

**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:

Young Women's Christian Association of Oahu YWCA Oahu

Amount of State Funds Requested: \$ 1.2 Million

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

YWCA O'ahu seeks a grant-in-aid to renovate architectural elements of YWCA O'ahu headquarter's Laniākea in order to address safety issues and restore the historic splendor of the building.

Amount of Other Funds Available:

State: \$ _____

Federal: \$ _____

County: \$ _____

Private/Other: \$ 125,000

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

\$ 7,029,302

Unrestricted Assets:

\$ 942,331.00

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

Type of Business Entity:

- 501(C)(3) Non Profit Corporation
- Other Non Profit
- Other

Mailing Address:

1040 Richards Street

City: State: Zip:

Honolulu HI 96813

Contact Person for Matters Involving this Application

Name: Noriko Namiki	Title: Chief Executive Officer
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Email: nnamiki@ywcaoahu.org	Phone: (808) 695-2613
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Federal Tax ID#:

██████████

State Tax ID#

██████████



Authorized Signature

Noriko Namiki, Chief Executive Officer

Name and Title

01/18/19

Date Signed

received
01/18/19 3:30p JR

**eliminating racism
empowering women**

ywca

O'ahu

Fernhurst YWCA
1566 Wilder Avenue
Honolulu, Hawai'i 96822
808.941.2231

Kokokahi YWCA
45-035 Kāne'ohe Bay Drive
Kāne'ohe, Hawai'i 96744
808.247.2124

Laniākea YWCA
1040 Richards Street
Honolulu, Hawai'i 96813
808.538.7061

ywcaoahu.org

Senator Donovan M. Dela Cruz
Chair, Ways and Means Committee
State Capitol, Room 208
Honolulu, Hawaii 96813
Attn: GIA

January 18, 2019

Re: Young Women's Christian Association of O'ahu (YWCA O'ahu) Capital Grant-In-Aid \$1,200,000

Dear Chair Dela Cruz,

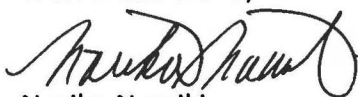
Young Women's Christian Association of O'ahu (YWCA O'ahu) is pleased to submit the enclosed proposal to the Thirtieth Legislature, Hawaii State Legislature, for a Capital Grant-In-Aid.

YWCA O'ahu is requesting funding in the amount of \$1,200,000 for FY2020. These funds will be used to address the safety needs and restore the historic splendor of the YWCA O'ahu's flagship facility Laniākea.

Laniākea is listed on both the State and National Historic Registers. Built in 1927, It is the first reinforced concrete building in Hawaii. Laniākea is the only YWCA designed by architect, Julia Morgan, still owned by its original owner and operated for its original purpose.

We respectfully request your support of our GIA proposal. Thank you for the opportunity to submit this application. If you have any questions, please contact Noriko Namiki, Chief Executive Officer, at (808) 695-2613 or via email at nnamiki@ywcaoahu.org.

With warm aloha,



Noriko Namiki
Chief Executive Officer

Enclosure: YWCA O'ahu Grant-In-Aid, Budget Forms and Attachments

YWCA IS ON A MISSION

**eliminating racism
empowering women**

ywca

O'ahu

YWCA Fernhurst
1566 Wilder Avenue
Honolulu, Hawai'i 96822
808.941.2231

YWCA Kokokahi
45-035 Kāne'ohe Bay Drive
Kāne'ohe, Hawai'i 96744
808.247.2124

YWCA Laniākea
1040 Richards Street
Honolulu, Hawai'i 96813
808.538.7061

ywcaoahu.org

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YWCA IS ON A MISSION

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. Certificate of Good Standing (If the Applicant is an Organization)

If the applicant is an organization, the applicant shall submit one (1) copy of a certificate of good standing from the Director of Commerce and Consumer Affairs that is dated no earlier than December 1, 2018.

See page 3

2. Declaration Statement

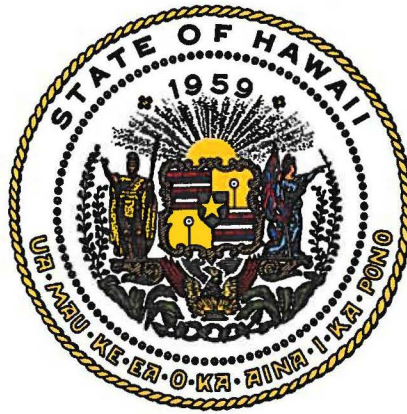
The applicant shall submit a declaration statement affirming its compliance with Section 42F-103, Hawaii Revised Statutes.

See page 4

3. Public Purpose

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

This grant will be used for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes. The requested information required in this section is included in this grant application.



Department of Commerce and Consumer Affairs

CERTIFICATE OF GOOD STANDING

I, the undersigned Director of Commerce and Consumer Affairs of the State of Hawaii, do hereby certify that

YOUNG WOMEN'S CHRISTIAN ASSOCIATION OF OAHU

was incorporated under the laws of Hawaii on 01/12/1903 ; that it is an existing nonprofit corporation; and that, as far as the records of this Department reveal, has complied with all of the provisions of the Hawaii Nonprofit Corporations Act, regulating domestic nonprofit corporations.



IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Department of Commerce and Consumer Affairs, at Honolulu, Hawaii.

Dated: January 07, 2019

Director of Commerce and Consumer Affairs

**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS PURSUANT TO
CHAPTER 42F, HAWAI'I 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, 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.
- 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.

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.

Young Women's Christian Association (YWCA O'ahu)
(Typed Name of Individual or Organization)

 _____
(Signature) 1/18/2019 _____
(Date)

Noriko Namiki _____ Chief Executive Officer _____
(Typed Name) (Title)

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;

Founded in 1900, the Young Women's Christian Association of O'ahu (YWCA O'ahu) has been serving a unique role creating transformative opportunities for women and girls through programs of economic advancement, health and wellness, leadership development, business and entrepreneurship development and advocacy. YWCA O'ahu currently operates out of three locations: its flagship headquarters building Laniākea in Honolulu's Capital Historic District, the 11-acre water front camp and retreat site Kokokahi in Kaneohe and the women's transitional facility Fernhurst in Makiki.

Under the mission of Eliminating Racism, Empowering Women, YWCA O'ahu offers programs and services that are tailored to meet the needs of women as expressed in their own voices. We do this to ensure that women can support themselves, provide for their families and contribute to their communities. In 2020, the organization will celebrate its 120th anniversary serving our Hawaii community.

The proposed project will restore YWCA Laniākea (meaning "open skies" or "wide horizon") which houses some of YWCA Oahu's signature programs including Dress for Success Honolulu and the Patsy T. Mink Center for Business and Leadership (MCBL). The 70,000 square foot facility opened in 1927 as the first major building in Hawaii designed by a woman - Ms. Julia Morgan - who's best known for Hearst Castle in San Simeon, CA. Ms. Catherine Jones Richards provided the original landscaping architecture that complemented the open-air design of the building with carefully chosen local plants and flowers.

The 91-year-old building not only provides spaces for YWCA Oahu's mission-critical programs but also continues to serve as a multi-functional facility satisfying a variety of community needs. It is used as a meeting and event space, a restaurant, a gym, a pool, office space and school areas. More than 20,000 individuals come through the doors of this historic building each year, seeking to fulfill their personal interests and goals.

In 2018, YWCA O'ahu received the Preservation Honor Award by the Historic Hawaii Foundation. This is Hawaii's highest recognition of preservation projects, it was for the Ewa Wing project of Laniākea that includes a partial roof replacement and restoration of iron work. Laniākea is listed on both the National and State Historic Registers.

2. The goals and objectives related to the request;

Conditions to remedy with grant:

The project goal is to preserve and rehabilitate Laniākea to address safety issues and to restore the historic splendor of the building. Laniākea is a community gathering place for women, girls, and their families, providing resources to over 20,000 individuals annually.

The project objectives are as follows:

1. Repairs to ensure structural integrity of the building.
2. Rehabilitate the building façade and public spaces.
3. Preserve unique, historic architectural elements.

Over the years, water leaks and high humidity have caused significant damages to the building's foundation. The deterioration can compromise its structural integrity.

The elements have caused spall damage to the balconies and balustrade on the 3rd floor, which poses a safety hazard should concrete become loose and fall.

Occupied offices, classrooms, and program spaces need improved air intake. These spaces frequently experience equipment malfunction due to equipment that is undersized and well-past life.

Proposed repairs, rehabilitation and renovations:

1. Repair and treat masonry to ensure structural integrity of the building.
 - a. Repair spalling to concrete foundation piers, crawl space slabs, beams, walls, and soffit.
 - b. Provide ventilation improvements to reduce humidity in crawl space.
2. Rehabilitate and preserve building façade through repair and treatment.
 - a. Repair third-floor balconies and balustrade on Diamond Head side of building.
 - b. Repair and treat concrete surfaces, both in the crawl space and on the exterior walls, to prevent water intrusion by caulking, sealing, and painting.
 - c. Repair downspouts and surface plumbing to reduce risk of leaks and damage.
3. Renovate occupied spaces to provide code compliant HVAC systems.
 - a. Renovate to provide outside air connections and fresh-air intake.
 - b. Replace well-past age, undersized fan-coil units malfunctioning in occupied areas.
 - c. Increase chilled water supply and return piping for energy efficiencies.

4. Preserve unique, historic architectural building elements.
 - a. Restore original teak main entry doors and install modern locking hardware.
 - a. Repairs to built-in bookcases in lobby.
 - b. Repairs to ironwork fencing in courtyard.

5. Undertake water mitigation efforts to help protect against further damages to building from leaks and weathering.

3. The public purpose and need to be served;

Since its opening in 1927, the public purpose of YWCA Laniākea has been consistent - to be a place of learning and leadership for the people of Hawaii, especially for women and girls who otherwise may not have opportunities to achieve their full potential.

Laniākea is the center of all of YWCA Oahu's program and service areas: Economic Advancement, Health and Wellness, Leadership Development, Business and Entrepreneurship Development and Advocacy. At Laniākea, women and girls find tools and resources to help them support themselves and provide for their families while receiving training and guidance to attain their personal and professional goals. They also gain opportunities for community participation through recreation, education, giving and volunteering as well as building social networks and capital. Laniākea also has been a multi-functional community space and a gathering place for a variety of purposes such as business meetings/conferencing and professional retreats.

Economic Advancement

Laniākea is the main hub for the organization's Economic Advancement Programs including Dress for Success Honolulu. This program provides 500 suitings a year to low-income women, many of whom have experienced life challenges such as domestic violence, illness, divorce and incarceration. Since its opening in 2002, roughly 7,000 suiting sessions have taken place, assisting women to successfully land employment to achieve self-sufficiency.

The Dress for Success Career Center with a fully-equipped computer lab connects women to various resources to help them find jobs to sustain themselves and their families, stay employed and remain mobile in their careers to better their lives. All the classes for financial literacy, resume writing, job retention, career planning and personal and professional development take place at Laniākea. Participants also meet with their job coaches and mentors to receive hands-on advice and guidance.

Health and Wellness

YWCA O'ahu has been providing fitness and swim instruction to the O'ahu community for over a century to a diverse population – women, men, children and seniors. Today, more than 2,700 community members from downtown professionals to families take

advantage of our wide range of activities and fitness facilities: a full-length basketball court, more than 50 group fitness classes per week, an 84-plus degree heated outdoor pool for lap swimming and aqua therapy, a fitness center with weights, personal training and more.

YWCA O'ahu offers affordable membership rates to encourage fitness participation by individuals of all ages including seniors (age 60 and up) and college students. Local businesses such as Queen's Medical Center, Central Pacific Bank and Hawaiian Electric partner with YWCA O'ahu to offer the Health and Wellness program at Laniākea for their employees.

Leadership Development/Business and Entrepreneurship Development

The Patsy T. Mink Center for Business and Leadership (MCBL) promotes leadership development as well as business and entrepreneurial development. The center has been in a cooperative agreement with the Small Business Administration (SBA) successfully for 6 consecutive years since its opening in 2013. Nearly 4,000 individuals utilize the services at the center in a year. MCBL is part of the Women's Business Centers (WBCs), a national network of over 100 educational centers throughout the United States.

Over the last five years, MCBL has provided business counseling and training to an average of 900 women per year. It has also created more than 150 jobs and has helped provide access to \$3.3 million in capital funding for clients. Many downtown professionals also take advantage of Toastmasters at MCBL.

MCBL provides valuable leadership programs to women and girls of Hawaii. More than 200 young women in high schools across the state participate in the Girls' Summit; a semi-annual one-day leadership conference with an emphasis on STEM, financial literacy and mentorship. The center also offers Hawaii's only leadership program designed specifically for mid-career women who wish to advance in their chosen fields as leaders. Since its inception in 2016, the Patsy T. Mink Leadership Alliance Program has welcomed nearly 60 women into this program to help them realize their career goals.

Advocacy

YWCA O'ahu has advocated on behalf of women and girls for more than a century. By using its collective voices working closely with like-minded organizations including the Women's Coalition, YWCA O'ahu constantly advances and sheds light on the issues that concern the wellbeing and safety of women, girls and families. Laniākea has been the convening place for the Women's Caucus Legislative Breakfast connecting more than 150 community members to Caucus members and their legislative priorities to bring awareness of issues that could directly affect the lives of women and girls in Hawaii.

Community Place/Gathering Space

In addition to being home to YWCA Oahu's mission-critical activities, Laniākea also plays a unique role of gathering space in the downtown business district. More than 11,000 individuals participate in various activities in our facility each year. City & County and State agencies, local businesses, schools and community organizations choose Laniākea for their business conferencing/meetings, events, retreats and trainings. Café Julia, the court yard, the banquet hall (Fuller Hall) and the breeze way by the pool create one-of-a-kind space options in the area, making them popular for wedding and family parties. Fuller Hall also is the site for a weekly Sunday service for a local church. The 2nd and 3rd floor rooms provide learning spaces for a charter school with an enrollment of nearly 700 children and an office space for a local nonprofit.

4. Describe the target population to be served; and

YWCA O'ahu is dedicated to its mission of eliminating racism, empowering women and promoting peace, justice, freedom and dignity for all. YWCA O'ahu stands up for social justice, helps families and strengthens communities through its programming and services. As its mission statement clearly describes, YWCA O'ahu has been a place for anyone seeking to better their lives by offering tools, training and guidance to ensure they can support themselves and provide for their families. YWCA O'ahu creates real change to Hawaii's communities as we work with women, veterans, the socially and economically disadvantaged, people with disabilities and minorities.

The primary target population for YWCA O'ahu programs are low-income women and families. Most program participants are between 25-50 years of age, about one-third are Native Hawaiian, and many are single mothers.

According to the National Partnership for Women & Families, mothers are breadwinners in half of families in the United States with children under 18. In Hawaii, more than 52,000 family households are headed by women and about 17 percent of those families have incomes that fall below the poverty level. Hawaii's minimum wage of \$10.10 and the persistent wage gap women continue to suffer pose extreme hardships on women trying to make ends meet for themselves and for their families.

The women walking into Laniākea wishing to access the Economic Advancement Programs often are part of those statistics. Increasing income earning potential is imperative to improving the quality of life for women and for their families and Laniākea makes it possible for women to equip themselves to achieve their goals.

The participants in the Economic Advancement Programs often carry a history of debilitating life experiences and trauma including lack of education, alcohol and other substance abuse and dependency, and bouts of homelessness, all of which often compromise their mental, emotional and physical wellbeing. They may be survivors of

domestic violence, child abuse and/or sexual assaults, formerly incarcerated, or immigrants for whom English is a second language.

Women are the fastest-growing segment of the justice-involved population. YWCA O'ahu assists women from across the state both at Laniākea and Fernhurst, including those on furlough, parole, probation or waiting for a sentence or a trial. The Economic Advancement Programs at Laniākea are critical for those women to surpass obstacles to make successful transitions as productive members of our community and to be reunited with their families. Through partnerships with local employers, we place about 50 women into jobs each year.

YWCA O'ahu operates Hawaii's only community-based furlough program assisting incarcerated women in transition. Many are mothers and grandmothers needing to meet various financial obligations such as child support or restitution in addition to providing for themselves and for their families. More than 80% of incarcerated women in Hawai'i are mothers – 70% of the Fernhurst residents are mothers. Of all those mothers at Fernhurst, 65% of them had a child before the age of 18.

Apart from women in our Economic Advancement programs, a diverse population of Hawaii enjoys Laniākea. Individuals seeing business and leadership development opportunities visit our business center (MCBL) to explore ways to advance themselves.

Creating Hawaii's future women leaders is part of YWCA Oahu's mission work and it creates a nurturing and encouraging environment for women and girls to build the skills and knowledge necessary to become leaders in the state and beyond. Through leadership programs at different age levels, YWCA O'ahu assists women and girls to develop their own voices and the confidence to celebrate their own identify.

Laniākea is also a place of exercise and socialization for seniors, many of whom are widows trying to keep their physical and mental agility. It is a place where toddlers get their first swim lessons, so they can safely enjoy island life. The heated pool at Laniākea is also a rare resource for physical therapy, water safety instruction and lap swimming to meet the different needs of our community.

5. Describe the geographic coverage.

YWCA Laniākea is located at 1040 Richards Street in downtown Honolulu. Readily accessible by bus, Laniākea's geographic coverage spans from downtown Honolulu across the island of O'ahu, supporting women and families. Our programs such as the Girls' Summit, the Patsy T. Mink Leadership Alliance and Dress for Success Honolulu serve individuals from all neighbor islands in the state.

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;

Design

- a. Contract Ferraro Choi & Associates to complete project design.
- b. Develop project cost estimate working with Koa Construction.
- c. Apply for permits and secure bids from contractors.

Construction

- d. Repair and treat masonry to ensure structural integrity of the building.
 - i. Repair spalling to concrete foundation piers, crawl space slabs, beams, walls, and soffit.
 - ii. Provide ventilation improvements to reduce humidity in crawl space.
- e. Rehabilitate and preserve building façade through repair and treatment.
 - i. Repair third-floor balconies and balustrade on Diamond Head side of building.
 - ii. Repair and treat concrete surfaces in crawl space and exterior walls to prevent water intrusion by caulking, sealing, and painting.
 - iii. Repair downspouts and surface plumbing to reduce risk of leaks and damage.
- f. Renovate occupied spaces to provide HVAC systems upgrades.
 - i. Renovate to provide outside air connections and fresh-air intake.
 - ii. Replace malfunctioning equipment, and undersized fan-coil units in occupied areas.
 - iii. Increase chilled water supply and return piping for energy efficiencies.
- g. Preserve unique, historic architectural building elements.
 - i. Restore original teak, main entry doors and install modern locking hardware.
 - ii. Repairs to built-in bookcases in lobby.
 - iii. Repairs to ironwork fencing in courtyard.

Inspection and Reporting

- a) Preserve unique, historic architectural building elements.
- b) Conduct final inspection of work
- c) Provide final report to funders, Facilities Committee and Finance Committee

YWCA O'ahu will follow the standards developed by National Park Service, U.S. Department of Interior, particularly the Standards for Rehabilitation & Illustrated Guidelines for Rehabilitating Historic Buildings (Washington, DC: U.S. Department of the Interior, 1991, Rev. 1997) as well as the Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitation, Restoring and Reconstruction of Historic Buildings.

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

Laniākea Project Timeline	
Design (10/2019 – 1/2020)	
	Permitting & Bidding (1/2020 – 03/2020)
	Construction (04/2020 – 10/2020)
	Inspection & Reporting (10/2020 – 1/2021)

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

For each area of improvements, YWCA O'ahu must secure approval through the State Historic Preservation office for the proposed work. We are working with Ferraro Choi & Associates, an award-winning architectural firm, to plan, design and permit the project. A construction contractor will be selected through competitive bid process. The work will be overseen by our volunteer facilities committee, and finance committee.

YWCA O'ahu will contract Scott Ruppel of Koa Construction to serve as consultant project manager. Mr. Ruppel will monitor and evaluate the progress of the project and provide progress reports and necessary feedback to YWCA O'ahu's facilities and finance committees.

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.**

Measures of Design and Construction Effectiveness:

- a. State of Hawaii GIA Requests for reimbursement submissions: YWCA O'ahu will provide State required documentation both for work completed invoices and project status tracking as required by the awarded grant.
- b. Project and Expenditure Tracking: The Project Management contractor will provide a timeline tracking schedule for monthly tracking of project progress and associated expenditures. Bi-weekly or monthly meetings will be held between the Project Management contractor and YWCA O'ahu staff to review the tracking status. This will aid in ensuring YWCA O'ahu that the design, planning and construction will be executed within the projected timeline and on Budget. This tracking will be provided to the state upon request.
- c. Capital Improvement Completion per Specifications: YWCA O'ahu staff will work with the Project Management contractor to ensure that the work is both designed and executed for a quality final product. For example, per masonry structural integrity work, this would entail the proper treatment, sealing and ventilation of the sub structure. Per exterior façade repair, this would adherence to the design, materials and execution of repairs to ensure resistance to the elements and preservation of the historical attributes of Laniākea. This information will be provided to the state upon request.
- d. Safety in construction: YWCA O'ahu staff will require the Project Management and Construction staff take the proper safety measures. This is to reduce the chance of an accident or incident that would befall a member of the construction team, guests, members or staff accessing the services offered at the YWCA Laniākea location.
- e. Retention of records: All invoices, payment receipts, and tracking of project-related construction work carried out will be kept on file for evaluation. "Before" and "After" photos will also be taken to gauge the impact. All these measurement results will be provided to the state upon request.

IV. Financials

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 page 15
 - b. Personnel salaries and wages
Not applicable – Please see page 16
 - c. Equipment and motor vehicles
Not applicable – Please see page 17
 - d. Capital project details
Please see page 18
 - e. Government contracts, grants, and grants in aid
Please see page 19

- 2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2020.**

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$225,000	\$375,000	\$475,000	\$125,000	\$1,200,000

- 3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2020.**
In addition to this request to the Hawaii State Legislature, YWCA O’ahu will be seeking funding for FY 2020 from the Sam and Mary Cook Preservation Fund in the amount of \$10,000. YWCA also has secured a total of \$125,000 to help with the proposed project.

Strong Foundation \$50,000
Central Pacific Bank Foundation \$25,000
First Hawaiian Bank Foundation \$50,000

- 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

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2019 to June 30, 2020

YWCA O'ahu

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, 2019 to June 30, 2020

Applicant: _____ YWCA O'ahu _____

Appendix E

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, 2019 to June 30, 2020

Applicant: YWCA O'ahu

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: 2017-2018	FY: 2018-2019	FY:2019-2020	FY:2019-2020	FY:2020-2021	FY:2021-2022
PLANS	\$ -	\$ -		\$ -	\$ -	\$ -
LAND ACQUISITION	\$ -	\$ -		\$ -	\$ -	\$ -
DESIGN	\$ -	\$ -	\$ 95,000	\$ -	\$ -	\$ -
CONSTRUCTION	\$ -	\$ -	\$ 880,000	\$ -	\$ -	\$ -
EQUIPMENT	\$ -	\$ -	\$ 225,000	\$ -	\$ -	\$ -
TOTAL:			\$ 1,200,000			
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: YWCA O'ahu

Contracts Total: \$ 7,029,302

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	City and County of Honolulu Grant-In-Aid	8/1/19 - 7/31/20	DCS	C&C Honolulu	\$ 125,000
2	City and County of Honolulu Grant-In-Aid	8/1/18 - 7/31/19	DCS	C&C Honolulu	\$ 110,000
3	City and County of Honolulu Grant-In-Aid	7/2/17 - 7/1/18	DCS	C&C Honolulu	\$ 85,267
4	City and County of Honolulu Grant-In-Aid	10/1/15 - 9/30/16	DCS	C&C Honolulu	\$ 89,155
5	City and County of Honolulu Grant-In-Aid	7/1/15 - 10/31/15	DCS	C&C Honolulu	\$ 10,000
6	U.S. Small Business Administration	10/1/19 - 9/30/20	SBA	Federal	\$ 150,000
7	U.S. Small Business Administration	10/1/18 - 9/30/19	SBA	Federal	\$ 150,000
8	U.S. Small Business Administration	10/1/17 - 9/30/18	SBA	Federal	\$ 150,000
9	U.S. Small Business Administration	10/1/16 - 9/30/17	SBA	Federal	\$ 150,000
10	U.S. Small Business Administration	10/1/15 - 9/30/16	SBA	Federal	\$ 150,000
11	TANF Maintenance of Effort Grant	1/1/19 - 12/31/19	DHS	State	\$ 100,000
12	TANF Maintenance of Effort Grant	1/1/18 - 12/31/18	DHS	State	\$ 100,000
13	TANF Maintenance of Effort Grant	1/1/17 - 12/31/17	DHS	State	\$ 100,000
14	TANF Maintenance of Effort Grant	1/1/16 - 12/31/16	DHS	State	\$ 100,000
15	TANF Maintenance of Effort Grant	1/1/15 - 12/31/15	DHS	State	\$ 100,000
16	State of Hawaii Grant-In-Aid FY2017	7/2016 - 7/2017	OSC / DLIR	State	\$ 520,000
17	State of Hawaii Grant-In-Aid FY2016	7/2015 - 7/2016	OSC / DLIR	State	\$ 300,000
18	State of Hawaii Grant-In-Aid FY2015	7/2014 - 6/2015	OSC / DLIR	State	\$ 500,000
19	Department of Public Safety	7/1/15 - 3/31/19	DPS	State	\$ 3,749,180
20	Ahahui Grant	FY 2018	OHA	State	\$ 5,700
21	Community Grant Income Svcs for Native Hawaiians	2017 - 2019	OHA	State	\$ 280,000
22	Ahahui Grant	FY 2016	OHA	State	\$ 5,000
23					
24					
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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 2020 for program funding.**

City and County Contracts:

City and County of Honolulu Grant-in-Aid contract in the amount of \$125,000 to help economically disadvantaged, primarily formerly incarcerated women, transition to independence and a permanent home. This contract is from Aug. 1, 2019 to July 31, 2020.

City and County of Honolulu Grant-in-Aid contract in the amount of \$110,000 to help economically disadvantaged, primarily formerly incarcerated women, transition to independence and a permanent home. This contract is from Aug. 1, 2018 to July 31, 2019.

City and County of Honolulu Grant-in-Aid contract in the amount of \$85,267 to help economically disadvantaged, primarily formerly incarcerated women, transition to independence and a permanent home. This contract was from July 2, 2017 to July 1, 2018.

City and County of Honolulu Grant-in-Aid contract in the amount of \$89,155 to help economically disadvantaged, primarily formerly incarcerated women, transition to independence and a permanent home. This contract was from October 1, 2015 to Sept. 30, 2016.

Federal Contracts:

U.S. Small Business Administration, Office of Women's Business Ownership contract in the amount of \$150,000 for the Patsy T. Mink Center for Business and Leadership. This contract is from Oct. 1, 2019 to Sept. 30, 2020.

U.S. Small Business Administration, Office of Women's Business Ownership contract in the amount of \$150,000 for the Patsy T. Mink Center for Business and Leadership. This contract was from Oct. 1, 2018 to Sept. 30, 2019

U.S. Small Business Administration, Office of Women's Business Ownership contract in the amount of \$150,000 for the Patsy T. Mink Center for Business and Leadership. This contract was from Oct. 1, 2017 to Sept. 30, 2018

U.S. Small Business Administration, Office of Women's Business Ownership contract in the amount of \$150,000 for the Patsy T. Mink Center for Business and Leadership. This contract was from Oct. 1, 2016 to Sept. 30, 2017

State of Hawaii Contracts:

Department of Human Services TANF Maintenance of Effort contract in the amount of \$100,000 to help reduce dependency on government benefits for TANF-eligible families. This contract is from Jan. 1, 2019 to Dec. 31, 2019.

Department of Human Services TANF Maintenance of Effort contract in the amount of \$100,000 to help reduce dependency on government benefits for TANF-eligible families. Jan. 1, 2018 to Dec. 31, 2018.

Department of Human Services TANF Maintenance of Effort contract in the amount of \$100,000 to help reduce dependency on government benefits for TANF-eligible families Jan. 1, 2017 to Dec. 31, 2017.

Department of Human Services TANF Maintenance of Effort contract in the amount of \$100,000 to help reduce dependency on government benefits for TANF-eligible families. Jan. 1, 2016 to Dec. 31, 2016.

HI State Department of Public Safety contract in the amount of \$3, 749,180 for Women's Correctional Center Furlough program at YWCA Fernhurst residence. Contract is from July 1, 2015 to March 31, 2019.

State Grants:

Office of Hawaiian Affairs, 'Ahahui Grant in the amount of \$5,700 for the Patsy T. Mink Center for Business and Leadership's "Make It! Hawaii – Celebrating Hawaii's Cultural Makers" in 2018

Office of Hawaiian Affairs, Community Grant Income Services for Native Hawaiians in the amount of \$280,000 for Economic Advancement program. Contract is from 8/1/17 to 7/31/19.7

Office of Hawaiian Affairs, 'Ahahui Grant in the amount of \$5,000 for Kokokahi Community Fair in 2016

State of Hawaii Grant-in-Aid in the amount of \$520,000 for capital improvement to YWCA O'ahu Laniākea for structural and safety repairs. Grant was from 7/2016 to 6/2017.

State of Hawaii Grant-in-Aid in the amount of \$300,000 for capital improvement to YWCA Kokokahi MidKiff gymnasium roof. Grant was from 7/2015 to 6/2016.

State of Hawaii Grant-in-Aid in the amount of \$500,000 for capital improvement to YWCA O'ahu Laniākea for The Patsy T. Mink Center for Business and Leadership area. Grant was from 7/2014 to 6/2015.

- 6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2018.**

The Unrestricted current assets as of Dec. 31, 2018 is \$942,331

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.

YWCA O'ahu has the leadership, administrative and resource capacity to accomplish this project. Among the assets contributing to success are: experienced and competent leadership; highly qualified staff; dedicated board members; and extensive collaborative relationships in the public, private and government sectors.

The organization owns and operates three facilities on O'ahu, including Lāniakea, its downtown headquarters; Fernhurst Residence, a transitional home in Makiki; and Kokokahi in Kāne'ohe.

In recent years, YWCA O'ahu has invested in its facilities, using organizational resources, public grants and private funding. We fulfilled capital improvement grants from the Hawai'i State Legislature, Hawai'i Historic Foundation, Harold KL Castle Foundation and Atherton Foundation.

Projects completed in the last five years totaled more than \$1,991,601, which was funded by public, government and private grants, as well as YWCA O'ahu has made significant investments.

Recent projects include: renovations to the Ewa Wing roof and façade, information technology upgrades, air conditioning upgrades, landscaping upgrades, energy efficient light installation, renovations to lobby restrooms, audio-visual upgrades, fully renovated program areas for Patsy T. Mink Center for Business and Leadership (MCBL), security systems and cameras installation, and rehabilitation of the Midkiff Gymnasium roof at YWCA Kokokahi.

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.

Located at 1040 Richards Street in Honolulu's Historic Capitol District, Laniākea is the flagship facility of YWCA O'ahu and is listed on both the National and State Historic Registers. Designed by noted architect Julia Morgan and completed in 1927, it was the first reinforced concrete building in Hawaii, and the only YWCA designed by Morgan still in use as a YWCA.

Laniākea is a 70,000 square foot 3-story facility. The strategic location is in the seat of both the business and government districts, enabling the organization to address community challenges from the heart of Honolulu. The facility is easily accessible by city bus and offers ample street and nearby garage parking.

The facility is fully ADA-Compliant, with two elevators and ramps. The open-air corridors and lush courtyard provide a Hawaiian sense of respite. The Diamondhead side of the facility holds more than 15 office space and class rooms, including a fitness classroom on floors two and three. On the main floor are offices and the Patsy T. Mink Center for Business and Leadership (MCBL).

The middle of the facility has a central courtyard and pool area separated by a covered poolside loggia to capture the ocean breeze. Decorative ironwork and teak doors carved with images of native flowers soften the imposing front elevation, with details such as arched openings, balustrades, and pilasters. It has a mid-size swimming pool with locker rooms for men and women, which include a changing area, showers and bathrooms on the mauka side of the facility. On the second floor above the locker rooms is the full fitness gym, equipped with weight machines, freestyle weights and cardio machines.

On the ground floor Ewa side of the facility is Café Julia, which is a large restaurant with a full bar and kitchen area, and Elizabeth Fuller Hall (Banquet and conference room). The second floor offers some office space, which is currently leased by a charter school, and a full-court basketball gym.

The large basement is used for office space and for the Dress to Success (DFS) program. The DFS program has dressing rooms, racks of gently used career attire, and a class area for our clients.

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.

YWCA O'ahu is governed by a volunteer Board. Leading the organization is our Chief Executive Officer who reports to the Board of Directors. We have the following committees to assist with our operations and program support: executive, facilities, finance, fund development, and advocacy.

YWCA O'ahu's senior leadership team will be responsible for implementing the proposed project.

Noriko Namiki

Title: Chief Executive Officer

Education:

M.S.W. – Social Work, Columbia University School of Social Work

B.A. – Communication, Chaminade University of Honolulu

Responsibilities:

Ms. Namiki is the visionary leader of YWCA O'ahu and has served as the organization's CEO since 2012. Under Ms. Namiki's leadership, YWCA O'ahu has successfully transferred the community-based furlough program to Fernhurst, launched the Patsy T. Mink Center for Business and Leadership and completed several major constructions upgrades to YWCA Oahu's facilities. She is responsible for the leadership, strategic planning, development and overall management of the organization while overseeing programs and operations at the three YWCA O'ahu locations.

Jonathan A. Townsley

Title: Chief Financial Officer

Education:

Certified Public Accountant (CPA), Licensed in Hawaii in 1998

M.S. – Accountancy, University of Houston,

B.S. – Geology & Geophysics, University of Hawaii

Responsibilities:

Mr. Townsley is responsible for financial accountability, compliance issues and contracts. He manages agency-wide support services including finance and accounting, human resources and management information systems. He also provides management oversight of program service delivery, training, reporting and analysis, process design, and short- and long-term business planning.

Rhonda Jones

Title: Business Development and Operations Manager

Education:

B.S. – Communications, University of North Florida

Responsibilities:

Ms. Jones is responsible for implementing the agency-wide capital improvement plans, property management, and business strategy. She also Provides management oversight of facilities projects, contracts, and business planning.

Cecilia Fong

Title: Director of Fund Development

Education:

M.P.P. – Public Policy, Georgetown University,

B.A. – Peace & Justice and Political Science, Wellesley College

Responsibilities:

Ms. Fong is responsible for planning, organizing, and directing all fundraising including, the major gifts program, annual fund, planned giving, special events and capital campaigns. She also works closely with the CEO and CFO in all development and fund-raising endeavors. She is also responsible for all funding reports.

A contract Project Manager with experience in historic preservation will be selected. The project will also be overseen by a volunteer Facilities Committee, which reports to YWCA O'ahu Board of Directors.

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 page 27

3. Compensation

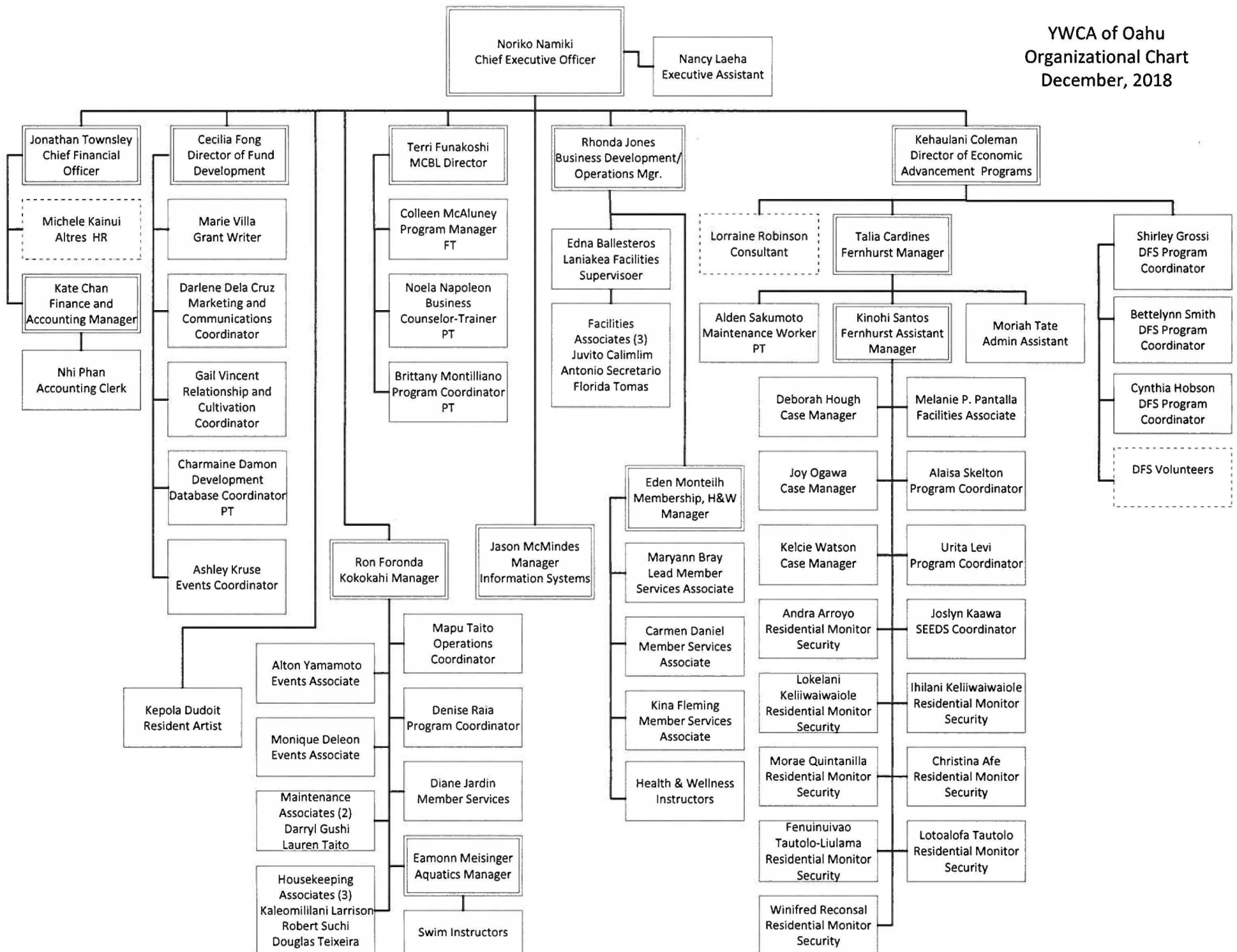
The applicant shall provide an annual salary range paid by the applicant to the three highest paid officers, directors, or employees of the organization by position title, not employee name.

Chief Executive Officer: \$100,000

Fund Development Director: \$75,000

Chief Financial Officer: \$70,000

YWCA of Oahu
Organizational Chart
December, 2018



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.

There are no pending litigations or outstanding judgments against YWCA O'ahu at this time.

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 2019-20 the activity funded by the grant if the grant of this application is:

(a) Received by the applicant for fiscal year 2019-20, but

In the event the full amount of funding is received for the fiscal year 2019-20, YWCA O'ahu will complete the project. Maintenance expenses are included in the operating budget and will ensure Laniākea is kept in optimum condition to serve the community.

(b) Not received by the applicant thereafter.

In the event YWCA O'ahu receives less than the amount requested, it will assess how to proceed with the funding received and will proactively seek other sources of funding.