

Application Submittal Checklist

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

- ☒ 1) Hawaii Compliance Express Certificate (If the Applicant is an Organization)
- ☒ 2) Declaration Statement
- ☒ 3) Verify that grant shall be used for a public purpose
- ☒ 4) Background and Summary
- ☒ 5) Service Summary and Outcomes
- ☒ 6) Budget
 - a) Budget request by source of funds ([Link](#))
 - b) Personnel salaries and wages ([Link](#))
 - c) Equipment and motor vehicles ([Link](#))
 - d) Capital project details ([Link](#))
 - e) Government contracts, grants, and grants in aid ([Link](#))
- ☒ 7) Experience and Capability
- ☒ 8) Personnel: Project Organization and Staffing



AUTHORIZED SIGNATURE

David Y. Suh, President
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 UNITED KOREAN ASSOCIATION OF HAWAII

Issue Date: 01/16/2025

Status: Compliant

Hawaii Tax#:

New Hawaii Tax#: T-0476229632

FEIN/SSN#: XX-XXX0639

UI#: XXXXXX0843

DCCA FILE#: 204860

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 |

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

Type of Grant Request:

☐

Operating

☐

Capital

Legal Name of Requesting Organization or Individual: Db:

Amount of State Funds Requested: \$_____

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

Amount of Other Funds Available:

State: \$_____

Federal: \$_____

County: \$_____

Private/Other: \$_____

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

\$_____

Unrestricted Assets:

\$_____

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

Type of Business Entity:

☐

501(C)(3) Non Profit Corporation

☐

Other Non Profit

☐

Other

Mailing Address:

City:

State:

Zip:

Contact Person for Matters Involving this Application

Name:

Title:

Email:

Phone:



Authorized Signature

Name and Title

Date Signed

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

The undersigned authorized representative of the applicant certifies the following:

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

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

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

(Typed Name of Individual or Organization)

(Signature)

(Date)

(Typed Name)

(Title)

Application for Grants

If any item is not applicable to the request, the applicant should enter "not applicable".

I. Certification – Please attach immediately after cover page

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

Please see attached, the Certificate of Vendor Compliance, dated January 16, 2025, for The United Korean Association of Hawaii.

2. Declaration Statement

Please see attached, signed Declaration Statement of Applicants for Grants Pursuant to Chapter 42F, Hawai'i Revised Statutes, affirming the applicant's compliance.

3. Public Purpose

Pursuant to Section 42F-102, Hawai'i Revised Statutes, The United Korean Association of Hawaii will use the requested grant funds for a public purpose. A description of the public purpose is explained in Section II of this application.

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 United Korean Association of Hawaii (TUKAH) is a 501(c)(3) grassroots organization of Korean-Americans and Koreans living in Hawaii, strengthening relationships and serving the local community. Through a special partnership with the Department of Parks and Recreation, we provide a wide variety of educational and cultural classes, workshops and events. As the nexus organization between the Korean and local communities, we nurture cultural exchange, understanding and friendship. Through partnerships with others, we strive to create and sustain a beautiful cultural legacy for future generations.

2. The goals and objectives related to the request;

For most of our over 40 year history, TUKAH was a solely volunteer based organization. This limited the depth and breadth of what was possible. Since receiving GIA funding in June of 2024, a new era has begun. We now have full-time office staff who have been able to create and systematize a solid structure, notably improving our programs and laying the groundwork for further growth.

With our staff, we have been able to offer more classes, workshops and events than ever before, and to grow our major annual events, such as the Kimchi Festival. We have also successfully collaborated with other organizations to offer such things as a bi-lingual digital safety, equity training and a sign-up event for residents needing financial assistance, and volunteer experiences for many youth at public and private schools. Most importantly, we have been able to sustain and expand what we have been able to offer to seniors aged 65+, who comprise the majority of our program participants, giving them a place where they can find classes to enrich their physical and social lives, someone to help them access social services for their vital needs, and to provide a sense of community and purpose.

The goal and objectives of these funds is to assure continuance of all of our programs which are so vital for the well-being of so many local residents, and to assure we can grow in our capacity to create programs and support for areas not yet provided. For example, to create an ongoing class to teach seniors how to safely utilize technology in their daily lives.

3. The public purpose and need to be served;

Since 2022, the Cultural Community Center by TUKAH has been serving Honolulu residents from the former library building in Makiki District Park. We have helped to fill the community need which arose when the library closed its doors in 2018. We are humbled for the opportunity to be good neighbors and stewards of this special place. Through formal adoption of the park itself, we hold regular clean-up days and have dramatically improved the interior space for the better enjoyment and comfort of our mostly senior participants.

We hold several annual events that are free and open to the public, such as Movie Night and the Kimchi Festival, held right on the main field of the park. We have an exhibition on Korean Immigration History that is free and open to the public, and several workshops and seminars throughout the year where all are welcome, including such diverse topics as health, literature, technology, and social services. With our new staff, we have been able to broaden the range of these and form new partnerships with outside private and government organizations interested in collaborating.

A major centerpiece of our public services for the community are the classes offered through the City's Parks and Recreation program. They offer us the platform and framework and we provide the facilities, instructors, curriculum and ongoing support.

It is absolutely remarkable to see the diverse mix of people from so many ethnicities and backgrounds come together to learn and grow in such classes including:

Beginning and intermediate hula, Korean drumming, gateball, oriental painting, portrait drawing, ukulele, English language, Korean language, singing, computers, line dancing, meditation, taekwondo, baduk/go, and knitting/sewing.

Since our entry to the park in 2022, we've also opened use of our equipment and facilities for the Makiki neighborhood community board to hold their monthly meetings. This year, we have also been able to connect with and advocate for neighborhood concerns such as park safety. We love being able to provide a space and place for vital community groups and would like to continue to do so. Currently, we have several new partnerships in process, which can be actualized if funding for our organization continues.

4. The target population to be served;

Our public programs reaches and serves residents in metro Honolulu, including residents across Oahu and across the State of Hawai'i.

5. Describe the geographic coverage.

Officially, our public programs primarily reaches and serves the immediate residents in the Makiki neighborhood, including residents in the Manoa and Ala Moana neighborhoods as well. In actuality, we reach and serve residents from all over the island of Oahu through our direct programs and events.

Though the vast majority of our programs' beneficiaries are in the State of Hawai'i, we also benefit people on the U.S. mainland and South Korea. This is because we are the nexus organization not only between Koreans and locals in Hawai'i, but for all Koreans outside of Hawai'i who are visiting or moving here.

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.

Scope of Work

Logistical support and facilitation for all onsite direct services, events and workshops, as well as for off-site events. This includes all work and communication between TUKAH and outside organizations and entities.

Tasks & Responsibilities

Complete oversight and authority over each of the following: office and facility management, financial bookkeeping and reporting, print and online marketing and media, formal and daily communication with the public and outside entities, grant writing, planning and facilitating major events and projects, supporting and growing classes and programs, public relations and networking, advocacy for vulnerable populations.

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

Note: some activities which occur regularly are not duplicated below. Ex: weekly staff meetings and monthly and quarterly evaluations and reports.

June-July

Hire and train new staff members. Support summer session students.

Plan and hold annual fundraiser. Host visits to exhibition. Host workshops for youth and seniors.

Plan for fall events, including fall registration and increase class offerings.

August-September

Plan and hold Presidential Service Award Ceremony for student volunteers, volunteer at Korean Festival, plan and host the Korean Liberation Day ceremony, refine plans for Movie Night and Kimchi Festival, complete fall session registration, host a collaborative workshop.

October-December

Plan and host the annual Movie Night in the Park, plan and host the Kimchi Festival, continue support for fall students and classes, plan for major events in January, prepare and submit major grant applications. Print and distribute Korean calendars, planners and directories.

January-March

Plan and host the annual Governor's Cup Golf Tournament, Korean Immigration Anniversary celebration, register for spring session classes and support new students and instructors, continue to prepare and submit grant applications. Host annual Literature Night.

April-May

Plan and host workshops for youth and seniors, including a seniors appreciation picnic and scholarship event for students. Plan for summer session classes.

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

As part of its regular practices, TUKAH will be taking salient data for all major activities. For example, the number of participants for all classes and number of attendees for community-wide events. This year, we were able to systemize our operations. Now, we have weekly staff meetings, comprehensive planning spreadsheets for each event, and post-event meetings for review and refine future planning, and to create evaluation reports. Through these systems in place, there will continue to be a solid way to assure quality and a regular platform for evaluation.

Feedback and evaluation will always be critical components. We even keep track of the types of daily inquiries which come in from the community via calls, visits and online messages, and have developed several resource guides in response, and are in the planning stages with other organizations to help meet community needs. We continue to have close communication with our instructors and students to provide them with direct and indirect support. Direct feedback from community members during our events have also proven to be invaluable, and we will continue to listen and improve what we offer to be the ideal community organization.

The mindset of continual improvement is part of the internal culture we established this year. Self-awareness and being perceptive and attuned to feedback from the individuals and community around us will continue to serve as the guiding star towards our journey of fulfilling our vision and mission.

You can only improve what can be measured. Therefore, qualitative feedback from people and quantitative data from our financial and programmatic metrics will be the cornerstone of our practices and means of how we will remain successful.

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.

TUKAH will set clear and measurable goals for the programs and activities which will be accomplished through the grant funds, and provide quarterly reports on their progress. Goals will have clear metrics to easily track progress over the grant year, such as number of program and class participants and instructors, number and type of new and ongoing classes, events and workshops, number and type of new and ongoing partnerships, summary of evaluations, and a sampling of feedback from the community.

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

Please see attached

b. Personnel salaries and wages

Please see attached

c. Equipment and motor vehicles

Please see attached

d. Capital project details

[Not Applicable]

e. Government contracts, grants, and grants in aid

Please see attached

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 |
|-----------|-----------|-----------|-----------|-------------|
| \$84,988 | \$84,988 | \$84,988 | \$84,988 | \$339,952 |

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

The GIA grant we are seeking is to fund our staff positions and basic operational needs. TUKAH will seek funding from private donors such as individuals and businesses, other nonprofits, private grant opportunities and fundraising to support all of TUKAH's major annual events, workshops and activities.

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

[Not Applicable]

5. **The applicant shall provide a listing of all federal, state, and county government contracts, grants, and grants in aid it has been granted within the prior three years and will be receiving for fiscal year 2026 for program funding.**

In 2022, TUKAH was granted \$410,000 to renovate and improve Building 42 located in Makiki District Park. The contract is in place and being executed.

In 2023, TUKAH was granted \$250,000 in an operational grant. The contract is in place and being executed.

In 2024, TUKAH was granted \$200,000 in an operational grant. The contract is pending.

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

Unrestricted funds balance as of 12/31/2024 was: \$31,803.46

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 current board members of TUKAH are very active community participants and have been the backbone of our events and programs for over a decade. The membership includes leaders across such industries as business, law, social services, medicine, military, government, education and hospitality. Board members are also active in other organizations and are well connected, known and respected throughout the Korean-American community.

Through their extensive network and heart for serving, TUKAH is proud and humbled to have successfully accomplished the following:

2022

- Reopened Building 42 in Makiki District Park
- Continuing support given to seniors without family support during the CV19 pandemic (delivery of groceries, PPE and medication, provision of pop-up vaccine clinic, etc), offered drop-in services to access social services and civic rights, including translation services
- Brought back annual Governor's Cup Golf Tournament
- Recruited instructors and planned for classes to be offered by TUKAH

2023

- Began offering weekly classes including as hula, painting, ukulele, Korean traditional dancing, senior singing and line dancing in collaboration with the Dept. of Parks and Recreation
- Launched the Korean Immigrant History Exhibition
- Held first annual Movie Night in Makiki Park (~150 attendees)
- Held first annual Kimchi Festival through Resolution 33 (~1000 attendees)

2024

- Held Senior Health Fair in collaboration with Pacific Gateway Center & Catholic Charities
- Continued all work from 22-23 and increased classes to 23 per week for the Fall 2024 session
- Hired three new staff members to support TUKAH operations using State GIA funds
- Held 2nd annual Movie Night (~250 attendees)
- Held 2nd annual Kimchi Festival (~1500 attendees)
- Increased donations from donors, increased sponsorship from organizations
- Received in-kind sponsorships from the City of Honolulu
- Completed two collaborative events with the Office of Economic Revitalization
- Recruited new instructors to offer more classes for spring of 2025
- Initiated the reinstitution of the Hawaii Chapter of the Daehan Senior Association

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.

Since 2022, TUKAH has been successfully using and managing the 2nd & 3rd floors of Building 42 in Makiki District Park, under a Use Agreement with the City and County of Honolulu. The facilities are now known as the Cultural Community Center by TUKAH that currently serves as the hub of TUKAH's programs, services and activities.

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 funds requested through this grant are to acquisition key staff members whose roles are essential to daily operations of TUKAH and for its future success. We are seeking three salaried positions, two part-time positions and funding for daily cleaning and maintenance.

Executive Director: assures smooth daily operations, is liaison between the public and local, state and federal agencies for TUKAH, seeks and obtains funding and resources, grows network, programming and capacity of TUKAH. Supports TUKAH staff and board members and helps to assure compliance to legal responsibilities and accountability to TUKAH's vision and mission. This individual will have experience in leadership, a higher level degree and a track record of successfully coordinating multiple projects.

Media & Communication Manager: produces and updates all print and digital media for TUKAH and all of its major events and activities, including flyers, banners, formal letters, presentations, and content on its website, social media and public accounts. Is the liasion between agencies in South Korea, the U.S. mainland and local Korean American organizations. This individual will have experience in design and project based teamwork, skills in design tools and programs, a degree in design or communication, and a track record of completing multi-media projects.

Financials & Accounting Manager: accurately records and reconciles all financials for TUKAH. They produce reports & statements as needed for funding purposes as for grants and sponsorships, and for board meetings. They will manage the bank accounts, make deposits and manage online transactions, including purchases and donations made through online payment platforms. They will create budgets and monitor revenues and expenses. This individual will have a degree in accounting or related financial field and proven experience in managing accounts.

Office Managers: supports TUKAH staff with daily operational needs, and manages the day to day needs of the physical office space. This includes answering the phone, opening the door for and greeting visitors, managing the cleaning schedule and delivery of items, and answering general emails and inquiries. These individuals will have prior experience working in an office and a basic familiarity with office and technology tools. They will also have a heart for working in the nonprofit sector towards bettering a community

Custodian: supports the physical space at TUKAH with daily cleaning and maintenance of its facilities to assure a safe and clean environment for all participants, visitors and staff. They will utilize industry standard cleaning tools and practices. The individual or company will be highly rated with years of experience cleaning office spaces.

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.

TUKAH Board

President: sets the board, leads TUKAH and center staff

Executive Vice-President: leads finances and supports the president

Board Chair: leads the board and fundraising

Board Members (26): supports TUKAH's operations and fundraising

Advisors (5): advises the board and officers

Cultural Community Center Staff

Executive Director: collaborates with the President and carries out directives, leads operations at the center and supervises other staff members

Program Coordinator: supports all classes at the center, point of contact with Dept. of Parks and Recreation, and manages all financial transactions and reports.

Marketing & Communication Manager: manages printed and digital media for all events, communicates with outside entities and manages online presence.

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.

The following are the current annual salaries for our only three paid staff members

Executive Director: \$70,000

Program Coordinator: \$50,000

Marketing & Communication Coordinator: \$50,000

TUKAH officers and board members are volunteers and do not receive any compensation.

VII. Other

1. Litigation

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

None

2. Licensure or Accreditation

The applicant shall specify any special qualifications, including but not limited to licensure or accreditation that the applicant possesses relevant to this request.

[Not Applicable]

3. Private Educational Institutions

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

The grant will not be used to support or benefit a sectarian or non-sectarian private educational 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,**
- (b) but Not received by the applicant thereafter.**

We anticipate the requested grant and the private donations to be adequate to operate TUKAH fiscal year 2025-2026. For ongoing operations and program expenses, we will continue to seek private donations as well as funding from the city, state and federal resources.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2025 to June 30, 2026

Applicant: The United Korean Association of Hawaii

| 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 | 265,952 | | | |
| 2. Payroll Taxes & Assessments | 32,000 | | | |
| 3. Fringe Benefits | 36,000 | | | |
| TOTAL PERSONNEL COST | 333,952 | | | |
| B. OTHER CURRENT EXPENSES | | | | |
| 1. Airfare, Inter-Island | 0 | | | |
| 2. Insurance | 0 | | | |
| 3. Lease/Rental of Equipment | 6,000 | | | |
| 4. Lease/Rental of Space | 0 | | | |
| 5. Staff Training | 0 | | | |
| 6. Supplies | 0 | | | |
| 7. Telecommunication | 0 | | | |
| 8. Utilities | 0 | | | |
| 9 | | | | |
| 10 | | | | |
| 11 | | | | |
| 12 | | | | |
| 13 | | | | |
| 14 | | | | |
| 15 | | | | |
| 16 | | | | |
| 17 | | | | |
| 18 | | | | |
| 19 | | | | |
| 20 | | | | |
| TOTAL OTHER CURRENT EXPENSES | 6,000 | | | |
| C. EQUIPMENT PURCHASES | | | | |
| D. MOTOR VEHICLE PURCHASES | | | | |
| E. CAPITAL | | | | |
| TOTAL (A+B+C+D+E) | 339,952 | | | |
| SOURCES OF FUNDING | | Budget Prepared By: | | |
| (a) Total State Funds Requested | 339,952 | David Sun 808-591-8984 | | |
| (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 | 339,952 | David Sun, President Name and Title (Please type or print) | | |

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2025 to June 30, 2026

Applicant: The United Korean Association of Hawaii

| POSITION TITLE | FULL TIME EQUIVALENT | ANNUAL SALARY A | % OF TIME ALLOCATED TO GRANT REQUEST B | TOTAL STATE FUNDS REQUESTED (A x B) |
|----------------------------------|-------------------------|--------------------|--|--|
| Executive Director | 1 | \$80,000.00 | 100.00% | \$ 80,000.00 |
| Media and Communications Manager | 1 | \$60,000.00 | 100.00% | \$ 60,000.00 |
| Finances and Accounting Manager | 1 | \$60,000.00 | 100.00% | \$ 60,000.00 |
| Office Manager 1 (part-time) | N/A | \$20,976.00 | 100.00% | \$ 20,976.00 |
| Office Manager 2 (Part-time) | N/A | \$20,976.00 | 100.00% | \$ 20,976.00 |
| Custodian (contracted) | N/A | \$24,000.00 | 100.00% | \$ 24,000.00 |
| | | | | \$ - |
| | | | | \$ - |
| | | | | \$ - |
| | | | | \$ - |
| | | | | \$ - |
| | | | | \$ - |
| | | | | \$ - |
| | | | | \$ - |
| | | | | \$ - |
| | | | | \$ - |
| TOTAL: | | | | 265,952.00 |
| JUSTIFICATION/COMMENTS: | | | | |

Applicant: The United Korean Association of Hawaii

| DESCRIPTION EQUIPMENT | NO. OF ITEMS | COST PER ITEM | TOTAL COST | TOTAL BUDGETED |
|-----------------------------|-----------------|------------------|---------------|-------------------|
| Rental of Copier (annually) | 1.00 | \$6,000.00 | \$ 6,000.00 | 6000 |
| | | | \$ - | |
| | | | \$ - | |
| | | | \$ - | |
| | | | \$ - | |
| TOTAL: | 1 | | \$ 6,000.00 | 6,000 |
| JUSTIFICATION/COMMENTS: | | | | |

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

Applicant: The United Korean Association

NOT APPLICABLE

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

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: The United Korean Association of Hawaii

Contracts Total: 660,000

| | CONTRACT DESCRIPTION | EFFECTIVE DATES | AGENCY | GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maul County) | CONTRACT VALUE |
|----|--|-----------------|---------------------|--|----------------|
| 1 | Contract No. OCS-CIP-23-32 | 6/1/2023 | Office of Comm. Ser | State of Hawaii | 410,000 |
| 2 | Contract No. OCS-GIA-24-08 | 6/1/2024 | Office of Comm. Ser | State of Hawaii | 250,000 |
| 3 | 2024 State Operating GIA (\$200,000) pending | TBD | | | |
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