgrades*
  - *Acoustical improvements*
  - *Project completed on time and within budget*
- *Facility Infrastructure Improvements (State GIA funded)*
  - *Complete parking lot repaving*
  - *Roof repair and maintenance*
  - *Installation of energy-efficient lighting systems*
  - *Projects completed with minimal disruption to Center operations*

*The Center maintains strong project management capabilities through:*

*Professional Expertise:*

- *A Facilities Committee composed of licensed architects, engineers, and contractors who provide technical oversight including:*
  - *Manuel S. Lanuevo, P.E. - LEED AP, Department of Environmental Services, City and County of Honolulu*
  - *Edmund C. Aczon - Executive Director, Hawaii Carpenters Apprenticeship and Training Fund*
  - *Laurie Chan - EVP & Chief Administrative Officer, Avalon Development Company, LLC, Avalon Commercial LLC*
  - *Oscar Paez\**
  - *Jun Suela - Design Manager, Nan, Inc.*
- *Board members with relevant professional backgrounds including:*
  - *Edmund C. Aczon - Executive Director of Carpenter's Union*
  - *Franz D. Juan, CPA - Financial oversight expertise*
  - *Ned Rodrigues - Vice President, Bank of Hawai'i*
  - *Vanessa Kop - Executive Vice President, Newmark Grubb CBI, Inc.*
- *Professional Staff with background in procurement and construction:*
  - *Andrea Christina Caymo-Kauhanen - Executive Director, FilCom; former Vice Consul and Administrative Officer of the Philippine Consulate General in Honolulu who led the multi-million dollar Consulate Chancery renovation project from 2017-2020.*

*Project Management Structure:*

- *Executive Director oversees project administration and compliance*
- *Facilities Committee provides technical supervision*
- *Board of Directors maintains fiscal oversight*
- *Professional staff handles day-to-day project coordination*

*Contractor Management Experience:*

- *Established relationships with qualified local contractors*
- *Proven public procurement procedures*
- *Strong track record in contract administration*
- *Successful management of multiple simultaneous projects*

*Quality Control Systems:*

- *Documented inspection and approval processes*
- *Established progress monitoring procedures*
- *Comprehensive record-keeping systems*
- *Regular reporting to oversight committees*

*The Center has successfully managed over \$550,000 in state GIA funds for capital improvements in recent years, completing all projects on time and within budget while maintaining full compliance with state requirements. This experience, combined with our professional expertise and established*

*management systems, ensures our capability to successfully implement the proposed capital improvements.*

## **2. 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 Filipino Community Center's facilities, located on two acres in Waipahu, provide extensive space for community programs, events, and services. The following description demonstrates how our existing facilities support our mission and how the requested improvements will enhance our ability to serve the community:*

### *Main Facility Overview:*

- *50,000-square-foot, three-story building*
- *42,000 square feet of net usable space*
- *Located near the historic Oahu Sugar Mill*
- *Accessible via public transportation*
- *Ample parking with ADA-compliant stalls*

### *Event and Meeting Spaces:*

- *Ballroom (5,743 square feet)*
  - *Capacity for 380 guests in dining configuration*
  - *Professional sound and lighting systems*
  - *Configurable space for various event types*
  - *ADA-compliant access and facilities*
- *Courtyard (3,500 square feet)*
  - *Capacity for 100 guests*
  - *Semi-covered outdoor space for events*
  - *Connected to main ballroom*
  - *Versatile space for community gatherings*

### *Additional Facilities:*

- *Commercial kitchen*
- *Administrative offices*

### *Accessibility Features:*

- *ADA-compliant entrances and exits*
- *Elevator service to all floors*
- *Accessible restrooms on all levels*
- *Wheelchair-friendly pathways*
- *Near bus lines*

- *Ground-level entry points*

*The requested capital improvements will address critical needs in these facilities:*

- *Security upgrades will protect these valuable community assets*
- *Ballroom renovations will enhance our primary event space*
- *Kitchen exhaust improvements will support food service capabilities*
- *Landscape rehabilitation will improve facility appearance and safety*
- *Infrastructure upgrades will ensure continued ADA compliance*

*These improvements are essential to maintain the Center's position as a vital community resource in Hawaii, providing spaces for cultural and community events, meetings, and celebrations.*

## **VI. Personnel: Project Organization and Staffing**

### **1. 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 Filipino Community Center maintains a robust organizational structure that combines professional staff, specialized service providers, and dedicated board committees to ensure effective implementation of capital improvement projects while maintaining daily operations.*

*The following qualifications and responsibilities of paid staff, consultants, and non-paid support professionals demonstrate the Center's organizational capacity to meet its objectives.*

*Staff Positions:*

#### *a. Executive Director*

*At the core of the organization is the Executive Director, who oversees overall project management and grant administration while coordinating between staff, contractors, and board committees. The Executive Director ensures compliance with grant requirements and reporting, manages project budgets and timelines, and reports directly to the Board of Directors.*

*The Center's current Executive Director brings extensive experience in facility management, project oversight, and fiscal administration crucial for managing the proposed capital improvements at the Filipino Community Center. Her background includes successfully overseeing multi-million dollar renovation projects, managing procurement processes, and coordinating with contractors*

*and stakeholders during her tenure as Vice Consul and Head of the Administrative Section at the Philippine Consulate General in Honolulu.*

*Her administrative leadership experience encompasses managing day-to-day operations of large facilities, supervising administrative and maintenance staff, and ensuring compliance with regulations and requirements. This is complemented by strong financial management skills, including managing project budgets, government grant administration, and procurement processes. As Chair of the Bids and Awards Secretariat and Vice Chair of the Building Committee, she demonstrated expertise in contractor selection and project oversight.*

*The Executive Director's combination of project management expertise, financial oversight experience, and understanding of local Hawaii operations makes her well-qualified to lead this capital improvement project. Her proven track record in managing similar renovation projects, combined with strong community relationships and stakeholder management skills, will ensure the successful implementation of the proposed facility improvements at the Center.*

*b. Office and Ballroom Manager (vacant - currently hiring)*

*Supporting the Executive Director is an experienced Office Manager who coordinates daily facility operations, manages vendor and contractor access, and maintains project documentation. The Center is currently seeking qualified individuals to take on this role.*

*c. Programs and Marketing Director*

*The Programs Director plays a crucial role in managing program continuity during construction, coordinating event scheduling around improvements, and ensuring minimal disruption to community services.*

*The Center's current Programs Director brings valuable experience in both non-profit operations and facility management that directly supports the Center's capital improvement initiatives. During her tenure with the Hawaiian Humane Society as a program manager, she developed expertise in managing non-profit operations, program development, and community engagement, skills that have proven valuable in her current role at the Filipino Community Center.*

*Her background as an events management company owner has provided her with extensive knowledge of facility operations, vendor management, and project coordination. This experience has been particularly relevant in understanding the Center's operational needs and ensuring improvements align with event hosting requirements. Her expertise in events management offers valuable insights into the proposed ballroom renovations, kitchen upgrades, and facility security enhancements.*

*Most notably, the Programs Director has demonstrated direct experience in managing capital improvement projects at the Center. During her period of*

*supervising facility management prior to the hiring of an Executive Director, she successfully assisted in several state-funded CIP projects, including the completion of parking lot improvements, roof repairs, and ballroom equipment retrofitting. This proven track record in managing similar grant-funded projects, combined with her understanding of the Center's operational needs, makes her an invaluable asset in implementing the proposed capital improvements.*

*d. Administrative Assistant*

*Administrative support is provided by an Administrative Assistant who handles project documentation, contractor communications, and maintains project files and records.*

*The Center's current Administrative Assistant brings strong operational and financial management experience to the Center's capital improvement projects. Having served at the Center since 2018, she has developed comprehensive knowledge of the facility's operations and has played a crucial role in managing previous state-funded CIP projects, particularly in maintaining accurate financial records, tracking invoices, and processing contractor payments.*

*Her background in banking operations at Bank of Hawaii equipped her with meticulous attention to detail and expertise in financial documentation - skills that have proven invaluable in managing grant compliance and expenditure tracking. Additionally, her experience as a supervisor at Jollibee Hawaii developed her capabilities in operational management, vendor relations, and team coordination.*

*During her tenure at the Center, she has assisted in the successful implementation of several capital improvement projects, including the parking lot renovation, roof repairs, and ballroom equipment upgrades. Her understanding of state grant requirements, combined with her experience in maintaining project documentation and financial records, ensures proper administration of the proposed capital improvements. Her institutional knowledge of the Center's operations and previous CIP projects makes her an essential team member for implementing the current grant project.*

*Third-Party Service Providers:*

*The Center's core staff is complemented by professional service providers who bring specialized expertise to the organization. A dedicated commercial property manager provides expertise in facility maintenance and improvements, coordinates with contractors on technical specifications, and ensures compliance with building codes and regulations. The catering concessionaire advises on food service facility upgrades and ensures compliance with health regulations. Financial oversight is maintained through an accounting service provider who manages project finances, tracks expenditures, and processes contractor payments, while an independent auditor provides third-party oversight and ensures grant compliance.*

a. *Commercial Property Manager*

*Avalon Commercial LLC, the Center's contracted property management firm, brings extensive experience in commercial property management and facility improvement projects throughout Hawaii. As the Center's exclusive property manager, they possess comprehensive knowledge of the facility's infrastructure, maintenance history, and operational requirements, making them a valuable asset in implementing the proposed capital improvements.*

*Under their current management contract, Avalon Commercial is responsible for the maintenance and management of the Center's leasing spaces and common areas. Their duties include maintaining business relationships with tenants, overseeing maintenance activities, reporting security and safety issues, and ensuring compliance with all necessary permits, licenses, and certifications. This intimate knowledge of the facility's operations positions them to provide critical input on project specifications and oversight during implementation.*

*For the proposed capital improvements, Avalon Commercial will serve a crucial role by helping the center identify contractors, ensuring compliance with building codes and regulations. Their established relationships with local contractors and vendors, combined with their experience in managing similar improvement projects at other commercial properties, will help ensure efficient project execution. Their involvement provides an additional layer of professional oversight to guarantee that all improvements meet quality standards and are properly integrated into the Center's existing facilities and operations.*

b. *Catering Concessionaire*

*Sinublan, the Center's long-standing catering concessionaire, brings valuable firsthand experience and insight to the proposed kitchen improvement project. Having served as the Center's caterer for over five years, they have intimate knowledge of the kitchen facility's capabilities, limitations, and specific upgrade requirements based on their daily operations serving numerous community events and functions.*

*Their extended experience working in the Center's kitchen facilities makes them uniquely qualified to provide input on the proposed kitchen exhaust system improvements. Through years of food service operations, they have identified critical areas needing enhancement to improve efficiency, safety, and functionality. Their practical understanding of commercial kitchen operations and food service requirements will be instrumental in ensuring that the planned improvements effectively address operational needs while meeting health and safety regulations.*

*As a key stakeholder in the Center's operations, Sinublan will provide valuable consultation during the kitchen renovation planning and implementation phases. Their expertise will help ensure that improvements align with food service*

*operational requirements, health department regulations, and industry best practices. Their ongoing presence at the Center will also facilitate coordination of construction activities to minimize disruption to regular food service operations during the improvement process.*

*c. Accounting Service Provider*

*HI Accounting Solutions, serving as the Center's accounting service provider for the past two years, brings vital expertise in grant management and financial oversight to the proposed capital improvement project. Their experience in handling the Center's previous state grants has established strong systems for tracking expenditures, managing contractor payments, and ensuring compliance with grant requirements.*

*d. Independent Auditor*

*KDL, serving as the Center's external auditor, provides critical oversight and expertise in tax compliance and grant management. Their experience in conducting independent audits of non-profit organizations and specific knowledge of state grant requirements ensures the Center maintains the highest standards of financial accountability and compliance.*

*Board of Directors:*

*The organization's professional staff and service providers are further supported by active board committees that provide additional layers of expertise and oversight. The Facilities Committee, composed of licensed architects, engineers, and contractors, provides technical oversight, reviews project specifications, and monitors construction quality and compliance. The Finance Committee reviews project budgets and expenditures, monitors cash flow, and ensures fiscal responsibility. Additional support comes from the Programs Committee, PR & Marketing Committee, Human Resources Committee, and Fundraising Committee, each contributing specific expertise to support project success.*

*This comprehensive organizational structure provides multiple layers of oversight and expertise to ensure successful project implementation. The combination of professional staff, specialized service providers, and volunteer committees creates a robust management system capable of handling complex capital improvements while maintaining regular Center operations and ensuring effective use of grant funds.*

**2. 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 attached sheet (Page 39)*

**3. Compensation**

The applicant shall provide an annual salary range paid by the applicant to the three highest paid officers, directors, or employees of the organization by position title, not employee name.

<i>Executive Director</i>	<i>\$ 93,600.00</i>
<i>Programs Director</i>	<i>\$ 50,000.00</i>
<i>Administrative Aide</i>	<i>\$ 37,400.00</i>

**VII. Other**

**1. 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 Filipino Community Center is not party to any pending litigation.*

**2. 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.

*Internal Revenue Service Section 501(c)(3) Exempt Status Letter*

*See attached sheet (Page 40-42)*

*Certificate of Vendor Compliance, State of Hawaii, State Procurement Office*

*See attached sheet (Page 43)*

*Relevant Licensure and Accreditation:*

- Edmund C. Aczon, prior general contractor*
- Damien A. Elefante, Esq.*
- Franz D. Juan, CPA, Attorney*
- Manuel S. Lanuevo, licensed engineer, P.E.*
- Daniel Padilla, Esq.*

**3. 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.

*The grant will not be used to support or benefit a sectarian or non-sectarian private institution.*

#### **4. Future Sustainability Plan**

The applicant shall provide a plan for sustaining after fiscal year 2026 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2026, but
- (b) Not received by the applicant thereafter.

*The Filipino Community Center recognizes the critical importance of maintaining these capital improvements, particularly given our current \$2.5 million capital debt that limits our ability to fund major facility enhancements. Our sustainability plan focuses on maximizing existing revenue streams and developing new funding sources to ensure proper maintenance of the improved facilities.*

*If the grant is received for fiscal year 2026: The Center will leverage the improved facilities to generate increased revenue through multiple channels:*

- *Enhanced ballroom facilities are expected to increase rental revenue by attracting more high-end events*
- *Upgraded kitchen facilities will support expanded catering operations and food service revenue*
- *Improved security systems will reduce maintenance and repair costs from vandalism*
- *Energy-efficient lighting and ventilation systems will lower utility expenses*
- *Modernized facilities will help attract and retain quality tenants, maintaining stable rental income*

*If the grant is not received thereafter, the Center will have a hard time implementing the needed capital improvements. The Center will continue to pursue of alternative funding sources including:*

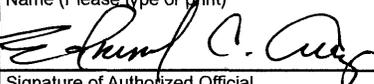
- *Additional state and county grants*
- *Corporate sponsorships and partnerships*
- *Foundation grants for specific improvements*
- *Community fundraising initiatives*
- *Private donor contributions*

*Given our debt obligations, this grant is vital for implementing these essential improvements that will enhance the Center's ability to generate revenue and serve our community effectively. The improved facilities will strengthen our financial sustainability while ensuring we can maintain these capital investments for years to come.*

# BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2025 to June 30, 2026

Applicant: THE FILIPINO COMMUNITY CENTER, INC.

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. Contractual Services - Administrative				
2. Contractual Services - Program Coordinators				
3. Contractual Services - Instructors				
4. Food				
5. Insurance				
6. Lease/Rent of Equipment				
7. Lease of Vehicle				
8. Program Activities				
9. Publication, Printing, and Advertising				
10. Repairs and Maintenance				
11. Staff Training				
12. Supplies				
13. Telecommunications				
14. Utilities				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES				
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
<b>TOTAL (A+B+C+D+E)</b>	<b>300,000</b>			
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	300,000	ANDREA CAYMO-KAUHANEN	808-498-9704	
(b) Total Federal Funds Requested	0	Name (Please type or print) <span style="float: right;">Phone</span>		
(c) Total County Funds Requested	0			
(d) Total Private/Other Funds Requested	0	Signature of Authorized Official <span style="float: right;">Date</span>		
<b>TOTAL BUDGET</b>	<b>300,000</b>	EDMUND C. ACZON, CHAIR OF THE BOARD OF DIRECTORS		
		Name and Title (Please type or print)		

## BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2025 to June 30, 2026

Applicant: THE FILIPINO COMMUNITY CENTER, INC.

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
N/A				\$ -
				\$ -
<b>TOTAL:</b>				
<b>JUSTIFICATION/COMMENTS:</b> Cost of labor is included in the construction contract				

3/

Applicant: THE FILIPINO COMMUNITY CENTER, INC

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
N/A				
<b>TOTAL:</b>				
<b>JUSTIFICATION/COMMENTS:</b>				
Cost of equipment with labor included				

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DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
N/A				
<b>TOTAL:</b>				
<b>JUSTIFICATION/COMMENTS:</b>				
No motor vehicle sought				

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS Period: July 1, 2025 to June 30, 2026

Applicant: THE FILIPINO COMMUNITY CENTER, INC.

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:2023-2024	FY:2024-2025	FY:2025-2026	FY:2025-2026	FY:2026-2027	FY:2027-2028
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION	\$400,000.00 <i>(pending release of fund)</i>		\$300,000.00			
EQUIPMENT						
<b>TOTAL:</b>	<b>\$400,000.00</b>		<b>\$300,000.00</b>			

**JUSTIFICATION/COMMENTS:**

The Center seeks a capital grant of \$300,000 to implement critical facility improvements for its 20-year-old building complex. The improvements are strategically planned to enhance safety, security, functionality, and aesthetic appeal of this vital community space.

**GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID**

Applicant: THE FILIPINO COMMUNITY CENTER, INC.

Contracts Total: \$1,515,000.00

	<b>CONTRACT DESCRIPTION</b>	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)</b>	<b>CONTRACT VALUE</b>
1	OCS-CIP-20-40 S1	2020	Office of Community Services	State	\$150,000.00
2	OCS-GIA-23-98 S1	2022	Office of Community Services	State	\$250,000.00
3	OCS-CIP-23-26 S1	2022	Office of Community Services	State	\$360,000.00
4	Non-Profit Relief Program	2023	Department of Community Services	Honolulu	\$100,000.00
5	CT-DCS-2400063	2023	Department of Community Services	Honolulu	\$10,000.00
6	OCS-GIA-24-09	2023	Office of Community Services	State	\$235,000.00
7	OCS-CIP-24-37 (pending review)	2023	Office of Community Services	State	\$400,000.00
8	CT-DCS-2500064	2024	Department of Community Services	Honolulu	\$10,000.00
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**GOVERNMENT CIP CONTRACTS, GRANTS, AND / OR GRANTS IN AID FUNDING**

Applicant: THE FILIPINO COMMUNITY CENTER, INC.

Contracts Total: \$910,000.00

	<b>CONTRACT DESCRIPTION</b>	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)</b>	<b>CONTRACT VALUE</b>
1	OCS-CIP-20-40 S1	2,020	Office of Community Services	State	\$150,000.00
2	OCS-CIP-23-26 S1	2,022	Office of Community Services	State	\$360,000.00
3	OCS-CIP-24-37 (pending review)	2,023	Office of Community Services	State	\$400,000.00

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THE FILIPINO COMMUNITY CENTER, INC.

Statement of Financial Position

As of December 31, 2024

	Total	
	As of Dec 31, 2024	As of Nov 30, 2024
<b>ASSETS</b>		
<b>Current Assets</b>		
<b>Bank Accounts</b>		
10016 Avalon - Property Mgmt Account	62,261.50	39,571.66
10019 FHB General Acct #123785	31,375.81	73,477.25
10026 FHB Consuelo #125230	76,273.89	76,278.89
10027 Home Street #538	4,160.00	4,160.00
10031 ASB Money Mkt Acct #8104556992	136,484.48	120,200.32
10099 Petty Cash Fund	500.00	500.00
11275 Avalon - Security Deposit Cash	46,487.50	46,487.50
<b>Total Bank Accounts</b>	<b>357,543.18</b>	<b>360,675.62</b>
<b>Accounts Receivable</b>		
12025 Accts Rec - Ballroom/Conference	3,255.21	(394.79)
12030 Accounts Receivable	500.00	500.00
<b>Total Accounts Receivable</b>	<b>3,755.21</b>	<b>105.21</b>
<b>Other Current Assets</b>		
11250 Prepaid Insurance	7,029.98	9,177.40
11255 Avalon - Prepaid Rent	(5,250.00)	(4,342.62)
11270 HECO Security Deposits	687.00	687.00
12035 Commercial Rent Receivable	15,071.59	16,464.97
12200 Undeposited Funds	741.11	4,219.14
<b>Total Other Current Assets</b>	<b>18,279.68</b>	<b>26,205.89</b>
<b>Total Current Assets</b>	<b>379,578.07</b>	<b>386,986.72</b>
<b>Fixed Assets</b>		
15000 Land	818,213.41	818,213.41
15100 Building	12,572,461.17	12,572,461.17
15101 Photovoltaic System	408,849.00	408,849.00
15150 Tenant Improvements	46,321.60	46,321.60
15200 Furniture & Fixtures	157,308.01	157,308.01
15250 Office & Other Equipment	262,700.39	262,700.39
16100 Accum Depr-Building	(6,429,162.66)	(6,403,435.66)
16110 Accum Depr-Photovoltaic System	(135,105.38)	(135,105.38)
16150 Accum Depr-Tenant Improvements	(20,909.54)	(20,909.54)
16200 Accum Depr-Furn & Fixtures	(156,538.81)	(156,538.81)
16250 Accum Depr-Office Equipment	(74,448.64)	(74,448.64)
<b>Total Fixed Assets</b>	<b>7,449,688.55</b>	<b>7,475,415.55</b>
<b>Other Assets</b>		
17205 Prepaid Loan fees - ASB Mortg	33,112.43	33,112.43
<b>Total Other Assets</b>	<b>33,112.43</b>	<b>33,112.43</b>
<b>TOTAL ASSETS</b>	<b>7,862,379.05</b>	<b>7,895,514.70</b>

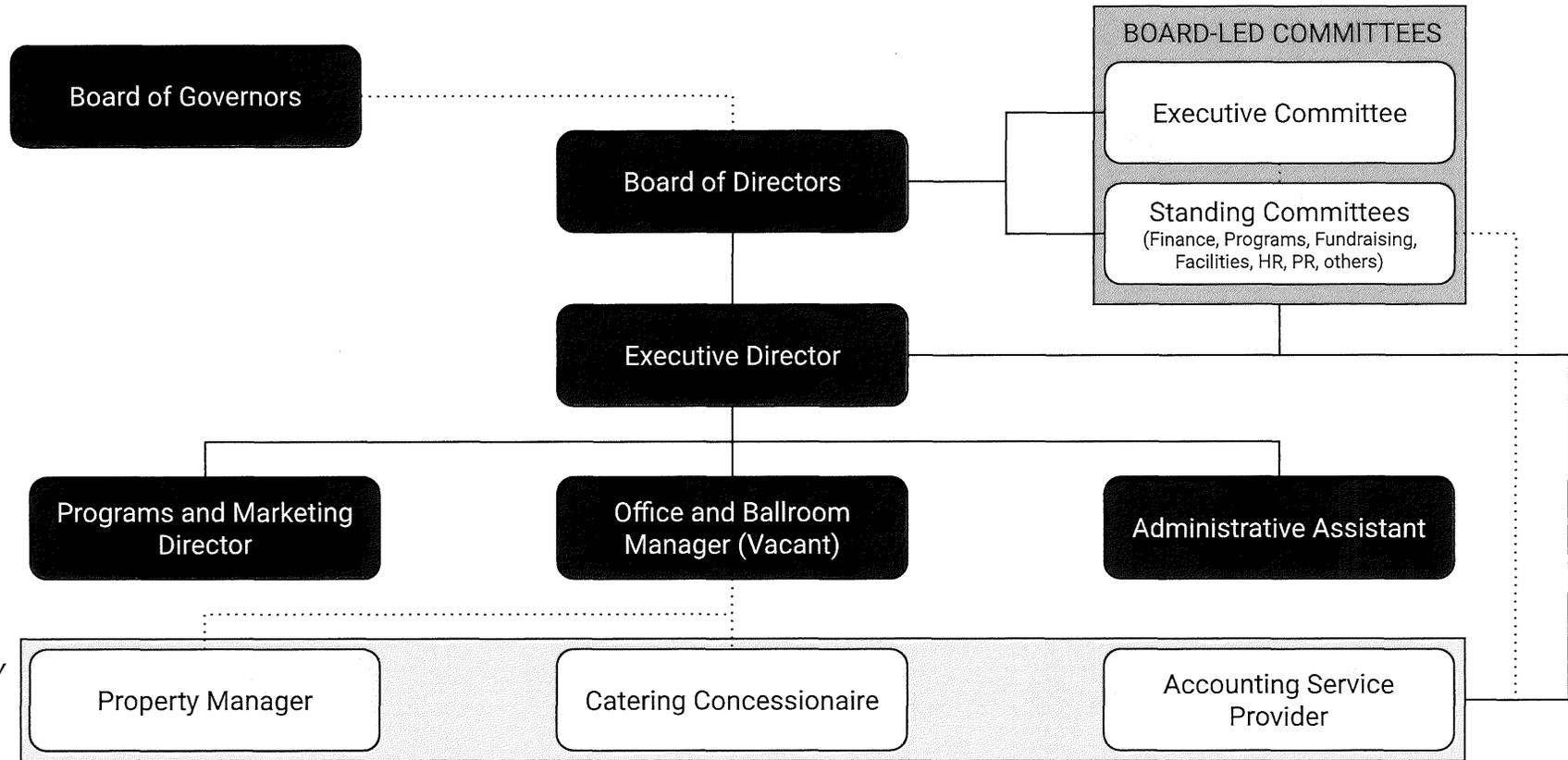
	As of Dec 31, 2024	As of Nov 30, 2024
<b>LIABILITIES AND EQUITY</b>		
<b>Liabilities</b>		
<b>Current Liabilities</b>		
<b>Accounts Payable</b>		
20000 Accounts Payable	18,037.19	10,690.35
<b>Total Accounts Payable</b>	<b>18,037.19</b>	<b>10,690.35</b>
<b>Other Current Liabilities</b>		
20110 Account payable - Tenants	456.71	511.83
20112 Accrued expenses - Tenants	2,394.14	2,394.14
20113 Insurance Payable	1,036.00	1,036.00
20115 Prepaid Rent - Tenants	(84.80)	(84.80)
20140 Deferred Ballroom Event Revenue	21,623.03	31,263.35
20250 Refundable Damage Deposit	13,500.00	13,250.00
<b>20300 Security Deposits - Caterers</b>		
20334 Cools in Catering LLP	5,000.00	5,000.00
<b>Total 20300 Security Deposits - Caterers</b>	<b>5,000.00</b>	<b>5,000.00</b>
22000 General Excise Tax Payable	3,512.61	2,997.25
22100 Accrued Property Tax	53,134.62	44,278.85
23100 Accrued vacation	1,115.65	1,115.65
<b>25200 Other Restricted Funds</b>		
24100 TLC CARES Escrow Fd	1,195.82	1,195.82
24110 Nareit Hawaii Escrow Fd	10,916.10	10,916.10
24112 Kaiser - Public Good Escrow Fd	54.09	54.09
24112-1 Kaiser - Public Good Phase I	323.36	323.36
24112-2 Kaiser - Public Good Phase II	522.18	522.18
24113 Kaiser (Maui)	1,263.07	1,263.07
24115 HIPHI/DOH-COPHE I Escrow Fd	3,770.20	3,770.20
24115-1 HIPHI/DOH-COPHE II Escrow Fd	45,128.75	45,128.75
24116 HIPHI/DOH-CBO Escrow Fd	10,327.01	10,327.01
24117 HIPHI/CDC Foundation Escrow Fd	5,009.87	5,009.87
24117-1 HIPHI/CDC Foundation Escrow Fd Yr 3	8,000.00	8,000.00
24118 HIPHI CHAPS Fd	12,338.03	12,636.46
24120 AlohaCare Grant PH 1	5,000.00	5,000.00
25000 Typhoon - Kusog Tacloban	523.80	523.80
25001 Typhoon Aloha Fund	9.77	9.77
25003 Launchpad Student Program	9,288.28	9,288.28
25004 NAMI	50.00	50.00
25010 PCCCH - Education (Gala)	10,000.00	10,000.00
25026 CORO Filipino Fund	950.00	950.00
25028 Filcom Loan Campaign	1,000.00	1,000.00
<b>Total 25200 Other Restricted Funds</b>	<b>125,670.33</b>	<b>125,968.76</b>
<b>Total Other Current Liabilities</b>	<b>227,358.29</b>	<b>227,731.03</b>
<b>Total Current Liabilities</b>	<b>245,395.48</b>	<b>238,421.38</b>

	As of Dec 31, 2024	As of Nov 30, 2024
<b>Long-Term Liabilities</b>		
<b>28100 Tenant Security Deposits</b>	-	-
28111 #101 Nestor Peralta Esq	925.79	925.79
28120 #102 Calvin Alonzo, OD Inc.	4,477.41	4,477.41
28140 #104 Milltown Dental	4,322.58	4,322.58
28150 #301 MJM Partners Fin Services	2,127.75	2,127.75
28171 #108B Waianae District Comp	12,457.17	12,457.17
28182 #213 Waianae District Comp	4,133.36	4,133.36
28190 #214B Gephart Jr., John S	1,419.06	1,419.06
28191 #103 Hawaii Technology Academy	4,016.12	4,016.12
28192 #303 Hawaii Technology Academy	2,841.40	2,841.40
28194 #214A RCM Technologies	7,167.86	7,167.86
28205 #305A Center for Assisted Tech	1,329.00	1,329.00
28215 #305B Cools In Catering (Sinublan)	1,270.00	1,270.00
<b>Total 28100 Tenant Security Deposits</b>	<b>46,487.50</b>	<b>46,487.50</b>
29150 Long Term Mortgage Loan - ASB	2,479,943.09	2,486,009.42
29160 Long Term Loan - ASB	303,222.72	309,061.82
29350 SBA EIDL Loan	160,217.43	160,217.43
<b>Total Long-Term Liabilities</b>	<b>2,989,870.74</b>	<b>3,001,776.17</b>
<b>Total Liabilities</b>	<b>3,235,266.22</b>	<b>3,240,197.55</b>
<b>Equity</b>		
<b>31000 Net Assets with Donor Restrictions</b>		
30300 Program Funds	-	-
30315 Ilocano Language Immersion Prog	288.36	288.36
30320 Pasko Sa Filcom	394.20	394.20
30325 Sakada Day Celebration	1,244.00	1,244.00
Total 30300 Program Funds	<b>1,926.56</b>	<b>1,926.56</b>
30500 Restricted Endowment	13,391.00	13,391.00
<b>Total 31000 Net Assets with Donor Restrictions</b>	<b>15,317.56</b>	<b>15,317.56</b>
<b>32000 Net Assets without Donor Restrictions</b>		
30000 Fund Balance	28.00	28.00
30010 Undesignated	89,763.19	89,763.19
30020 Invested in property & equip	9,032,214.89	9,032,214.89
3900 Retained Earnings	(4,639,987.57)	(4,639,987.57)
Net Revenue	129,776.76	157,981.08
<b>Total 32000 Net Assets without Donor Restrictions</b>	<b>4,611,795.27</b>	<b>4,639,999.59</b>
<b>Total Equity</b>	<b>4,627,112.83</b>	<b>4,655,317.15</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>7,862,379.05</b>	<b>7,895,514.70</b>



# THE FILIPINO COMMUNITY CENTER INC.

## ORGANIZATIONAL CHART



39

INTERNAL REVENUE SERVICE  
DISTRICT DIRECTOR  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: NOV 4 1997

FILIPINO COMMUNITY CENTER INC  
C/O ROLAND C CASAMINA  
1810 N KING STREET  
HONOLULU, HI 96819

Employer Identification Number:  
99-0305884  
DLN:  
317147509  
Contact Person:  
TYRONE THOMAS  
Contact Telephone Number:  
(213) 894-2289  
Our Letter Dated:  
May 4, 1994  
Addendum Applies:  
Yes

Dear Applicant:

This modifies our letter of the above date in which we stated that you would be treated as an organization that is not a private foundation until the expiration of your advance ruling period.

Your exempt status under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3) is still in effect. Based on the information you submitted, we have determined that you are not a private foundation within the meaning of section 509(a) of the Code because you are an organization of the type described in section 509(a)(1) and 170(b)(1)(A)(vi).

Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(1) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(1) organization.

As of January 1, 1984, you are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more you pay to each of your employees during a calendar year. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

You are required to file Form 990 only if your gross receipts each year are normally more than \$25,000. For guidance in determining whether your gross receipts are "normally" more than \$25,000, see the instructions for Form 990. If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. A penalty of \$20 a day is charged when a return is filed late, unless there is reasonable cause for the delay. However, the maximum penalty charged cannot exceed \$10,000 or 5 percent of your gross receipts for the year, whichever is less. For organizations with gross receipts exceeding \$1,000,000 in any year, the penalty is \$100 per day per return, unless there is reasonable cause for the delay. The maximum penalty for an organization with gross receipts exceeding \$1,000,000 shall not exceed \$50,000. This penalty may also be charged if a return is not complete, so please be sure your return is complete before you file it.

Letter 1050 (DO/CG)

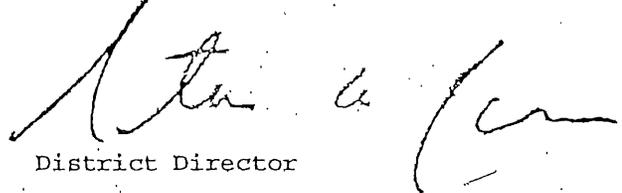
FILIPINO COMMUNITY CENTER INC

If we have indicated in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.

Because this letter could help resolve any questions about your private foundation status, please keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown above.

Sincerely yours,

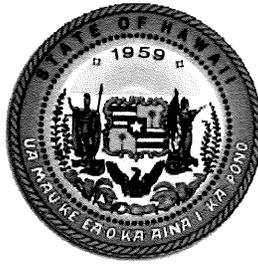
A handwritten signature in cursive script, appearing to read "Ata A. [unclear]".

District Director

FILIPINO COMMUNITY CENTER INC

We have determined that you are a publicly supported organization of the type described in Sections 509(a)(1) and 170(b)(1)(A)(vi) as opposed to Section 509(a)(2) of the Code. This change does not affect your exempt status as an organization described in section 501(c)(3) of the Code, your non-private foundation status, or your filing requirements.

Our letter dated June 4, 1997, is hereby reissued to reflect the correct employer identification number for your organization. Please use this number on all returns you file and in all correspondence with the Internal Revenue Service.



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:** THE FILIPINO COMMUNITY CENTER, INC.\*

**DBA/Trade Name:** THE FILIPINO COMMUNITY CENTER, INC.\*

**Issue Date:** 01/15/2025

**Status:** **Compliant**

Hawaii Tax#: 40449418-01  
New Hawaii Tax#: GE-0812607488-01  
FEIN/SSN#: XX-XXX5884  
UI#: XXXXXX0939  
DCCA FILE#: 88827

Status of Compliance for this Vendor on issue date:

Form	Department(s)	Status
A-6	Hawaii Department of Taxation	Compliant
8821	Internal Revenue Service	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	A status determination has not yet been made
Submitted	The entity has applied for the certificate but it is awaiting approval
Not Compliant	The entity is not in compliance with the requirement and should contact the issuing agency for more information

