

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 22, 2026 19:54:46 HST)

AUTHORIZED SIGNATURE

Roseann Freitas, CEO

PRINT NAME AND TITLE

01/16/2026

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: 01/22/2026

Status: Compliant

Hawaii Tax#: [REDACTED]
New Hawaii Tax#: [REDACTED]
FEIN/SSN#: [REDACTED]
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	Waived
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**

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 | L.A. n. 22, 2026 19:54:46 HST

(Signature)

Roseann Freitas

(Typed Name)

1/16/2026

(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)

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, 2025.

2. Declaration Statement

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

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.

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

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;

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. It 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. The goals and objectives related to the request;

The primary goal of the Oahu Pact Program (OPP) is to address Hawai'i's critical skilled-labor shortage and strengthen local economic resilience by establishing an accessible, no-cost construction readiness pipeline. The project aims to transition 75 disadvantaged residents -- specifically those from low-to-moderate-income (LMI) and underrepresented communities -- into stable, high-wage construction careers.

Specific Program Objectives: To achieve this goal, the OPP has the following measurable objectives and operational targets:

- **Training Delivery:** Execute five intensive, short-term training cohorts over the project period, serving a total of 75 participants (15 participants per cohort).
- **Certification Attainment:** Ensure participants complete four core, industry-recognized certifications required for entry-level employment:
 - OSHA 30 (Safety)
 - CPR
 - First Aid
 - Lead Renovation Repair and Painting (RRP)
- **Skill Acquisition:** Deliver hands-on instruction in plumbing, facility shop modules, and tool-handling proficiency using subject matter experts at the Construction Training Center of the Pacific (CTCP).
- **Barrier Reduction:** Distribute 50 HOLO Cards to eligible participants to eliminate transportation barriers and ensure consistent attendance.

- **Performance Metrics:**
 - Achieve a 75% graduation rate across all cohorts.
 - Transition 55% of graduates into employment or formal apprenticeships.
 - Target 30–40% of graduates reporting employment or improved employability within three months of completion.
- **Participant Satisfaction:** Maintain an 85% or higher participant satisfaction rate, measured through surveys to guide continuous improvement.

Community & Economic Objectives: Beyond the metrics, the OPP plans to achieve broader social and economic impacts:

- **Diversify the Workforce:** Recruit and support populations systematically excluded from the trades, including: Native Hawaiian and Pacific Islander (NHPI); women; rural residents (Wai‘anae, Central O‘ahu, North Shore); and justice-involved individuals.
- **Alleviate Poverty:** Provide a tangible pathway to family-sustaining wages for households in low-to-moderate-income communities without requiring a four-year degree.
- **Support Industry Needs:** Supply local contractors with job-ready candidates who possess essential safety credentials and jobsite awareness, thereby reducing delays in housing production and infrastructure projects.

3. The public purpose and need to be served;

1. The Need: Addressing Dual Labor Shortage and Systemic Inequality Crisis: The OPP responds to two converging crises threatening O‘ahu’s economic stability: a critical shortage of skilled construction labor and persistent socioeconomic barriers that lock low-to-moderate-income (LMI) residents out of high-wage careers.

- **The Industry Crisis:** The construction sector is one of Hawai‘i’s most powerful economic engines, pumping over \$10 billion annually into the economy. However, it faces a severe workforce deficit. The Hawai‘i Department of Labor and Industrial Relations warns that the state must add thousands of new workers annually through 2030 to avoid economic consequences.

Currently, 88% of contractors report struggling to fill openings because applicants lack: essential safety certifications (OSHA 30); tool familiarity; and jobsite awareness. Without a pipeline of job-ready workers, housing production stalls, infrastructure costs spiral, and climate-resilience projects are delayed.

- **The Community Crisis:** At the same time, residents in low-to-moderate-income neighborhoods -- specifically Wai‘anae, Kalihi, and Central O‘ahu -- face "brutal barriers" to accessing these careers.

Despite construction offering family-sustaining wages without the need for a college degree, vulnerable populations are prevented from entering the field due

to: financial inability to pay for training; lack of transportation; and no exposure to career pathways.

2. Public Purpose: Building Economic Resilience and Workforce Equity: The OPP's public purpose is to bridge the gap between this industrial demand and untapped community potential. By providing a no-cost, barrier-free entry point into the trades, the project serves the public interest in three distinct ways:

- **Promoting Economic Mobility:** The project disrupts cycles of unemployment and poverty by equipping 75 disadvantaged residents with the precise credentials (OSHA 30, CPR, First Aid, Lead RRP) and hands-on skills required to secure stable, high-wage employment. This directly strengthens the financial resilience of LMI families.
- **Strengthening Infrastructure Capacity:** By expanding the pool of job-ready, entry-level workers, the OPP supports the State of Hawai'i's capacity to execute critical housing, infrastructure, and modernization projects.
- **Advancing Equity:** The OPP proactively dismantles systemic barriers by providing wraparound support, including HOLO Cards for transportation and tuition-free training. This ensures the economic benefits of O'ahu's construction boom are accessible to rural residents, women, and Native Hawaiian communities who have historically been excluded from these opportunities.

4. Describe the target population to be served; and

Primary Target: The OPP will serve 75 disadvantaged O'ahu residents who are currently unemployed or underemployed. The target population consists primarily of LMI individuals residing in communities where household incomes frequently fall below the state median.

According to the Aloha United Way ALICE Report, 42% of Hawai'i households are Asset Limited, Income Constrained, Employed (ALICE). This means they earn above the Federal Poverty Level but cannot afford the basic cost of living. The OPP targets this financial demographic to bridge the gap to livable wages.

Priority Sub-Populations: To maximize impact and address equity gaps, the OPP will recruit and prioritize the following specific groups:

- **Native Hawaiian and Pacific Islanders:** While NHPI individuals are represented in the general construction workforce, they face significant economic disparities in the broader economy. In Hawai'i, Native Hawaiian households have an ALICE rate of 48%, while Pacific Islander households have the highest struggling rate at 60%.

By targeting these groups for certification and upskilling, the OPP will move participants from entry-level labor into higher-wage, career-track positions that provide long-term economic stability.

- **Women:** Women remain a largely untapped resource in the trades. Nationally, women make up 47% of the total workforce but only 10.9% of the entire construction industry. The gap is even wider in the skilled trades (hands-on roles), where women represent only roughly 4% of the workforce.

The OPP plans to correct this imbalance by providing a supportive, intimidation-free environment for women to acquire the requisite safety certifications to enter the field.

- **Justice-Involved Individuals:** Residents attempting to rebuild their lives post-incarceration face an unemployment rate that is historically five times higher than the general population. In Hawai'i, successful reentry is often hindered by a lack of formal credentials.

By equipping these individuals with industry-recognized certifications (OSHA 30, RRP), the OPP will provide objective proof of employability that helps overcome hiring stigma.

- **Young Adults & Disconnected Workers:** The OPP also targets "Opportunity Youth" (ages 16–24 who are neither in school nor working). In Hawai'i, approximately 12–14% of young adults fall into this category. Without intervention, these individuals face long-term earning deficits.

The OPP captures this demographic early, preventing long-term reliance on social services by providing an immediate, debt-free pathway to a high-demand career.

5. Describe the geographic coverage.

Service Area: The OPP serves the entire island of O'ahu. To maximize accessibility, the project employs a hybrid "Hub-and-Spoke" model that combines a centralized training facility with targeted community deployment to reach underserved regions.

Strategic Hub – Waipahu (4 Cohorts): Four of the five training cohorts will be conducted at BIA Hawai'i's Construction Training Center of the Pacific (CTCP) in Waipahu. This location is a critical geographic asset. Unlike other training programs centered in downtown Honolulu, the Waipahu facility is geographically central to O'ahu's "Second City" (Kapolei/Ewa) and the Leeward Coast. This significantly reduces commute times and logistical friction for participants coming from our primary recruitment zones in West and Central O'ahu.

Direct Community Deployment – Waimanalo (1 Cohort): Recognizing the unique geographic isolation of the Windward side, the OPP will deploy one full training cohort directly within a partner facility in Waimanalo.

By bringing the training directly into the community, we eliminate the significant barrier of travelling from the Ko‘olau range for daily classes. This strategy allows us to deeply engage the Waimanalo community -- specifically Native Hawaiian homestead residents -- meeting them where they are to provide accessible upskilling.

Targeted Recruitment Zones: While the project is open to all O‘ahu residents, outreach efforts are geographically targeted toward communities with high concentrations of ALICE households. Priority zones include:

- Leeward Coast (Wai‘anae, Nānākuli, Maili): Residents face long commutes to town. The Waipahu Hub makes training accessible.
- Windward O‘ahu (Waimanalo, Kahalu‘u): A rural area with limited industrial infrastructure. The dedicated Waimanalo cohort specifically targets this population.
- Urban Honolulu (Kalihi, Palama): A high-need urban area with significant immigrant populations.
- Central O‘ahu (Wahiawā, Mililani) & North Shore: Areas often disconnected from town-centric resources.

Bridging the Geographic Gap: To ensure geography is not a barrier to opportunity, the OPP addresses the "last mile" problem. By providing HOLO Cards (bus passes) to 50 participants, we shrink the geographic distance between residential zones and the training sites. This ensures that a lack of personal transportation does not prevent a resident in Wai‘anae from reaching the Waipahu Hub, or a Waimanalo graduate from reaching job sites across the island.

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;

The OPP employs an accelerated, industry-driven methodology designed to move participants from "unemployed" to "job-ready" in a concentrated timeframe. Our approach focuses on removing barriers to entry while providing the specific certifications that contractors require for immediate hiring.

Scope of Work: A Four-Phase Execution Model: To successfully train and place 75 participants, the OPP will use four distinct operational phases:

Phase 1: Targeted Outreach & Intake:

- **Recruitment:** Launch a targeted marketing campaign focusing on ALICE households in the Leeward, Central, and Windward coasts. We will leverage partnerships with community organizations (e.g., homestead associations in Waimanalo, workforce boards, etc.) to identify candidates.
- **Screening & Enrollment:** Conduct intake interviews to assess participant commitment and identify barriers (e.g. transportation, childcare) that need to be addressed prior to training.
- **Resource Distribution:** Distribute HOLO Cards and Personal Protective Equipment (PPE) to participants during orientation to ensure they are site-ready on Day 1.

Phase 2: Curriculum Delivery (The "Hard Skills"):

- **Core Certifications:** Deliver intensive instruction leading to four mandatory industry credentials: OSHA 30 (Construction Safety), First Aid, CPR, and EPA Lead Renovation, Repair and Painting (RRP).
- **Hands-On Modules:** Conduct shop-based training modules covering tool identification, construction math, material handling, and basic carpentry/plumbing concepts to ensure graduates are not just safe, but useful on a job site.
- **Dual-Site Deployment:**
 - **Waipahu Hub:** Execute four cohorts at the CTCP facility, using full shop resources.
 - **Waimanalo Spoke:** Execute one mobile cohort at a partner facility in Waimanalo, bringing instructors and equipment to the community.

Phase 3: Workforce Readiness (The "Soft Skills"):

- **Job Readiness Workshops:** Integrate "soft skills" training into the curriculum, covering punctuality, communication, financial literacy, and resume building.
- **Mock Interviews:** Facilitate practice interviews with industry professionals to prepare participants for the hiring process.

Phase 4: Industry Connection & Placement

- **Employer Matchmaking:** Leverage BIA's network of member contractors to connect graduates with open entry-level positions.
- **Post-Graduation Tracking:** Monitor graduate employment status at 30, 60, and 90-day intervals to track retention and wage growth.

Tasks and Responsibilities:

- **CEO: Strategic Oversight.** Responsible for contract compliance, fiscal management, and leveraging high-level industry relationships to secure hiring commitments for graduates.
 - **Education Manager: Curriculum & Quality Control.** Oversees the instructional team and ensures curriculum aligns with OSHA standards while managing the logistics of the Waimanalo mobile cohort.
 - **Education Coordinator: Student Success & Logistics.** Manages the recruitment pipeline, intake screening, and attendance tracking while distributing barrier-reduction resources like HOLO cards and PPE.
 - **Certified Instructors: Training Delivery.** Contracted Subject Matter Experts (SMEs) responsible for delivering industry-certified training modules, including OSHA 30, RRP, and hands-on shop instruction.
 - **Director of Accounting & Finance: Fiscal Operations.** Manages daily financial execution, including invoice processing, payroll allocations, and the maintenance of GAAP-compliant ledgers for accurate monthly reporting.
2. Provide a projected annual timeline for accomplishing the results or outcomes of the service;

Quarter 1: Mobilization & Pilot Cohort (July – September 2026)

- July 2026: Finalize curriculum, secure Waimanalo facility partnership, and launch recruitment marketing for Cohort 1. Purchase PPE and training materials.
- August 2026: Screen and enroll Cohort 1 participants.
- September 2026: Cohort 1 (Waipahu). 15 participants graduate with certifications. Begin job placement referrals for these graduates.

Quarter 2: Acceleration & Waimanalo Deployment (October – December 2026)

- October 2026: Cohort 2 (Waipahu).
- November 2026: Cohort 3 (Waimanalo). Recruitment focus for Windward side. This cohort runs on-site in Waimanalo to serve 15 rural residents.
- December 2026: Mid-Year Data Review. Analyze graduation rates and employment outcomes from first three cohorts. Adjust curriculum if necessary based on employer feedback.

Quarter 3: Expansion & Placement Focus (January – March 2027)

- January 2027: Cohort 4 (Waipahu).
- February 2027: Host "Hiring Mixer" event connecting graduates from Cohorts 1-4 with BIA member companies for spring hiring season.
- March 2027: Cohort 5 (Waipahu). This is the final training cohort of the grant year.

Quarter 4: Transition & Final Reporting (April – June 2027)

- April 2027: Intensive case management for any remaining unplaced graduates. Focus on 90-day retention tracking for earlier cohorts.
- May 2027: Aggregate all data (certifications earned, job placements, demographics). Conduct graduate satisfaction surveys.
- June 2027: Submit Final Report to the State. Develop "Success Story" case studies to support future funding sustainability.

Key Milestone Targets:

- By Month 6: 45 Participants Trained (60% of goal).
 - By Month 9: 75 Participants Trained (100% of goal).
 - By Month 12: 75% Graduation Rate & 55% Employment Placement Rate achieved.
3. Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and

Philosophy: Evaluation as Empowerment: For BIA, quality assurance is not just about compliance. It is about keeping our promise to the 75 individuals trusting us with their careers.

Our evaluation strategy focuses on two critical "customers":

- 1) the Participant (are they gaining skills and confidence?); and
- 2) the Employer (are we delivering safe, productive workers?).

1. MONITOR: Real-Time Student Success Tracking: We do not wait until the end of a cohort to check if it is working. We use real-time monitoring to catch "at-risk" participants before they drop out.

- Daily "Pulse" Checks: Construction requires reliability. We track attendance daily. If a participant misses a class or is consistently late, the Program Coordinator intervenes immediately -- not to punish, but to identify the barrier (e.g., "Did your childcare fall through?" "Did you lose your bus pass?"). This allows us to deploy resources like HOLO Cards instantly to keep them on track.
- Skill Competency Verification: We do not just hand out certificates. We verify competence. Instructors monitor "hands-on" modules (e.g., tool handling, PPE usage) in real-time. A participant cannot advance to the next module until they demonstrate safe proficiency, ensuring that every graduate we send to a job site is truly "site-ready."
- Fiscal Stewardship: We conduct monthly budget-to-actual reviews to ensure that grant funds (specifically for participant support, like PPE and HOLO Cards) are reaching the students directly and efficiently.

2. **EVALUATE: Measuring Impact, Not Just Activity:** BIA moves beyond counting "heads in the room" to measuring life-changing outcomes. We evaluate success against the specific targets set in this proposal:
 - **Hard Metrics:**
 - Certification Rate: Target 100% of graduates earning OSHA 30 and RRP credentials.
 - Graduation Rate: Target 75% completion across all five cohorts.
 - Placement Rate: Target 55% of graduates entering employment or apprenticeship within 90 days.
 - **Soft Metrics:**
 - Pre- and Post-Training Assessment: We measure the growth in participant confidence. Do they feel ready to interview? Do they understand job site culture?
 - Barrier Reduction: We evaluate how effectively our support services (transportation, mentorship) removed obstacles for LMI (Low-to-Moderate Income) participants.
3. **IMPROVE:** Construction moves fast, and our training must keep pace. We use a continuous feedback loop to optimize results:
 - The "Foreman's Feedback": The ultimate test of our quality is the employer's satisfaction. When an employer hires a graduate, we follow up at the 30-day mark: "*Did they show up on time? Did they know their safety protocols?*" If employers report a gap (e.g., "They struggled with tape measure reading"), we immediately adjust the curriculum for the *next* cohort to close that gap.
 - Participant Voice: We conduct anonymous end-of-cohort surveys to hear the student's truth. Was the training facility accessible? Were the instructors clear? We use this data to refine our logistics and instruction style, ensuring we are culturally responsive to our learners.
 - Adaptive Management: If data shows a specific demographic (e.g., women or Waimanalo residents) is struggling with completion, the Board and Executive leadership will review the data to implement specific interventions -- such as adding a female mentor or adjusting class hours -- to ensure equity in our results.
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.

BIA will track and report the following standard performance indicators to the State expending agency on a quarterly and final basis:

1. **Training Outputs:** These measures assess the efficiency of our recruitment and training delivery.
 - **Total Enrollment:** The number of unique individuals enrolled across the five cohorts (Target: 75 participants).
 - **Graduation Rate:** The percentage of enrolled participants who successfully complete the training program and attend the graduation ceremony (Target: 75% completion rate).
 - **Cohort Execution:** The successful delivery of 5 distinct training cycles, including the deployment of 1 specialized mobile cohort in Waimanalo.

2. **Credential Attainment:** This measure objectively verifies that participants are leaving with marketable, industry-standard value.
 - **Certification Rate:** The percentage of graduates who successfully pass the exams for and receive the following credentials:
 - OSHA 30 (Construction Safety)
 - EPA Lead Renovation, Repair and Painting (RRP)
 - Adult First Aid/CPR/AED
 - (Target: 100% of graduates attaining core certifications).

3. **Economic Impact & Placement:** These measures assess the ultimate goal of the grant: workforce entry.
 - **Placement Rate:** The percentage of graduates who: secure employment in the construction industry; enter a formal apprenticeship program; or pursue advanced trade education within 90 days of graduation (Target: 55% placement).
 - **Job Readiness Improvement:** The percentage of participants demonstrating an increase in "employability scores" (based on pre- and post-training assessments covering: soft skills; interview readiness; and tool identification).

4. **Equity & Reach:** These measures ensure we are reaching the specific underserved groups identified in the proposal.
 - **Demographic Reach:** We will report the number of participants self-identifying as:
 - Native Hawaiian or Pacific Islander (NHPI)
 - Female (Non-traditional trade workers)
 - ALICE / Low-to-Moderate Income (LMI)
 - Rural Residents (Leeward/Windward Coast)

Data Collection Methodology: Data will be collected via digital intake forms and daily attendance logs. Certification test results stored in BIA's secure internal database. Post-graduation employment data will be verified through direct follow-up (phone/email) with graduates and employer partners at 30, 60, and 90-day intervals.

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 ([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. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2027.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$78,302.50	\$78,302.50	\$78,302.50	\$78,302.50	\$313,210

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2027. City and County Grant in Aid, Clarence T.C. Ching Foundation Grant, Atherton Family Foundation Grant, Healy Foundation.

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. N/A

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 2027 for program funding.

State of Hawaii Workforce Development Council 6/2024-6/2025

State of Hawaii Workforce Development Council 6/2025 – 6/2026

US Department of Labor Occupational Safety and Health Administration 10/2022-12/2023,

US Department of Labor Occupational Safety and Health Administration 10/2022 – 12/2023

State of Hawaii Department of Labor and Industrial Relations 2/2026 – 1/2028

US Department of Labor, through Hawaii Department of Labor and Industrial Relations, Workforce Innovation and Opportunity Act (WIOA) Title I-B 6/2026 – 6/2027

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2025. \$521,482.35

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2026 to June 30, 2027

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	79,092		42,248	
2. Payroll Taxes & Assessments	15,818		3,232	
3. Fringe Benefits			3,744	
TOTAL PERSONNEL COST	94,910		49,224	
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment			1,200	
4. Lease/Rental of Space				
5. Staff Training				
6. Program Supplies & Activities	49,000		48,276	96,000
7. Telecommunication				
8. Utilities				
9. Office Supplies				
10. Shipping				
11. External Grant Administration Consultant	24,000			
12. Marketing	20,000			
13. Instructors	125,300		43,800	
14				
15				
16				
17				
18				
19				
20. Other			7,500	
TOTAL OTHER CURRENT EXPENSES	218,300		100,776	96,000
C. EQUIPMENT PURCHASES	0			
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	313,210		150,000	96,000
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	313,210	Roseann Freitas, CEO (808) 629-7507		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested	150,000	 1/14/2026 <small>Roseann Freitas (Jan 22, 2026 19:54:46 HST)</small>		
(d) Total Private/Other Funds Requested	96,000	Signature of Authorized Official Date		
TOTAL BUDGET	559,210	Roseann Freitas, CEO Name and Title (Please type or print)		

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2026 to June 30, 2027

Applicant: __Building Industry of Association of HI

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
N/A			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

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

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2026 to June 30, 2027

Applicant: _Building Industry Association of HI_

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:2024-2025	FY:2025-2026	FY:2026-2027	FY:2026-2027	FY:2027-2028	FY:2028-2029
PLANS	N/A					
LAND ACQUISITION	N/A					
DESIGN	N/A					
CONSTRUCTION	N/A					
EQUIPMENT	N/A					
TOTAL:						
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Building Industry Association of Hawaii

Contracts Total: 15,522,893

	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	6/26/2024-6/26/2025	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	6/26/2025-6/26/2026	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
5	Department of Labor and Industrial Relations Workforce Development Division ETF 2026-01 (Micro Vendor)	02/01/2026 - 01/31/2028	Hawaii Department of Labor and Industrial Relations	State of Hawaii	15,000,000
6	WIOA Title I-B	06/01/2026-06/01/2027	Hawaii Department of Labor and Industrial Relations	US Dept of Labor->State->Local	\$ 250,000 (Not Fixed)
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					

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 Industry Voice: 70 Years of Workforce Leadership: BIA does not merely "understand" the construction industry. For 70 years, we have *been* the industry. As the leading voice for Hawai'i's construction sector, we possess an unmatched ability to forecast labor trends and design training that meets the immediate needs of local employers. We are not guessing what skills are needed. Our members -- the very companies hiring these graduates -- tell us directly.

1. World-Class Infrastructure: The "Hub and Spoke" Advantage: BIA is the only entity with the physical capacity to execute a project of this scale.

- The Hub (Waipahu): Our primary asset is the CTCP. This 14,000+ square foot facility is not just a classroom; it is a simulated job site. Equipped with industrial-grade tools and safety infrastructure, it allows participants to learn in an environment that mirrors the real world.
- The Spoke (Mobile Reach): We do not wait for participants to come to us. We have successfully deployed a mobile training cohort to a specific area (Chinatown) using portable equipment and instructor teams, ensuring we could reach participants where they live.

2. Evidence of Success: Proven Outcomes: We are not testing a theory. We are scaling a proven solution. Our recent track record demonstrates our ability to deliver results for high-barrier populations:

- Completion & Placement: In a landscape where drop-out rates are high, BIA has achieved a 75% completion rate. More importantly, over 70% of graduates secured entry-level positions, validating our curriculum's relevance.
- Economic Mobility: This training breaks the cycle of poverty. Graduates report an average 45% increase in earnings within their first two years. This is the difference between surviving and thriving for local families.
- Reach & Retention: Over the past three years, we have increased enrollment by 60%, specifically targeting rural and immigrant communities. By providing wraparound support (meals, transportation, childcare), we have reduced dropout rates by 30% compared to programs lacking these resources.

3. Staffing: Mentors, Staffing: A Hybrid Model of Leadership and Expertise

1. **Project Leadership (Internal Staff):** Our staffing model relies on a lean, full-time internal team focused on student success and logistics. The Education Manager and Education Coordinator function as the primary support system for participants, handling intake, barrier reduction (transportation/PPE), and retention tracking. This ensures that while our instructors focus on safety and skills, our internal staff is dedicated to "whole person" support.
2. **Instructional Cadre (Contracted Industry Experts):** Unlike academic programs that rely on career teachers, BIA contracts active industry professionals to deliver our training. By utilizing Subject Matter Experts (SMEs) -- including licensed journeymen and certified OSHA safety trainers - - as contractors, we ensure students are learning current techniques from professionals who are active on job sites. This model allows BIA to scale our instructional capacity up or down based on cohort demand without carrying excessive overhead.
3. **Cultural Competence:** Our project leadership team is equipped to navigate the complex barriers our participants face. With experience serving justice-involved individuals and ALICE households, our Education Manager and Education Coordinator serve as the bridge between the rigorous expectations of the construction site and the realities of our students' lives, providing the mentorship necessary to ensure graduation.
4. **The "Employer Pipeline":** (Most training programs struggle with the final step: employment. BIA solves this through our inherent structure.
 - **Direct Access:** We represent hundreds of general contractors and suppliers. We leverage these relationships to create a direct pipeline from "graduation to hired."
 - **Union & Non-Union Pathways:** We maintain strong relationships with trade unions and the Department of Labor, ensuring graduates have access to registered apprenticeships and prevailing wage opportunities.
5. **Fiscal Stewardship & "Whole Person" Support:**
 - **Barrier Removal:** We know that for an ALICE household, a flat tire can derail a career. We have institutional experience administering support funds -- including HOLO Cards and PPE distribution. This safety net allows vulnerable participants to focus entirely on training.
 - **Grant Management:** We have successfully administered multi-million dollar grants from federal (US DOL), state, and private sources. Our finance team uses rigorous accounting controls to ensure every dollar is tracked, auditable, and directed toward participant outcomes.

Every dollar invested in BIA generates a high Return on Investment (ROI) by filling critical gaps in the labor force. We reduce the hiring costs for local companies while empowering local families to attain economic independence. We are ready to deploy this experience immediately to serve the State of Hawai‘i.

VERIFIABLE EXPERIENCE:

Contract	Dates	Agency	Govt Entity	Value
OSHA Susan Harwood Training Grant	10/01/22 – 12/32/23	OSHA	US Dept Of Labor	\$125,190
Workplace Safety/Health Training	10/1/22 – 12/32/23	OSHA	US Dept Of Labor	\$117,703
Construction Industry Skills/Safety	6/26/24- 6/26/25	Workforce Development Council	State of Hawaii	\$140,000
Construction Industry Skills/Safety	6/26/25- 6/26/26	Workforce Development Council	State of Hawaii	\$140,000
Workforce Development	2/1/26 - 1/31/28	Dept pf Labor & Industrial Relations	State of Hawaii	\$15,000,000
WIOA	6/1/26 – 6/1/27	Dept pf Labor & Industrial Relations	US Dept of Labor	\$250,000

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.

Infrastructure of Opportunity: A "Hub-and-Spoke" Facility Model: To execute the OPP effectively, BIA uses a "Hub-and-Spoke" facility model. This approach combines a centralized, industrial-grade training hub with agile community-based sites to ensure we can train participants safely and effectively, regardless of their zip code.

1. The Hub: Construction Training Center of the Pacific (Waipahu)

- **A Simulated Job Site:** Our primary facility is the CTCP in Waipahu. This 14,000+ square foot facility is not merely a classroom; it is a controlled construction environment. It features dedicated shop spaces for carpentry, plumbing, and electrical modules, equipped with the exact industrial-grade power tools and safety infrastructure participants will encounter on a real job site.

- Geographic Equity: Located in the heart of the "Second City," the CTCP is strategically positioned to serve the Leeward and Central O'ahu communities—areas with the highest concentration of our target ALICE population—minimizing the commute burden often associated with town-centric programs.
- Capacity: The facility includes multiple classrooms and shop bays, easily accommodating four concurrent cohorts of 15 students while maintaining strict safety ratios.

2. **The Spoke: Waimanalo Community Deployment:**

- Secured Community Space: For the designated Windward cohort, BIA does not expect participants to travel hours to Waipahu. Instead, we bring the school to them. We have secured access to a partner facility in Waimanalo (e.g., Waimanalo Hawaiian Homes Association or similar community hall) to host the remote training cohort.
- Mobile Training Capabilities: BIA uses its Mobile Training Units -- transportable tool trailers and equipment sets -- to transform this community space into a fully functional training environment. This allows us to deliver the exact same high-quality, hands-on curriculum (OSHA 30, RRP, Carpentry Basics) in a rural setting, removing the geographic barrier for Native Hawaiian residents on the Windward side.

3. **Safety & Inclusivity:**

- Accessible Design: Both our primary Waipahu campus and our selected community sites are fully ADA-compliant. We believe a disability should not preclude a career in the industry, and our facilities are designed to welcome all participants.
- Safety First: Our shops are designed with a "Safety First" culture, featuring proper ventilation, emergency stations, and PPE zones. This ensures that from Day 1, participants are accustomed to the rigorous safety standards required by general contractors.

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.

Staffing Pattern & Capacity: To ensure the successful training and placement of 75 participants, BIA uses a lean but highly experienced project team. Our staffing pattern is designed to provide "air cover" (Strategic Leadership) and "ground support" (Direct Student Services), ensuring that administrative tasks never interfere with the quality of instruction.

Key Project Personnel:

Chief Executive Officer (CEO):

- **Role in Project:** Strategic Oversight & Industry Partnership.
- **Responsibilities:** The CEO provides the high-level "air cover" for the O‘ahu PACT Project. She is responsible for leveraging BIA’s influence to secure hiring commitments from member companies for our graduates. She ensures the project aligns with the State’s workforce development goals and manages the fiscal integrity of the grant. Her primary focus is bridging the gap between the classroom and the job site, ensuring that the skills we teach match the immediate needs of Hawai‘i’s general contractors.
- **Qualifications:** Possesses extensive executive leadership experience in non-profit management and industry advocacy. She holds the relationships with union leaders and agency heads necessary to open doors for our graduates.

Education Manager:

- **Role in Project:** Student Success & Curriculum Delivery.
- **Responsibilities:** This is the project’s "heartbeat." The Education Manager oversees the day-to-day execution of the Pre-Apprenticeship Construction Training (PACT). She manages the instructional team, ensures the curriculum stays relevant to industry standards (e.g., updating OSHA protocols), and personally monitors student progress. She is the primary point of contact for barrier reduction—coordinating the distribution of HOLO Cards and PPE to ensure no student is left behind due to a lack of resources.
- **Qualifications:** An experienced educator with a deep understanding of vocational training. She excels at "human-centered" management, working directly with instructors to identify at-risk students early and intervene with support services.

Education Coordinator

- **Role in Project:** Student Success, Recruitment & Daily Logistics.
- **Responsibilities:** Serves as the primary "ground support" for 75 participants, ensuring high retention. Manages intake screening to identify barriers, distributes support resources (HOLO Cards, PPE), and maintains daily attendance logs for audit-ready grant reporting.
- **Qualifications:** Experienced in case management and program coordination. Possesses the administrative skills and cultural competence to support ALICE and rural households, ensuring logistical challenges do not become barriers to graduation.

Director of Accounting & Finance: Fiscal Oversight and GIA Compliance. Manages the financial execution of the O‘ahu PACT Project, ensuring all expenditures align with the approved State budget for the July 2026 – June 2027 project year. Responsibilities include: maintaining GAAP-compliant ledgers; processing vendor and instructor payments; managing payroll allocations; and preparing quarterly financial reports to satisfy State of Hawaii GIA requirements.

Supervision & Training Plan:

- **Supervision:** The project operates on a clear chain of command. Instructors report to the Education Manager for daily needs; the Education Manager and Director of Operations report to the CEO for fiscal and strategic direction. Weekly "Stand-Up" meetings ensure cross-departmental communication on student attendance and safety.
- **Staff Training:** BIA invests in its people. All project staff will receive refreshed training on Cultural Competence to better serve our diverse participant base. Additionally, our technical instructors undergo regular "Train the Trainer" updates to ensure their safety certifications (OSHA/RRP) remain current.

2. Organization Chart

The applicant shall illustrate the position of each staff and line of responsibility/supervision. If the request is part of a large, multi-purpose organization, include an organization chart that illustrates the placement of this request. See attached.

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.

Executive Director – \$135,000

Director of Accounting & Finance – \$85,000

Education Manager – \$60,000

VII. Other

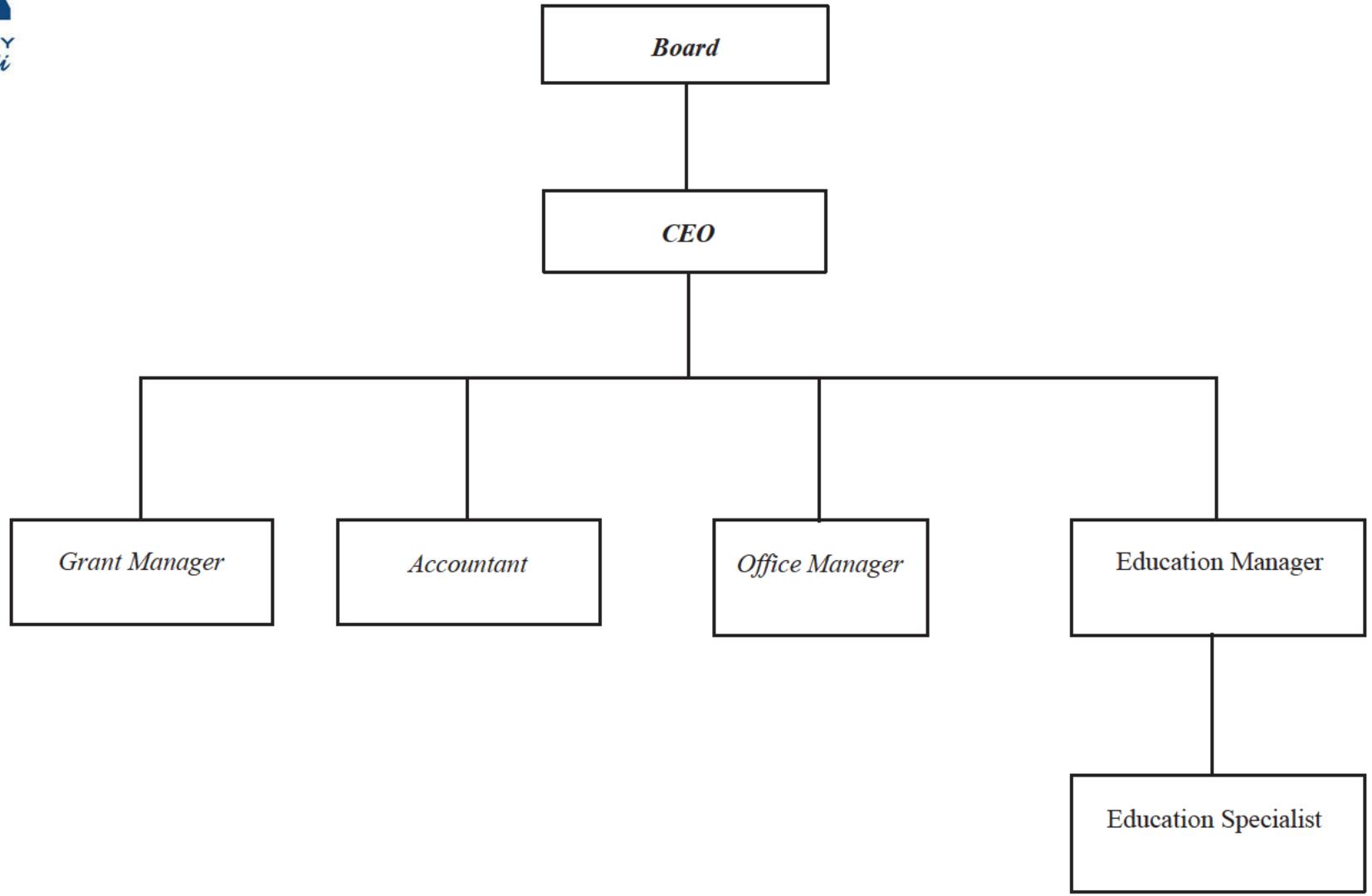
1. Litigation

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

Not Applicable

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.



BIA is registered with the State of Hawaii as a vocational education provider and holds an authorized licensing agreement with the Home Builders Institute (HBI), the educational arm of the National Association of Home Builders.

Through this accreditation, BIA is exclusively authorized to administer the HBI Pre-Apprenticeship Certificate Training (PACT) curriculum in Hawaii. This allows it to deliver nationally standardized construction training and issue portable, industry-recognized PACT credentials to graduates of the proposed five cohorts.

3. Private Educational Institutions

The applicant shall specify whether the grant will be used to support or benefit a sectarian or non-sectarian private educational institution. Please see Article X, Section 1, of the State Constitution for the relevance of this question.

Not Applicable

4. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2027 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2027, but
- (b) Not received by the applicant thereafter.

From Seed Funding to Industry Self-Sufficiency: BIA views this State GIA not as a permanent subsidy, but as "seed capital" to operationalize our new Hub-and-Spoke training model. If we receive funding for Fiscal Year 2027 but not thereafter, our plan is to use this 12-month period to build a "proof of concept" that allows us to transition the cost of training from the State to the private sector and federal sources.

1. **"Hiring Partner" Sponsorship Model:** Our most sustainable asset is our membership base. Construction companies are desperate for "site-ready" labor.
 - Strategy: During the grant year, we will validate the quality of our graduates. Once employers see that PACT graduates are safer, more productive, and have lower turnover than street hires, we will transition to a Sponsorship Model.
 - Post-Grant Implementation: We will launch a "Preferred Hiring Partner" program where local contractors sponsor specific cohorts (e.g., "*The Swinerton Cohort*" or "*The Nan, Inc. Cohort*") in exchange for first-right-of-refusal on hiring graduates. This shifts the financial burden to the end-users of the talent—the employers.

2. Unlocking Federal Workforce Funds (WIOA): State grants are often short-term, but federal workforce funding is recurring.

- Strategy: We will use the data collected during this GIA period (graduation rates, placement rates, and wage growth) to qualify the O'ahu PACT program for the Eligible Training Provider List (ETPL) under the Workforce Innovation and Opportunity Act (WIOA).
- Post-Grant Implementation: Once certified, eligible participants can use federal WIOA vouchers to pay for their tuition at BIA. This creates a permanent, per-student revenue stream that does not rely on annual legislative appropriations.

3. Fee-for-Service "Upskilling":

- Strategy: While the PACT program is free for disadvantaged participants, the curriculum (OSHA 30, RRP, First Aid) has significant market value.
- Post-Grant Implementation: We will open specific modules of the training to the public for a fee. Non-member companies needing to certify their current unskilled laborers can pay to send staff to our Waipahu or Waimanalo classes. The profit generated from these corporate seats will cross-subsidize the tuition for our scholarship/low-income participants.

4. Philanthropic "Scholarship Funds":

- Strategy: Instead of asking foundations for general operating support, we will package the program as specific "Student Scholarships."
- Post-Grant Implementation: We will approach private foundations (e.g., The construction-focused foundations or Native Hawaiian trusts) with a clear proposition: "*\$X sponsors one student from Waimanalo to become a carpenter.*" This tangible, person-centered "ask" has a much higher success rate than general fundraising.

If State funding concludes after FY2027, the OPP will not disappear. By proving the economic value of our graduates during this grant year, we will create a market where employers, federal agencies, and private donors are willing to invest in the pipeline because it solves *their* labor shortage. We are building a system where the output (skilled labor) funds the input (training).

Building Industry Association of Hawaii _OP

Final Audit Report

2026-01-23

Created:	2026-01-23
By:	Marie Villa (marivia7@gmail.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAA1vFjLTDBviBVcXzXjlqopMRJUY9n6Laz

"Building Industry Association of Hawaii _OP" History

-  Document created by Marie Villa (marivia7@gmail.com)
2026-01-23 - 2:57:28 AM GMT- IP address: 75.85.38.178
-  Document emailed to Roseann Freitas (roseann@biahawaii.org) for signature
2026-01-23 - 2:58:23 AM GMT
-  Email viewed by Roseann Freitas (roseann@biahawaii.org)
2026-01-23 - 5:53:18 AM GMT- IP address: 141.239.180.59
-  Document e-signed by Roseann Freitas (roseann@biahawaii.org)
Signature Date: 2026-01-23 - 5:54:46 AM GMT - Time Source: server- IP address: 141.239.180.59
-  Agreement completed.
2026-01-23 - 5:54:46 AM GMT

