

13th FESTIVAL OF PACIFIC ARTS & CULTURE
JUNE 10 - 21, 2020
HONOLULU, HAWAI‘I

AS OF: 12/10/19 17:07



SCHEDULE OF EVENTS (Tentative, subject to change):

	DATE	TIME	EVENT	VENUE	EST PAX	NOTES:
1	6/1/2020 - 6/3/2020					
2			Voyaging Canoe Arrivals on Neighbor Islands			
3	6/7/2020 - 6/9/2020					
4			Voyaging Canoes Sail to Maunalua Bay, O‘ahu for staging			
5	Tuesday, June 9, 2020					
6		TBA	Head of Delegation Briefing	TBA	Head of Delegations	NOTE: Tuesday Evening Briefing for Wednesday, Because Wednesday will be a early day
7		9:00 AM - 5:00 PM	Culture for Sustainable Development Forum and Pacific Philosophy Conference	TBA		
8	Wednesday, June 10, 2020					
9			NO - Head of Delegation Briefing			NOTE: No Daily Briefing on Wednesday,
10		TBA	Youth Ambassador	TBA	TBA	
11		6:00 AM	Voyaging Canoes (16)	Sail around Lē‘ahi (Diamond Head)		
12		9:00 AM - 5:00 PM	Culture for Sustainable Development Forum and Pacific Philosophy Conference	TBA		

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	DATE	TIME	EVENT	VENUE	EST PAX	NOTES:
13		8:00 AM - 1:00 PM	Tentative - Wa'a Arrival	Ke'ehi Lagoon	Tentative	?? Regarding Morning Activities??
14		6:00 PM - 9:00 PM	Voyaging Canoe Crew Lū'au,	Marine Educational Center, Ke'ehi Lagoon	Private Party	?? Regarding Morning Activities??
15	Thursday, June 11, 2020					
16		TBA	Head of Delegation Daily Briefing	TBA	Head of Delegations	
17		TBA	Youth Ambassador	TBA	TBA	
18		3:00 PM - 9:00 PM	Opening Ceremonies	Iolani Palace	All Delegations	
19	Friday, June 12, 2020					
20		TBA	Head of Delegation Daily Briefing	TBA	Head of Delegations	
21		TBA	Youth Ambassador	TBA	TBA	
22		11:00 AM - 9:00 PM	Festival Village - Cultural Market, Food Booths, Performances - Opening	Ala Wai Promenade	16 - Delegations	
23		11:00 AM - 3:30 PM	Delegation: Demonstration, Performance- Opening	Hawai'i State Art Museum	3 -Delegations	
24		11:00 AM - 5:00 PM	Delegation: Demonstration, Performance & Carving - Opening	Bishop Museum	4 -Delegations	Need to Confirm: Not sure if Bishop Museum will be apart of the Friday opening like other venues??

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	DATE	TIME	EVENT	VENUE	EST PAX	NOTES:
25		10:00 AM - 4:30 PM	Delegation: Demonstration, Performance - One day Only	Honolulu Museum of Art	1-2 Delegations	
26		5:00 PM - 9:00 PM	Delegation: Demonstration, Performance- Opening	Helumoa, Royal Hawaiian Center	3 - Delegations	
27		TBA	Fishing & Voyaging	Ke'ehi Lagoon/METC Center	TBA - Delegations	
28	Saturday, June 13, 2020					
29		TBA	Head of Delegation Daily Briefing	TBA - UH Cafeteria Area	Head of Delegations	
30		TBA	Youth Ambassador	TBA	TBA	
31		9:00 AM	Parade from 'Iolani Palace through Waikīkī to Kapi'olani Park (starting @ 9 Kapi'olani		All Delegations	
32		11:00 AM- 9:00 PM	Festival Village	Ala Wai Promenade	TBA - Delegations	
33		11:00 AM - 5:00 PM	Delegation: Demonstration, Performance & Carvers	Bishop Museum	4 -Delegations	

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	DATE	TIME	EVENT	VENUE	EST PAX	NOTES:
34		5:00 PM - 9:00 PM	Delegation: Demonstration, Performance	Helumoa, Royal Hawaiian Center	3 - Delegations	
35		TBA	Fishing & Voyaging	Ke'ehi Lagoon/METC Center	TBA - Delegations	
36	Sunday, June 14, 2020					
37		TBA	Head of Delegation Daily Briefing	TBA	Head of Delegations	
38		TBA	Youth Ambassador	TBA	TBA	
39		10:00 AM	Eccumenical Choral Service @ the Convention Center	Hawai'i Convention Center Exhibit Hall	All Delegations	
40		11:00 AM - 9:00 PM	Festival Village	Ala Wai Promenade	TBA - Delegations	
41		11:00 AM - 5:00 PM	Delegation: Demonstration, Performance & Carvers	Bishop Museum	4 -Delegations	
42		2:00 PM	Opening of Art Exhibit	Hawai'i Convention Center	All Participating Delegations	
43		5:00 PM - 9:00 PM	Delegation: Demonstration, Performance	Helumoa, Royal Hawaiian Center	3 - Delegations	

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SCHEDULE OF EVENTS (Tentative, subject to change):

	DATE	TIME	EVENT	VENUE	EST PAX	NOTES:
44		7:30 PM	Hawaiian Cultural Event (Amy Hanaiali'i)	Hawai'i Convention Center Exhibit Hall		
45	Monday, June 15, 2020					
46		TBA	Head of Delegation Daily Briefing	TBA	Head of Delegations	
47		TBA	Youth Ambassador	TBA	TBA	
48		TBA	Meeting of the Council of Pacific Arts and Culture	Hawai'i Convention Center (Suite: _____)		
49		11:00 AM - 9:00 PM	Festival Village	Ala Wai Promenade	TBA - Delegations +Hawai'i	
50		11:00 AM - 6:00 PM	Cultural Demonstrations, Art Exhibit, Symposiums, Film Presentations, Literary, Theatre, Hula/Dance Class	Hawai'i Convention Center - Level 3	Shuttle	
51		11:00 AM - 5:00 PM	Delegation: Demonstration, Performance & Carvers	Bishop Museum	4 -Delegations +Hawai'i	
52		11:00 AM - 3:30 PM	Delegation: Demonstration, Performance	Hawai'i State Art Museum	3 -Delegations +Hawai'i	

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SCHEDULE OF EVENTS (Tentative, subject to change):

	DATE	TIME	EVENT	VENUE	EST PAX	NOTES:
53		TBA	Fishing & Voyaging	Ke'ehi Lagoon/METC Center	TBA - Delegations	
54		5:00 PM - 9:00 PM	Delegation: Demonstration, Performance	Helumoa, Royal Hawaiian Center	3 - Delegations	
55		5:30 PM - 7:30 PM	• Choral Festival at Kawaiaha'o Church celebrating their 200th anniversary,	Kawaiaha'o Church	3 - Delegations +Hawai'i	
56	Tuesday, June 16, 2020					
57		TBA	Head of Delegation Daily Briefing	TBA	Head of Delegations	
58		TBA	Youth Ambassador	TBA	TBA	
59		TBA	5th Meeting of the Pacific Ministers for Culture	Hawai'i Convention Center (Suite: _____)	Minister Of Culture & Representatives	
60		11:00 AM - 9:00 PM	Festival Village	Ala Wai Promenade	TBA - Delegations +Hawai'i	
61		11:00 AM - 6:00 PM	Cultural Demonstrations, Art Exhibit, Symposiums, Film Presentations, Literary, Theatre, Hula/Dance Class	Hawai'i Convention Center - Level 3	Shuttle	

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	DATE	TIME	EVENT	VENUE	EST PAX	NOTES:
62		11:00 AM - 5:00 PM	Delegation: Demonstration, Performance & Carvers	Bishop Museum	4 -Delegations +Hawai'i	
63		11:00 AM - 3:30 PM	Delegation: Demonstration, Performance	Hawai'i State Art Museum	3 -Delegations +Hawai'i	
64		TBA	Fishing & Voyaging	Ke'ehi Lagoon/METC Center	TBA - Delegations	
65		5:00 PM - 9:00 PM	Delegation: Demonstration, Performance	Helumoa, Royal Hawaiian Center	3 - Delegations	
66		5:30 PM - 7:30 PM	• Choral Festival at Kawaiaha'o Church celebrating their 200th anniversary,	Kawaiaha'o Church	3 - Delegations +Hawai'i	
67		7:00 PM - 9:00 PM	Wearable Art Show	Hawai'i Convention Center - Exhibition Hal	3- Delegations + Hawai'i	
68	Wednesday, June 17, 2020					
69		TBA	Head of Delegation Daily Briefing	TBA	Head of Delegations	
70		TBA	Youth Ambassador	TBA	TBA	

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SCHEDULE OF EVENTS (Tentative, subject to change):

	DATE	TIME	EVENT	VENUE	EST PAX	NOTES:
71		TBA	5th Meeting of the Pacific Ministers for Culture	Hawai'i Convention Center (Suite: _____)	Minister Of Culture & Representatives	
72		11:00 AM - 9:00 PM	Festival Village	Ala Wai Promenade	TBA - Delegations +Hawai'i	
73		11:00 AM - 6:00 PM	Cultural Demonstrations, Art Exhibit, Symposiums, Film Presentations, Literary, Theatre, Hula/Dance Class	Hawai'i Convention Center - Level 3	Shuttle	
74		11:00 AM - 5:00 PM	Delegation: Demonstration, Performance & Carvers	Bishop Museum	4 -Delegations +Hawai'i	
75		11:00 AM - 3:30 PM	Delegation: Demonstration, Performance	Hawai'i State Art Museum	3 -Delegations +Hawai'i	
76		TBA	Fishing & Voyaging	Ke'ehi Lagoon/METC Center	TBA - Delegations	
77		5:00 PM - 9:00 PM	Delegation: Demonstration, Performance	Helumoa, Royal Hawaiian Center	3 - Delegations	

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	DATE	TIME	EVENT	VENUE	EST PAX	NOTES:
78		5:30 PM - 7:30 PM	• Choral Festival at Kawaiaha'o Church celebrating their 200th anniversary,	Kawaiaha'o Church	3 - Delegations +Hawai'i	
79		7:00 PM - 9:00 PM	Wearable Art Show	Hawai'i Convention Center - Exhibition Hal	3- Delegations + Hawai'i	
80	Thursday, June 18, 2020					
81		TBA	Head of Delegation Daily Briefing	TBA	Head of Delegations	
82		TBA	Youth Ambassador	TBA	TBA	
83		TBA	Taiwan Austronesian Language Conference	Hawai'i Convention Center (Suite: ____) & Lili'u Theatre	ROC-Taiwan On Own	
84		11:00 AM - 9:00 PM	Festival Village	Ala Wai Promenade	TBA - Delegations +Hawai'i	
85		11:00 AM - 6:00 PM	Cultural Demonstrations, Art Exhibit, Symposiums, Film Presentations, Literary, Theatre, Hula/Dance Class	Hawai'i Convention Center - Level 3	Shuttle	

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	DATE	TIME	EVENT	VENUE	EST PAX	NOTES:
86		11:00 AM - 5:00 PM	Delegation: Demonstration, Performance & Carvers	Bishop Museum	4 -Delegations +Hawai'i	
87		11:00 AM - 3:30 PM	Delegation: Demonstration, Performance	Hawai'i State Art Museum	3 -Delegations +Hawai'i	
88		TBA	Fishing & Voyaging	Ke'ehi Lagoon/METC Center	TBA - Delegations	
89		5:00 PM - 9:00 PM	Delegation: Demonstration, Performance	Helumoa, Royal Hawaiian Center	3 - Delegations	
90		5:30 PM - 7:30 PM	• Choral Festival at Kawaiaha'o Church celebrating their 200th anniversary,	Kawaiaha'o Church	3 - Delegations +Hawai'i	
91		7:00 PM - 9:00 PM	Wearable Art Show	Hawai'i Convention Center - Exhibition Hal	3- Delegations + Hawai'i	
92	Friday, June 19, 2020					
93		TBA	Head of Delegation Daily Briefing	TBA	Head of Delegations	
94		TBA	Youth Ambassador	TBA	TBA	

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SCHEDULE OF EVENTS (Tentative, subject to change):

	DATE	TIME	EVENT	VENUE	EST PAX	NOTES:
95		TBA	Taiwan Austronesian Language Conference	Hawai'i Convention Center (Suite: _____) & Lili'u Theatre	ROC-Taiwan On Own	
96		11:00 AM - 9:00 PM	Festival Village	Ala Wai Promenade	TBA - Delegations +Hawai'i	
97		11:00 AM - 6:00 PM	Cultural Demonstrations, Art Exhibit, Symposiums, Film Presentations, Literary, Theatre, Hula/Dance Class	Hawai'i Convention Center - Level 3	Shuttle	
98		11:00 AM - 5:00 PM	Delegation: Demonstration, Performance & Carvers	Bishop Museum	4 -Delegations +Hawai'i	
99		11:00 AM - 3:30 PM	Delegation: Demonstration, Performance	Hawai'i State Art Museum	3 -Delegations +Hawai'i	
100		TBA	Fishing & Voyaging	Ke'ehi Lagoon/METC Center	TBA - Delegations	
101		5:00 PM - 9:00 PM	Delegation: Demonstration, Performance	Helumoa, Royal Hawaiian Center	3 - Delegations	

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	DATE	TIME	EVENT	VENUE	EST PAX	NOTES:
102		7:00 PM - 9:00 PM	Queen's Pageant	Hawai'i Convention Center - Exhibition Hal	Delegations + Hawai'i	
103	Saturday, June 20, 2020					
104		TBA	Head of Delegation Daily Briefing	TBA	Head of Delegations	
105		TBA	Youth Ambassador	TBA	TBA	
106		11:00 AM - 6:00 PM	Makahiki Games, Art Market, Music Concert	Kapi'olani Park	TBA - Delegations +Hawai'i	
107		11:00 AM - 9:00 PM	Festival Village	Ala Wai Promenade	TBA - Delegations +Hawai'i	
108		11:00 AM - 6:00 PM	Cultural Demonstrations, Art Exhibit, Symposiums, Film Presentations, Literary, Theatre, Hula/Dance Class	Hawai'i Convention Center - Level 3	Shuttle	
109		11:00 AM - 5:00 PM	Delegation: Demonstration, Performance & Carvers	Bishop Museum	4 -Delegations +Hawai'i	
110		TBA	Fishing & Voyaging	Ke'ehi Lagoon/METC Center	TBA - Delegations	

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	DATE	TIME	EVENT	VENUE	EST PAX	NOTES:
111		5:00 PM - 9:00 PM	Delegation: Demonstration, Performance	Helumoa, Royal Hawaiian Center	3 - Delegations	
112		7:00 PM - 9:00 PM	TBA	TBA		
113	Sunday, June 21, 2020					
114		TBA	Head of Delegation Daily Briefing	TBA	Head of Delegations	
115		3:00 PM - 9:00 PM	Closing Ceremonies @ the Kapi'olani Park (mid- afternoon).	Kapi'olani Park	All Delegations	
116	Monday, June 22, 2020					
117		TBA	Head of Delegation Final Briefing	TBA	Head of Delegations	

13th Festival of Pacific Arts and Culture (FESTPAC)

PLANNING PROGRESS REPORT

12.11.19

		BENCHMARKS	TARGET DATE	COMMENTS (Mandatory if status is modified or canceled)	COMMENTS (Mandatory if status is modified or canceled)
Administration/Operations				11/27/2019	12/11/2019
	Finance	Monthly finance reports	Commission meetings		
	Venues & Facilities	Secure all venues and fac	6/1/2019	No new developments	No new developments
	Volunteers	Develop volunteer progr	9/30/2019		
	Risk Management	Develop risk mgmt plan		No new developments	No new developments
	Event Evaluation	Hire contractor	5/1/2019 - select & awar	No new developments	No new developments
Fundraising					
	Federal				
	State			no new developments	no new developments
	City & County			no new developments	no new developments

13th Festival of Pacific Arts and Culture (FESTPAC)

PLANNING PROGRESS REPORT

12.11.19

		BENCHMARKS	TARGET DATE	COMMENTS (Mandatory if status is modified or canceled)	COMMENTS (Mandatory if status is modified or canceled)
	Corporate & Community		RFP Draft	FESTPAC Mtgs: Howard Hughes, Hawai'i State Art Museum, State Foundation on Culture and the Arts, nā Kumu Hula Pua Kanaka'ole, Noenoe Wong Wilson, Sonny Ching, upcoming meetings Convention Center Art Exhibition Curators 11/27, Honolulu Community College 12/5	Office of Hawaiian Affairs committment of \$100,000 and we are requesting staff time for Hina Wong to support planning & fundraising efforts.
	Donor Program		RFP Set deadline		

13th Festival of Pacific Arts and Culture (FESTPAC)

PLANNING PROGRESS REPORT

12.11.19

		BENCHMARKS	TARGET DATE	COMMENTS (Mandatory if status is modified or canceled)	COMMENTS (Mandatory if status is modified or canceled)
	Sponsorships		Interview, Select & Award		
Programs					
	Heritage Arts			Pending Country Confirmations	Meet
	Creative Arts			Pending Country Confirmations	Meetings with a) Kapi'olani Community College for Art Exhibits, b) Program Schedule Update with Michael Pili Pang, C) Honolulu Community College Departments of Student Services, METC (Wa'a Support/Fishing Village), Mele Program (Interns & Volunteers), Program support,
Special Programs					
	Delegation Advance Visits			Completed	Completed
	Opening & Closing Ceremonies			No New Developments	No New Developments

13th Festival of Pacific Arts and Culture (FESTPAC)

PLANNING PROGRESS REPORT

12.11.19

		BENCHMARKS	TARGET DATE	COMMENTS (Mandatory if status is modified or canceled)	COMMENTS (Mandatory if status is modified or canceled)	
	Parade			No New Developments	No New Developments	
	Wa'a			No New Developments	No New Developments	
Festival Village						
	Architecture			No new developments	a) Howard Hughes program support for Film Festival, Wearable Art & Queen Pageants, b) Brandon Askew Food Vendor management.	
	Construction			No new developments	No new developments	
Logistics/Support Services						
	Welcome Committee					
	Housing	Hire Destination Management Company; secure housing by 6/1/2019			UH Dorms	
	Catering			No New Developments	UH Cafeteria	
	Ground Transportation					Roberts Hawai'i

		BENCHMARKS	TARGET DATE	COMMENTS (Mandatory if status is modified or canceled)	COMMENTS (Mandatory if status is modified or canceled)
	HOD Info & Admin Center			No New Developments	Head of Delegation Housing at Ala Moana Center, Head of Delegation Meetings at either Ala Moana or Convention Center
	Medical				
	Security			Meeting to be scheduled	Meeting to be scheduled
	Customs & Immigration				
	Biosecurity	Biosecurity Plan	7/1/2019		
Marketing & Communications		(Separate marketing & comm plan)			
	Public Relations				Meeting with Strategies 360. Awaiting proposal from Strategies for Website upkeep & maintenance.
	Advertising & Promotion				
	Publications				

		BENCHMARKS	TARGET DATE	COMMENTS (Mandatory if status is modified or canceled)	COMMENTS (Mandatory if status is modified or canceled)
	Media Relations				
	Merchandising				
Foreign Affairs					
	Gov't VIP/Protocol			Need Volunteer to Chair	Need Volunteer to Chair
	VIP Reception				
	CPAC Meetings				
	Education				
	Symposium & Forums				

Fundraising	2017	2018	2019	2020
Federal				
State				
Hawai'i State Legislature	\$450,000	\$950,000	\$1,000,000	
Office fo Hawaiian Affairs	\$0	\$0	\$100,000	
Hawai'i Tourism Authority	\$0	\$0		2019 HTA Grant Pending \$500,000
State Foundation of Culture & Arts	\$0	\$0	\$15,000	
City & County of Honolulu				
MOCA				
National				
NEA Our Town			\$60,000	
NEA SFCA			\$50,000	
Local				
Smiths Boat Tours		\$40,000		
Hawaiian Airlines				
Barbara Smith		\$10,000		
Central Pacific Bank				
Bank of Hawai'i				
First Hawaiian Bank				
Cooke Foundation				
Howard Hughes				
In Kind				
Kamehameha Schools				
Honolulu Museum of Art				
Bishop Museum				
Hawai'i State Art Museum/SFCA				
Polynesian Cultural Center				
Kumu Kahua				
Pacific Islanders in Communication				
Doris Duke Theatre/Honolulu Museum of Art				
Total				

FESTPAC Hawaii 2020
Budget Balances
Fiscal Year 2017/2018 Appropriation

Revenues	Budgeted	Expended	Balance
		As of 11/30/2019	As of 11/30/2019
2017 Appropriation - \$500,000	\$ 500,000	\$ 413,683	
10% Set Aside	\$ (50,000)		
Additional Release (Travel)	\$ 25,000	\$ 11,398	
CPAC		\$ 12,404	
	\$ 475,000	\$ 425,081	\$ 49,919
2018 Appropriation - \$950,000	\$ 950,000	\$ -	
10% Set Aside	\$ (95,000)		
FESTPAC Commission Reserve	\$ (100,000)		
	\$ 755,000	\$ -	\$ 755,000
2019 Appropriation - \$1,000,000	\$ 1,000,000	\$ -	\$ -
10% Set Aside	\$ (100,000)		
	\$ 900,000	\$ -	\$ -
Federal Grant			
National Endowment for the Arts (SFCA) tentative	\$ 50,000	\$ -	\$ -
National Endowment for the Arts -Our Town (PA1)	\$ 60,000	\$ -	\$ -
SFCA/PA1 (Tentative)	\$ 15,000	\$ -	\$ -
	\$ 125,000	\$ -	\$ -
Total Revenues	\$ 2,255,000		
PA1 Payments and Expenditures	\$ 1,230,000	\$ 425,081	\$ 804,919
Expenses			
Salaries/Honoraria	\$ 765,000	\$ 284,416	\$ 480,584
Administration	\$ 475,000	\$ 261,993	\$ 213,007
Programs	\$ 270,000		\$ 270,000
Artistic Dir	\$ 50,000	\$ 36,000	
Special Events Coordinator	\$ 50,000	\$ -	
Fundraising & CoSponsor Coord.	\$ 60,000	\$ 36,000	
Volunteer Coord.	\$ 40,000	\$ 18,000	
Logistics Coord.	\$ 50,000	\$ -	
Administrative Assistant	\$ 20,000	\$ 12,000	
Venues & Facilities			
Support Services			
Contract Labor	\$ 20,000	\$ 22,423	\$ (2,423)
Travel	\$ 16,000	\$ 17,139	\$ (1,139)
Travel	\$ 16,000	\$ 17,139	\$ (1,139)
Contractual Services	\$ 340,000	\$ 127,887	\$ 212,113
Rent/Office	\$ 40,000	\$ 14,660	\$ 25,340
Marketing	\$ 80,000	\$ 81,596	\$ (1,596)
Data Collection	\$ 55,000	\$ 24,385	\$ 30,615
Advertising	\$ 50,000	\$ 1,414	\$ 48,586
Logistics	\$ 65,000	\$ -	\$ 65,000
Telephone/Internet	\$ 3,000	\$ 1,128	\$ 1,872
Venue Rental	\$ 10,000	\$ 3,205	\$ 6,795
Conference Fees	\$ 5,000	\$ 1,500	\$ 3,500
Accounting/Audit	\$ 32,000	\$ -	\$ 32,000
Insurance		\$ 1,128	\$ (1,128)
Equipment	\$ 18,000	\$ 368	\$ 17,632
Office Equipment Rentals	\$ 18,000	\$ 368	\$ 17,632
Production Equipment			
Tents/Chairs			
Supplies	\$ 2,000	\$ 753	\$ 1,247
Supplies	\$ 2,000	\$ 753	\$ 1,247
Miscellaneous	\$ 13,500	\$ 10,603	\$ 2,897
Bank Fees	\$ 300	\$ 177	\$ 123
Parking	\$ 600	\$ 58	\$ 542
Postage	\$ 100	\$ 140	\$ (40)
Gifts	\$ 2,000	\$ 385	\$ 1,615
Dues/Subscriptions	\$ 500	\$ -	\$ 500
Meals	\$ 10,000	\$ 9,843	\$ 157
Contingency	\$ 75,500	\$ 100,564	\$ (25,064)
10% Contingency Reserve	\$ 75,500	\$ 564	\$ 74,936
		\$ 100,000	\$ (100,000)
Total Expenses	\$ 1,230,000	\$ 541,730	\$ 688,270



List of Participating Delegation

update as of:

12/10/19 16:56

	1	American Samoa		
1	2	Aotearoa (New Zealand)	129	
	3	Australia		
2	4	Cook Island	100	
	5	Federated States of Micronesia (FSM)		
	6	Fiji		
3	7	French Polynesia	100	
4	8	Guam	100	
5	9	Hawaii		
6	10	Kingdom of Tonga	50	
	11	Kiribati		
	12	Nauru		
	13	New Caledonia		
7	14	Niue	50	
	15	Norfolk Island		
	16	Papua New Guinea		
	17	Pitcairn Island		
8	18	Rapa Nui	40	
9	19	Republic of China (Taiwan)	100	
10	20	Republic of Marshall Islands	70	
11	21	Republic of Palau	100	
	22	Samoa		
	23	Solomon Islands		
12	24	The Commonwealth of the Northern Mariana Islands	100	
	25	Tokelau		
	26	Tuvalu		
	27	Vanuatu		
13	28	Wallis Futna	50	
		Participating Delegates	989	

		Anticipated Delegations	28	
		Participating Delegations	13	
		No Response	15	

FESTIVAL OF THE PACIFIC

Commission Meeting

Dec. 11, 2019

UPDATE

- Contract re negotiations with PA`I
 - Working on detailed description of Services
 - Budget Re Allocation based on Description and Priorities
 - Working on Category Shifts
- Budget
 - Cash Flow
 - Fundraising

INCOME

Source of Funds	2017	2018	2019	Total
State of Hawaii	500,000	950,000	1,000,000	2,450,000
Hold Back	50,000	47,500	100,000	197,500
Adjusted	450,000	902,500	900,000	2,180,000
Add Back	25,000	N/A	N/A	172,500
Operating Capital	475,000	902,500	900,000	2,277,500
OHA			100,000	100,000
NEA Grant***			150,000	150,000
				2,527,500

EXPENSES (YTD)

Expenses	Purpose	Contract Amount	Expended
PA`I	Logistics	1,250,000	450,000
360	Web Site Marketing	112,000	Budgeted in PA`I Budget
SMS	Research	25,000	Budgeted in PA`I Budget
Pacific Island Institute	Housing & Transportation	70,500	70,500 – Paid from DBEDT /Festpac Bgt
HCC	Convention Center	70,500	70,500 – Paid from DBEDT /Festpac Bgt

INCOME VS EXPENSES

Category	Amount	Note
Income	2,527,500	Does not include hold back
Expenses	728,000	As Reported to DBEDT
Balance	1,799,500	

FUND RAISING

- Pitch Deck
- Donor Package
 - Admission
 - VIP Access
 - VIP Seating at Event
 - Recognition
 - Web Site Placement

ISSUES

- Samoa Measles Outbreak
 - State of Hawaii – Department of Health
 - Advance vaccination notice
 - Ability to assist and locate
 - HCC Health Services
 - Health Insurance
 - Emergency Services

INSURANCE

- HOUSING
 - UH Requirements for Dormitory Contract –Pre/Post
- Health and Safety
 - Health Insurance for Delegates

CASH FLOW

- As of Feb 2020 – current cash position is short.
 - 471,123.50
 - This is base on current payment schedule for housing, transportation and food for the hosted delegates.