

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:

THE FILIPINO COMMUNITY CENTER, INC.

Amount of State Funds Requested: \$ 300,000

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

FILCOM Culture and Community Development Program

The Filipino Community Center requests a \$300,000 grant to strengthen and expand its cultural preservation initiatives and community development through comprehensive educational and social services programs serving vulnerable communities around Honolulu and Waipahu, in particular.

Amount of Other Funds Available:

State: \$ _____

Federal: \$ _____

County: \$ _____

Private/Other: \$ _____

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

\$ 1,395,000.00

Unrestricted Assets:

\$ 4,596,898.00

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:

94-428 Mokuola St

City:

Waipahu

State:

HI

Zip:

96797

Contact Person for Matters Involving this Application

Name:

Edmund C. Aczon

Email:

eaczon@hawaii.rr.com

Title:

Chair, Board of Directors (BoD)

Phone:

808-680-0451


Edmund C. Aczon

Authorized Signature

Chair, Board of Directors

Name and Title

1/17/2025

Date Signed



PROPOSAL FOR
“Culture and Community Development Program”
FISCAL YEAR 2024 OPERATING GRANT REQUEST: \$300,000.00

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Application Submittal Checklist

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

- ☒ 1) 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 ()
 - b) Personnel salaries and wages ()
 - c) Equipment and motor vehicles ()
 - d) Capital project details ()
 - e) Government contracts, grants, and grants in aid ()
- ☒ 7) Experience and Capability
- ☒ 8) Personnel: Project Organization and Staffing



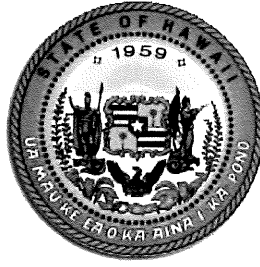
AUTHORIZED SIGNATURE

EDMUND C. ACZON, CHAIR, BOD

PRINT NAME AND TITLE

1/17/2025

DATE



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: THE FILIPINO COMMUNITY CENTER, INC.*

DBA/Trade Name: THE FILIPINO COMMUNITY CENTER, INC.*

Issue Date: 01/15/2025

Status: Compliant

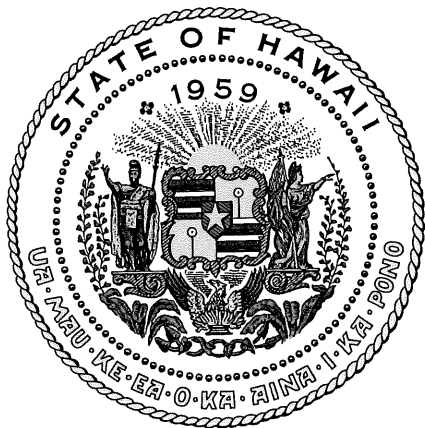
Hawaii Tax#: 40449418-01
New Hawaii Tax#: GE-0812607488-01
FEIN/SSN#: XX-XXX5884
UI#: XXXXXX0939
DCCA FILE#: 88827

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



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

THE FILIPINO COMMUNITY CENTER, INC.

was incorporated under the laws of Hawaii on 09/02/1992 ;
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 15, 2025

Director of Commerce and Consumer Affairs



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

The undersigned authorized representative of the applicant certifies the following:

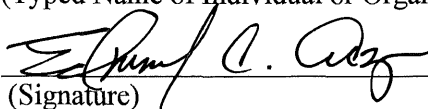
- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawai'i Revised Statutes:
 - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant is awarded;
 - b) Complies with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
 - 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, Hawai'i Revised Statutes:
 - a) Is incorporated under the laws of the State; and
 - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant is awarded shall be conducted or provided; and
- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawai'i Revised Statutes:
 - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
 - b) Has a governing board whose members have no material conflict of interest and serve without compensation.
- 4) The use of grant-in-aid funding complies with all provisions of the Constitution of the State of Hawaii (for example, pursuant to Article X, section 1, of the Constitution, the State cannot provide "... public funds ... for the support or benefit of any sectarian or nonsectarian private educational institution...").

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

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

The Filipino Community Center, Inc.

(Typed Name of Individual or Organization)



(Signature)

1/17/2025

(Date)

Edmund C. Aczon

Chair, Board of Directors

(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.

See attached sheet (Page 2)

2. Declaration Statement

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

See attached sheet (Page 4)

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 Filipino Community Center, Inc. expressly states that 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 Filipino Community Center, Inc. ("Center") stands as the largest Filipino Community Center in the United States and outside of the Philippines. Nestled in the heart of Waipahu in Oahu, the 50,000-square-foot facility sprawls across two acres near the old Oahu Sugar Mill. The Center was formally inaugurated on June 11, 2002, marking a significant milestone nearly a century after the arrival of the first 15 Filipino farmers (Sakadas) in Hawaii aboard the SS Doric in 1906.

The Center's establishment was first initiated by the Filipino Chamber of Commerce of Hawaii in 1991, leading to its legal establishment in 1993. The mission statement of the Center is: to develop, own and operate a community center that (1) provides social, economic and education services and (2) promotes and perpetuates Filipino culture and customs in the State of Hawaii. This mission became increasingly vital as the Filipino-American population in Hawaii grew to 200,000, representing more than 15% of the state's population.

Built on Filipino pride and Bayanihan (collective action) spirit, the Center showcases the spirit of Aloha to everyone who wants to work, rent, learn, and enjoy featured programs and activities that celebrate Hawaii's rich cultural diversity. For more than two decades, this landmark has been serving as a bridge among generations, preserving Filipino heritage while fostering community engagement and support.

The Center serves as a vital support system and cultural institution offering:

- *Cultural Preservation: Acting as a repository of Filipino traditions, art, and history*
- *Educational Programs: Providing language classes and workshops on Filipino history, culture, and traditions*
- *Community Support: Offering resources and guidance for both recent migrants and long-term residents*

The Center is governed by a Board of Directors responsible for overall policy and direction, supported by a Board of Governors serving in an advisory capacity. The Executive Director manages operational, financial, and administrative aspects, reporting monthly to the Board. The Center maintains full-time staff including an Office Coordinator, Administrative Assistant, and Custodian to support its extensive programming and community services.

2. The goals and objectives related to the request;

The Filipino Community Center requests a \$300,000 grant to strengthen and expand its cultural preservation initiatives while fostering community development through comprehensive educational and social programs serving communities around Honolulu and Waipahu, in particular. This historically underserved region of Honolulu has experienced significant demographic changes with continued immigration, creating unique needs for cultural preservation and community integration.

Through our Kultura (Culture) and Kinabukasan (Community and Business Development) initiatives, we will create sustainable pathways for cultural preservation and community development. Our Kultura initiative will focus on preserving and promoting Filipino cultural heritage, aiming to reach 10,000 locals and visitors annually through cultural events and engagement programs. The Kinabukasan initiative will address critical community needs through

comprehensive support services, business development opportunities, and integration programs for immigrants and emerging workforce participants. Together, these programs will strengthen FilCom's role as a vital community hub while promoting cultural understanding and economic opportunity in Waipahu.

Program Goals

Cultural Heritage Preservation and Education

Through FilCom's Kultura (Culture) initiative, the Center aims to establish a robust platform for preserving and transmitting Filipino cultural heritage across generations. We aim to:

- *Host cultural events drawing in 10,000 locals and visitors to learn more about Filipino culture and help them appreciate the rich cultural diversity that Hawai'i has to offer;*
- *Creating monthly community events celebrating Filipino traditions that bridge cultural gaps with the broader Hawaii community;*
- *Create an immersive cultural education program reaching 500+ community members annually through dance, music, traditional arts, and language classes and workshops;*
- *Develop a digital archive of Filipino cultural materials, oral histories, and traditional practices; and*
- *Establish a Filipino cultural arts performance group representing our community at local events*

In particular, the grant funding will enhance the Center's capacity to deliver programs on culture such as:

- *Filipino Fiesta and Flores de Mayo*
- *Pasko sa Filcom*
- *Sakada Day*
- *FilAm History Month*
- *FilCom Sundays*
- *Filipino for Kids Program*
- *Language Immersion classes*
- *Cultural song and dance workshops and demonstrations*
- *Traditional music instruments workshops*
- *Culinary Classes*
- *Escrima and other performance arts workshops*
- *Traditional art classes*
- *Digital cultural archive*

Community Development

FilCom's Community Development (Kinabukasan) initiative aims to provide educational, business, and social support programs to Hawai'i residents, including new immigrants and fresh graduates entering the workforce. Key objectives include:

- *Providing workshops on navigating Hawaii's healthcare, education, and social service systems;*
- *Offering business and workforce development training to local organizations and institutions;*
- *Creating opportunities for local businesses to showcase their products;*
- *Developing senior support services and social programs tailored to Waipahu's multigenerational households;*
- *Building partnerships with local schools, businesses, and organizations in Waipahu for collaborative programming;*
- *Creating mentorship connections between established community members and newcomers*

In particular, the grant funding will enhance the Center's capacity to deliver community and business development programs such as:

- *Financial Literacy Classes*
- *Trainings on practical use of AI and other emerging technologies*
- *Career and Scholarship Fairs*
- *Health and Wellness Fairs*
- *Business Pop-ups*
- *Smart Seniors Program*
- *US Citizenship Classes and Immigrant Services Outreach*
- *NCLEX review classes*

3. The public purpose and need to be served;

State support for the Filipino Community Center's cultural programs, community development, and business initiatives represents a crucial investment in Hawaii's social and economic future. The significance of this support becomes clear when examining both the historical context and current demographic reality of Hawaii, where the Filipino community stands as one of the largest ethnic groups with deep roots in the state's development through plantation labor, economic contributions, and cultural enrichment.

Cultural Preservation and Education Needs:

The preservation of Filipino cultural heritage through state-supported programs addresses a critical need in maintaining Hawaii's unique multicultural identity. Without dedicated funding, valuable traditions, language, arts, and customs risk gradual erosion in the face of modernization and assimilation pressures. These cultural programs create essential spaces for intergenerational connection,

allowing elders to pass down traditional knowledge while helping younger Filipino-Americans maintain strong ties to their heritage. Moreover, these programs serve as bridges of understanding between communities, enriching Hawaii's cultural landscape and fostering social cohesion.

- Filipinos (race alone and combination) account for 383,200 residents equivalent to 26.33% of the total 1,455,274 population of Hawaii (The State of Hawaii Databook 2023), with significant concentrations in Waipahu and surrounding West Oahu neighborhoods.
- The Center is located in Waipahu, where 55.3% of residents are of Filipino ancestry (U.S. Census, 2020)
- There is limited access to cultural education in schools. Only 2 of high schools statewide offer Filipino cultural programs as part of their curriculum which is low compared to other cultural offerings (Japanese, Chinese, European Languages) despite the significant number of students with Filipino ancestry enrolled in schools.
- Supporting Filipino cultural programs creates educational opportunities that:
 - Enhance cross-cultural understanding among Hawaii's diverse population
 - Provide valuable cultural education for Filipino youth who may be disconnected from their heritage
 - Create economic opportunities through cultural tourism, arts programs, and traditional craft preservation
 - Foster workforce development through culturally relevant training and education programs
 - Contribute to Hawaii's unique multicultural character, which is vital to tourism and economic development

Community and Business Development Needs:

Beyond cultural preservation, the Center's role in community development makes it a vital engine for economic revitalization in surrounding areas. As an anchor institution, it creates a hub for business networking, entrepreneurship training, and workforce development that generates significant economic activity. The Center's Kinabukasan programs help community members start and grow successful enterprises, providing pathways to economic mobility and intergenerational wealth building. This economic impact extends well beyond Waipahu and the Filipino community, as increased business activity leads to job creation, higher property values, and improved neighborhood vitality.

- The Center is centrally-located to help revitalize Waipahu's economy and serves a community where:
 - 14.9% of adults over 25 lack a high school diploma (2023 American Community Survey)
 - 20.8% of residents are elderly (65+) (2023 American Community Survey)

- *A high percentage of residents are non-native English speakers (2023 American Community Survey)*
- *Poverty incidence is at 11.4% which is higher than state average of 10.1% (2023 American Community Survey)*

Through continued state support, the Center can maintain its vital role as both a cultural anchor and an economic catalyst, ensuring that Filipino heritage remains a living, dynamic part of Hawaii's identity while fostering sustainable economic growth through community-based development. This investment in cultural preservation and community development creates a stronger, more vibrant Hawaii for all residents.

4. Describe the target population to be served; and

The Center's primary target population are: (1) residents of Waipahu and surrounding areas in need of community and business development services, (2) Filipinos and Filipino Americans wanting to reconnect with their roots, and (3) the general public statewide interested in Filipino culture and traditions.

It serves diverse populations through its multifaceted programming:

Cultural Programs and Events:

- *Filipino-American youth seeking to connect with their cultural heritage*
- *Multi-generational families participating in traditional celebrations*
- *General public interested in Filipino arts, music, dance, and traditions*
- *School groups and educators learning about Filipino culture*
- *Youth participating in Filipino language immersion programs*
- *General public participating in cultural events such as Filipino Fiesta, Flores de Mayo, FilCom Sundays, and Pasko sa FilCom*

Community Services:

- *Social service agencies serving the community*
- *Low-income families accessing support services*
- *Small business owners seeking resources*
- *Community organizations requiring meeting spaces*
- *Civic groups conducting neighborhood meetings*
- *Cultural organizations hosting events and performances*
- *Families needing translation and interpretation services*
- *Individuals seeking employment resources*
- *Recent immigrants looking for community connections*

Educational Workshops and Programs:

- *Individuals wishing to improve their skills and workforce readiness*
- *Nursing candidates preparing for NCLEX examinations*
- *Recent immigrants in need of information and services*

- Adults preparing for U.S. citizenship exams
- Seniors and youth learning computer skills and digital literacy

Health and Wellness Programs:

- Elderly community members seeking health education
- Families needing access to health resources and screenings
- Community members participating in exercise activities and wellness workshops
- Individuals seeking mental health support and resources
- Caregivers requiring support and education

Special Focus Populations:

- Senior citizens requiring specialized programs and services
- Youth needing cultural enrichment and educational support
- Working families seeking weekend and evening programs
- Immigrants requiring assistance with documentation
- Non-English speaking community members

Support for the FilCom Centers will help in:

- Building community engagement and civic participation
- Fostering cultural understanding and preservation
- Preserving cultural connections between generations
- Supporting successful integration of new immigrants
- Promoting health and wellness in the community
- Facilitating economic self-sufficiency

5. Describe the geographic coverage.

The FilCom Center serves multiple overlapping populations across Oahu, with particular focus on the following groups:

Primary Service Area - Waipahu:

- Total population: 43,485 residents (2023 American Community Survey)
- Filipino ancestry: 30,901 residents (55.3%) (U.S. Census, 2020)
- Immigrant population: Foreign-born population in Waipahu is at 41.8%, which is significantly higher than the statewide average of 17.8%. (2023 American Community Survey)
- Elderly population (65 and over): 20.8% of the population (2023 American Community Survey)
- Language spoken at home: 49.3% of households speak language other than English at home (2023 American Community Survey)
- Education levels: 18.6% of adults has Bachelor's Degree or higher compared to 37.0% statewide (2023 American Community Survey)

Broader Geographic Reach:

- *City and County of Honolulu: 1,016,508 residents (69.5% of state population). Filipinos (race alone and combination) comprise over 383,200 residents in Hawaii (The State of Hawaii Databook 2023), with significant concentrations in Waipahu and surrounding West Oahu neighborhoods.*
- *State of Hawaii total population: 1,455,274 (U.S. Census, 2020)*

Target Demographics:

Waipahu Residents

- *Students, recent graduates and entrants to the workforce*
- *New immigrants and established residents*
- *Multi-generational families*
- *Non-English language speakers*
- *Working families and seniors*
- *Small businesses looking to grow*

Central and Leeward Oahu Communities

- *Residents from surrounding neighborhoods seeking cultural and educational programs*
- *Community organizations and civic groups using meeting facilities*
- *Students and educators participating in educational programs*

Statewide Community

- *Cultural organizations and performing groups*
- *Individuals seeking Filipino language and cultural education*
- *Community groups utilizing conference and event spaces*
- *Participants in major cultural events (Filipino Fiesta, Flores de Mayo, Pasko sa FilCom)*

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 scope of work for executing these cultural heritage and business development initiatives at the Filipino Community Center encompasses comprehensive program planning, implementation, and management across multiple areas.

Cultural Heritage Programs (Kultura Initiative)

Event Planning and Management

- *Plan and coordinate large-scale cultural events, including vendor management, and logistics*
- *Develop monthly cultural celebration schedules with programming that highlights different aspects of Filipino traditions*
- *Create marketing and outreach strategies to attract diverse audiences*
- *Manage budgets, permits, and compliance requirements for public events*
- *Coordinate with performers, artisans, and cultural practitioners*

Educational Program Development

- *Design curriculum for cultural education classes including dance, music, arts, and language*
- *Recruit and manage qualified instructors for various cultural programs*
- *Establish class schedules and manage enrollment for 500+ annual participants*
- *Maintain educational materials and supplies inventory*
- *Track program metrics and participant feedback*

Digital Archive Creation

- *Identify and collect cultural materials for preservation*
- *Conduct and record oral history interviews with community elders*
- *Develop cataloging system for cultural artifacts and recordings*
- *Create digital preservation protocols and backup systems*
- *Train staff in archive maintenance and documentation*

Performance Group Development

- *Audition and select performers for the cultural arts group*
- *Arrange regular practice sessions and performance training*
- *Manage performance schedules and bookings*
- *Maintain costumes and performance equipment*
- *Coordinate travel and logistics for community events*

Community and Business Development (Kinabukasan Initiative)

Workshop and Training Coordination

- *Develop curriculum for healthcare, education, and social service navigation*
- *Schedule and manage business development training sessions*
- *Coordinate with subject matter experts and trainers*
- *Prepare training materials and resources*
- *Track attendance and collect participant feedback*

Business Support Services

- *Create vendor opportunities for local business showcases*
- *Coordinate networking events and business mixers*
- *Maintain database of local business participants*
- *Track business development outcomes*

Senior Services Management

- *Design and implement senior support programs*
- *Coordinate multigenerational household assistance services*
- *Manage senior activity schedules and participation*
- *Ensure accessibility and safety protocols*
- *Monitor program effectiveness and adapt as needed*

Partnership Development

- *Establish relationships with local schools and businesses*
- *Create collaborative programming agreements*
- *Manage partner communications and expectations*
- *Track partnership outcomes and benefits*
- *Maintain partnership documentation and renewals*

Administrative Responsibilities

- *Budget management and financial reporting*
- *Grant compliance monitoring and reporting*
- *Staff supervision and volunteer coordination*
- *Facility scheduling and maintenance*
- *Program evaluation and impact assessment*
- *Marketing and community outreach*
- *Database management and record keeping*

This scope of work requires dedicated staff time, volunteer coordination, and careful resource management to successfully implement all program components while maintaining high-quality service delivery and community engagement.

The successful execution of the Filipino Community Center's cultural and business development initiatives requires a well-coordinated team effort across staff, committee members, and volunteer leaders.

Below is the breakdown of responsibilities:

Executive Director

- *Overall strategic direction and oversight of both Kultura and Kinabukasan initiatives*

- *Partnership development with schools, businesses, and community organizations*
- *Grant compliance monitoring and reporting*
- *Financial oversight and budget management*
- *Major donor and stakeholder relationships*
- *Final approval of program designs and implementation plans*
- *Supervision of Programs Director and Office/Facilities Manager*
- *Regular reporting to Board of Directors*
- *Public relations and community representation*

Programs Director

- *Direct implementation of cultural and business development programs*
- *Curriculum development for all educational programs*
- *Coordination of cultural events and business showcases*
- *Management of digital archive project*
- *Supervision of cultural arts performance group*
- *Workshop and training program oversight*
- *Volunteer recruitment and coordination*
- *Program evaluation and impact assessment*
- *Regular reporting to Executive Director and Programs Committee*
- *Management of program-related partnerships*

Office and Facilities Manager

- *Facility scheduling for all programs and events*
- *Maintenance coordination for program spaces*
- *Equipment and supply inventory management*
- *Venue setup and breakdown coordination*
- *Safety and accessibility protocol implementation*
- *Vendor relations for events*
- *Building security during programs*
- *Coordination with maintenance staff*
- *Facility rental management*
- *Physical resource allocation across programs*

Administrative Staff

- *Program registration and enrollment management*
- *Database maintenance of participants*
- *Financial record keeping for programs*
- *Marketing material distribution*
- *Workshop scheduling and logistics*
- *Document preparation and filing*
- *Phone and email communications*
- *Calendar management*
- *Basic IT support for programs*

- General office administration

Programs Committee

The Programs Committee serves in a vital advisory capacity, bringing community perspective and expertise to program development and evaluation. They help assess community needs, verify cultural authenticity of programs, and provide valuable feedback for program improvements. Their connection to the broader community helps identify resources and opportunities while ensuring programs remain responsive to community needs.

- Advisory role in program development
- Review and input on program designs
- Community needs assessment
- Quality assurance monitoring
- Program evaluation support
- Resource identification and recommendations
- Community feedback collection
- Cultural authenticity verification
- Networking and community connections
- Recommendations for program improvements

For large-scale cultural events, Event Chairs take on significant leadership responsibilities in collaboration with staff. These volunteer leaders:

- Oversee event planning committees and delegate responsibilities to team leads
- Coordinate with the Programs Director and Facilities Manager on event logistics
- Manage volunteer recruitment and assignments for their specific events
- Ensure cultural authenticity and program quality
- Monitor event budgets in coordination with staff
- Supervise setup and breakdown operations
- Coordinate security and safety measures with staff
- Manage day-of-event operations and problem-solving
- Provide post-event evaluation and recommendations
- Build and maintain relationships with community partners and vendors specific to their events

The success of the Center's initiatives relies heavily on cross-team collaboration, with regular staff meetings, committee reviews, and joint planning sessions ensuring coordinated effort. Special events, in particular, require seamless cooperation between staff, committee members, and event chairs, with each bringing their expertise and resources to support successful outcomes.

This collaborative structure, while maintaining clear lines of responsibility, allows the Center to effectively serve its community through both ongoing programs and

special events. The involvement of volunteer leaders, particularly event chairs, extends the Center's capacity to create impactful cultural experiences while ensuring strong community engagement and authentic representation of Filipino culture.

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

Below is the projected annual timeline for achieving the outcomes of both initiatives:

Quarter 1

- *Launch annual cultural education program series with new semester of dance, music, and language classes*
- *Repair and replace musical instruments and acquire new ones to complete musical ensemble*
- *Design and procure cultural performance uniforms for performing groups*
- *Begin digital collection project for digital archive*
- *Host cultural celebration showcasing Filipino traditions*
- *Establish new community partnerships for year's programming*
- *Initiate recruitment for cultural arts performance group*
- *Start monthly cultural celebration series*

Quarter 2

- *Host major Filipino cultural festival (targeting min of 5,000+ attendees)*
- *Conduct business development workshop series for entrepreneurs*
- *Begin senior support services program implementation*
- *Implement healthcare system navigation workshops*
- *Host immigration workshops*
- *Debut cultural arts performance group at community events*
- *Continue monthly cultural celebrations*

Quarter 3

- *Launch second semester of cultural education classes*
- *Conduct National Council Licensure Examination (NCLEX) review classes*
- *Expand digital archive with community contributions*
- *Conduct workforce development training series*
- *Organize business showcase event for local entrepreneurs*
- *Organize career and scholarship fairs*
- *Continue performance group community appearances*
- *Maintain monthly cultural celebration schedule*

Quarter 4

- *Host year-end Filipino cultural festival (targeting 5,000+ attendees)*

- *Complete annual target of 500+ cultural education participants*
- *Finalize year's digital archive additions*
- *Evaluate and assess all program outcomes*
- *Plan next year's programming calendar*
- *Organize holiday cultural celebrations*
- *Review and renew community partnerships*

Ongoing Monthly Activities

- *Cultural celebration events (12 annually)*
- *Business pop-ups*
- *Community and business networking sessions*
- *Cultural arts group rehearsals*
- *Workshop series rotations*
- *Partnership development meetings*
- *Program committee reviews*

Annual Targets

- *Number of cultural festivals: 2 (Filipino Fiesta and Pasko sa FilCom)*
- *Number of cultural events: 12 (Filcom Sundays)*
- *Total cultural event attendance: 10,000+*
- *Number of cultural education programs: 12 (Dance, Music, Language, Culinary, Traditional Art Classes)*
- *Cultural education program participants: 250+*
- *Number of community and business development programs: 12 (Financial Literacy Classes, AI Literacy Workshops, Career and Scholarship Fair, Health and Wellness Fair, US Citizenship Classes and Immigrant Services Outreach, NCLEX Review Classes)*
- *Community and business development workshop participants: 250+*
- *Senior program participants: 200+ (Smart Seniors Program, Ballroom Dancing, Community Gardening)*
- *Community and cultural partnerships: 20+*
- *Business development assistance: 12 (Business pop-ups)*
- *Digital archives: 50+ items (photographs, historical objects, oral histories)*

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

The Filipino Community Center is dedicated to preserving and promoting Filipino culture while supporting the growth and development of our community members. This quality assurance and evaluation plan outlines our approach to monitoring program effectiveness, evaluating outcomes, and continuously improving our cultural classes, events, and community support services. Our framework ensures that we deliver high-quality programs that meet community needs while maintaining cultural authenticity and relevance.

1. Programs Monitoring Framework

Cultural Classes and Events Key Performance Indicators (KPIs)

- *Class enrollment rates and attendance consistency*
- *Student progress in language acquisition (for Filipino language classes)*
- *Participant mastery of cultural art forms (dance, music, crafts)*
- *Event attendance and demographic diversity*
- *Cultural authenticity ratings from community elders*
- *Participant satisfaction with cultural learning experience*

Community Services KPIs

- *Participation in development and support services programs*
- *Number of businesses/entrepreneurs receiving support*
- *Number of successful community partnerships formed*
- *Impact on participant economic stability*
- *Community engagement levels in support services*

Data Collection Methods

- *Class registration and attendance tracking systems*
- *Pre and post-program cultural knowledge assessments*
- *Participant feedback surveys in English and Filipino*
- *Video documentation of cultural performances and events*
- *Community impact surveys*
- *Cultural program evaluation by Filipino cultural experts*

2. Evaluation Processes

Cultural Program Assessment

- *Weekly instructor reports on class progress*
- *Monthly cultural program quality reviews*
- *Quarterly assessment of cultural authenticity*
- *Student showcase evaluations*
- *Cultural event impact assessments*
- *Language proficiency evaluations*

Community Services Evaluation

- *Monthly program progress reviews*
- *Quarterly business pop-up program assessments*
- *Annual community needs assessments*
- *Impact evaluation of support services*
- *Partnership effectiveness reviews*

- *Service accessibility assessments*
- *Client success story documentation*

3. Improvement Mechanisms

Cultural Programs Enhancement

1. *Regular consultation with cultural experts and elders*
2. *Integration of community feedback into program design*
3. *Update of cultural curricula based on learning outcomes*
4. *Enhancement of teaching methodologies*
5. *Expansion of cultural resource materials*
6. *Development of new cultural preservation initiatives*

Community Services Refinement

1. *Analysis of business support program outcomes*
2. *Adjustment of services based on community needs*
3. *Enhancement of mentorship programs*
4. *Improvement of resource accessibility*
5. *Strengthening of community partnerships*
6. *Development of new support initiatives*

Building Cultural Competency

Aside from having robust monitoring and evaluation systems in place, the Center recognizes that the strength of our programs lies in the capabilities of our people. Our approach to capacity building serves as a cornerstone of quality assurance, ensuring that our cultural classes, events, and community development services maintain the highest standards of excellence while remaining authentically rooted in Filipino traditions and values.

Our commitment to cultural authenticity begins with comprehensive cultural competency development. Staff and volunteers undergo immersive training led by community elders and cultural experts, developing a deep understanding of Filipino traditions, customs, and values. This foundation ensures that every program and service we offer authentically represents our heritage.

Cultural competency training includes:

- *Deep exploration of regional Filipino traditions and practices*
- *Understanding of cultural protocols and sensitivities*
- *Language proficiency development in major Filipino dialects*
- *Study of historical context and cultural significance*
- *Hands-on experience with traditional arts and crafts*
- *Mentorship from community elders and cultural bearers*

Strengthening Program Delivery Skills

We invest in developing the technical and pedagogical skills needed to deliver high-quality programs. Our instructors and program coordinators receive ongoing training in:

- *Effective teaching methodologies for different age groups*
- *Cultural preservation and transmission techniques*
- *Event planning and management for cultural celebrations*
- *Community engagement and outreach strategies*
- *Business mentorship and coaching techniques*
- *Program evaluation and continuous improvement methods*

This skill development ensures that our programs not only preserve cultural authenticity but also engage participants effectively and achieve meaningful outcomes.

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 Filipino Community Center's measures of effectiveness reflect our commitment to creating meaningful impact through cultural preservation and community development. These carefully selected metrics enable us to track our progress, demonstrate our impact to stakeholders, and ensure we're meeting our community's needs effectively.

Annual Targets

- *Number of cultural festivals: 2 (Filipino Fiesta and Pasko sa FilCom)*
- *Number of cultural events: 12 (Filcom Sundays, Sakaday, FilAm History Month)*
- *Total cultural event attendance: 10,000+*
- *Number of cultural education programs: 12 (Dance, Music, Language, Culinary, Traditional Art Classes)*
- *Cultural education program participants: 250+*
- *Number of community and business development programs: 12 (Financial Literacy Classes, AI Literacy Workshops, Career and Scholarship Fair, Health and Wellness Fair, US Citizenship Classes and Immigrant Services Outreach, NCLEX Review Classes)*
- *Community and business development workshop participants: 250+*
- *Senior program participants: 200+ (Smart Seniors Program, Ballroom Dancing, Community Gardening)*

- *Community and cultural partnerships: 20+*
- *Business development assistance: 12 (Business pop-ups)*
- *Digital archives: 50+ items (photographs, historical objects, oral histories, cultural documents, event recordings)*

These measures of effectiveness are monitored through a structured system of data collection and regular reporting. Monthly events are tracked through attendance logs and participation records, while program impacts are assessed through participant surveys and community feedback. This data is compiled into regular reports that help us:

- *Monitor progress toward our annual targets*
- *Identify areas needing adjustment or additional support*
- *Demonstrate program impact to stakeholders*
- *Guide strategic planning and resource allocation*
- *Ensure accountability to our community and funders*

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 (*Page 34*)
 - b. Personnel salaries and wages (*Page 35*)
 - c. Equipment and motor vehicles (*Page 36*)
 - d. Capital project details (*Page 37*)
 - e. Government contracts, grants, and grants in aid (*Page 38*)
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
\$86,850.00	\$68,850.00	\$71,450.00	\$72,850.00	\$300,000.00

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

Funding sought for fiscal year 2026 for programs and other projects are as follows:

- a) *The Center submitted a request for funding to the City & County of Honolulu for the 2026 Flores de Mayo and Filipino Fiesta.*

- b) *The Center submitted a request for funding to the City & County of Honolulu for its Cultural and Youth Development Programs.*
- c) *The Center submitted a request to the Hawaii Tourism Authority for the 2026 Flores de Mayo and Filipino Fiesta.*

No requests were made for the Center's Community and Business Development Programs.

- 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.

The Filipino Community Center has not received any state or federal tax credits within the past three (3) years and does not anticipate applying for one pertaining to any capital projects.

- 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.

See attached sheet (Page 39)

- 6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2024.

See attached sheet (Page 40)

V. Experience and Capability

1. Necessary Skills and Experience

The applicant shall demonstrate that it has the necessary skills, abilities, knowledge of, and experience relating to the request. State your experience and appropriateness for providing the service proposed in this application. The applicant shall also provide a listing of verifiable experience of related projects or contracts for the most recent three years that are pertinent to the request.

The Filipino Community Center stands as the largest Filipino cultural institution outside of the Philippines, serving as a vital hub for cultural preservation, community development, and social services in Hawaii for over two decades. Our extensive experience, professional staff, and deep community roots uniquely position us to deliver high-quality cultural programs and community support services.

Legacy of Cultural Leadership

For more than 20 years, we have been the premier venue for Filipino cultural celebration and preservation in Hawaii. Our signature event, the annual Filipino Fiesta, regularly draws over 5,000 attendees, making it Hawaii's largest Filipino cultural celebration. This festival showcases the rich tapestry of Filipino culture through traditional performances, authentic cuisine, and artisanal crafts, bringing together cultural groups from across the islands.

Our annual Pasko sa FilCom celebration has become a cherished holiday tradition, attracting more than 1,000 community members who come together to experience traditional Filipino Christmas customs. These major events demonstrate our proven capacity to organize and execute large-scale cultural celebrations that engage multiple generations while preserving authentic Filipino traditions.

Comprehensive Cultural Education

Since our founding, we have offered a number of cultural education programs. We offered Filipino and Ilocano language classes, serving both youth and adults. These classes are led by certified language instructors who bring both academic credentials and native fluency to their teaching.

Our traditional arts programs encompass the full spectrum of Filipino cultural expression, from dance and music to and performance arts. These programs are guided by recognized cultural practitioners and master artists who ensure the authenticity and quality of cultural transmission. Many of our instructors bring decades of teaching experience to their roles.

We also have our own inventory of traditional Filipino musical instruments comprising the Bandang Kawayan. We are in the process of procuring traditional string (rondalla) and percussion (kulintang) instruments to complete the ensemble.

Community Development and Support Services Expertise

The Center's commitment to community development is demonstrated through our comprehensive programs under our Kinabukasan Pillar. The Center has regularly conducted immigration and NCLEX review classes as well as financial literacy training.

Our professional development initiatives have helped countless community members advance their careers through job readiness training, industry-specific workshops, and networking opportunities. These programs are delivered by experienced professionals who understand both the challenges and opportunities facing our community members.

Facility and Technical Infrastructure

Our modern facility provides the perfect setting for our diverse programming needs. Multiple classroom spaces allow for concurrent educational programs, while our commercial kitchen supports culinary training and cultural food preparation. Our performance areas host cultural events throughout the year.

The Center is equipped with audio-visual equipment, digital archiving capabilities, and virtual meeting technologies that allow us to document cultural practices and extend our reach beyond physical boundaries. This technical infrastructure ensures we can preserve cultural knowledge for future generations while meeting contemporary community needs.

Deep Community Partnerships

Over two decades of service have enabled us to build strong partnerships with educational institutions, cultural organizations, and business entities throughout Hawaii. We maintain active collaborations with local school districts, and community colleges, as well as numerous Filipino cultural groups, community organizations, and heritage preservation societies.

Our business partnerships, including relationships with the Filipino Chamber of Commerce of Hawaii, local financial institutions, and professional associations, strengthen our ability to support community economic development. These partnerships multiply our impact and extend our reach throughout the community.

Proven Track Record of Success

The Center's impact is evident in our consistent ability to meet and exceed program goals. Our work has been recognized through various awards for cultural preservation, community service, and educational excellence. In 2024, the Filipino Community Center received an award as Outstanding Organization at the Ten Outstanding Filipino Awards, recognizing the Center's decades-long contribution in community development.

Program Management Structure:

- *Executive Director oversees overall operations and compliance*
- *Program Director manages the various programs under Filcom's six (6) pillars (Culture, Health, Economic Development, Youth, Sustainability, and Community Service)*
- *Administrative staff handles day-to-day program coordination*
- *Programs Committee provides program oversight*
- *Board of Directors maintains fiscal oversight*

The Filipino Community Center's two decades of experience, professional expertise, and demonstrated success in hosting large-scale cultural events and educational programs make us uniquely qualified to continue serving our community. Our history of consistent, high-quality program delivery, combined with our modern facilities and deep community connections, ensures we can meet the cultural and developmental needs of Hawaii's Filipino community for generations to come.

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 Filipino Community Center's 50,000-square-foot, three-story facility serves as a cornerstone of Filipino cultural preservation and community engagement in Hawaii. Located near the historic Oahu Sugar Mill, this modern facility provides 10,000 square feet of net usable space specifically designed to support our cultural programs and community services. The building's location offers excellent accessibility via public transportation, making our programs and services available to community members across Oahu. Our ample parking facilities, including ADA-compliant stalls, ensure convenient access for all participants.

Ballroom and Event Spaces

Our 5,743-square-foot ballroom serves as the heart of our cultural programming and community events. This versatile space accommodates up to 380 guests in a dining configuration, making it ideal for:

- *Large-scale cultural celebrations like Filipino Fiesta, Pasko sa Filcom, and Filcom Sundays*
- *Traditional dance and music performances with professional sound and lighting*
- *Cultural education workshops and classes*
- *Community gatherings and ceremonies*
- *Professional development workshops and networking events*

The ballroom's sound and lighting systems enhance our ability to present cultural performances and provide high-quality educational experiences. Its configurable layout allows us to adapt the space for various event types, from intimate cultural classes to large community celebrations.

Multi-Purpose Courtyard

The 3,500-square-foot courtyard provides a unique semi-covered outdoor space that accommodates up to 100 guests. This versatile area serves multiple programming needs:

- *Traditional cultural demonstrations requiring outdoor settings*
- *Community gathering space for cultural events*
- *Overflow space for major celebrations*
- *Informal meeting area for community groups*
- *Cultural arts and crafts workshops*
- *Small-scale performances and presentations*

The courtyard's direct connection to the main ballroom creates a seamless flow for large events, allowing indoor-outdoor programming that enhances our cultural celebrations and community gatherings.

Professional Kitchen

Our commercial kitchen facility supports essential aspects of our cultural programming:

- *Food preparation for cultural events and celebrations*
- *Cooking demonstrations and workshops*
- *Commercial food service training programs*
- *Community event catering support*

Administrative Office

Dedicated administrative offices provide the organizational infrastructure needed to:

- *Coordinate cultural programs and events*
- *Manage community services*
- *Support business development initiatives*
- *House program staff and cultural practitioners*
- *Maintain program records and cultural archives*
- *Conduct private consultations and meetings*

Accessibility Features

Our facility's design ensures full accessibility for all community members through:

- *ADA-compliant entrances and exits throughout the building*
- *Elevator service connecting all three floors*
- *Accessible restrooms on every level*
- *Wheelchair-friendly pathways throughout the facility*

- *Ground-level entry points for easy access*
- *Proximity to public bus lines*

The Filipino Community Center's facilities provide the ideal infrastructure for our cultural and community development programs. Our modern, accessible, and versatile spaces ensure we can effectively deliver our proposed programs while maintaining the highest standards of quality and accessibility. The combination of our signature ballroom, multi-purpose courtyard, commercial kitchen, and administrative offices creates a comprehensive facility that supports the full range of our cultural preservation and community development initiatives.

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.

The Filipino Community Center maintains a robust organizational structure that combines professional staff, specialized service providers, and dedicated board committees to ensure effective implementation of programs while maintaining daily operations.

The following qualifications and responsibilities of paid staff, consultants, and non-paid support professionals demonstrate the Center's organizational capacity to meet its objectives.

Staff Positions:

a. Executive Director

At the core of the organization is the Executive Director, who oversees overall management and grant administration while coordinating between staff, contractors, and board committees. The Executive Director ensures compliance with grant requirements and reporting, manages project budgets and timelines, and reports directly to the Board of Directors.

The Center's current Executive Director brings extensive experience in cultural programming, economic promotion, and community development. As the former Director of the Office of International Economic Relations at the Department of Foreign Affairs Manila, Board Member of the Philippines Tourism Promotions Board, and Vice Consul at the Philippine Consulate General in Honolulu, Ms. Caymo-Kauhanen brings valuable experience in implementing high-impact programs, organizing cultural events, managing stakeholder relationships, and

developing strategic partnerships. Her unique combination of diplomatic service and community engagement, particularly her previous work in Hawaii, provides the Center with established relationships and deep understanding of both local and international contexts.

b. Office and Ballroom Manager (vacant - currently hiring)

Supporting the Executive Director is an experienced Office Manager position, currently being recruited, who will be responsible for coordinating daily facility operations, managing vendor and contractor access, and maintaining project documentation. This role is crucial for ensuring smooth operational flow and supporting program implementation.

c. Programs and Marketing Director

The Programs Director plays a crucial role in managing program delivery and community services. The position is responsible for planning, directing, and coordinating of programs and events to ensure that program goals are met within approved parameters or grant requirements. The Programs Director also supervises and coordinates with volunteers and community partners to ensure consistent and objective program performance standards of accountability and attainment of established goals.

The Center's current Programs Director brings valuable experience in both non-profit operations and program management that directly supports the Center's cultural and community development initiatives. She has been with the Center since July 2022. Shelly has over 7 years of experience working directly with the community specifically with underserved populations. She has worked with nonprofits such as HCAP (Honolulu Community Action Program) and Hawaiian Humane Society O'ahu. During her tenure with the Hawaiian Humane Society as a program manager, she developed expertise in managing non-profit operations, program development, and community engagement, skills that have proven valuable in her current role at the Filipino Community Center.

d. Administrative Assistant

Administrative support is provided by an Administrative Assistant who handles project documentation, contractor communications, and maintains project files and records.

The Administrative Assistant position brings crucial operational and financial management expertise to the Center's projects. Having served since 2018, the current assistant has developed comprehensive knowledge of facility operations and has been instrumental in managing state-funded CIP and OPS projects. Her background in banking operations at Bank of Hawaii provided her with meticulous attention to detail and expertise in financial documentation, while her supervisory experience at Jollibee Hawaii developed strong capabilities in operational management and vendor relations.

Cultural Program Partners and Instructors:

The Center's cultural programming is enriched by a network of highly qualified instructors and cultural practitioners who bring authentic Filipino traditions to life. The Filipino Community Center's core programming is enriched and brought to life through collaboration with an extensive network of cultural practitioners and professional instructors. They report directly to the Programs Director:

e. Traditional Arts Instructors

In the traditional arts domain, the Center partners with master dance instructors who hold certifications in various Filipino folk dance traditions, ensuring that each movement and gesture authentically represents the diverse cultural heritage of the Philippines. These dance masters work alongside professional musicians who specialize in traditional Filipino instruments, creating an immersive learning environment that combines movement and music. The Center's visual arts programming is led by accomplished instructors who guide students in traditional Filipino crafts and art forms, from weaving to indigenous art techniques.

The Center's language programs are conducted by experienced instructors teaching Tagalog and other Filipino dialects. These language experts not only focus on vocabulary and grammar but also incorporate cultural context and traditional expressions, helping students understand the deep connection between language and Filipino identity.

f. Cultural Event Directors

For major cultural events and festivals, the Center engages experienced event producers who understand both the technical demands of large-scale productions and the cultural significance of these celebrations. These professionals work closely with choreographers who specialize in Filipino dance traditions and technical directors who ensure professional staging and presentation. Traditional ceremony specialists are brought in for specific cultural observations, ensuring proper protocols are followed and traditions are accurately represented.

g. Workshop and Training Partners

The Center collaborates with various professional instructors and organizations to deliver its community development programs.

h. Event Support Services

- *Sound and lighting technicians*
- *Stage and production managers*
- *Audiovisual specialists*
- *Decoration and setup crews*
- *Security and safety personnel*

Program Oversight

Program oversight is provided by the Programs Committee, which guides program development, evaluation, and strategic planning. The Board of Directors offers additional support through strategic guidance, resource allocation oversight, and partnership development. This multi-layered leadership structure ensures comprehensive program delivery while maintaining strong administrative oversight and clear accountability.

Through this combination of professional staff and qualified program partners, the Filipino Community Center maintains a robust ecosystem of expertise capable of delivering authentic cultural experiences and valuable community services. The collaboration between staff leadership and program partners creates a dynamic environment that honors Filipino traditions while building community capacity for the future.

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.

See attached sheet (Page 43)

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.

<i>Executive Director</i>	<i>\$ 93,600.00</i>
<i>Programs Director</i>	<i>\$ 50,000.00</i>
<i>Administrative Assistant</i>	<i>\$ 37,400.00</i>

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 Filipino Community Center is not party to any pending litigation.

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.

Internal Revenue Service Section 501(c)(3) Exempt Status Letter

See attached sheet (Page 44)

Certificate of Vendor Compliance, State of Hawaii, State Procurement Office

See attached sheet (Page 47)

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.

The grant will not be used to support or benefit a sectarian or non-sectarian private institution.

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.

The Filipino Community Center has developed a strategic sustainability plan for maintaining its cultural and community development programs beyond FY2026, while acknowledging the critical role this grant plays in addressing current financial constraints. The Center's existing \$2.5 million debt has significantly impacted our ability to fully compensate our cultural practitioners and professional service providers, and has limited our capacity to offer the breadth of programming our community deserves. This grant represents a vital stepping stone toward financial stability and program sustainability.

By providing essential funding during FY2026, the grant will enable the Center to maintain core programs while implementing revenue-generating initiatives that will support long-term sustainability. Currently, a substantial portion of our operating income must be directed toward debt servicing, which constrains our ability to host programs and fairly compensate our cultural instructors, event directors, and community development facilitators. This limitation has forced us to reduce program frequencies and scale back certain cultural initiatives that are vital to our mission.

Our sustainability strategy acknowledges these challenges while outlining a path forward. The grant funding will provide crucial breathing room, allowing us to properly compensate our program providers while we implement new revenue streams. This includes optimizing our facility rental program through enhanced marketing of our ballroom and event spaces, developing tiered pricing structures for cultural programs that maintain accessibility while introducing premium options, and establishing fee-based business development services.

Community support will be strengthened through expanded partnerships and donor development initiatives, with a particular focus on building relationships that can help address our debt burden. We will deepen our connections with Filipino-owned businesses, develop corporate sponsorship programs, and create strategic partnerships within the tourism industry. A comprehensive donor development program will include an annual giving campaign, legacy giving options, and corporate matching gift programs, all designed to generate sustainable income streams that can support both debt service and program delivery.

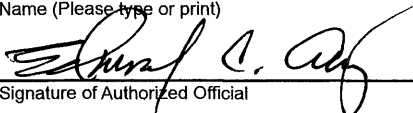
Alternative funding sources will be actively pursued through a diversified grant portfolio including federal cultural preservation grants, private foundation funding, and corporate foundation support. We will also develop new business revenue streams through social enterprise initiatives, a Filipino product marketplace, and cultural tourism programs. These efforts will be supported by enhanced marketing and digital presence, including strengthened social media marketing and improved online booking systems.

The implementation timeline recognizes the urgency of our financial situation. During FY2026, while supported by grant funding, we will launch new revenue initiatives, establish crucial partnership agreements, and implement efficiency measures. This will create a foundation for sustainable operations as we continue to address our debt obligations.

Success will be measured not only through financial indicators such as program revenue targets and cost recovery ratios but also through our ability to maintain and expand program offerings while fairly compensating our cultural practitioners and service providers. The grant funding during FY2026 is essential to achieving these goals, providing the stability needed to implement long-term sustainability measures while maintaining our commitment to cultural preservation and community development.

Through these strategic initiatives and careful resource management, coupled with the crucial support provided by this grant, the Filipino Community Center will work to overcome its current financial challenges while maintaining its vital role as a cultural hub and community resource. This balanced approach, supported by grant funding in FY2026, will help ensure we can continue serving Hawaii's Filipino community with excellence and impact while working toward long-term financial stability.

Period: July 1, 2025 to June 30, 2026

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	55,000			
2. Payroll Taxes & Assessments	4,500			
3. Fringe Benefits	7,800			
TOTAL PERSONNEL COST	67,300			
B. OTHER CURRENT EXPENSES				
1. Contractual Services - Administrative	12,500			
2. Contractual Services - Program Coordinators	31,200			
3. Contractual Services - Instructors	48,000			
4. Food	4,800			
5. Insurance	1,500			
6. Lease/Rent of Equipment	21,400			
7. Lease of Vehicle	3,000			
8. Program Activities	20,800			
9. Publication, Printing, and Advertising	15,000			
10. Repairs and Maintenance	10,000			
11. Staff Training	10,000			
12. Supplies	29,500			
13. Telecommunications	10,000			
14. Utilities	15,000			
TOTAL OTHER CURRENT EXPENSES	232,700			
C. EQUIPMENT PURCHASES	0			
D. MOTOR VEHICLE PURCHASES	0			
E. CAPITAL	0			
TOTAL (A+B+C+D+E)	300,000			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	300,000	ANDREA CAYMO-KAUHANEN 808-498-9704		
(b) Total Federal Funds Requested	0	Name (Please type or print) Phone		
(c) Total County Funds Requested	0	 1/17/2025		
(d) Total Private/Other Funds Requested	0	Signature of Authorized Official Date		
TOTAL BUDGET	300,000	EDMUND C. ACZON, CHAIR OF THE BOARD OF DIRECTORS Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2025 to June 30, 2026

Applicant: THE FILIPINO COMMUNITY CENTER, INC.

POSITION TITLE		FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Programs Director		1	\$55,000.00	100.00%	\$ 55,000.00
TOTAL:					55,000.00
JUSTIFICATION/COMMENTS: One (1) FTE to oversee and coordinate all activities under Filcom's Cultural and Community Development Programs funded by the State GIA.					

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BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2025 to June 30, 2026

Applicant: THE FILIPINO COMMUNITY CENTER, INC

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Lease of professional sound system for cultural events	14	\$ 1,200.00	\$ 16,800.00	\$ 16,800.00
Lease of office photocopier	1	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
TOTAL:	15		\$20,800.00	\$20,800.00
JUSTIFICATION/COMMENTS:				
Payment for professional sound system to be used in staging 2 major cultural festivals, 12 monthly community events, lease of equipment at Filcom's office to support program activities				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
Lease of motor vehicle for cultural performances outside of FilCom	12	\$ 250.00	\$ 3,000.00	\$ 3,000.00
TOTAL:	12		\$3,000.00	3,000
JUSTIFICATION/COMMENTS:				
Payment for van rental for 12 Filcom cultural group public performances outside of FilCom Center				

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS Period: July 1, 2025 to June 30, 2026

Applicant: THE FILIPINO COMMUNITY CENTER, INC.

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	\$49,192.00		None			
TOTAL:	\$49,192.00		None			
JUSTIFICATION/COMMENTS: No capital funds are requested for FY 2025 Operational GIA						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: THE FILIPINO COMMUNITY CENTER, INC.

Contracts Total: \$1,515,000.00

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	OCS-CIP-20-40 S1	2020	Office of Community Services	State	\$150,000.00
2	OCS-GIA-23-98 S1	2022	Office of Community Services	State	\$250,000.00
3	OCS-CIP-23-26 S1	2022	Office of Community Services	State	\$360,000.00
4	Non-Profit Relief Program	2023	Department of Community Services	Honolulu	\$100,000.00
5	CT-DCS-2400063	2023	Department of Community Services	Honolulu	\$10,000.00
6	OCS-GIA-24-09	2023	Office of Community Services	State	\$235,000.00
7	OCS-CIP-24-37 (pending review)	2023	Office of Community Services	State	\$400,000.00
8	CT-DCS-2500064	2024	Department of Community Services	Honolulu	\$10,000.00

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GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID FOR PROGRAM FUNDING

Applicant: THE FILIPINO COMMUNITY CENTER, INC.

Contracts Total: \$505,000.00

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	OCS-GIA-23-98 S1	2022	Office of Community Services	State	\$250,000.00
2	CT-DCS-2400063	2023	Department of Community Services	Honolulu	\$10,000.00
3	OCS-GIA-24-09	2023	Office of Community Services	State	\$235,000.00
4	CT-DCS-2500064	2024	Department of Community Services	Honolulu	\$10,000.00

THE FILIPINO COMMUNITY CENTER, INC.

Statement of Financial Position

As of December 31, 2024

	Total	
	As of Dec 31, 2024	As of Nov 30, 2024
ASSETS		
Current Assets		
Bank Accounts		
10016 Avalon - Property Mgmt Account	62,261.50	39,571.66
10019 FHB General Acct #123785	31,375.81	73,477.25
10026 FHB Consuelo #125230	76,273.89	76,278.89
10027 Home Street #538	4,160.00	4,160.00
10031 ASB Money Mkt Acct #8104556992	136,484.48	120,200.32
10099 Petty Cash Fund	500.00	500.00
11275 Avalon - Security Deposit Cash	46,487.50	46,487.50
Total Bank Accounts	357,543.18	360,675.62
Accounts Receivable		
12025 Accts Rec - Ballroom/Conference	3,255.21	(394.79)
12030 Accounts Receivable	500.00	500.00
Total Accounts Receivable	3,755.21	105.21
Other Current Assets		
11250 Prepaid Insurance	7,029.98	9,177.40
11255 Avalon - Prepaid Rent	(5,250.00)	(4,342.62)
11270 HECO Security Deposits	687.00	687.00
12035 Commercial Rent Receivable	15,071.59	16,464.97
12200 Undeposited Funds	741.11	4,219.14
Total Other Current Assets	18,279.68	26,205.89
Total Current Assets	379,578.07	386,986.72
Fixed Assets		
15000 Land	818,213.41	818,213.41
15100 Building	12,572,461.17	12,572,461.17
15101 Photovoltaic System	408,849.00	408,849.00
15150 Tenant Improvements	46,321.60	46,321.60
15200 Furniture & Fixtures	157,308.01	157,308.01
15250 Office & Other Equipment	262,700.39	262,700.39
16100 Accum Depr-Building	(6,429,162.66)	(6,403,435.66)
16110 Accum Depr-Photovoltaic System	(135,105.38)	(135,105.38)
16150 Accum Depr-Tenant Improvements	(20,909.54)	(20,909.54)
16200 Accum Depr-Furn & Fixtures	(156,538.81)	(156,538.81)
16250 Accum Depr-Office Equipment	(74,448.64)	(74,448.64)
Total Fixed Assets	7,449,688.55	7,475,415.55
Other Assets		
17205 Prepaid Loan fees - ASB Mortg	33,112.43	33,112.43
Total Other Assets	33,112.43	33,112.43
TOTAL ASSETS	7,862,379.05	7,895,514.70

/s/

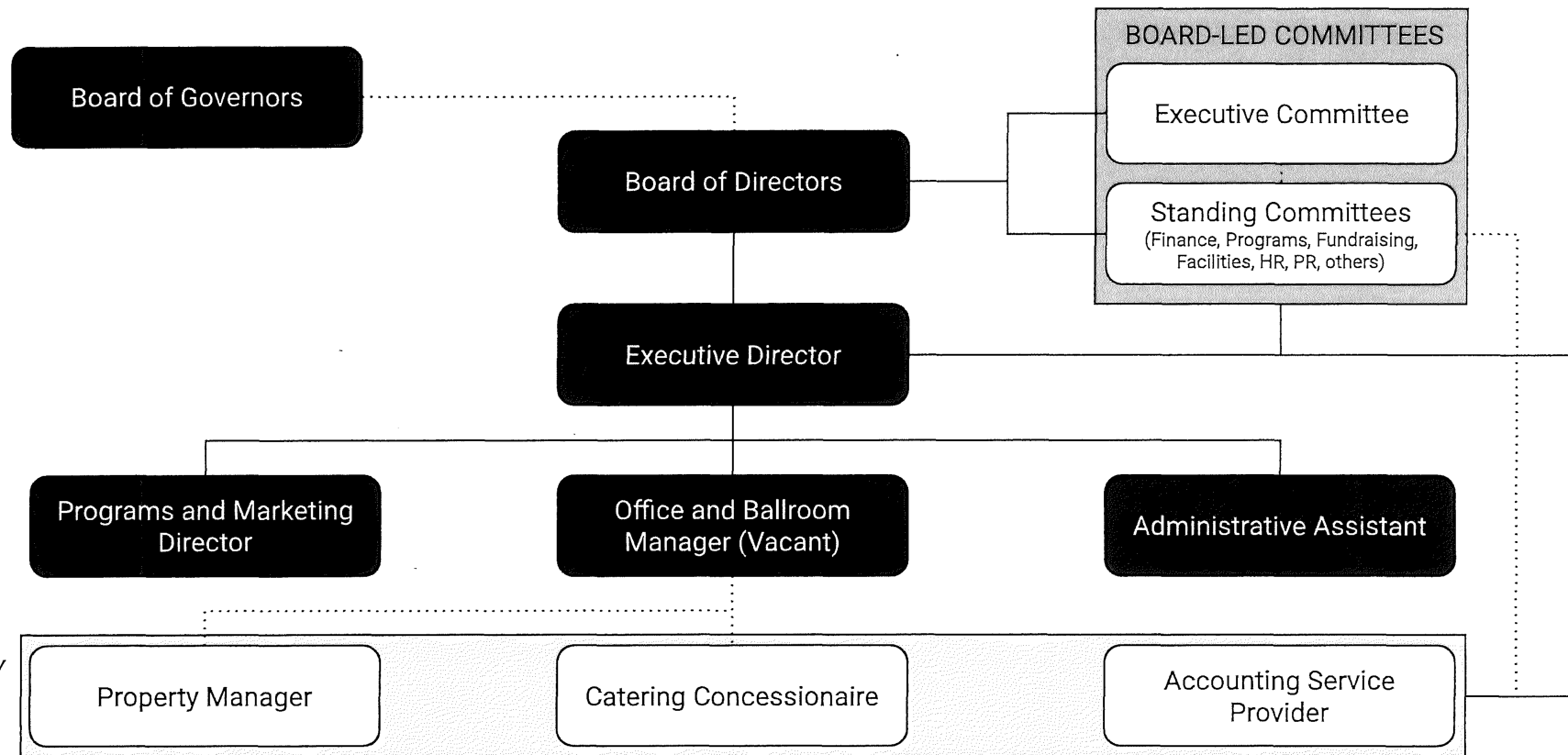
These financial statements have not been subjected to an audit, review or compilation engagement, and no assurance is provided on them.

	As of Dec 31, 2024	As of Nov 30, 2024
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
20000 Accounts Payable	18,037.19	10,690.35
Total Accounts Payable	18,037.19	10,690.35
Other Current Liabilities		
20110 Account payable - Tenants	456.71	511.83
20112 Accrued expenses - Tenants	2,394.14	2,394.14
20113 Insurance Payable	1,036.00	1,036.00
20115 Prepaid Rent - Tenants	(84.80)	(84.80)
20140 Deferred Ballroom Event Revenue	21,623.03	31,263.35
20250 Refundable Damage Deposit	13,500.00	13,250.00
20300 Security Deposits - Caterers		
20334 Cools in Catering LLP	5,000.00	5,000.00
Total 20300 Security Deposits - Caterers	5,000.00	5,000.00
22000 General Excise Tax Payable	3,512.61	2,997.25
22100 Accrued Property Tax	53,134.62	44,278.85
23100 Accrued vacation	1,115.65	1,115.65
25200 Other Restricted Funds		
24100 TLC CARES Escrow Fd	1,195.82	1,195.82
24110 Nareit Hawaii Escrow Fd	10,916.10	10,916.10
24112 Kaiser - Public Good Escrow Fd	54.09	54.09
24112-1 Kaiser - Public Good Phase I	323.36	323.36
24112-2 Kaiser - Public Good Phase II	522.18	522.18
24113 Kaiser (Maui)	1,263.07	1,263.07
24115 HIPHI/DOH-COPHE I Escrow Fd	3,770.20	3,770.20
24115-1 HIPHI/DOH-COPHE II Escrow Fd	45,128.75	45,128.75
24116 HIPHI/DOH-CBO Escrow Fd	10,327.01	10,327.01
24117 HIPHI/CDC Foundation Escrow Fd	5,009.87	5,009.87
24117-1 HIPHI/CDC Foundation Escrow Fd Yr 3	8,000.00	8,000.00
24118 HIPHI CHAPS Fd	12,338.03	12,636.46
24120 AlohaCare Grant PH 1	5,000.00	5,000.00
25000 Typhoon - Kusog Tacloban	523.80	523.80
25001 Typhoon Aloha Fund	9.77	9.77
25003 Launchpad Student Program	9,288.28	9,288.28
25004 NAMI	50.00	50.00
25010 PCCCH - Education (Gala)	10,000.00	10,000.00
25026 CORO Filipino Fund	950.00	950.00
25028 Filcom Loan Campaign	1,000.00	1,000.00
Total 25200 Other Restricted Funds	125,670.33	125,968.76
Total Other Current Liabilities	227,358.29	227,731.03
Total Current Liabilities	245,395.48	238,421.38

	As of Dec 31, 2024	As of Nov 30, 2024
Long-Term Liabilities		
28100 Tenant Security Deposits	-	-
28111 #101 Nestor Peralta Esq	925.79	925.79
28120 #102 Calvin Alonzo, OD Inc.	4,477.41	4,477.41
28140 #104 Milltown Dental	4,322.58	4,322.58
28150 #301 MJM Partners Fin Services	2,127.75	2,127.75
28171 #108B Waianae District Comp	12,457.17	12,457.17
28182 #213 Waianae District Comp	4,133.36	4,133.36
28190 #214B Gephart Jr., John S	1,419.06	1,419.06
28191 #103 Hawaii Technology Academy	4,016.12	4,016.12
28192 #303 Hawaii Technology Academy	2,841.40	2,841.40
28194 #214A RCM Technologies	7,167.86	7,167.86
28205 #305A Center for Assisted Tech	1,329.00	1,329.00
28215 #305B Cools In Catering (Sinublan)	1,270.00	1,270.00
Total 28100 Tenant Security Deposits	46,487.50	46,487.50
29150 Long Term Mortgage Loan - ASB	2,479,943.09	2,486,009.42
29160 Long Term Loan - ASB	303,222.72	309,061.82
29350 SBA EIDL Loan	160,217.43	160,217.43
Total Long-Term Liabilities	2,989,870.74	3,001,776.17
Total Liabilities	3,235,266.22	3,240,197.55
Equity		
31000 Net Assets with Donor Restrictions		
30300 Program Funds	-	-
30315 Ilocano Language Immersion Prog	288.36	288.36
30320 Pasko Sa Filcom	394.20	394.20
30325 Sakada Day Celebration	1,244.00	1,244.00
Total 30300 Program Funds	1,926.56	1,926.56
30500 Restricted Endowment	13,391.00	13,391.00
Total 31000 Net Assets with Donor Restrictions	15,317.56	15,317.56
32000 Net Assets without Donor Restrictions		
30000 Fund Balance	28.00	28.00
30010 Undesignated	89,763.19	89,763.19
30020 Invested in property & equip	9,032,214.89	9,032,214.89
3900 Retained Earnings	(4,639,987.57)	(4,639,987.57)
Net Revenue	129,776.76	157,981.08
Total 32000 Net Assets without Donor Restrictions	4,611,795.27	4,639,999.59
Total Equity	4,627,112.83	4,655,317.15
TOTAL LIABILITIES AND EQUITY	7,862,379.05	7,895,514.70



THE FILIPINO COMMUNITY CENTER INC. ORGANIZATIONAL CHART



INTERNAL REVENUE SERVICE
DISTRICT DIRECTOR
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: NOV 4 1997

FILIPINO COMMUNITY CENTER INC
C/O ROLAND C CASAMINA
1810 N KING STREET
HONOLULU, HI 96819

Employer Identification Number:
99-0305884
DLN:
317147509
Contact Person:
TYRONE THOMAS
Contact Telephone Number:
(213) 894-2289
Our Letter Dated:
May 4, 1994
Addendum Applies:
Yes

Dear Applicant:

This modifies our letter of the above date in which we stated that you would be treated as an organization that is not a private foundation until the expiration of your advance ruling period.

Your exempt status under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3) is still in effect. Based on the information you submitted, we have determined that you are not a private foundation within the meaning of section 509(a) of the Code because you are an organization of the type described in section 509(a)(1) and 170(b)(1)(A)(vi).

Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(1) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(1) organization.

As of January 1, 1984, you are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more you pay to each of your employees during a calendar year. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

You are required to file Form 990 only if your gross receipts each year are normally more than \$25,000. For guidance in determining whether your gross receipts are "normally" more than \$25,000, see the instructions for Form 990. If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. A penalty of \$20 a day is charged when a return is filed late, unless there is reasonable cause for the delay. However, the maximum penalty charged cannot exceed \$10,000 or 5 percent of your gross receipts for the year, whichever is less. For organizations with gross receipts exceeding \$1,000,000 in any year, the penalty is \$100 per day per return, unless there is reasonable cause for the delay. The maximum penalty for an organization with gross receipts exceeding \$1,000,000 shall not exceed \$50,000. This penalty may also be charged if a return is not complete, so please be sure your return is complete before you file it.

Letter 1050 (DO/CG)

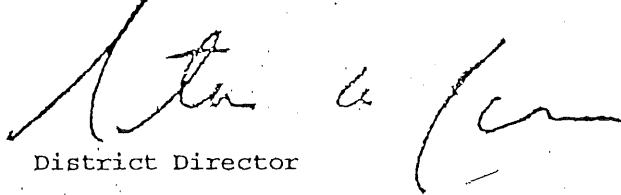
FILIPINO COMMUNITY CENTER INC

If we have indicated in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.

Because this letter could help resolve any questions about your private foundation status, please keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown above.

Sincerely yours,

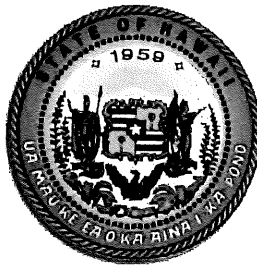
A handwritten signature in dark ink, appearing to be "John A. [unclear]", written over the typed name "District Director".

District Director

FILIPINO COMMUNITY CENTER INC

We have determined that you are a publicly supported organization of the type described in Sections 509(a)(1) and 170(b)(1)(A)(vi) as opposed to Section 509(a)(2) of the Code. This change does not affect your exempt status as an organization described in section 501(c)(3) of the Code, your non-private foundation status, or your filing requirements.

Our letter dated June 4, 1997, is hereby reissued to reflect the correct employer identification number for your organization. Please use this number on all returns you file and in all correspondence with the Internal Revenue Service.



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: THE FILIPINO COMMUNITY CENTER, INC.*

DBA/Trade Name: THE FILIPINO COMMUNITY CENTER, INC.*

Issue Date: 01/15/2025

Status: **Compliant**

Hawaii Tax#: 40449418-01
New Hawaii Tax#: GE-0812607488-01
FEIN/SSN#: XX-XXX5884
UI#: XXXXXX0939
DCCA FILE#: 88827

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



FILICOM-01

CRUME1

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/22/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Pyramid Insurance Centre, Ltd. Honolulu Branch 420 Waiakamilo Road, Suite 411 Honolulu, HI 96817	CONTACT NAME: Melissa Cruz	
	PHONE (A/C, No, Ext): (808) 457-4402	FAX (A/C, No): (808) 545-3450
INSURED Filipino Community Center, Inc 94-428 Mokuola St., 3rd Floor Waipahu, HI 96797	E-MAIL ADDRESS: melissa.cruz@pyramidins.com	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A: DTRIC Insurance Company	
	INSURER B:	
	INSURER C:	
	INSURER D:	
INSURER E:		
INSURER F:		
NAIC #		

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER: 1

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	X	X	2005280	3/29/2024	3/29/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$ <input type="checkbox"/>						EACH OCCURRENCE \$ AGGREGATE \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y / N If yes, describe under DESCRIPTION OF OPERATIONS below	N / A	X	2005279	3/29/2024	3/29/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

GIA CONTRACT # CT-DCS-2500064

CITY & COUNTY OF HONOLULU IS NAMED AS ADDITIONAL INSURED AS PER WRITTEN CONTRACT WITH RESPECTS TO THE GENERAL LIABILITY POLICY TO THE EXTENT SET FORTH IN THE POLICY PROVISIONS.

WAIVER OF SUBROGATION APPLIES TO THE GENERAL LIABILITY POLICIES EVIDENCED ABOVE AND ISSUED IN FAVOR OF THE CERTIFICATE HOLDER AND ALL ADDITIONAL INSURED.

CERTIFICATE HOLDER

CANCELLATION

OFFICE OF COMMUNITY SERVICES
Department of Labor and Industrial Relations
State of Hawaii
830 Punchbowl Street, Room 420
HONOLULU, HI 96813

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE