

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

Reyna Kaneko

AUTHORIZED SIGNATURE

Reyna Kaneko, President

PRINT NAME AND TITLE

1/16/25

DATE

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

Type of Grant Request:

☐

Operating

☐

Capital

Legal Name of Requesting Organization or Individual: Db:

Amount of State Funds Requested: \$ _____

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

Amount of Other Funds Available:

State: \$ _____

Federal: \$ _____

County: \$ _____

Private/Other: \$ _____

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

\$ _____

Unrestricted Assets:

\$ _____

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:

City:

State:

Zip:

Contact Person for Matters Involving this Application

Name:

Title:

Email:

Phone:

Reyna Kansko

Authorized Signature

Name and Title

Date Signed

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.

Please see attached

2. Declaration Statement

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

Please see attached

3. Public Purpose

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

The requested grant-in-aid will be used to fund in part the 2026 Hawaii-Japan Sister State & Sister City Summit (2026 Sister Summit) with the addition of an economic and policy forum to be held in May 2026. The activities of the 2026 Sister Summit are consistent with the public purpose pursuant to Section 42F-13, Hawai'i Revised Statutes.

II. Background and Summary

This section shall clearly and concisely summarize and highlight the contents of the request in such a way as to provide the State Legislature with a broad understanding of the request. Please include the following:

1. A brief description of the applicant's background;

The Japan-America Society of Hawai'i (JASH) was founded in 1976 to promote understanding and friendship between the people of Japan and the United States through the special and unique perspective of Hawaii. JASH serves the people of Hawaii by offering educational-programs for students from K to 12th grade as well as special-interest programs for our members and the general public. JASH programs aim to feature various aspects of Japan, America, and Hawaii-related topics in areas such as business, economics, politics, culture, and environmental issues all with the purpose of enhancing understanding.

2. The goals and objectives related to the request;

A. Background

In 2023, JASH, with support from the Department of Business Economic Development & Tourism (DBEDT) and the Hawai'i State Legislature's Grant-in-Aid program, sponsored the inaugural Hawaii-Japan Sister Summit at the Hilton Hawaiian Village Coral Ballroom. With the conference theme *The Ties That Bind*, the Governor of the State of Hawaii, the Mayors of the counties of Honolulu, Kauai, Maui and Hawaii, and the Governors, Mayors and designated representatives of six (6) sister prefectures and sixteen (16) cities and towns in Japan participated in the landmark Sister Summit.

Additionally, approximately 400+ business, government and nonprofit leaders from Hawai'i and Japan were in attendance, including approximately 20+ leading business, government and nonprofit executives who served on various panel discussions. The Sister Summit was by far the largest and most prominent Hawai'i-Japan international event held in the state in over two decades.

The 2023 Sister Summit was an overwhelming success, as evidenced by the accolades we received after the two-day event. Participants expressed immense gratitude for the invitation and were unanimous in their calls for another Sister Summit in the near future. The event fostered lasting bonds of friendship, understanding, and a genuine spirit of cooperation and collaboration. Little did we know that these newly forged connections would play a crucial role less than two weeks after the event when the devastating fire in Lahaina brought our community together in ways we never anticipated.

Hosting the 2026 Sister Summit in May 2026 is vital to strengthen and sustain the relationships built in 2023. While virtual meetings offer an alternative for staying in touch, there is no substitute for the invaluable experience of meeting face-to-face to deepen our connections and continue our collaboration.

B. Goals and Objectives

Goal 1. To strengthen economic, educational and cultural relationships and ties between Hawai'i and Japan;

Goal 2. To create greater prosperity and collaboration between Hawai'i and Japan through shared ideas, policy discussions and coordination between state, prefecture and local governments;

Goal 3. To provide Hawai'i and Japanese lawmakers and policy-makers with opportunities to discuss and develop action-oriented policies and programs which can be acted upon.

- Objective 3A. Develop meeting agendas with desired outcomes to ensure focused discussion on key policy issues relevant to Hawai'i and Japan;
- Objective 3B. Use collaborative facilitation methods to achieve full discourse amongst all participants;
- Objective 3C. Memorialize meeting outcomes to ensure follow-up actions and activities.

C. Project Description: **2026 Sister Summit**

We will use the successful 2023 Sister Summit as a template for the 2026 Sister Summit. We will again feature Panel Discussions with community and elected officials on the first day and a marketplace of vendor booths from Japan and Hawaii to run throughout the two-day event. In place of the Executive Sessions, we will now be including an exciting new opportunity, the **Hawai'i-Japan Economic and Policy Forum (Forum)**, on the second day of the Summit.

The Forum is intended to be an important addendum to the 2026 Hawai'i-Japan Sister Summit, and provides a unique opportunity for senior-level discussions between Hawai'i and Japan lawmakers and policy-makers. The one-day Forum will be available to Hawai'i and Japanese elected officials attending the Sister Summit 2.0 to further exchange ideas, facilitate opportunities and strengthen relationships. High ranking government officials of the State of Hawai'i, Hawai'i's four counties, and lawmakers from Japanese prefectures and cities are expected to participate in the Forum.

The purpose of this Grant-in-Aid request is to support the 2026 Sister Summit with the addition of the Forum in May 2026.

D. Forum for Economic and Policy Discussions

The Forum will be a highly interactive meeting amongst elected officials and senior policy-makers to explore key economic and policy issues that are relevant to both Hawai'i and Japan.

With the anticipated attendance of Hawai'i's governor, county mayors and various State department heads; as well as governors and mayors from various Japanese prefectures and cities, the Forum will be a facilitated executive

session to further the exchange of ideas and proposals which benefit both Hawai'i and Japan. The Forum is a ripe opportunity to engage key decision-makers to facilitate and address important short-term and long-term initiatives.

Potential Roundtable Discussion Topics

- Maximizing Sister-State and Sister-City relationships
- Economic development and responsible investments
- The impact of foreign currency and policy on tourism
- Sustainable energy policy and initiatives
- Educational and cultural opportunities
- Disaster mitigation and climate change
- The role of private capital in infrastructure development

Discussion Format

- Policymakers, academics, and practitioners share research and best practices;
- Government officials and cabinet members share perspectives and approaches on selected topics;
- Facilitated discussions on specific topics;
- Discussion on next steps to advance key topics and discussions between Hawai'i and Japan.

Possible Venues

- Hawai'i State Capitol
- East-West Center
- Hawai'i Convention Center

3. The public purpose and need to be served;

The relationship between Hawai'i and Japan is an integral part of Hawai'i's historic, cultural, and economic well-being. With a significant portion of Hawai'i's population having ancestral ties with Japan, there is great commonality and affinity between Hawai'i and Japan. Furthermore, Hawai'i benefits from the economic opportunities and activities with Japan ranging from foreign direct investment, tourism, trade and other economic activities. Fostering a strong and vibrant sister relationship between Japan and Hawai'i better ensures that the two sisters maintain a healthy and mutually beneficial partnership.

The Forum will ensure that important economic and policy issues are discussed and addressed. In so doing, trade, tourism, investment, economic development, educational, cultural and energy issues will be discussed and acted upon by Hawai'i's and Japan's top State and local government leaders.

4. Describe the target population to be served; and

The target population served are key stakeholders and organizations statewide that can benefit from sister relationships between Hawai'i and Japan.

5. Describe the geographic coverage.

The geographic coverage is 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 results, outcomes, and measures of effectiveness from this request. The applicant shall:

1. Describe the scope of work, tasks and responsibilities;

The 2026 Sister Summit will include the following key activities:

- Event planning and conference design
- Convene Summit planning committee;
- Identify speakers, panel discussion, and networking sessions;
- Invite Hawai'i-Japan sisters and conference attendees;
- Coordinate the Forum between Hawai'i and Japan government officials;
- Coordinate marketing & public relations efforts;
- Obtain additional funding and sponsors;
- Develop marketing, communication and public relations plan and strategy
- Conference logistics, including facilities, lodging, and event planning
- Summit implementation and coordination in 2026

The Forum will require extensive planning, coordination and facilitated meetings with senior-level government officials. Following are key components of the Forum.

Event planning and conference design

- Convene Forum planning committee;
- Identify subject matter experts, panel discussions, and networking sessions;
- Provide English-Japanese language translation capabilities;
- Invite Hawai'i-Japan sisters and conference attendees;
- Conference logistics, including facilities, lodging, and event planning;
- Coordinate marketing & public relations efforts.

Forum discussions and facilitation

- Identify key issues relevant to Hawai'i and Japan, including economic development, education, culture, and tourism issues;
- Design facilitated sessions to ensure focused and useful policy discussions;
- Ensure policy discussion result in action-oriented and relevant follow-up activities;
- Consult professional facilitators and policy advisors to assist in roundtable discussions and outcomes.

Policy summary, recommendations and communications

- Provide meeting and policy summaries to memorialize Forum discussions;
 - Summarize key action-items for follow-up with Hawai'i and Japan stakeholders;
 - Publicize meeting results and outcomes;
 - Coordinate follow-up activities required to implement Forum recommendations
2. Provide a projected annual timeline for accomplishing the results or outcomes of the service;

The following is a general timeline to plan and executive the 2026 Sister Summit:

May 2025

- Secure Honorary Co-chairs and 2026 Sister Summit planning committee
- Identify key tasks, discussion format and key speakers
- Select subject matters for policy discussions

June 2025

- Confirm location of 2026 Sister Summit
- Design facilitated sessions and desired outcomes
- Hire professional meeting facilitator

July 2025

- Extend advance invitations to sister government agencies and keynote speakers.

August 2025 to November 2025

- Outreach to Hawai'i and Japan elected officials to attend the 2026 Sister Summit
- Distribute invitations and marketing materials
- Work on conference logistics

December 2025

- Finalize list of Hawai'i and Japan attendees
- Coordinate government official schedules between Hawai'i and Japan

January to April 2026

- Confirm 2026 Sister Summit attendees from Hawai'i and Japan
- Coordinate travel schedules
- Confirm subject matter experts for panel discussions
- Finalize roundtable agendas and guest speakers
- Coordinate travel schedules with elected officials

May 2026

- 2026 Sister Summit and Forum

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

JASH will conduct a thorough evaluation of the 2026 Sister Summit components to ensure that government and private funds are used responsibly and effectively. JASH will evaluate various components of the event, including 1) number of senior-level attendees, including governors, mayors and cabinet members; 2) quality of subject matter experts in break-out sessions; 3) quality, insights and creativity of panel discussions; 4) commonalities, agreements and action items resulting from break-out sessions; 5) overall coordination and planning of the Forum. Additionally, DBEDT will be part of the Forum steering committee to ensure that projects goals of the GIA are being met throughout the planning and implementation process.

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 following measures of effectiveness will be used to evaluate the effectiveness of the 2026 Sister Summit

- Number of elected officials and cabinet members from Hawai'i and Japan attending the event;
- Quality and range of guest speakers and panel discussions
- Range of economic and policy topics and discussions
- Identification of action-items resulting from Forum discussions
- Qualitative feedback from participants
- Follow-up activities and programs by Hawai'i and Japan prefectures, states and cities

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
\$95,000	\$95,000	\$100,000	\$105,908	\$395,908

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

Government agencies: County of Hawai'i, City & County of Honolulu, County of Maui, County of Kauai, Hawai'i Tourism Authority

Private Corporation & Foundations: Bank of Hawai'i, First Hawaiian Bank, Central Pacific Bank, Island Insurance Companies, Hawaiian Electric Industries, Hawai'i Community Foundation, Alexander & Baldwin, Matson, Hawaiian Telcom, Hawai'i Gas, JTB, Japan Airlines, Hawaiian Airlines, aio Group, Queens Health System, ITO EN, HMSA Foundation, Chaminade University, Hawai'i Pacific University, UH Foundation, JETRO, and others.

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.

None

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.
 - State Grant-in-Aid for 2026 Hawai'i-Japan Sister Summit: \$100,000
 - State Grant-in-Aid for 2023 Hawai'i-Japan Sister Summit: \$75,000
 - DBEDT Support of 2023 Hawai'i-Japan Sister Summit: \$97,500
 - State Grant-in-Aid for 2024 JASH Hokkaido Student Exchange: \$60,000
 - Hawai'i Tourism Authority for 2023 Hawai'i-Japan Sister Summit: \$5,000
 - County of Maui grant for 2023 Hawai'i-Japan Sister Summit: \$5,000
 - Honolulu City & County 2023 Non-Profit Recovery Program Grant: \$59,618
6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2024. \$268,895

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.

JASH is uniquely positioned to plan and coordinate the 2026 Sister Summit including the Hawai'i-Japan Economic and Policy Forum. The Forum is an outgrowth of the 2023 Sister Summit, and an important addendum to the 2026 Sister Summit – both coordinated by JASH.

The 2023 Sister Summit took over three years of planning, coordination, fundraising and implementation. With a highly successful outcome, and many lessons learned and best practices, JASH will use the knowledge and experience acquired in planning the 2026 Sister Summit and the 2026 Hawai'i-Japan Economic and Policy Forum. Additionally, with key relationships developed amongst Hawai'i and Japan's government agencies,

planning and coordination between the various Governors and Mayors will be more familiar and readily implemented.

Additionally, JASH is skilled, experienced in coordinating numerous Hawai'i-Japan activities, functions and meetings, to include:

- Hawai'i Gannenmono Celebration of the 150th Anniversary of Japanese immigration to Hawaii (in collaboration with various Japanese organizations)
- Numerous high school student exchanges between Hawai'i and Japan
- Japan-In-A-Suitcase
- Japan Wizards Competition
- Asian-Pacific Children's Convention
- Japan Day
- Soshi Exchange Program
- Taste of JASH: Hiroshima at Odoriko
- 5:01 Networking Events
- JASH Annual Dinner
- JASH Annual Golf Classic
- Tomodachi Networking Events
- Japan-U.S. Military Program (JUMP) Speaker Series
- JASH Affiliated activities with the Crown Prince Akihito Scholarship Foundation, Ehime Maru Memorial Association, and the National Association of Japan-America Societies.

2. Facilities

The applicant shall provide a description of its facilities and demonstrate its adequacy in relation to the request. If facilities are not presently available, describe plans to secure facilities.

The JASH Offices is located at 1600 Kapiolani Boulevard, Suite 204, Honolulu, Hawai'i

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.

JASH currently employs seven (7) staff members. The following existing staff members will be assigned to plan and coordinate the 2026 Sister Summit.

- President. Qualifications/Experience: Provides overall leadership and responsibility for the management and fiscal oversight of JASH programs and activities.

- Vice President. Qualifications/Experience: Responsible for finance and accounting functions for JASH, including grants management.
- Director of Events and Programs. Qualifications/Experience: Responsible for all events and programs that JASH conducts.
- Administrative Specialist. Qualifications/Experience: Responsible for finance and accounting transactions for JASH.
- Events and Programs Assistant: Responsible for assisting the Director of Events and Programs.

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.

JASH Positions include:

- President
- Vice President
- Director of Events and Programs
- Administrative Specialist
- Two Educational Program Coordinators
- Events and Programs Assistant

All positions report directly to the President.

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.

President: \$80,000 to \$90,000

Vice President: \$50,000 to \$60,000

Director of Events and Programs: \$55,000 to \$65,000

Administrative Specialist: \$35,000 to \$40,000

Events and Programs Assistant: \$35,000 to \$40,000

VII. Other

1. Litigation

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

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.

Not applicable

3. Private Educational Institutions

The applicant shall specify whether the grant will be used to support or benefit a sectarian or non-sectarian private educational institution. Please see [Article X, Section 1, of the State Constitution](#) for the relevance of this question.

Not applicable

4. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 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.

JASH has received funds from various foundations as well as private donors in the past and will proactively increase efforts to increase funding through additional corporate sponsorships, foundations, and private donors. Specifically, we will target our corporate partners, such as JTB Goodwill Foundation and Servco Foundation, who have been supporting our educational programs and youth exchange between Hawaii and Japan and expressed interest in continuing their support.



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: JAPAN-AMERICA SOCIETY OF HAWAII

DBA/Trade Name: JAPAN-AMERICA SOCIETY OF HAWAII

Issue Date: 01/16/2025

Status: **Compliant**

Hawaii Tax#: 20306366-02
New Hawaii Tax#: GE-1554974720-01
FEIN/SSN#: XX-XXX9990
UI#: XXXXXX3099
DCCA FILE#: 201886

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 REVISED STATUTES**

The undersigned authorized representative of the applicant certifies the following:

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

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

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

(Typed Name of Individual or Organization)

Reyna Kaneko

(Signature)

(Date)

(Typed Name)

(Title)

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2025 -May 31, 2026

Applicant: Japan-America Society of Hawaii

BUDGET CATEGORIES	Total State Funds Requested (a)	Total State Funds Received 2024 (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
A. PERSONNEL COST				
1. Salaries	57,852	28,791		
2. Payroll Taxes & Assessments	11,456	5,728		
3. Fringe Benefits	8,100	4,050		
TOTAL PERSONNEL COST	77,408	38,569		
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island			700	
2. Insurance				700
3. Venue Costs	85,000			
4. Food & Beverage	25,000			100,000
5. Entertainment				3,000
6. Supplies	2,000			
7. Planning Committee Costs	5,500			700
8. Ground Transportation	6,000			6,000
9 Japan Travel & Promotion	10,000	15,000	10,000	
10 Summit Design & Coordination	50,000	36,431	70,000	30,000
11 Public Relations & Promotion	10,000	10,000	10,000	15,000
12 Summit Materials & Brochures	10,000		5,000	
13 Invitation & Marketing Materials	8,000		3,000	
14 Summit Website & Registration Platform	5,000		4,000	4,000
15 Digital Media Promotion	2,000		2,000	1,000
16 Translations Services and Technology	25,000		5,000	5,000
17 Conference Audio Visual Services	35,000			5,000
18 Speaker Travel & Honorarium	30,000		10,000	
19 Marketplace Set-up	10,000		5,000	10,000
20				
TOTAL OTHER CURRENT EXPENSES	318,500	61,431	124,700	180,400
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	395,908	100,000	124,700	180,400
SOURCES OF FUNDING		Budget Prepared By: <div style="display: flex; justify-content: space-between;"> Reyna Kaneko 808-524-4450 </div>		
(a) Total State Funds Requested	395,908	Name (Please type or print) _____ Phone _____		
(b) Total State Funds Received 2024	100,000	<div style="display: flex; justify-content: space-between;"> <i>Reyna Kaneko</i> 1/16/2025 </div>		
(c) Total County Funds Requested	124,700	Signature of Authorized Official _____ Date _____		
(c) Total Private/Other Funds Requested	180,400	Reyna Kaneko, President _____ Name and Title (Please type or print)		
TOTAL BUDGET	801,008			

Applicant: Japan-America Society of Hawaii

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
President Payroll	1.00	\$90,000.00	30.00%	\$ 27,000.00
Vice-President Payroll	1.00	\$60,000.00	15.00%	\$ 9,000.00
Director of Membership, Events and Programs Payroll	1.00	\$62,000.00	15.00%	\$ 9,300.00
Administrative Specialist Payroll	1.00	\$40,000.00	15.00%	\$ 6,000.00
Events & Programs Assistant Payroll	1.00	\$43,680.00	15.00%	\$ 6,552.00
President Payroll Taxes	1.00	\$16,529.00	30.00%	\$ 4,958.70
Vice-President Payroll Taxes	1.00	\$15,340.00	15.00%	\$ 2,301.00
Director of Membership, Events and Programs Payroll Taxes	1.00	\$10,123.00	15.00%	\$ 1,518.45
Administrative Specialist Payroll Taxes	1.00	\$8,854.00	15.00%	\$ 1,328.10
Events & Programs Assistant Payroll Taxes	1.00	\$9,000.00	15.00%	\$ 1,350.00
President Benefits (medical/dental/drug/vision insurance)	1.00	\$13,824.00	30.00%	\$ 4,147.20
Vice-President Benefits (medical/dental/drug/vision insurance)	1.00	\$10,896.00	15.00%	\$ 1,634.40
Director of Membership, Events and Programs Benefits (medical/dental/drug/vision insurance)	1.00	\$0.00	15.00%	\$ -
Administrative Specialist Benefits (medical/dental/drug/vision insurance)	1.00	\$5,856.00	15.00%	\$ 878.40
Events & Programs Assistant Benefits (medical/dental/drug/vision insurance)	1.00	\$9,600.00	15.00%	\$ 1,440.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				77,408.25

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2025 to June 30, 2026

Applicant: _____

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

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

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2025 to June 30, 2026

Applicant: _____

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY:2023-2024	FY:2024-2025	FY:2025-2026	FY:2025-2026	FY:2026-2027	FY:2027-2028
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Japan-America Society of Hawaii

Contracts Total: 402,118

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	State Grant-in-Aid for 2026 Hawaii-Japan Sister Summit	2024		State of Hawaii	100,000
2	State Grant-in-Aid for 2024 JASH-Hokkaido Student Exchange	2024		State of Hawaii	60,000
3	State Grant-in-Aid for 2023 Hawaii-Japan Sister Summit	2023		State of Hawaii	75,000
4	State Grant in Support of 2023 Hawaii-Japan Sister Summit	2023	DBEDT	State of Hawaii	97,500
5	Hawaii Tourism Authority 2023 Hawaii-Japan Sister Summit Grant	2023		State of Hawaii	5,000
6	County of Maui Grant for 2023 Hawaii-Japan Sister Summit	2023		Maui County	5,000
9	Honolulu City & County Non-Profit Recovery Grant	2023		Honolulu City & County	59,618
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					