

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

Type of Grant Request:

Operating                       Capital

Legal Name of Requesting Organization or Individual: Db a:

HAWAII UNITED OKINAWA ASSOCIATION

Amount of State Funds Requested: \$ 306,000.00

Brief Description of Request (Please attach word document to back of page if extra space is needed):  
The Hawaii United Okinawa Association is requesting funds for a renovation project for the Hawaii Okinawa Center (HOC). The HOC provides a venue for the membership, community and state at large for various events, meetings, programs and performances in the Central Oahu region. The light project will provide increased safety and security in the parking lot; the sanitation equipment is in constant use for the many catered events; the partitions and carpet in the hall are heavily used during the many events held at the center. The air conditioning system will also ensure health and safety measures for the participants who attend the various functions.

Amount of Other Funds Available:

State: \$ 0  
Federal: \$ 0  
County: \$ 0  
Private/Other: \$ 0

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

\$ 140,000

Unrestricted Assets:

\$ 558,028.00

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:

94 587 Ukee Street

City:                      State:                      Zip:  
Waipahu                      Hi                      96797

**Contact Person for Matters Involving this Application**

Name: Jocelyn Ige	Title: HUOA President
Email: huoajo@gmail.com	Phone: 808 6765400

Federal Tax ID#: [REDACTED]	State Tax ID# [REDACTED]
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Authorized Signature

Jocelyn A Ige, HUOA President

Name and Title

January 13, 2019

Date Signed

**received**  
1/13/19 3:42p JR

HAWAII UNITED OKINAWA ASSOCIATION  
95 587 UKEE ST  
WAIPAHU HI 96798

State Capitol, Rm. 208  
Honolulu, HI 96813  
Attn: GIA

## 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) Certificate of Good Standing (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 ([Link](#))
  - b) Personnel salaries and wages ([Link](#))
  - c) Equipment and motor vehicles ([Link](#))
  - d) Capital project details ([Link](#))
  - e) Government contracts, grants, and grants in aid ([Link](#))
- 7) Experience and Capability
- 8) Personnel: Project Organization and Staffing

AUTHORIZED SIGNATURE



JOCELYN A IGE, HUOA PRESIDENT 2019 JANUARY 13, 2019

PRINT NAME AND TITLE

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

**Vendor Name:** HAWAII UNITED OKINAWA ASSOCIATION\*

**DBA/Trade Name:** HAWAII UNITED OKINAWA ASSOCIATION\*

**Issue Date:** 01/15/2019

**Status:** Compliant

Hawaii Tax#: W20445656-01

New Hawaii Tax#:

FEIN/SSN#: XX-XXX0923

UI#: XXXXXX1149

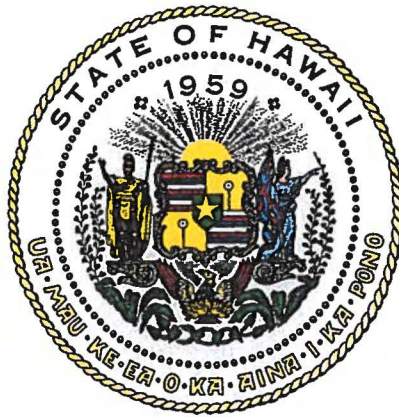
DCCA FILE#: 80088

**Status of Compliance for this Vendor on Issue date:**

Form	Department(s)	Status
A-6	Hawaii Department of Taxation	Compliant
	Internal Revenue Service (Compliant for Gov. Contract)	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
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

HAWAII UNITED OKINAWA ASSOCIATION

was incorporated under the laws of Hawaii on 06/20/1990 ; 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, 2019

Director of Commerce and Consumer Affairs



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

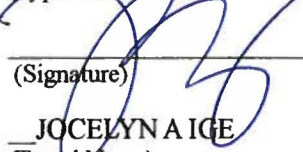
The undersigned authorized representative of the applicant certifies the following:

- 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.
- 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.

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.

HAWAII UNITED OKINAWA ASSOCIATION (HUOA)  
(Typed Name of Individual or Organization)

 (Signature)	1-13-19 (Date)
JOCELYN A IGE (Typed Name)	2019 HUOA PRESIDENT (Title)

## HAWAII UNITED OKINAWA ASSOCIATION

**§42F-102 Applications for grants.** Requests for grants shall be submitted to the appropriate standing committees of the legislature at the start of each regular session of the legislature. Each request shall state:

(1) The name of the requesting organization or individual;

HAWAII UNITED OKINAWA ASSOCIATION

(2) The public purpose for the grant;

Hawaii Okinawa Center also offers its membership, the community and state, at large, a unique property to hold meetings, workshops, conferences, events and special celebrations. It is one of a few facilities that serve the Leeward and Central Oahu regions, that can hold stage performances simultaneously with a banquet for over 800 people. Additionally, families, schools and organizations are able to have small or large functions in this location outside of Honolulu. Through HOC, the area community continues to flourish with opportunities for small businesses to showcase their products at HUOA events.

(3) The services to be supported by the grant;

The Hawaii Okinawa Center Renovation Project Phase II will ensure equal and safe access throughout the property, long term and preventative maintenance and fulfilling the original programs planned for the buildings. Renovation work will be performed by local contractors licensed in the State of Hawaii.

(4) The target group; and

The target population is multifold:

- \* The Okinawan community in Hawaii
- \* Residents of Central and Leeward Oahu
- \* Statewide, all Hawaii 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 membes, individuals and famiies who desire to promote, preserve and perpetuate their culture through classes and events and the sharing of knowlege 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 Hawaii.

## HAWAII UNITED OKINAWA ASSOCIATION

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 include residents, businesses, organizations and schools of Central and Leeward Oahu.

- (5) The cost of the grant and the budget. [L 1997, c 190, pt of §3; am L 2014, c 96, §6]

The cost of the grant is \$306,000.00 of which five projects are outlined in the proposal. This renovation project to improve the safety, accessibility and the health for participants includes LED lighting for safety in the parking lot; sanitation equipment, hall equipment replacement and air conditioning system replacement. All of these projects affect the participants of the center and would continue to provide services upon completion.



## 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. 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, 2018.

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

The applicant shall submit a declaration statement affirming its compliance with Section 42F-103, Hawaii Revised Statutes. ([Link](#))

#### **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. ([Link](#))

### **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**

Hawaii United Okinawa Association (HUOA) is a 501(c)(3) non-profit organization whose mission is to promote, perpetuate and preserve Okinawan culture. The organization promotes and practices 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 50 member clubs, whose combined membership exceeds 40,000 in number. Members reside mainly in Hawaii, but are also in Okinawa, Japan, and the mainland United States. HUOA was established in 1951 as the Hawaii Okinawa Rengo Kai, or United Okinawan Association of Hawaii - and re-named the Hawaii United Okinawa Association in 1995.

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

HOC also offers the community and state, at large, a unique property to hold meetings, workshops, conferences, events and special celebrations. It is one of a few facilities that serve the Leeward and Central Oahu regions, that can hold stage performances simultaneously with a banquet for over 800 people. Additionally, families, schools and organizations are able to have small or large functions in this location outside of Honolulu. Through HOC, the area community continues to flourish with opportunities for small businesses to showcase their products at HUOA events.

\* **Okinawan Festival** - a two-day celebration, whose goal is to "Share Uchinanchu Aloha", is held annually on Labor Day weekend at the Hawaii Convention Center since 2018 after over twenty-five plus years at Kapiolani Park. A committee consisting of the HUOA Executive Council and club members plan and organize the festival year in and year out. The committee oversees over 3500 volunteers who assist in various capacities in areas related to construction, logistics, food preparation, cooking, sales, educational displays and video production. The Okinawan Festival attracted approximately 56,000 attendees ini 2018 including, Oahu residents and visitors from the Neighbor Islands, mainland U.S. and other countries. 2019 marks the 37<sup>th</sup> 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 in 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 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 28 years, more than 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 Wellness Fair** - Realizing the needs of the community, HUOA began providing an annual Senior Fair seven 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** - The annual HUOA Study Tour participants experience Okinawa to strengthen ties to Okinawa, to provide cultural education and to visit Okinawa Prefectural Government. The HUOA study tour has also provided the opportunity develop future leaders in the community and in the association.

\* **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. HUOA provides volunteers for additional events put on by the community.

\* **Cultural Concerts and Performances** - HUOA supports and sponsors local and international cultural concerts and performances at HOC. A few performances among the many include:

\* Ryukyukoku Matsuri Daiko, an international taiko/eisa group celebrated "Ko Ryukyu - Dawn of the Ryukyus" with performers from the islands and Okinawa.

\* Grant "Sandaa" Murata Sensei, Ryukyu Koten Afuso-Ryu Ongaku Kenkyuu Choichi Kai Hawaii, shared his solo concert (Dokuen Kai) "Hou On Sha Toku" with many of his followers in Hawaii. Ryukyu Koten Afuso-Ryu Ongaku Kenkyuu Choichi Kai Hawaii will be performing at Carnegie Hall in New York in April 2019.

- \* Natsumero Charity Concert and Fashion show featured many karaoke singers singing favorite Okinawa songs and a presentation by Mitsuko Yamauchi, reknown international fashion designer with Okinawan themes in her show.
- \* Fusako Shida Sensei from Tokyo - (Imperial Household Princess Akishino's teacher), created a specially choreographed dance number that incorporated the dance academies of Hawaii, in the "Mirukuyu no Kaji" concert.
- \* Ginoza Sonjin Geinou Kouryu Kouen(Yui) -) Vol.2 brought a second performance to Hawaii showcasing their unique village dances in Okinawa.
- \* Okinawan Festival "Bunkwa nu Shima" and "Yuimaaru" rooms were filled to capacity with festival attendees watching short performances and demonstrations from Okinawan visitors and local members alike. Kimono dressing, displays from the Hawaii Okinawan Restaurant Project, the Peace Museum in Okinawa, musical displays and demonstrations were part of this "Sharing Uchinanchu Aloha".

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

HUOA 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 objectives for the funds is to substantially renovate teh Hawaii Okinawa Center. As the center is almost thirty years old, it requires some extensive capital improvement and long term maintenance. With the help from public and private grants, major projects to the infrastructure have been successfully implemented to allow for continued operations of the Center. These improvements are vital in order to sustain our many cultural programs.

Recently completed priority capital improvement projects included stage flooring, lighting, sound system, replacement of the ice machine in the kitchen, repainting of the parking lot and tinting of the Legacy Hall side glass doors. Partial repair to the partitions to address sound control was completed but is proving inadequate for the usage of the facility.

**Current needs that are of priority are projects related to: 1. Accessibility & Safety, 2. Long Term Maintenance, and 3. Cultural Resources Fulfillment.**

#### Accessibility & Safety

Critical for our members and community users, to allow for equal and safe access throughout all areas of the property. As the Hawaii Okinawa Center is twenty-six years old, it is extremely important that each component within the facility is maintained properly and that facilities meet current accessibility guidelines.

- \* House Lights Upgrade and Security Lighting will retrofit the parking lot system to use energy efficient fixtures and provide much needed security lighting for safety and as a deterrent to the many break-ins we have recently experienced.
- \* Carpet Replacement will provide a surface that is clean and safe for the usage by the members and clients. Due to the number of events held at the center, the wear and tear on the carpet has been extensive. For safety and health purposes, carpet replacement is a priority.

#### Long Term Maintenance

- Extensive water leakage on the second floor of the Higa Building during heavy rains is generating from different areas on the rooftop. Assessments that were done on the rooftop identified sources of the leakage and methods of repair that are required immediately.
- The complete air conditioning system that services the entire second floor and front portion of the first floor of the Higa Building needs to be replaced. According to the roof assessment, a portion of the AC unit is one of the sources of the water leakage, but more critically, the system, which is part of the original building is antiquated and requires replacement which will be much more energy efficient.

- \* The Legacy Hall is reserved for many events and the use of the kitchen by the catering company is heavily used. The dishwasher has been utilized for all catered events and the effectiveness over the past twenty five years is decreasing. Sanitation is crucial for the health and safety for the catered events as well as for all equipment used for the events.

#### Cultural Resources Fulfillment

- \* Various events use different sides of the Legacy Hall and it is critical to both sides, if booked concurrently, to have sound quality for their programs. The partitions provide the division of the hall into two areas for use. The partitions are original, at times have been repaired, however, over time, it is has become apparent that there is a need to replace them completely. Having the quality partitions ensures the quality of performances at the Okinawa Center.

With 65 years of serving the community, HUOA's renovation project of Hawai'i Okinawa Center enables the organization to continue "Sharing Uchinanchu Aloha" locally and internationally, and continue to be a productive contributor to the community.

#### 3. The public purpose and need to be served;

The Hawai'i Okinawa Center (HOC) is one of a few facilities that serve the Leeward and Central Oahu regions, that can hold stage performances simultaneously with a banquet for over 800 people. HOC provides the surrounding 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. HUOA expands on quality programs to fill community needs. Events include:

- \* Craft fairs and bazaars for local craft artisans
- \* Senior fairs for Hawaii's aging community
- \* Honolulu Police Department graduation ceremonies
- \* State of Hawaii Department of Education workshops and seminars
- \* State of Hawaii Public Schools special events (celebrations ceremonies)
- \* Hawaii Association of Independent Schools School Fair
- \* Adult Friends for Youth Student Convention
- \* Christian Education Institute Home School graduation ceremonies
- \* Realtors Association Meetings
- \* Kumon Recognition Dinner
- \* International Universal Kenpo Karate Awards Banquet
- \* Health Fairs by Kaiser Permanente and HMSA

4. Describe the target population to be served;  
The target population is multifold:

- \* The Okinawan community in Hawaii
- \* Residents of Central and Leeward Oahu
- \* Statewide, all Hawaii 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 mem-  
bes, individuals and families who desire to promote, preserve and perpetuate  
their culture through classes and events and the sharing of knowlege from se-  
niors 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 Hawaii.

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 out-  
side our primary population. Groups that regularly use the facilities include resi-  
dents, businesses, organizations and schools of Central and Leeward Oahu.

5. **Describe the geographic coverage.**

Hawaii 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 Hawaii, but the mainland U.S. a interna-  
tionally as well. The 50 HUOA member associations are located on Oahu, the  
Big Island of Hawaii, Maui and Kauai. International groups from government,  
performing arts or education sectors choose Hawaii Okinawa Center as a facility  
to conduct events.

### **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 Hawaii Okinawa Center Renovation Project Phase II will ensure equal and  
safe access throughout the property, long term and preventative maintenance  
and fulfilling the orginal programs planned for the buildings. Renovation work will



be performed by local contractors licensed in the State of Hawaii. Work will consist of :

Accessibility and Safety Remediation :

- \* LED lights for parking lot
- \* A/C system for the Higa Building

Long term maintenance :

- \* Legacy Hall partition replacement
- \* Dishwasher for kitchen
- \* Carpet replacement for Legacy Hall

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

Scheduling of the renovation projects will be coordinated with the contractors and the catering office to ensure that uninterrupted work can occur. Anticipated timeline is from September 2019 to May 2020.

Second Quarter ( April to June 2019)

- \* LED lights for parking lot
- \* Air condition replacement

Third Quarter ( July to September 2019)

- \* Sanitation Equipment replacement

Fourth Quarter (October to December 2019)

- \* Carpet Replacement
- \* Partitions replacement

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

Evaluation will be overseen by the Facilities Committee of HUOA. Members of the committee include professionals with strong background in the field of architecture, engineering, construction and property management that will enable effective quality assurance and evaluation of proposals submitted by the State of Hawaii licensed contractors.

Day to day and on site monitoring will be conducted by the Hawaii Okinawa Center facilities manager and the Executive Director, during the project implementation. 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 appropri-

ation 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.

#### **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 ([Link](#))
  - b. Personnel salaries and wages ([Link](#)) na
  - c. Equipment and motor vehicles ([Link](#)) na
  - d. Capital project details ([Link](#))
  - e. Government contracts, grants, and grants in aid ([Link](#))
  
2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2020.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
	43,000	12,000	251,000	306,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2020.
 

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 2016, 2017 and 2018.
  
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 2020 for program funding.

2017/18      SFCA Biennium Grant : \$3752  
2018          HTA Grant : \$30,000 (for Okinawan Festival)

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2018.  
**Liquid Unrestricted Assets : \$4932.37**  
**Investment Account Balance : \$553,0595.94**  
**Total Unrestricted Current Assets : \$558,028.31**

## **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.

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 Hawaii 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 Hawaii Grant in Aid. These improvement projects including stage, lighting and sound improvements to the Legacy Hall.

### **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.

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 her-

itage 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 a library is also shared within these spaces with an impressive collection from donors in Okinawa and Hawaii.

Unfortunately, these resources and displays share a space with fundraising material, offices and layout space and do not provide adequate nor appropriate space to showcase artifacts and house book collections. Fulfillment of the buildings original intent of a purpose-built library space would provide a meaningful resource for the organization and greater community.

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, 29 years of wear and tear can be seen. Most of the equipment used today is original equipment. Additional needed facilities improvements include:

LED lighting for the parking lot which would increase the visibility and safety for all attendees at the Hawaii Okinawa Center.

In the Legacy Hall, several of the renovation project components impact the quality and safety for the event attendees and are in need of replacement after years of repairing minor concerns. These include the dishwasher unit in the kitchen which provides sanitation for the equipment and supplies used in catered events; the hall partitions which significantly impact events when two are held simultaneously and attendees are distracted by the sound from the other side. The carpet has been repaired numerous times to replace aging or damaged carpet tiles. Despite the deep cleaning sessions and the daily cleaning of the carpet after each event, the carpet is showing signs of extreme wear and tear.

Lastly, the air condition unit in the Higa Building has sustained major water leak issues that has been affected by the recent weather changes. The complete replacement of the air conditioning system will help to ensure the health and safety for everyone in the Higa Building.

**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.

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 Yamasato  | Principal YFH Architects                                 |
| 3.  | Lynn Miyahira     | Marketing Director, IQ 360                               |
| 4.  | Mark H. Higa      | Principal WCIT Architecture                              |
| 5.  | Chris Shimabukuro | Development Director, Iolani School                      |
| 6.  | Cyrus Tamashiro   | President, Tamashiro Market                              |
| 7.  | Norman Nakasone   | Senior Vice President & Manager,<br>Central Pacific Bank |
| 8.  | David Arakawa     | Executive Director, Land Use Research Foundation         |
| 9.  | Vince Watabu      | Retired Sales Manager, Publications                      |
| 10. | Gwen Fujie        | Executive Director, HUOA                                 |
| 11. | Karen Kuba Hori   | Special Projects Coordinator, HUOA                       |
| 12. | Bonnie Miyashiro  | Executive Secretary, HUOA                                |
| 13. | Clayton Uza       | Facilities Manager, Part Time, HUOA                      |

State of Hawaii 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 Facilities Manager and the Executive Director.

Other professionals will be consulted as needed.

## **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 attachment)

## **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.

Executive Director; Special Projects Coordinator;  
Executive Secretary, Facilities Manager

## **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.

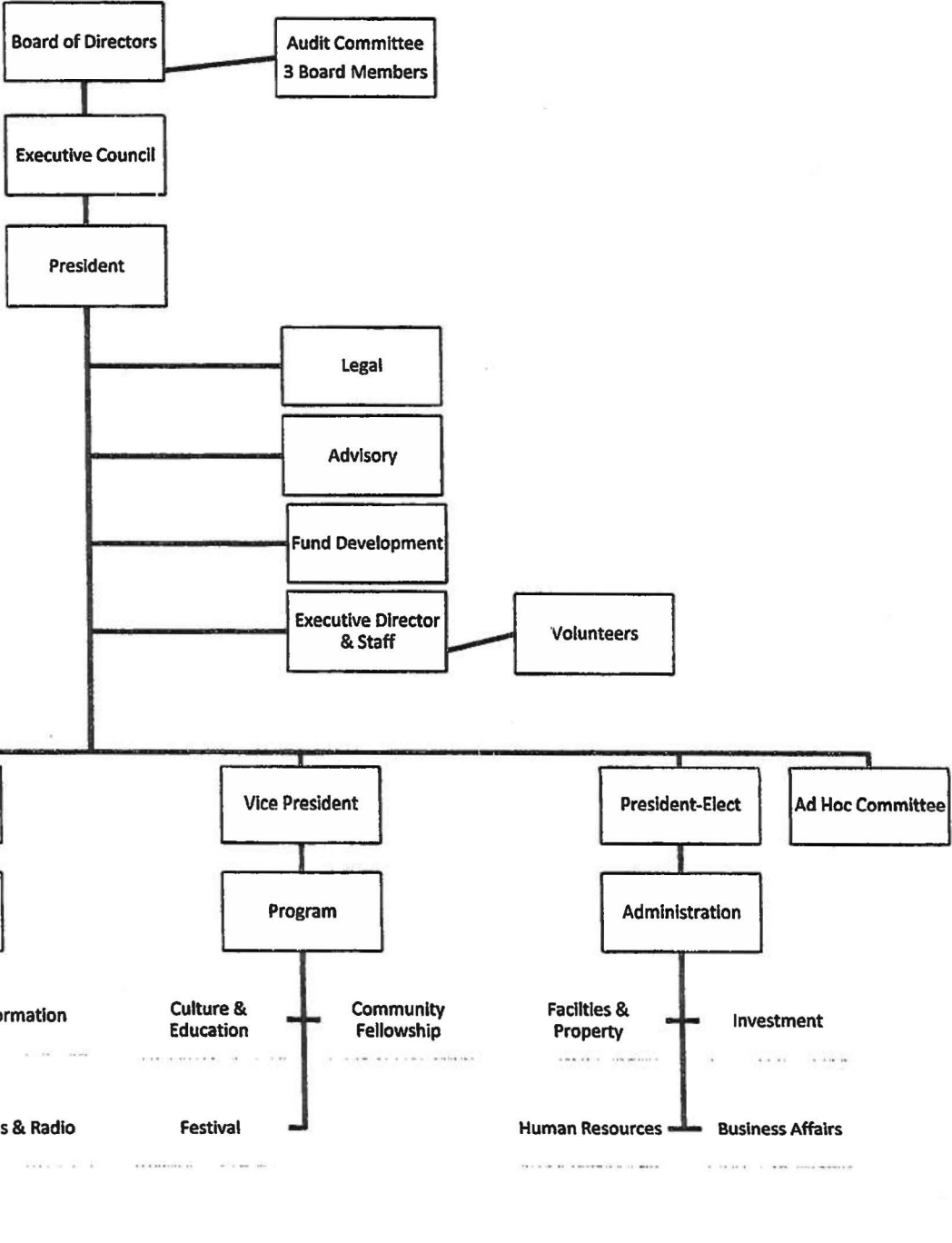
No pending litigation or outstanding judgment.

### **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.

Not applicable

HAWAII UNITED OKINAWA ASSOCIATION  
 ORGANIZATION CHART  
 December 23, 2005



### 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.

Not applicable

### 4. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2019-20 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2019-20, but

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

- (b) Not received by the applicant thereafter.

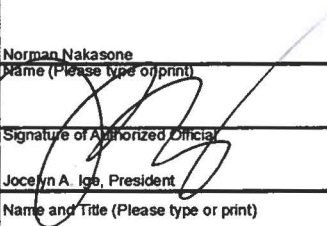
The HUOA has focused on measures for long-term sustainment of the organization, its mission and its programs. Current annual income is dependent on donors, fundraising and benefit events. The completed development of a separate commercial plaza will generate a supplemental income stream for the HUOA by 2021. This will provide needed relief from overtaxing 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.



## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2019 to June 30, 2020

App 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)
<b>A. PERSONNEL COST</b>				
1. Salaries				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
<b>TOTAL PERSONNEL COST</b>				
<b>B. OTHER CURRENT EXPENSES</b>				
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				
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20				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>0</b>			
<b>C. EQUIPMENT PURCHASES</b>	<b>0</b>			
<b>D. MOTOR VEHICLE PURCHASES</b>	<b>0</b>			
<b>E. CAPITAL</b>				
1. LED LIGHTS FOR PARKING LOT	<b>8,000</b>			
2. AIR CONDITIONING FOR HIGA BLDG	<b>35,000</b>			
3. LEGACY HALL SANITATION EQUIPMENT	<b>12,000</b>			
4. LEGACY HALL CARPET REPLACEMENT	<b>90,000</b>			
5. LEGACY HALL PARTITION REPLACEMENT	<b>161,000</b>			
<b>TOTAL (A+B+C+D+E)</b>	<b>306,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	306,000	Norman Nakasone Name (Please type or print) <span style="float: right;">808 676 5400 Phone</span>		
(b) Total Federal Funds Requested		 Signature of Authorized Official <span style="float: right;">January 13, 2019 Date</span>		
(c) Total County Funds Requested				
(d) Total Private/Other Funds Requested				
<b>TOTAL BUDGET</b>	<b>306,000</b>	Jocelyn A. Ige, President Name and Title (Please type or print)		



Applicant: HAWAII UNITED OKINAWA ASSOCIATION

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
NOT APPLICABLE			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				

JUSTIFICATION/COMMENTS:

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
NOT APPLICABLE			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				

JUSTIFICATION/COMMENTS:

Period: July 1, 2019 to June 30, 2020

Applicant: \_\_\_\_\_

**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: 2017-2018	FY: 2018-2019	FY:2019-2020	FY:2019-2020	FY:2020-2021	FY:2021-2022
PLANS				30000		
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT				306000		
<b>TOTAL:</b>				306,000	30,000	

JUSTIFICATION/COMMENTS:

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

Applicant: HAWAII UNITED OKINAWA ASSOCIATION (HUOA)

Contracts Total: 306,000

	<b>CONTRACT DESCRIPTION</b>	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)</b>	<b>CONTRACT VALUE</b>
1	Upgrade (replace) hall partitions in Legacy Ballroom 1 & 2				161,000
2	Upgrade (replace) sanitation equipment for kitchen				12,000
3	Upgrade (replace) carpet in Legacy Ballroom 1 & 2				90,000
4	Replace A/C system for the Higa Building				35,000
5	LED light project to replace lights in parking lot				8,000
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