

House District _____

Senate District _____

THE TWENTY-SEVENTH LEGISLATURE
HAWAII STATE LEGISLATURE
APPLICATION FOR GRANTS & SUBSIDIES
CHAPTER 42F, HAWAII REVISED STATUTES

Log No:

For Legislature's Use Only

Type of Grant or Subsidy Request:

GRANT REQUEST – OPERATING

GRANT REQUEST – CAPITAL

SUBSIDY REQUEST

"Grant" means an award of state funds by the legislature, by an appropriation to a specified recipient, to support the activities of the recipient and permit the community to benefit from those activities.

"Subsidy" means an award of state funds by the legislature, by an appropriation to a recipient specified in the appropriation, to reduce the costs incurred by the organization or individual in providing a service available to some or all members of the public.

"Recipient" means any organization or person receiving a grant or subsidy.

STATE DEPARTMENT OR AGENCY RELATED TO THIS REQUEST (LEAVE BLANK IF UNKNOWN):

STATE PROGRAM I.D. NO. (LEAVE BLANK IF UNKNOWN): _____

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:
Women's Fund of Hawaii

Db/a: Women's Fund of Hawaii

Street Address: 1802 Keeaumoku Street, Honolulu, HI 96814

Mailing Address: 1802 Keeaumoku Street, Honolulu, HI 96814

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name MARYELLEN MARKLEY, PH.D.

Title Director, Fund Development

Phone # 808-561-8096

Fax # 808-595-8182

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3. TYPE OF BUSINESS ENTITY:

- NON PROFIT CORPORATION
- FOR PROFIT CORPORATION
- LIMITED LIABILITY COMPANY
- SOLE PROPRIETORSHIP/INDIVIDUAL

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

MICROLENDING AND BUSINESS MENTORING PROGRAM FOR WOMEN-OWNED SMALL BUSINESSES

7. AMOUNT OF STATE FUNDS REQUESTED:

FY 2013-2014: \$ \$68,000

4. FEDERAL TAX ID #: _____

5. STATE TAX ID #: _____

8. STATUS OF SERVICE DESCRIBED IN THIS REQUEST:

- NEW SERVICE (PRESENTLY DOES NOT EXIST)
- EXISTING SERVICE (PRESENTLY IN OPERATION)

SPECIFY THE AMOUNT BY SOURCES OF FUNDS AVAILABLE AT THE TIME OF THIS REQUEST:

STATE \$ 0

FEDERAL \$ 0

COUNTY \$ 0

PRIVATE/OTHER \$ 14,538

CHAIR, BOARD OF DIRECTORS
NAME & TITLE

DATE SIGNED

1/31/13

Application for Grants and Subsidies

I. Background and Summary

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

The Women's Fund of Hawaii was founded in 2004 when a group of dedicated business women in Honolulu realized that there was no single foundation in the state that they could donate to that focused entirely on helping women and girls. Within less than 2 years of the initial meeting, more than \$50,000 in grant monies had been raised and disbursed to help women's shelters, girls' leadership academies, women's free medical programs, community healthy baby initiatives, as well as many others.

Since that time, we have funded more than 70 non-profit programs on every island, with \$373,561.00. This money was raised primarily through special fundraising events attended and supported by thousands of caring women across the state.

Our mission is now, and has always been, to support grassroots programs in Hawaii that seek to empower women and girls, under the sure knowledge that when women thrive, our communities will grow and prosper.

2. The goals and objectives related to the request;

The project for which we are seeking funding is development of a micro finance program for low-income women business start-ups or owners in Hawaii. In simplest terms, the funding will be used to build the necessary infrastructure to provide the support programs needed to ensure success of the businesses, and timely repayment of the loans. Steps involved and services offered will include these:

- a) Implement and teach entrepreneurial principles, training and practices, including supporting the initial stages of new woman-run enterprises;**
- b) Establish groundwork for long-term sustainability of women-owned enterprises;**
- c) Focus beyond basic needs of women to build intellectual, social, economic and emotional strengths;
- d) Teach the skills of financial literacy, personal money management, business practices and employee evaluation skills;
- e) Support and guide women through the steps of business planning and forming their own carefully planned enterprise;

- f) **Provide access to credit needed to start or grow microenterprises;**
- g) ***Provide access to finance and technical assistance to small and growing women-owned and operated businesses in any sector of the economy;***
- h) Increase access to education for women, and support innovative teaching strategies that increase the achievement of women and improve financial literacy levels;
- i) Encourage women to put their financial knowledge into action by taking advantage of asset building services such as insurance, remittances, savings, matched savings, homeownership and tax credit programs;
- j) Increase understanding of the role of financial education in changing financial behaviors and producing positive financial outcomes for participants as their assets grow.
- k) Seek to educate, advance and empower women beyond providing for immediate basic needs;

Each of the above objectives will be achieved with the cooperative support of not only our own members, but also our community coalition of advisors and the resources they each bring to the process and will make available to the program participants.

The most important part of initial set up of the program will be to research and define the community resources already available at little or no cost to participants, and develop a comprehensive resource guide we can use to match up our participants with these community resources.

After discussions with our Community Partners, it is clear that we will not have to fund the development of most of the support programs our participants will need. Most already exist and are funded elsewhere, without our fundraising help. We primarily need to develop the infrastructure and information to guide our participants to the programs they will need most to achieve best practices and ultimate success. And with the help of our dedicated Board and members, maintaining those resources, once developed, will be very cost efficient and easily sustainable.

3. The public purpose and need to be served;

Women in Hawaii face a broad range of socioeconomic problems that are compounded by the fact that we are isolated in the middle of the Pacific, away from other potential sources of support that mainland women have better access to. Studies show that in Hawaii:

*Half of all single mothers live in poverty, and two-thirds of working women are in the lowest-paying jobs available in the state.

* Women make up 39% of Hawaii's homeless population, and children make up 33%.

- * A single mother with one child must earn \$15 per hour to survive financially in Hawaii, but minimum wage is still only \$7.25 per hour.
- * Native Hawaiian and part-Hawaiian women have the highest or nearly the highest rates nationally of many serious health problems such as diabetes, heart disease and cancer, and Hawaii's geographical limitations make it difficult for many women to access adequate health care services.
- * Hawaii has the highest crystal methamphetamine (ice) use in the nation, and yet offers only one residential treatment program for women that accepts children.
- * The average age of girls who become prostitutes in Honolulu is only 14, and Hawaii girls suffer measurably higher rates of sexual assault and dating violence than those on the mainland.
- * On average, three unmarried, teenage girls in Hawaii become pregnant every day.
- * High school sports programs for girls do not receive as much funding as those for boys, and only half as many girls participate in school sports.

There are many other similar discouraging statistics available about girls and women in Hawaii, but one fact that is also clear is women who own their own business here generally have a better standard of living. Research shows that they are more likely to own their own homes, have health insurance, and are much less likely to be victims of violence and abuse.

Women business owners tend to be good planners and tend to be somewhat more financially conservative. Also, when faced with adversity, studies have shown that women in general are adaptable, flexible and resilient. Hawaii's "aloha spirit" and multicultural and 'ohana lifestyle also support different business models that can accommodate better life balance and choices that women often require. Owning a business and being the boss also allows women some self-determination in their work life and the rewards they seek.

For many, access to experienced business mentoring support and a small amount of funding is all that separates them from this better life.

With social service funding on the decline, it is imperative to provide an alternatively funded and community-based means to assist those living in adverse financial circumstances. Access to credit is a fundamental tool that empowers women to improve their lives. Taking out a loan to start or expand a business is one way women can become less dependent on social services and become more productive, contributing citizens. Small business creation is a recognized pathway to self-sufficiency. Women are able to utilize their skills, talents, and aptitudes when they start their own businesses and can fully realize the fruits of their work. The direct relationship between working hard and increasing income, the flexibility of creating one's own schedule, and the inherent enjoyment of working at a job they love sets the stage for becoming self-sufficient. ***Undertaking a small business can be done in place of or in conjunction with other traditional strategies for exiting***

poverty (i.e. work, education); therefore it is a powerful tool for Hawaii's social sector which has seen limited effectiveness lately due to high unemployment, education costs, and child care constraints that affect a woman's ability to break out of poverty through traditional means.

Our goal is to establish a local micro-lending organization that understands the unique needs and cultures of women in Hawai'i. Operational capital will be acquired through on-going grant applications, modest interest rate charges on loans, and donations from the community. To identify potential borrowers we will work closely with our "community partners", and small business support programs. **These entities understand that income generation is key to stabilization for all individuals and families, especially for women that have barriers to traditional employment.**

4. Describe the target population to be served:

According to the Honolulu Star Advertiser, more than 156,000 people live below the poverty line in Hawaii. This is equivalent to about 40,000 families (assuming a family of four)— ample demand if even a small percentage were interested and/or qualified. *While available to all women, the Women's Fund Microlending program is expected to be particularly helpful to two important sub-groups— the working poor and those who have fallen into poverty from the middle class.*

Mainland microfunds managed by organizations such as Grameen and Kiva have been pioneers in this field and have changed many people's impressions of whether people living in poverty can handle money responsibly and then use it to significantly improve their standard of living. As documented in a recent Newsweek article, Grameen provides individual loans of up to \$1,500 to groups of women in Brooklyn with widespread success. In Kiva's case, they encourage participation of donors by utilizing a central website to collect loan contributions via storytelling. Since October 2005 they have provided, through their field partners in fifty-eight countries, close to \$200 million in loans to people living in adverse financial circumstances with a repayment rate of 98.93%. We can do this in Hawaii as well.

By improving a woman's or a family's standard of living and subsequently their sense of self-sufficiency, it will also improve their self-image. When these stories of success are shared with the broader public, we also foresee the general perception of people living in poverty improving as well, as has been the case with both Kiva and Grameen.

Given the rapid growth and success of these two global organizations, as well as the increased number of inquiries to local programs provided by the Office of Hawaiian Affairs and Pacific Gateway, we feel the demand for this type of service in Hawai'i is significant, achievable, and in need of other players in the field. We are forming symbiotic relationships with these organizations as we collectively

address the goal of providing micro-loans to our respective and overlapping constituencies throughout the State.

5. Describe the geographic coverage

Thanks to partnerships with support organizations that already have state-wide infrastructure, ***our program will be available to participants across the state, without geographic restrictions.***

II. Service Summary and Outcomes

1. *Describe the scope of work, tasks and responsibilities;*

Providing access to easier funding for women with small businesses is only a small part of what we will accomplish. The majority of our work – both as members of the Women's Fund of Hawaii, and in cooperation with our community resource partners – will be to advise, mentor, encourage and educate women business owners to achieve their best possible success. This will be accomplished through a series of individual meetings, support group gatherings, financial literacy classes, and business incubators where women can meet other businesses and business leaders who will provide valuable resources or even become their customers or collaborative partners.

More than 64% of Hawaii's businesses exist on the island of Oahu – an island that is only 44 miles long from one tip to the other – so there is a strong “small town” feeling of cooperation among businesses here. ***More importantly, women own at least one out of every three businesses in Hawaii.*** We will capitalize on these facts in order to build camaraderie among our participants, and provide the best possible atmosphere for growth among their businesses.

The Women's Fund of Hawaii Micro-Lending program will coordinate and leverage as many existing services as possible. Our community partners — including Hawaii Women's Business Center, Hawaii Small Business Development Center, Hawaii SBA, Pacific Gateway Center, Feed the Hunger, Kuleana Microloan Program - will help identify potential clients and coach them through the initial application. Existing service organizations with various specialties will be tapped for additional support where needed.

The most important part of initial set up of the program will be to research and define the community resources already available at little or no cost to participants, and ***develop a comprehensive resource guide we can use to match up our participants with these community resources.***

Once referred by a partner agency, the first step will be to have the prospective borrower work with an assigned business mentor to fill out the first part of the loan application (Phase I), describe their basic business idea as well as to provide personal information and employment history. This will enable us to assess the soundness of

their idea as well as gauge their basic level of interest and commitment. All applicants that complete this phase will continue on to Phase II.

In Phase II, the Application Review Committee will assist in the development of references and a basic business plan prepared with the help of an assigned mentor, if necessary. Advisors and mentors will come from our network of Board members, volunteers and community organization collaborators. A profile will be established on the Women's Fund website so that borrowers' stories can be shared, and they can connect with the service network.

Upon completing Phase II, the Loan Review Committee will determine the loan terms (Phase III) and the type of support the client will need in the short term, intermediate term, and long term to see their business through to success. Depending on the strength of the application we will reserve the option to divide the loan into sequential segments.

If the borrower is successful in paying back the initial loan and fulfilling all of the obligations (attending meetings, communication with mentor, attendance at basic business classes, savings account etc.) they can then apply for another loan (Phase IV).

If at any time a client fails to meet the terms of a Phase, they will be both mentored by an experienced business counselor and referred to an appropriate service organization, or the service network, for assistance in meeting the objectives of a Phase.

As a client fulfills their loan obligations through the Women's Fund, continued storytelling on the website and through the Women's Fund social networks will allow for the community to stay engaged, continue to attract new resources, mentor/coach the client, and provide ongoing inspiration. By tapping into traditional local media outlets' — radio, TV, newspapers, magazines— the Women's Fund microloan program will also be presented to interested individual citizens who view micro-lending, individual empowerment and broad community support as an extension of their values, and will engage their participation by funding additional local financial support.

A program administrator will be hired as appropriate to support the daily operations. Our loan service partners, Hawaii Community Reinvestment Corporation, will be available for consultation. They will provide the experience of over 20 years of local non-profit and community development loan programs.

Recommendations for interaction will be made during the initial interview process. For most participants, however, they will be encouraged to participate in weekly or bi-weekly business building and educational meetings, and training sessions to prepare for funding and business growth.

Based upon similar mainland programs, and with optimal follow up and tailored educational and support opportunities, we anticipate a 95% retention rate or better.

The most successful microfinance program will be one that takes advantage of all of Hawaii's small business support opportunities, not just the Women's Fund of Hawaii. Over the past few months as we have outlined the initial planning strategies for this program, we have sought and actively recruited community partners to form a Micro Fund Advisory Board. They will help us recruit interested participants and share resources available within their own agency including training and education, resource and business plan development, credit building and restoration, etc.

The list is not yet complete, but to date, we have commitments of interest in collaboration from the following individuals and entities:

Hawaii Angel Funding
Hawaii Small Business Development Center Network
Feed the Hunger Foundation
Small Business Administration, Honolulu Office
VERTACCOUNT – accounting services and training
PRO:JECT – Media Production Industry
Tara T. Boone – textile and fashion industry advisor
Hawaii Community Reinvestment Corporation
OCEANIT
Bishop & Associates
American Savings Bank

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

Attached is a detailed logic model with clearly defined processes that will be followed throughout FY 2014 beginning 7/1/13 – 6/30/14 In specific, we will:

- (1) Identify and recruit community resources currently providing small business services, and develop memorandums of understanding (MOAs) that will allow a smooth referral process between agencies**
- (2) Research successful micro funding programs outside of Hawaii, and develop understanding of both challenges faced and their recommended best practices. Translate these successful program ideas and best practices for a Hawaii audience.**
- (3) Research, write and publish a comprehensive guide to small business community resources that is specifically geared toward woman-owned small businesses.**
- (4) Develop a website of the guide's information that can more easily be updated than the published version, and can be available free of charge to all business owners and entrepreneurs in Hawaii.**

- (5) **Establish an effective and committed Microfund Advisory Board of WFH members and experienced community leaders to help advise and develop programs, while supporting participants as needed on a more individual basis**
- (6) **Plan and implement a media campaign to draw participants in for early programs, business networking and support groups, and enlist their help to develop the most effective programs, including a “Hub” referral clearing house for all available community resources.**
- (7) **Work with community funders and grantors to determine if they have related programs they are interested in funding and developing that would be supportive to our Microloan Project mission and add important resources for our participants. If the programs have merit, the funding is available, and the program implementation will not distract from our mission, pursue coordination and implementation for our Microloan Project participants.**

No one person or organization knows the answers to all of the questions we will face during implementation and administration of this program. But all seven of the above initiatives will help us provide a comprehensive knowledge base to accomplish several important goals:

- (1) **Centralize available resources for woman-owned small business in Hawaii**
- (2) **Solidify better cooperation among the many non-profits in Hawaii who provide important resources to small business owners, and help them to focus more resources, whenever possible, particularly on supporting woman-owned businesses**
- (3) **Consolidate information, advice, forms, success stories, and best practice recommendations from other microfinance programs and make this information available to similar programs in other locations that may not have the same research capability**
- (4) **Listen to the women business owners using focus groups, support group meetings and other avenues, and help them to help us define the type of business, financial or educational support programs they need the most**
- (5) **Develop and provide the underlying resources necessary to assure successful use and timely repayment of all loaned monies. We believe that with adequate support, there should be no reason to expect less than 100% repayment success.**

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

Development and implementation of this program would seem daunting except for two factors:

We have the micro finance, banking and woman-owned business entrepreneur experience already within our Women's Fund of Hawaii Board and community volunteer base.

There is clearly a need for community coordination of services, and other non-profit and government agencies in Hawaii have pledged strong support for a concerted “Hub” program of referrals to, and implementation of, small business services especially geared towards women.

The issues we want to address through this program are undoubtedly well known to the Legislature. For example, although women's access to financial services has increased substantially in the past 10 years, their ability to benefit from this access is often still limited by the disadvantages they experience because of gender. Some micro funding programs we looked at are providing a decreasing percentage of loans to women, even as these institutions grow and offer new loan products. Others seemed to indicate that on average women's loan sizes are smaller than those of men, even when they are in the same credit program, the same community, and the same lending group.

Some differences in loan sizes may be a result of the women's greater poverty or the limited capacity of women's businesses to absorb capital. But they can also indicate broader social discrimination against women which limits the opportunities open to them, which, for us, raises the question of whether microenterprise development programs should do more to address these issues.

Also, while looking at the leadership of the primary mainland micro funding programs, we were struck by how few women sat in leadership roles. Their contributions – whether setting the vision on a board of directors, designing products and services, or implementing programs – may be missing. We feel that as the microfinance industry becomes more sophisticated in developing targeted products and services, it makes sense to look at both targeting women business owners for stronger leadership roles and empowering women in general.

After significant discussion and consideration, we clearly believe that although microfinance does not address all the barriers to women's empowerment, microfinance programs – when properly designed – can make an important contribution to women's empowerment. By giving women access to working capital and training, a microfinance program like the one we envision will help mobilize women's productive capacity to alleviate poverty and maximize economic output.

In general, women make up the majority of the lower paid, unorganized informal sector of most economies. This is especially true in Hawaii. These statistics should be used to justify giving priority to increasing access to financial services on the grounds that women are relatively more disadvantaged than men. In addition, Baden and Milward (who wrote "The Feminization of Poverty") noted their research revealed that, "Although women are not always poorer than men, because of the weaker basis of their entitlements, they are generally more vulnerable and, once poor, may have less options in terms of escape." **By providing access to financing for income-generating activities, a well-developed and implemented microfinance program can significantly reduce women's vulnerability to poverty. A reduction in women's vulnerability will also translate into empowerment if greater financial**

security allows the women to become more assertive in household and community affairs.

Women have consistently been shown to spend more of their income on their households; therefore, when women are helped to increase their incomes, the welfare of the whole family is improved. In reporting the results of their research, the Special Unit on Microfinance of the United Nations Capital Development Fund (UNCDF) found that, “Women’s success benefits more than one person. Several (micro finance programs) confirmed the well-documented fact that women are more likely than men to spend their profits on household and family needs. Assisting women therefore generates a multiplier effect that enlarges the impact of the (microfund’s) activities.”

There are other small non-profit and private commercial finance firms in Hawaii, but none that focus exclusively on women. This is crucial for several institutional as well as philosophic reasons. For example, research suggests that programs which serve a significant number of men are more likely to use methodologies that require strong collateral and more extensive monitoring procedures to help reduce the risk of default, while programs designed to serve primarily women tend to replace formal monitoring procedures with social guarantees. Generally, microfinance programs are able to balance more costly procedures with larger loans, while most mainland programs targeting women have successfully relied on client capacity for self-monitoring and cooperation to reach out to women who otherwise might have been excluded because of the small amount of capital they require.

Last, but not least, one of the most often cited rationales we have for supporting a comprehensive microfinance program specifically for women in Hawaii is that microfinance is an effective means or entry point for empowering women. ***By putting financial resources in the hands of women, microfinance programs help to level the playing field and promote gender equality.***

In order for a women to be empowered (defined as enabling a person to reach her best possible potential), a woman needs access to the material, human, and social resources necessary to make strategic choices in her life. Not only have women been historically disadvantaged in access to material resources like credit, property, and money, but they have also often been excluded from social resources like education or insider knowledge of many businesses.

Access to resources alone does not automatically translate into empowerment or equality, however, because women must also have the ability to use the resources to meet their goals. In order for resources to empower women, they must be able to use them for a purpose they choose. Research shows that women who have been excluded from decision making for most of their lives often lack this sense of agency that allows them to define goals and act effectively to achieve them. ***For this reason, the mentoring and women-defined support group and community***

support our program will provide is a crucial cornerstone to the ultimate success of this program.

Although many of the microfinance programs we looked at promote social solidarity at some level, most microfinance programs tend to focus their attention on promoting changes at an individual level – a woman who, for instance, is now able to send her children to school, negotiate lower prices for her raw materials, or even set bigger goals for herself, her children and her business. And this is a valid focus as the achievements of individual women can also have a powerful impact on the way women are perceived and treated within their communities.

Unfortunately, although we recognize that self-confidence is one of the most crucial areas of change in empowerment, it is also one of the most difficult to measure or assess. Self-confidence is a complex concept relating to both women's perception of their capabilities and their actual level of skill and capabilities. ***We believe that self-esteem and self-confidence are closely related with knowledge, and with education (including business and financial literacy training, where needed) we can effectively enhance women's self confidence and affect their level of personal empowerment.***

Hawaii, unfortunately, has more than its share of domestic violence incidents. We took that into careful consideration when we were discussing the need for this program. Access to credit and participation in income-generating activities often will strengthen women's bargaining position within the household, thereby allowing her to influence a greater number of strategic decisions. But evidence also suggests that participation in a microfinance program can give women the means to escape from abusive relationships or limit abuse in their relationships. A Working Women's Forum study presented at an international women's conference in 2000 found that ***40.9 percent of its members involved in a coordinated microfinance program who had experienced domestic violence were able to stop it because of their personal empowerment, while an additional 28.7 percent were able to stop it through group action related to their microfinance activities.***

These group activities are a very important part of what we will provide to our participants. In the most successful programs we surveyed, women participate in an extensive orientation before receiving their first loan. Group leaders are elected and play an important role in the management of education topics and presentations at weekly support meetings. Topics are chosen by the women themselves in cooperation with their loan officer or lead business mentor. Women receive training in business skills such as customer care, pricing, marketing, and selling on credit, and they have the opportunity to exchange business tips among themselves. They also can discuss social and community issues, especially those that affect their ability to be successful business owners, and share successful strategies with each other.

Women giving advice to one another can be another positive sign of empowerment for several reasons. First, women are learning and putting into practice what they learn. Furthermore, they are sharing their knowledge and helping others, which means that the knowledge benefits of the program are having an impact beyond its members. Second, women have enough self-confidence to offer advice and assistance to others. Giving advice also generates community respect for women involved so that a positive cycle of self-esteem and respect in the community can begin.

We understand development of a program that strikes a balance to maximize empowerment, well-being, economic development, and sustainability can be very challenging. No single program we reviewed has been able to fit all environments and populations, and certainly no program strategy will have identical results with all participants. ***We believe, however, that the most effective program strategies will be devised when our program's leaders listen to participants and carefully evaluate their resource bases, strengths, and vulnerabilities so that we can develop products and services that build strengths using available resources.***

Business training opportunities are a good example of this. Business training can benefit poor women entrepreneurs best when the training is carefully designed to complement their existing skills while also addressing their most pressing needs. ***With the help of market research and other available tools to ensure relevance for clients, business training opportunities will be a valuable component of our micro lending program.***

In addition to educational disadvantages, one of the most difficult challenges that many women face as they start or expand businesses is the balancing of their increasing business responsibilities with their family responsibilities. ***The best programs we reviewed recognized this, and helped their participants to develop strategies for managing and meeting the expectations of family and community members while still having the time and energy to run their businesses as well.***

Considering all of the above factors, we will adopt best practices from both our local experienced partners, as well as the many mainland Women's Fund organizations that have ongoing, successful microfinance programs. These best practices have been developed through years of experience with populations very similar to the one we intend to serve. More importantly, we have strong commitments in place from our partners and these mainland programs to provide the necessary support as we develop the infrastructure to implement this Microfund Project in Hawaii.

4. List the measure(s) of effectiveness that will be reported to the State agency through which grant funds are appropriated (the expending agency).

In order to provide the most effective experiences for both our participants and our mentors (including our Board, volunteers, community collaborators and other supporting non-profits), we will:

- Gather information on women's needs and design programs specifically to meet those needs.
- Incorporate programmatic elements such as training or leadership opportunities that contribute to women's empowerment.
- Track empowerment benefits along with financial performance and economic impact indicators.
- Bring women and women's perspectives into the governance, management, and implementation of our micro fund program.
- Collect gender specific data for use in the design and improvement of our program.
- Review new organizational policies before implementation to ensure gender sensitivity and gender equity.
- Design individual loan preparation programs and graduation strategies that are especially tailored to meet the needs of women in Hawaii.
- Create performance incentives for our loan program representatives and volunteers based on client empowerment and satisfaction in addition to portfolio quality and quantity.
- Support holistic approaches to meeting participant needs as part of an ongoing commitment to innovation, research and development.
- Conduct and support action-based research on best practices in empowering women through our programs.
- Consider empowerment impacts when evaluating the program's performance and making funding decisions.
- Promote women participants in leadership roles as the program grows and succeeds.
- Gather detailed survey information through each step from participants and collaborative partners to continually reassess and strengthen programs.
- Provide monthly and quarterly reports of development and implementation progress for each of the above.
- By the end of FY2014, a comprehensive Hawaii Microloan Program with multifaceted supportive subprograms will be actively recruiting and servicing participants.

III. Financial

Budget

- 1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.**

See Attached

- 2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2014.**

<u>Quarter 1</u>	<u>Quarter 2</u>	<u>Quarter 3</u>	<u>Quarter 4</u>	<u>Total Grant</u>
\$20,000	\$18,000	\$15,000	\$15,000	\$68,000

- 3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2014:**

Fundraising Events:	\$215,000
Community Grants:	\$ 90,000
Individual Donations:	<u>\$ 80,000</u>
Total	\$ 385,000

- 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.**

The Women's Fund of Hawaii has received no state or federal tax credits within the prior three years, and has not applied for, nor anticipate applying for, any future state or federal tax credits.

IV. Experience and Capability

A. Necessary Skills and Experience

The Women's Fund of Hawaii has been planning development and implementation of this Microfund Program for more than a year, and have developed collaborative relationships with the following key players who will act as the Project's Advisory Board, and provide much of the most important support services for our participants:

(1) Chenoa Farnsworth
Manager, **Hawaii Angels**
Pioneer Plaza, Suite 1570
900 Fort Street Mall
Honolulu, HI 96813
808-447-9372 email: chenoa@hawaiiangels.org

Chenoa Farnsworth has more than 15 years experience in business strategy and private equity investing. Farnsworth is the managing director of the Hawaii Angels, Hawai'i's only angel capital investment network. In 2006, she co-founded Kolohala Ventures, a Hawaii-based venture capital firm that has invested \$50 million into Hawai'i-based technology start-ups. Farnsworth currently co-manages the state funded Hydrogen Renewable Energy Fund. Through her independent consulting company, Farnsworth Consulting, she provides strategy development and business planning consultation for start-up companies and high-growth businesses. Prior to forming her consulting practice, she held various positions in health policy and legislative affairs in both Hawaii and Washington D.C.. Farnsworth has also served the Hawai'i community Chair of the Women's Fund of Hawaii, director of the Hawaii Women's Business Center and judge for the University of Hawai'i business plan competition. Farnsworth earned a BA in political science from the University of California at Santa Cruz and an executive MBA from the University of Hawaii.

Hawaii Angels provides a forum for members to review investment presentations and share opinions about these opportunities. This forum also allows for networking with professionals of various backgrounds, and exploring new opportunities in Hawaii.

The Hawaii Angels process is proven and well-suited to Hawaii's start-up scene. Since its founding in February 2002, the member angels have invested more than \$30 million in over 50 companies.

Hawaii Angels was founded by Robert Robinson Ph.D., a former Harvard Business School professor and nationally recognized expert on angel investing. Through his leadership, the Hawaii Angels network has become highly successful and well recognized in the Honolulu business community and beyond. Hawaii Angels was co-founded by Chenoa Farnsworth *who is also Past President of the Women's Fund of Hawaii.*

The statewide network includes chapters on Maui and the Big Island. Hawaii Angels is continuing to expand its membership, geographic reach, and deal flow.

(2) Joseph Burns

O'ahu Center Director

Hawaii Small Business Development Center Network

1833 Kalakaua Avenue, Suite 400

Honolulu, HI 96815

(808) 945-1430

<http://www.hisbdc.org>

The Hawai'i SBDC offers a regular schedule of affordable workshops, conferences, and special events; each designed to teach practical, hands-on small business management skills.

Their trainings are facilitated by dynamic, knowledgeable instructors, and range in content from introductory to advanced in areas such as marketing, cash flow, financial statements, business valuation, sales, bookkeeping, accounting, strategic planning and much more.

Training which will be important to our participants includes:

- **Entrepreneur Self Assessment: Do You Have What It Takes?** Explore pros and cons of owning a business, characteristics of successful entrepreneurs, and more
- **Fundamentals of Running Your Hawai'i Business: Tools for Success** What do you need to ensure the success of your business? This overview touches on the topics of marketing and sales, budgeting, costing, pricing, financial statements, and more.
- **Starting Your Business: A Step-By-Step Guide** Learn the process that is key to starting a business in Hawai'i. Learn about options for business structures, insurance, tax considerations, state and city agencies and availability of financial assistance.
- **Writing A Business Plan: Your Company's Roadmap** Every company needs a roadmap, and the business plan is it. Learn how to write this important document effectively.
- **Intellectual Property, Patents and Licensing** What do you need to know to protect your products, services and brand in today's global marketplace.
- **Expand Your Business into the International Market: Exporting** The Internet has enhanced the world access to goods and services. Learn what it takes to become a part of the global marketplace.
- **Government Contracting** Whether a direct supplier of goods or services to the government, or as a sub-contractor, the federal government can become your most important customer. Learn how to enter the system.

(3) Denise Albano

President, Feed the Hunger Foundation

(415) 816-6559 - email: enisealbano@feed-hunger.com

www.feed-hunger.com

Feed the Hunger identifies and partners with organizations in Hawaii and California that are already working with a low-income, business owner target population

- to add value to the organization's ability to help their community
- to ensure that borrowers have other support services to increase their success
- to build a network that addresses the community's fiscal and physical health

(4) Jane Sawyer

Small Business Administration, Honolulu Office

1833 Kalakaua Ave., Ste. 400;

Honolulu, Hawaii Phone 945-1430

Sawyer oversees all activities of the federal agency, from loans and lending relations with financial institutions to small business training and counseling assistance through SBA resource partners such as the Small Business Development Centers, SCORE, and Women's Business Centers. In addition, she works to ensure small businesses get their fair share of government procurements through the use of SBA's contracting programs and certifications.

Sawyer joined SBA in 1993 as the Assistant District Director for Business Development to manage the delivery of programs providing training, counseling and technical assistance to nascent and existing small businesses, and through her work, established two Women's Business Centers (Hawaii and American Samoa), and created strategic alliances with business and economic development organizations. In Fiscal Year 2009, the Hawaii district office guaranteed 420 loans with a value of \$55.5 million. With a broad range of business consulting, workshops and seminars, the office also assisted more than 10,300 small business owners and entrepreneurs, directly and with their funded resource partners. The Business Development and Government Contracting programs provided support for a portfolio of approximately 170 firms with \$231,642,420 in federal contracting awards in the last year.

The Small Business Administration resources include:

- Free counseling to aspiring entrepreneurs as well as small business veterans available through SCORE and the Small Business Development Centers (SBDCs) located throughout Hawaii. SCORE and the SBDCs offer regular workshops and seminars at little or no cost to prospective small business owners.

- SBDC Centers located on the Big Island of Hawaii, Oahu, Maui and Kauai
- SCORE is located at Waterfront Plaza, 500 Ala Moana Boulevard, Suite 1-306A, Honolulu, Hawaii 96813; phone (808) 547-2700
- Assistance to businesses owned and controlled by socially and economically disadvantaged individuals is available through the Minority Enterprise Development Program.
- International trade assistance is available through a special loan program called the Export Working Capital Guarantee Program, and International Trade Counselors are available to help small business owners with their export plans.
- A Veterans Affairs Officer is available to counsel veterans who want to start their own business.

(5) Bernice A Parsons, President, Pacific Region

VERTACCOUNT

1164 Bishop Street, Suite 1612

Honolulu, HI 96813

(808) 930-5555 www.vertaccount.com

Bernice Parsons is an entrepreneur and corporate executive with over 10 years of experience managing start-up internet and offshore service operations, as well as corporate marketing teams. As President and Co-founder of Vertaccount, Ms. Parsons provides a unique set of experience to her firm's clients through her expertise in the successful delivery of off-site accounting services. Her knowledge of the intricacies of managing off shore operations for the past 6 years has resulted in a successful track record of bridging the back office accounting needs of multiple small and mid-sized local businesses.

In 2012, Ms. Parsons was recognized by the SBA as the Financial Services Champion in Honolulu, and was co-founder of one of the first and largest online companies.

(6) Oriana Bolden

Lead Camera/ Senior Editor

proj-ectPRO:JECT

Media Production industry

Oriana is a media specialist who owns a public relations production boutique specializing in photo, video and new media . Through her work, she helps to develop, maintain and promote businesses, organizations/ campaigns. Current clients include The Pachamama Alliance, Brighter Beginnings, Possible Futures Film Festival, Oakland Local, Freedom Archives and the Bayview Newspaper.

7) Tara T. Boone

President, Tara Boone Handbags
67 East 11th Street, New York, NY 1003
taratboone@gmail.com www.taraboone.com (212)477-7180

Successful designer Tara Boone is a natural to advise those starting businesses in the textile and fashion industry.

(8) Gwen Yamamoto Lau

Executive Director, Hawaii Community Reinvestment Corporation

(9) Jan Sullivan

Director of Operations, OCEANIT

B. Facilities

All programs will be provided at offices or locations already established through our partner organizations for training and meeting purposes. These include the Federal Building at 300 Ala Moana Blvd., in Honolulu, and Waterfront Plaza, Restaurant Row, also in Honolulu. All locations are ADA-compliant, and uniquely suited for the training and meeting purposes needed.

V. Personnel: Project Organization and Staffing

A. Proposed Staffing, Staff Qualifications, Supervision and Training

In addition to the collaborating partners described above, the Women's Fund of Hawaii has a comprehensive Board of Directors comprised of successful business women who are well-qualified and committed to providing the support needed to make this project a success. These include:



K. Elizabeth Whitehead, Chair, Board of Directors

Beth Whitehead joined American Savings Bank in May 2008 as Executive Vice President & Chief Administrative Officer. Beth oversees the following groups: Corporate Communications, Community Development, Community Reinvestment Act (CRA), Corporate Real Estate & Facilities, Corporate Security, Bank Regulatory Compliance, Human Resources, Marketing & Product Development, Training, Legal, and Strategic Sourcing & Vendor Management. Prior to joining ASB, she served as Deputy General Counsel and Senior Vice President of First Horizon National Corporation (Dec. 2004-May 2008), a \$37 billion financial services holding company headquartered in Memphis, TN, and one of the top 30 bank holding companies in the U.S. Its principle financial subsidiaries were: First Tennessee Bank, FTN Financial and First Horizon Home Loans. First Horizon operated in 48 states.

She also served as General Counsel of National Commerce Financial Corporation (June 1996-Oct 2004), Memphis, TN, a \$26 billion financial services holding company, which consistently ranked in the top five of U.S. Banker's performance rankings of the 100 largest banking companies, prior to its merger with SunTrust Bank in 2004. Its principle subsidiary, National Bank of Commerce provided banking services through 400 locations in eight states. NCF had 26 other financial subsidiaries that provided diverse financial services to its customers. Having worked in two complex, multi-state and multi-chartered financial holding companies, Beth's broad experience includes bank and non-bank acquisitions, contract management, corporate governance, CRA, legal, procurement, records retention, bank regulatory compliance/regulatory relations, risk management, and SEC and bank regulatory filings, as well as bank conversions.

Her community service most recently includes serving on the Steering Committee and Board of Advisors of the University of North Carolina School of Law Banking Institute, Executive Committee of the Boys and Girls Clubs of Greater Memphis, Chairman of the Board of the Ira Samuelson Boys and Girls Club, and member of the American Bar Association Section of Banking Law. Beth obtained her BA, with honors, in English from the University of Mississippi and received her JD from the University of Arkansas School of Law where she also graduated magna cum laude.

Tyrie Lee Jenkins, M.D. – Vice Chair



Dr. Jenkins is a board-certified ophthalmologist and eye surgeon with a private practice. She has been involved with laser vision correction since its infancy; she performed Hawaii's first laser-assisted in situ keratomileusis (LASIK) procedure in 1997, and was active in the national study that led to the Food and Drug Administration's approval of the technique. She is a member of the American Academy of Ophthalmology, the Hawaii Medical Association, the International Society of Refractive Surgery, the American Society of Cataract and Refractive Surgeons, and the Hawaii Ophthalmology Society.



Piia M. Aarma

Piia M. Aarma has been involved in communications for more than 25 years. Her experience includes corporate communications, marketing, public service campaigns, national-level lobbying, newspaper reporting and editing, freelance magazine journalism and digital and social media communications.

Locating to Honolulu, Hawaii, from Washington, DC, where she was with the National Association of Manufacturers (at the time the second largest business lobbying organization) on both the PR and lobbying sides, she joined Bank of Hawaii in 1987 to lead the company's corporate communications, including its Pacific, Asia and U.S. Mainland locations for 10 years. In this role, she developed strategic integrated communications plans to position the company, its products, executives and staff as industry leaders. She developed and led crisis communications strategy and implementation. In 1997,

she started her own PR and marketing consulting firm, Pineapple Tweed, in Honolulu.

An active community participant, Piia is currently a director of KCAA Preschools of Hawaii and Women's Fund of Hawaii and on the Board of Governors at The Pacific Club. She is a former director of the YWCA of Oahu and former trustee and now honorary member of the board of trustees for La Pietra-Hawaii School for Girls.

She is a Professional in Residence for the Pacific & Asia Center for Entrepreneurship (PACE) at University of Hawaii and a member of its advisory board and is also a member of the advisory board of the Entrepreneurs Foundation of Hawaii.

She is a mentor-member of HiBEAM, a entrepreneur accelerator; a federally appointed member and previous chair of the Hawaii-Pacific Export Council, an organization dedicated to promoting exporting; ***a member of the Hawaii Venture Capital Association and Hawaii Science and Technology Council***. She is a graduate of the University of Maryland where she received a B.A. degree focusing on psychology and sociology.



Judy Bishop

Judy Bishop is the president and owner of Bishop & Company, Inc.. In addition, Judy has over thirty years of staffing experience. She has managed local, national and international offices on four continents. As a Franchise Owner, Regional Vice President, Division Vice President, National Sales Manager, and COO for Operations, she has an extensive background servicing major corporations over a broad spectrum of skill requirements. Judy is responsible for clients' complete satisfaction with the service provided. Judy is a member of the Organization of Women Leaders, supporter of YWCA, former Women's Fund Board Treasurer, former Co-Chair of the WF Golf Committee, and member of Honolulu Rotary, as well as many other professional organizations including HSBP, SHRM, and HEA. In 2011, Judy was awarded "Women in Business Champion" by the Small Business Administration, SBA, and her company has been one of the top 25 Women Owned Businesses for the past four years.



Leslie Wilkins –

In October 1999, Ms. Wilkins was hired to design, launch, and lead implementation of the Women in Technology Project, pilot and demonstration project, designed to engage more girls, women, Native Hawaiians and other underrepresented groups into the Science, Technology, Engineering and Math (STEM) pipeline. In June 2000, she was elected by MEDB's Board of Directors to her current position of Vice President. She continues to lead MEDB's STEM education initiatives, overseeing the expansion from a Maui pilot, to a statewide program with an annual reach of more than 21,000 participants. She has served as principle investigator for a \$15 million federal funding portfolio, including grants from 8 different federal agencies.

Prior to joining MEDB she operated a consulting business for a decade—serving a broad nonprofit client base providing program development services, advising on revenue diversification strategies, and proposal writing. Ms. Wilkins maintained a five-year consulting relationship with MEDB, before accepting the Women in Tech program director position. Before her consulting work, she spent ten years in Hawaii's commercial banking industry. Her experience included operations supervision, branch lending, budgetary development/oversight, and personnel management.

Ms. Wilkins is an experienced advocate for women, workplace diversity and equity issues. She has served in state and national leadership roles with the Business & Professional Women's Organization (BPW/USA) for more than two decades. After completing her term as BPW/Hawaii State President in 1992, she was recruited for national service as Legislation/Issues Management Chair, Membership Chair, and in 1994 she was elected to BPW/USA's Executive Committee as the Recording Secretary, followed by Vice President, and President-Elect. In July 2001, she was installed as BPW/USA's National President and BPW Foundation Chair through 2002. Ms. Wilkins was appointed for two terms (8 years) on the State Commission on the Status of Women, she served as the Commission Chair from 1996 - 2003. Recently Governor Abercrombie reappointed her to the Commission and she is serving again as its current chair. She further Chairs Maui County's Workforce Investment Board and serves as a member of the state Workforce Development Council. Ms. Wilkins is a member of the University of Hawaii's College of Engineering Dean's Advisory Council, serves on the board of the Women's Fund of Hawaii; is a national trustee for the BPW/USA Foundation, and is tapped frequently to provide diversity and equity technical assistance to education partners and employers.

Recent honors include the 2001 SBA Women's Business Advocate Award for Hawaii and Federal Region IX; the 2005 International Economic Development Council (IEDC) Performance Award for a Multi-Year Local Economic Development Initiative; and a 2010 Maui County Woman of Achievement Award.



Marivic Dar -

Marivic Dar is a senior financial planner with Prudential in Honolulu, and former Chair on the Commission on the Status of Women in Hawaii. She is an avid community volunteer and activist, and has volunteered in many capacities with Na Loio, an immigrants rights advocacy for women and children, Hawaii Family Support Center, as well as with the Women's Fund of Hawaii and the University of Hawaii Foundation as a trustee. Marivic is a Chartered Life Underwriter (CLU), Chartered Financial Consultant (ChFC); holds a Masters degree in Political Economy from the University of Hawaii Manoa on an East West Center scholarship, and she was formerly a United Nations Security Council Intern in New York City.



Kayla Rosenfeld -

Kayla Rosenfeld is a Communications Specialist for the State of Hawaii, Department of Human Services (DHS). Her responsibilities include serving as liaison to the public and news media, assisting the Director as needed with report writing, legislative testimony and other

presentations, publishing Department news releases and a quarterly newsletter. Ms. Rosenfeld previously worked 11 years at Hawaii Public Radio as a News Director and Talk Show Producer. She is an award-winning radio journalist, East West Center-Jefferson Fellow, and an independent communications consultant. Ms. Rosenfeld has served on the Women's Fund of Hawaii Board Member since May 2009. She is Chair of 2012 Tea & Champagne Fundraiser



Lyla Prather, M.D.

Prather is a board certified internal medicine physician and partner at the Cachola Medical Clinic, a clinic that has served the community of Kalihi for over 40 years. A graduate of Punahou School, she earned her Bachelor's degree from the University of Southern California and graduated from the University of Hawaii John A. Burns School of Medicine in 2002.

An active community volunteer, Prather is co-chair of the Kalihi Community Health Fair, which has provided free screenings and health education to the community for over 25 years.

Prather also leads a team of 30 female entrepreneurs as a "Star Stylist" for Stella and Dot, a jewelry and accessories company that is socially active and whose mission specifically supports programs focused on women's empowerment, economic opportunities and research for breast cancer and autism.



Kelly Ann CW Allen –

Kelly Allen has been a full time Real Estate salesperson since 1993. Starting out in the business when Honolulu real estate was plummeting, she set her sights on property management and investing. Her niche today is in the luxury, high-end properties. Very often she is asked to consult with other Brokers to help their customers with rental and investment analysis. Today, she is responsible for over 100 high-end Honolulu properties.

Kelly was born and raised in Honolulu and a graduate of The University of Hawaii at Manoa with a Bachelor of Science. Presently, Kelly works for Heyer & Associates, selling real estate and heading its Property Management division. She has been with Heyer & Associates since 2005. She is a member of the National Association of Realtors and board member for The Women's Fund of Hawaii.



Laura M. Lott –

Laura M. Lott is the Director of Community and Public Relations for Kaiser Permanente Hawaii. She has nearly 20 years of media and communication experience and joined the state's largest integrated care organization in 2010 to lead public relations efforts. She previously served in various communications and public relations capacities for HMSA and the Hawaii State Department of Health, and is a former producer with KHON TV.

Laura received her bachelor's of arts in communications and her master's of business administration from the University of Hawaii at Manoa. She is a member of the Organization of Women Leaders, International Association of Business Communicators, Public Relations Society of America and a board member for the Women's Fund of Hawaii.

Melissa Teves Pavlicek – Executive Director



Melissa Teves Pavlicek is an attorney and government affairs professional who represents clients before the state legislature, regulatory agencies and local governmental bodies, such as the Honolulu City Council. She graduated from the William S. Richardson School of Law,

University of Hawai’i (J.D.); University of Hawai’i (B.A.) and Baldwin High School (Maui). She has served as a committee clerk at the Hawai’i legislature for then-Representative Robert Bunda, as a staff member of the Senate Ways and Means and Consumer Protection committees and worked at the Honolulu City Council.

She has taught courses on legislative advocacy for non-profits and has served as the vice president of the Legal Aid Society of Hawai’i. She is a past president of Hawai’i Women Lawyers and has served as chair of the Hawai’i State Bar Association Business Law Section. She was named as the U.S. Small Business Administration’s Women in Business Champion for the state of Hawaii and has been recognized with a president’s award from Hawaii Women Lawyers.

B. Organizational Chart

Board of Directors – E. Beth Whitehead, Chair (includes full board)
Chenoa Farnsworth – Microfund Project Managing Director
Melissa Pavlicek, Esq.– Executive Director (includes 5 staff members)
Maryellen Markley, Ph.D. – Fund Development Director
Microfund Community Advisory Board (includes 10 advisors)

VI. Other

A. Litigation

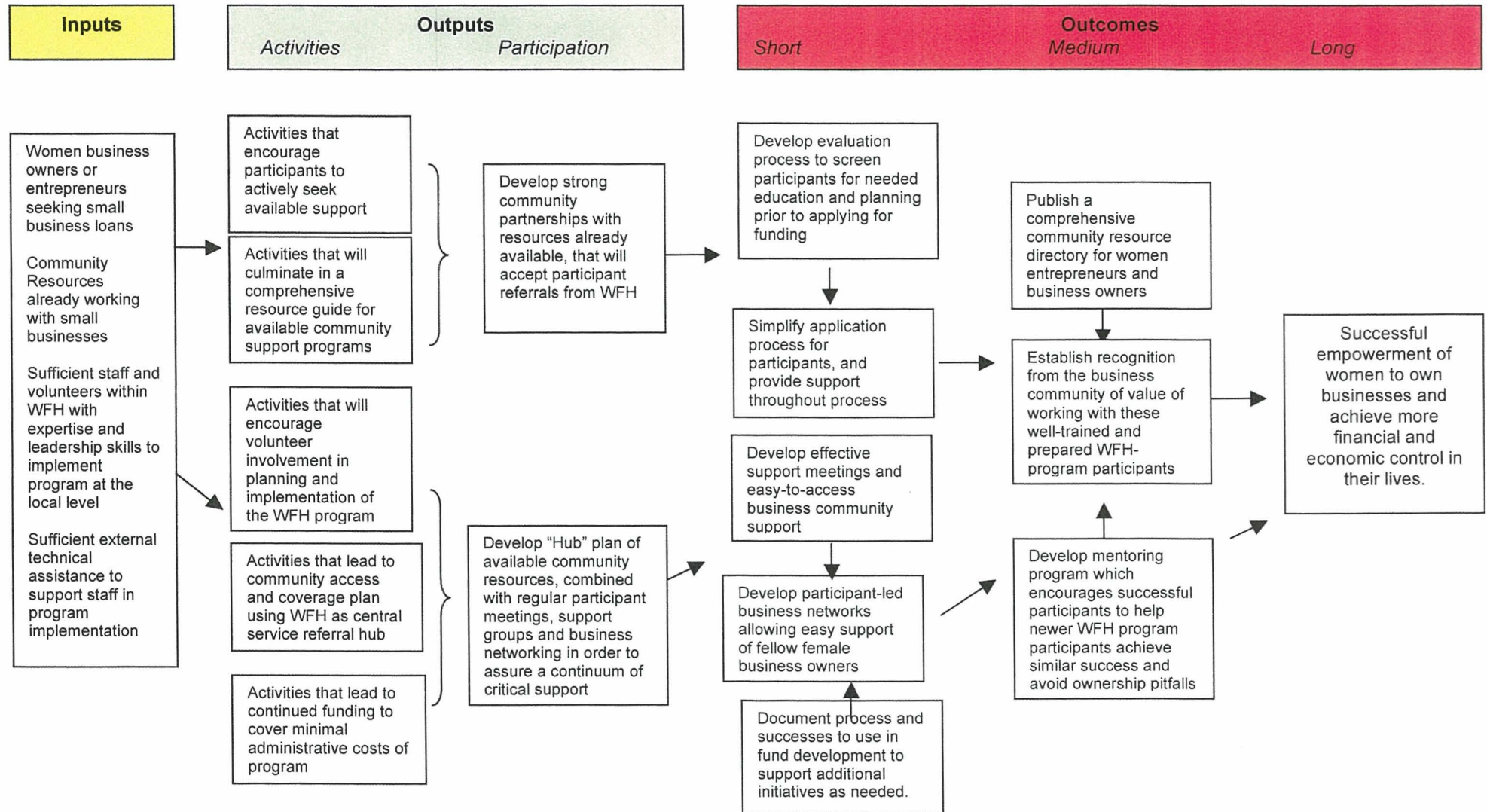
We have no outstanding litigation involvement, nor know of any threats of litigation.

B. Licensure or Accreditation

Not applicable

Program: Women's Fund of Hawaii Micro Funding Program Logic Model

Situation: Develop and implement a process to support a mainland funded micro lending program in Hawaii for women-owned businesses, including the underlying support programs to achieve consistent success and best business practices.



Assumptions
 1 in 3 Hawaii businesses are woman-owned. Although there are community resources to support business owners, there is no centralized resource that provides both (1) training and individualized woman-centered business advice, and (2) readily available micro loans. The Women's Fund of Hawaii has the member and community resource expertise to implement this needed "hub" program.

External Factors
 New businesses struggle to raise sufficient funding for implementation or growth in a state where costs are steep. Current community small business resources focus on loans of \$50,000 and greater, leaving businesses that need small loans to compete under the same guidelines as those for much larger amounts. There are no microfinance programs in Hawaii focused solely and specifically on the unique needs of woman-owned small businesses.

BUDGET REQUEST BY SOURCE OF FUNDS
(Period: July 1, 2013 to June 30, 2014)

App **Women's Fund Hawaii** - Microfinance Program

BUDGET CATEGORIES	Total State Funds Requested (a)	Fee for Service Income (b)	Grants, Private & Corporate Donations (c)	(d)
A. PERSONNEL COST				
1. Salaries - Microfinance Program	38,000			
2. Payroll Taxes & Assessments	3,420			
3. Fringe Benefits	0			
TOTAL PERSONNEL COST	41,420			
B. OTHER CURRENT EXPENSES				
1. Travel Inter-Island	0	0	2,000	
2. Insurance	1,400	0	1,400	
3. Lease Motor Vehicles	0	0	750	
4. Lease/Rental of Space & Storage	0	0	0	
5. Staff Training	500	0	1,200	
6. Supplies - Office	1,500	0	1,720	
7. Telecommunication	960	0	680	
8. Accounting Services/Audit	0	0	4,000	
9. Postage, Freight, Delivery	675	0	1,700	
10. Publication/Printing	1,500	1,500	890	
11. Repair/Maintenance	0	0	920	
12. Contractual Services (Administrative)	1,500	1,000	49,740	
13. Transportation	0	0	0	
14. Program Supplies/Expenses	18,545	2,500	12,000	
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	26,580		77,000	
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	68,000	5,000	77,000	
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	68,000	Maryellen Markley, Ph.D. (808) 561-8096		
(b) Fee for Services	5,000	[REDACTED]		
(c) Grants, Private & Corp. Donations	77,000	[REDACTED]		
(d)		Signature of Authorized Official _____ Date _____		
TOTAL BUDGET	150,000	K Elizabeth Whitehead Name and Title (Please type or print)		

**BUDGET JUSTIFICATION
CAPITAL PROJECT DETAILS**

Applicant: Women's Fund of Hawaii

Period: July 1, 2013 to June 30, 2014

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: 2011-2012	FY: 2012-2013	FY:2013-2014	FY:2013-2014	FY:2014-2015	FY:2015-2016
PLANS			N/A			
LAND ACQUISITION			N/A			
DESIGN			N/A			
CONSTRUCTION			N/A			
EQUIPMENT			N/A			
TOTAL:			N/A			
JUSTIFICATION/COMMENTS:						

**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS AND SUBSIDIES PURSUANT TO
CHAPTER 42F, HAWAII 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 and subsidies pursuant to Section 42F-103, Hawaii 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 or subsidy 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 or subsidy 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 or subsidy.
- 2) The applicant meets the following requirements pursuant to Section 42F-103, Hawaii 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 or subsidy 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, Hawaii 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, Hawaii Revised Statutes, for grants or subsidies used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant or subsidy 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 or subsidy 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.



Women's Fund of Hawaii

(Signature)

1.30.13

(Date)

Chair, Board of Directors