

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

 Robert Shirama 2026 HUOA President
AUTHORIZED SIGNATURE PRINT NAME AND TITLE DATE
1/13/22



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: **HAWAII UNITED OKINAWA ASSOCIATION***

DBA/Trade Name: **HAWAII UNITED OKINAWA ASSOCIATION***

Issue Date: **01/08/2026**

Status: **Compliant**

Hawaii Tax#: [REDACTED]

New Hawaii Tax#: [REDACTED]

FEIN/SSN#: [REDACTED]

UI#: XXXXXX1149

DCCA FILE#: 80088

Status of Compliance for this Vendor on issue date:

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

Status Legend:

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

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

Hawaii United Okinawa Association

(Typed Name of Individual or Organization)

Robert Shiroma

(Signature)

1/13/24

(Date)

Robert Shiroma

(Typed Name)

President

(Title)

Public Purpose

Description of Request

Hawaii United Okinawa Association's (HUOA) renovation project for the Hawaii Okinawa ("Center") involves significant capital improvements to the 36 yr. old property in Waipio, Oahu. Operating under original construction and systems for 36 yrs. has taken its toll on the functionality, and useful purpose of the center due to the increasing volume of public events held at the center. We have experienced a 10% increase in usage over the past several years as we are the primary venue in Central Oahu that can accommodate upwards of 1,000 guests (s). Significant events by private and government business organizations have also contributed to this increase as we strive to make this location as the venue of "Choice". Prior Grant-In-Aid funding from the State of Hawaii has allowed us to significantly maintain and improve the overall facility functionality and aesthetics, which has contributed to this continual increase in public usage.

2025 was a special year for HUOA as we held numerous community activities to celebrate the 125th anniversary of the arrival of the 1st Okinawan immigrants to Hawaii. During our annual Okinawan Festival held at the Hawaii Convention Center in September, Governor Denny Tamaki, 39 Mayors from Okinawa, and other government dignitaries, attended the event to celebrate this milestone. They also made a visit to the Hawaii Okinawa Center in Waipio to continue the celebration. Being 36 yrs. old, they were very impressed with the overall condition of the facility. Without funding assistance from the State of Hawaii, very few of the improvements could have been made throughout the years. Such improvements have enabled HUOA to continue its mission to Promote, Preserve, and Perpetuate the Okinawan Culture and safely serve the public as a productive member of the greater community.

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, 2025.

2. Declaration Statement

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

3. Public Purpose

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

II. Background and Summary

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

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

The Hawaii United Okinawa Association (HUOA) is a 501(c)(3) non-profit organization whose mission is to promote, perpetuate and preserve the Okinawan Culture. The organization promotes and practices community service, supports and encourages education, conducts cultural programs, arts and crafts exhibits, demonstrations, and athletic and social activities. It prints, publishes, and/or distributes, on a bi-monthly basis, newsletters, Okinawan Cultural and historical information, and books. HUOA's video department records live performances and edits the footage to be aired on the Olelo channel twice weekly and on social media outlets such as Facebook, YouTube, HUOA, etc. It also encourages its member organizations to sustain their membership and cultural activities unique to the individual organizations and international relations.

HUOA is the umbrella organization for its 50 member clubs, whose combined membership exceeds 40,000. Members reside mainly in Hawaii but also in Okinawa, Japan, and the mainland U.S.

HUOA was established in 1951 as the Hawaii Okinawa Rengo Kai, or the United Okinawa Association of Hawaii, and renamed the Hawaii United Okinawa Association in 1995.

The Hawaii Okinawa Center (HOC), the home of HUOA, is a 2.5 acre property in Waipio, HI. HOC stands as a living tribute to the Okinawan immigrant pioneers who began arriving in Hawaii in 1990. Encouraged by Governor Jinji Nishime of Okinawa in the 1980's, HOC was built with donations from Hawaii's Okinawan and business communities, and supporters in Okinawa and the mainland U.S. HOC opened its doors in 1990, which marked the 90th anniversary of Okinawan immigration to Hawaii.

HOC also offers the community and state a unique facility in Central Oahu to hold meetings, workshops, conferences, and special events. It is one of the few facilities available to the public that serve the Leeward and Central Oahu region and can stage performances while accommodating 1,000 guests. Additionally, families, schools, and organizations can have small and large functions at this location outside of metropolitan Honolulu. Through HOC, the local communities continue to flourish with opportunities for small businesses to showcase their products at HUOA events such as:

- **Annual Okinawan Festival** – A two-day celebration, whose goal is to "Share Uchinanchu Aloha", has been held on the Labor Day weekend at the Hawaii Convention Center since 2018, after spending twenty-five years at Kapiolani Park. A committee consisting of the HUOA Executive Council and club members plan and organize the festival every year. The committee has oversight over 5,000 volunteers who assist in various capacities in areas related to sales, food preparation, cooking, educational displays, video production, and overall logistics. The festival attracted approximately 60,000 attendees in 2025 including residents from Oahu, the neighboring islands, the mainland U.S., and even foreign visitors. 2025 marked the 43rd year of celebrating and "Sharing Uchinanchu Aloha".
- **Statewide Okinawan Children's Cultural Day Camp** - Since its inception in 1996, HUOA's Children's Okinawan Cultural Day Camp offers children from ages 8 - 13 yrs. old, an introduction to Okinawan/Japanese culture and Hawaii's plantation history in a fun and enjoyable learning atmosphere at the Hawaii Okinawa Center. This is a four-day summer program that began on Oahu and has expanded to the neighboring islands. HUOA clubs on Maui, Hilo, Kona, and Kauai coordinate to offer unique hands-on learning experiences for Hawaii's keiki to learn about Okinawan Culture and Hawaii's multicultural society.

- **Hawaii/Okinawa International Student Exchange Program** - This program is an annual sister-state exchange program that began in 1990 between the Okinawa Prefecture Board of Education and the Hawaii Department of Education, in partnership with the Hawaii State Legislature and HUOA. Over the past 36 years, more than 1,000 high school students have participated in the exchange program. Okinawa students spend fourteen days on Oahu visiting schools with their host students to explore educational and historical sites throughout the island. Exchange students and their host families enjoy one last gathering at the Hawaii Okinawa Center before returning to Okinawa. Historically, the program received funding from the legislature, with the Hawaii Department of Education responsible for executing the program. Since 2011, funding from the state is no longer available, so HUOA has taken on the task of administering and providing funding to continue this long-standing and successful sister-state International Exchange Program.
- **Senior Health and Awareness Fair** - Realizing the needs of our aging community, HUOA began conducting an annual Senior Fair starting in 2011. Various vendors offered Leeward and Central Oahu residents an opportunity to meet and learn more about elder care, senior programs, nutrition, retirement facilities, government agencies, financial management, and other senior-related concerns in a friendly and safe environment at HOC free of charge.
- **Annual Craft Fairs** - Offering local handcrafters and small businesses an opportunity to showcase their products and services at two Craft Fairs at HOC. The two-day Winter Craft Fair and Evening Craft Fairs offer shoppers an opportunity to patronize over 200 vendors selling their handmade crafts. There's also a separate booth to encourage attendees to donate to Hawaii's Foodbank. This food drive has been successful as we have been able to annually donate at least a dozen cases of various food items to the food bank.
- **International Partnership for Scholarship & Cultural Exchange** – HUOA nominates young Okinawans from Hawaii for two scholarships offered by the Okinawan Prefectural Government to study in Okinawa for one year. The close relationship between the Prefectural Government and HUOA offers opportunities for cultural exchange between residents of Hawaii and Okinawa.
- **Cultural Classes** - HUOA supports cultural education by providing classes for the Okinawan language, Ikebana (Japanese flower arrangement), Sanshin, (Okinawan string instrument), Taiko, Karate, and Ichi-Go-Ichie (hybrid instrument of Sanshin and Guitar). Classes are held at HOC by professionals who volunteer as instructors.

- **Sports Programs**—HUOA supports a sports program to encourage camaraderie, participation, and fellowship among member clubs through friendly competition in bowling, golf, softball, and volleyball.
- **Okinawa Heritage and Leadership Tour** - The annual HUOA Heritage Tour participants experience Okinawa to strengthen ties with Okinawa, provide cultural education, and visit Okinawa's Prefectural Government. The HUOA Heritage Tour has also provided the opportunity to develop future leaders in the community and in the association. The leadership tour involves representatives from HUOA's member clubs. HUOA, the member clubs, and participants share the cost of this tour which is focused on civic and cultural education.
- **Community Service** - Working closely with homeless shelters on Oahu, HUOA reaches out by holding a picnic and providing much needed clothing, food, and the necessities of daily living for shelter residents. During events throughout the year, HUOA accepts donations for Hawaii Foodbank and offers visitors an opportunity to register with Hawaii's Bone Marrow Registry. HUOA provides volunteers for additional events put on by the community.
- **Cultural Concerts and Performances** - HUOA supports and sponsors local and international cultural concerts and performances at HOC. Some of the more noteworthy concerts and performances held at HOC include:
 - Ryukyukoku Matsuri Daiko, an international Taiko/Eisa group celebrated "Ko Ryukyu - Dawn of the Ryukyu's", with performers from Hawaii and Okinawa.
 - Grant "Masandu" Murata Sensei, Ryukyu Katen Afuso-Ryu Ongaku Kenkyuu Choichi Kai Hawaii, shared his solo concert (Dokuen Kai) "Hou On Sha Toku" with many of his followers in Hawaii. Ryukyu Katen Afuso-Ryu Ongaku Kenkyuu Choichi Kai Hawaii performed at Carnegie Hall in New York on April 2019.
 - The Uchinamun Family Variety Show presented their Yaeyama minyo (folk music) to the people of Hawaii in November 2019.
 - Okinawan Festival "Bunkwa Nu Shima" and "Yuimaaru" rooms were filled with festival attendees watching short performances and demonstrations from our Okinawan visitors. Kimono dressing, musical performances, and displays were part of this "Sharing Uchinanchu Aloha".

- Ohana O Malia – Inaugural Mikaji Nu Kai performance by local Okinawan dance troupe.

Hawaii's Okinawan Community is very proud of its heritage and shares Okinawan cultures and values through events like the Okinawan Festival. HUOA programs not only enhance the local community but have contributed to the socio-economic improvement of the State of Hawaii.

HUOA is an integral part of the socio-economic fabric of the State of Hawaii. Upgrading the facilities of the Hawaii Okinawa Center will benefit residents, businesses, and non-profit organizations who regularly patronize the facility.

2. The goals and objectives related to the request;

Current needs that are of priority are projects related to the following:

Accessibility and public safety are critical for our members and users of the facilities. Safe and unimpeded access throughout the facilities is paramount to public enjoyment. As the Hawaii Okinawa Center is 36 years old, it is extremely important that each component within the facility is maintained properly and that facilities meet Federal and State safety/accessibility guidelines.

- a. Of utmost importance is the condition of the Legacy Hall Ballroom. The ballroom has an annual occupancy rate of 90% throughout the year due to private parties, weddings, business meetings, etc. Our contracted caterer, A Catered Experience (ACE), is allowed to reserve dates 14 months in advance. Since we are centrally located with ample parking all weekend dates for 2026 have been reserved by ACE for private parties. Weekday events include qtrly. Department of Education (DOE) meetings and various private business meetings scheduled throughout the year.

As described above, one can imagine how heavily used the ballroom can be. At this point, due to the facility being 36 yrs. old, attention needs to be placed on critical areas. An area that needs to be addressed is the ceiling tiles. Pieces of the mineral fiber tiles are cracking and flaking which is obviously a safety/health hazard for patrons utilizing the hall.

- b. Pedestrian sidewalk surfaces are in need of repairs due to numerous cracks surrounding the banquet hall and administrative bldgs.. This is an obvious safety concern due to tripping and/or falling hazards.
- c. Our external ballroom "entry"/"exit" doors are in need of replacing due to obsolete locking mechanisms that the locksmith can no longer procure. Some doors won't close properly which needlessly sets off the security alarm system. On numerous occasions the alarm will activate in the early morning hours which prompts complaints from the residential area.

3. The public purpose and need to be served;

The Hawaii Okinawa Center (HOC) is one of the few facilities that serve the Leeward and Central Oahu regions and can accommodate stage performances and banquets simultaneously. HOC provides the surrounding communities with a unique facility that can accommodate banquets, meetings, concerts, and a stage for the performing arts community. HOC's facilities also host:

- Craft Fairs and Bazaars for local artisans.
- Senior Fairs for Hawaii's aging community.
- Children's Day Camp open to the general public for youths ages 8 - 13 yrs. old. This one-week camp is intended to introduce the students to the culture of Okinawa through various games and food offerings.
- Health Fairs sponsored by HMSA and Kaiser Permanente.
- Qtrly. Estate Planning Seminar sponsored by Sterling & Tucker.
- Monthly State of Hawaii Dept. of Education workshops and seminars.
- Annual State of Hawaii public schools' special events such as graduation parties encompassing all grade levels.
- Annual private school graduation parties, and winter/spring dances.
- Monthly Leeward District Realtors Association meetings.
- Bi-Annual State of Hawaii Fire Fighters Association Graduation Ceremony.

4. Describe the target population to be served;

The target population is multifold but not limited to the following;

- The Okinawan community in Hawaii.
- Central and Leeward Oahu residents.
- All Hawaii residents who want to explore and learn the Okinawan Culture and Arts.
- Worldwide visitors to our islands that share in the culture programs of HOC, such as the Okinawan Festival and International Concerts.
- People of Okinawan descent or Okinawans-at-heart, community members, individuals, and families who desire to promote, preserve, and perpetuate their culture through classes and events, and the sharing of knowledge from seniors are the primary population of our programs.
- Patrons and guest(s) who reserve and attend catered events at HOC.

Additionally, these programs and cultural awareness classes have also been shared at the Okinawan Festival with Hawaii residents and visitors from other destinations.

HUOA has been fortunate that it has been able to assist and work with other community and cultural groups within the State and Internationally, thus, allowing us to directly target not only our intended population, but to continue to serve groups outside of our primary population. Groups that continuously utilize the facilities include, but are not limited to; residents, businesses, organizations, and schools of Central, Leeward, Windward, and recently the Honolulu district.

5. Describe the geographic coverage.

Hawaii Okinawa Center provides geographic coverage that extends beyond the boundaries of the island of Oahu and HUOA's membership. Membership of over 10,000 households reside not only in Hawaii, but the mainland U.S. and Internationally. The fifty HUOA Member Associations are located on Oahu, the Big Island of Hawaii, Maui, and Kauai. International groups from government entities, performing arts, or education sectors choose HOC as a facility to hold events.

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;
 - a. As the mineral fiber tiles have never been replaced since construction of the building, its age is a detriment to the safety and well being of the patrons due to cracking and flaking of the tiles. Approximately 5,000 sq. ft. of 2' X 2' ceiling tiles will have to be replaced. A licensed contractor has given us a preliminary timeline of 3 weeks to complete the work.
 - b. Another safety concern is the pedestrian walkways surrounding the banquet hall and administration bldgs.. Cracks on the walkways and steps creates a tripping hazard. A licensed contractor inspected the site and recommended removing a ¼" of the surface area, patching the existing cracks, and finishing the whole surface with a flexible epoxy finish. The flexible epoxy finish allows for some ground movement that should not cause the surface area to show noticeable cracks. The contractor mentioned that ground movement should be minimal since the original walkway was poured 36 yrs. ago. This work can be done in increments as to not disturb scheduled functions.
 - c. The external "entry"/"exit" ballroom doors are in need of replacing due to obsolete locking mechanisms that the locksmith can no longer procure.

Six of the double doors won't close properly which needlessly sets off the security alarm system. On numerous occasions the alarm will activate in the early morning hrs. which prompts complaints from the residents in the area. Homeless individuals have also encroached on the property and will tend to sleep in the sheltered areas by the doors, so entry into the hall could be compromised by doors not locking properly. Since the doors are original to the initial construction of the hall, the doors and framing would have to be replaced. This work can be done incrementally as to not interfere with scheduled activities.

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

Scheduling of renovation projects will be coordinated with the contractors and availability of the banquet hall, to ensure uninterrupted service of scheduled events. The anticipated timeline is from January 2027 — December 2027, for this project to be completed.

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

Evaluation will be overseen by the Facilities Committee of HUOA. Members of the committee include professionals with expertise and background in the fields of Architecture, Engineering, Construction, and Property Management. This will ensure effective quality assurance and evaluation of proposals submitted by the licensed contractors. Daily onsite monitoring will be conducted by the HOC's Facilities Manager and Executive Director. Inspections and evaluations will be conducted for each separate project. All project(s) will include a warranty explicitly outlined by each contractor in writing. Any, and all, imperfections will be addressed and remedied by said contractor(s).

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.

- Quarterly reports will be submitted to the respective agency to monitor the progress of the project(s).

IV. Financial

Budget

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.
 - a. Budget request by source of funds ([Link](#))
 - b. Personnel salaries and wages ([Link](#))
 - c. Equipment and motor vehicles ([Link](#))
 - d. Capital project details ([Link](#))
 - e. Government contracts, grants, and grants in aid ([Link](#))

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2027.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$200,000	\$0	\$200,000	\$250,000	\$650,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2027.

HUOA will continue to seek and apply for additional funds from other private foundations, corporations, individuals, fundraising events, and other government-subsidized grants.

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.

No tax credits were received for CY 2023, 2024, 2025. No application for present or future tax credits has been submitted for 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 2027 for program funding.

- 2023 - John R. Halligan Charitable Fund: \$3,000
- 2023 - HTA Community Enrichment Program: \$50,000
- 2023 - HI State GIA: \$260,000 (CIP Projects)
- 2024 - HI State Foundation on Culture & the Arts: \$10,000 (Children's Day Camp)
- 2024 - HTA Community Enrichment Program: \$50,000
- 2024 - HI State GIA: \$400,000

- 2025 – Council for Native Hawaiian Advancement: \$15,000 (2024 Okinawan Festival Final Payment)
- 2025 – Council for Native Hawaiian Advancement: \$21,000 (2025 Okinawan Festival Initial payment)
- 2025 – Kinki Nippon Tourist Okinawa Inc.: (2025 Hawaii Okinawa Student Exchange)
- 2025 – John R. Halligan Charitable Fund: \$3,000 (unrestricted grant)
- 2025 – HI State GIA: \$400,000 (funds have not been disbursed due to erroneous description by the legislature. We understand that the legislature intends to correct the language on this upcoming legislative session.

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2025.

- Unrestricted assets: \$300,000
- Investment account balance: \$3,600,000

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.

HUOA's Facilities Committee Members are experienced in the fields of Architecture, Engineering, Construction, and Property Management, and have the required knowledge and skill set to manage the renovation project. Advisors and current committee members were involved in the original fundraising efforts and construction of the Hawaii Okinawa Center. This successful campaign raised funds to construct HOC in 1990. Within the past three years, HUOA was awarded, and since executed, major capital improvement projects made possible by the State of Hawaii GIA Program. These improvement projects included stage lighting, sound, acoustic panels, a drop-down ceiling projector with a larger screen, and partition replacement which greatly improved the functionality of the banquet hall.

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.

Opened in June 1990, The Hawaii Okinawa Center sits on a 2.5-acre parcel bordered by Kamehameha Hwy., Uke'e St., and Ka Uka Blvd. in Waipio, HI. The property consists of two buildings, two gardens, a koi pond, and storage.

Both buildings were designed by Maurice H. Yamasato, past President of HUOA (1988), and principal architect of YFH Architects. Almost every feature of HOC reflects the culture and heritage of our ancestors. For example, the center's two turtle shaped buildings symbolize longevity in Okinawan Culture. Commonly known as the Teruya Building, the Albert T. and Wallace T. Teruya Pavillion, named for the founders of Times Supermarket Ltd., is a multifunction auditorium/theatre and banquet hall featuring a theatre stage and professional lighting and sound system.

Commonly known as the Higa Building, the Yeiko and Kameko Higa Building, named in memory of Zippy's Restaurant founders, Charles and Francis Higa's parents, houses the administrative office of HUOA. A Cultural Gallery and Library are also shared within these spaces with artifacts from Okinawa and Hawaii.

At first glance, the public sees a beautifully maintained property. Thanks to our volunteers, the property has been well maintained. However, upon closer inspection, thirty-six years of wear and tear has taken its toll, and in some areas accessibility to the public, can be considered a public safety hazard as most of the fixtures and equipment are original. As such, safety and health concerns are a major consideration when analyzing repairs to the ceiling tiles, "entry"/"exit" doors, and walkways. The requested GIA funds will enable HUOA to do the necessary repairs and have a facility for the community to enjoy for many years.

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.

Facilities committee member's combined expertise enables HUOA to make sound decisions based on experience and knowledge.

- Robert Shiroma President, HUOA
- Caro Higa Asst. Executive Director, HUOA
- Clayton Uza Operations Mgr., HUOA
- Brandon Nakasone Metropolitan Police Lt.
- Maurice Yamasato Principal, YFH Architects
- Lloyd Higa Principal, YFH Architects
- Mark Higa Principal, WCIT Architecture

- Chris Shimabukuro Development Director, Iolani School
- Cyrus Tamashiro President, Tamashiro Market
- Norman Nakasone Retired, Sr. Vice President & Mgr., Central Pacific Bank

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

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.

- Salary range - \$40,000 - \$60,000
- Asst. Executive Director, Operations Mgr.

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.

No pending litigation or outstanding judgments.

2. Licensure or Accreditation

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

Not Applicable.

3. Private Educational Institutions

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

Not Applicable

4. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2027 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2027

Receiving this GIA will ensure that critical safety and long-term maintenance needs are addressed for the general public, and HUOA members. Supplemental financial support will be provided by annual fundraising programs.

- (b) Not received by the applicant thereafter.

HUOA has focused on measures for the long-term sustainability of the organization, its mission, and its programs. Current annual income is reliant on donors, fundraising, and benefit events. Our recently completed commercial plaza (Hawaii Okinawa Plaza), will eventually provide needed relief from over-burdened donors and members. This will allow us to seek support for the sustainment of HUOA programs focused on fulfilling our mission, versus emergency capital improvement needs.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2026 to June 30, 2027

Applicant: Hawaii United Okinawa Association

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
A. PERSONNEL COST				
1. Salaries				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
TOTAL PERSONNEL COST				
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9.				
10.				
11.				
12.				
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17.				
18.				
19.				
20.				
TOTAL OTHER CURRENT EXPENSES				
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
Replace ceiling tiles	250,000			
Replace "entry"/"exit" doors	200,000			
Repair cracks on walkway	200,000			
TOTAL (A+B+C+D+E)	650,000			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	650,000	Clayton Uza	808-676-5400	
(b) Total Federal Funds Requested		Name (Please type or print)		
(c) Total County Funds Requested		<i>Robert Shiroma</i>		
(d) Total Private/Other Funds Requested		Signature of Authorized Official		
		Date		
		1/13/26		
TOTAL BUDGET	650,000	Robert Shiroma, President		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2026 to June 30, 2027

Applicant: Hawaii United Okinawa Association

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Not Applicable				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2026 to June 30, 2027

Applicant: Hawaii United Okinawa Association

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Not Applicable			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:			\$ -	

JUSTIFICATION/COMMENTS:

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
Not Applicable			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:			\$ -	

JUSTIFICATION/COMMENTS:

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2026 to June 30, 2027

Applicant: Hawaii United Okinawa Association

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:2024-2025	FY:2025-2026	FY:2026-2027	FY:2026-2027	FY:2027-2028	FY:2028-2029
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION	400000	400000 (waiting for disbursement)	650000	0	300000	300000
EQUIPMENT						
TOTAL:	400000	400000	650,000	0	300,000	300,000
<p>JUSTIFICATION/COMMENT : 1) Original ceiling tiles (36 yrs. old) needs replacing due to cracking and flaking of the mineral fiber tiles.</p> <p style="padding-left: 40px;">2) Cracks along the walkways of the banquet hall and administration bldg. poses a tripping/fall hazard.</p> <p style="padding-left: 80px;">We have patched the affected areas but it only results in a temporary fix.</p> <p style="padding-left: 80px;">To reduce the recurrence of this in the future, we will have a licensed contractor do the necessary repairs.</p> <p>3) Entry/exit doors need replacing (36 yrs. old) due to inadequate closing and locking.</p> <p style="padding-left: 40px;">Locksmiths cannot procure needed parts as doors are obsolete.</p>						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Hawaii United Okinawa Association

Contracts Total: -

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	Not Applicable				
2					
3					
4					
5					
6					
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