

**THE THIRTIETH LEGISLATURE  
APPLICATION FOR GRANTS  
CHAPTER 42F, HAWAII REVISED STATUTES**

Type of Grant Request:

Operating

Capital

Legal Name of Requesting Organization or Individual: Db:

YWCA of Hawaii Island

Amount of State Funds Requested: \$ 752,000

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

YWCA of Hawaii Island is seeking funds to construct a new preschool facility on our owned downtown Hilo location, in use for over 100 years. To build: 9500 sq. feet. five classrooms, shaded play areas and a commercial kitchen for nutritious meal preparation. Funding will allow us to generate architectural drawings, conduct an environmental assessment and create construction documents. This is phase one of revitalizing our campus a three phase project which will include a modern preschool facility, a new program center and ten unit studio housing.

Amount of Other Funds Available:

State: \$ \_\_\_\_\_

Federal: \$ \_\_\_\_\_

County: \$ \_\_\_\_\_

Private/Other: \$ \_\_\_\_\_

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

\$ 0

Unrestricted Assets:

\$ 1,888,437

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

Type of Business Entity:

501(C)(3) Non Profit Corporation

Other Non Profit

Other

Mailing Address:

145 Ululani Street

City:

Hilo

State:

Hi

Zip:

96720

Contact Person for Matters Involving this Application

Name:  
Kathleen McGilvray

Title:  
Chief Executive Officer

Email:  
kmcgilvray@ywcahawaiiisland.org

Phone:  
808-930-5760

Federal Tax ID#:

██████████

State Tax ID#

██████████



Authorized Signature

Kathleen McGilvray, CEO

Name and Title

1/20/23

Date Signed

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**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, 2022.**

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.**

See page 4

Vend Compliance



STATE OF HAWAII  
STATE PROCUREMENT OFFICE

**CERTIFICATE OF VENDOR COMPLIANCE**

This document presents the compliance status of the vendor identified below on the issue date with respect to certificates required from the Hawaii Department of Taxation (DOTAX), the Internal Revenue Service, the Hawaii Department of Labor and Industrial Relations (DLIR), and the Hawaii Department of Commerce and Consumer Affairs (DCCA).

**Vendor Name:** YWCA OF HAWAI'I ISLAND

**DBA/Trade Name:** YWCA OF HAWAI'I ISLAND

**Issue Date:** 01/19/2023

**Status:** **Compliant**

Hawaii Tax#: 40394380-01  
New Hawaii Tax#: GE-1234704384-01  
FEIN/SSN#: XX-XXX9762  
UI#: XXXXXX0212  
DCCA FILE#: 2073

Status of Compliance for this Vendor on issue date:

Form	Department(s)	Status
A-6	Hawaii Department of Taxation	Compliant
8821	Internal Revenue Service	Compliant
COGS	Hawaii Department of Commerce & Consumer Affairs	Exempt
LIR27	Hawaii Department of Labor & Industrial Relations	Compliant

**Status Legend:**

Status	Description
Exempt	The entity is exempt from this requirement
Compliant	The entity is compliant with this requirement or the entity is in agreement with agency and actively working towards compliance
Pending	A status determination has not yet been made
Submitted	The entity has applied for the certificate but it is awaiting approval
Not Compliant	The entity is not in compliance with the requirement and should contact the issuing agency for more information



**DECLARATION STATEMENT OF  
APPLICANTS FOR GRANTS PURSUANT TO  
CHAPTER 42F, HAWAII REVISIED STATUTES**

Dec statement

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, 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 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, 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 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 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.

YWCA of Hawaii Island  
(Typed Name of Individual or Organization)

 1/20/23  
(Signature) (Date)

Kathleen McGilvray CEO  
(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;**

The YWCA of Hawaii Island is dedicated to eliminating racism, empowering women, and promoting peace, justice, freedom, and dignity for all.

The YWCA of Hawai'i Island (YWCA), which is part of the national organization consisting of 300 YWCA Associations with 2.6 million members, first organized in Hilo in 1919, was established as a 501(c)(3) non-profit organization in 1965 and has been a partner agency of the Hawai'i Island United Way (HIUW) since 1979. Employing over 50 full-time and part-time staff, the YWCA provides services to the entire Big Island.

The Developmental Preschool (Preschool), providing childcare services since the mid-1960's, is nationally accredited (National Association for Education of Young Children) and licensed to provide services to 115 children between the ages of 2 and 5. With pandemic conditions, the preschool was able to provide trauma informed care training to staff through Promising Minds, a Hawaii Community Foundation initiative, and provided counseling services to children and parents experiencing stressors. Our preschool is in downtown Hilo and provides childcare to families from all over East Hawaii.

YWCA's Sexual Assault Support Services (SASS) has been providing services to victims of sexual violence for over 40 years. Our services are at no cost to the survivor and include sex assault hotline with 24-hour on call crisis intervention; support to victims throughout the medical and forensic exam, legal process; individual/group therapeutic counseling; case management, and prevention education. In conjunction with the SASS program, the YWCA also has the Sexual Assault Nurse Examiner (SANE) program which supplies specially trained nurses to collect evidence from victims of sexual assault and strangulation for law enforcement. The SANE program has been in operation since 2012. Both SASS and SANE provide services for the entire island and have offices in East and West Hawaii.

Our Healthy Families Hawaii Program (HFP), a child abuse and neglect prevention program, has been providing services for over 40 years to parents of children ages 0 to 3. This home visiting program, screens 100% of the newborns birthed at the Hilo Medical Center and offers services if parents indicate there are stressors in the household that might impact healthy development and growth of their child. This program has a team of staff who support and provide education

to help the parents to be their best parent. The HFP program provides services to residents of East Hawaii with boundaries from Volcano National Park to Pauilo.

All our programs collaborate with community agencies in partnership to support our work and refer out to specialized services when needed. With a 100+ year history, the YWCA continues to work in the community to provide services to all ages and stages of life.

## **2. The goals and objectives related to the request;**

The YWCA's current campus on Haili and Ululani Streets houses the original cottage built prior to 1926 that serves as our preschool, a two-story multi-purpose room used by program staff and community members, and two swimming pools that closed 8 years ago when its operations proved financially unsustainable. This property has been owned by the YWCA since 1926. See attached deed.

The YWCA of Hawaii Island recently celebrated its 100<sup>th</sup> year in operations. The board of directors engaged in strategic planning and created a plan to set the foundation for its next century of service. The YWCA engaged the services of Fleming & Associates to lead the organization in conceptualizing a campus redesign. The conceptual master plan developed by includes a new modern preschool facility, a new program center, and 10 studio apartments. The estimate, based on the conceptual design to fund the master plan, total \$24 million.

In 2021, the YWCA contracted with Netzel Grigsby Associates (NGA) to conduct a capital campaign feasibility study to evaluate the YWCA's organizational capacity to conduct a capital campaign, determine the fundraising capacity, and recommend a plan to achieve the fundraising plan. After careful analysis, NGA recommended a 3-phased approach with a phase 1 goal of \$9.5 million to construct a new preschool facility.

The new preschool facility will replace the existing cottage, swimming pools, and locker rooms on the campus. The preschool facility will be 9500 square feet including five classrooms, shaded secure play areas, and a commercial kitchen to support our meal preparation and nutrition education for the families enrolled at the preschool. In addition, the new facility will provide additional parking places and safer drop and pick up off locations for keiki.

The new center will grow from the existing number of children enrolled of 85 to an NAEYC accredited and Hawaii licensed capacity of 115. The YWCA preschool serves 2-to-5 year olds with a curriculum that balances structured learning with creativity, character, and social skills.

The YWCA has been serving the Island of Hawaii for over 100 years. We are a vital part of the fabric of downtown Hilo. Not only will this project enable the

YWCA to strengthen and grow its program but will add to the revitalization of the downtown community.

### **Proposed use of funds**

- a. The funds will be used to conduct an environmental assessment required to qualify for Community Development Block Grant (CDBG) grants and other expected government funding. The study will be conducted by a qualified consultant beginning on June 1, 2023 with payment due December 31, 2023.
- b. Funds will also be used to fund architectural services beginning June 1, 2023 and to be completed by June 30 2023. There will be expenditures with the first due on August 1, 2023, second payment due, October 1, 2023, and final payment on June 30, 2023.

Timeframes may be adjusted based on availability of funds.

### **3. The public purpose and need to be served;**

Since 1919, the YWCA of Hawaii Island has been a nexus for people of Hawaii Island to thrive, especially women and girls who may have had limited opportunities. Originally the programs included housing, wellness activities and training with an emphasis on the unique needs for women, although programs and services are provided to all. The programs have evolved and changed over generations and continue to meet new needs as times change and community needs grow.

Since 1926 the main campus for YWCA of Hawaii Island has been at our owned location, 145 Ululani Street in Downtown Hilo. For approximately 80 years it has housed our preschool as well as community spaces. Additionally, we provide the island's only rape crisis center: 24/7 sex assault crisis hotline, forensic nursing exams and short and long term counseling and the nationally recognized and accredited Healthy Families program to help new parents bond with their newborns during the first 3 years of life. Throughout our history we have been a gathering place for community members, meetings and conferences.

This location is central to Hilo, just a short walk to the Mo`oheau bus terminal and our scenic downtown area. The central location is easy to reach for people relying on public or private transportation. The property is wholly owned by the YWCA of Hawaii Island, which is a unique position among nonprofit organizations and is a testament to the planning of our founders. Property ownership provides us with stability and the opportunity to plan for our future and design a campus reflective of changing community needs.

### **Preschool**

The YWCA preschool has nurtured generations of children with 50 weeks of instruction and full days to support working families. The YWCA Preschool is



licensed by the State of Hawaii and has been accredited by NAEYC for over 17 years. The programs creative curriculum by Teaching Strategies, is focused on the whole child, social - emotional, motor skills, cognitive development and academic rigor. The preschool also has expanded services to include the family with mental health services for parents and children as well as financial literacy and reading nights for the whole family.

Gardening and incorporation of fresh foods into our nutrition program is an important part of our focus on health and wellness. We provide each child with a nutritious breakfast lunch and snack daily.

We provide full day instruction to 2-5-year olds with and are one of the few programs which will support children prior to potty training. Because of our longevity in the community we are on our 2<sup>nd</sup> or 3<sup>rd</sup> generation of preschoolers, our graduates have returned to us as parents, grandparents, staff and board members.

### **Healthy Families Program**

Family stressors for adults who have experienced traumatic childhoods can be difficult to overcome. Through our Healthy Families program we work with new parents who want a better life for their children. No child comes with an instruction book, and our accredited healthy families has provided in home coaches for encouragement and education as well as developmental screening, screens for family violence, postpartum depression, medical needs, and support and referrals. The program is voluntary and provides critical linkage to services for new parents in need of support.

### **SASS and SANE**

Our Sex Assault support services program provides immediate crisis counseling 24 hours a day 7 day a week to victims of sex assault on Hawaii Island and their support systems who have been affected. Additionally, we provide forensic evidence exams by trained nurses for our justice system and support to victims through that process and any other interactions or interview they have. We work in concert with the justice system to hold a safe space for survivors as they heal and will support them with long term counseling as they move forward with their lives.

### **Advocacy**

YWCA of Hawaii Island has been an advocate for women and girls since our founding in 1919. We have advocated in conjunction with other YWCAs nationally and across the state as well as groups such Association of University Women, the Hilo Women's Club, Zonta Club of Hilo, League of Women Voters. Through our efforts and the efforts of likeminded group collaboration we are constantly working toward improving the lives of women, girls and families.

### **Community Convening**

For over 100 years YWCA of Hawaii Island has served as a gathering place for community meetings, organizers, businesses starting out, retreats, trainings, dances, socials, family parties and other gatherings.

### **Describe the target population to be served; and**

The preschool program supports working families. This is our mission in action, supporting families and creating a nurturing safe environment to instill the love of education for children **and** caring for them while their parents work or go to school in order to create a better life. We see preschool as a critical workforce infrastructure necessity. In this way we have been helping to support change and the betterment of our community for over 100 years. Our mission is to eliminate racism and empower women, we serve the entire family in every program because our entire community needs to thrive for true progress.

We collect data on free and reduced lunch and the majority (generally 70%+) of our families have incomes below free and reduced lunch limits. Well over 60% of our families are Hawaiian and part Hawaiian and work with Pauahi Keiki Scholars(Kamehameha Schools) as well as a variety of funders to support families with tuition assistance. Many of our families are single mother head of household.

The preschool focuses on serving all students and goes to great effort to support families that have short term emergencies so that preschool continues even if the family has a job interruption. This kind of consistency for children is incredibly important as families weather challenging times. Our island has had a number of traumatic events in the last few years which has added to economic and housing insecurity. Hurricane Lane, housing displacement due to lava inundation, COVID19, in addition to interpersonal family situations have created uncertainty for many children, we provide daily consistency.

Due to the incredible challenges our children have seen, we have applied a trauma informed lens to our preschool and have embedded mental health supports in the preschool for children and families. Parents can participate in Family Hui, Literacy nights and collaborate on stressors and interventions their children and parents are experiencing.

### **Describe the geographic coverage.**

Our preschool is located at our owned 1.4 acre campus at 145 Ululani Street in Downtown Hilo, we serve families from the entire east side of the Island as far as Honokaa to Volcano and lower Puna as parents commute to work or school.



11000  
DEED

THIS INDENTURE made and executed this 3<sup>rd</sup> day of July, A. D. 1929 by and between THE REALTY INVESTMENT COMPANY, LIMITED, an Hawaiian corporation having its principal place of business and office in Hilo, Hawaii, hereinafter called the GRANTOR, and THE YOUNG WOMEN'S CHRISTIAN ASSOCIATION OF HILO, HAWAII, an eleemosynary corporation having its principal place of business and office in Hilo aforesaid, hereinafter called the GRANTEE,

WITNESSETH:

That the said Grantor, for and in consideration of the sum of TEN THOUSAND DOLLARS (\$10,000.00) to it in hand paid by the said Grantee, the receipt whereof is hereby acknowledged, has sold and, by these presents, does hereby bargain, sell, assign, convey and transfer unto the said Grantee, its successors and assigns, all of that certain piece or parcel of land situate on the manka side of Kinoole Street in Hilo aforesaid, and more particularly described as follows:

"Beginning at the East corner of this lot on the West side of Kinoole Street and marked by a X out in sidewalk, the coordinates of said point of beginning referred to the Gov't Survey Trig. Station "Halai" being 2716.21 feet North and 2779.80 feet East and running by true azimuths:-

1. 58° 55' 00" - 125.00 feet along remainder of Wetmore and Deacon property, owned by The Realty Investment Co., Ltd., to 1" iron pipe;
2. 328° 55' 00" - 170.19 feet along same to 1" iron pipe;
3. 59° 25' 00" - 195.62 feet along same to 1" iron pipe;
4. 148° 15' 30" - 202.91 feet along the East side of Ululani Street to 1" iron pipe;
5. 242° 10' 40" - 323.49 feet along lot owned by the Trustees B.P.O.E. Lodge #759 to a X out in sidewalk at the West side of Kinoole Street;
6. 328° 55' 00" - 16.00 feet along the West side of Kinoole Street to point of beginning.

Containing an area of 41423 Square Feet."

TOGETHER with all and singular the rights, tenements, privileges, appurtenances and hereditaments thereto belonging or in any wise appertaining.

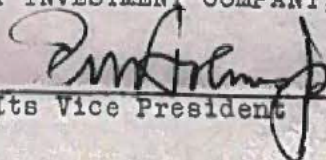



TO HAVE AND TO HOLD the same, together with the appurtenances, unto the said Grantee, its successors and assigns, in fee simple forever.

And for the consideration aforesaid the said Grantor hereby covenants and agrees to and with the said Grantee, its successors and assigns, that it, the said Grantor, is well seized of an estate in fee simple in and to the property hereinabove described; that it has good right and lawful authority to sell and convey the same as aforesaid; that the said property is free and clear of all encumbrances of every kind and nature, and that the said Grantor will forever warrant and defend the title to the premises hereby conveyed unto the said Grantee, its successors and assigns against the lawful claims of all persons.

IN WITNESS WHEREOF the said Grantor has caused these presents to be executed by its proper officers thereunto duly authorized upon the day and year first above written.

THE REALTY INVESTMENT COMPANY, LIMITED,

By   
Its Vice President

By   
Its Treasurer





### **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;
  - a. The funds will be used to fund an environmental assessment required to qualify for governmental funds (eg. CDBG). The study will be conducted by a qualified consultant beginning on July 1, 2023.
  - b. Funds will also be used to fund architectural services beginning June 1, 2023 and to be completed by June 30, 2024. There will be expenditures with the first due on August 1, 2023, second payment due, December 1, 2023, and final payment on June 30, 2023.

<b>Milestones Objectives/ Tasks</b>	<b>Start Date</b>	<b>Date of Expenditure</b>	<b>Projected Expenditure</b>	<b>Performed By</b>
Environmental Review	7/1/2023	12/31/23	\$100,000	Consultant
*Schematic Design Phase	7/1/2023	10/1/23	\$200,000	Architect
*Design Development	10/1/2023	12/31/2023	\$200,000	Architect
*Construction Documents	1/1/2024	6/30/2024	\$252,192	Architect
<b>Total Costs</b>			<b>\$752,192</b>	

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

<b>Project Timeline</b>
Environmental Review (7/1/23 – 12/31/23) (begins concurrent with SD)
Schematic Design (SD) (7/1/23 – 10/01/23)
Design Development (10/1/23- 12/31/23)
Construction Development (1/1/24-6/30/24)

\*\*Timeframes may be adjusted based on availability of funds.

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

The work will be overseen by our volunteer facilities committee, finance committee and the YWCA of Hawaii Islands Board of Directors. The Board of Directors is a diverse group, including former contractors, engineers, electrical contractors. Our facilities committee is lead by a board member and we draw from the community at large for our facilities committee with building, facility management and construction supervising expertise.

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 of Hawaii Island will provide State required documentation both for work completed invoices and project status tracking as required by the awarded grant.

We follow generally accepted accounting principles and are subject to yearly 3<sup>rd</sup> party audits including a federal single file audit, when federal funds are at or over the threshold. Taketa Iwata and Hara are our auditors and audits are available upon request.

- b. Project and Expenditure Tracking: The YWCA's Facilities Committee will oversee the selection, contract and work completed by for both the environmental assessment and architectural services to be provided. The committee will ensure the proposed work stays on the proposed timeline and is completed on schedule. Monthly meetings will be held between the YWCA's Facilities Committee and contractors to review the status which will aid in ensuring the YWCA planning and development phase will be executed within the projected timeline and on Budget. This tracking will be provided to the state upon request.
- c. Retention of records: All invoices, payment receipts, and tracking of project-related work carried out will be kept on file for evaluation.

## **IV. Financial**

### **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, see page 16
  - b. Personnel salaries and wages, see page 17
  - c. Equipment and motor vehicles, see page 18
  - d. Capital project details, see page 19
  - e. Government contracts, grants, and grants in aid, see page 20
  
- 2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2024.**

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$100,000	\$200,000	\$200,000	\$252,192	\$752,192

- 3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2024.**

YWCA of Hawaii is pending funding decision for this capital project from the County of Hawaii Community Development Block Grant, the decision is pending. Other funding is not secured.

- 4. The applicant shall provide a listing of all state and federal tax credits it has been granted within the prior three years. Additionally, the applicant shall provide a listing of all state and federal tax credits they have applied for or anticipate applying for pertaining to any capital project, if applicable.**

Not Applicable

- 5. The applicant shall provide a listing of all federal, state, and county government contracts, grants, and grants in aid it has been granted within the prior three years and will be receiving for fiscal year 2024 for program funding.**

A listing of Federal, State and County Government contracts and grants are on page 20 and organized by funding source below. The YWCA of Hawaii Island had not received a Grant in Aid from the State of Hawaii but has received County grant in aid funds.

In FY 2024 we have been awarded continued funding of \$1,046,279 from State DOH, \$481,000 from State funds from Kapiolani Medical Center and \$55,000 of Count and Federal funds from the Police department. Other grant sources for FY 24 are pending.

Funding					Total by
State	Term	Agency	Amount	Source	
State of Hawaii Dept. of Health - MIEHV	7/1/2022-6/30/2023	Dept of Health	1,174,702	State/Federal	
State of Hawaii Dept. of Health - MIEHV	7/1/2021-6/30/2022	Dept of Health	969,807	State/Federal	
State of Hawaii Dept. of Health - MIEHV	7/1/2020-6/30/2021	Dept of Health	912,385	State/Federal	
State of Hawaii Dept. of Health - MIEHV	7/1/2019-6/30/2020	Dept of Health	857,889	State/Federal	
Sex Assault Treatment Services	7/1/2022-6/30/2023	Kapiolani Medical Center for Women & Children	477,532	State	
Sex Assault Treatment Services	7/1/2021-6/30/2022	Kapiolani Medical Center for Women & Children	481,836	State	
Sex Assault Treatment Services	7/1/2020-6/30/2021	Kapiolani Medical Center for Women & Children	441,113	State	
Sex Assault Treatment Services	7/1/2019-6/30/2020	Kapiolani Medical Center for Women & Children	439,760	State	
Sex Assault Treatment Services	7/1/2021-6/30/2022	Kapiolani Medical Center for Women & Children	81,540	State/Federal	
Teen Court - Support of Teens with court involvement	7/1/2020-6/30/2021	Judiciary	16,542	State	
Teen Court - Support of Teens with court involvement	7/1/2019-6/30/2020	Judiciary	155,000	State	6,008,106
<b>County</b>					
Victims of Crime Act (VOCA), Sex Assault Support	7/1/2021-6/30/2022	Office of the Prosecuting Attorney	10,000	County	
Victims of Crime Act (VOCA), Sex Assault Support	7/1/2020-6/30/2021	Office of the Prosecuting Attorney	50,000	County	
Victims of Crime Act (VOCA), Sex Assault Support	7/1/2019-6/30/2020	Office of the Prosecuting Attorney	50,000	County	
Sex Assault Nurse Examiner	7/1/2022-6/30/2023	Hawaii Police Department	55,000	County/Federal	
Sex Assault Nurse Examiner	7/1/2021-6/30/2022	Hawaii Police Department	61,936	County/Federal	
Sex Assault Nurse Examiner	7/1/2020-6/30/2021	Hawaii Police Department	83,561	County/Federal	
Sex Assault Nurse Examiner	7/1/2019-6/30/2020	Hawaii Police Department	70,163	County/Federal	
Nonprofits Grants Program	7/1/2022-6/30/2023	County of Hawaii	85,000	County	
Nonprofits Grants Program	7/1/2021-6/30/2022	County of Hawaii	34,000	County	
Nonprofits Grants Program	7/1/2020-6/30/2021	County of Hawaii	29,500	County	
Nonprofits Grants Program	7/1/2019-6/30/2020	County of Hawaii	33,917	County	563,077
<b>Federal</b>					
PPP	4/8/2020-09/30/2021	U.S. Small Business Administration	647,923	Federal	
Childcare Stabilization	2/25/2022-3/31/2023	Department of Human Services	567,715	Federal	
Preschool Infrastructure and IT	7/1/2022-6/30/2023	Department of Education	700,000	Federal	1,915,638

**6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2022.**

The unrestricted current assets as of December 31, 2022 were \$1,888,480



## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2023 to June 30, 2024

Applicant: YWCA of Hawaii Island

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
<b>A. PERSONNEL COST</b>				
1. Salaries				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
<b>TOTAL PERSONNEL COST</b>				
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>				
<b>C. EQUIPMENT PURCHASES</b>				
<b>D. MOTOR VEHICLE PURCHASES</b>				
<b>E. CAPITAL</b>	<b>752,192</b>			
<b>TOTAL (A+B+C+D+E)</b>	<b>752,192</b>			
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	752,192	Name (Please type or print) _____ Phone _____		
(b) Total Federal Funds Requested		Signature of Authorized Official _____ Date _____		
(c) Total County Funds Requested		Name and Title (Please type or print) _____		
(d) Total Private/Other Funds Requested				
<b>TOTAL BUDGET</b>	<b>752,192</b>			

**BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES**

Period: July 1, 2023 to June 30, 2024

Applicant: YWCA of Hawaii Island

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
N/A				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL:</b>				
<b>JUSTIFICATION/COMMENTS:</b>				

## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2023 to June 30, 2024

Applicant: YWCA of Hawaii Island

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
n/a			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				
JUSTIFICATION/COMMENTS:				

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DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				
JUSTIFICATION/COMMENTS:				

## BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2023 to June 30, 2024

Applicant: \_\_\_\_\_ YWCA of Hawaii Island\_

<b>FUNDING AMOUNT REQUESTED</b>						
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: 2021-2022	FY: 2022-2023	FY:2023-2024	FY:2023-2024	FY:2024-2025	FY:2025-2026
ENVIRONMENTAL ASSESSMENT	\$0.00	\$0.00	\$100,000.00	\$0.00	\$0.00	\$0.00
ARCHITECTURAL SERVICES	\$0.00	\$0.00	\$652,192.00	\$0.00	\$0.00	\$0.00
Schematic Design Phase					\$0.00	\$0.00
Design Development Phase					\$0.00	\$0.00
Construction Documents					\$0.00	\$0.00
<b>TOTAL:</b>			<b>\$752,192.00</b>			
<b>JUSTIFICATION/COMMENTS:</b>						

**GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID**

App:

YWCA of Hawaii Island

Contracts Total:

6,612,117

	<b>CONTRACT DESCRIPTION</b>	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)</b>	<b>CONTRACT VALUE</b>
1	State of Hawaii Dept. of Health - MIEHV	7/1/2022-6/30/2023	Dept of Health	State/Federal	1,174,702
2	State of Hawaii Dept. of Health - MIEHV	7/1/2021-6/30/2022	Dept of Health	State/Federal	969,807
3	State of Hawaii Dept. of Health - MIEHV	7/1/2020-6/30/2021	Dept of Health	State/Federal	912,385
4	State of Hawaii Dept. of Health - MIEHV	7/1/2019-6/30/2020	Dept of Health	State/Federal	857,889
5	Sex Assault Treatment Services	7/1/2022-6/30/2023	Kapiolani Medical Center for Women & Children	State	477,532
6	Sex Assault Treatment Services	7/1/2021-6/30/2022	Kapiolani Medical Center for Women & Children	State	481,836
7	Sex Assault Treatment Services	7/1/2020-6/30/2021	Kapiolani Medical Center for Women & Children	State	441,113
8	Sex Assault Treatment Services	7/1/2019-6/30/2020	Kapiolani Medical Center for Women & Children	State	439,760
9	Sex Assault Treatment Services	7/1/2021-6/30/2022	Kapiolani Medical Center for Women & Children	State/Federal	81,540
10	Teen Court	7/1/2020-6/30/2021	Judiciary	State	16,542
11	Teen Court	7/1/2019-6/30/2020	Judiciary	State	155,000
12	Victims of Crime Act (VOCA)	7/1/2021-6/30/2022	Office of the Prosecuting Attorney	County	10,000
13	Victims of Crime Act (VOCA)	7/1/2020-6/30/2021	Office of the Prosecuting Attorney	County	50,000
14	Victims of Crime Act (VOCA)	7/1/2019-6/30/2020	Office of the Prosecuting Attorney	County	50,000
15	Nonprofits Grants Program	7/1/2022-6/30/2023	County of Hawaii	County	85,000
16	Nonprofits Grants Program	7/1/2021-6/30/2022	County of Hawaii	County	34,000
17	Nonprofits Grants Program	7/1/2020-6/30/2021	County of Hawaii	County	29,500
18	Nonprofits Grants Program	7/1/2019-6/30/2020	County of Hawaii	County	33,917
19	Sex Assault Nurse Examiner	7/1/2022-6/30/2023	Hawaii Police Department	County/Federal	55,000
20	Sex Assault Nurse Examiner	7/1/2021-6/30/2022	Hawaii Police Department	County/Federal	61,936
21	Sex Assault Nurse Examiner	7/1/2020-6/30/2021	Hawaii Police Department	County/Federal	83,561
22	Sex Assault Nurse Examiner	7/1/2019-6/30/2020	Hawaii Police Department	County/Federal	70,163
23	PPP	4/8/2020-09/30/2021	U.S. Small Business Administration	Federal	647,923
24	Childcare Stabilization	2/25/2022-3/31/2023	Department of Human Services	Federal	567,715
25					
32					
33					
34					



## **V. Experience and Capability**

### **1. Necessary Skills and Experience**

**The applicant shall demonstrate that it has the necessary skills, abilities, knowledge of, and experience relating to the request. State your experience and appropriateness for providing the service proposed in this application. The applicant shall also provide a listing of verifiable experience of related projects or contracts for the most recent three years that are pertinent to the request.**

The YWCA of Hawaii Island has the skills, abilities and knowledge to carry out the work in this request. We have over a century of service in Hawaii Island and are seeking funding to create a facility to support us for 100 years more. We have a committed Board, experienced and excellent leadership, extensive experience in performing work, superior staff and we have rich, multigenerational relationships.

We rebuilt one of our buildings in the 80s with staff, board and community support following a fire. This model will be used with this project as well.

We operate islandwide and know that in order to move into the next century, our owned facility needs to grow and change with us. With the results of our feasibility study, we are confident that we can raise funding to complete this project and create a safe space for keiki. Previous construction projects include maintenance such as facility roofing, termite tenting and site design.

### **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.**

Our 1.4 acre campus on the corner of Haili and Ululani Street is just above the Palace Theater and the Tsunami Zone with a view of downtown Hilo. It is easy to access from the bus or by foot, just a short walk from the farmers market.

The campus has two aging pools on it and three buildings, the cottage, mutipurpose building and the pool lanai building, which is not able to be used. Preschool is in multiple locations, the cottage and the mutipurpose building. The cottage has been in use since 1926, we believe it was moved to the campus and was in use before then. Originally it was a home for women. Younger children are in our mutipurpose building, in an area that was formerly administrative offices. Although the buildings are adequate, we know that the children would be better served at one location, with a commercial kitchen, with an area for pickups and drop offs, with spaces designed for children, rather than originally designed for adults. This would also make the former administrative building available for offices, allowing us to reduce rented space.

This request supports the modernization of this facility and supports the strategic direction our board is headed in, a one stop shop with all areas of the campus being used to serve the community. Since many of our services overlap, we believe our reach will be extended and our families better served.

## **VI. Personnel: Project Organization and Staffing**

### **1. Proposed Staffing, Staff Qualifications, Supervision and Training**

**The applicant shall describe the proposed staffing pattern and proposed service capacity appropriate for the viability of the request. The applicant shall provide the qualifications and experience of personnel for the request and shall describe its ability to supervise, train and provide administrative direction relative to the request.**

The YWCA of Hawaii Island is governed by a board of local community leaders and supervises the Chief Executive Officer who leads the organization. The board is organized into the following committees, executive, finance, facilities, fund development, governance, and nominating.

The YWCA of Hawaii Island will implement the project with leadership from the community volunteers on the board, who lend their experience and expertise to the organization.

**Kathleen McGilvray, Chief Executive Officer, BS Management, Aviation Operations, Honors Certificate, Career Development Facilitator Instructor (CDFI)**

Ms. McGilvray has been the organization's leader since 2013. With the board she has been conducting the campus redesign, is securing funding and will supervise the planning and construction. She has been in nonprofit and program management for 21 years in Hawaii County as the Hawaii County Workforce Investment Board Director, supervising education and training programs for out of school youth and unemployed adults and was the Hawaii County Branch Director for Goodwill Industries supervising education and training program for people with barriers to employment such as long term unemployed, out of school youth, people with disabilities, immigrant populations and retail operations. She is a past president and member of Zonta Club of Hilo for 18 years and Rotary Club of Hilo for 9 years.

**Lorraine Davis, Chief Operations Officer, B.S. – Environmental Studies, Grand Valley State University, Master's Studies – Environmental Sciences, Miami University of Ohio, Professional Certificate in Total Quality Management – Phoenix University, Professional Certificate Non-Profit Management – Hawaii Community College**

Ms. Davis has been with the YWCA for 20 years and is responsible for day-to-day operations at 4 programs within the agency. She also provides technical writing skills in grant writing, policy and procedure writing and supports administrative activities relating to Human Resources and supervisory training. She ensures contract compliance to the different funding streams within the agency, either directly or through her direct reports.

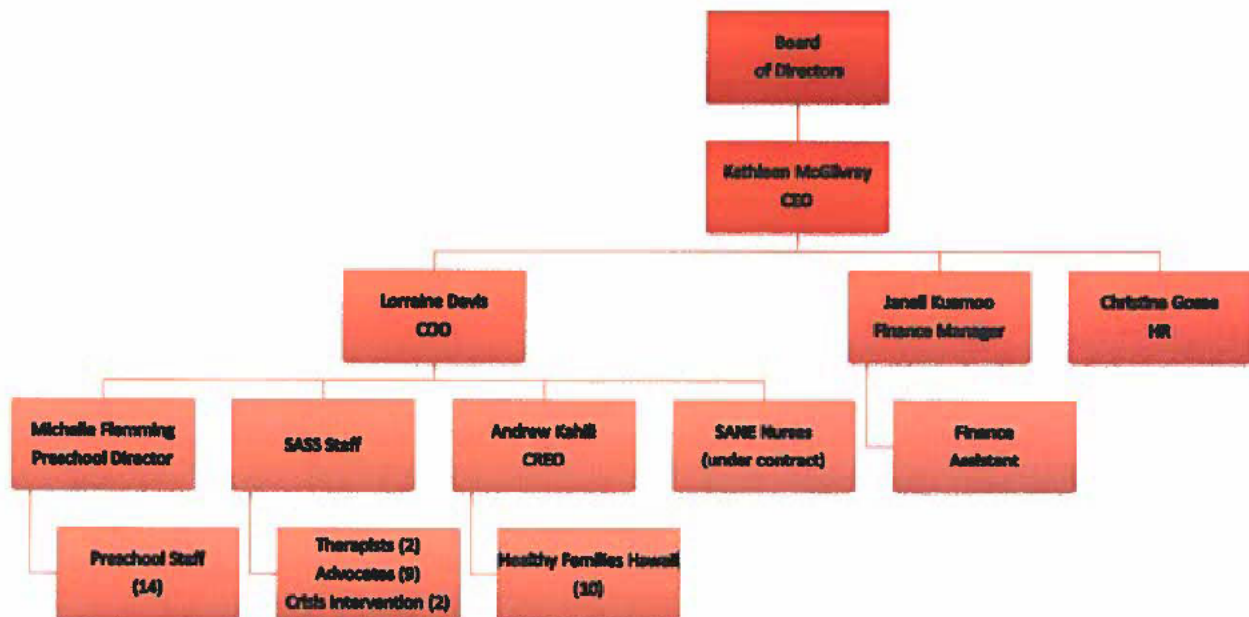
She is immediate past president of the Rotary Club of Hilo Bay and has been a member for eleven years.

**Janell Kuamoo, Accounting Manager, Associates Degree in Accounting, Hawaii Community College**

Ms Kuamoo has been with the YWCA of Hawaii Island for eight years. She has served in all positions in the department in a series of promotions. She plans and directs the accounting activities and fiscal compliance within the finance department. As part of the YWCA Management team she directs the organization's financial planning and accounting practices as well as its relationship with lending institutions, shareholders, and the financial community. She has been in management and operations for 17 years, formerly in retail and services for people with disabilities and our youth. Ms Kuamoo is currently the treasurer for Rotary Club of Hilo Bay, she has been a member for three years.

## 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.



### **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 \$90,000

Chief Operating Officer \$75,000

Community Relations and Events Officer \$65,000



## **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 judgements against the YWCA of Hawaii Island.

### **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.**

The YWCA of Hawaii Island is licensed by the State of Hawaii as a Preschool and accredited by the National Association for the Education of Young Children, NAEYC, which speaks to our excellence in performing the services of preschool but not to the building construction, which is what this proposal is requesting.

### **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, our non sectarian facility provides early childhood education and care to serve the general public with no barriers to attendance.

### **4. Future Sustainability Plan**

**The applicant shall provide a plan for sustaining after fiscal year 2023-24 the activity funded by the grant if the grant of this application is:**

**(a) Received by the applicant for fiscal year 2023-24, but**

If the full amount is received for the fiscal year we will complete the project as outlined within our timeframes.

**(b) Not received by the applicant thereafter.**

We will be honored to receive funding for this project and we will also pursue other funding sources this year and in subsequent years as we compete this project.