

## 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. **Attached**

#### **2. Declaration Statement**

The applicant shall submit a declaration statement affirming its compliance with [Section 42F-103, Hawaii Revised Statutes](#). **Attached Page 5.**

#### **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;**

Established in 1980, the Pan Pacific Festival was created to promote tourism and to advance cultural exchange between Hawai'i and the Pacific Rim while supporting Hawai'i's economy through authentic, community-based experiences. For more than four decades, the Festival has showcased traditional arts, music, and dance from Hawai'i and participating international partners, reinforcing Hawai'i's role as a cultural bridge in the Pacific. As one of the State's longest-running cultural festivals, the Pan Pacific Festival aligns with the State's objectives by promoting culturally grounded tourism, strengthening international relationships, and encouraging repeat visitation and deeper engagement with Hawai'i's communities.

2. The goals and objectives related to the request

The Pan-Pacific Festival Foundation was authorized as a 501(c)(3) nonprofit organization on November 4, 2020. Support to the Pan Pacific Festival Foundation from the State of Hawai'i will enable the Pan Pacific Festival Foundation to achieve the following goals and objectives:

(a) Strengthen outreach to local, national, and international audiences through expanding and developing multilingual marketing materials and website in anticipation of the Festival's 45th anniversary in 2026 and beyond.

(b) Increase engagement and encourage cultural preservation, cross-cultural education by providing stipends to local high school students to participate in Festival activities. (Bon Dance/mochi pounding/parade participation)

(c) Reinforce Hawaii's role as a cultural bridge to the Pacific by supporting cultural artists and sustaining cultural exchanges between Hawai'i and the Pacific Rim.

3. The public purpose and need to be served

The Pan Pacific Festival Foundation serves a clear public purpose by preserving and promoting Hawai'i's multicultural heritage while advancing the State's economic development and tourism objectives. The Festival addresses the need for culturally authentic, community-based visitor experiences that align with DBEDT and Hawai'i Tourism Authority (HTA) priorities to diversify tourism markets, encourage longer stays, and foster repeat visitation. By supporting cultural performances, international exchange, and youth participation, the Festival strengthens cross-cultural understanding, develops future workforce skills in the creative and tourism sectors, and reinforces Hawai'i's role as a cultural bridge within the Pacific—benefits that accrue broadly to residents, visitors, and the State's economy.

4. Describe the target population to be served;

The Festival serves multiple groups, including local residents of all ages, high school students participating in educational and cultural programs, cultural practitioners and artists from Hawai'i and the Pacific Rim, and visitors seeking authentic cultural experiences. Emphasis is placed on youth engagement, community participation, and international cultural exchange.

5. Describe the geographic coverage.

The Festival primarily engages communities across the Hawaiian Islands, with outreach to residents of O‘ahu, Hawai‘i Island, Maui, Kaua‘i, and Moloka‘i. Additionally, it attracts international participants and visitors from the Pacific Rim and beyond, supporting Hawai‘i’s role as a hub for intercultural dialogue and tourism

### **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
  - Marketing and Outreach: Develop and expand multilingual marketing materials including PPF Website to promote the Festival’s 45th anniversary, reaching local, national, and international audiences.
    - Identify Sister State Pacific Rim Countries
    - Engage web designers, graphic artist, translators
    - Outreach to local communities for support and engagement
    - Responsibility: PPF Board of Directors
  - Youth Engagement & Education: Provide stipends and hands-on participation for high school students, developing leadership, cultural literacy, and cross-cultural skills.
    - Identify past educational partners to invite in expanded cultural education program
    - Communicate with DOE on sister-school relationships
    - Responsibility: PPF Advisory Committee
  - Cultural Performances & Exchanges: Present traditional music, dance, and ceremonial arts from Hawai‘i and Pacific Rim communities, fostering international collaboration and cultural preservation.
    - Identify past participants and invite new participants
    - Responsibility PPF Staff and Advisory Committee

2. Provide a projected annual timeline for accomplishing the results or outcomes of the service;
3. Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results
  - Evaluation & Reporting: Track measurable outcomes—including student participation, performances, audience reach, and visitor engagement—and report results to demonstrate public benefit.
    - Engage aia Marketing and Communications to collect metrics regarding Festival attendance and attendee satisfaction.
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.
  - Engage at least 50 high school students annually in Festival activities.
  - Present 30+ traditional performances from Hawai'i and Pacific Rim communities each year.
  - Facilitate participation of 20+ international artists or cultural groups annually.
  - Reach 10,000+ attendees, supporting longer visitor stays and repeat visitation.
  - Expand marketing to reach at least 100,000 individuals annually.

## **IV. Financial**

### **Budget**

- 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](#)) **Attached Page 6**
- b. Personnel salaries and wages ([Link](#)) **Not Applicable**
- c. Equipment and motor vehicles ([Link](#)) **Not Applicable**
- d. Capital project details ([Link](#)) **Not Applicable**
- e. Government contracts, grants, and grants in aid ([Link](#)) **Attached Page 10**

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

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
150000	150000	200000	202105	702105

- The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2027.  
 Kinki Nippon Tourist: \$480,000  
 Hawaii Tourism Authority (Council for Native Hawaiian Advancement): \$50,000  
 Corporate Sponsors: \$40,000  
 Individuals Sponsors: \$30,000
4. The applicant shall provide a listing of all state and federal tax credits it has been granted within the prior three years. Additionally, the applicant shall provide a listing of all state and federal tax credits they have applied for or anticipate applying for pertaining to any capital project, if applicable. **(Not Applicable)**
  5. The applicant shall provide a listing of all federal, state, and county government contracts, grants, and grants in aid it has been granted within the prior three years and will be receiving for fiscal year 2027 for program funding.  
**Attached Page 10**
  6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2025.  
 As of December 31,2025, the balance of unrestricted assets is \$170,915.00

**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 Pan Pacific Festival is now in its 43rd year and has a proven record of successfully planning and producing an international cultural festival on behalf of the State of Hawai'i. The Festival is managed by a professional staff and supported by the Pan Pacific Festival Foundation's volunteer board of directors and advisors, representing established leadership within Hawai'i's Japanese and broader cultural communities. The organization demonstrates strong organizational capacity and fiscal accountability through responsible financial management, long-standing partnerships, and a consistent history of stewarding public and private funds to deliver high-quality, community-based cultural programming.

## **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 Pan Pacific Festival has been recognized as a "Legacy Event" by the City and County of Honolulu, granting priority access to key public venues. Notwithstanding this designation, the Festival undertakes comprehensive advance planning for all programs—including the Hoōlaulēa and the Pan Pacific Festival Parade along Kalākaua Avenue—and complies fully with all permitting, operational, and public safety requirements well in advance of each event.

## **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 Festival leadership team includes the Festival President and Vice President, who together bring more than 20 years of combined experience in planning and managing the Pan Pacific Festival. In addition, the Festival employs two staff members: a Festival Project Coordinator, supported by a Vendor Coordinator, and a Festival Volunteer Coordinator. This leadership and staffing structure ensures effective program management, coordination with partners and vendors, and successful delivery of Festival activities.

### **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.

Title	Oversees	Overseen By
Pan-Pacific Festival Vendor Coordinator	Volunteers	VP/President
Pan-Pacific Festival Project Coordinator	Volunteers	VP
Pan-Pacific Festival President	NA	NA
Pan-Pacific Festival Vice President	Coordinators	President
Pan-Pacific Festival Volunteers	NA	President
Pan-Pacific Festival Secretary	NA	President

### 3. Compensation

The applicant shall provide an annual salary range paid by the applicant to the three highest paid officers, directors, or employees of the organization by position title, not employee name.

Pan-Pacific Festival Foundation Vice President: \$57000-\$65000

Pan-Pacific Festival Foundation Secretary: \$45000-\$56000

## 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. **(Not Applicable)**

### 2. Licensure or Accreditation

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

(b) Not received by the applicant thereafter.

The Pan Pacific Festival’s long-term sustainability is anchored in a diversified funding model, strong institutional partnerships, and a proven organizational infrastructure developed over more than four decades. State support for marketing, communications, and outreach will not only strengthen the Festival’s immediate visibility but also serve as a strategic investment that expands future revenue-generating opportunities.

Enhanced marketing efforts will enable the Festival to engage new domestic and international partners across the Pacific region, including cultural organizations, corporate sponsors, tourism stakeholders, and government entities. These partnerships will contribute to multi-year sponsorships, in-kind support, and collaborative programming, reducing reliance on any single funding source.

The Festival’s status as a City and County–recognized “Legacy Event” provides priority access to venues and long-term planning stability, allowing for efficient cost management and early permitting. This institutional recognition, combined with experienced leadership and professional staff, ensures consistent execution and fiscal oversight.

In future years, the Festival will continue to sustain operations through a combination of sponsorships, vendor fees, philanthropic contributions, and earned revenue, supported by a growing volunteer base and strong community participation. Investments made during the current funding cycle will have lasting impact by strengthening brand recognition, expanding audiences, and positioning the Pan Pacific Festival as a premier cultural event that continues to generate economic, cultural, and community benefits for the State of Hawai‘i.