

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

NAYEON GIL

AUTHORIZED SIGNATURE

NAYEON GIL / PRESIDENT

PRINT NAME AND TITLE

01/16/2025

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: DbA:

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:

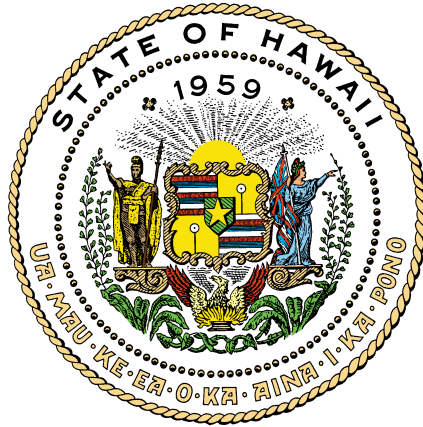
Phone:

NAYEON GIL

Authorized Signature

Name and Title

Date Signed



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

KOREA & HAWAII HISTORY CLUB

was incorporated under the laws of Hawaii on 11/21/2023 ;
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 16, 2025

Director of Commerce and Consumer Affairs

**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)

NAYEON GIL
(Signature)

(Date)

(Typed Name)

(Title)

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;
 - The Korea & Hawaii History Club (KHHC) is a 501(c)(3) nonprofit organization founded by middle and high school students in Hawaii. Even before its official establishment, KHHC had already initiated historical and cultural tours in Korea, Japan, and Hawaii to deepen understanding of shared histories and promote cultural exchange. KHHC focuses on educating youth about the U.S. founding principles, the establishment of the Republic of Korea, and the U.S.-Korea alliance formed during the Korean War, empowering participants to become global leaders.
2. The goals and objectives related to the request;
 - KHHC aims to:
 - Strengthen youth understanding of U.S.-Korea historical relations and the values of democracy and a market economy.
 - Build future leaders who appreciate the significance of the U.S.-Korea alliance and foster stronger bilateral relationships.

- Provide experiential learning opportunities through historical site visits and quarterly seminars.
3. The public purpose and need to be served;
 - This program directly addresses the need to educate the next generation about the enduring partnership between the U.S. and Korea. By fostering cultural understanding and leadership skills, KHHC contributes to community development, global citizenship, and a deeper appreciation of democracy.
 4. Describe the target population to be served; and
 - The primary participants are middle and high school students in Hawaii, particularly Korean Americans and youth interested in Korean history and culture. Future plans include expanding membership to students from the U.S. mainland.
 5. Describe the geographic coverage.
 - KHHC's programs operate on Oahu, Hawaii, with international tours to South Korea. The organization also plans to include cultural exchanges between Hawaii and mainland U.S. communities.

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;
 - KHHC will implement two major components:
 - **Oahu Field Trip (3 nights, 4 days):**
Participants will visit historic sites such as Syngman Rhee's residence, Pearl Harbor Memorial, and the Korean War Monument. Seminars will explore the importance of democracy and the U.S.-Korea alliance.
 - **Quarterly Seminars:**
Held once every quarter, these sessions will provide historical and cultural education, fostering leadership and active community involvement.
 - **Second South Korea Tour (June 2025):**
This international tour will include visits to key historical and cultural landmarks in Korea, supported by funding from Korean organizations(The Overseas Koreans Agency).
2. Provide a projected annual timeline for accomplishing the results or outcomes of the service;

- **1st Quarter (Jul-Sep):** Host the first quarterly seminar, Planning and preparation for seminars and field trips.
 - **2nd Quarter (Oct-Dec):** Host the second quarterly seminar; finalize preparations for the Oahu field trip.
 - **3rd Quarter (Jan-Mar):** Host the third quarterly seminar; Execute the Oahu field trip and evaluate its outcomes.
 - **4th Quarter (Apr-Jun):** Conduct the fourth quarterly seminar; assess annual performance.
 - **Special Timeline for June 2025:** Plan and execute the second South Korea trip.
3. Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and
- KHHC will use pre- and post-event surveys to measure participants' understanding of historical topics. Regular meetings and feedback from youth members will guide program improvements. Key performance metrics include:
 - Participation rates (target: 50+ youth annually).
 - Percentage of participants reporting increased knowledge (target: 85%).
 - Community impact assessed through stakeholder feedback.

IV. 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.

- Number of participants in field trips and seminars.
- Growth in participant understanding of U.S.-Korea relations, as measured by surveys.
- Media coverage and recognition of KHHC activities.

V. 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
\$1,375	\$4,225	\$31,275	\$725	\$37,600

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2026.
 - Hawaii Community Foundation
 - The Overseas Koreans Agency
 - Woonam Network
 - Wooho Cultural Foundation
 - Donations to KHHC Board of Directors
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 2026 for program funding.
 - Not applicable
6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2024.
\$5,098.33

VI. 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.

- KHHC has a proven track record of organizing successful educational programs:
- **Nov. 2023:** Hosted the first Oahu historical tour, which was covered by media outlets such as [PAXE TV](#) and [Seoul Media News](#).
- **June 2024:** Conducted a 9-day tour of South Korea, visiting landmarks such as the Korean Presidential Office and Incheon City Council. This event received significant media coverage, as highlighted [here](#).
- **Dec. 2024:** Organized a Big Island historical tour with \$3,000 in funding from the Overseas Koreans Agency, also reported by [News Korea](#).
- **June 2025 (Planned):** Preparing for a second South Korea tour to build on the success of the 2024 field trip.

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.

- KHHC does not own or rent facilities. The organization relies on partnerships with local nonprofit venues such as the Korean Cultural Center and Hawaii Korean Association Hall for meetings and events. Board members coordinate via virtual platforms across Hawaii, Korea, and the U.S. mainland.

VII. 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.

- KHHC operates as a volunteer-driven organization. Key roles include:

- **Program Coordinator:** Manages program logistics and implementation.
 - **Volunteer Academic Advisors:** Experienced educators leading seminars and activities.
 - **Support Volunteers:** Assist with event logistics and participant engagement.
- All volunteers undergo orientation to ensure alignment with program goals.

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.

- KHHC's organizational structure includes:

- **Executive Board:** Strategic leadership from members in Hawaii, Korea, and the U.S. mainland.
- **Volunteer Team:** Responsible for executing events and activities.
- **Youth Members:** Actively participate in programs and provide feedback.
- Visit our [team page](#) for more details.

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.

- KHHC operates entirely on a volunteer basis. No salaried staff are employed.

VIII. 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.

- Not applicable.

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.

- PADI(Open Water) : No. 23100E1843

- Congress HOUSE OF REPRESENTATIVES Certificate of Recognition
- THE PRESIDENTS VOLUNTEER SERVICE AWARD 2024
- Cultural heritage digital PR ambassador 3rd

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
 - KHHC will use the grant funding to strengthen its programs, establish additional partnerships, and build a foundation for long-term sustainability. Specific steps include:
 - **Program Expansion:** Enhance the quarterly seminars and field trips to attract more participants and diversify the curriculum.
 - **Partnership Development:** Collaborate with local and international organizations, such as educational institutions and cultural organizations, to secure additional funding and resources.
 - **Fundraising Initiatives:** Organize fundraising events and campaigns to create a reserve fund to sustain operations.
 - **Membership Growth:** Expand membership to include students from the U.S. mainland, thereby increasing program participation and support.
- (b) Not received by the applicant thereafter.
 - KHHC will continue its activities through alternative funding and resource strategies:
 - **Diversified Funding Sources:** Leverage existing partnerships to secure funding from private donors, corporate sponsorships, and grants from Korean and international organizations.

- **Fee-Based Programs:** Introduce optional program fees for specific activities, such as international trips, while ensuring affordability for all participants.
- **Community Support:** Seek support from local Korean-American communities and nonprofit organizations in Hawaii to access shared resources and facilities.
- **Volunteer Engagement:** Continue relying on the dedicated efforts of volunteers to maintain programs without significant operational costs.
- **Grant Reapplication:** Submit applications for other government grants or nonprofit funding opportunities to secure additional resources.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2025 to June 30, 2026

Applicant: KOREA & HAWAII HISTORY CLUB

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
A. PERSONNEL COST				
1. Salaries				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
TOTAL PERSONNEL COST				
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	3,600			
2. Insurance	1,000			
3. Lease/Rental of Equipment				
4. Lease/Rental of Space	600			
5. Staff Training				
6. Supplies	250			
7. Telecommunication	100			
8. Utilities	400			
9. Honoraria	2,500			
10. Printing and Copying	1,500			
11. Conference fee	500			
12. meals for tour participants	6,750			
13. Bus rental fee for a tour	5,500			
14. Group T-shirts	750			
15. Room charge for tour	12,600			
16. Regular seminars fee	1,200			
17.				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	37,250			
C. EQUIPMENT PURCHASES	350			
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	37,600			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	37,600	MINSEO KWON (859) 818-2801		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested		NAYEON GIL 01/16/2025		
(d) Total Private/Other Funds Requested		Signature of Authorized Official Date		
TOTAL BUDGET	37,600	NAYEON GIL President Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2025 to June 30, 2026

Applicant: KOREA & HAWAII HISTORY CLUB

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Lecturer at the tour seminar 1 (honorary)				\$ 200.00
Lecturer at the tour seminar 2 (honorary)				\$ 200.00
Lecturer at the tour seminar 3 (honorary)				\$ 300.00
Lecturer at the tour seminar 4 (honorary)				\$ 300.00
Coordinator (honorary) , 3 nights 4 days; Honolulu)				\$ 800.00
Photographer (honorary, 3 nights 4 days; Honolulu)				\$ 700.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				2,500.00
JUSTIFICATION/COMMENTS: Regular seminars (Once per quarter) Lecturer's honorary Oahu Island tour 3 nights and 4 days, Coordinator and photographer's honorary				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Applicant: KOREA & HAWAII HISTORY CLUB

Period: July 1, 2025 to June 30, 2026

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Mini Portable Beam Projector	1.00	\$350.00	\$ 350.00	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:	1		\$ 350.00	
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: KOREA & HAWAII HISTORY CLUB

Not applicable						
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: <div style="text-align: center; font-weight: bold; padding: 10px 0;">Not applicable</div>						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: KOREA & HAWAII HISTORY CLUB

Contracts Total: -

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	Not applicable				
2					
3					
4					
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11					
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