# Grant Application Instructions Fiscal Year 2024 (July 1, 2023 to June 30, 2024)

- 1) Fill out the application form in its entirety.
- Submit (1) completed <u>original</u> of the application to the House Committee on Finance and (1) completed <u>original</u> of the application to the Senate Committee on Ways and Means via United States Postal Service (USPS):

House of Representatives Committee on Finance State Capitol 415 S. Beretania Street, Rm. 306 Honolulu, HI 96813 Attn: GIA

Senate Committee on Ways and Means State Capitol, 415 S. Beretania Street, Rm. 208 Honolulu, HI 96813 Attn: GIA

- Or Submit (1) completed <u>original</u> of the application via email to <u>GIATestimony@capitol.hawaii.gov</u>.
- Do not include stapled or bound materials or brochures with applications. All materials submitted should be in 8 and ½ by 11 format and clipped together if submitted via USPS.
- 5) Applications submitted via email should be:
  - a) Submitted as an attachment
  - b) Attachments should be a single consolidated file in PDF format.
  - c) Email size including attachments should not exceed 150MB.
  - d) All signatures in the application must be executed by either signing and scanning a hard copy or via Adobe E-Sign to be considered a valid original of the application.

- e) Applications submitted via email must be submitted to the <u>GIATestimony@capitol.hawaii.gov</u> email address to be considered valid.
- 6) Applications may be submitted effective immediately. The deadline for receipt of applications is **January 20, 2023 at 5:00pm (HST)** as determined by the official legislative calendar.

Please contact the House Committee on Finance staff at 586-6200 or Senate Committee on Ways and Means staff 586-6800 if you have questions.

Your application will be posted on the Legislature's website. Your federal and state tax id numbers on the cover page will be redacted.

### 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)  $\boxtimes$  $\boxtimes$ 2) Declaration Statement  $\boxtimes$ 3) Verify that grant shall be used for a public purpose  $\square$ Background and Summary  $\boxtimes$ 5) Service Summary and Outcomes  $\boxtimes$ 6) Budget 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) X 7) Experience and Capability  $\boxtimes$ 

AUTHORIZED SIGNATURE

WALTER KUNITAKE, CHAIR PRINT NAME AND TITLE

Personnel: Project Organization and Staffing

JANUARY 17, 2023

DATE

Rev 10/22/2022

Application for Grants

### **Frequently Asked Questions**

- 1. When is the deadline to submit a Chapter 42F (Grant in Aid) grant application? The deadline for receipt of your application is 5:00 pm HST on January 20, 2023.
- 2. How many copies do I submit? For each request you must either submit:
  - a. Two (2) complete original applications via the United States Postal Service: one addressed to the House Committee on Finance and the other one to the Senate Committee on Ways and Means; or
  - b. One (1) complete original application via email

You can find instructions on where to mail or email the applications on the State Capitol website: <u>www.capitol.hawaii.gov</u>.

- 3. Can the grant application be postmarked on the day of the deadline? No. Both the House Committee on Finance and the Senate Committee on Ways and Means must **receive** your application by 5:00 pm HST on the day of the deadline. *Applications received after the deadline, by either office, will not be considered.*
- 4. Will staff be available to help me complete an application on the day of the deadline? No. While staff will try to be as helpful as possible as the deadline for the submittal of grant applications approaches, both the House Committee on Finance and Senate Committee on Ways and Means staff will be extremely busy and may not be able to assist you with your questions. Please ask for any needed assistance prior to the deadline.
- 5. Can I fax my completed electronic forms? No. Do not fax your electronic forms.
- 6. Can I get an electronic grant application that is alterable, so I don't have to handwrite the information? Yes. You will need to be able to open and edit Microsoft Word and Excel files. There are (3) Word files and (5) Excel files. Please ensure that you complete ALL (8) files. If you are unable to open and edit Word and Excel files, you will have to print out and manually complete the documents in the available .pdf format. These files are available on the State Capitol website.
- 7. Do we have to be a 501(c)(3) organization? No. All organizations and individuals meeting the requirements of Section 42F-103, Hawaii Revised Statutes, may apply. Please be aware, however, that a "non-profit organization" must be determined and designated as a 501(c)(3) by the Federal Internal Revenue Service.
- 8. May my organization be incorporated on the mainland, but not Hawaii? No. Section 42F-103(c)(1), HRS, requires an organization to be incorporated under the laws at the State of Hawaii.
- 9. Will there be a public hearing on my grant proposal? That has not been decided at this time. In past sessions, the House Committee on Finance and the Senate Committee on Ways and Means have held joint public briefings on grant requests. Please monitor the hearing notices issued by those committees to determine if and when a public hearing will be held in 2023.

- 10. Is there a maximum amount of funding we can ask for? No. However, the amount requested may be a factor in determining whether funding is provided.
- 11. Do we fill out two grant applications if we have both operating and capital requests? Yes. Separate applications for each operating request and each capital request must be submitted. Capital requests are for construction projects or the acquisition of fixed assets such as land or buildings.
- 12. How do I track the status of my grant request and when will I be notified of whether or not I've received a grant? A list of grant recipients will be posted on the State Capitol website upon completion of the conference draft of the budget. <u>There</u> will be no information provided on the status of any grant request until the conference draft of the budget is complete.
- 13. I submitted a grant application, but it contains an error. What do I do? Please resubmit the page(s) where the error(s) occurred with a cover letter explaining the error and indicate the change(s) to be made to both the House Finance and Senate Ways and Means Committees. Submissions can be made via email to <u>GIATestimony@capitol.hawaii.gov</u>
- 14. Funds were awarded for a grant. How is the money obtained? Like all expenditures, your grant must go through the allotment process. It is up to the Governor and the Department of Budget and Finance to determine if there are sufficient resources to release funds. Please contact the department your grant has been assigned to in order to assess the timeliness of the release of your funds.

Also, the Governor is required by Section 42F-107 to notify the recipient(s) of any unreleased grant within ninety days of the effective date of the legislation awarding the grant.

- 15. Funds were awarded for a grant. How long does it take to get the money? Approved grants will be appropriated for fiscal year 2024 which begins July 1, 2023. However, like all other appropriations, grants are subject to the allotment process; therefore, approved grants may not be immediately released by the Governor. Please contact the department your grant has been assigned to in order to assess the timeframe for the release of your funds.
- 16. Where do I find a copy of Chapter 42F? Here is the URL to Chapter 42F, HRS: http://www.capitol.hawaii.gov/hrscurrent/Vol01\_Ch0001-0042F/HRS0042F/
- 17. **Will my application be posted online?** Yes. When filling out the application, please remember that ALL applications will be posted on the Legislature's website for public information. Federal and state tax id information on the cover page will be redacted.



# 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

JAPANESE CULTURAL CENTER OF KONA

was incorporated under the laws of Hawaii on 08/14/2017 ; 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 09, 2023

Nadinil/ando

Director of Commerce and Consumer Affairs

APPLICAT	TETH LEGISLATURE TION FOR GRANTS HAWAII REVISED STATUT			
Туре	of Grant Request:		and the second	
	Capital			
Legal Name of Requesting Organization or Indiv lapanese Cultural Center of Kona	idual: Dba:			
Amount of State Funds F	Requested: \$_\$958,500			
Brief Description of Request (Please attach word doc In 2015, an idea to establish a Japanese cul conceptual master plan was completed. See conversations with the owner of a preferred submitted a tentative three lot subdivision. Ju size. This GIA request is for the acquisition of	tural center emerged. By veral sites were identified site has commenced. Th CCK has expressed inter	/ December 20 and preliminate owner of the est in one of the	019, a try purchasing a 129 acre has	
Amount of Other Funds Available: State: s_0	Total amount of Sta Fiscal Years: \$75,000	te Grants Rece	ived in the Past 5	
Federal: \$ <u>0</u> County: \$	Unrestricted Assets:			
Private/Other: \$	\$ <sup>\$77,043.50</sup>			
New Service (Presently Does Not Exis Type of Business Entity: 501(C)(3) Non Profit Corporation Other Non Profit Other	t): Existing Service Mailing Address: P.O. Box 206 City: Kailua-Kona	(Presently in State: HI	Zip: 96745	
Contact Person for Matters Involving this App	olication			
Name: Walter Kunitake	Title: Chair			
Email: kunitake@earthlink.net	Phone: 808-938-3624			
Federal Tax ID#:	State Tax ID#			
1 1				
Kolow Kunthe Walter K	(unitake, Chair	Ja	nuary 18,2023	

#### DECLARATION STATEMENT OF APPLICANTS FOR GRANTS PURSUANT TO CHAPTER 42F, HAWAI'I REVISED STATUTES

The undersigned authorized representative of the applicant certifies the following:

- The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawai'i Revised Statutes:
  - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant is awarded;
  - b) Complies with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
  - 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.
- If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F-103, Hawai'i Revised Statutes:
  - a) Is incorporated under the laws of the State; and
  - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant is awarded shall be conducted or provided; and
- If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawai'i Revised Statutes:
  - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
  - b) Has a governing board whose members have no material conflict of interest and serve without compensation.
- 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, Hawai'i Revised Statutes, for grants used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant was awarded and disposes of the land in fee simple or by lease, the organization shall negotiate with the expending agency for a lump sum or installment repayment to the State of the amount of the grant used for the acquisition of the land.

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

Japanese Cultural Center of Kona

(Typed Name of Individual or Organization)	1/18	23
(Signature) Walter Kunitake	(Date) Chair	
(Typed Name)	(Title)	
Rev 12/14/22	5	Application for Grants

# 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, 2022.

#### 2. Declaration Statement

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

#### 3. Public Purpose

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

This grant will be used for public purposes to educate local, state and international visitors about the legacy of Kona's Japanese roots and history. It will also serve the community as a gathering place for interaction with one another and to enjoy the diverse activities the Center has to offer. People can feel safe in a comfortable and peaceful environment of natural and authentic Japanese gardens. Developing a cultural hub with rich offerings will become a destination that the people of Hawaii could be proud of and to become a *Gathering Place of the World*.

## 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 Japanese Cultural Center of Kona (JCCK) began in October 2018 as a 501(c)(3) non-profit organization. The mission of JCCK is to preserve and educate the world about Kona's Japanese roots and history by establishing and operating a unique and internationally recognized facility.

Over the past seven years, the formation and foundation of the organization was built by interested and energetic community leaders now serving as Board members of JCCK. This 11-member Board of Directors personally contributed to build the initial working cash balance for JCCK. They volunteered their services and recruited and received a wide array of cash and in-kind contributions from the community. They have been successful in obtaining pro bono services from outside professionals to achieve essential milestones.

They participated in a capital campaign fundraising workshop provided by a professional fundraiser in the State on a pro bono basis. The Board also engaged in a two-day strategic planning session led by a professional facilitator at no charge that resulted in the March 2017 JCCK Strategic plan. The facilitator now serves as a Board of Governor.

With the strategic plan in hand, the Board engaged in planning charrettes with over 60 community members that offered additional ideas for the Center. This resulted in the development of a conceptual master plan for the JCCK venues including a 7 minute 3-D rendering. The three session meetings were led by Glenn Kimura International. Cost estimates were also provided for each building. Glenn Kimura engaged J Uno & Associates for the cost estimates. The master plan with cost estimates were completed by December 2019. The master plan could be viewed on JCCK's website JapaneseCulturalCenterofKona.com.

JCCK was awarded \$250,000 from the Hawaii State GIA for the prior 2022-2023. Application of that fund is pending completion of the land owner's application in May 2022 of his 129acre property into three lots, a 50acre lot is what JCCK has determined as the preferred target parcel. The owner expects the tentative approval to happen within a month from the date of this GIA application.

JCCK also conducted in August 2022 an engineering study on the 50acre lot mentioned above. The engineer's field report will be attached with this application.

The 11-member Board bring a wide variety of skills and experiences in leadership positions in large and small projects. Board members have experiences organizing festivals and events large and small, including golf fundraisers and banquets. Board members have strong networking ties with experts globally in developing an ambitious Cultural Center as planned. Board of Governors listed below also expands the network attracting even broader support in fundraising, professional services, program specialists and much more. Board members with the guidance and advice from the Board of Governors, and many paid and pro-bono experts statewide and beyond have experiences how to monitor, evaluate, and continuously improve on the demands of this complex and ambitious project development. The expansion of the team of supporters is experiencing great momentum in building supporters globally. In 2022, 4 new Board of Governors were added, one person in the position as Chief International Correspondent of NHK World Japan.

The list of Board of Directors and Board of Governors below provide the list of core members behind the planned Center. Building of team members including those not listed here that provide expert advice will continue throughout 2023 and beyond.

#### **Officers and Board of Directors**

Walter Kunitake, Chair Claudia Chang, Vice Chair Steven Kaneko, Treasurer Jean Kadooka, Secretary Tony Takai, Japanese Secretary Takeo "Uki" Izawa, Board Member Gilbert Kaneko, Board Member Cheryl Kurashige, Board Member Nathan Kurashige, Board Member Linda Nagai, Board Member Carol Zakahi, Board Member

#### **Board of Governors**

Sherry Bracken Tricia Buskirk Susan Duprey Miki Ebara Earl Fry Janne Fujimoto-Watase Margaret Masunaga Dwayne Mukai Jane Testa Akemi Kikumura Yano

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

**Goal: to develop a Japanese Cultural Center of Kona**. In 2015, a group of Kona residents coalesced to pursue a dream of developing a new Cultural Center with ample parking that the people of Kona could use as a gathering place for events and meetings and to celebrate the arrival of Japanese coffee farmers on Kona's upland slopes over a hundred years ago. These new arrivals brought with them a particular serving of Japanese culture that deepened the mix of cultures found in Hawaii, and the special coffee they produced has, over time, become renowned the world over for its richness.

The Japanese Cultural Center will celebrate and promote this unique heritage. In doing so, it will support Kona's longstanding bid to becoming an international gathering place. Given the Japanese cultural centers and gardens that exist

elsewhere in Hawaii, this Center is planned to be of such scale, depth and variety to earn it a distinctive position in Hawaii's visitor and cultural landscape.

**Objectives:** To detail the vision for the Center. The vision for the Center includes a complex of buildings and venues developed on land that would be large enough to accommodate future expansion from the planned 30acre layout. In accordance with its purpose, the buildings' interior and exterior would be designed architecturally to evoke a Japanese ambiance. Short descriptions of various components to the Center follow.

\*A large capacity, flexibly designed, a multi-purpose auditorium supported by a commercial kitchen could host events such as community banquets, karaoke nights, manga festivals, weddings, martial arts competitions and demonstrations, *matsuris* (festivals), *kabuki* and bon dances. With a certified kitchen available, an International Poke Festival could be held. The auditorium could be rented out to community organizations or groups for events listed above. Hula halau groups have sprung all over Japan wanting opportunities to visit and perform in Hawaii. However, opportunities are few. Many visit Hawaii during the Merrie Monarch Festival hoping they could win a lottery ticket to watch live. The Center in Kona could provide opportunities for these groups from Japan and abroad annually on a chosen HULA DAY.

\*A world-class acoustically sound concert hall will serve as a significant component of the Center. A well-established 100 plus member choral society from Kona that attracts about 700 local people at their events here, scramble to find a place to perform. They receive invitations to perform at the Carnegie Hall and in beautiful concert halls in Japan. Further, they have performed with signers from Japan in Osaka and Tokyo. With the planned concert hall in place, popular rock bands and signing groups from around the globe could gather here making music together. Symphony orchestras from all locations could be similarly brought to Kona. Performing arts of all kinds will be supported not only by a warm and welcoming hall, but ample parking, and other comfortable support facilities will be available to the performers and audiences as well.

\*Exhibition spaces will be dedicated for permanent and rotating displays memorializing the heroes and celebrities of Kona such as Ellison Onizuka, Rodney Yano and Harold Sakata who had roles as Toshi Togo and Odd-Job. Artifacts from the life and times of early Japanese immigrants, specialty items from the various prefectures of Japan, contemporary works of art, and displays for *ikebana* and other Japanese crafts could be displayed.

\*Smaller meeting spaces for Japanese immigration social organizations (aka Kenjinkais) and other community organizations, and for use as classrooms for lectures, workshops, and recreational classes.

\*An expansive garden is planned comparable to famous gardens of Japan such as Korakuen, Kairakuen, and Kenrokuen. It should use materials appropriate to Kona's environment and incorporate the aesthetics of serenity and harmony, artfully integrating ponds, waterfalls, pathways, bridges, rocks, sand, and plant life. Famous wisteria, willow, and pine trees, azaleas, hydrangea, and camelia flowers would be artfully planted to add to the beauty of the serene atmosphere.

\*A garden area showcasing trees, plants, flowers unique to Kona and plant products used by early Japanese immigrants as were cultivated by early Hawaiians will be included. Lauhala hats, baskets and hands-on demonstrations on how they are woven are examples. A conservatory for *bonsai* displays would add to the Center's ambiance.

\*An authentic Tea House located in a quiet and scenic location with traditional *tatami* mats where tea ceremonies could be conducted.

\*A *dojo* will bring many martial art events such as training, demonstrations, and competitions to the Center. Many black belts from around the globe including those competing in the Olympics could be invited. Possibly sumo *rikishi* could bring excitement to the community.

\*The Board has begun to interact with individuals, organizations, businesses and government officials throughout the 47 prefectures in Japan to welcome them to participate in evens unique to their location, and to provide in-kind donations and any other support toward the Cultural Center's development.

\*Commercial facilities configured as small shopping plazas, casual street vendors, or perhaps something reminiscent of Japanese arcades, with cafes offering snacks and drinks, and gift shops selling souvenirs and omiyage of Kona. Such rental spaces would be amenities for visitors and provide long-term income for the Center.

\*An on-site coffee farm, which could serve as a revenue-generating component while also providing a living and historical guide on how Japanese immigrants enabled coffee crops to become the world-famous Kona Coffee. Growing *koshi hikari* rice, *wasabi, kaki* (persimmon), *biwa* (loquat), and other food related plants would complement the farming component of the Center.

\*The Center will feature attractive and iconic Japanese *torii* gates as an important symbol of arrival and entrance. Stone lanterns called *toro* will adorn the entire Center's grounds especially along the gardens' pathways.

The entire complex will be powered by 100% renewable energy consistent with Hawaii State's 100% renewable energy goal by 2045 and the international climate change goals such as those agreed upon at the U.N. Climate Change Conference, COP26, held in Glasgow in November 2021. The Center will be built with environmentally sustainable techniques and materials where possible, qualifying for LEED platinum rating. The Center will be equipped to receive optimum solar energy to produce off-grid capacities of electricity. With an abundance of solar energy, a system to produce hydrogen fuel through electrolysis will enable service of fuel cell vehicles on site as well as service hydrogen fueled stoves in the kitchens. Stations for all EV vehicles, such as cars, trucks, buses, and golf carts will be available throughout the Center grounds.

Transportation egress and ingress access to the Center will be designed to ensure convenience and safety for community users, for large groups in major events, for people with disability and mobility issues, and for delivery of supplies. Plans are to provide over 500 parking spaces strategically located, many covered by solar panels.

To implement the vision, JCCK organizers have made great progress in seven years by passionate team members in achieving this ambitious vision.

\*In 2016, JCCK was organized and Articles of Incorporation, bylaws, and conflict of interest policies adopted. The Board of Directors included representatives from the Kona Fukuoka Kenjinkai, Kona Hiroshima Kenjinkai, Kona Kumamoto Kenjinkai, Kona Okinawa Kenjinkai, Kona Yamaguchi Kenjinkai, Kona Japanese Civic Association and other leaders and representatives from the community.

\*In 2017, a strategic plan for the project was developed.

\*JCCK received approval in 2018 to become a 501(c)(3) nonprofit corporation.

\*In 2019, JCCK was awarded \$75,000 in GIA funds by the Hawaii State to master plan the project, and an inaugural charity golf tournament fundraiser was successfully held, netting about \$18,000. Also, JCCK formed a Land Acquisition Task Force actively reviewed many possible large parcels of land in North and South Kona.

\*In January 2020, a successful inaugural banquet, netting about \$25,000, was held prior to the pandemic arrived.

\*2021: Board of Directors and Board of Governors have been added to include not only local members but nationally as well. JCCK has also reached out to include members internationally. Preliminary discussions with a landowner of the preferred site to acquire the parcel began in December 2021.

\*2022: (a) In May 2022 the landowner submitted a tentative three lot subdivision of his 129acre parcel. JCCK expressed interest in acquiring one of the 50acre subdivided lot, (b) JCCK retained in March 2022 attorney Damon Key Leong Kupchak Hastert to represent JCCK in the acquisition of the 50acre lot, (c) JCCK held a charity golf tournament in April 2022 netting \$45,000, and (d) JCCK obtained in August 2022 an engineering firm Okahara and Associates to perform a field study of the 50acre lot for the Center's feasibility. The engineer's field study was provided pro-bono whose report will be provided in this GIA application. See Appendix A.

\*2023: JCCK is launching a capital campaign on January 22 toward the acquisition of the land expecting to net \$100,000 based on the sponsors and donations that are being received as of this date. Thereafter the capital campaign will be ongoing.

3. The public purpose and need to be served;

The prevalence of cross-cultural marriages, international travel, global media and the like has brought people of the world much closer together. Seeing and experiencing more of other ethnic groups and their culture coming together will only enhance this positive trend with an inclusive Cultural Center. The more this broadening experience expands, the more harmonious and peaceful the world could become. The Center's programs, events and activities will support building positive bridges to link diverse cultures and countries, especially when conflicts around the globe are at an all-time high.

Over one hundred fifty years ago, the first generation of Japanese immigrants settled on the Kona's upland slopes and helped to build a premier coffee industry. The first generation of immigrants, known as *issei*, started from humble beginnings as coffee farmers and left a legacy that has evolved in a distinctive community which blends Japanese traditions and the spirit of Aloha. The Center is envisioned as a singular destination that will showcase Japanese-American contributions to the diversity that is Hawaii. It will be a gathering place to share and perpetuate the culture, provide opportunities to maintain ties with today's Japan. It will provide broad experiences that can be enjoyed by the diverse individuals, bringing the community closer together. In short, the Center will provide light and deep experiences for all.

Kona experiencing the fastest growing population in the State is without a large and modern venue for conventions, concert, performances and meeting places for local organizations and adequate access to diverse cultural events available in a bigger city. As an example, by building a world class concert hall, locals could experience performing in it, as well as bringing in world class performers and performances. The Maui Arts & Cultural Center is prime example to provide opportunities to the people on the island of Maui.

4. Describe the target population to be served; and

The target population span a wide range from the very young to *kupuna*, and from local residents to people across the globe. Youngsters could participate in

lantern parades, girls' and boys' day activities, *shichigosan* ceremonies, origami making, Japanese dancing, as well as attending adult events. Children of Japanese heritage will begin to learn more about their own cultural roots, while other will learn more about their neighbors.

Students from local schools could be provided with educational tours and classes at the Center. They could be brought in through group excursions, including from neighbor islands. International student exchange programs hosted by the Cultural Center will help foster beneficial relationships across continents.

The adult population local or international will be provided a wide range of experiences at the museum, outdoor amphitheater, gardens, tea ceremonies, gallery, coffee farm, and performing art events. Performers from abroad in turn become visitors themselves.

Volunteers will be an important component in making the Cultural Center a success. By promoting volunteerism in the development and maintenance of the Center, the more ownership they will feel toward the Center while gaining knowledge of the Japanese Culture. It's a way to increase staffing needs while maintaining a cost-effective budget.

Professional performers, artisans, experts and speakers from around the world participating and sharing at the Cultural Center in Kona will provide the community with an experience of a richer lifestyle. Otherwise, local residents can only experience first-hand the above by traveling abroad.

5. Describe the geographic coverage.

The geographic coverage spans the entire globe. Kona is a highly desirable destination for visitors from all over the world. This will continue as there are more direct flights to Kona from the mainland, Japan, and other corners of the globe. The trend is supported by Kona's global reputation for Kona coffee, deep sea fishing, stargazing, clean air, the hospitality of the Kona people, and the laid-back country and natural atmosphere of paradise. The stable year-round mild climate and a safe and conflict free environment adds to Kona's allure as a visitor destination. But Kona also exerts a powerful pull for new residents as well, they are moving to Kona at record numbers and making it their home.

### 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 2017 strategic plan outlined a cultural center spanning 25 acres, followed by the creation of a Land Acquisition Task Force to identify suitable sites. Approximately 30 sites were initially identified. Three sites have been identified as the most viable and one has been designated the preferred at this time. Expert individuals, such as planners, engineers, surveyors, consultants in environmental issues, landscape architects, and others helped the Board to arrive at the preferred site. Multiple tours of the preferred site with the owner allowed the Board and other team members to review, analyze and do much due diligence work on the property.

In spite of the pandemic, the Board sought advice and input from many via emails, telephone, Zoom and small face-to-face group meetings. Areas of inquiries and discussions spanned issues related to the development of the entire Center through its final completion. The matrix of collaborated energies and spirit came together from the Board members' expertise, experiences, and commitment, the Board of Governors resumes of wisdom, and all other team members in the circle contributing greatly to advance the implementation of the vision and goals of the Center.

The Board with a team of knowledgeable individuals is currently engaged to execute the acquisition, exploring various options with the landowner on a purchase agreement. In March 2022, JCCK retained attorney Ms. Christine Kubota with Damon Key Leong Kupchak Hastert to represent JCCK in the acquisition of Property. JCCK is currently planning to meet with the land owner to secure a memorandum of agreement in JCCK's acquisition of the 50-acre portion expressed earlier. The request for funds in this GIA application will be applied to the acquisition of the property including legal and other land acquisition related costs, site-specific master planning and related costs, travel to the neighbor islands and Japan and construction-related studies and other study related costs. The JCCK Board realizes it is ultimately responsible for its purchase decision and obligations to it thereafter.

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

A summary outline is provided below:

- A. Phase I: Execute a contract for land purchase 2023-2024
- B. Phase II: Develop site-specific master plan 2024-2025
- C. Phase III: Conduct Construction-Related Studies 2024-2025
- D. Phase IV: Apply for construction permits 2025-2026

- E. Phase V: Begin site preparation construction 2027
- 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 JCCK Board members have worked closely and will continue to work closely with consultants, advisors, attorney, planners, engineers, fundraisers, surveyors and financial advisors to assist the Board in the acquisition of the parcel and to address any challenges that may arise. Due diligence on properties have been ongoing regarding location, size, topography, potable water availability, irrigation water access, access to electricity, sewer system, vehicular access, zoning, flood issues, elevation, slope, scenic views, fee simple ownership, and the like.

JCCK Board members are in close contact with appropriate County of Hawaii officials regarding various issues in site acquisition, development, permitting, cultural issues, and applicable rules and regulations. State and Federal rules and regulations will be followed.

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 JCCK Board will review the specific and measurable goals of the land acquisition phase. Board Members have begun meeting with the landowner of the preferred property for the Cultural Center site. The JCCK team also include professional legal members familiar with land acquisition matters. JCCK with a team of experts will soon meet with the landowner to arrive at a memorandum of understanding for the acquisition and a financial payment plan. Continuous due diligence work will be applied to monitor the feasibility of the parcel under consideration. Progress on the purchase transaction will be reported as acquisition is executed. Ongoing cost estimates will be revised as appropriate for site preparation. Board members have historically and properly filed reports for prior years' grant-in-aid funds received from the State and County of Hawaii. JCCK will seek advice and guidance from consultants when necessary, to meet compliance rules, regulations, laws, policies, and procedures of the State, Federal and the County agencies.

### 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)
- 2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2024.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$700,000	\$150,000	\$54,250	\$54,250	\$958,500

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2024.

Individuals, businesses, charitable foundations, and governmental grants in Hawaii and Japan will be solicited throughout 2023 and 2024 to help capital and operating needs for the project development.

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

#### Not applicable

5. The applicant shall provide 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 2024 for program funding.

JCCK was awarded \$250,000 for land acquisition from the Hawaii State CIP GIA in the prior year 2022-2023. JCCK is in good faith communication with the landowner about the land acquisition of the 50acre portion which is pending the tentative subdivision approval by the County of Hawaii of the 129 acre parcel referenced earlier.

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2022.

Unrestricted Current Assets as of 12/31/2022: \$77,043.50.

# 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 Japanese Cultural Center of Kona has no paid employee and is led by an allvolunteer Board that receives no compensation. All eleven members of the Board are leaders of the community with vast experiences and knowledge in planning, project development, fundraising, human resources, marketing, banking and more. Board members serve as presidents of the Kona Fukuoka, Kona Hiroshima, Kona Kumamoto, Kona Okinawa Kenjinkais, vice president of the Kona Yamaguchi Kenjinkai and president of the Kona Japanese Civic Association.

They also have extensive knowledge of Japan and the Japanese culture. Two board members were born and raised in Japan. Other members have visited Japan dozens of times. Board members range from being *issei* (first generation Japanese) to *yonsei* (fourth generation Japanese). Many of the members grew up on the coffee farm, several of whom continue to farm coffee who own and operate heavy construction equipment.

The Board team includes a banker, a former educator in accounting and two Board of Governors with extensive finance backgrounds. Another Board of Governor served as the CEO of the Japanese American National Museum in Los Angeles. The chief curator of the Portland Japanese Garden will be assisting by providing advice on the development of the Japanese gardens. A specialist from a statewide recognized renewable energy entity has been advising on solar energy systems development. Reputable experts in engineering, cultural issues, surveying, planning, and construction are also assisting in the project. The vast team of experts are generously supporting the advancement of the project pro bono. There is clear understanding by all that this magnificent project is a major undertaking for a nonprofit entity yet are collectively confident that the project is spiritually and financially viable.

#### 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.

JCCK does not have any facility of its own. It uses space for meeting and storage as an in-kind donated space by a Board member.

The request in this application is to help fund the acquisition of land on which to build the new Center with office spaces to function more readily.

# 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.

As embodied by the JCCK Board, the supporters of JCCK are a group of Kona residents and others in the State who volunteer their time and resources to realize this ambitious goal. There is no paid staff at this time.

### 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.

As explained above, there is no staff and therefore, no organization chart exists.

### 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, <u>not employee name</u>.

There is no compensation paid to any officer, director, or employee at this time.

## 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.

None.

### 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.

None.

### 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 <u>Article X, Section</u> 1, of the State Constitution for the relevance of this question.

Grant will not support any sectarian or non-sectarian private educational institutions.

#### 4. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2023-24 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2023-24, but
- (b) Not received by the applicant thereafter.

A detailed pro forma plan is being prepared to ensure the sustainability of the project that includes funding from Federal, State, County, charitable and private foundations, businesses, and individual donors. JCCK has begun approaching and will be expand reaching out to businesses, individuals, and governmental units in Japan for participation and support. The Cultural Center will include a wide range of components of Japanese culture so it will be absolutely essential to collaborate, work with, and ask for support from appropriate matching units in Japan to successfully develop an authentic Japanese Cultural Center.

The income to sustain the Center will be from multiple sources. Fundraising is just one category of fund sources. The attractive gardens, daily and special events, interesting collection of displays in the museum, unique stories of the Kona pioneers, and many other opportunities is expected increased foot traffic and visitor fees in the revenue column. Annual membership dues will become another steady source of income. Sales at the gift shop, vending machines, and restaurant will add revenue. Renting of various facilities such as the ball rooms for private parties will not only bring patrons on site for its rental income, but will bring more future and repeat visitors to the Center. Weddings held on site will bring in income as well as enhance the ambiance to the Center's setting.

In sum, implementing a plethora of well-planned long term fund sources will enable the Center's sustainability as a gathering place and serve as a cultural hub at the same time.

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2023 to June 30, 2024

Applicant: Japanese Cultral Center of Kona

	BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Othe Funds Requested (d)
A.	PERSONNEL COST				
	1. Salaries			man - service by	li contrat
	2. Payroll Taxes & Assessments				
	3. Fringe Benefits				
_	TOTAL PERSONNEL COST	0			
Β.	OTHER CURRENT EXPENSES		Contraction and the second second second		
	1. Airfare, Inter-Island, Japan	3.000			
	2. Insurance		and the second		
	3. Lease/Rental of Equipment				
	4. Lease/Rental of Space				and the second
	5. Staff Training				
	6. Supplies				
	7. Telecommunication				
	8. Utilities				
	9. Planning Consultant Fees	230,500			
	10. Master Plan Consultant	25,000			1.1.2
	11				
	12				
	13				
	14				
	15				
	16				
	17				STORAGE ST
	18				-
	19				
	20				-
	TOTAL OTHER CURRENT EXPENSES	258,500			
C.	EQUIPMENT PURCHASES	0			
D.	MOTOR VEHICLE PURCHASES	0			
E.	CAPITAL	700,000			300,000
TO	DTAL (A+B+C+D+E)	958,500			300,000
sc	OURCES OF FUNDING (a) Total State Funds Requested		Budget Prepared   Water Kuntake		
			Name (Please (Spe or p	con 2 to	008-938-3624 Phone
	(b) Total Federal Funds Requested		XIN	V. 10	FINDOR
	(c) Total County Funds Requested	0	Olethy	fluch	1/16/202
	(d) Total Private/Other Funds Requested	300,000	Sigsature of Authorized		Date
то	TAL BUDGET		Water Kunitake ( Name and Title (Please	type or print)	

Application for Grants

6

#### **BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES**

Period: July 1, 2023 to June 30, 2024

Applicant: Japanese Culturl Center of Kona

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Not Applicable				\$-
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				•
				\$
				\$
				\$-
TOTAL: JUSTIFICATION/COMMENTS:				0.00

# **BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES**

Period: July 1, 2023 to June 30, 2024

Applicant: Japanese Cultural Center of Kona

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
ot Applicable				
			\$ -	
			\$-	
			\$-	
			\$ -	
TOTAL:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
Not Applicable			\$-	
			\$-	
			\$-	
			\$-	
			\$ -	
TOTAL:				
USTIFICATION/COMMENTS:				<u> </u>

# **BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS**

Period: July 1, 2023 to June 30, 2024

Applicant: Japanese Cultural Center of Kona

TOTAL PROJECT COST	ALL SOURCE RECEIVED IN			OTHER SOURCES OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2021-2022	FY: 2022-2023	FY:2023-2024	FY:2023-2024	FY:2024-2025	FY:2025-2026
PLANS and Travel for Planning Related Costs	\$75,000		\$258,500		\$50,000	
LAND ACQUISITION		\$250,000	\$700,000	\$300,000	\$1,000,000	\$1,000,000
DESIGN						\$100,00
CONSTRUCTION						
EQUIPMENT						
TOTAL:		\$250,000	\$958,500		\$1,050,000	\$1,100,00

The request for funds will be applied to acquisition of property including legal, site-specific master planning, travel and construction related studies.

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

Applicant: Japanese Cultural Center of Kona

Contracts Total:

-

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/	CONTRACT VALUE
				Maui County)	
1					
2 3	NONE				
4 5					
5 6					
0 7					
8					
9					
10					
11					
10 11 12 13 14 15					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					
18   19   20   21   22   23   24   25   26   27   28   29   30					
2/					
2ŏ 20					
29					
30					

Japanese Cultural Center of Kona

#### APPENDIX A

The next three pages constitute Appendix A. It is the engineering feasibility study by Okahara & Associates performed in August 2022.



A site visit was conducted on August 26, 2022, from 10 a.m. to noon. Attendees included Richard Wheelock, Walter Kunitake, Bruce Meyers, Chris Rivera

Chris drove the group in a Honda 750 side-by-side along the approximate path shown on the attached map.

- 1. This is a very workable site. Grades average between 4% to 7% mauka of the rock wall. See the second page of the attached.
- 2. Material is rock which is good for construction. The upper site can be flattened for larger buildings, parking, outdoor gathering areas, etc. Retaining walls can be used to accomplish this and also provide prominent viewing areas.
- 3. Observed several small stream beds throughout the property. Richard has an engineer doing a CLOMR to revise the flood ways upstream to be more favorable to Lot 2. Some water ways can be used as water features if done right.
- 4. The group stopped at the points shown with the red dots. The area by the two dots (3 & 4) near the labeled rock wall provides spectacular views of the Kailua Kona coast. The steeper slope makai of the rock wall should be kept unobstructed, perhaps using low profile shrubs, trees, and grasses.
- 5. Walter and Bruce climbed a rock outcrop at red dot 4 and observe a higher vantage point that could be a useful feature.
- 6. Discussions:
  - a. Richard asked if JCCK would consider extending Hiona Street through to Queen Kaahumanu. Walter and Bruce expressed reservations because of security concerns, heavy vehicular traffic usage, unwanted exposure, noise, negative impact on exclusive feel of the site, etc. Richard agreed and will not pursue it. The residents living along Hiona Street subdivision prefers not to connect to Queen Kaahumanu.
  - b. Richard feels that Archaeological Inventory Study (AIS) conducted by SCS in 2007 is still good. Follow up post-meeting discussion: SHPD has adapted new rules that could outdate the AIS, depending on what type of archaeological features are on the site. There is one burial site, but it is located in Lot 3, not in the JCCK site.
  - Richard brought up potable water plans in the area, which is to construct a 1,000,000 gallon tank within Lot 2 at the 580-foot elevation. UPDATE: The 580-foot elevation does not go into Lot 2 but is entirely in Lot 1 (mauka of Lot 2 / JCCK lot).
  - d. There is a sewer line in Queen Kaahumanu in the residential subdivision but it is a private system. Could connect if agreeable to everyone involved. The public sewer is located about 1,200 feet from the southwest corner of Lot 3 in Queen Kaahumanu Hwy. Because of this distance to the public sewer, septic tanks and leaching fields may be used at the JCCK site.

<sup>200</sup> Kohola Street • Hilo, HI 96720-4323 • (808) 961-5527 • fax (808) 961-5529 • email: hilo@okahara.com 201 Merchant Street, Suite 1650 • Honolulu, HI 96813-2972 • (808) 524-1224 • fax (808) 961-5529 • email: oahu@okahara.com



