

Fall 2005

SBA - Helping Small Businesses Succeed

U.S. Small Business Administration

Hawaii District Office

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Hawaii Small Business Development
Center Network – Oahu Center
808/ 523-6118 www.hawaii-sbdc.org
Also serving Kauai, Maui and Hawaii

Hawaii Women's Business Center
808/526-1001 www.hwbc.org

SCORE Oahu
808/547-2700 www.hawaiiscore.org

Nominations Open! 2006 SBA Small Business Awards

Honolulu, HI - The U.S. Small Business Administration (SBA) has opened the annual nominations for the prestigious SBA Small Business Awards for 2006. These awards, which recognize the contributions of Hawaii's small business owners, entrepreneurs and advocates to the state's economy, are among the most competitive and comprehensive business awards in the state and across the nation.

"Hawaii's small business owners really show off what they are made of, particularly when local winners go up against the regional and national competition in early 2006," said SBA District Director Andrew Poepoe. "The tenacity, creativity and drive of our small business award winners continues to impress leaders across the U.S. year after year despite the challenges they face doing business here."

The SBA Small Business Person of the Year award recognizes the accomplishments of outstanding small business owners who have demonstrated staying power, innovativeness in their products and services, job creation, and increased revenues. One top small business person or firm is selected for each county in the state.

SBA Champion Awards honor those individuals who demonstrate a commitment to supporting small businesses through professional and volunteer efforts with an extraordinary impact on the small business community. Areas of accomplishment and advocacy include support in minority, women owned, and veteran owned small businesses or for advocacy through media or print journalism, legislation, or financial services.

Special awards are also made for successful, strong multi-generation family owned businesses, active international exporters, and young entrepreneurs who have owned and operated a successful business for a minimum of three years and are still under 30 years old in May 2006.

Any individual or organization may submit a nomination for a deserving business for the 2006 SBA Awards. For more information or to get the nomination forms, call Jane Sawyer at 808-541-2973 or send an e-mail request to jane.sawyer@sba.gov.



2005 National Family Owned Business award winner Kamika Smith of Smith Motor Boat Services with Governor Lingle.

This year, the deadline to submit the completed nomination forms will be Friday, November 4, 2005, at the Hawaii District Office in the PJKK Federal Building at 300 Ala Moana Boulevard, Room 2-235, in Honolulu.

An opportunity for small businesses:

Actus Lend Lease to Host Construction Forum

Actus Lend Lease, LLC. will be holding its first Construction Forum for small, local businesses on Friday, October 21, 200, from 7:30 to 10:30 a.m. at Waialeale Golf Clubhouse.

Actus Lend Lease, LLC is The national leader in military housing privatization initiatives, Actus Lend Lease, LLC, oversees seven major projects across the country. In Hawaii, it is responsible for Army Hawaii Family Housing and the Hickam Family Housing.

The forum is aimed at educating construction-related small local companies on administrative requirements and selection criteria for sub contracting opportunities with Actus. The agenda will also include tips on how to respond to RFQs, a discussion on the bid process, information on the Project Labor Agreement (PLA), and an update on future scope of work.

Who should attend the session? Small and local construction-related businesses interested in bidding for Actus Lend Lease projects, representative of industry unions, small business lenders, and construction-related trade organizations. Space is limited. To reserve your space, please RSVP by Oct. 10, to Mladena Yankova-Lapitan (mladena.yankova-lapitan@actuslendlease.com) by e-mail or call 748-4412.

This notice is to advise small contracting firms of this opportunity and is not an endorsement of the views, opinions, products or services of any cosponsor or other person or entity

Score Chapter Relocates Offices to Federal Building

On September 1, 2005, the Honolulu Chapter of Score (Service Corps of Retired Executives) resumed counseling services for small business clients at the new offices at SBA on the second floor of the PJK Federal Building at 300 Ala Moana Boulevard. The group had formerly used space at the Small Business Resource Center downtown under the umbrella of the SBA.

Started in 1964, Score is a non-profit association of experienced business people who share their business knowledge with new small business owners and entrepreneurs. The SBA provides funding to Score and the volunteer corps provides these services at no charge to the individual.

Led by veteran counselor Bob Souza, the Hawaii Chapter was instrumental in developing the national network for free on-line counseling so Score's help is now just a click away. For assistance 24-7, a person can find Score by logging onto their website at www.score.org. There you can find information about consulting contacts and research the membership for the best match for your business questions.

The volunteer consultants are available for free, one -to -one, confidential counseling Monday through Friday by appointment. For more information, call 808-547-2700 or visit the local website at www.hawaiiscore.org.

SBA and Junior Achievement Worldwide Launch Website for Young Entrepreneurs

A new cosponsored Web site targeting young entrepreneurs who want to start, run or grow their own businesses was announced today by the U.S. Small Business Administration and JA (Junior Achievement) Worldwide.

The new Web site, **Mind Your Own Business** at www.mindyourownbiz.org, is designed to support the growing interest in entrepreneurship among young people, and serves as a small business portal for youth entrepreneurs, providing necessary resources and information essential in realizing their dreams of business ownership.

The SBA also unveiled its teen Web site **Teen Business Link**, at www.sba.gov/teens. This web site has been revamped to include streaming video, animation and interactive sound clips.



SBA's participation in this cosponsorship is not an endorsement of the views, opinions, products or services of any cosponsor or other person or entity. All SBA programs, services and cosponsored activities are extended to the public on a nondiscriminatory basis.

Kapolei Hale Workshops a Big Hit

In an effort to provide more accessible support and assistance to small businesses on the leeward coast of Oahu, SBA worked with the Mayor's Office of Economic Development to offer workshops at Kapolei Hale.

"The Mayor's Office is happy to be working with the SBA and focusing on Kapolei." said Alenka Remec, Small Business Advocate for the City. "There is opportunity in the area and this can really help new and growing firms."

Started on a monthly basis, the sessions frequently have such a positive response from the community that there is "standing room only." The next workshop, *SBA Mixed Plate*, will be on Oct. 27. For more information on programs in the Leeward area, contact Mary at SBA at 541-2983.

Export Briefing

A review of import-export activity in Hawaii, the most promising markets, and resources to support foreign trade will be the focus of the Export Briefing set for Oct. 5, 2005, at the conference of the Foreign Trade Zone (FTZ) at 512 Ala Moana, Pier 2.

Presentations will offer information about the FTZ benefits, Exim Bank's international trade financing, SBA export assistance and the services of the U.S. Commercial Service. Meet advisors and bankers who support export.

Call Naomi, Central Pacific Bank, at 733-8160 to sign up today!

Community Express Loans: 2005's MVP Loan for SBA

The most popular loan in SBA's toolbox for small businesses, the Community Express loan is definitely the "most valuable player" in providing financial assistance for a variety of business needs this year. Focusing on enterprises owned by women, veterans, and ethnic minorities as well as those firms located in low-to-moderate-income areas and HUBZones, these SBA guaranteed loans were designed to drive business creation and expansion.

In Hawaii, four banks - Central Pacific Bank, Bank of Hawaii, Innovative Bank and Business Loan Express- now offer their own unique Community Express packages, each a bit different. The banks have teamed up with pre-qualified technical assistance providers who help applicant's prepare the financing request and consult on business concerns that may impact your chances of business success. Small business owners must have good credit, but a business plan and collateral are not required on most smaller loans.

Want details? An brochure can be found on Hawaii's home page on the SBA website at <http://www.sba.gov/hi/financing> and clicking on "four banks" under the paragraph on Community Express. Check it out to see if this loan will work for you. A call to the Hawaii SBA Office (808) 541-2990 will also put you in touch with a business development specialist who can walk you through the Community Express process.

SBA LOANS IN FY 2005

Loan Activity, FY 2005
Eleven Months Ended 8/31/05

<u>Bank</u>	<u>No. of Loans</u>	<u>Loan Amount(000's)</u>	
		<u>Gross</u>	<u>SBA</u>
Bank of Hawaii	113	8456.6	4678.8
Central Pacific Bank	66	4551.0	2853.1
American Savings Bank	43	5393.5	4248.5
First Hawaiian Bank	43	4624.7	2834.3
Citizens Security Bank	15	2137.9	1359.2
Center Bank	4	1920.0	1417.5
Hawaii National Bank	4	952.5	665.5
Bank of Guam	4	877.7	667.9
Comerica Bank	2	2198.0	1648.5
Capital One	1	50.0	25.0
Bank Pacific, Ltd.	1	35.0	29.8
Sub-total	296	31196.9	20428.1
Innovative Bank	36	221.0	186.1
Business Loan Center LLC	22	486.0	413.1
Microloan	8	58.0	58.0
Total 7(a) Loans	362	31961.9	21085.3
HEDCO 504 Loans	24	14629.0	14629.0
Lokahi Pacific 504 Loans	2	540.0	540.0
Grand Total	388	47130.9	36254.3

2005 Lender's Breakfast Honors Top Producers

The SBA's Hawaii District Office sponsors an annual competition among the Lenders and the Lending officers around the State. All the participating local banks join in this challenging contest. The winners of the top awards are often determined in the last days of the federal fiscal year, as the final loans come in.

Lead Business Development Specialist Jerry Hirata tracks the progress throughout the year. In 2005, banks and loan officers have been highly motivated and worked diligently to place SBA loans. For some, it has been record setting year.

Winners will be recognized at the SBA Lender and Lending Officer of the Year Awards Breakfast on October 26, 2005, at the Plaza Club. Call Kim at 541-3024 for more information.

Board Add New Skill to HWBC

HWBC has announced the appointment of three new members to the Board of Directors in July 2005. The directors will fill positions vacated by departing members after serving extended terms in office.

With over 20 years in the educational field, Sally Bogert has a depth of experience and knowledge in program and curriculum development, training, and community relations. Bogert is a strong and active advocate for the advancement of the status of women.

A small business consultant and corporate executive, Cleo Brown brings more than 30 years of strategic management experience to the HWBC board. She is currently a senior vice president with Customs House. Brown established a strong connection with HWBC as a volunteer business consultant.

Cynthia Spencer, well known in business assistance community, is an adjunct faculty member at Kapiolani Community College. She teaches marketing, finance, e-business, and accounting. Formerly a marketing executive for Hawaiian Air, Spencer has experience in small business, finance and was active with SBA's Women in Business Committee in the 1990's.

Dynamic Duo Joins Oahu SBDC

State Director Darryl Mleynek of the Hawaii Small Business Development Center Network recently introduced two new appointments to vital positions for the Oahu office located in downtown Honolulu. Caroline Kim was named Center Director while Miho Teipel takes on the task of office administration.

"After meeting with many qualified applicants, these individuals were selected for the extensive and relevant skills each brings to their new position," said Mleynek. "Given their energy and talent, I expect to see great things from this Oahu team. "

Stepping into the position as the administrative assistant, Miho Teipel has the experience and skills to perform at a high level in this demanding position. Most recently office manager for the Junior League of Honolulu, she was Island Director of Maui Girl Scouts and has worked for several years as a legislative assistant at the State Capitol.

Starting in late September, Caroline Kim thinks she finally has the "best job" yet. Kim holds an MBA, a CFP, and has worked around the world. Most recently, she served as the executive director of the Fort Street Mall. Returning to Hawaii after 25 years, she has a diverse skill range that is sure to benefit her small business clients.

To contact the Oahu SBDC for information or to arrange a consultation, call 808 523-6118 or at www.hawaii-sbdc.org.

Hawaii Women's Business Center "Blooms" in Sixth Year

The Hawaii Women's Business Center hosted their first annual fundraising event on August 6, 2005, at the Armour Gallery and Gardens on the windward side of Oahu. Called "Bloom", the fundraiser marked the sixth year of operation for the Honolulu center. Guests enjoyed live music by Winston Tan, wine selection tips from the Wine Stop, a panel discussion with Pacific Business News' Business Woman of the Year Crystal Rose and Ann Botticelli from Kamehameha Schools. The afternoon gathering included casual strolls through the lush tropical garden, wine tasting and a silent auction.

"We're pleased with the success of this new project for HWBC," said Linda Fulgenzi, the honorary chair of the event. "The committee worked hard to entice people to the gardens and we discovered real support for the goals of the center in the community. It's a great boost as the new contract year begins."

The Planning committee members initiated their preparation for Bloom in early spring, further inspiration for the event's name. This dedicated group was led by Chairperson Linda Fulgenzi, Gillian Armour of Armour Gallery and Gardens, Gwen Lau and Susan Utsugi of Central Pacific Bank, Laurie Cateriano of American Savings Bank, Alissa Kimura, Jo Hu, Natalie Arrell, and Kim Karalovich of The Wine Stop. Additional support with the event came from the Board of Directors and a core group of dedicated volunteers.

HWBC extends a warm mahalo to their guest and sincere gratitude to all volunteers. Your support is appreciated!



New Online Application for 8(a) Program Streamlines Process

In September, SBA unveiled the new online application for the 8(a) business development program which will make the process easier, faster and less costly.

Now 100% Web-based, the application allows small businesses to apply without downloading any software or plug-ins. It replaces a four-page written form that required substantial supporting documentation. The new process incorporates features including context sensitive help, real-time validation, printer-ready versions. It also integrates with the Central Contract Registry (CCR).

When Disaster Strikes: Be Prepared

It's never too early to start preparing for hurricane season in Hawaii. Our islands have already been threatened this year by Jova and Kenneth. SBA, one federal agency that provides disaster assistance to small businesses and homeowners after a declared disaster, urges businesses, homeowners and renters to safeguard lives and property before a storm hits.

A major disaster may wipe out not only your existing assets, but can diminish your ability to replace losses and earn income by the impact on the local economy.

This preparation means doing more than just putting together a disaster kit with the usual flashlight, extra batteries, radio, water and such. Though personal safety should be the top priority, an evaluation of risks to your business and steps to mitigate those risks are a must: it's just good business.

Keys to protecting your business include identifying possible hazards, developing a plan for escape routes, having a record of emergency phone numbers and contacts for employees, appropriate and current insurance coverage, and safe, off-site storage of important business documents, records and identification. It is recommended that your back ups – on paper, CD's or disks and stored in some type of waterproof container – are stashed a significant distance from your location. If your business facility is damaged or destroyed, these records are vital to successful resumption of business operations.

Small business owners should regularly check your insurance coverages. Remember that flood damage is not usually covered by homeowner's insurance. More information is available from the National Flood Insurance Program website at www.fema.gov/nfip. Business interruption insurance – which replaces income lost during down time cause by unplanned perils like storms, tremors, and floods – should be considered, too.

More tips and ideas for businesses can be found at www.sba.gov/disaster-recov/index.html. Don't let an unexpected event like a natural disaster destroy your hard work and lifetime achievements!

Katrina Relief, SBA Style

Hurricane Katrina devastated thousands of lives, including many in the SBA family. Several offices impacted by the storm are struggling to resume operations or reassign employees to other locations. Agency staff across the country are contributing to a relief fund established specifically for these individuals. The fund will enable SBA to provide direct assistance to our colleagues and their families who have been displaced from their homes and jobs by the hurricane.



SBA Hosts Live Web Chats

Introducing SBA's **Small Business VOICE**, a new online chat/discussion forum with the entrepreneur in mind. If you are thinking about starting a business, currently a small business owner or simply want to learn more about the topic of entrepreneurship, then you'll want to join us each month to hear what the experts have to say within the small business community on a variety of small business topics

The SBA's live Web chat series provides business owners with the opportunity to have conversations about relevant business issues with industry leaders, managers and successful entrepreneurs. Participants will have direct, real-time access to the Web chats via questions they submit online in advance and during the session, getting your feedback instantaneously.

Interested small business owners can find the schedule for the monthly live Web chat by going online to www.sba.gov, and clicking the "Your Small Business Voice Online Chat" box on the left side of the home page. Participants follow the same procedure to register for a chat or to post questions for the experts. Archived transcripts of the previous chats are posted for review and present interesting and important information on the subjects.

The most recent Web chat was on the timely topic of "Disaster Preparedness for Small Business" on 9/29. In August, the forum addressed "Health Care and Your Small Business" touching on health insurance plans, group plans and other money saving strategies. In July, the first session, called "Entrepreneurship: Innovative Strategies for Small Business Growth," was webcast. Watch for the announcement of the next new topic in mid October!

Small Business Training and Events Calendar

October 2005

- 4 Business Entity: Choosing an Organizational Entity (HWBC)
- 5 Export Briefing (call 733-8160)
- 7 Cash Flow: What is It? How does It Work? (HWBC)
- 11 **State & Federal Tax Procedures (HWBC)**
- 11 Mistakes in Organizing Tech Companies
- 18 **Kauai Women in Business Roundtable** Quarterly Meeting
at the Hukilau Lanai in Kapaa- 808 822-7292
- 18 Pacific Leadership Forum, Hyatt Regency Waikiki
Chamber of Commerce of Hawaii – 537-9555
- 19 Starting a Venture in Hawaii (Maui SBDC)
- 20 **Mayor's Small Business Awards**, Hyatt Regency Maui
Maui Chamber of Commerce – 871-7711
- 21 **Micro Enterprise 101** (HWBC)
- 24 Starting a Small Business in Hawaii (SBDC East Hawaii)
- 25 SBA Community Outreach Walk to Windward Oahu
- 26 **Lender's Breakfast – SBA Lender of the Year Awards**
- 26 SBA Community Outreach Walk to Moiliili
- 27 **SBA's Mixed Plate: An Entrée to Financing & Contracting**
SBA Hawaii District Office – Mary Dale 541-2983

November 2005

- 4 **2006 SBA Small Business Awards Nominations Due**
- 15 Operating Agreements & Buy-Sell Agreements for Tech Firms
- 16 Starting a Small Business in Hawaii (SBDC East Hawaii)
- 16 Starting a Venture in Hawaii (Maui SBDC)
- 17 Finding Your Future at Kaka'ako Biotech Park
Think Tech Hawaii, HTTA, JABSOM – www.kbpark.com

SBA Talk Story

at the Business Action Center

Set a consultation with SBA Business Development Specialists

Call the State's **Business Action Center** at 586-2545 for an appointment. Walk-ins welcome!

Small Business Resource Workshops

at the Small Business Resource Center

- Every Tuesday At 9:00 Am
- Every Thursday At 2:00 Pm
- 2nd & 4th Wednesday At 5:30 pm

Call **Hawaii Women's Business Center** to reserve your seat at 526- 1001.

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