

**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:

Honpa Hongwanji Hawaii Betsuin                                      Same

Amount of State Funds Requested: \$ 750,000

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

In order to meet the demand for larger downtown meeting and gathering facilities available to the general public in downtown Honolulu's financial / capitol district, Honpa Hongwanji Hawaii Betsuin is seeks a Grant in Aid from the State of Hawaii to commence the renovations of its Community Conference Center as a public facility, which will serve as a community-based venue for non-profit, interfaith, corporate and governmental organizations to host conferences, gatherings and public events.

Amount of Other Funds Available:

State:                  \$ \_\_\_\_\_

Federal:              \$ \_\_\_\_\_

County:               \$ \_\_\_\_\_

Private/Other: \$ 293,000

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

\$ None

Unrestricted Assets:

\$ 376,134.24

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:

1727 Pali Highway

City:                                  State:                                  Zip:  
Honolulu                                HI                                        96813

**Contact Person for Matters Involving this Application**

Name: Stacy R. Bradshaw	Title: Executive Director
Email: bethelink1727@hawaiiibetsuin.org	Phone: (808) 536-7044

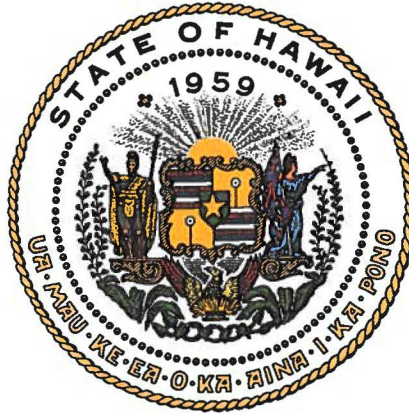
Federal Tax ID#: ██████████	State Tax ID#: ██████████
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\_\_\_\_\_  
Authorized Signature

STACY R. BRADSHAW, Exec. Director  
\_\_\_\_\_  
Name and Title

1/18/2019  
\_\_\_\_\_  
Date Signed

**received**  
1/18/19 10:10am JH



## 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

HONPA HONGWANJI MISSION OF HAWAII

was incorporated under the laws of Hawaii on 10/04/1907 ; 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 04, 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.

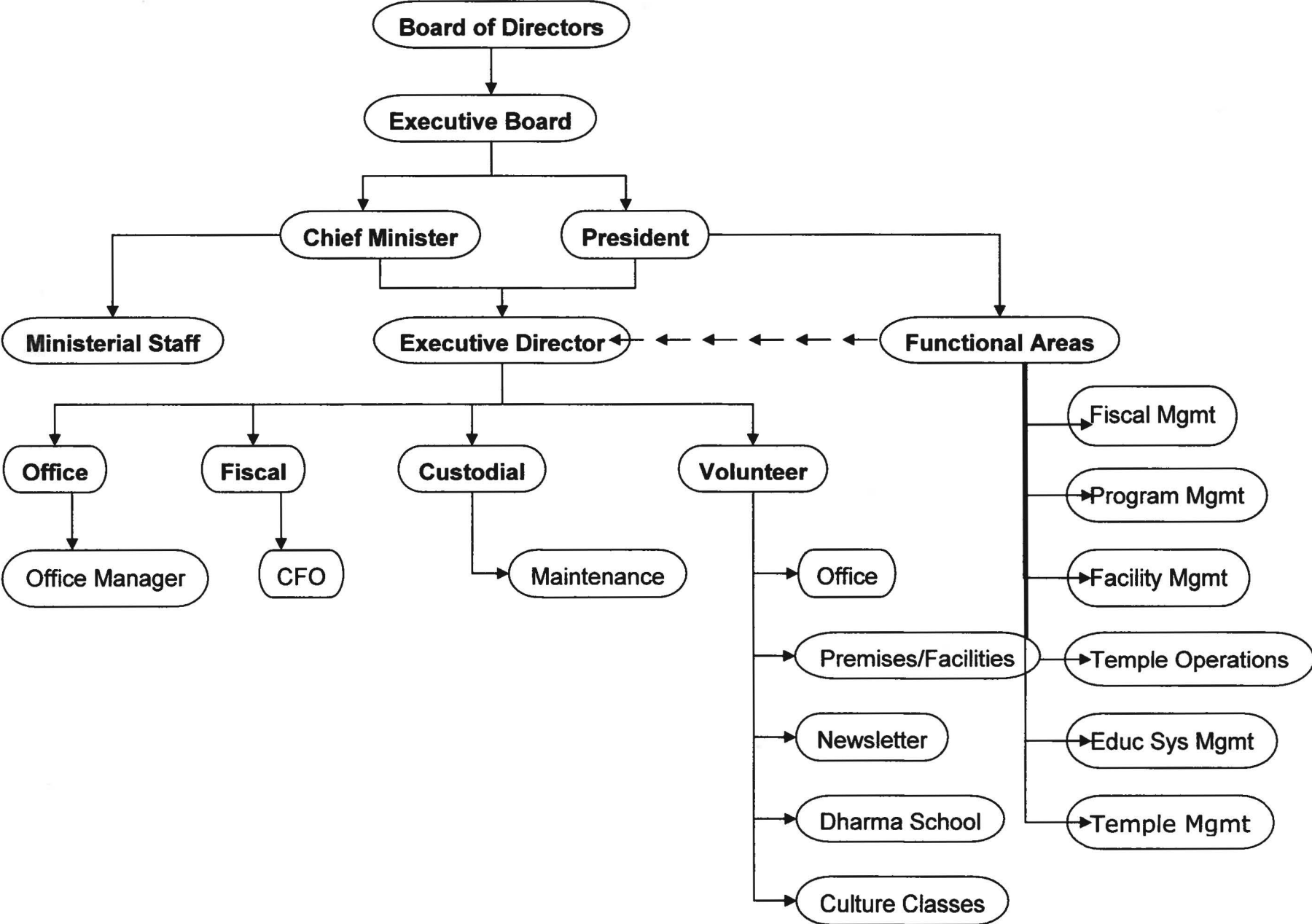
Further, the undersigned authorized representative certifies that this statement is true and correct to the best of the applicant's knowledge.

HONPA HONGWANJI HAWAII BETSUIN  
(Typed Name of Individual or Organization)

  
(Signature) 1/18/2019  
(Date)

STACY R. BRADSHAW  
(Typed Name) Executive Director  
(Title)

# HONPA HONGWANJI HAWAII BETSUIN – ORGANIZATION CHART



## 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.

Please see attached.

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

Please see attached.

- 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](#))

#### **APPLICANT:**

##### **Honpa Hongwanji Hawaii Betsuin**

(Subordinated organization to Honpa Hongwanji Mission of Hawaii)

1727 Pali Highway

Honolulu, HI 96813

**Note:** Per the U.S. Internal Revenue Service, **Honpa Hongwanji Hawaii Betsuin** is a 501(c)(3) federally recognized nonprofit organization that is also a subordinated organization to Honpa Hongwanji Mission of Hawaii. We have attached HHMH's 501c(3) letter of confirmation, which specifically delineates the relationship between HHMH and subordinate temple organizations.

#### **PUBLIC PURPOSE:**

Please see Sec. II(3), "Public purpose and need to be served," on page 3.

#### **SERVICES TO BE SUPPORTED:**

Please see Sec. III, "Service Summary and Outcomes," on pages 5 – 12.

#### **TARGET GROUP:**

Oahu residents, community groups and public officials.

#### **AMOUNT REQUESTED:**

\$750,000

#### **PROJECT BUDGET:**

\$3,200,000

## **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.**

Honpa Hongwanji Hawaii Betsuin (hereinafter, HHHB) is the main temple of the Honpa Hongwanji Mission of Hawaii (hereinafter, HHMH), which is a direct branch of the Nishi (West) Hongwanji sect of Buddhism, or Jodo Shinshu Buddhism (aka Shin Buddhism). It became established in the Hawaiian Islands as a direct result of Japanese immigration to the Hawaiian Kingdom in the mid-19<sup>th</sup> century. By September 1889, two Hongwanji communities had been formally established in Honolulu and Hilo.

The first Temple was built on old Fort Lane (now the locale of the downtown fire station) in 1900, and its construction coincided with the arrival of Bishop Yemyo Imamura, whose influential and visionary 32-year tenure as head of the Honpa Hongwanji Mission of Hawaii did so much to foster an acceptance of Shin Buddhism in the greater community as an integral part of the islands' diverse socio-cultural framework. He is remembered fondly as a man who "walked the walk," who lived his faith's values in every aspect of his ministry and thus embodied the best of Shin Buddhism.

When the great Chinatown fire of 1900 destroyed half of downtown, Bishop Imamura delayed the dedication of a new Temple on Fort Lane and instead, graciously proposed the building's use as an aid station and temporary shelter for displaced residents, an offer which was gratefully accepted. Concerned that the language barrier was proving an impediment to the professional advancement of many in his Japanese-speaking congregation, he started English language classes. When a wildcat strike by Japanese immigrant workers in 1904 shut down Waipahu Plantation, Bishop Imamura negotiated a peaceful resolution to the impasse, a remarkable accomplishment given the often-violent nature of the Territory of Hawaii's early labor history.

The HHHB Temple's main Hondo (sanctuary) and basement offices were dedicated in July 1918. The design of the temple, by the architectural firm of Emory and Webb, blended distinct Indian elements representing the roots of Buddhism with East Asian features common to Hongwanji temples in Japan, and further incorporated Western features such as church pews to represent Jodo Shinshu Buddhism's future in Hawaii and the Americas. By looking elsewhere for inspiration in design, Bishop Imamura and the congregation were determined that the Temple should reflect their experience in Hawaii, rather than their faith's Japanese roots.

In 1975, HHHB and the other temples statewide were separated administratively to address the growing and sometimes divergent needs of urban and rural temples. Rev. Yoshiaki Fujitani was appointed the first bishop of HHMH under this new arrangement. Today, there are 36 temples across Hawaii under HHMH, including Honpa Hongwanji Hawaii Betsuin in Honolulu and Honpa Hongwanji Hilo Betsuin on Hawaii Island, which serve as the main temples for the state.

In addition to the main Hondo worship hall, the current buildings on the temple grounds include an Annex Hall, with a second social hall, a three-story building that was initially constructed as a dormitory and is now used for offices, meeting rooms, and classrooms, including classes for the Dharma School (Sunday School for children), a ministers' residential townhouse complex, classroom and administration buildings for the Hongwanji Mission School (preschool, elementary and middle school), and a new classroom building for Pacific Buddhist Academy (high school).

In keeping with its Buddhist roots and traditions of selfless giving, Hongwanji has a long and distinguished history of service to the greater Hawaii community. The Temple initially supported immigrants from Japan in adapting to their new home. During World War II, the temple leadership encouraged members to serve in the United States military as American citizens. Today, HHHB hosts numerous cultural events and lecture series throughout the year that are open to the community, the most notable of which is probably the annual bon dance, which is popular with Buddhists and non-Buddhists alike and serves to facilitate greater cross-cultural understanding and comradery.

The Buddhist Women's Association (BWA), founded by Kyoko Imamura (wife of Bishop Imamura), is dedicated to good works and the perpetuation of fellowship and Buddhist culture, and is likewise open to all. BWA annually honors local charitable organizations for service to our community. This year's awardee is Kahauiki Village (homes for homeless families). Past awardees include Project Vision Hawaii (vision screening for children), Hale Kipa (runaway and homeless teens), Ohia Shelter for Women and Children (domestic violence shelter), Ohana Arts (music, theater and dance) and Project Dana (frail, vulnerable elderly, disabled).

Under the encouragement and leadership of Bishop Yoshiaki Fujitani, the annual Living Treasures of Hawaii program was founded in 1976 for the preservation and perpetuation of the islands' distinctive cultural and artistic heritage, which recognizes those people who quietly practice their craft to enhance the lives of others. And under the leadership of current Bishop Eric Matsumoto, HHHB congregants are active in the cause of social justice and compassion, working on issues ranging from gun violence to marriage equality.

Project Dana is an interfaith volunteer caregivers program, founded in 1989 to provide support service for frail and vulnerable elderly and disabled persons. It is based upon the principle of "Dana," which combines selfless giving and compassion without desire for recognition or reward. HHHB participates in the Family Promise program, and provides selected homeless families with shelter on temple grounds for two weeks out of the year, and is also part of the Nuuanu Interfaith Council, which celebrates the diversity of the area's faith-based communities. HHHB also hosts multicultural art and exercise classes and programs that are open to everyone.

HHHB further hosts several youth organizations that are part of our extended temple community (or sangha). HHHB is the charter of one of the largest and most active Scouting programs on the island, including Girl Scouts, Cub Scouts, and Boy Scouts; with many Scouts achieving the prestigious Girl Scout Gold Award or rank of Eagle Scout. Jr. YBA (Young Buddhist Association) provides opportunities for youth 18 years of age and younger to practice

organizational governance, have fun, make friends, do community service projects, and learn more about Buddhism.

**2. Describe the goals and objectives related to the request.**

In keeping with the spirit of its vision statement, “A welcoming place where all share the joy of living with gratitude and compassion inspired by Buddhist values,” HHHB is undertaking the renovation of current spaces (the Lounge, upper Annex Hall, the Social Hall, and five attendant restrooms) as public facilities to be known as the Community Conference Center. The facilities will be fully modernized to meet all relevant building codes, will be ADA-compliant, and equipped with up-to-date sound systems, Wi-Fi capability, new flooring and soundproofing.

As stated above, the current Betsuin Temple was finished and dedicated in 1918, and as well as the buildings have been maintained, these 100-year-old facilities are clearly showing their age due to the weather and salty air. And not unlike many not-for-profit organizations, HHHB has until now also been guilty of sometimes deferring decisions on maintenance.

But just as are its Christian counterparts in the downtown district, the Cathedral Basilica of Our Lady of Peace (Roman Catholic), the Cathedral of St. Andrew (Episcopal) and Kawaiahao Church (Congregationalist), the Honpa Hongwanji Hawaii Betsuin Temple is an historic structure of genuine significance not only to its own congregation, but also to the greater Hawaii community at large. As such, renovation is necessary if HHHB is to successfully carry out its mission and its community programs are to continue to flourish and grow.

**3. Describe the public purpose and need to be served.**

While downtown Honolulu is the primary hub of decision making in the State of Hawaii, the downtown area and Capitol District itself has long suffered from a shortage of public meeting space. Of concern and benefit to the general public, the renovation of the Community Conference Center, which include the Lounge, the Social Hall, upper Annex Hall, and attendant restrooms as public facilities, which will not only allow our congregation and its programs to grow, but will also provide the people of Honolulu with a significant, accessible and user-friendly downtown venue for community and public functions.

The rehabilitated facilities will have ample space with full kitchen amenities and lavatory facilities, will be ADA-compliant and Wi-Fi compatible, and will be made available by HHHB to the people of Honolulu to support programs that in turn service our vulnerable populations, as well as for public and private events. The Community Conference Center will be a social hub and safe gathering place for Hawaii residents, with its spacious facilities available for public meetings, conferences and lectures.

The Lounge will be converted and upgraded as a safe place for youth groups such as Boy Scouts and Girls Scouts to meet, and companies and non-profit organizations can reserve its space to host meetings or smaller gatherings attended by less than 100 people. The renovated Social Hall which has a capacity for several hundred, can be used for events, social gatherings, fitness classes such as yoga or aerobics for older and younger adults alike, and will be available for family functions such as weddings, parties and memorial services at reasonable rates.



The upper Annex Hall will provide additional public meeting spaces and conferences rooms. A newly designed ADA-compliant access route will complement the existing elevator to ensure that all facilities in both the Community Conference Center and the Betsuin Temple are fully accessible to everyone who desires entrance.

Finally, additional upgrades will include renovations restroom facilities to ensure compliance with the ADA, improved lighting in public areas, and repaving and realignment of HHHB's parking lot to improve capacity, ingress and egress.

**4. Describe the target population to be served.**

When completed, the HHHB Community Conference Center will serve the downtown, Punchbowl and Nuuanu communities directly, and will facilitate improved programs for youth and older adults. More broadly, the venue's locale is easily and readily accessible to residents throughout the island of Oahu who might desire to attend events and conferences at the Community Conference Center, which include the non-profit, interfaith, corporate and governmental communities.

**5. Describe the geographic coverage.**

Located at the foot of the Pali Highway two blocks north of downtown Honolulu's financial district, Honpa Hongwanji Hawaii Betsuin Temple is an adjacent yet still integral and easily accessible part of Honolulu's historic downtown. And because HHHB is the home temple of the Honpa Hongwanji Mission of Hawaii, we serve the entire island of Oahu and the State of Hawaii as well.

### **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.**

To ensure that the project gets underway and is carried out properly, HHHB convened a charrette in November 2018 to determine project priorities. It has since further convened a fundraising board committee to oversee the capital campaign, and a building committee to oversee the project itself. HHHB will adhere to the project as outlined in the timetable below. Any public funding received by HHHB will be restricted to renovations of only those components which will result in public facilities, the Lounge, upper Annex Hall and Social Hall, the restroom facilities, and the parking lot.

As stated prior, the Lounge will be converted and upgraded to provide facilities for gatherings of 100 people or less, which we anticipate will be youth groups, companies, community groups and non-profit organizations. The renovated Social Hall will have a much larger capacity and can be used for community events, social gatherings, fitness classes and family functions such as weddings. The upper Annex Hall will provide additional public meeting spaces and conferences rooms.

A newly designed ADA-compliant access route will complement the existing elevator to ensure that all facilities in both the Community Conference Center and the Betsuin Temple are fully accessible to everyone who desires entrance. Further, renovated restroom facilities will be fully compliant with the ADA, lighting will be improved in public areas, and the repaving and realignment of HHHB's parking lot will improve capacity, ingress and egress.

The capital project will be under the direction of the HHHB Facilities Committee. The committee's chair is John M. Toguchi, AIA, LEED-accredited architect and principal at J-Cubed, LLC who will lead a diverse group of accomplished individuals who possess a wide array of backgrounds and experience in civil engineering, contracting, construction, finance and business.

Mr. Toguchi will also serve as Project Manager, having previously served in the same capacity for the Estate of James Campbell's commercial projects in west Oahu and Maui, he also has extensive experience addressing ADA-related issues. Overseeing the Facilities Committee's activities will be the HHHB Board of Directors, an elected body whose members hold primary fiduciary responsibility and must approve all proposals and expenditures related to the project. Any material deviations from the stated plan must be reported to and approved by the HHHB Board of Directors.

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

<b>Prospective Timeline: HHHB Community Conference Center</b>		
<b>Task or Item</b>	<b>Date Commenced</b>	<b>Date Completed</b>
RFP and Selection of Architectural Firm	March 18, 2017	December 17, 2017
Finalization of Facility Master Plan	January 1, 2019	TBD
RFP and Selection of Project Contractor	July 1, 2019	TBD
Renovation of Lounge and Social Hall	January 1, 2020	TBD
Renovation of Restroom Facilities	January 1, 2020	TBD
Construction of ADA-Compliant Access Route	January 1, 2021	TBD
Renovation of the Upper Annex Hall	January 1, 2021	TBD
Renovation of Parking Lot	January 1, 2021	TBD

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

A high level of quality control will be maintained through frequent communications with the client, involvement by the principal, peer review, and the cross check provided by both the project architect’s and the principal’s knowledge of the work. The development process will be tracked on a weekly, monthly and quarterly basis, and also at the completion of each designated phase of the contract, by the Facilities Committee.

Project Manager John Toguchi will be directly responsible for the oversight of all development-related processes – which will include contract procurement, timelines, and cost and fiscal management – and will work with all contracted parties to ensure that the project will be completed in a timely manner and according to prior specifications. Mr. Toguchi will report to Executive Director Stacy Bradshaw, who in turn answers to the HHHB Board of Directors.

HHHB’s certified public accountant, Roy Doi, CPA, has a longstanding history in the Oahu business community of running a tight ship on behalf of his clientele. His experience, due diligence and knowledge has allowed HHHB to maintain an appropriate level of fiscal discipline and solvency necessary to accomplish its goals and objectives.

- 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 renovation and restoration of the Community Conference Center as a public facility is a capital project. As such, as various stages of the project are completed, HHHB will provide the managing state agency with all appropriate invoices and records as may be necessary for the subsequent reimbursement from any grant monies appropriated by the legislature and released by the administration. We will further keep the expending agency apprised of the project's progress, and will promptly report any significant deviations from the project timeline, plans and financing, consulting with the agency as necessary to address whatever problems as may arise.

## **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](#))
  - c. Equipment and motor vehicles ([Link](#))
  - d. Capital project details ([Link](#))
  - e. Government contracts, grants, and grants in aid ([Link](#))

Please see attached forms.

- 2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2020.**

Q1: July 1 – Sept. 30, 2019	Q2: Oct. 1 – Dec. 31, 2019	Q3: Jan. 1 – Mar 31, 2020	Q4: Apr. 1 – June 30, 2020	TOTAL: FY 2017-18
\$250,000	\$250,000	\$125,000	\$125,000	\$750,000

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

In addition to any financial support received through the State GIA program, HHHB will be further seeking financial support and participation from appropriate state and county government agencies as available funds are announced and applications are solicited. Approximately \$293,000 in either pending or confirmed funds will be available for the upcoming renovation project.

HHHB intends to submit proposals to private foundations such as Atherton Family Foundation and McInerney Foundation, and to corporate-affiliated charitable institutions such as Bank of Hawaii Foundation, First Hawaiian Bank Foundation and Alexander & Baldwin Foundation, and other Hawaii-based private foundations and family trusts that support initiatives such as the Community Conference Center. Focus will be on donor-class organizations which fund capital projects, historic preservation efforts, and cultural programs.

Additionally, HHHB’s intent to establish a comprehensive capital and fiscal development strategy, which enjoys a diverse base of revenues and is not overly dependent upon any one source for its primary funding. To that effect, we are presently developing a campaign structure to implement and manage the various fundraising efforts through a coordinated and integrated approach.

We will increase marketing, public relations and fundraising opportunities through the integration of existing and developed resources, which will include direct solicitation of prospective individual donors. We will also further initiate a training program for lay and professional leadership, so that they can implement and sustain a comprehensive financial resource development strategy that will engage staff board members, individual members of the congregation and key volunteers in the fundraising process so that best practices become part of our organizational protocols.

- 4. The applicant shall provide a listing of all state and federal tax credits it has been granted within the prior three years. Additionally, the applicant shall provide a listing of all state and federal tax credits they have applied for or anticipate applying for pertaining to any capital project, if applicable.**

Not applicable. As HHHB is a 501c(3) non-profit that organizationally subordinate to Honpa Hongwanji Mission of Hawaii, which is likewise a 501c(3) not-for-profit organization, it is neither in receipt nor possession of any state or federal tax credits.

- 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.**

HHHB has not heretofore entered into any government contract, nor is it in receipt of any government grants.

- 6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2018.**

As of December 31, 2018, the balance of HHHB's unrestricted current assets is \$376,134.24.

## **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.

**John M. Toguchi, AIA**, LEED-accredited architect and principal at J-Cubed, LLC will serve as both project manager and chair of the Facilities Committee, which is composed of accomplished individuals who possess a wide array of backgrounds and experience in civil engineering, contracting, construction, finance and business. Mr. Toguchi has previously served in the same capacity for the Estate of James Campbell's commercial projects in west Oahu and Maui, and he also has extensive experience addressing ADA-related issues.

In addition to the aforementioned individuals, other members of the Facilities Committee and their occupations are **Alan Tomita** (civil engineer), **Glenn Yokoyama** (retired construction estimator), **Mike Inouye** (general contractor), **Michael Bradshaw** (electrician), **Joel Ganotisi** (architect), **Joel Determan** (retired biomedical researcher), **Teddi Yagi** (vice principal, Honpwanji Mission School), **Josh Hernandez Morse** (Head of School, Pacific Buddhist Academy), **Derrick Inouye** (Business Manager, Honpa Hongwanji Mission of Hawaii), **Dexter Mar** (Chair, Board of Directors, Honpa Hongwanji Hawaii Betsuin), and **Stacy Bradshaw** (Executive Director, Honpa Hongwanji Hawaii Betsuin).

**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 Honpa Hongwanji Hawaii Betsuin in Honolulu is the main temple of the Honpa Hongwanji Mission of Hawaii. The temple itself is located on the lower portion of the Pali Highway, two blocks north of the downtown financial district consists of the Hondo (the sanctuary, or main place of worship), Columbarium, Lounge, Social Hall, ministerial and executive offices, and kitchen facilities. The Annex Hall consists of a theatre-auditorium, a meeting hall, and classroom facilities.

## **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.

**HHHB Board President Dexter Mar** is a former clinical research pharmacist and health care executive who holds a doctorate in Pharmacy from University of the Pacific and an MBA from Columbia University. He served as Director of Clinical Pharmacy for 'Ohana Health Plan, a subsidiary of WellCare Health Plans until his retirement in May 2014, Since retiring, he has taken up a second career in retirement as a religious education instructor at Hongwanji Mission School and Pacific Buddhist Academy.

**Executive Director Stacy Bradshaw** is a fourth-generation member of Honpa Hongwanji Hawaii Betsuin Temple. She has worked at the Temple in various capacities since November 2006, and has served as its executive director since January 2014. She has a bachelor's degree in the Japanese language from the University of Hawaii and has an impeccable reputation as both a team player and an effective manager.

**The HHHB Board of Directors** is responsible for the overall direction of the campaign. The current members of its executive committee are **Dexter Mar** (President), **Jerry Tamamoto** (Immediate Past President), **Wayne Yoshioka** (1<sup>st</sup> Vice Pres.-Education), **John M. Toguchi** (2<sup>nd</sup> Vice Pres.-Facilities & Project Manager), **Alan Goto** (3<sup>rd</sup> Vice Pres.-Religious Affairs), **David Atcheson** (5<sup>th</sup> Vice Pres.-Operations), **Irene Nomura** (Secretary), **Joel Determan** (Auditor) and **Wendy Harman** (Auditor). Candidates are being considered for the office of 4<sup>th</sup> Vice Pres. – Finance, which is presently vacant.

- 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.

The HHHB Organization Chart is attached.

- 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.

- (A) Chief Minister: \$55,000 – 59,000
- (B) Fiscal Officer: \$55,000 – 59,000
- (C) Executive Director: \$54,000 – 58,000;



## **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.

HHHB is not a party to any litigation, either current or pending, nor does the organization have any outstanding judgments or liens against it.

- 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.

Per the Internal Revenue Service, HHHB is a 501(c)(3) federally recognized nonprofit organization that is a subordinate organization to Honpa Hongwanji Mission of Hawaii. To that effect, we have attached HHMH's 501c(3) letter of confirmation which specifically delineates the relationship between HHMH and the subordinate temple organizations. HHMH is currently in good standing with the Hawai'i Dept. of Commerce and Consumer Affairs.

- 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.

While Honpa Hongwanji Mission of Hawaii and Pacific Buddhist Academy are both located on Temple grounds, HHMH and HHHB both hereby affirm under penalty of law that any public funding appropriated by the Hawaii State Legislature and received by HHHB will be used strictly for the purpose of renovating the aforementioned portions of the campus to be designated as public facilities, as stipulated in this application, and that such funds will not be used under any circumstance to support or benefit either educational institution.

- 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 received by the applicant for fiscal year 2019-20, but not received by the applicant thereafter.

HHHB's intent is to establish a comprehensive and integrated capital development strategy, which enjoys a diverse base of revenues and is not dependent upon any one source for its primary funding.

To that effect, HHHB will increase marketing, public relations and fundraising opportunities through the integration of existing and developed resources, initiate a training program for lay and professional leadership, so that they can implement and sustain a comprehensive financial resource development strategy that will engage HHHB personnel, board members and key volunteers in the fundraising process; and develop a campaign structure for implementing the various fundraising campaigns through a coordinated and integrated approach.


Further, HHHB has completed a marketing and feasibility study, which provided the Board with both a capacity building component and a plan to increase annual giving 25% over the next 5 years (at an average of 5% per year), and has engaged a volunteer-driven capital fundraising campaign to be chaired by temple member Cynthia Alm, who has already recruited more than ten leaders from both the HHHB and general communities. We expect to have 100% backing for this campaign from leadership, and well as all sectors of the congregation community – financially and spiritually. Work has begun on both generic and custom collateral materials for these campaigns.

HHHB believes that to be sustainable, we need well-trained and dedicated people to lead us into the next 100 years, HHHB has written and begun to implement a new Vision Statement, and has further initiated a “Leadership Development” program. Board President Dexter Mar has implemented a new system of communications and managing the campaign(s) to ensure quick and well-planned management and responses, and HHHB has retained a local consultant with over three decades of success in Hawaii to advise the organization in the implementation of the fund development campaigns, and to construct and engage a sophisticated Planned Giving and Endowment Program to enhance the endowment fund that’s already in place.

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2019 to June 30, 2020

Applicant: Honpa Hongwanji Hawaii Hawaii Betsuin

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				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>				
<b>C. EQUIPMENT PURCHASES</b>				
<b>D. MOTOR VEHICLE PURCHASES</b>				
<b>E. CAPITAL</b>	<b>750,000</b>			<b>2,450,000</b>
<b>TOTAL (A+B+C+D+E)</b>				
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	750,000	<b>STACY R. BRADSHAW</b>		<b>(808) 536-7044</b>
(b) Total Federal Funds Requested		Name (Please type or print)		Phone
(c) Total County Funds Requested				1/18/2019
(d) Total Private/Other Funds Requested	2,450,000	Signature of Authorized Official		Date
<b>TOTAL BUDGET</b>	<b>3,200,000</b>	<b>STACY R. BRADSHAW, Executive Director</b>		
		Name and Title (Please type or print)		

# BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2019 to June 30, 2020

Applicant: Honpa Hongwanji Hawaii Betsuin

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
				\$ -
NOT APPLICABLE.				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL:</b>				
<b>JUSTIFICATION/COMMENTS:</b>				

## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2019 to June 30, 2020

Applicant: Honpa Hongwanji Hawaii Betsuin

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

**JUSTIFICATION/COMMENTS:**

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

**JUSTIFICATION/COMMENTS:**

## BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2019 to June 30, 2020

Applicant: Honpa Hongwanji Hawaii Betsuin

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			\$ 10,000.00			
LAND ACQUISITION						
DESIGN			\$ 10,000.00			
CONSTRUCTION		\$ 293,000.00	\$ 730,000.00	\$ 1,117,000.00	\$ 1,000,000.00	
EQUIPMENT				\$ 40,000.00		
<b>TOTAL:</b>		<b>\$ 293,000.00</b>	<b>\$ 750,000.00</b>	<b>\$ 1,157,000.00</b>	<b>\$ 1,000,000.00</b>	
<b>JUSTIFICATION/COMMENTS:</b>						

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

**Applicant:** Honpa Hongwanji Hawaii Betsuin

**Contracts Total:** -

	<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	<b>NONE.</b>				
2					
3					
4					
5					
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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) 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

STACY R. BRADSHAW  
EXECUTIVE DIRECTOR  
PRINT NAME AND TITLE

1/18/2019  
DATE