

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) Certificate of Good Standing (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



NORIKO NAMIKI, CHIEF EXECUTIVE OFFICER

JANUARY 20, 2022

AUTHORIZED SIGNATURE

PRINT NAME AND TITLE

DATE

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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, 2021.

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 19, 2022

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)

(Date) 1/20/2022

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 celebrated its 120th anniversary serving our Hawaii community.

The proposed project will help 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 94-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. On an average we see more than 20,000 individuals come through the doors of this historic building annually, 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 YWCA Oahu's headquarters' Laniākea and improve the safety and function of mission-critical spaces by addressing waterproofing systems. 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. Investigate existing drainage and surface plumbing systems.
2. Repair and improve building systems to control water intrusion.
3. Repair and improve waterproofing systems to preserve structural integrity of the building.

Over the years, Laniākea has experienced water intrusion due to outdated or failing waterproofing and drainage systems, causing building and property damages, increased liability, income loss and disruption to mission-critical services.

Rain is the largest source of water effecting the building. Stormwater-runoff volume has risen significantly in the last 100 years due to urbanization and increases in impervious surfaces. Standing water seeps into concrete surfaces, expanding the substance, leading to spall and weakens structural integrity.

The first-floor outdoor spaces, and basement of Laniākea are vulnerable flooding. The basement is occupied by the Economic Advancement program and administrative offices, including the Dress for Success job-readiness program (3740 SF). The basement serves as tenant space, agency archives, and the building mechanical and data equipment facilities (4125SF).

The courtyard and loggia waterproofing systems are beyond its useful life, deteriorating, and in need of replacement. The pool deck is worn and flaking, which reduces traction, increases standing water, and presents a slip and fall hazard.

Mitigating moisture is essential for preserving the building. If unaddressed, exposure to moisture will promote corrosion and deterioration will continue to increase in severity, eventually affecting the structural integrity of the first floor and foundation walls.

Proposed repairs and improvements:

1. Contract civil engineer to investigate existing drainage and plumbing systems.
 - a. Investigate and document existing systems.
 - b. Recommend short-term and long-term repairs and improvements.
2. Repairs and improvements for effective building systems and waterproofing, include site drainage and plumbing, gutter and downspout systems, above and below-grade drainage planes, and surface coatings:

Gutters and Downspouts

- a. Repair and replace copper downspouts and surface plumbing throughout building.
- b. Repair and improve drainage connections from roof drains, leader connections, gutters to ground and sewer lines.

Pool Deck

- c. Demolition existing pool deck surfacing.
- d. Add slope and membrane flashing and install waterproofing and slip resistant coat.
- e. Repair deck drains and associated plumbing repairs.
- f. Revise planters, irrigation, and landscaping to divert water away from the building.
- g. Replace cement plaster skim coat, caulking, and paint on exterior walls.

Courtyard

- h. Add slope and membrane flashing or caulking at building intersection.
- i. Repair and treat surfaces and exterior walls, to prevent water intrusion by caulking, sealing, and painting.
- j. Revise planters, irrigation, and landscaping to divert water away from the building.
- k. Replace exterior cement plaster skim coat, caulking, and paint on exterior walls.

Sump Pumps

- l. Repair and improve sump pit locations with necessary masonry and waterproofing.
- m. Repair or replace existing sump pump systems.
- n. Install new pumps with back-up battery, float valve, wiring, and discharge plumbing.

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 an average 500 suiting's 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 7,250 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. Countless number of community members from downtown professionals to families have taken advantage of our wide range of activities and fitness facilities: a full-length basketball court, group fitness classes, 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 also 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 8 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 1100 women per year. It has also created more than 9343 jobs and has helped provide access to \$10.5 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 500 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 120 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.

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 Mason Architects to complete project architectural services.
- b. Contract civil engineer to investigate existing drainage and plumbing systems.
- c. Contract Mason Architects to complete project architectural services.
- d. Refine scope of work and costing with civil engineer, structural engineer, and project consultant.
- e. Apply for permits and secure bids from contractors.

Construction

Repairs and improvements for effective building systems and waterproofing, includes plumbing systems, surface drainage, and waterproofing surfaces. Further, this includes gutters, downspout, above and below-grade drainage planes, plumbing fixtures, and surface coatings:

Gutters and Downspouts

- a. Repair and replace copper downspouts and surface plumbing throughout building.
- b. Repair and improve drainage connections from roof drains, leader connections, gutters to ground and sewer lines.

Courtyard

- a. Add slope and membrane flashing or caulking at building intersection.
- b. Repair and treat surfaces and exterior walls, to prevent water intrusion by caulking, sealing, and painting.
- c. Revise planters, irrigation, and landscaping to divert water away from the building.
- d. Replace exterior cement plaster skim coat, caulking, and paint on exterior walls.

Sump Pumps

- a. Repair and improve sump pump pit locations with necessary masonry and waterproofing.
- b. Repair or replace existing sump pump systems.
- c. Install new pumps with back-up battery, float valve, wiring, and discharge plumbing.

Inspection and Reporting

- a. Conduct final inspection of work with project team and generate punch list through completion and sign off.
- b. Complete all required inspections by authorities having jurisdiction.
- 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. The YWCA O’ahu will follow American Institute of Architects (AIA) standards for architectural services and construction.

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

Laniākea Project Timeline	
Design, Permitting & Bidding (01/2023 – 10/2023)	
	Construction (05/2023 – 8/2023)
	Inspection & Reporting (8/2023 – 10/2023)

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 Barbara Scheidler of Mason Architects, Inc., Hawaii's foremost firm combining architecture, historic consulting, and sustainability, for architectural services to plan, design and permit the project. YWCA O’ahu will also work with Amanda Ross of Wiss, Janney, Elstner Associates, a global firm of engineers, architects, and materials scientists committed to helping clients solve, repair, and avoid problems in the built world. The design and planning team has been actively involved with project development and on-site investigation for over three years. The work will be overseen by our volunteer facilities committee, and finance committee.

YWCA O'ahu will contract a Project Manager to serve as consultant and project manager. The project manager 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 civil engineering and design, this would entail AIA standards for architectural services. Per waterproofing, this would include adherence to the design, materials, and execution of repairs to ensure
- d. resistance to the elements and preservation of the historical attributes of Laniākea. This information will be provided to the state upon request.
- e. Safety in Construction: YWCA O'ahu will work with a General Contractor who subcontracts with board certified and experienced safety manager to ensure onsite construction is performed in adherence with all Occupational Safety and Health Administration (OSHA) and the American National Standards Institute (ANSI).
- f. 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 2023.**

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$100,000	\$250,000	\$250,000	\$250,000	\$850,000

- 3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2023.**

In addition to this request to the Hawaii State Legislature, YWCA O’ahu has secured a total of \$200,000 to help with the proposed project.

- 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 - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2022 to June 30, 2023

Applicant: _____ YWCA O'ahu _____

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, 2022 to June 30, 2023

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	\$ -	\$ -	\$ 75,000	\$ -	\$ -	\$ -
CONSTRUCTION	\$ -	\$ -	\$ 750,000	\$ -	\$ -	\$ -
EQUIPMENT	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ -
TOTAL:			\$ 850,000			
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: YWCA O'ahu

Contracts Total: \$ 9,529,860

	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	08/19/20-11/30/20	CARE	C&C Honolulu	\$990,500
2	City and County of Honolulu Grant-In-Aid	8/1/22 - 7/31/23	DCS	C&C Honolulu	\$200,000
3	City and County of Honolulu Grant-In-Aid	8/1/21 - 7/31/22	DCS	C&C Honolulu	\$125,000
4	City and County of Honolulu Grant-In-Aid	8/1/20 - 7/31/21	DCS	C&C Honolulu	\$125,000
5	City and County of Honolulu Grant-In-Aid	8/1/19 - 7/31/20	DCS	C&C Honolulu	\$125,000
6	City and County of Honolulu Grant-In-Aid	8/1/18 - 7/31/19	DCS	C&C Honolulu	\$110,000
7	Department of Commerce	09/01/20-08/31/22	MBDA	Federal	\$1,000,000
8	U.S. Small Business Administration	05/01/20-04/30/22	SBA-COVID	Federal	\$420,000
9	U.S. Small Business Administration	10/1/21 - 9/30/22	SBA	Federal	\$150,000
10	U.S. Small Business Administration	10/1/20 - 9/30/21	SBA	Federal	\$150,000
11	U.S. Small Business Administration	10/1/19 - 9/30/20	SBA	Federal	\$150,000
12	U.S. Small Business Administration	10/1/18 - 9/30/19	SBA	Federal	\$150,000
13	District Court District of Hawaii US Pretrial Services	10/01/20 - 9/30/21	PRETRIAL	Federal	\$30,700
14	District Court District of Hawaii US Pretrial Services	10/01/19 - 9/30/20	PRETRAIL	Federal	\$24,150
15	TANF Maintenance of Effort	1/1/22 - 12/31/22	DHS	State	\$125,000
16	TANF Maintenance of Effort	1/1/21 - 12/31/21	DHS	State	\$125,000
17	TANF Maintenance of Effort	1/1/20 - 12/31/20	DHS	State	\$125,000
18	TANF Maintenance of Effort	1/1/19 - 12/31/19	DHS	State	\$125,000
19	State of Hawaii Grant-In-Aid FY2020	07/01/20-06/30/22	OSC / DLIR	State	\$401,000
20	Department of Public Safety	10/01/20-06/30/22	DPS	State	\$849,330
21	Department of Public Safety	7/1/15 - 3/31/19	DPS	State	\$3,749,180
22	Community Grant Income Svcs for Native Hawaiians	2017 - 2019	OHA	State	\$280,000

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 2023 for program funding.**

City and County Contracts:

City and County of Honolulu CARES Act Grant in the amount of \$990,500 The Coronavirus Aid, Relief, and Economic Security (CARES) Act helped with capital expenditures and covid supplies for our Fernhurst location which helps economically disadvantaged, primarily formerly incarcerated women, transition to independence and a permanent home. This contract is from Aug. 19, 2020 to November 30, 2020.

City and County of Honolulu Grant-in-Aid contract in the amount of \$200,000 to help economically disadvantaged, primarily formerly incarcerated women, transition to independence and a permanent home. This contract is from Aug. 1, 2022 to July 31, 2023.

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, 2021 to July 31, 2022.

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, 2020 to July 31, 2021.

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.

Federal Contracts:

U.S. Department of Commerce, Minority Business Development Agency Enterprising Women of Color contract in the amount of \$1,000,000 for the MBDA Enterprising Women of Color (EWOC) Business Center at YWCA Oahu. This contract is from September 1, 2020 to August. 31, 2022

U.S. Small Business Administration, Office of Women's Business Ownership COVID contract in the amount of \$420,000 for the Patsy T. Mink Center for Business and Leadership. This contract is from May 1, 2019 to April. 30, 2022

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, 2021 to Sept. 30, 2022

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, 2020 to Sept. 30, 2021

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. District Court, District of Hawaii, US Pretrial, contract in the amount of \$30,700 for Fernhurst emergency transitional housing for federal female defendants. This contract was from Oct. 1, 2020 to Sept. 30, 2021

U.S. District Court, District of Hawaii, US Pretrial, contract in the amount of \$24,150 for Fernhurst emergency transitional housing for federal female defendants. This contract was from Oct. 1, 2019 to Sept. 30, 2020

State of Hawaii Contracts:

Department of Human Services TANF Maintenance of Effort contract in the amount of \$125,000 to help reduce dependency on government benefits for TANF-eligible families. This contract is from Jan. 1, 2022 to Dec. 31, 2022.

Department of Human Services TANF Maintenance of Effort contract in the amount of \$125,000 to help reduce dependency on government benefits for TANF-eligible families. This contract is from Jan. 1, 2021 to Dec. 31, 2021.

Department of Human Services TANF Maintenance of Effort contract in the amount of \$125,000 to help reduce dependency on government benefits for TANF-eligible families. This contract is from Jan. 1, 2020 to Dec. 31, 2020.

Department of Human Services TANF Maintenance of Effort contract in the amount of \$125,000 to help reduce dependency on government benefits for TANF-eligible families. This contract is from Jan. 1, 2019 to Dec. 31, 2019.

State of Hawaii Contracts:

HI State Department of Public Safety contract in the amount of \$849,330 for Women's Correctional Center Furlough program at YWCA Fernhurst residence. Contract is from October 1, 2020 to June 30, 2022.

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, 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

State of Hawaii Grant-in-Aid in the amount of \$401,000 for capital Improvements to YWCA Laniākea for structural and safety repairs. Grant is from 7/01/2020 to 6/30/2022.

- 6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2021.**

The Unrestricted current assets as of Dec. 31, 2021 is \$4,022,151

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, Atherton Foundation, HEDCO LDC & Central Pacific Bank Foundation.

Projects completed in the last five years totaled more than \$1.5M which was funded by public, government and private grants, as well as YWCA O'ahu has made significant investments.

Recent projects include: fully renovated program areas for MBDA Enterprising Women of Color Business Center (EWOC), information technology upgrades, air conditioning upgrades, landscaping upgrades, energy efficient light installation, audio-visual upgrades, security systems and cameras installation, renovations to Lower Midkiff 101& 102 program areas for the Patsy T. Mink Center for Business & Leadership satellite offices at YWCA Kokokahi, and rehabilitation of the Hale Nanea lodge at YWCA Kokokahi for small business and work force development classroom use.

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 MBDA Enterprising of Women of Color (EWOC) Business Center, and 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 2013. 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 construction 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.

Phillip Doerr

Title: Chief Financial Officer

Education:

M.B.A. – Business, Central Connecticut State University

B.S. – Finance, Central Connecticut State University

Responsibilities:

Mr. Doerr 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.

Terri Funakoshi

Title: Chief Operating Officer

Education:

B.S. – Merchandising, University of Hawaii at Manoa

Responsibilities:

Ms. Funakoshi is responsible for day-to-day operations at 3 properties across the agency. Overseeing the agency-wide capital improvement plans, property management, and business strategy. She also Provides management oversight of facilities projects, contracts, and business planning.

Cara Mazzei

Title: Director of Development and Community Relations

Education:

B.A. – Communication, Emerson College, Boston MA

Responsibilities:

Ms. Mazzei 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.

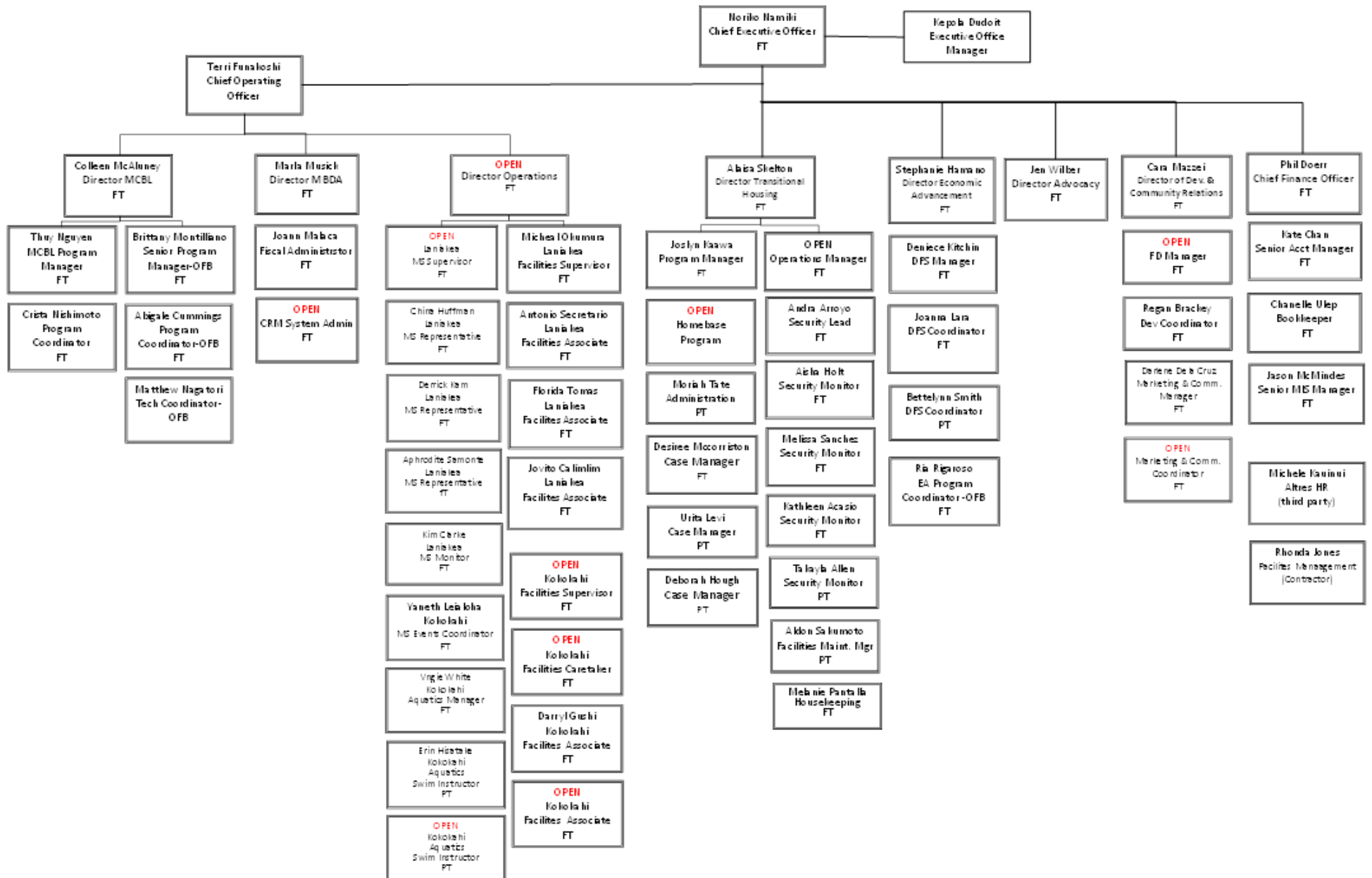
See page 27

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: \$120,000
Chief Operating Officer: \$110,000
Chief Financial Officer: \$100,000

YWCA OAHU 2022 ORGANIZATIONAL CHART



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 2022-23 the activity funded by the grant if the grant of this application is:

(a) Received by the applicant for fiscal year 2022-23, but

In the event the full amount of funding is received for the fiscal year 2022-23, 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.