



Governor Ariyoshi Foundation

## **Cover Letter Hawaii GIA Application**

House Finance Committee & Senate Ways & Means Committee,

Thank you for the opportunity to present our GIA application for Fiscal Year July 1<sup>st</sup>, 2025 to June 30<sup>th</sup>, 2026.

In this cover letter, we would like to provide a breakdown of our efforts and methods of paring down the budget in our GIA application to minimize the cost to the State as Grantor.

GAF has cut down the initial overall total program budget and line items by 55.7% from the initial budget of \$884,300 to \$391,480 resulting in a reduced budget with the goal being to try to implement the program goals and complete the scope of work involved at a minimum cost to the State as grantor.

Said budget cuts were made possible through the following:

1. Cutting total number of staff and salaries by roughly 40% from the initial eight (8) staff to five (5) and total salary from \$37,500/mo. to \$19,500/mo. One significant savings was achieved by combining the positions of Graphic Designer with WS Designer/Developer with the hopes that we can find such a candidate possessing both skills.

2.) We reduced professional fees, event costs and zoom seminar technical support vendor costs by 50%.

3.) Deleted a traditional office and replaced with “business center” that provides a shared receptionist, mail receiving, conference room and kitchen which costs a total of only \$1,500/mo or \$18,000/yr.

Elaboration: Projected cost breakdown for Lease Rental of Space was 3,000 SF at \$4.00/SF plus \$1.10 CAM totaling \$15,300/mo., however, we replaced this with a business center option - sharing receptionist, mail receiving, conference room and kitchen which reduced office costs to a Gross Rent of \$1,500/mo. resulting in substantial savings in office costs.

4.) Zeroed out many line items to \$0.00 including Lease Rental of Equipment, Supplies, Utilities, Parking, Transportation, etc. If not covered by the foundation, then this would be paid by the CEO as a donation or option to seek other sources of revenues to cover this.

We would like to again express our appreciation for allowing us to submit our GIA application on behalf of our nonprofit foundation that will allow us to grow and expand our scope and program services.

Aloha Pumehana,

Governor Ariyoshi Foundation

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

Type of Grant Request:



Operating



Capital

Legal Name of Requesting Organization or Individual: DbA:

Governor Ariyoshi Foundation: GALT Leadership Training P<sub>+</sub> GAF

Amount of State Funds Requested: \$ \$391,480

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

Governor Ariyoshi Foundation DBA GAF is seeking funding for its leadership training program GALT. GALT is taking a new approach to leadership training that reflects out of the box new ideas & thinking offering a new paradigm with the goal being to transform the hearts of Hawaii's youth, young professionals and executives into giving hearts. To emphasize giving to others as the true leadership trait and value. Also stress leadership qualities of honesty, integrity, standing up for what one believes in and voting one's conscience, always upholding fairness, an unwavering sacrifice for, and giving to, the people and always thinking about the future and planning for the future. GALT will not only have a ripple effect on present day society but also have a profound impact on future society and generations. To advance the spirit of serving the public, society and people.

Amount of Other Funds Available:

State: \$ 0.00  
Federal: \$ 0.00  
County: \$ 0.00  
Private/Other: \$ 0.00

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

\$ 0.00

Unrestricted Assets:

\$ 14,000.00

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

Type of Business Entity:



501(C)(3) Non Profit Corporation



Other Non Profit



Other

Mailing Address:

1050 Queen St. #100

City:

Honolulu

State:

HI

Zip:

96814

Contact Person for Matters Involving this Application

Name:  
Ryozo Ariyoshi

Title:  
CEO

Email:  
info@governorariyoshifoundation.com

Phone:  
B: (808)531-1000

  
Authorized Signature

CEO: Ryozo Ariyoshi

Name and Title

Jan 11th, 2025

Date Signed

## Application Submittal Checklist

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

- ☒ 1) Hawaii Compliance Express Certificate (If the Applicant is an Organization)
- ☒ 2) Declaration Statement
- ☒ 3) Verify that grant shall be used for a public purpose
- ☒ 4) Background and Summary
- ☒ 5) Service Summary and Outcomes
- ☒ 6) Budget
  - a) Budget request by source of funds ([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

CEO: Ryozo Ariyoshi  
PRINT NAME AND TITLE

Jan 11th, 2025  
DATE



## Application for Grants

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

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

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

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

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

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

#### **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](#).

### **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;
2. The goals and objectives related to the request;
3. The public purpose and need to be served;
4. Describe the target population to be served; and
5. Describe the geographic coverage.

### **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;
2. Provide a projected annual timeline for accomplishing the results or outcomes of the service;
3. Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and
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.

#### **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 2026.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2026.
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.

5. The applicant shall provide a listing of all federal, state, and county government contracts, grants, and grants in aid it has been granted within the prior three years and will be receiving for fiscal year 2026 for program funding.
6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2024.

## **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.

### **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.

## **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.

### **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.

### **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.

## **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.

### **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.

### **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.

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

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

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

**Pgs 1 to. 4**  
**Hawaii State Grant Application**

**Name of I. Certification:**

1. **Hawaii Compliance Certificate:** Enclosed.
- 2.) **Declaration:** Enclosed. Section 42F-103 Hawaii Revised Statutes.  
Answer: Though the Declaration document is enclosed, we have also prepared a separate sheet clearly answering each item in the checklist of 42F-103. Enclosed in next page.
- 3.) **Public Purpose:** The grant will be used for a public purpose in accordance with Section 42F-103 Hawaii Revised Statutes. **SECTION 42F-102 HAWAII REVISED STATUTES:**

Answer: All items in the checklist contained in 42F-103 Hawaii Revised Statutes are written hereinbelow:

- (1) **The name of the requesting organization or individual:** Governor Ariyoshi Foundation dba GAF. GALT Leadership Training Program.
- (2) **The public purpose for the grant:** To expand a leadership training program for leadership training forums, conferences and zoom seminars. See below.
- (3) **The services to be supported by the grant:** Leadership Training with emphasis on giving to others, and leadership values like honesty, integrity, always upholding fairness, an unwavering sacrifice for, and giving to, the people (others) and always thinking about, and planning for, the people.
- (4) **The target group:** 1.) For GALT Leadership Training Program: Hawaii's youth, young professionals and executives. See below: II. Background Summary 4. Describe the Population to Be Served.
- (5) **The cost of the grant and the budget.** [L 1997, c 190, pt of §3; am L 2014, c 96, §6]: 1.) **Source of Funds:** \$391,480 2.) Capital: \$10,000. Enclosed 1.) Budget Request By Source of Funds 2.) Budget Justification: Capital Project Details.

**II. Background 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 understandin of the request. Please include the following:**

1. **A brief description of the applicant's background:** See below.
  2. **The goals and objectives relating to the request:** See below.
  3. **The public purpose and need to be served:** See below.
  4. **Describe the target population to be served and:** See below.
  5. **Describe the geographic coverage:** See below.
1. **A brief description of applicant's background:** GALT has taught stated values through literature, books and Internet (WS) and has participated in, and spoken at public forums, conferences, book signings and public school classrooms.
2. **The goals & objectives related to the request:** First of all, we do not want to duplicate other leadership training programs: Our goals are to offer an alternative to the traditional leadership model and offer a new paradigm in leadership training with the goal being to transform the hearts of our young leaders into giving hearts and to teach important leadership values such as honesty, integrity, always upholding fairness, an unwavering sacrifice for, and giving to, the people and always thinking about the future and planning for the future. We believe we are burning through the core of the leadership training matter...
3. **The public purpose and need to be served:** The public purpose and need to be served of our GALT leadership training program is to speak to a new generation of young leaders with a unique approach



reflecting out of the box new ideas and thinking, emphasizing giving to others as the true leadership trait and value. This will not only have a ripple effect on present day society but also have a positive & profound impact on future society and generations so the public purpose and need to be served is, stripped down to its core meaning, advancing the spirit of serving the public, society and its people.

The traditional leadership training program encourages youth to be ambitious and quite often society's definition of success is measured in materialistic terms. If we stress with youth who are at an impressionable age a new emphasis and value of giving to others then we believe our program will have a positive and profound impact on future society and future generations however, through a ripple effect, this will also have a positive impact on current society. This is how our leadership program serves the public, society and its people. This is the "public purpose and need to be served".

**4. Describe the target population to be served:** In the first tier, our largest population to be served are youth, young professionals and executives, however in our forums, seminars and classrooms up until present we have received requests from all segments of society for our seminars, including all ages, and will not turn down anyone's request to attend so as to the question of who we serve, the answer is all segments of the population with an emphasis on young leaders.

Our leadership program will have a ripple effect permeating society. And the goal is to have a profound, positive and good impact on society so all people will benefit, thus, in the end, the population to be served are all people of the State of Hawaii and future generations.

**5. Describe the geographic coverage:** Regarding geographic coverage, our forums, seminars and conferences are mostly in Honolulu, however, the audience in the past has included neighbor islands. In our next phase, with more resources and additional staff support, our goal is to serve statewide.

**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 result, outcomes and measure of effectiveness from this request. The applicant shall:

**1. Describe the scope of work, tasks and responsibilities:**

The following is a list of our scope of work and responsibilities for our GALT Leadership Program:

- a) Supervision as outlined in below under 2. Organizational Chart: LINE OF RESPONSIBILITIES & SUPERVISION.
- b.) Teamwork: Staff shall work as a team in a spirit of collaboration.
- c.) Develop an overall Program Model.
- d.) Program Planning
- e.) Forum & Event Planning
- e.) Meetings with cooperating companies and individuals.
- f.) Section and individual staff progress reports.
- g.) Develop presentation content,
- h.) Develop power point presentation.
- i.) Produce a leadership film: Script, graphics and coordinate video production.
- j.) Scheduling for our own forums, conferences, zoom seminars, but also participate and speak in other leadership training conferences.
- k.) Send out Invits for forums and follow up with RSVP emails, inquiries, and Q&A etc.
- l.) Reaching out to population segments and targeted audiences via telephone calls, in-person meetings and emails; Send out Invits, respond to inquiries, emails for Q&A, etc.
- m.) Develop and Copywrite Presentation Content
- n.) Marketing for our forums
- o.) Graphic design for print collateral including brochures, flyers, forum Invits & agenda, WS, FB & IG.

- p.) WS Design & Devt
- q.) WS Maintenance: Upload and post literature on our leadership message.
- r.) FB & IG as educational pages sharing our leadership training values, tenets and principles and for announcing new forums.
- s.) FB & IG Maintenance
- t.) Copywriting for print literature, forum presentation content, all print collateral including brochures, flyers Invits & agenda for forums and for templates for emailing Invits, handling RSVPs, responding to inquiries and answering questions posed in Q&A email plus WS, FB, IG and film script writing.
- u.) Email Invits, handle RSVPs, respond to inquiries and answer questions in Q&A emails.
- v.) Social Media as informational medium to reach out to population segments and potential audience and attendees of our forums.
- w.) Info Organizing/Data storage
- x.) XL Charts
- y.) Section Reports on a regular basis by all staff.
- z.) Prepare Summary/Progress Report for the expending agency.

Our main speaker is not able to go out now, so GALT has had to make adjustments to our methods and seminar model and is planning to produce a GALT leadership training film which will be central to future forums. Regarding forum agenda, once the film is featured and viewed by the audience, then a summary presentation will be given followed by Q&A and closing with open discussion to allow all attendees to reflect on the content of our message and enhance absorption. Studies show absorption is maximized through deep reflection after just learning something new.

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

Annual Timeline for GALT's Leadership Training Program:

1st Quarter: Orientation on the goals & objectives of the program. Develop our program model. Start producing our leadership training film. Complete our leadership training program film. Planning for forums and targeted segments and audiences. Develop a list of forums for targeted segments. Copywrite forum presentation. Start to develop presentation content and power point presentation with creative team and WS Designer/Developer. Start social media planning. Start info bank. Start to develop XL charts.

2<sup>nd</sup> Quarter: Complete social media (WS, FB & IG). Complete presentation content and power point presentation. Start marketing materials and WS, FB & IG marketing pages. Start to schedule leadership forums, conferences and zoom seminars for the year. Each section shall develop section plans. Complete graphics, social media, WS, FB & IG. Reach out to targeted population segments and audiences via telephone calls, in-person meetings, follow up emails, respond to inquiries and Q&A emails. Finish print collateral including Invite template, forum agenda, flyers and brochures. Update info bank. Start drafting our summary/progress report for the expending agency. XL charts.

3<sup>rd</sup> to 4<sup>th</sup> Quarter: Hold forums, conferences and/or zoom seminars. 3<sup>rd</sup> Quarter: Update our summary/progress report for the expending agency. 4<sup>th</sup> Quarter: Complete our progress/summary report for the expending agency. Update info bank.

## **3. Describe quality assurance and evaluation plans for the request. Specify how the applicant monitors, evaluates and improves their results:**

We will monitor results by regular internal evaluation in internal meetings. Also monitor results after every forum discussing forum results, audience reaction, effectiveness of teaching methods, breakdown of agenda. Overall our program model, as well as forum/presentation model, will be constantly in flux, finetuned and improved through internal meetings and evaluation of internal section reports by the CEO.

**4. List the measures of effectiveness that will be reported to the State agency through which grant funds are appropriated (the expending agency). The measured will provide a standard and objective way for the State to assess the program's achievements or accomplishment. Please note that if the level of appropriation differs from the amount included in this application that the measures of effectiveness will need to be updated and transmitted to the expending agency.**

For evaluation and assessment by the expending agency, we will prepare a progress/summary report on seminars, forums and zoom seminars that we have put on with the leadership film as the central medium of said seminars and forums and to include photos of our seminars and conventions. Said progress/summary reports shall be updated monthly covering all forums that we hold. Some filming may be done of forums and seminars should budget allow.

Level of effectiveness: The report that we will submit as mentioned above No. 3. Quality Assurance and Evaluation Plans will be very thorough and include info on all seminars, and audiences that we interface with, unique leadership training values and tenets taught and evaluation on all forums.

#### **IV. Financial**

##### **Budget:**

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

- a. **Source of Funds:** Enclosed
- b. **Personnel Salaries and Wages:** Enclosed
- c. **Equipment and motor vehicle:** Enclosed
- d. **Capital project details:** Enclosed
- e. **Government contracts, grants and aid:** Enclosed

2. The budget shall provide its anticipated quarterly funding requests for the fiscal year 2026:

Quarter 1	Quarter 2	Quarter	Quarte 4	Total Grant:
\$97,870	\$97,870	\$97,870	\$97,870	\$97,870

**3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2026:** Enclosed: We currently have no funds officially requested sources of funding from Federal and County but our agenda for 2025 includes seeking said source funds. Accepting kokua donations through mail out but no specific dollar requests but not set. Regarding other sources of funding, as of today, we are not seeking any other sourced of funding however, we will be applying for support from national and international organizations to take our leadership program to a next level

**4. The applicant shall provide a listing of all state and federal tax credits it has been granted within the prior 3 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.**

We have not applied for, nor received 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 drafted within the prior 3 years and will be receiving for fiscal yar 2026 for program funding:**

Enclosed. We have no federal, state and county government contracts yet.

**6. The applicant shall provide the balance of its unrestricted current assets as of Dec 31<sup>st</sup>, 2024:**

As we have not held our annual fundraising gala since Covid, our current unrestricted assets at this time are around \$14,000.00.

## **V. Experience & Capability:**

**1. Necessary Skills & Experience:** The applicant shall demonstrate that it has the necessary skills, abilities, knowledge of, and experience relating to the request. State your experience 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 3 years that are pertinent to the request.

GALT has taught values stated hereinabove through literature, books, Internet (WS), seminars, conferences, public forums and book signings. Our main speaker had spoken: 1.) at leadership training forums 2.) At awards banquets 3.) Spoke before the Legislature when he had received an Aloha Order of Merit Award 4.) Spoke before the Honolulu City Council when he received an Award from them 5.) Spoke to East West Center students when he received a Lifetime Achievement Award from the East West Center recognizing his vision as founder of the center. 6.) Said speaker authored a book called Hawaii's Future 7.) Spoke at book signings for said book. 8.) GAF disseminated the book and held book signings. 8.) CEO represented him at the Pacific Island Nations Conference held at Washington Place where he had received an award for his vision in founding said conference. 9.) GAF had developed the theme and started the initial scriptwriting for the new leadership training film. 10.) Even spoke to students at public schools.

Through our past activities and work summarized above, we feel that we are qualified to effectively attain our program goals & objectives and we believe that we have developed a sound base and foundation for expanding and growing our leadership training program and taking it to the next level and feel confident we can produce further results for our goal of producing good future leaders, and ordinary citizens, of the State of Hawaii, to benefit the State of Hawaii.

## **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:**

PLAN: We have cut down our office costs in our GIA application by switching from a traditional office lease, interior layout and flow to a business center option that provides shared conference room, receptionist, mail receiving and kitchen: \$1,500/mo. or \$18,000/year.

## **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 the personnel for the request and shall describe its ability to supervise, train and provide administrative direction relative to the request.**

### **QUALIFICATIONS & EXPERIENCE**

#### **CEO:**

Vision: CEO must have the vision for the leadership training program and be able to develop a meaningful, visionary and effective program model. Supervision Skills: To supervise all staff, departments/sections, vendors and volunteers. Such program model shall be finetuned and updated regularly as new info is received, and new ideas are devised, and integrated or inputted into said

program model. Must have copywriting skills for presentation content, all print collateral including flyers, brochures, forum agenda, film script writing and templates for email Invits, RSVP's, response to inquiries on forums and answers to questions in Q&A emails plus WS, FB & IG. Must also possess graphic design skills to design main files and to be able to coordinate the creative team. Must be able to review and evaluate section reports and progress reports submitted by each staff on a regular basis and based on such info, develop a Program Model. Co-coordinate with GALT Forum President and Manager the leadership training forums, seminars and zoom seminars.

**Manager, Web Technician, Comptroller for XL Charts, Lists & Docs and Troubleshooting:**

This is a multiple tasked position: Design print material, responsible for printing of marketing material and forum collateral, create XL charts, technician for computer zoom seminars, troubleshooting and work with and supervise other staff. Must be responsible and enthusiastic to take the initiative to complete important foundation tasks. Email Invits, handle RSVP's, respond to inquiries and send answers to questions for Q&A emails. Contribute graphic design skills to the creative team and also WS development skills. Overall, must be positive and focused to see each and every task to the end and be a positive influence on the other staff.

**GALT Forum President:**

GALT Forum President must possess leadership skills and event organizational skills to enable her to take the lead on our forums: Draft Planning Reports for forums, conferences and zoom seminars. Supervision Skills: Supervise staff assisting with forum tasks, vendors and volunteers. Communication Skills for interfacing with event vendors and heads of groups and audience attendees. Teamwork Skills: Necessary to work with Manager, Social Media Consultant and creative team on a collaborative basis reflecting team spirit for events and overall foundation work. Also, supervise support staff and volunteers. Must be inspiring to others involved with the forums including staff, vendors and volunteers.

**Social Media Consultant:**

Social media shall be responsible for marketing and reaching out to potential forum, conference and zoom seminar audience and attendees. This position requires social media and marketing skills as an important part in our holding leadership training forums and zoom seminars.

**Graphic Designer/Web Developer:**

A minimum of 10 years experience in graphic design for various print collateral, brochures, flyers, event Invits & agenda; Website development & design.

**2. Organizational Chart:**

**The applicant shall illustrate the position of each staff and line of responsibilities/supervisions. If the request is part of a large, multi-purpose organization, include the organization chart that illustrates the placement of this request.**

**LINE OF RESPONSIBILITIES & SUPERVISION**

**CEO:**

The CEO shall develop a meaningful, visionary and effective program model. Hold meetings with the team on a regular basis. Shall supervise and coordinate all staff including the Manager, GALT Forum President, Social Media Consultant, Creative Team and other staff plus vendors and volunteers. Co-coordinate with the GALT Forum President for the leadership training forums and zoom seminars. Will also retain the title of Copywriter and Creative Director. Responsible for maintenance of FB & IG. Copywriting for presentation content, all print collateral including all brochures flyers, Invits & forum agenda, general reports plus WS, FB & IG, film script writing and copywriting for templates for responding to inquiries on forums and answers to questions in Q&A. Shall also provide graphic design skills for main files. As dual position of Art Director as he shall coordinate the creative team.



**Manager/Web Technician, Mgr for XL Charts, Lists & Docs and Troubleshooting:**

Manager shall report directly to the CEO on a regular basis. This is an abundantly multiple tasked position: Manage the office and supervise all sections and staff. Design print material, Printing Mgr, create XL charts and technician for computer zoom seminars. Will be involved with some graphic design and WS design & devt. Assist with emailing Invits, handle RSVPs, respond to inquiries and answer questions in Q&A emails. Must take the initiative for important tasks and assignments and troubleshooting with CEO approval.

Specifically, the Manager shall develop her own plan as an organizational tool through developing XL Charts for various objectives in sync with the overall program work including info bank, program info, forum info, and for her supervision of employees, Timeline, cooperating individuals/companies/foundations, vendor list, supporter list, etc.

**GALT Forum President:**

GALT Forum President shall report directly to the CEO but is free to work with, discuss and consult with, the Manager, Social Media Consultant and Graphic Designer/WS Designer & Developer. GALT Forum President shall develop her own separate business plans for the main forums, conferences and zoom seminars. Shall take the lead on main forums: Be responsible for sending out Invits to potential audience and attendees of forums, follow up emails (and tel calls), respond to inquiries, answer questions in Q&A emails using template copywritten by the CEO; Supervise other staff contributing to forums, vendors and volunteers. Work with vendors. Also work with social media and creative team. She will not supervise the social media and creative team because said social media and creative team are specialists and have years of experience rather this will reflect more of a collaborative teamwork for events and overall program work. Must inspire all involved with the forums to stay focused and work as a team staying always conscious of the program's pure and good objectives.

**Social Media Consultant:** CEO shall supervise Social Media Consultant however the Social Media Consultant shall receive ideas, requests and direction from other staff including the Manager, GALT Forum President, the Creative Team, and receive input from the whole staff in general, through free lines of communication and ideas exchange as well as in internal meetings and approved by the CEO. Social Media Consultant shall work with the Manager, GALT Forum President and creative team on a collaborative basis. Also develop a Social Media Plan and provide progress reports on a regular basis to the CEO.

**Graphic Designer/Web Developer:**

CEO shall coordinate artwork generation by graphic designer as dual role as Creative Director. Graphic Designer/Web Developer, as member of the creative team, will provide input and feedback to other staff in internal meetings but also receive requests from, or receive direction and coordination from, the GALT Forum President, Manager and the Social Media Consultant with approval of design ideas from the CEO.

Our organizational structure will not be top down but reminiscent of a collaborating teamwork with each member providing input and ideas in internal meetings held on a regular basis. Said internal meeting agenda shall include continually reporting on weekly progress and brainstorming and discussion including suggesting ideas on how to improve the forums' plan, model and agenda.

Each member shall both verbally and in writing provide a progress report on a regular basis to the CEO on their respective activities, work and progress as well as to other staff or team members in the programs' internal meetings.

**3. Compensation:** Provided in Pg7 Personnel Salaries & Wages

**CEO:**

\$8,500.00

**Manager/Web Technician, Mgr for XL Charts, Lists & Docs and Troubleshooting:**

\$4,000.00

**GALT Forum President:**

\$3,000.00

**Graphic Designer/Web Developer:**

\$3,000.00

**Social Media Consultant:**

\$2,000.00

**Secretary:**

\$0.00

**Clerk/Office Worker/Support Staff**

\$0.00

**VII. Other:**

**1. Litigation:** The applicant shall disclose any pending litigation to which they are a party, including the disclosure of any outstanding judgement. If applicable please explain:

The foundation has no past nor any pending litigation and no outstanding judgement(s).

**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:

CEO has won the Millennium Pacific Writing Award and been the recipient of a number of Awards including Award of Excellence for Marketing, Advertisements, Editorial Spread and Website. Staff may have official licenses and/or accreditations but this is not known now but will be known upon actual hiring and interviewing. Regardless, some of our candidates for new positions have a wealth of experience in their respective fields.

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

We are planning to support and donate to a number of school's leadership and/or personal development programs including Central Intermediate School, McKinley High School's Foundation to send its students to college. May support and contribute to private schools subject to the approval of the state's expending agency.

We shall abide by all guidelines of, and instructions from, the state expending agency before taking any actions involving supporting youth personal development and/or leadership training in schools in Hawaii.

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

Once we implement our new plan for 2025-2026, we expect more public support and support from large and small corporations that will enable us to maintain our progress, forward momentum, growth and expansion into the future. We will also apply to other educational grants to ensure continuation of our work, stability and sustainability into the future. Thank you for your time in reviewing our GIA application and our answers to the GIA questions.

**42F-103 Standards for the award of grants.** (a) Grants shall be awarded only to individuals who, and organizations that:

(1) Are 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;

Answer: Yes.

(2) Comply 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;

Answer: Yes. Will not discriminate against all segments listed immediately hereinabove.

(3.) Agree not to use state funds for entertainment or lobbying activities; and

Answer: Yes, will strictly use for only program implementation and advancement and not used for any entertainment and lobbying activities.

(4) Allow 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.

Answer: Yes.

(b) In addition, a grant may be made to an organization only if the organization:

(1) Is either:

(A) Incorporated under the laws of the State; or

Answer: Yes.

(B) Spends at least ninety per cent of its operating budget in the State; and

Answer: Yes.

(C) Registered with the department of commerce and consumer affairs and in possession of a valid certificate of vendor compliance issued by the State that documents the organization's compliance and good standing with the United States Internal Revenue Service, department of taxation, department of labor and industrial relations, and department of commerce and consumer affairs; and

Answer: Yes. HCE or Vendor Compliance Certificate enclosed

(2) 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.

Answer: Yes.

(c) Further, a grant may be awarded to a nonprofit organization only if the organization:

1) Has been determined and designated to be a nonprofit organization by the Internal Revenue Service; and

Answer: Yes. 501(c)3 nonprofit organization.

(2) Has a governing board whose members have no material conflict of interest and serve without compensation.

Answer: Yes. No salaries for board members

(d) If a grant is used by an organization 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. This restriction shall be registered, recorded, and indexed in the bureau of conveyances or with the assistant registrar of the land court as an encumbrance on the property. Amounts received from the repayment of a grant under this subsection shall be deposited into the general fund. [L 1997, c 190, pt of §3; am L 2007, c 184, S1; am L 2014, c 96, S7; am L 2022, c 26, S1]

Answer: Yes. Noted. For the acquisition of land we will follow the above rules and regulations.





STATE OF HAWAII  
STATE PROCUREMENT OFFICE

**CERTIFICATE OF VENDOR COMPLIANCE**

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

**Vendor Name:** GOVERNOR ARIYOSHI FOUNDATION

**Issue Date:** 01/11/2025

**Status:** Compliant

Hawaii Tax#:

New Hawaii Tax#: GE-1947042816-01

FEIN/SSN#: XX-XXX2508

UI#: No record

DCCA FILE#: 251729

Status of Compliance for this Vendor on issue date:

Form	Department(s)	Status
A-6	Hawaii Department of Taxation	Compliant
8821	Internal Revenue Service	Compliant
COGS	Hawaii Department of Commerce & Consumer Affairs	Exempt
LIR27	Hawaii Department of Labor & Industrial Relations	Compliant

**Status Legend:**

Status	Description
Exempt	The entity is exempt from this requirement
Compliant	The entity is compliant with this requirement or the entity is in agreement with agency and actively working towards compliance
Pending	A status determination has not yet been made
Submitted	The entity has applied for the certificate but it is awaiting approval
Not Compliant	The entity is not in compliance with the requirement and should contact the issuing agency for more information

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

The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawaii Revised Statutes:
  - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant is awarded;
  - b) Complies with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
  - c) Agrees not to use state funds for entertainment or lobbying activities; and
  - d) Allows the state agency to which funds for the grant were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and ensuring the proper expenditure of the grant.
- 2) If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
  - a) Is incorporated under the laws of the State; and
  - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant is awarded shall be conducted or provided; and
- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
  - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
  - b) Has a governing board whose members have no material conflict of interest and serve without compensation.
- 4) The use of grant-in-aid funding complies with all provisions of the Constitution of the State of Hawaii (for example, pursuant to Article X, section 1, of the Constitution, the State cannot provide "... public funds ... for the support or benefit of any sectarian or nonsectarian private educational institution...").

Pursuant to Section 42F-103, Hawaii Revised Statutes, for grants used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant was awarded and disposes of the land in fee simple or by lease, the organization shall negotiate with the expending agency for a lump sum or installment repayment to the State of the amount of the grant used for the acquisition of the land.

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

**Governor Ariyoshi Foundation: GALT Leadership Training Program**

(Typed Name of Individual or Organization)

  
(Signature)

Jan 11th, 2025

(Date)

Ryozo Ariyoshi

CEO

(Typed Name)

(Title)

# BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2025 to June 30, 2026

Governor Ariyoshi Foundation: GALT Leadership Program

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	234,000			
2. Payroll Taxes & Assessments	51,480			
3. Fringe Benefits	0			
<b>TOTAL PERSONNEL COST</b>	<b>285,480</b>			
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island	0			
2. Insurance	30,000			
3. Lease/Rental of Equipment	0			
4. Lease/Rental of Space	18,000			
5. Staff Training	0			
6. Supplies	0			
7. Telecommunication	5,500			
8. Utilities	0			
9. Film Production	10,000			
10. Conference Costs/Zoom Smnars/Tech	3,000			
11. Event Costs	10,000			
12. Professional Fees:	12,000			
13. Parking	0			
14				
15				
16				
17				
18				
19				
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>88,500</b>			
<b>C. EQUIPMENT PURCHASES</b>	<b>7,500</b>			
<b>D. MOTOR VEHICLE PURCHASES</b>	<b>0</b>			
<b>E. CAPITAL</b>	<b>10,000</b>			
<b>TOTAL (A+B+C+D+E)</b>	<b>391,480</b>			
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	<b>391,480</b>	Ryozo Ariyoshi (8080531-1000)		
(b) Total Federal Funds Requested	0	Koida Phone		
(c) Total County Funds Requested	0	Dec 10th, 2024		
(d) Total Private/Other Funds Requested	0 at this time	Signature of Authorized Official Date		
<b>TOTAL BUDGET</b>	<b>391,480</b>	CEO Name and Title (Please type or print)		

## BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2025 to June 30, 2026

Governor Ariyoshi Foundation: GALT Leadership Program

POSITION TITLE		FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
CEO			\$102,000.00	100.00%	\$ 102,000.00
Manager/Web Technician/XL Chart/Troubleshooting			\$48,000.00	100.00%	\$ 48,000.00
GALT Forum President			\$36,000.00	100.00%	\$ 36,000.00
Graphic Designer/Web Developer			\$24,000.00	100.00%	\$ 24,000.00
Social Media Consultant			\$24,000.00	100.00%	\$ 24,000.00
Secretary			\$0.00	100.00%	\$ -
Clerk/Office Worker/Support Staff			\$0.00	100.00%	\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
<b>TOTAL:</b>					234,000.00
<b>JUSTIFICATION/COMMENTS:</b>					

## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2025 to June 30, 2026

Governor Ariyoshi Foundation: GALT Leadership Tra

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Copy Machine	2	\$750.00	\$ 1,500.00	1500
Computer	2	\$2,000.00	\$ 4,000.00	4000
iPad	1	\$2,000.00	\$ 2,000.00	2000
			\$ -	
			\$ -	
TOTAL:	5		\$ 7,500.00	7,500
JUSTIFICATION/COMMENTS:				
Estimates vary but will lease the cheapest				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
			\$0.00	
Vehicle	0.00	\$0.00	\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
TOTAL:	\$0.00		\$0.00	\$0.00
JUSTIFICATION/COMMENTS:				



## BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2025 to June 30, 2026

Governor Ariyoshi Foundation: GALT Leadersh

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY:2023-2024	FY:2024-2025	FY:2025-2026	FY:2025-2026	FY:2026-2027	FY:2027-2028
PLANS			0			
RETROFITTING: INTERIOR BUILDOUT			0			
DESIGN			0			
CONSTRUCTION			0			
EQUIPMENT & Furniture			10000			
<b>TOTAL:</b>			10,000			
<b>JUSTIFICATION/COMMENTS:</b>						

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

Governor Ariyoshi Foundation: GALT Leadership Training Program

Contracts Total: -

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	None received yet; In the process of applying.	NA	NA	NA	\$0.00
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					
26					
27		10			Application for Grants