

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 a:

Building Industry Association of Hawaii

Amount of State Funds Requested: \$ 877,404

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

Amount of Other Funds Available:

State: \$ 877,404

Federal: \$ _____

County: \$ 150,000

Private/Other: \$ 32,000

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

\$ 0

Unrestricted Assets:

\$ 657,103

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:

94-487 Akoki Street Suite 213

City:

Waipahu

State:

HI

Zip:

96797

Contact Person for Matters Involving this Application

Name:

Roseann Freitas

Title:


CEO

Email:

roseann@biahawaii.org

Phone:

(808) 779-6471


Roseann Freitas (Jan 14, 2025 15:31 HST)

Authorized Signature

Roseann Freitas, CEO

Name and Title


1/14/2025

Date Signed

Application Submittal Checklist

The following items are required for submittal of the grant application. Please verify and check off that the items have been included in the application packet.

- ☒ 1) Hawaii Compliance Express Certificate (If the Applicant is an Organization)
- ☒ 2) Declaration Statement
- ☒ 3) Verify that grant shall be used for a public purpose
- ☒ 4) Background and Summary
- ☒ 5) Service Summary and Outcomes
- ☒ 6) Budget
 - a) Budget request by source of funds ([Link](#))
 - b) Personnel salaries and wages ([Link](#))
 - c) Equipment and motor vehicles ([Link](#))
 - d) Capital project details ([Link](#))
 - e) Government contracts, grants, and grants in aid ([Link](#))
- ☒ 7) Experience and Capability
- ☒ 8) Personnel: Project Organization and Staffing


Roseann Freitas (Jan 14, 2025 15:31 HST)
AUTHORIZED SIGNATURE

Roseann Freitas, CEO
PRINT NAME AND TITLE

1/14/2025
DATE



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: Building Industry Association of Hawaii

DBA/Trade Name: Building Industry Association of Hawaii

Issue Date: 01/14/2025

Status: Compliant

Hawaii Tax#: 20272160-01
New Hawaii Tax#: GE-2071207936-01
FEIN/SSN#: XX-XXX5483
UI#: No record
DCCA FILE#: 5946

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 REVISED STATUTES**

The undersigned authorized representative of the applicant certifies the following:


- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, 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; and
- 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.
- 4) The use of grant-in-aid funding complies with all provisions of the Constitution of the State of Hawaii (for example, pursuant to Article X, section 1, of the Constitution, the State cannot provide "... public funds ... for the support or benefit of any sectarian or nonsectarian private educational institution...").

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.

Building Industry Association of Hawaii

(Typed Name of Individual or Organization)


Roseann Freitas (Jan 14, 2025 15:31 HST)

(Signature)

Roseann Freitas

(Typed Name)

1/14/2025

(Date)

CEO

(Title)

Application for Grants

If any item is not applicable to the request, the applicant should enter "not applicable".

I. Certification – Please attach immediately after cover page

1. Hawaii Compliance Express Certificate:

If the applicant is an organization, the applicant shall submit one (1) copy of a Hawaii Compliance Express Certificate from the Comptroller of the Department of Accounting and General Services that is dated no earlier than December 1, 2024.

2. Declaration Statement:

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

3. **Public Purpose:** The grant will be used for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes. It directly supports the public by: improving access to essential services; facilitating community development; ensuring inclusivity and equity; and strengthening local nonprofit organizations' capacity to serve. These outcomes align with the broader goal of enhancing the well-being, quality of life, and sustainability of Hawaii's communities.

II. Background and Summary

1. **Applicant Background:** The Building Industry Association of Hawai'i (BIA) was established in 1955. Its mission is to lead and unify the construction industry in Hawai'i, promoting its interests to enhance the quality of life for the state's residents. By advocating for the construction industry, BIA helps ensure sustainable growth and development within the community.

Structure: BIA is affiliated with the National Association of Home Builders (NAHB), the largest and most influential US building trade association. This affiliation provides BIA access to a vast network of resources, best practices, and advocacy support. BIA also works closely with the Hawai'i Building Industry Foundation, its philanthropic arm, to support community initiatives and workforce development. Its program participants hail from various backgrounds, including unemployed and underemployed individuals, disadvantaged young adults, and minority populations, with notable representation from Native Hawaiian, Asian, and Pacific Islander communities.

Staffing: BIA Hawai'i's staffing structure supports its comprehensive educational and training programs effectively. Key roles within the organization include:

- **Executive Leadership:** Provide strategic direction and oversee overall operations.
- **Education/Training Coordinators:** Manage training program and course development/delivery.

- Program Instructors: Certified professionals conduct specialized training sessions, including: OSHA courses; safety training; and professional development.
- Support Staff: Administrative personnel ensure smooth operation/coordination of training facilities and programs.

2. Project's Goals and Objectives:

Upgrading Teaching Technology Project:

Goal: Enhance the quality of instruction and learning outcomes in the Pre-Apprenticeship Construction Training (PACT) Program by upgrading teaching technology to provide a modern, engaging, and interactive educational experience for aspiring skilled trades workers.

Objective: Replace outdated projector and screen systems in three second-floor classrooms with state-of-the-art teaching technology, including high-definition interactive displays and associated tools. This upgrade will: support advanced instructional techniques; improve student comprehension and retention; and better prepare participants for successful careers in skilled trades.

PACT Courses for Oahu:

Goal: Facilitate four PACT Program cohorts to underserved communities on Oahu, thereby increasing workforce readiness and diversifying the skilled trades workforce across the island.

Objective: Provide comprehensive training in construction skills to 32 participants during this project year. The program will include: hands-on instruction; safety compliance training; and job placement support to empower residents with the skills needed for successful careers in the construction industry.

PACT Courses for Neighbor Islands:

Goal: Expand access to the PACT Program to underserved communities on Maui and Hawaii Island, thereby increasing workforce readiness and diversifying the skilled trades workforce across the state.

Objective: Establish and implement PACT Program on Maui and Hawaii Island, providing comprehensive training in construction skills to 8 participants during this project year. The program will include: hands-on instruction; safety compliance training; and job placement support to empower residents with the skills needed for successful careers in the construction industry.

Children Trades' Education Project (CTEP):

Goal: Inspire and educate Hawaii's youth about the opportunities in the skilled trades by creating and distributing engaging, age-appropriate educational materials that promote awareness and interest in construction and related careers, addressing the state's critical shortage of skilled trade workers.

Objective: Distribute age-appropriate books and activity materials focused on skilled trades careers to 83,825 students in grades K-12 statewide during the project year. These materials will include interactive elements -- such as word searches, math challenges, and design activities -- to foster early awareness and interest in the trades. The CTEP program will collaborate with Hawaii's Department of Education and align with state education and workforce development goals to ensure meaningful impact and engagement.

3. Public Purpose and Need Served:

BIA's four-component project proposal aligns with the public purpose requirements of §42F-103 by ensuring that funded activities benefit the broader community, as outlined below:

1. Upgrading Teaching Technology Project: This initiative enhances educational quality in the Pre-Apprenticeship Construction Training (PACT) Program by providing advanced instructional tools. It directly benefits the community by improving learning outcomes for aspiring skilled trades workers, thereby increasing their readiness for successful careers and supporting workforce development.
2. Oahu PACT Courses: By expanding access to the PACT Program in underserved Oahu areas this project promotes workforce readiness and diversifies the skilled trades workforce. It ensures that residents in these communities gain valuable construction skills, which strengthens local economies and supports community development.
3. Neighbor Island PACT Courses: By expanding access to the PACT Program in underserved areas in Maui and Hawaii Island, this project promotes workforce readiness and diversifies the skilled trades workforce. It ensures that residents in these communities gain valuable construction skills, which strengthens local economies and supports community development.
4. Children Trades' Education Project (CTEP): This effort aims to inspire and educate Hawaii's youth about opportunities in skilled trades, addressing the critical shortage of skilled workers. By distributing engaging educational materials to students statewide, it fosters early interest in construction careers and aligns with state education goals, thereby supporting long-term community development.

Overall, the proposal meets the public purpose requirements by: enhancing educational and workforce development opportunities; supporting community growth; and ensuring safety and security, thus aligning with the standards for the award of grants.

4. Target Population to Be Served; The project targets disadvantaged populations: adult; temporary workers; minority; low literacy; limited-English speaking; justice-impacted; other disadvantaged and hard-to-reach workers; and those workers in the construction occupational health and safety industry that want to stay alive and up-skill.

These groups have historically faced systemic challenges in accessing skilled trades education and employment. Low-to-moderate income areas are particularly affected, with limited workforce development programs, high unemployment rates, and systemic socio-economic barriers preventing residents from entering skilled trades.

K-12 Hawaii public school students.

5. Describe Geographic Coverage: Oahu, Maui, and Hawaii Islands.

III. Service Summary and Outcomes

Detailed discussion of applicant's approach to the request. Clearly and concisely specify: results; outcomes; and measures of effectiveness.

1. Describe: scope of work; tasks; and responsibilities;

Upgrading Teaching Technology Project Scope of Work: The project involves replacing outdated projector and screen systems in three second-floor classrooms with advanced teaching technology. This upgrade will include the installation of high-definition interactive displays and associated tools, enabling instructors to utilize modern instructional methods and interactive learning techniques.

Tasks:

1. Assessment and Planning:
 - Evaluate current state of classrooms and technology infrastructure.
 - Determine specifications for high-definition interactive displays and associated tools.
 - Create a timeline for implementation with minimal disruption to ongoing classes.
2. Procurement:
 - Identify and procure state-of-the-art interactive displays and related hardware, including mounts, cables, and software.
 - Ensure compliance with procurement policies and budget allocations.
3. Installation:
 - Install interactive displays and any necessary network components, including Cat6 cables or Wi-Fi extenders, to ensure seamless functionality.
 - Configure and test the system for optimal performance.
4. Training:
 - Conduct training sessions for instructors and staff to familiarize them with the new technology and its features.
 - Provide user manuals and technical support documentation.
5. Evaluation and Feedback:
 - Monitor the system's functionality and gather feedback from instructors and students.
 - Address any technical issues and fine-tune the setup as needed.
6. Documentation and Reporting:
 - Document the upgrade process, including costs, timelines, and outcomes.
 - Submit a final report to the funding agency detailing the project's impact on instruction and learning outcomes.

Responsibilities:

- Project Manager: Oversee the project, coordinate tasks, manage the timeline, and liaise with vendors and stakeholders.
- Technology Vendor: Supply and install interactive displays, network components, and related hardware.
- Facilities Staff: Prepare classrooms for installation, including minor modifications or cable routing.
- Instructors: Provide input on preferred features and participate in training sessions.
- IT Support Team: Configure and integrate the new technology with the existing infrastructure and provide ongoing technical support.
- Grant Administrator: Ensure compliance with grant requirements, manage funds, and handle reporting to the State agency.

PACT Courses for Oahu, Maui, and Hawaii Island Scope of Work: The project will establish and implement the Pre-Apprenticeship Construction Training (PACT) Program on Oahu, Maui, and Hawaii Island, expanding its reach to underserved communities. The program will provide hands-on construction skills training, safety compliance instruction, and job placement support for aspiring skilled trades workers. This effort aims to serve 40 participants during the project year, addressing workforce shortages and diversifying the trades industry across the state.

Tasks:

1. Program Development and Customization:
 - Tailor the PACT curriculum to address specific needs of the Maui and Hawaii Island communities.
 - Ensure compliance with state and industry training standards.
2. Site Setup and Coordination:
 - Identify and secure training facilities on Maui and Hawaii Island.
 - Equip training sites with necessary tools, materials, and safety equipment.
 - Develop agreements with local partners (e.g., schools, community centers) for facility use.
3. Recruitment and Outreach:
 - Conduct outreach campaigns to recruit participants, focusing on underserved populations.
 - Partner with community organizations, schools, and workforce development agencies to raise awareness.
4. Program Delivery:
 - Provide hands-on instruction in construction skills such as carpentry, plumbing, electrical work, and HVAC.
 - Include safety compliance training (e.g., OSHA standards, EPA regulations).
 - Integrate job readiness workshops and resume preparation into the curriculum.
5. Job Placement Support:
 - Establish partnerships with local construction firms and unions for apprenticeship and job opportunities.
 - Create a database of local job openings and provide placement assistance for program graduates.
6. Evaluation and Reporting:
 - Monitor participant progress and program outcomes.
 - Collect feedback from students, instructors, and partners to improve future iterations.
 - Submit detailed reports to the funding agency on program implementation and success metrics.

Responsibilities:

- Project Manager: Oversee the entire project, coordinate tasks, manage the timeline, and ensure goals are met.
- Local Coordinators (Maui and Hawaii Island): Serve as on-the-ground liaisons for: facility setup; recruitment; and day-to-day program operations.
- Instructors: Deliver training curriculum, supervise hands-on learning, and mentor participants.
- Community Partners: Support recruitment efforts, provide facilities, and assist with job placement initiatives.
- Program Participants: Commit to active participation in training sessions and engagement with job placement services.
- Grant Administrator: Ensure adherence to grant requirements, manage budgets, and handle progress reporting.

This structured plan will ensure successful implementation of the PACT Program on Maui and Hawaii Island, creating lasting benefits for residents and addressing the skilled trades workforce shortage.

Children Trades' Education Project (CTEP) Scope of Work: The CTEP aims to inspire and educate Hawaii's youth about the opportunities in skilled trades by developing, producing, and distributing age-appropriate educational materials for students in grades K-12. These materials will highlight careers in construction and related trades through engaging and interactive content such as word searches, math challenges, and design activities. The project will involve collaboration with Hawaii's Department of Education (DOE) and align with the state's workforce development goals to address the skilled trades labor shortage.

Tasks:

1. Development of Educational Materials:
 - Create three sets of books and activity materials tailored to the developmental levels of grades K-3, 4-6, and 7-12.
 - Design engaging, trade-focused content that integrates math, science, and creative design activities.
 - Include information on pathways to careers in the trades, featuring profiles of local trades professionals.
2. Collaboration with DOE and Schools:
 - Partner with Hawaii's DOE to align materials with educational standards and workforce goals.
 - Work with teachers and administrators to identify distribution channels and ensure relevance.
3. Production and Distribution:
 - Print and package materials in sufficient quantities to reach students statewide.
 - Distribute materials to schools, libraries, and community organizations across all islands.
4. Outreach and Awareness Campaign:
 - Develop promotional materials to raise awareness about the project among educators, parents, and students.
 - Conduct workshops or presentations for educators to maximize the impact of the materials.

5. Feedback and Evaluation:

- Collect feedback from students, teachers, and administrators on the materials' effectiveness.
- Use insights to refine and improve future iterations of the project.

Responsibilities:

- Project Manager: Oversee the development, production, and distribution of materials. Coordinate communication between partners, including DOE, schools, and stakeholders.
- Content Developers: Create age-appropriate and engaging materials with input from educators and skilled trades professionals.
- Printing and Logistics Team: Handle the production, packaging, and statewide distribution of educational materials.
- DOE and School Partners: Provide guidance on curriculum alignment and facilitate access to students and teachers.
- Marketing and Outreach Team: Design and implement an awareness campaign targeting educators, parents, and the broader community.
- Evaluation Team: Analyze feedback and data to measure the program's success and recommend improvements.

The CTEP will provide meaningful resources to students, fostering early interest in skilled trades careers and contributing to the long-term growth and sustainability of Hawaii's skilled workforce.

2. Consolidated Projects' Timeline:

July 2025:

- Upgrade Teaching Technology Project:
 - Evaluate current technology and create specifications.
- Oahu and Neighbor Island PACT Courses:
 - Tailor the PACT curriculum.
- Children Trades' Education Project:
 - Begin reviewing the books and activity materials available for grades K-12.

August 2025:

- Upgrade Teaching Technology Project:
 - Create timeline for implementation.
- Oahu and Neighbor Island PACT Courses:
 - Identify and secure training facilities.
 - Conduct outreach campaigns to recruit participants.
- Children Trades' Education Project:
 - Continue researching materials.
 - Initiate partnership with Hawaii's DOE.

September 2025:

- Oahu and Neighbor Island PACT Courses:
 - Equip training sites with necessary tools and materials.
 - Partner with community organizations for recruitment.
- Children Trades' Education Project:
 - Complete materials for grades.
 - Work with teachers to identify distribution channels.

October 2025:

- Oahu and Neighbor Island PACT Courses:
 - Begin providing hands-on instruction (sessions in construction skills).
 - Include safety compliance training in sessions.
- Children Trades' Education Project:
 - Print and package educational materials.

November 2025:

- Oahu and Neighbor Island PACT Courses:
 - Conduct job readiness workshops and resume preparation.

December 2025:

- Upgrade Teaching Technology Project:
 - Procurement:
 - Identify and procure interactive displays and hardware.
 - Ensure procurement compliance and finalize purchases.
- Oahu and Neighbor Island PACT Courses:
 - Establish partnerships with local firms for job opportunities.
 - Create a job openings database.
- Children Trades' Education Project:
 - Develop promotional materials.

January 2026:

- Oahu and Neighbor Island PACT Courses:
 - Start providing placement assistance for graduates.
- Children Trades' Education Project:
 - Begin distributing materials to schools and community organizations.
 - Conduct workshops for educators.

February 2026:

- Upgrade Teaching Technology Project:
 - Installation:
 - Install interactive displays and network components.
 - Configure and test the systems.
 - Monitor system functionality and gather feedback.
 - Begin addressing any technical issues.
- Oahu and Neighbor Island PACT Courses:
 - Monitor participant progress and collect feedback.
- Children Trades' Education Project:
 - Collect feedback from students and teachers on materials.

March 2026:

- Upgrade Teaching Technology Project:
 - Conduct training sessions for instructors and staff.
 - Provide user manuals and technical support documentation.
 - Complete the final report detailing the project's impact.
- Oahu and Neighbor Island PACT Courses:
 - Submit detailed reports to the funding agency.
- Children Trades' Education Project:
 - Refine and improve materials based on collected feedback.

April to June 2026:

- Upgrade Teaching Technology Project:
 - Continue monitoring and fine-tuning the setups.
 - Start documenting the upgrade process
- Children Trades' Education Project:
 - Continue to monitor the effectiveness of materials and prepare for future iterations and additional outreach efforts based on feedback.

This consolidated timeline provides a clear overview of the tasks for each project across the project year, helping ensure that activities are coordinated and trackable.

3. Describe quality assurance and evaluation plans.

MONITOR:

- Develop a Monitoring and Evaluation (M&E) Plan: BIA will create an M&E plan at the project's outset. This will include defining: indicators of success; determining how to collect data; setting a timeline for review; and identifying who will be responsible for the monitoring tasks.
- Regular Reviews and Check-Ins: BIA will hold regular meetings to: review progress on tasks; address challenges; and make necessary adjustments to ensure project remains on track.
- Surveys and Feedback: Regular feedback will be collected from staff, volunteers, and project beneficiaries, using methods such as: questionnaires; focus group discussions; and one-on-one interviews.
- Documentation and Reporting: To maintain accountability and transparency, BIA will document all project aspects.

EVALUATE:

- Internal Audits: BIA will conduct regular internal audits to: ensure all operations are compliant with agreed standards; identify areas for improvement; and monitor the project's financial management.
- Risk Management: BIA will continuously assess and manage project risks by identifying potential issues and developing strategies to mitigate them.
- Professional Development and Training: BIA will provide staff ongoing professional development and training opportunities to ensure their skills and knowledge remain relevant to effectively manage the project.

IMPROVE:

- Continuous Improvement: BIA's Board of Directors will review the M&E data and audit results to identify trends, issues, and areas of improvement. They will use these insights to update strategies, approaches, and activities for the project's continuous improvement.
 - Partner Collaboration: BIA will collaborate on external project evaluation with partners and stakeholders to gather a broader perspective on the project's performance and identify potential improvements.
 - Reporting to Funders: Regular reports will be prepared for the State GIA's funding agency – and other stakeholders -- providing updates on: progress; spending; and challenges. Feedback from funders will help guide improvements and adaptations to the project.
4. Measures Of Effectiveness: To assess the program's achievement, the following measures of effectiveness will be reported to the State agency:
- Improvement in student learning outcomes and skill acquisition in the PACT Program, measured by pre- and post-assessments.
 - Increase in enrollment and completion rates for PACT courses on Neighbor Islands, tracked through program records.
 - Engagement levels and interest generated among youth through the CTEP, evaluated via surveys and participation rates.
 - Security incident reports and feedback from students and staff regarding the safety and security of the facility, documented through security logs and surveys.

IV. Financial**Budget**

1. Submit a budget, using enclosed budget forms, to detail request costs.
 - a. Budget request by source of funds ([Link](#))
 - b. Personnel salaries and wages ([Link](#))
 - c. Equipment and motor vehicles ([Link](#))
 - d. Capital project details ([Link](#))
 - e. Government contracts, grants, and grants in aid ([Link](#))

2. Provide anticipated quarterly funding requests for the fiscal year 2026.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$75,863	\$428,264	\$336,013	\$37,264	\$877,404

3. List all other sources of funding applicant will seek in FY 26:
 OSHA Susan Harwood Training Grant Program; Honolulu C&C GIA; State GIA; Dept of Labor Women in Apprenticeship and Nontraditional Occupations; National Housing Endowment.

4. State and Federal Tax Credits: Not applicable

5. List all federal, state, and county government contracts, grants, and GIAs applicant:
 - a) was awarded in 2022, 2023, and 2024; and

Occupational Safety and Health Susan Harwood Training Grants 2022
 Occupational Safety and Health Susan Harwood Training Grants 2022
 State of Hawaii Workforce Development Council Contract 2024

- b) will be receiving program funding in FY 26.

State of Hawaii Workforce Development Council Contract 2025


5. Provide balance of its unrestricted current assets as of December 31, 2024.

\$657,103

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2025 to June 30, 2026

Applicant: Building Industry Association

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
A. PERSONNEL COST				
1. Salaries	68,250		57,500	
2. Payroll Taxes & Assessments	13,650		4,399	
3. Fringe Benefits			10,200	
TOTAL PERSONNEL COST	81,900		72,099	
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Program Supplies & Activities	321,904		46,401	32,000
7. Telecommunication				
8. Utilities				
9. Office Supplies				
10. Shipping				
11. Grant Management	24,000		24,000	
12. Marketing	20,000			
13. Shipping	38,600			
14				
15				
16				
17				
18				
19				
20. Other			7,500	
TOTAL OTHER CURRENT EXPENSES	404,504		77,901	32,000
C. EQUIPMENT PURCHASES	391,000			
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	877,404		150,000	32,000
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	877,404	Marie Villa (808) 518-5223		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested	150,000	 Roseann Freitas (Jan 14, 2025 15:31 HST) 1/14/2025		
(d) Total Private/Other Funds Requested	32,000	Signature of Authorized Official Date		
TOTAL BUDGET	1,059,404	Roseann Freitas, CEO Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2025 to June 30, 2026

Applicant: Building Industry Association

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Director of Operations	1	\$60,000.00	30.00%	\$ 18,000.00
Education Manager	1	\$60,000.00	50.00%	\$ 30,000.00
CEO	1	\$135,000.00	15.00%	\$ 20,250.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				68,250.00
JUSTIFICATION/COMMENTS: The Director of Operations will oversee the acquisition, installation, and management of the company's new IT equipment and infrastructure. The Education Manager will oversee the development and execution of educational programs, focusing on Children's Trade Books and the Pre-Apprenticeship Construction Training. The CEO will provide strategic leadership and oversee the successful implementation of key organizational initiatives, including the Children's Trade Books program and the Pre-Apprenticeship Construction Training.				

Applicant: ____Building Industry Association of Hawaii_____

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Room 205, 136" video wall at front wall (seamless all in one LED panels, not LCD displays with bezels). Two web conferencing soundbars installed on ceiling and front wall. Camera to show presenter to far side of conference call. Small rack at front corner of room. 7" touch panel on wall. 25' cables to connect laptop/dedicated PC. Surge protection. Misc cables, hardware, freight, installation with programming. Package Project	1	\$148,000.00	\$ 148,000.00	\$148,000
Room 203 100" LCD, none touch display on mobile cart. Web conferencing soundbar mounted over display on cart. 25' cables to connect laptop/dedicated PC. Surge protection. Misc cables, hardware, freight, and installation.	1	\$52,000.00	\$ 52,000.00	\$52,000
Room 207 \$52k, 86" interactive display on wall. Two web conferencing soundbars. Camera to show presenter to far side of conference call. Small rack at front corner of room. 7" touch panel on wall. 25' cables to connect laptop/dedicated PC. Surge protection. Misc cables, hardware, freight, installation with programming. Package Project	1	\$52,000.00	\$ 52,000.00	\$52,000
2nd floor office, hallways, and lobby background music \$30k, 16 total ceiling speakers broken up into 3 zones (office, hallways, lobby). Amplifier. Misc cables, hardware, freight, installation with programming. Package Project	1	\$30,000.00	\$ 30,000.00	\$30,000
Workshop \$109k, 100" LCD display, wall mounted. 7" touch panel, wall mounted. 2 soundbars for web conferencing. Camera to show presenter to far side of conference call. Small rack. 25' cables to connect laptop/dedicated PC. Surge protection. Misc cables, hardware, freight, installation with programming. Package Project	1	\$109,000.00	\$ 109,000.00	\$109,000
			\$ -	
TOTAL:	5		\$ 391,000.00	\$391,000
JUSTIFICATION/COMMENTS:				

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

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2025 to June 30, 2026

Applicant: _Building Industry Association of Hav

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:2023-2024	FY:2024-2025	FY:2025-2026	FY:2025-2026	FY:2026-2027	FY:2027-2028
PLANS	N/A					
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: __Building Industry Association of Hawaii__

Contracts Total:

\$522,893

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	Program is split between an Overview of Construction Industry Skills and Safety; Overview of the Construction Industry Skills - the amount may vary depending the amount of students	06/26/2024-6/26/2025	Workforce Development Council	State of Hawaii	\$140,000
2	Program is split between an Overview of Construction Industry Skills and Safety; Overview of the Construction Industry Skills - the amount may vary depending the amount of students	06/26/2025-06/26/2026	Workforce Development Council	State of Hawaii	\$140,000
3	Occupational Safety and Health Susan Harwood Training Grants	10/01/2022-12/31/2023	Occupational Safety and Health Administration	US Dept of Labor	\$125,190
4	Workplace Safety and Health Training on Infectious Diseases Harwood Training Grant	10/01/2022-12/31/2023	Occupational Safety and Health Administration	US Dept of Labor	\$117,703
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V. Experience and Capability

1. Necessary Skills and Experience

Demonstrate necessary skills, abilities, knowledge of, and experience relating to the request. State experience and appropriateness for providing the proposed services.

Organizational Knowledge: With over 60 years in workforce development and construction training, BIA Hawaii is a trusted leader with a deep understanding of Hawaii's labor needs. BIA's experience with similar initiatives enables it to anticipate challenges and design programs that effectively address skills gaps and ensure participant success.

Staffing and Expertise: BIA's team includes experienced project managers, certified trainers, career counselors, and support staff with extensive backgrounds in workforce development. To enhance support, BIA will add case managers, bilingual staff, and vocational counselors, ensuring a comprehensive approach to participant needs and program success.

Fiscal Resources and Financial Management: BIA has a solid financial infrastructure, adept at handling large grants with compliance and accountability. The organization has managed multimillion-dollar federal, state, and private grants with responsible fund utilization. For this project, BIA will seek additional funding from corporate sponsorships and state partnerships to ensure adequate resources for support services and training.

Facilities and Equipment: BIA's training center is equipped for hands-on learning in trades like carpentry and plumbing. Partnerships with local organizations allow for expanded training space, and ADA-compliant facilities provide an inclusive environment. Mobile training units ensure reach into rural areas, enabling access for participants from diverse locations.

Community Relationships and Stakeholders: Strong partnerships with industry leaders, trade unions, and the Department of Labor create a support network that enhances job placements, internships, and mentorship opportunities for participants. BIA's established relationships provide sustainable employment pathways for program graduates, ensuring long-term success.

Participant Support and Wraparound Services: BIA offers support like transportation, childcare, meals, work attire, and safety equipment, critical for economically vulnerable participants. Similar support in past projects has led to high retention rates. BIA's partnerships with community organizations ensure these services remain available throughout the program, enhancing stability and engagement.

Technology and Digital Access: BIA addresses the digital divide by offering computers, internet access, and portable devices, supporting both in-person and online learning. Partnerships with tech organizations enable BIA to provide digital literacy training, ensuring participants are well-prepared for modern workforce demands.

Continuous Improvement and Evaluation: BIA's evaluation framework tracks outcomes, assesses training effectiveness, and collects feedback from participants and employers. Real-time data allows for adjustments that enhance program success and adaptability, ensuring alignment with participant needs and industry trends.

List verifiable experience of related projects or contracts pertinent to request in most recent three years.

Through a targeted, supportive pre-apprenticeship training model, BIA has assisted hundreds of participants from diverse, disadvantaged backgrounds, helping them overcome financial, linguistic, and logistical barriers to workforce entry. This approach includes practical job training and access to essential resources like: transportation; childcare; meals; work attire; and personal safety equipment—support often necessary for economically vulnerable individuals to succeed.

Evidence of Success:

1. Participant Enrollment and Retention: In the past three years, BIA has increased enrollment by 60%, successfully engaging participants from rural areas, immigrant communities, and justice-involved individuals. This growth reflects BIA's efforts to make construction training accessible to those traditionally excluded.
2. Completion and Employment Rates: BIA's program has achieved a 75% completion rate among enrolled participants, a benchmark success considering the challenges these groups face. Upon completion, over 70% of participants secured entry-level positions in construction, demonstrating the program's effectiveness in job placement and skill application.
3. Enhanced Participant Earnings: Graduates of BIA's pre-apprenticeship program report an average 45% increase in earnings within the first two years of employment. Many have transitioned from low-wage jobs to construction roles offering significantly higher pay, enabling individuals and families to escape cycles of poverty.
4. Positive ROI and Broader Economic Impact: Each dollar invested in this initiative has shown a high Return on Investment (ROI) by filling critical gaps in Hawaii's construction labor force. This reduces the time and costs associated with hiring, onboarding, and training new workers for construction companies, thereby strengthening Hawaii's construction economy.
5. Diversity and Inclusion: BIA's model has improved workforce diversity, with approximately 80% of participants identifying as women of color, 18% as immigrants, and 79% as rural residents. These demographics illustrate BIA's dedication to inclusivity and its success in targeting populations historically underrepresented in the trades.
6. Support Services as Success Enablers: BIA's comprehensive support system is instrumental in maintaining participant engagement. Providing essentials-e.g. computer access; transportation; childcare; and meals has reduced dropout rates by 30% compared to programs without similar support, demonstrating the necessity of these resources in sustaining engagement and completion.

Long-term Outcomes: BIA's success underscores its role in building a more resilient and inclusive Hawaii economy. By fostering a diverse workforce and creating pathways out of poverty, it empowers participants to attain economic independence and contribute to their communities. By

ensuring Hawaii's construction industry has access to skilled labor, BIA helps alleviate Hawaii's labor shortage and supports a stable economy.

2. Facilities

BIA's Construction Training Center of the Pacific offers comprehensive training and education programs designed to support workforce development in the construction and building trades. The center features state-of-the-art facilities tailored for hands-on learning in key trades such as carpentry and plumbing.

Through strategic partnerships with local organizations, the center also benefits from expanded training spaces, enhancing its capacity to serve the community. Its ADA-compliant facilities foster an inclusive and accessible learning environment, ensuring that all participants feel welcomed and supported.

Additionally, BIA's mobile training units extend these opportunities to rural areas, making high-quality training accessible to individuals from diverse and remote locations.

VI. Personnel: Project Organization and Staffing

1. Proposed Staffing, Staff Qualifications, Supervision and Training

CEO: Provides strategic leadership and oversees successful implementation of key organizational initiatives, including: Children's Trade Books Program; Pre-Apprenticeship Construction Training; and new technological equipment and installations. She: guides the overall business operations; ensures alignment with organizational goals; and facilitates collaboration across departments. She manages: high-level decision-making; resource allocation; and stakeholder relationships to drive innovation and growth.

Director of Operations: Oversees the acquisition, installation, and management of the company's new IT equipment and infrastructure. The Director will ensure efficient deployment, integration, and functionality of technology systems to support BIA's operational goals. Key responsibilities include: vendor coordination; project planning; budget management; and adherence to IT standards and security protocols. The Director possesses: strong leadership skills; technical expertise; and the ability to align technological initiatives with business objectives while maintaining seamless communication with internal and external stakeholders.

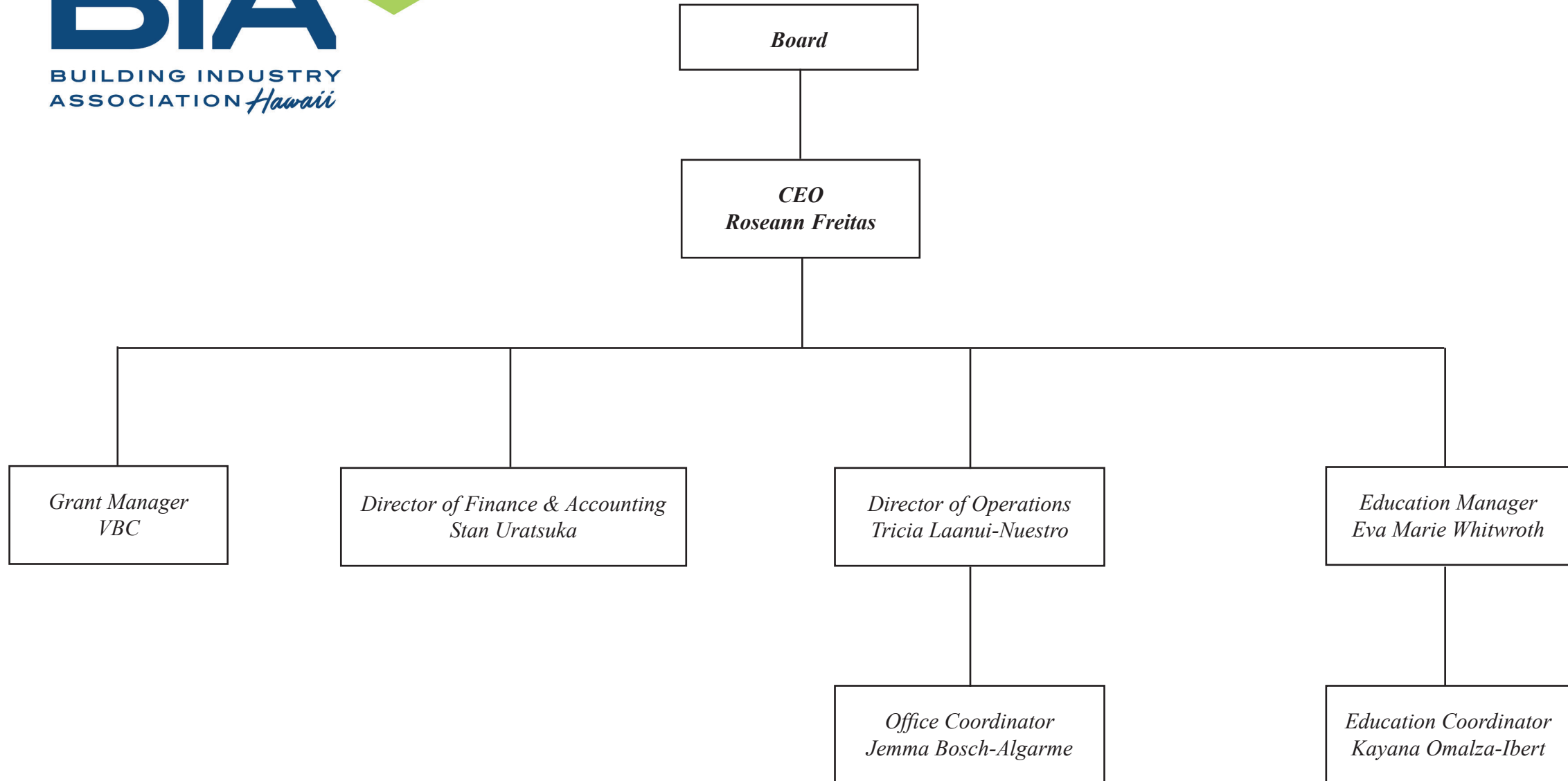
Education Manager: Oversees development and execution of educational programs, focusing on the Children's Trade Books Program and Pre-Apprenticeship Construction Training. Her role involves: curating engaging educational content; managing program delivery; and ensuring alignment with organizational goals. She collaborates with educators, publishers, and training professionals to enhance learning experiences, track program success, and foster partnerships that promote educational growth.

2. Organization Chart – Attached

3. Compensation

Provide annual salary range paid to three highest paid org officers, directors, or employees by position title, not employee name.

CEO – \$135,000, Director of Finance – \$88,000, Education Manager – \$60,000



VII. Other

1. Litigation

Disclose any pending litigation to which they are a party, including the disclosure of any outstanding judgement. If applicable, please explain.

N/A

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.

N/A

3. Private Educational Institutions

Specify whether 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.

N/A

4. Future Sustainability Plan

Provide a plan for sustaining FY 26 activity funded by grant if the grant is:

- (a) Received for fiscal year 2026, but
- (b) Not received by the applicant thereafter.

The BIA leadership team is keenly aware of the importance of long-term sustainability and is actively working on plans to diversify our funding sources. Over the past year, we have reached out to several grant makers to gain financial support.

Should we be awarded this year's State GIA, we will achieve the proposed results. However, should we not receive it in the future, we are confident in our ability to enhance our sustainability through various continuing strategies:

- Strengthening fundraising skills among board and staff through professional development
- Building and maintaining strong relationships with local and mainland foundations
- Developing deeper connections with local corporations and small businesses
- Expanding activities to attract individual donors

To support these efforts, we have enlisted grant writing professionals to develop a strategic fundraising plan. We believe that these combined efforts will result in a successful grant-seeking program, securing our financial future beyond the current GIA funding.

With a comprehensive fundraising strategy and a strong culture of philanthropy, we aim to sustain, expand, and scale our programs. Our goal is to continue serving Hawaii's construction industry community well into the future, long after this GIA grant period concludes.






Building Industry Association of Hawaii_877404_OP

Final Audit Report

2025-01-15

Created:	2025-01-15
By:	Marie Villa (marivia7@gmail.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAhulwHxdnyrzVKUKnn-nZTthTnVR1wEwa

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2025-01-15 - 1:26:09 AM GMT- IP address: 75.85.96.87
-  Document emailed to Roseann Freitas (roseann@biahawaii.org) for signature
2025-01-15 - 1:27:55 AM GMT
-  Email viewed by Roseann Freitas (roseann@biahawaii.org)
2025-01-15 - 1:30:40 AM GMT- IP address: 72.234.169.87
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