

## 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

  
AUTHORIZED SIGNATURE

Noriko Namiki, CEO  
PRINT NAME AND TITLE

January 20, 2026  
DATE

## 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)**

Please see attached.

**2. Declaration Statement**

Please see attached.

**3. Public Purpose**

The Young Women's Christian Association of O'ahu (YWCA O'ahu) confirms that this grant will be used for a public purpose, pursuant to Section 42F-102, Hawai'i Revised Statutes.



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:** YOUNG WOMEN'S CHRISTIAN ASSOCIATION OF OAHU

**DBA/Trade Name:** YWCA of Oahu

**Issue Date:** 01/05/2026

**Status:** **Compliant**

Hawaii Tax#: [REDACTED]  
New Hawaii Tax#: [REDACTED]  
FEIN/SSN#: [REDACTED]  
UI#: No record  
DCCA FILE#: 481

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.

Young Women's Christian Association (YWCA O'ahu)  
(Typed Name of Individual or Organization)

 January 20, 2026  
(Signature) (Date)

Noriko Namiki CEO  
(Typed Name) (Title)

## **II. Background and Summary**

This section shall clearly and concisely summarize and highlight the contents of the request in such a way as to provide the State Legislature with a broad understanding of the request. Please include the following:

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

The Young Women's Christian Association of O'ahu (YWCA O'ahu), the largest and oldest women's organization in Hawai'i, empowers women, girls, and families by providing programs and opportunities for economic advancement, leadership development, business entrepreneurship, and wellbeing. The organization offers signature programs at its three locations: YWCA Laniākea (flagship headquarters) in downtown Honolulu, YWCA Kokokahi (education and recreation) in Kāne'ohe, and YWCA Fernhurst (women's transitional housing) in Makiki, along with remote services to neighbor islands. In 1927, Dr. Theodore Richards, former Principal of Kamehameha Schools, envisioned a community center where people of all races could come together as "one blood" or "kokokahi". In a time when it was common for communities to be segregated by race, YWCA Kokokahi was an unprecedented effort to break down racial barriers. The YWCA O'ahu has proudly served our Hawai'i community for more than 125 years. The YWCA O'ahu is dedicated to eliminating racism, empowering women, and promoting peace, justice, freedom, and dignity for all.

2. The goals and objectives related to the request;

The goal of this request is to advance Phase III facility renovations at YWCA Kokokahi needed to maintain safe, functional spaces for workforce development, small business, aquatics, and community recreation programs and services.

In 2023, the Board of Directors launched a phased, multi-year plan to assess and improve YWCA Kokokahi facilities, prioritizing work based on risk, need, opportunity, and available funding.

The plan is structured to achieve the following objectives:

- Address life-safety and code compliance;
- Reduce deferred maintenance and compounding risk;
- Improve facility conditions to remain operationally viable and competitive;
- Support programs and revenue-generating uses that advance the organization's mission.

The plan emphasizes intentional sequencing of facility improvements to balance risk reduction, funding capacity, operational continuity, and market competitiveness.

Project implementation has three overlapping phases, allowing planning, investigation, fundraising, and construction to proceed in parallel where appropriate.

The following describes Phase III of the plan and summarizes the earlier completed phases.

Phase I: Assessment, Planning, and Early Action (2023–2024) – Completed

Objective: Understand existing conditions, define scope, and initiate critical actions.

- Complete facility condition assessments and targeted investigations;
- Document existing conditions and deficiencies;
- Engage professional services for design and engineering;
- Establish life-safety and risk-based prioritization and sequencing;
- Align capital budgeting and fundraising strategies with identified needs;
- Plan and initiate select early-action repairs.

Phase II: Priority Repairs and Next-Phase Planning (2024–2026) – Completed

Objective: Implement repairs while advancing planning for longer-term investments.

- Execute repairs addressing life-safety concerns and critical deferred maintenance;
- Plan next-priority repairs, including revenue-generating spaces and facilities that are functional but not fully competitive in the current market;
- Continue professional services to refine repair design and scope;
- Continue fundraising and grant alignment;
- Obtain cost estimates and engage contractors in bidding.

Phase III: Renovations to Remain Competitive (2026–2028) – In-Progress

Objective: Renovate facilities essential to program delivery, and rental spaces that support operations and sustainable revenue.

- Implement prioritized renovations in high-use program and rental facilities;
- Address deferred maintenance that threaten continued use or occupancy;
- Complete targeted upgrades to improve user experience, operational efficiency, and booking viability;
- Plan construction sequencing to minimize disruption to programs and income;
- Bid and hire contractors to perform the following repairs;

3. The public purpose and need to be served;

The public purpose of these improvements is to ensure the facilities remain accessible and meet user expectations, enabling continued public use, community programming, and YWCA Kokokahi's financial sustainability, as further described:

Atherton Hall

The repairs and renovation to Atherton Hall will support workforce development, small business training, and community programs serving women and families.

The facility hosts more than 30 YWCA O'ahu program-related events and at least 85 community events annually, supporting the Capital Readiness Program, Leadership Alliance workshops, and social enterprise activities. In 2026, the facility became a

venue for the YWCA Kokokahi Benefit Sale, which provides public access, workforce development, and volunteer engagement.

Maintaining competitive and marketable space is critical for continued program delivery and revenue-generating use that helps sustain operations. Recent renovations in the commercial kitchen provide opportunities for program expansion, new partnerships, and revenue-generating activities. Upgrading interconnected areas by replacing the inoperable doors, aged flooring, and exterior stairs, prevents inconsistent standards from limiting program delivery and revenue use.

### Pool

Renovation of the Pool is essential to sustain the YWCA Kokokahi's aquatics programs, a core public wellness and safety service since 1935. In 2025, YWCA Kokokahi aquatics programs served 2,328 Learn to Swim participants with 85% developing swim skills and 100% increasing water confidence.

The YWCA Kokokahi also offers Adaptive Swim programs, providing modified instruction to ensure safe, accessible, and inclusive swimming opportunities for individuals with disabilities or special needs. YWCA Kokokahi provides free swim lessons to two Special Olympics teams, Kamalii Koa and Windward Warriors.

The Pool is a shared community resource for partner organizations, including Maritime Institute, Ke Kula 'o Samuel M. Kamakau, Fukuji & Lum Physical Therapy, Aulea Swim Club, and Dive O'ahu. These uses both support public needs and generate sustainable revenue.

Structural repairs to the 70-year-old pool are necessary to address known deficiencies proactively and avoid emergency closures.

### Hale Nanea

The repairs to Hale Nanea will ensure a safe, publicly accessible facility for Kokokahi Women's Business Center programming that supports women entrepreneurs through cohort-based training. The multipurpose building includes four indoor classrooms and meeting rooms, overnight accommodations, exterior meeting space with a wraparound lanai and open grassy areas, and a support kitchen. Hale Nanea is also the planned site for future Women's Wellness and Empowerment programming.

In 2025, the Kokokahi Women's Business Center graduated 154 entrepreneurs and hosted thirty business networking events, all of which rely on Hale Nanea as a core program and gathering space.

Without roof and deck repairs, water intrusion and unsafe access will continue to compromise interior spaces and limit the building's ability to support programs, overnight accommodations, and revenue-generating use.

4. Describe the target population to be served;

The programs supported at Atherton Hall, the Pool and Locker Rooms, and Hale Nanea serve women, families, and community members in Windward O'ahu and beyond, with a focus on individuals seeking workforce development, small business support, wellness services, and safe recreational opportunities. The target population includes women and caregivers balancing employment and family responsibilities, women entrepreneurs at various stages of business development, youth and families participating in aquatics and wellness programs, and community members with limited access to affordable training, wellness, and gathering spaces. YWCA Kokokahi's programs and services are inclusive and accessible, supporting economic stability, health, and community connection.

5. Describe the geographic coverage;

The project is located at 45-035 Kāne'ohe Bay Drive, Kāne'ohe, Hawaii 96744 (TMK 4-5-104-045, 046, 065) on the northeast side of the island of O'ahu. YWCA Kokokahi is a 10.23-acre education and recreation complex on Kāne'ohe Bay providing valuable resources to the Windward O'ahu community.

The Pool and Atherton Hall are situated on Lot 45, which encompasses the majority of the site's key structures, including Ruth Midkiff Hall and Gymnasium, the Kokokahi Women's Business Center, and most of the multipurpose cabins. Hale Nanea is located on Lot 46. Surrounding land uses include residences to the east, south and southwest, and the Waikalua Fishpond to the northwest.

The surrounding area was urbanized through residential subdivision development beginning in the 1930s and continuing through the 1960s. Despite these changes, YWCA Kokokahi retains its large, grassy open spaces, gently sloping topography, sweeping views of Kāne'ohe Bay, historic buildings, and mature trees. Its open lawns and oceanfront locations offer recreational use for neighboring communities, and access to local emergency management services, including helicopter and water rescue.

### **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;

This request supports Phase III of YWCA O'ahu's phased, multi-year plan to assess and improve YWCA Kokokahi facilities.

The project advances priority capital repairs identified through planning, investigation, and professional assessments executed during Phases I and II.

The approach focuses on addressing known risks and utilizing the earlier work to guide construction and direct funds toward repairs that extend the asset's useful life, improve safety, and support long-term program operations.

#### **Scope of Work**

The capital improvement grant will fund construction activities associated with Phase III, focused on repairs at three buildings:

- (a) Atherton Hall – Multipurpose Room
  - Repair roof structure deficiencies identified in prior investigations.
  - Repair the adjacent exterior deck, including deck surfaces, railings, and structural posts.
  - Replace 14 existing 50-yr old wood bi-fold doors with durable, modern door systems with marine-grade coatings suitable for coastal conditions.
  - Remove and replace 3,000-sf of existing flooring with new vinyl tile flooring designed for durability, accessibility, and ease of maintenance.
- (b) Pool
  - Perform structural repairs to the 138,000-gallon pool as directed by the structural engineer's investigation and final report.
  - Restore the pool interior finishes following completion of structural and leak repairs to return the pool to safe, functional use.
- (c) Hale Nanea – Roof and Deck
  - Repair roof structure deficiencies identified in prior condition assessments.
  - Repair deck beams, joists, and girders impacted by age, moisture exposure, and deterioration.
  - Repair adjacent railings and posts to restore structural integrity and user safety.

#### **Tasks**

To execute the Phase III scope, the following tasks will be performed:

- Execute priority repairs in accordance with condition assessment reports and repair recommendations developed during Phases I and II.
- Execute construction work in accordance with the architectural-engineering drawings developed during Phases I and II.
- Allocate available funding to implement prioritized work identified through earlier professional evaluations, addressing life-safety and risk-driven needs first.
- Contract professional services for project management and construction administration.
- Contract professional services for architectural engineering, as needed.
- Develop Requests for Proposals (RFPs), bid forms, and evaluation criteria; solicit bids; and select the most qualified general contractor(s) based on experience, capacity, pricing, and project-specific requirements.
- Mobilize for the priority project construction beginning March 2027, subject to contractor availability and funding.
- Conduct inspections, testing, punch-list completion, and project close-out activities to verify compliance with the construction documents and professional recommendations.

## Responsibilities

### (a) Organizational Oversight

- The YWCA O'ahu will implement the project in accordance with the priorities and recommendations established in Phase I and Phase II.
- The YWCA O'ahu will use drawings, studies, and other documentation developed during Phases I and II as the basis for bidding and construction.
- The YWCA O'ahu will contract targeted architectural and engineering services on an hourly or allowance basis to provide bid-phase and construction-phase support, including responses to RFIs, scope clarification, and preparation of supplemental details as required.

### (b) Governance and Financial Management

- The Facilities Committee will review the contractor procurement process and make a recommendation to the Board of Directors for a contract award.
- The Facilities Committee will review monthly progress and status reports throughout construction.
- The Chief Financial Officer (CFO) will manage project accounting, ensure grant compliance, prepare financial reports, and oversee expenditures with review by the Finance Committee and Board of Directors.

### (c) Project Execution

- The Facilities and Projects Contractor will provide day-to-day project

management and coordination, including owner, architect, contractor meetings, review of contractor work, management of change orders, and project close-out.

- The Director of Operations and Facilities will coordinate with the Facilities and Projects Contractor to provide additional operational oversight and site coordination.
- The Chief Executive Officer (CEO) will provide strategic direction, ensure alignment with the YWCA O'ahu's mission, and oversee stakeholder engagement and funding efforts to support successful project delivery.

### Results, Outcomes, and Measures of Effectiveness

#### (a) Expected Results and Outcomes

- Reduced structural and life-safety risk across three critical facilities.
- Extended useful life of Atherton Hall, the Pool, and Hale Nanea through targeted repairs.
- Improved functionality, durability, and safety of the spaces used by program participants and the broader community.
- Protection of prior capital investments by sequencing repairs and avoiding premature or ineffective cosmetic work.

#### (b) Measures of Effectiveness

- Completion of construction in accordance with approved drawings, specifications, and professional recommendations.
- Adherence to approved budgets and schedules.
- Successful inspections, close-out documentation, and acceptance of work by YWCA O'ahu and its consultants.
- Improved facility condition ratings and reduced maintenance and repair needs following project completion.

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

The project spans multiple facilities on the YWCA Kokokahi campus, each with distinct scopes and schedules. Construction will be phased over the year, with schedules varying by location based on funding, readiness, sequencing, and operational considerations.

The Estimated Construction Schedule & Duration for All Facilities:

First Bid Date:	July 1, 2026
First Bid Award Date:	September 30, 2026
First Mobilization Date:	March 1, 2027
Last Construction End Date:	March 30, 2028

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

The YWCA O'ahu ensures quality assurance and evaluation through a well-established process informed by its successful record in executing capital improvement projects, including;

- Strategic Leadership: The Executive Office and Board of Directors provide strategic direction, monitors performance, and ensures accountability across all phases of the project.
- Professional Services: The YWCA O'ahu contracts professional services from architects, engineers, and construction management professionals to support project planning and execution.
- Progress Reports: The Chief Financial Officer and Facilities Committee review monthly progress and financial reports, recommending adjustments to keep the project on schedule and within budget.
- Cross-Department Collaboration: The YWCA O'ahu Operations and Facilities, and Finance and Accounting departments are involved in grant application, administration, procurement, and record retention.
- Adherence to Standards: The capital improvement projects follow the standards for the American Institute of Architects (AIA) and International Building Code (IBC).
- Regulatory Compliance: All work complies with local, state, and federal requirements.

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, the measure(s) of effectiveness will need to be updated and transmitted to the expending agency.

Measures include reporting the completion of the following;

- 100% of Structural Roof Repairs at Atherton Hall are completed.
- 100% of Structural Deck and Stair Repairs at Atherton Hall are completed.
- 100% of Bifold Doors at Atherton Hall are replaced.
- 100% of Flooring Replacement at Atherton Hall is completed.
- 100% of Structural Repairs at Pool are completed.
- 100% of Structural Roof Repairs at Hale Nanea are completed.
- 100% of Structural Deck Repairs at Hale Nanea are completed.

#### **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
\$289,654.00	\$211,063.50	\$189,957.00	\$168,850.50	\$859,525.00

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2027.

Harold K.L. Castle Foundation  
 Minami Community Foundation  
 YWCA O'ahu  
 Atherton Family 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.

The YWCA O'ahu has not been granted state or federal tax credits in the past three years, nor have they applied for or do they anticipate applying for tax credits related to any capital project.

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.

See attachment.

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

As of December 31, 2025, the unrestricted assets are \$4,273,703.00.

## **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.

For more than 125 years, the YWCA O'ahu has served the community, delivering programs through an experienced executive and operations team, supported by the volunteer Board of Directors and Facilities Committee. This team has a proven history of managing multiple capital projects. Below is a list of contracts from the past three years, demonstrating our expertise in effectively managing and overseeing projects.

Laniākea Building Preservation  
U.S. Department of the Interior, National Parks Service,  
Save America's Treasures  
1849 C Street, NW Mail Stop 7360  
Washington, DC 20240  
Contact: James Alvey, Grants Management Specialist  
Phone: 202-536-6557  
Email: james\_alvey@nps.gov

Kokokahi Atherton Hall Kitchen Renovation  
U.S. Small Business Administration, Community Project Funding  
409 3rd Street, SW  
Washington, DC 20416  
Contact: Phuc Nguyen, Grants Management Specialist  
Phone: 202-505-7712  
Email: phuc.nguyen@sba.gov

Laniākea Water Mitigation  
Office of Community Services, Department of Labor and Industrial Relations  
830 Punchbowl Street, Room 420  
Honolulu, Hawaii 96813  
Contact: Bernardino Menor, Senior Program Specialist  
Phone: (808) 586-8687  
Email: bernardino.r.menor@hawaii.gov

### **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.

The YWCA O'ahu owns and operates the land and buildings included in the project, all of

which are in active use. The YWCA Kokokahi campus, including Atherton Hall, Pool, and Hale Nanea, supports its programs, services, and community uses that continue to experience consistent demand.

The project will improve the condition of the facilities and support their continued long-term use for existing and expanded programs. No additional facilities are needed to complete the proposed work.

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

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

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

The YWCA O'ahu is governed by a volunteer Board of Directors, with day-to-day leadership provided by the Chief Executive Officer, who reports directly to the Board. The Facilities Committee and Finance Committee actively participate in capital improvement planning and oversight. The YWCA O'ahu's executive leadership and operations team are responsible for the successful delivery of the proposed project, with support from engaged professional consultants.

#### **Noriko Namiki, M.S.W**

As the Chief Executive Officer, Noriko is the visionary leader of the YWCA O'ahu. She is responsible for the leadership, strategic planning, development, and overall management of the organization, while overseeing programs and operations at the three locations. With Noriko's leadership, the YWCA O'ahu has developed long-term capital improvement plans for its facilities and successfully implemented a dozen major construction projects spanning three locations in the last decade.

#### **Terri Funakoshi, B.S., CFRE**

Terri is the Chief Business Development Officer responsible for agency-wide operations with emphasis on business development and fund development. As part of the executive team reporting to the CEO, Terri has oversight responsibility for the organization's strategy. Terri has been responsible for several successful capital improvement projects, including the Enterprising Women's Business Center, Minority Business Development Agency at YWCA Laniākea and YWCA Kokokahi.

#### **Marla Musick,**

As Director of Kokokahi, Marla provides campus-level leadership and is responsible for implementing and executing the Board of Directors' strategic plan for YWCA Kokokahi. Working under the supervision of YWCA O'ahu's executive leadership, she ensures the project aligns with organizational priorities and approved capital strategies. Marla provides oversight in coordination with professional consultants to support successful project delivery and continuity of services. Marla has previously provided oversight for major campus initiatives, including the Kokokahi Womens Business Center and the Capital Readiness Program (CRP) supporting minority and underserved entrepreneurs access capital, powered by the Minority Business Development Agency.

#### **Rhonda Jones, B.S., CCM**

Rhonda provides professional services to the YWCA O'ahu as a Facilities and Projects contractor and brings more than 20 years of experience in construction and facilities management. She supports capital improvement projects through concept planning and

construction strategy development. Reporting to the Director of Operations and Facilities, Rhonda oversees pre-construction design review, budgeting, construction administration, and project close-out.

**2. Organization Chart**

Please see attached.

**3. Compensation**

Chief Executive Officer \$132,000

Chief Business Development Officer \$130,000

Chief Financial Officer/Chief Impact Officer/Chief Programs Officer \$100,000

## **VII. Other**

### **1. Litigation**

The YWCA O'ahu does not have pending litigation or outstanding judgements.

### **2. Licensure or Accreditation**

The YWCA O'ahu does not possess any licensure or accreditation relevant to this request. However, YWCA O'ahu is a non-profit 501(c)(3) incorporated in the State of Hawai'i and registered with the State of Hawai'i Department of Consumer Affairs.

### **3. Private Educational Institutions**

The proposed funding will not support or benefit a sectarian or non-sectarian private education institute.

### **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.

- (a) If state funding is received for fiscal year 2027 but not thereafter, the grant-funded improvements will allow the YWCA O'ahu to renovate existing facilities to improve spaces for public programs and sustain ongoing operations using program revenues, agency-restricted funds, and future grant support. These upgrades are essential to improved functionality, durability, and safety of the spaces used by program support programs and services for the community.
- (b) If state funding is not received beyond fiscal year 2027, the YWCA O'ahu will continue to pursue alternative funding sources, including competitive grants and agency-restricted funds. However, without state support, the construction scope would be significantly reduced, limiting work to the most critical compliance-related items. Without the proposed improvements, the facilities would not remain competitive for revenue-generating uses needed to sustain operations. This reduction would delay planned improvements and may require partial facility closures or operational limitations until sufficient funding is secured, constraining program capacity and service delivery.

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2026 to June 30, 2027

Applicant: Young Women's Christian Association of Oahu (YWCA Oahu)

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
<b>A. PERSONNEL COST</b>				
1. Salaries	Not Applicable			
2. Payroll Taxes & Assessments	Not Applicable			
3. Fringe Benefits	Not Applicable			
<b>TOTAL PERSONNEL COST</b>				
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island	Not Applicable			
2. Insurance	Not Applicable			
3. Lease/Rental of Equipment	Not Applicable			
4. Lease/Rental of Space	Not Applicable			
5. Staff Training	Not Applicable			
6. Supplies	Not Applicable			
7. Telecommunication	Not Applicable			
8. Utilities	Not Applicable			
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>				
<b>C. EQUIPMENT PURCHASES</b>				
<b>D. MOTOR VEHICLE PURCHASES</b>				
<b>E. CAPITAL</b>	859,525			
<b>TOTAL (A+B+C+D+E)</b>				
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	859,525	Noriko Namiki	808-695-2623	
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested			1-23-2026	
(d) Total Private/Other Funds Requested		Signature of Authorized Official Date		
<b>TOTAL BUDGET</b>	<b>859,525</b>	Noriko Namiki, Chief Executive Officer		
		Name and Title (Please type or print)		



# BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2026 to June 30, 2027

Applicant: YWCA Oahu

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: YWCA Oahu

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						
LAND ACQUISITION						
DESIGN			55000			
CONSTRUCTION			804525			
EQUIPMENT						
<b>TOTAL:</b>			<b>859,525</b>			
JUSTIFICATION/COMMENTS:						

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

Applicant: YWCA OAHU Contracts Total: 6,180,780

	<b>CONTRACT DESCRIPTION</b>	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)</b>	<b>CONTRACT VALUE</b>
1	TANF Maintenance of Effort Grant	1/1/22 - 12/31/22	DHS	State	\$125,000
2	TANF Maintenance of Effort Grant	1/1/21 - 12/31/21	DHS	State	\$125,000
3	State of Hawaii-Hawaii Public Housing Authority (PSH-Housing)	12/9/24 - 6/30/25	Hawaii Public Housing Authority	State	\$252,000
4	State of Hawaii Statewide Office of Homelessness and Housing Solutions (PSH-Services & Housing)	7/1/25 - 6/30/26	DHS	State	\$1,200,000
5	State of Hawaii Statewide Office of Homelessness and Housing Solutions (PSH-Services)	6/30/24 - 6/30/25	DHS	State	\$556,800
6	State of Hawaii Office of Community Services (Act 310)	1/1/26 - 12/31/26	OCS	State	\$584,150
7	State of Hawaii Grant-In-Aid FY2025 (DFS)	01.01.2026-12.31.2026	OCS / DLIR	State	\$100,000
8	State of Hawaii Grant-In-Aid FY2025	01.01.2026-12.31.2026	OCS / DLIR	State	\$400,000
9	State of Hawaii Grant-In-Aid FY2024	09.01.2025-08.31.2026	OCS / DLIR	State	\$600,000
10	State of Hawaii Grant-In-Aid FY2023 (DFS)	12/21/23-6/30/2025	OCS / DLIR	State	\$225,000
11	State of Hawaii Grant-In-Aid FY2023	5/1/2023-4/30/2026	OCS / DLIR	State	\$250,000
12	State of Hawaii Grant-In-Aid FY2020	07/01/20-06/30/23	OCS / DLIR	State	\$401,000
13	Department of Corrections and Rehabilitation	08/16/24-08/15/26	Department of Corrections and Rehabilitation	State	\$400,000
14	Department of Public Safety	07/01/24-08/15/24 (extension 4)	DPS	State	\$0
15	Department of Public Safety	02/06/24-06/30/24 (extension 3)	DPS	State	\$112,500
16	Department of Public Safety	07/01/23-06/30/24 (extension 2)	DPS	State	\$0
17	Department of Public Safety	07/01/22-06/30/23 (extension 1)	DPS	State	\$0
18	Department of Public Safety	10/01/20-06/30/22	DPS	State	\$849,330

Federal/State/County Govt Contracts, Grants and GIA it has been granted within the prior 3 years and will be receiving for fiscal year 2027 for program funding.

	UNIFORM DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Maui)	CONTRACT VALUE
	County of Maui - Office of Economic Development	07/01/25-06/30/26	OED	County of Maui	\$20,000
	City and County of Honolulu Grant-In-Aid	11/1/25-10/31/26	DCS	C&C Honolulu	\$150,000
	City and County of Honolulu Grant-In-Aid	11/1/24-10/31/25	DCS	C&C Honolulu	\$150,000
	City and County of Honolulu Grant-In-Aid	11/1/23-10/31/24	DCS	C&C Honolulu	\$200,000
	City and County of Honolulu Grant-In-Aid	8/1/22 - 10/31/23	DCS	C&C Honolulu	\$200,000
	U.S. Pretrial Service	10/1/22-9/30/23	HI Judicial District	Federal	\$11,034.4
	Department of Commerce	09/01/23-08/31/27	MBDA-CRP	Federal	\$3,000,000
	Department of Commerce	09/01/23-08/31/24	MBDA-EWOC	Federal	\$500,000
	Department of Commerce	09/01/22-08/31/23	MBDA-EWOC	Federal	\$500,000
	U.S. Small Business Administration-MWBC	06/01/2024 - 5/31/2025	SBA	Federal	\$150,000
	U.S. Small Business Administration-WBC	09/30/25 - 9/29/26	SBA	Federal	\$150,000
	U.S. Small Business Administration-WBC	09/30/24 - 9/29/25	SBA	Federal	\$150,000
	U.S. Small Business Administration-WBC	09/30/23 - 9/29/24	SBA	Federal	\$150,000
	U.S. Small Business Administration-WBC	09/30/22 - 9/29/23	SBA	Federal	\$150,000
	The Administration for Children and Families (Earmark)-Fern	08/31/22-08/30/23	HHS	Federal	\$200,000
	SAT-Laniakea Building	12/1/23-9/30/27	U.S. Department of The Interior-National Park Service	Federal	\$500,000
	SBA-Kokokahi Kitchen	9/1/23-1/31/27	U.S. Small Business Administration	Federal	\$915,000
	HUD-Fernhurst Residence Facility Modernization	01.01.2025-08/31/2032	U.S. Department of Housing and Urban Development	Federal	\$1,000,000
	State of Hawaii-Hawaii Public Housing Authority (PSH-Housing)	12/9/24 - 6/30/25	Hawaii Public Housing Authority	State	\$252,000
	State of Hawaii Statewide Office of Homelessness and Housing Solutions (PSH-Services & Housing)	7/1/25 - 6/30/26	DHS	State	\$1,200,000
	State of Hawaii Statewide Office of Homelessness and Housing Solutions (PSH-Services)	6/30/24 - 6/30/25	DHS	State	\$556,800
	State of Hawaii Office of Community Services (Act 310)	1/1/26 - 12/31/26	OCS	State	\$584,150
	State of Hawaii Grant-In-Aid FY2025 (DFS)	01.01.2026-12.31.2026	OCS / DLIR	State	\$100,000
	State of Hawaii Grant-In-Aid FY2025	01.01.2026-12.31.2026	OCS / DLIR	State	\$400,000
	State of Hawaii Grant-In-Aid FY2024	09.01.2025-08.31.2026	OCS / DLIR	State	\$600,000
	State of Hawaii Grant-In-Aid FY2023 (DFS)	12/21/23-6/30/2025	OCS / DLIR	State	\$225,000
	State of Hawaii Grant-In-Aid FY2023	5/1/2023-4/30/2026	OCS / DLIR	State	\$250,000
	State of Hawaii Grant-In-Aid FY2020	07/01/20-06/30/23	OCS / DLIR	State	\$401,000
	Department of Corrections and Rehabilitation	08/16/24-08/15/26	Department of Corrections and Rehabilitation	State	\$400,000
	Department of Public Safety	07/01/24-08/15/24 (extension 4)	DPS	State	\$0
	Department of Public Safety	02/06/24-06/30/24 (extension 3)	DPS	State	\$112,500
	Department of Public Safety	07/01/23-06/30/24 (extension 2)	DPS	State	\$0
	Department of Public Safety	07/01/22-06/30/23 (extension 1)	DPS	State	\$0
	Department of Public Safety	10/01/20-06/30/22	DPS	State	\$849,330

