CITY COUNCIL

CITY AND COUNTY OF HONOLULU
HONOLULU, HAWAII

No. 14-138

RESOLUTION

AUTHORIZING THE DIRECTOR OF THE DEPARTMENT OF COMMUNITY SERVICES AND THE DIRECTOR OF THE DEPARTMENT OF BUDGET AND FISCAL SERVICES TO ENTER INTO GRANT AGREEMENTS TO BE AWARDED AND FUNDED BY MONIES FROM THE GRANTS IN AID FUND.

WHEREAS, Section 9-205 of the Revised Charter of the City and County of Honolulu 1973 (2000 Edition), as amended ("Charter"), establishes a Grants in Aid Fund ("Fund"); and

WHEREAS, Section 9-205 of the Charter also states that the City and County of Honolulu ("City") shall use the monies from the Fund to award grants in aid to federal income tax exempt non-profit organizations that provide services to economically and/or socially disadvantaged populations or provide services for public benefit in the area of the arts, culture, economic development or the environment; and

WHEREAS, Section 9-205 of the Charter further establishes a Grants in Aid Advisory Commission ("Commission") to advise the City on grants issued from this Fund; and

WHEREAS, Ordinance 13-7 (Bill 4 (2013), CD2, FD1) provides that the Commission shall review applications for grants in aid monies and advise the City on grant proposals to be funded with grant monies from the Fund and these recommendations regarding recommended expenditures from the Fund shall be consistent with the priorities established by the Council of the City and County of Honolulu, State of Hawaii ("Council"), by resolution; and

WHEREAS, Ordinance 13-7 (Bill 4 (2013), CD2, FD1) provides that the grant proposals to be funded with grants in aid monies shall be submitted to the Commission by January 20 of each year; and

WHEREAS, Ordinance 13-7 (Bill 4 (2013), CD2, FD1) further provides that the Commission shall submit a report setting forth its recommendations to the Council by March 4 of each year; and

WHEREAS, Ordinance 13-7 (Bill 4 (2013), CD2, FD1) further provides that the Council shall select the grant proposals to be funded with grants in aid monies from among the grant proposals submitted to the Commission through the annual budget process; and

RESOLUTION

WHEREAS, Ordinance 13-7 further provides that all monies for grant proposals to be funded with grants in aid monies shall be awarded or encumbered within 45 days of the beginning of the fiscal year, which is August 15, 2014 for this fiscal year; and

WHEREAS, Council adopted Resolution No. 13-24, CD1, which establishes the priorities for the expenditure of monies from the Fund with a minimum of $250,000 appropriated for grant proposals for each of nine (9) council districts;

WHEREAS, applications were submitted to the Commission by January 20, 2014; and

WHEREAS, the Commission has reviewed these applications and submitted the Commission's report to the Council on March 4, 2014, with a resolution adopted by the Commission on February 26, 2014 listing: (i) the Commission's recommended grant proposals in alphabetical order, score order and council district order; (ii) the sole grant proposal deemed ineligible; and (iii) all eligible grant proposals with Commission scores in alphabetical order and score order; and

WHEREAS, a copy of the report and resolution is attached hereto as Exhibit A and incorporated herein; and

WHEREAS, following selections by the Council and award of grants in aid funds, the grantees are required to execute grant agreements with terms and conditions governing the grants; and

WHEREAS Chapter 1, Article 8, Revised Ordinances of Honolulu 1990 ("ROH"), requires that private grant agreements which place an obligation upon the City shall require prior Council consent and approval in the form of a resolution; and

WHEREAS, pursuant to ROH Section 1-8.2, a proposed version of the grant agreement template is attached hereto as Exhibit B and a copy of each grant proposal recommended by the Commission (Appendix F: Grantee's Proposal) which will be attached to the grant agreement, are attached hereto as Exhibit C, and incorporated herein;

WHEREAS, through the annual budget process, the Council of the City and County of Honolulu, State of Hawaii will be accepting the report and resolution of the 2014 Grants in Aid Advisory Commission and approve the grant proposals selected by the Council to be funded with grants in aid monies; now, therefore,

CITY COUNCIL
CITY AND COUNTY OF HONOLULU
HONOLULU, HAWAII

No. 14-138

RESOLUTION

BE IT RESOLVED by the Council of the City and County of Honolulu, State of Hawaii that the Director of the Department of Community Services and the Director of the Department of Budget and Fiscal Services are hereby authorized to enter into the grant agreements relating to each Council-selected and approved grant proposal and the use and administration of said funds, as well as any other incidental agreements in connection therewith, or amendments thereto, as may be reasonably required and to expend such funds for the purposes described above; and

BE IT FINALLY RESOLVED that copies of this Resolution be transmitted to the Mayor, Managing Director, Director of the Department of Community Services, Director of the Department of Budget and Fiscal Services, and Chair of the Grants in Aid Advisory Commission.

INTRODUCED BY:

(br)

DATE OF INTRODUCTION:

JUN 17 2014

Honolulu, Hawaii

Councilmembers

GRANTS IN AID – FY 15

R2014

EXHIBIT A

Grants in Aid Advisory Commission

CITY AND COUNTY OF HONOLULU

715 South King Street, Suite 311 • Honolulu, Hawaii 96813

Stefanie Y. Sakamoto, Chair
Avelino J. Halagao, Jr., Vice Chair
Vincent H.F. Ching, Commissioner
Florence L. Kong Kee, Commissioner
Jacce S. Mikulanec, Commissioner
David B. Monk, Commissioner
Denise K. Sugihara, Commissioner

RECEIVED
CITY CLERK
C & C OF HONOLULU
2014 MAR -4 PM 1:36

March 4, 2014

The Honorable Ernest Y. Martin, Chair and
Presiding Officer
and Members of the Honolulu City Council
City and County of Honolulu
530 South King Street, Room 202
Honolulu, Hawaii 96813

Dear Chair Martin and Councilmembers:

Pursuant to the Revised Charter of the City and County of Honolulu 1973 (200 Edition) Section 9-205, Ordinance 13-7 (Bill 4 (2013), CD2, FD1, and Resolution No. 13-24, CD1, the Grants in Aid Advisory Commission (Commission) hereby submits its Report with the attached 2014 Commission Resolution.

The Resolution, signed by the Commissioners, includes lists of grant proposals recommended for funding by the Grants in Aid (GIA) Fund, the grants deemed ineligible for funding, and complete lists of grant proposals scored by the Commission. Appendix 1 lists recommended grants by organization in alphabetical order, Appendix 2 lists recommended grants in score order, Appendix 3 lists recommended grants grouped by City Council district, Appendix 4 lists the project which was deemed ineligible for consideration, Appendix 5 lists all scored grant proposals by organization in alphabetical order, and Appendix 6 lists all scored grant proposals in score order.

Also attached is an Executive Summary of all proposals submitted for the FY 2015 GIA fund and a copy of each proposal, as requested by City Council Memorandum dated September 3, 2013.

The Commissioners of the Grants in Aid Advisory Commission would like to express their appreciation for your support and confidence.

Sincerely,

Stefanie Y. Sakamoto, Chair
Grants in Aid Advisory Commission

Attachments

cc: The Honorable Kirk Caldwell, Mayor
Ember Lee Shinn, Managing Director
Office of the Mayor
Nelson H. Koyanagi, Jr., Director
Department of Budget and Fiscal Services
Pamela A. Witty-Oakland, Director
Department of Community Services

GRANTS IN AID ADVISORY COMMISSION

RESOLUTION NO. 2014-02

RECOMMENDED GRANT PROPOSALS TO BE FUNDED BY MONIES FROM THE GRANTS IN AID FUND

WHEREAS, the Grants in Aid Advisory Commission (Commission) has been established pursuant to Section 9-205 of the Revised Charter of the City & County of Honolulu 1973 (2000 Edition), as amended (Charter), which is to advise the City and County of Honolulu (City) on the issuance of grants from the Grants in Aid Fund; and

WHEREAS, Article 52 was added to Chapter 6 of the Revised Ordinances of Honolulu, 1990, by Ordinance 13-7 (Bill 4 (2013), CD2, FD1) relating to the Grants in Aid Fund which provides that the Commission shall review applications for grants in aid monies from the Grants in Aid Fund consistent with the priorities established by the City Council of the City and County of Honolulu (Council) by resolution; and

WHEREAS, said Ordinance 13-7 further provides that, for grant proposals funded through the fiscal year 2015 budget only, the deadline for the submission of applications shall be January 20, 2014, and that the Commission shall submit a report setting forth its recommendations to the Council by March 4, 2014; and

WHEREAS, Resolution 13-24, CD1 was adopted by the Council establishing City polices and priorities for the use of the Grants in Aid Fund; and

WHEREAS, based on Charter Section 9-205, Ordinance 13-7, and Resolution 13-24,CD1, the Commission has this day adopted a list of recommended grant proposals to be forwarded to the Council which are attached hereto and incorporated herein by reference; now, therefore,

BE IT RESOLVED by the Commission as follows:

1. The list of recommended grant proposals, shown in Appendix 1 (alphabetical order), Appendix 2 (score order), and Appendix 3 (council district order) attached hereto and made a part hereof by reference, be and hereby are approved as the grant proposals to be funded by monies from the Grants in Aid Fund recommended to the Council by this Commission; and

2. The grant proposal, shown in Appendix 4 attached hereto and made a part hereof by reference, be and hereby is determined to be a grant

proposal which is not eligible for consideration based on the reasons indicated therein; and

3. The list of all grant proposals scored by this Commission, shown in Appendix 5 (alphabetical order) and Appendix 6 (score order) attached hereto and made a part hereof by reference, be and hereby are determined to be all eligible grant proposals submitted to this Commission by January 20, 2014, and effectively scored according to methodology adopted by this Commission on November 12, 2013.

4. This Resolution shall take effect immediately upon its adoption.

ADOPTED by the Grants in Aid Advisory Commission on February 24, 2014 and amended on February 26, 2014.

Appendix 1: GRANTS IN AID ADVISORY COMMISSION
RECOMMENDED GRANT PROPOSALS
(Ordered by Organization Name - alphabetical order)

Appendix 2 – GRANTS IN AID ADVISORY COMMISSION
RECOMMENDED GRANT PROPOSALS
(Ordered by Score)

Appendix 3 – GRANTS IN AID ADVISORY COMMISSION
RECOMMENDED GRANT PROPOSALS
(Grouped by Council District)

Appendix 4 – GRANTS IN AID ADVISORY COMMISSION
GRANT PROPOSALS
(Declared Ineligible)

Appendix 5 – FULL SCHEDULE OF GRANT PROPOSALS
REVIEWED BY THE GRANTS IN AID ADVISORY COMMISSION
(Ordered by Organization Name – alphabetical order)

Appendix 6 – FULL SCHEDULE OF GRANT PROPOSALS
REVIEWED BY THE GRANTS IN AID ADVISORY COMMISSION
(Ordered by Score)

IN WITNESS WHEREOF, the undersigned members of the Grants in Aid Advisory Commission have signed this Resolution as of 26th February 2014, and transmitted it together with their report attached hereto to the Council of the City and County of Honolulu this 4th day of March 2014.

STEFANIE Y. SAKAMOTO, CHAIR

AVELINO J. HALAGAO, JR.

VINCENT H.F. CHING

JACCE S. MIKULANEC

DENISE K. SUGIHARA

Verbal Approval Received

FLORENCE L. KONG KEE

DAVID B. MONK

FY 15 Grants In Aid Fund
Schedule of Grant Proposals
Recommended by the Grants In Aid Advisory Commission
to the Honolulu City Council
February 26, 2014
[Ordered by Organization Name]

Proposal Number	Organization	Funding Request	Score	Amount Recommended		Purpose
84	After-School All-Stars Hawaii	$150,000.00	91.2500	$150,000.00		Public Service - Children
41	Agricultural Leadership Foundation of Hawaii	$36,000.00	84.3857	$36,000.00		Community Development; Economic Development
64	Aloha Medical Mission	$94,992.52	83.0714	$94,992.52		Public Service - Other: Free Dental Care - Uninsured/Low-income
8	American National Red Cross	$75,000.00	91.7143	$75,000.00		Public Service - Other: Disaster Preparedness and Response
40	Big Brothers Big Sisters Hawaii	$195,925.89	82.1429	$195,925.89		Public Service - Children
35	Best Buddies	$125,000.00	84.2143	$62,500.00	A,C	Public Service - Disabilities;
46	Easter Seals Hawaii	$187,800.00	87.7143	$187,800.00		Public Service - Disabilities
23	Family Promise of Hawaii	$75,000.00	85.0000	$75,000.00		Public Service - Children; Public Service - Homeless
34	Hale Kipa	$50,000.00	86.2857	$50,000.00		Public Service - Children; Public Service - Homeless
79	Hawaii Literacy	$114,833.00	83.0000	$114,833.00		Public Service - Children; Public Service - Other: Literacy and Education
57	Hawaii Meals on Wheels	$537,712.50	86.4286	$537,712.50		Public Service - Seniors
47	Institute for Human Services	$502,521.85	83.7429	$250,000.00	D	Public Service - Homeless
33	Kalihi Palama Health Center	$300,000.00	84.4286	$300,000.00		Public Service - Other: Community-Based Health Center
78	Kuakini Geriatric Care, Inc.	$30,000.00	82.8571	$30,000.00		Public Service - Seniors
82	KUPU	$135,524.00	88.2571	$135,524.00		Economic Development
24	Lanakila Meals on Wheels	$326,084.00	92.1429	$326,084.00		Public Service - Seniors
110	Legal Aid Society of Hawaii - Homeless & Disabled	$220,493.60	82.8143	$110,000.00	A,C	Public Service - Disabilities; Public Service - Homeless
28	Moiliili Community Center	$68,981.00	89.7143	$68,981.00		Public Service - Seniors
19	Project Vision Hawaii	$85,900.00	83.7143	$85,900.00		Public Service - Seniors; Public Service - Children; Public Service - Disabilities; Public Service - Homeless; Public Service - Other: Health and wellness screening
37	Rehabilitation Hospital of the Pacific	$500,000.00	82.9833	$500,000.00		Public Service - Disabilites
83	Special Olympics Hawaii	$150,052.72	88.8571	$150,052.72		Public Service - Disabilities
107	St. Francis Healthcare Foundation of Hawaii	$225,000.00	83.8571	$225,000.00		Public Service - Homeless
50	Sutter Health Pacific dba Kahi Mohala	$70,000.00	87.2857	$70,000.00		Public Service - Mental Health
102	The Alcoholic Rehabilitation Services of Hawaii, Inc.	$197,500.00	85.2857	$197,500.00		Public Service - Substance Abuse
31	The Children's Alliance of Hawaii, Inc.	$103,365.00	86.0000	$103,365.00		Public Service - Children
45	The Salvation Army	$150,000.00	85.8571	$150,000.00		Public Service - Homeless
67	U.S. Vets	$78,750.00	87.2857	$78,750.00		Public Service - Homeless

FY 15 Grants In Aid Fund
Schedule of Grant Proposals
Recommended by the Grants in Aid Advisory Commission
to the Honolulu City Council
February 26, 2014
[Ordered by Organization Name]

Proposal Number	Organization	Funding Request	Score	Amount Recommended		Purpose
5	Wahiawa General Hospital	$400,000.00	85.5714	$400,000.00		Public Service - Other: Emergency Healthcare for Low-Moderate Income Residents in a Rural Community
75	Waianae District Comprehensive Health & Hospital Board, Inc. - Health Academy	$53,398.00	85.5714	$53,398.00		Public Service - Children; Public Service - Other: Education Program Support
97	Waikiki Community Center	$75,000.00	82.9714	$75,000.00		Public Service - Seniors
56	Winners at Work, Inc.	$55,518.00	83.6714	$55,518.00		Public Service - Disabilities
73	YMCA - Kalihi	$350,000.00	85.7143	$350,000.00		Public Service - Children; Public Service - Substance Abuse
	TOTAL	$5,720,352.08		$5,294,836.63		

Reasons for change in Grant amount
A-Applicant has other funding sources
B-Similar activities already conducted
C-Budget excessive
D-All of the above

FY 15 Grants in Aid Fund
Schedule of Grant Proposals
Recommended by the Grants in Aid Advisory Commission
to the Honolulu City Council
February 26, 2014
[Ordered by Score]

Proposal Number	Organization	Funding Request	Score	Amount Recommended		Purpose
24	Lanakila Meals on Wheels	$326,084.00	92.1429	$326,084.00		Public Service - Seniors
8	American National Red Cross	$75,000.00	91.7143	$75,000.00		Public Service - Other: Disaster Preparedness and Response
84	After-School All-Stars Hawaii	$150,000.00	91.2500	$150,000.00		Public Service - Children
28	Moiliili Community Center	$68,981.00	89.7143	$68,981.00		Public Service - Seniors
83	Special Olympics Hawaii	$150,052.72	88.8571	$150,052.72		Public Service - Disabilities
82	KUPU	$135,524.00	88.2571	$135,524.00		Economic Development
46	Easter Seals Hawaii	$187,800.00	87.7143	$187,800.00		Public Service - Disabilities
50	Sutter Health Pacific dba Kahi Mohala	$70,000.00	87.2857	$70,000.00		Public Service - Mental Health
67	U.S. Vets	$78,750.00	87.2857	$78,750.00		Public Service - Homeless
57	Hawaii Meals on Wheels	$537,712.50	86.4286	$537,712.50		Public Service - Seniors
34	Hale Kipa	$50,000.00	86.2857	$50,000.00		Public Service - Children; Public Service - Homeless
31	The Children's Alliance of Hawaii, Inc.	$103,365.00	86.0000	$103,365.00		Public Service - Children
45	The Salvation Army	$150,000.00	85.8571	$150,000.00		Public Service - Homeless
73	YMCA - Kalihi	$350,000.00	85.7143	$350,000.00		Public Service - Children; Public Service - Substance Abuse
5	Waianae General Hospital	$400,000.00	85.5714	$400,000.00		Public Service - Other: Emergency Healthcare for Low-Moderate Income Residents in a Rural Community
102	The Alcoholic Rehabilitation Services of Hawaii, Inc.	$197,500.00	85.2857	$197,500.00		Public Service - Substance Abuse
23	Family Promise of Hawaii	$75,000.00	85.0000	$75,000.00		Public Service - Children; Public Service - Homeless
33	Kalihi Palama Health Center	$300,000.00	84.4286	$300,000.00		Public Service - Other: Community-Based Health Center
41	Agricultural Leadership Foundation of Hawaii	$36,000.00	84.3857	$36,000.00		Community Development; Economic Development
35	Best Buddies	$125,000.00	84.2143	$62,500.00	A,C	Public Service - Disabilities;
107	St. Francis Healthcare Foundation of Hawaii	$225,000.00	83.8571	$225,000.00		Public Service - Homeless
47	Institute for Human Services	$502,521.85	83.7429	$250,000.00	D	Public Service - Homeless
19	Project Vision Hawaii	$85,900.00	83.7143	$85,900.00		Public Service - Seniors; Public Service - Children; Public Service - Disabilities; Public Service - Homeless; Public Service - Other: Health and wellness screening
56	Winners at Work, Inc.	$55,518.00	83.6714	$55,518.00		Public Service - Disabilities
64	Aloha Medical Mission	$94,992.52	83.0714	$94,992.52		Public Service - Other: Free Dental Care - Uninsured/Low-income
79	Hawaii Literacy	$114,833.00	83.0000	$114,833.00		Public Service - Children; Public Service - Other: Literacy and Education
37	Rehabilitation Hospital of the Pacific	$500,000.00	82.9833	$500,000.00		Public Service - Disabilites

Appendix 2

FY 15 Grants in Aid Fund
Schedule of Grant Proposals
Recommended by the Grants in Aid Advisory Commission
to the Honolulu City Council
February 26, 2014
[Ordered by Score]

Proposal Number	Organization	Funding Request	Score	Amount Recommended		Purpose
97	Waikiki Community Center	$75,000.00	82.9714	$75,000.00		Public Service - Seniors
78	Kuakini Geriatric Care, Inc.	$30,000.00	82.8571	$30,000.00		Public Service - Seniors
110	Legal Aid Society of Hawaii - Homeless & Disabled	$220,493.60	82.8143	$110,000.00	A,C	Public Service - Disabilities; Public Service - Homeless
40	Big Brothers Big Sisters Hawaii	$195,925.89	82.1429	$195,925.89		Public Service - Children
75	Waianae District Comprehensive Health & Hospital Board, Inc. - Health Academy	$53,398.00	81.8571	$53,398.00		Public Service - Children; Public Service - Other: Education Program Support
	TOTAL	$5,720,352.08		$5,294,836.63		

Reasons for change in Grant amount
A-Applicant has other funding sources
B-Similar activities already conducted
C-Budget excessive
D-All of the above

Appendix 2

FY 15 Grants In Aid Fund
Schedule of Grant Proposals
Recommended by the Grants In Aid Advisory Commission
to the Honolulu City Council
February 28, 2014
[grouped by Council District]

Council District	Proposal Number	Organization	Funding Request	Score	Amount Recommended	Purpose
		COUNCIL DISTRICT 1				
1	24	Lanakila Meals on Wheels	$36,231.00	92.1429	$36,231.00	Public Service - Seniors
	8	American National Red Cross	$8,333.33	91.7143	$8,333.33	Public Service - Other: Disaster Preparedness and Response
	83	Special Olympics Hawaii	$26,559.00	88.8571	$26,559.00	Public Service - Disabilities
	46	Easter Seals Hawaii	$20,866.67	87.7143	$20,866.67	Public Service - Disabilities
	67	U.S. Vets	$78,750.00	87.2857	$78,750.00	Public Service - Homeless
	50	Sutter Health Pacific dba Kahi Mohala	$21,000.00	87.2857	$21,000.00	Public Service - Mental Health
	34	Hale Kipa	$2,500.00	86.2857	$2,500.00	Public Service - Children; Public Service - Homeless
	45	The Salvation Army	$16,666.67	85.8571	$16,666.67	Public Service - Homeless
	41	Agricultural Leadership Foundation of Hawaii	$6,000.00	84.3857	$6,000.00	Community Development; Economic Development
	35	Best Buddies	$21,000.00	84.2143	$10,500.00	Public Service - Disabilities;
	107	St. Francis Healthcare Foundation of Hawaii	$225,000.00	83.8571	$225,000.00	Public Service - Homeless
	19	Project Vision Hawaii	$26,500.00	83.7143	$26,500.00	Public Service - Seniors; Public Service - Children; Public Service - Disabilities; Public Service - Homeless; Public Service - Other: Health and wellness screening
	37	Rehabilitation Hospital of the Pacific	$25,000.00	82.9833	$25,000.00	Public Service - Disabilities
	78	Kuakini Geriatric Care, Inc.	$3,333.33	82.8571	$3,333.33	Public Service - Seniors
	110	Legal Aid Society of Hawaii - Homeless & Disabled	$30,869.10	82.8143	$15,400.00	Public Service - Disabilities; Public Service - Homeless
	40	Big Brothers Big Sisters Hawaii	$195,925.89	82.1429	$21,769.54	Public Service - Children
	75	Waianae District Comprehensive Health & Hospital Board, Inc. - Health Academy	$53,398.00	81.8571	$53,398.00	Public Service - Children; Public Service - Other: Education Program Support
			Total Council District 1		**$597,507.54**	

FY 15 Grants In Aid Fund
Schedule of Grant Proposals
Recommended by the Grants In Aid Advisory Commission
to the Honolulu City Council
February 26, 2014
[grouped by Council District]

Council District	Proposal Number	Organization	Funding Request	Score	Amount Recommended	Purpose
		COUNCIL DISTRICT 2				
2	24	Lanakila Meals on Wheels	$36,231.00	92.1429	$36,231.00	Public Service - Seniors
	8	American National Red Cross	$8,333.33	91.7143	$8,333.33	Public Service - Other: Disaster Preparedness and Response
	83	Special Olympics Hawaii	$7,652.77	88.8571	$7,652.77	Public Service - Disabilities
	46	Easter Seals Hawaii	$20,866.67	87.7143	$20,866.67	Public Service - Disabilities
	50	Sutter Health Pacific dba Kahi Mohala	$10,500.00	87.2857	$10,500.00	Public Service - Mental Health
	57	Hawaii Meals on Wheels	$15,518.78	86.4286	$15,518.78	Public Service - Seniors
	34	Hale Kipa	$2,500.00	86.2857	$2,500.00	Public Service - Children; Public Service - Homeless
	45	The Salvation Army	$16,666.67	85.8571	$16,666.67	Public Service - Homeless
	5	Wahiawa General Hospital	$400,000.00	85.5714	$400,000.00	Public Service - Other: Emergency Healthcare for Low Moderate Income Residents in a Rural Community
	41	Agricultural Leadership Foundation of Hawaii	$6,000.00	84.3857	$6,000.00	Community Development; Economic Development
	35	Best Buddies	$20,800.00	84.2143	$10,400.00	Public Service - Disabilities;
	47	Institute for Human Services	$502,251.85	83.7429	$250,000.00	Public Service - Homeless
	19	Project Vision Hawaii	$4,182.00	83.7143	$4,182.00	Public Service - Seniors; Public Service - Children; Public Service - Disabilities; Public Service - Homeless; Public Service - Other: Health and wellness screening
	37	Rehabilitation Hospital of the Pacific	$50,000.00	82.9833	$50,000.00	Public Service - Disabilites
	78	Kuakini Geriatric Care, Inc.	$3,333.33	82.8571	$3,333.33	Public Service - Seniors
	110	Legal Aid Society of Hawaii - Homeless & Disabled	$29,987.13	82.8143	$14,960.00	Public Service - Disabilities; Public Service - Homeless
	40	Big Brothers Big Sisters Hawaii	$195,925.89	82.1429	$21,769.54	Public Service - Children
			Total Council District 2		**$878,914.09**	

FY 15 Grants in Aid Fund
Schedule of Grant Proposals
Recommended by the Grants in Aid Advisory Commission
to the Honolulu City Council
February 26, 2014
[grouped by Council District]

Council District	Proposal Number	Organization	Funding Request	Score	Amount Recommended	Purpose
		COUNCIL DISTRICT 3				
3	24	Lanakila Meals on Wheels	$36,231.00	92.1429	$36,231.00	Public Service - Seniors
	8	American National Red Cross	$8,333.33	91.7143	$8,333.33	Public Service - Other: Disaster Preparedness and Response
	83	Special Olympics Hawaii	$23,558.30	88.8571	$23,558.30	Public Service - Disabilities
	46	Easter Seals Hawaii	$20,866.67	87.7143	$20,866.67	Public Service - Disabilities
	50	Sutter Health Pacific dba Kahi Mohala	$7,000.00	87.2857	$7,000.00	Public Service - Mental Health
	57	Hawaii Meals on Wheels	$76,375.00	86.4286	$76,375.00	Public Service - Seniors
	34	Hale Kipa	$2,500.00	86.2857	$2,500.00	Public Service - Children; Public Service - Homeless
	31	The Children's Alliance of Hawaii, Inc.	$34,455.00	86.0000	$34,455.00	Public Service - Children
	45	The Salvation Army	$16,666.67	85.8571	$16,666.67	Public Service - Homeless
	102	The Alcoholic Rehabilitation Services of Hawaii, Inc.	$197,500.00	85.2857	$197,500.00	Public Service - Substance Abuse
	23	Family Promise of Hawaii	$18,000.00	85.0000	$18,000.00	Public Service - Children; Public Service - Homeless
	41	Agricultural Leadership Foundation of Hawaii	$6,000.00	84.3857	$6,000.00	Community Development; Economic Development
	35	Best Buddies	$20,800.00	84.2143	$10,400.00	Public Service - Disabilities;
	19	Project Vision Hawaii	$2,045.00	83.7143	$2,045.00	Public Service - Seniors; Public Service - Children; Public Service - Disabilities; Public Service - Homeless; Public Service - Other- Health and wellness screening
	37	Rehabilitation Hospital of the Pacific	$70,000.00	82.9833	$70,000.00	Public Service - Disabilites
	78	Kuakini Geriatric Care, Inc.	$3,333.33	82.8571	$3,333.33	Public Service - Seniors
	110	Legal Aid Society of Hawaii - Homeless & Disabled	$24,254.30	82.8143	$12,100.00	Public Service - Disabilities, Public Service - Homeless
	40	Big Brothers Big Sisters Hawaii	$195,925.89	82.1429	$21,769.54	Public Service - Children
			Total Council District 3		**$567,133.84**	

FY 15 Grants in Aid Fund
Schedule of Grant Proposals
Recommended by the Grants in Aid Advisory Commission
to the Honolulu City Council
February 26, 2014
[grouped by Council District]

Council District	Proposal Number	Organization	Funding Request	Score	Amount Recommended	Purpose
		COUNCIL DISTRICT 4				
4	24	Lanakila Meals on Wheels	$36,231.00	86.4286	$36,231.00	Public Service - Seniors
	8	American National Red Cross	$8,333.33	82.9833	$8,333.33	Public Service - Other: Disaster Preparedness and Response
	84	After-School All-Stars Hawaii	$42,836.00	82.9714	$42,836.00	Public Service - Children
	28	Moiliili Community Center	$31,041.45	91.2500	$31,041.45	Public Service - Seniors
	83	Special Olympics Hawaii	$12,754.50	92.1429	$12,754.50	Public Service - Disabilities
	46	Easter Seals Hawaii	$20,866.67	89.7143	$20,866.67	Public Service - Disabilities
	50	Sutter Health Pacific dba Kahi Mohala	$1,400.00	86.2857	$1,400.00	Public Service - Mental Health
	57	Hawaii Meals on Wheels	$96,356.25	87.7143	$96,356.25	Public Service - Seniors
	34	Hale Kipa	$30,000.00	85.8571	$30,000.00	Public Service - Children; Public Service - Homeless
	45	The Salvation Army	$16,666.67	88.8571	$16,666.67	Public Service - Homeless
	41	Agricultural Leadership Foundation of Hawaii	$3,000.00	83.7143	$3,000.00	Community Development; Economic Development
	19	Project Vision Hawaii	$10,226.00	82.8143	$10,226.00	Public Service - Seniors; Public Service - Children; Public Service - Disabilities; Public Service - Homeless; Public Service - Other: Health and wellness screening
	37	Rehabilitation Hospital of the Pacific	$80,000.00	91.7143	$80,000.00	Public Service - Disabilites
	97	Waikiki Community Center	$75,000.00	82.8571	$75,000.00	Public Service - Seniors
	78	Kuakini Geriatric Care, Inc.	$3,333.33	84.3857	$3,333.33	Public Service - Seniors
	110	Legal Aid Society of Hawaii - Homeless & Disabled	$17,639.49	87.2857	$8,800.00	Public Service - Disabilities; Public Service - Homeless
	40	Big Brothers Big Sisters Hawaii	$195,925.89	82.1429	$21,769.54	Public Service - Children
			Total Council District 4		**$499,614.74**	

FY 15 Grants in Aid Fund
Schedule of Grant Proposals
Recommended by the Grants in Aid Advisory Commission
to the Honolulu City Council
February 26, 2014
[grouped by Council District]

Council District	Proposal Number	Organization	Funding Request	Score	Amount Recommended	Purpose
		COUNCIL DISTRICT 5				
5	24	Lanakila Meals on Wheels	$36,231.00	92.1429	$36,231.00	Public Service - Seniors
	8	American National Red Cross	$8,333.33	91.7143	$8,333.33	Public Service - Other: Disaster Preparedness and Response
	84	After-School All-Stars Hawaii	$53,582.00	91.2500	$53,582.00	Public Service - Children
	28	Moiliili Community Center	$31,041.45	89.7143	$31,041.45	Public Service - Seniors
	83	Special Olympics Hawaii	$18,456.50	88.8571	$18,456.50	Public Service - Disabilities
	46	Easter Seals Hawaii	$20,866.67	87.7143	$20,866.67	Public Service - Disabilities
	50	Sutter Health Pacific dba Kahi Mohala	$2,100.00	87.2857	$2,100.00	Public Service - Mental Health
	57	Hawaii Meals on Wheels	$176,175.00	86.4286	$176,175.00	Public Service - Seniors
	34	Hale Kipa	$2,500.00	86.2857	$2,500.00	Public Service - Children; Public Service - Homeless
	45	The Salvation Army	$16,666.67	85.8571	$16,666.67	Public Service - Homeless
	33	Kalihi Palama Health Center	$50,000.00	84.4286	$50,000.00	Public Service - Other: Community-Based Health Center
	41	Agricultural Leadership Foundation of Hawaii	$3,000.00	84.3857	$3,000.00	Community Development; Economic Development
	35	Best Buddies	$20,800.00	84.2143	$10,400.00	Public Service - Disabilities;
	19	Project Vision Hawaii	$14,316.00	83.7143	$14,316.00	Public Service - Seniors; Public Service - Children; Public Service - Disabilities; Public Service - Homeless; Public Service - Other: Health and wellness screening
	37	Rehabilitation Hospital of the Pacific	$40,000.00	82.9833	$40,000.00	Public Service - Disabilites
	78	Kuakini Geriatric Care, Inc.	$3,333.33	82.8571	$3,333.33	Public Service - Seniors
	110	Legal Aid Society of Hawaii - Homeless & Disabled	$17,639.49	82.8143	$8,800.00	Public Service - Disabilities; Public Service - Homeless
	40	Big Brothers Big Sisters Hawaii	$195,925.89	82.1429	$21,769.54	Public Service - Children
			Total Council District 5		**$517,571.49**	

FY 15 Grants In Aid Fund
Schedule of Grant Proposals
Recommended by the Grants In Aid Advisory Commission
to the Honolulu City Council
February 28, 2014
[grouped by Council District]

Council District	Proposal Number	Organization	Funding Request	Score	Amount Recommended	Purpose
		COUNCIL DISTRICT 6				
6	24	Lanakila Meals on Wheels	$36,231.00	92.1429	$36,231.00	Public Service - Seniors
	8	American National Red Cross	$8,333.33	91.7143	$8,333.33	Public Service - Other: Disaster Preparedness and Response
	84	After-School All-Stars Hawaii	$53,582.00	91.2500	$53,582.00	Public Service - Children
	28	Moiliili Community Center	$6,898.10	89.7143	$6,898.10	Public Service - Seniors
	83	Special Olympics Hawaii	$16,055.65	88.8571	$16,055.65	Public Service - Disabilities
	82	KUPU	$33,881.00	88.2571	$33,881.00	Economic Development
	46	Easter Seals Hawaii	$20,866.67	87.7143	$20,866.67	Public Service - Disabilities
	50	Sutter Health Pacific dba Kahi Mohala	$3,500.00	87.2857	$3,500.00	Public Service - Mental Health
	57	Hawaii Meals on Wheels	$73,137.00	86.4286	$73,137.00	Public Service - Seniors
	34	Hale Kipa	$2,500.00	86.2857	$2,500.00	Public Service - Children; Public Service - Homeless
	45	The Salvation Army	$16,666.67	85.8571	$16,666.67	Public Service - Homeless
	73	YMCA - Kalihi	$100,000.00	85.7143	$100,000.00	Public Service - Children; Public Service - Substance Abuse
	23	Family Promise of Hawaii	$57,000.00	85.0000	$57,000.00	Public Service - Children; Public Service - Homeless
	33	Kalihi Palama Health Center	$50,000.00	84.4286	$50,000.00	Public Service - Other: Community-Based Health Center
	35	Best Buddies	$20,800.00	84.2143	$10,400.00	Public Service - Disabilities;
	19	Project Vision Hawaii	$16,361.00	83.7143	$16,361.00	Public Service - Seniors; Public Service - Children; Public Service - Disabilities; Public Service - Homeless; Public Service - Other: Health and wellness screening
	64	Aloha Medical Mission	$94,992.52	83.0714	$94,992.52	Public Service - Other: Free Dental Care - Uninsured/Low-income
	37	Rehabilitation Hospital of the Pacific	$80,000.00	82.9833	$80,000.00	Public Service - Disabilites
	78	Kuakini Geriatric Care, Inc.	$3,333.33	82.8571	$3,333.33	Public Service - Seniors
	110	Legal Aid Society of Hawaii - Homeless & Disabled	$24,254.30	82.8143	$12,100.00	Public Service - Disabilities; Public Service - Homeless
	40	Big Brothers Big Sisters Hawaii	$195,925.89	82.1429	$21,769.54	Public Service - Children
			Total Council District 6		**$717,807.81**	

FY 15 Grants in Aid Fund
Schedule of Grant Proposals
Recommended by the Grants in Aid Advisory Commission
to the Honolulu City Council
February 26, 2014
[grouped by Council District]

Council District	Proposal Number	Organization	Funding Request	Score	Amount Recommended	Purpose
		COUNCIL DISTRICT 7				
7	24	Lanakila Meals on Wheels	$36,231.00	92.1429	$36,231.00	Public Service - Seniors
	8	American National Red Cross	$8,333.33	91.7143	$8,333.33	Public Service - Other: Disaster Preparedness and Response
	83	Special Olympics Hawaii	$14,255.00	88.8571	$14,255.00	Public Service - Disabilities
	82	KUPU	$101,643.00	88.2571	$101,643.00	Economic Development
	46	Easter Seals Hawaii	$20,866.67	87.7143	$20,866.67	Public Service - Disabilities
	50	Sutter Health Pacific dba Kahi Mohala	$3,500.00	87.2857	$3,500.00	Public Service - Mental Health
	57	Hawaii Meals on Wheels	$15,275.00	86.4286	$15,275.00	Public Service - Seniors
	34	Hale Kipa	$2,500.00	86.2857	$2,500.00	Public Service - Children; Public Service - Homeless
	31	The Children's Alliance of Hawaii, Inc.	$34,455.00	86.0000	$34,455.00	Public Service - Children
	45	The Salvation Army	$16,666.67	85.8571	$16,666.67	Public Service - Homeless
	73	YMCA - Kalihi	$100,000.00	85.7143	$100,000.00	Public Service - Children; Public Service - Substance Abuse
	33	Kalihi Palama Health Center	$150,000.00	84.4286	$150,000.00	Public Service - Other: Community-Based Health Center
	19	Project Vision Hawaii	$8,180.00	83.7143	$8,180.00	Public Service - Seniors; Public Service - Children; Public Service - Disabilities; Public Service - Homeless; Public Service - Other: Health and wellness screening
	56	Winners at Work, Inc.	$55,518.00	83.6714	$55,518.00	Public Service - Disabilities
	79	Hawaii Literacy	$114,833.00	83.0000	$114,833.00	Public Service - Children; Public Service - Other: Literacy and Education
	37	Rehabilitation Hospital of the Pacific	$40,000.00	82.9833	$40,000.00	Public Service - Disabilites
	78	Kuakini Geriatric Care, Inc.	$3,333.33	82.8571	$3,333.33	Public Service - Seniors
	110	Legal Aid Society of Hawaii - Homeless & Disabled	$24,254.30	82.8143	$12,100.00	Public Service - Disabilities; Public Service - Homeless
	40	Big Brothers Big Sisters Hawaii	$195,925.89	82.1429	$21,769.54	Public Service - Children
			Total Council District 7		**$759,459.54**	

FY 15 Grants In Aid Fund
Schedule of Grant Proposals
Recommended by the Grants In Aid Advisory Commission
to the Honolulu City Council
February 26, 2014
[grouped by Council District]

Council District	Proposal Number	Organization	Funding Request	Score	Amount Recommended	Purpose
		COUNCIL DISTRICT 8				
8	24	Lanakila Meals on Wheels	$36,231.00	92.1429	$36,231.00	Public Service - Seniors
	8	American National Red Cross	$8,333.33	91.7143	$8,333.33	Public Service - Other: Disaster Preparedness and Response
	83	Special Olympics Hawaii	$13,805.00	88.8571	$13,805.00	Public Service - Disabilities
	46	Easter Seals Hawaii	$20,866.67	87.7143	$20,866.67	Public Service - Disabilities
	50	Sutter Health Pacific dba Kahi Mohala	$10,500.00	87.2857	$10,500.00	Public Service - Mental Health
	57	Hawaii Meals on Wheels	$58,612.50	86.4286	$58,612.50	Public Service - Seniors
	34	Hale Kipa	$2,500.00	86.2857	$2,500.00	Public Service - Children; Public Service - Homeless
	31	The Children's Alliance of Hawaii, Inc.	$34,455.00	86.0000	$34,455.00	Public Service - Children
	45	The Salvation Army	$16,666.67	85.8571	$16,666.67	Public Service - Homeless
	73	YMCA - Kalihi	$75,000.00	85.7143	$75,000.00	Public Service - Children; Public Service - Substance Abuse
	33	Kalihi Palama Health Center	$50,000.00	84.4286	$50,000.00	Public Service - Other: Community-Based Health Center
	41	Agricultural Leadership Foundation of Hawaii	$6,000.00	84.3857	$6,000.00	Community Development; Economic Development
	35	Best Buddies	$10,400.00	84.2143	$10,400.00	Public Service - Disabilities;
	19	Project Vision Hawaii	$2,045.00	83.7143	$2,045.00	Public Service - Seniors; Public Service - Children; Public Service - Disabilities; Public Service - Homeless; Public Service - Other: Health and wellness screening
	37	Rehabilitation Hospital of the Pacific	$50,000.00	82.9833	$50,000.00	Public Service - Disabilites
	78	Kuakini Geriatric Care, Inc.	$3,333.33	82.8571	$3,333.33	Public Service - Seniors
	110	Legal Aid Society of Hawaii - Homeless & Disabled	$12,100.00	82.8143	$12,100.00	Public Service - Disabilities; Public Service - Homeless
	40	Big Brothers Big Sisters Hawaii	$195,925.89	82.1429	$21,769.54	Public Service - Children
			Total Council District 8		**$452,618.04**	

FY 15 Grants in Aid Fund
Schedule of Grant Proposals
Recommended by the Grants In Aid Advisory Commission
to the Honolulu City Council
February 26, 2014
[grouped by Council District]

Council District	Proposal Number	Organization	Funding Request	Score	Amount Recommended	Purpose
		COUNCIL DISTRICT 9				
9	24	Lanakila Meals on Wheels	$36,231.00	92.1429	$36,231.00	Public Service - Seniors
	8	American National Red Cross	$8,333.33	91.7143	$8,333.33	Public Service - Other: Disaster Preparedness and Response
	83	Special Olympics Hawaii	$16,956.00	88.8571	$16,956.00	Public Service - Disabilities
	46	Easter Seals Hawaii	$20,866.67	87.7143	$20,866.67	Public Service - Disabilities
	50	Sutter Health Pacific dba Kahi Mohala	$10,500.00	87.2857	$10,500.00	Public Service - Mental Health
	57	Hawaii Meals on Wheels	$26,262.50	86.4286	$26,262.50	Public Service - Seniors
	34	Hale Kipa	$2,500.00	86.2857	$2,500.00	Public Service - Children; Public Service - Homeless
	45	The Salvation Army	$16,666.67	85.8571	$16,666.67	Public Service - Homeless
	73	YMCA - Kalihi	$75,000.00	85.7143	$75,000.00	Public Service - Children; Public Service - Substance Abuse
	41	Agricultural Leadership Foundation of Hawaii	$6,000.00	84.3857	$6,000.00	Community Development; Economic Development
	19	Project Vision Hawaii	$2,045.00	83.7143	$2,045.00	Public Service - Seniors; Public Service - Children; Public Service - Disabilities; Public Service - Homeless; Public Service - Other: Health and wellness screening
	37	Rehabilitation Hospital of the Pacific	$65,000.00	82.9833	$65,000.00	Public Service - Disabilites
	78	Kuakini Geriatric Care, Inc.	$3,333.36	82.8571	$3,333.36	Public Service - Seniors
	110	Legal Aid Society of Hawaii - Homeless & Disabled	$13,640.00	82.8143	$13,640.00	Public Service - Disabilities; Public Service - Homeless
	40	Big Brothers Big Sisters Hawaii	$195,925.89	82.1429	$21,769.54	Public Service - Children
				Total Council District 9	**$325,104.07**	
				TOTAL	**$ 5,294,831.17**	

FY 15 Grants In Aid Fund Schedule of Grant Proposals DECLARED INELIGIBLE by the Grants In Aid Advisory Commission			
Proposal Number	**Organization**	**Funding Request**	**Reason**
113	**Kupuna and Keiki Services**	$125,000.00	Unauthorized to do business in the State of Hawaii

Under the GRP document, the City expressly reserved the right at any time, and from time to time, and for its own convenience to reject any and all GRPs.

Under its mandatory requirements section, the GRP document provides that:
1. The Grant Proposer shall be a non-profit corporation or association, which has 501(c) tax exempt status as evidenced by an IRS determination letter, or which has a pending IRS application for such a determination.
2. The Grant Proposer shall be chartered or authorized to do business in the State of Hawaii.
3. The Grant Proposer shall NOT be in arrears on any financial or other obligation owed to the CITY.

FY 15 Grants in Aid Fund
Full Schedule of Grant Proposals
Reviewed by the Grants in Aid Advisory Commission
February 28, 2014
[Ordered by Organization Name]

Proposal Number	Organization	Funding Request	Score	Amount Recommended		Purpose
55	Adult Friends for Youth	$352,842.00	74.2143	$352,842.00		Public Service - Other: High Risk Disadvantaged Youth
84	After-School All-Stars Hawaii	$150,000.00	91.2500	$150,000.00		Public Service - Children
41	Agricultural Leadership Foundation of Hawaii	$36,000.00	84.3857	$36,000.00		Community Development; Economic Development
64	Aloha Medical Mission	$94,992.52	83.0714	$94,992.52		Public Service - Other: Free Dental Care - Uninsured/Low-Income
8	American National Red Cross	$75,000.00	91.7143	$75,000.00		Public Service - Other: Disaster Preparedness and Response
10	Assistive Technology Resource Centers of Hawaii	$124,075.35	75.4286	$124,075.35		Public Service - Seniors; Public Service - Disabilities.
89	Bernice Pauahi Bishop Museum	$210,000.00	78.9286	$100,000.00	A,C	Arts; Culture; Environment; Public Service - Children
35	Best Buddies	$125,000.00	84.2143	$62,500.00	A,C	Public Service - Disabilities;
40	Big Brothers Big Sisters Hawaii	$195,925.89	82.1429	$195,925.89		Public Service - Children
88	Blue Planet Foundation	$89,254.90	78.0357	$89,254.90		Economic Development; Environment; Public Service - Other: The energy savings realized through the grant activity can directly benefit nonprofits that service all of the above grant-in-aid eligible missions.
22	Boy Scouts of America - Aloha Council	$125,000.00	78.1000	$125,000.00		Public Service - Children
25	Child & Family Service - Hale o Ulu	$50,000.00	81.5714	$50,000.00		Public Service - Children
26	Child & Family Service - House of Hope	$41,750.00	74.4000	$41,750.00		Economic Development
27	Child & Family Service - Pathways to Work Loan Program	$125,000.00	77.4000	$125,000.00		Economic Development
16	Coalition for a Drug-Free Hawaii	$150,000.00	81.1429	$150,000.00		Public Service - Children; Public Service - Other: Youth substance abuse prevention
103	Council for Native Hawaiian Advancement	$150,000.00	73.4857	$150,000.00		Culture; Community Development; Economic Development
4	Domestic Violence Action Center	$266,055.32	78.5714	$266,055.32		Public Service - Domestic Violence
46	Easter Seals Hawaii	$187,800.00	87.7143	$187,800.00		Public Service - Disabilities
70	Ewa Beach CBDO	$364,923.00	67.3571	$364,923.00		Community Development; Economic Development
23	Family Promise of Hawaii	$75,000.00	85.0000	$75,000.00		Public Service - Children; Public Service - Homeless
49	Farrington High School Class of 1968 and Friends	$225,000.00	60.7143	$225,000.00		Community Development
9	Gregory House Programs	$120,000.00	77.7571	$120,000.00		Public Service - Disabilities; Public Service - Homeless

FY 15 Grants In Aid Fund
Full Schedule of Grant Proposals
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February 26, 2014
[Ordered by Organization Name]

Proposal Number	Organization	Funding Request	Score	Amount Recommended		Purpose
34	Hale Kipa	$50,000.00	86.2857	$50,000.00		Public Service - Children; Public Service - Homeless
93	Hawaii Academy of Performing Arts	$30,000.00	77.6571	$30,000.00		Arts; Culture; Community Development; Economic Development; Public Service - Children
105	Hawaii Ag and Culinary Alliance	$75,000.00	76.4286	$75,000.00		Public Service - Children
76	Hawaii Alliance for Arts Education - Honolulu STEAM	$100,000.00	75.5500	$50,000.00	A,C	Arts; Culture; Community Development; Public Service - Children
68	Hawaii Alliance for Arts Education - POW WOW Hawaii	$75,000.00	79.7571	$75,000.00		Arts; Culture; Community Development; Economic Development; Public Service - Children
87	Hawaii Appleseed Center for Law & Economic Justice	$58,500.00	77.7143	$58,500.00		Economic Development; Public Service - Homeless
53	Hawaii Cedar Church	$369,000.00	80.4286	$150,000.00	D	Public Service - Seniors; Public Service - Children; Public Service - Homeless
14	Hawaii Forest Institute	$80,000.00	80.2857	$80,000.00		Culture; Environment; Public Service - Children
104	Hawaii Habitat for Humanity Association	$230,992.00	76.4143	$230,992.00		Public Service - Homeless; Public Service - Other: Affordable Housing for Low-Income Populations
94	Hawaii HomeOwnership Center	$284,525.23	77.3000	$284,525.23		Economic Development; Public Service - Homeless
79	Hawaii Literacy	$114,833.00	83.0000	$114,833.00		Public Service - Children; Public Service - Other: Literacy and Education
38	Hawaii Maoli	$120,011.52	70.0000	$75,000.00	D	Public Service - Seniors; Public Service - Children; Public Service - Other: Community Education
57	Hawaii Meals on Wheels	$537,712.50	86.4286	$537,712.50		Public Service - Seniors
17	Hawaii Opera Theatre	$125,000.00	67.9000	$125,000.00		Arts; Culture
80	Hawaii Public Television Foundation	$261,000.00	81.4286	$261,000.00		Public Service - Children
36	Hawaii Theatre Center	$96,000.00	79.0857	$96,000.00		Arts; Culture; Public Service - Children
58	Hawaii Women in Filmmaking	$147,041.00	74.2786	$147,041.00		Arts; Public Service - Other: Girls
106	Hawaii Youth Symphony	$130,000.00	74.4643	$130,000.00		Arts
91	Hawaiian Community Assets, Inc.	$73,612.32	77.4571	$73,612.32		Community Development; Economic Development
99	Hawaiian Humane Society	$81,713.28	80.1857	$81,713.28		Public Service - Other: Health
95	Hawaii-Niigata, Inc.	$30,000.00	70.1000	$30,000.00		Culture; Economic Development; Public Service - Children
51	Hilpaka, LLC	$50,000.00	72.9286	$50,000.00		
54	Honolulu Community Action Program	$133,810.01	74.1429	$133,810.01		Public Service - Homeless
69	Honolulu Habitat for Humanity	$304,108.00	75.5857	$304,108.00		Community Development

FY 15 Grants in Aid Fund
Full Schedule of Grant Proposals
Reviewed by the Grants in Aid Advisory Commission
February 26, 2014
[Ordered by Organization Name]

Proposal Number	Organization	Funding Request	Score	Amount Recommended		Purpose
6	Hui O Hauula + KEY Project	$490,875.00	77.1429	$490,875.00		Public Service - Children
108	Hui O Koolaupoko - Kaohao	$95,626.93	81.7286	$95,626.93		Environment
109	Hui O Koolaupoko - Marketing	$100,104.15	68.4000	$100,104.15		Environment
47	Institute for Human Services	$502,521.85	83.7429	$250,000.00	D	Public Service - Homeless
72	Institute for Human Services	$298,196.12	77.4429	$298,196.12		Public Service - Homeless
101	Isis Hawaii	$245,275.00	71.0000	$245,275.00		Public Service - Children
33	Kalihi Palama Health Center	$300,000.00	84.4286	$300,000.00		Public Service - Other: Community-Based Health Center
98	Keep the Hawaiian Islands Beautiful	$52,700.00	66.4000	$52,700.00		Environment
71	Kokua Kalihi Valley	$176,315.00	81.5143	$176,315.00		Public Service - Children
78	Kuakini Geriatric Care, Inc.	$30,000.00	82.8571	$30,000.00		Public Service - Seniors
82	KUPU	$135,524.00	88.2571	$135,524.00		Economic Development
24	Lanakila Meals on Wheels	$326,084.00	92.1429	$326,084.00		Public Service - Seniors
111	Legal Aid Society of Hawaii - Elderly	$285,775.69	80.1857	$143,000.00	A,C	Public Service - Seniors
110	Legal Aid Society of Hawaii - Homeless & Disabled	$220,493.60	82.8143	$110,000.00	A,C	Public Service - Disabilities; Public Service - Homeless
39	Living Life Source Foundation	$183,609.04	80.2857	$100,000.00	A,C	Public Service - Children; Public Service - Other: Court diversion program
81	Mana Maoli	$164,418.00	74.6286	$164,418.00		Arts; Culture; Community Development; Economic Development; Public Service - Children; Public Service - Other: Hands-On Culture-Based Music and Multimedia Vocational Mentorship Experiences
66	Mano Wai Corporation	$78,938.16	70.8857	$78,938.16		Public Service - Seniors; Public Service - Children; Public Service - Other: Hawaiian Home Lands
100	Manoa Heritage Center	$100,000.00	78.0286	$100,000.00		Arts; Culture; Environment
2	Marimed Foundation for Island Health Care Training	$50,950.00	74.7857	$50,950.00		Public Service – Other: Combo: Career skills training & exposure for disadvantaged adults, adolescents with mental health, behavior and & substance abuse challenges, and high school students. Therapy for adolescents with mental health, behavior and & substance abuse diagnosis.
60	Mental Health Kokua	$282,468.68	78.5000	$282,468.68		Public Service - Homeless; Public Service - Mental Health
32	Moanalua Gardens Foundation	$153,000.00	71.8500	$153,000.00		Arts; Culture
65	Mohala i ka Wai	$35,000.00	74.0714	$35,000.00		Environment
28	Moiliili Community Center	$68,981.00	89.7143	$68,981.00		Public Service - Seniors

FY 15 Grants in Aid Fund
Full Schedule of Grant Proposals
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February 26, 2014
[Ordered by Organization Name]

Proposal Number	Organization	Funding Request	Score	Amount Recommended		Purpose
63	Nanakuli Housing Corporation	$228,531.40	70.5714	$150,000.00	D	Public Service - Seniors; Public Service - Disabilities
13	National Kidney Foundation of Hawaii	$27,500.00	78.7143	$27,500.00		Public Service - Other: Health care services, outreach and education
30	Oahu Resource Conservation and Development Council	$140,000.00	73.6571	$140,000.00		Community Development; Economic Development; Environment
112	Oahu SPCA	$148,404.00	75.6429	$148,404.00		Public Service - Other: Animal Welfare - Rescue and Population Control
18	Ohana Komputer	$110,217.10	73.9286	$110,217.10		Economic Development; Public Service - Seniors; Public Service - Children; Public Service - Diabilities
42	Pacific & Asian Affairs Council	$192,284.28	69.4286	$192,284.28		Arts; Culture; Community Development; Economic Development; Public Service - Children
61	Pacific Gateway Center	$235,000.00	74.6857	$235,000.00		Economic Development
74	Pacific Islands Fisheries Group	$133,000.00	77.9167	$133,000.00		Environment
21	Pai Foundation	$152,778.00	68.8833	$75,000.00	A,C	Arts; Culture
43	Parents and Children Together - Community Teen Program	$225,000.00	76.8857	$225,000.00		Public Service - Children
59	Parents and Children Together - Economic Development Center	$200,000.00	78.5571	$200,000.00		Public Service - Children
85	People Attentive to Children (PATCH)	$61,461.32	80.8571	$61,461.32		Community Development; Economic Development; Public Service - Children
90	Poi Dogs & Popoki	$151,000.00	76.6429	$151,000.00		Public Service - Homeless; Public Service - Other: Homeless pets
19	Project Vision Hawaii	$85,900.00	83.7143	$85,900.00		Public Service - Seniors; Public Service - Children; Public Service - Disabilities; Public Service - Homeless; Public Service - Other: Health and wellness screening
52	Read Aloud America	$297,132.06	77.1571	$297,132.06		Community Development; Public Service - Children
37	Rehabilitation Hospital of the Pacific	$500,000.00	82.9833	$500,000.00		Public Service - Disabilites
83	Special Olympics Hawaii	$150,052.72	88.8571	$150,052.72		Public Service - Disabilities
107	St. Francis Healthcare Foundation of Hawaii	$225,000.00	83.8571	$225,000.00		Public Service - Homeless
20	Susannah Wesley Community Center	$199,160.00	72.9500	$100,000.00	A,C	Economic Development
50	Sutter Health Pacific dba Kahi Mohala	$70,000.00	87.2857	$70,000.00		Public Service - Mental Health
102	The Alcoholic Rehabilitation Services of Hawaii, Inc.	$197,500.00	85.2857	$197,500.00		Public Service - Substance Abuse

FY 15 Grants in Aid Fund
Full Schedule of Grant Proposals
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Proposal Number	Organization	Funding Request	Score	Amount Recommended		Purpose
31	The Children's Alliance of Hawaii, Inc.	$103,365.00	86.0000	$103,365.00		Public Service - Children
12	The Estria Foundation	$175,508.00	67.9000	$85,000.00	D	Arts; Culture; Public Service - Children
45	The Salvation Army	$150,000.00	85.8571	$150,000.00		Public Service - Homeless
67	U.S. Vets	$78,750.00	87.2857	$78,750.00		Public Service - Homeless
86	United Self-Help	$173,802.00	80.1000	$173,802.00		Community Development; Public Service - Homeless; Public Service - Mental Health
1	Volunteer Legal Services of Hawaii	$152,411.27	76.9714	$152,411.27		Public Service - Children; Public Service - Disabilities; Public Service - Homeless; Public Service - Other: Legal Services to Low-Income
11	Wahiawa Center for Community Health	$120,000.00	72.2857	$120,000.00		Community Development; Public Service - Other: Establishment of a federally qualified health center
44	Wahiawa Center for Community Health - Env. Assessment	$39,000.00	71.2286	$39,000.00		Community Development; Environment; Public Service - Other: Establishment of a federally quallified health center by the completion of an environmental assessment on the proposed location to complete the acquisition and renovation of 6 office spaces in the Wahiawa Medical Building.
48	Wahiawa Center for Community Health - Workforce Development	$100,000.00	62.7429	$100,000.00		Community Development; Economic Development
5	Wahiawa General Hospital	$400,000.00	85.5714	$400,000.00		Public Service - Other: Emergency Healthcare for Low-Moderate Income Residents in a Rural Community
92	Waianae Coast Community Mental Health Center, Inc.	$295,254.00	73.3571	$180,000.00	D	Public Service - Seniors
75	Waianae District Comprehensive Health & Hospital Board, Inc. - Health Academy	$53,398.00	81.8571	$53,398.00		Public Service - Children; Public Service - Other: Education Program Support
7	Waianae District Comprehensive Health & Hospital Board, Inc. - Homeless	$161,625.67	76.9286	$85,000.00	D	Public Service - Homeless
96	Waianae District Comprehensive Health & Hospital Board, Inc. - School Dental	$177,980.00	81.0143	$90,000.00	D	Public Service - Children
97	Waikiki Community Center	$75,000.00	82.9714	$75,000.00		Public Service - Seniors
29	Waikiki Health	$150,000.00	78.8000	$150,000.00		Public Service - Homeless
56	Winners at Work, Inc.	$55,518.00	83.6714	$55,518.00		Public Service - Disabilities

FY 15 Grants in Aid Fund
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February 26, 2014
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Proposal Number	Organization	Funding Request	Score	Amount Recommended		Purpose
3	Women in Need WIN	$170,881.70	76.6857	$170,881.70		Public Service - Domestic Violence
77	Worknet, Inc	$150,000.00	79.9000	$150,000.00		Arts; Public Service - Homeless; Public Service - Substance Abuse; Public Service - Mental Health; Public Service - Other: Ex-Offender Re-integration and Economic Development
62	World Youth Network International	$161,497.32	72.1857	$161,497.32		Public Service - Children
73	YMCA - Kalihi	$350,000.00	85.7143	$350,000.00		Public Service - Children; Public Service - Substance Abuse
15	YWCA of Oahu	$75,000.00	79.4071	$75,000.00		Economic Development
	TOTAL	$18,367,245.90		$16,665,497.13		

Reasons for change in Grant amount
A-Applicant has other funding sources
B-Similar activities already conducted
C-Budget excessive
D-All of the above

FY 15 Grants in Aid Fund
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February 26, 2014
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Proposal Number	Organization	Funding Request	Score	Amount Recommended		Purpose
24	Lanakila Meals on Wheels	$326,084.00	92.1429	$326,084.00		Public Service - Seniors
8	American National Red Cross	$75,000.00	91.7143	$75,000.00		Public Service - Other: Disaster Preparedness and Response
84	After-School All-Stars Hawaii	$150,000.00	91.2500	$150,000.00		Public Service - Children
28	Moiliili Community Center	$68,981.00	89.7143	$68,981.00		Public Service - Seniors
83	Special Olympics Hawaii	$150,052.72	88.8571	$150,052.72		Public Service - Disabilities
82	KUPU	$135,524.00	88.2571	$135,524.00		Economic Development
46	Easter Seals Hawaii	$187,800.00	87.7143	$187,800.00		Public Service - Disabilities
50	Sutter Health Pacific dba Kahi Mohala	$70,000.00	87.2857	$70,000.00		Public Service - Mental Health
67	U.S. Vets	$78,750.00	87.2857	$78,750.00		Public Service - Homeless
57	Hawaii Meals on Wheels	$537,712.50	86.4286	$537,712.50		Public Service - Seniors
34	Hale Kipa	$50,000.00	86.2857	$50,000.00		Public Service - Children; Public Service - Homeless
31	The Children's Alliance of Hawaii, Inc.	$103,365.00	86.0000	$103,365.00		Public Service - Children
45	The Salvation Army	$150,000.00	85.8571	$150,000.00		Public Service - Homeless
73	YMCA - Kalihi	$350,000.00	85.7143	$350,000.00		Public Service - Children; Public Service - Substance Abuse
5	Wahiawa General Hospital	$400,000.00	85.5714	$400,000.00		Public Service - Other: Emergency Healthcare for Low-Moderate Income Residents in a Rural Community
102	The Alcoholic Rehabilitation Services of Hawaii, Inc.	$197,500.00	85.2857	$197,500.00		Public Service - Substance Abuse
23	Family Promise of Hawaii	$75,000.00	85.0000	$75,000.00		Public Service - Children; Public Service - Homeless
33	Kalihi Palama Health Center	$300,000.00	84.4286	$300,000.00		Public Service - Other: Community-Based Health Center
41	Agricultural Leadership Foundation of Hawaii	$36,000.00	84.3857	$36,000.00		Community Development; Economic Development
35	Best Buddies	$125,000.00	84.2143	$62,500.00	A,C	Public Service - Disabilities;
107	St. Francis Healthcare Foundation of Hawaii	$225,000.00	83.8571	$225,000.00		Public Service - Homeless
47	Institute for Human Services	$502,521.85	83.7429	$250,000.00	D	Public Service - Homeless
19	Project Vision Hawaii	$85,900.00	83.7143	$85,900.00		Public Service - Seniors; Public Service - Children; Public Service - Disabilities; Public Service - Homeless; Public Service - Other: Health and wellness screening
56	Winners at Work, Inc.	$55,518.00	83.6714	$55,518.00		Public Service - Disabilities
64	Aloha Medical Mission	$94,992.52	83.0714	$94,992.52		Public Service - Other: Free Dental Care - Uninsured/Low-Income
79	Hawaii Literacy	$114,833.00	83.0000	$114,833.00		Public Service - Children; Public Service - Other: Literacy and Education

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February 26, 2014
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Proposal Number	Organization	Funding Request	Score	Amount Recommended		Purpose
37	Rehabilitation Hospital of the Pacific	$500,000.00	82.9833	$500,000.00		Public Service - Disabilites
97	Waikiki Community Center	$75,000.00	82.9714	$75,000.00		Public Service - Seniors
78	Kuakini Geriatric Care, Inc.	$30,000.00	82.8571	$30,000.00		Public Service - Seniors
110	Legal Aid Society of Hawaii - Homeless & Disabled	$220,493.60	82.8143	$110,000.00	A,C	Public Service - Disabilities; Public Service - Homeless
40	Big Brothers Big Sisters Hawaii	$195,925.89	82.1429	$195,925.89		Public Service - Children
75	Waianae District Comprehensive Health & Hospital Board, Inc. - Health Academy	$53,398.00	81.8571	$53,398.00		Public Service - Children; Public Service - Other: Education Program Support
108	Hui O Koolaupoko - Kaohao	$95,626.93	81.7286	$95,626.93		Environment
25	Child & Family Service - Hale o Ulu	$50,000.00	81.5714	$50,000.00		Public Service - Children
71	Kokua Kalihi Valley	$176,315.00	81.5143	$176,315.00		Public Service - Children
80	Hawaii Public Television Foundation	$261,000.00	81.4286	$261,000.00		Public Service - Children
16	Coalition for a Drug-Free Hawaii	$150,000.00	81.1429	$150,000.00		Public Service - Children; Public Service - Other: Youth substance abuse prevention
96	Waianae District Comprehensive Health & Hospital Board, Inc. - School Dental	$177,980.00	81.0143	$90,000.00	D	Public Service - Children
85	People Attentive to Children (PATCH)	$61,461.32	80.8571	$61,461.32		Community Development; Economic Development; Public Service - Children
53	Hawaii Cedar Church	$369,000.00	80.4286	$150,000.00	D	Public Service - Seniors; Public Service - Children; Public Service - Homeless
14	Hawaii Forest Institute	$80,000.00	80.2857	$80,000.00		Culture; Environment; Public Service - Children
39	Living Life Source Foundation	$183,609.04	80.2857	$100,000.00	A,C	Public Service - Children; Public Service - Other: Court diversion program
99	Hawaiian Humane Society	$81,713.28	80.1857	$81,713.28		Public Service - Other: Health
111	Legal Aid Society of Hawaii - Elderly	$285,775.69	80.1857	$143,000.00	A,C	Public Service - Seniors
86	United Self-Help	$173,802.00	80.1000	$173,802.00		Community Development; Public Service - Homeless; Public Service - Mental Health
77	Worknet, Inc	$150,000.00	79.9000	$150,000.00		Arts; Public Service - Homeless; Public Service - Substance Abuse; Public Service - Mental Health; Public Service - Other: Ex-Offender Re-integration and Economic Development
68	Hawaii Alliance for Arts Education - POW WOW Hawaii	$75,000.00	79.7571	$75,000.00		Arts; Culture; Community Development; Economic Development; Public Service - Children

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Proposal Number	Organization	Funding Request	Score	Amount Recommended		Purpose
15	YWCA of Oahu	$75,000.00	79.4071	$75,000.00		Economic Development
36	Hawaii Theatre Center	$96,000.00	79.0857	$96,000.00		Arts; Culture; Public Service - Children
89	Bernice Pauahi Bishop Museum	$210,000.00	78.9286	$100,000.00	A,C	Arts; Culture; Environment; Public Service - Children
29	Waikiki Health	$150,000.00	78.8000	$150,000.00		Public Service - Homeless
13	National Kidney Foundation of Hawaii	$27,500.00	78.7143	$27,500.00		Public Service - Other: Health care services, outreach and education
4	Domestic Violence Action Center	$266,055.32	78.5714	$266,055.32		Public Service - Domestic Violence
59	Parents and Children Together - Economic Development Center	$200,000.00	78.5571	$200,000.00		Public Service - Children
60	Mental Health Kokua	$282,468.68	78.5000	$282,468.68		Public Service - Homeless; Public Service - Mental Health
22	Boy Scouts of America - Aloha Council	$125,000.00	78.1000	$125,000.00		Public Service - Children
88	Blue Planet Foundation	$89,254.90	78.0357	$89,254.90		Economic Development; Environment; Public Service - Other: The energy savings realized through the grant activity can directly benefit nonprofits that service all of the above grant-in-aid eligible missions.
100	Manoa Heritage Center	$100,000.00	78.0286	$100,000.00		Arts; Culture; Environment
74	Pacific Islands Fisheries Group	$133,000.00	77.9167	$133,000.00		Environment
9	Gregory House Programs	$120,000.00	77.7571	$120,000.00		Public Service - Disabilities; Public Service - Homeless
87	Hawaii Appleseed Center for Law & Economic Justice	$58,500.00	77.7143	$58,500.00		Economic Development; Public Service - Homeless
93	Hawaii Academy of Performing Arts	$30,000.00	77.6571	$30,000.00		Arts; Culture; Community Development; Economic Development; Public Service - Children
91	Hawaiian Community Assets, Inc.	$73,612.32	77.4571	$73,612.32		Community Development; Economic Development
72	Institute for Human Services	$298,196.12	77.4429	$298,196.12		Public Service - Homeless
27	Child & Family Service - Pathways to Work Loan Program	$125,000.00	77.4000	$125,000.00		Economic Development
94	Hawaii HomeOwnership Center	$284,525.23	77.3000	$284,525.23		Economic Development; Public Service - Homeless
52	Read Aloud America	$297,132.06	77.1571	$297,132.06		Community Development; Public Service - Children
6	Hui O Hauula + KEY Project	$490,875.00	77.1429	$490,875.00		Public Service - Children
1	Volunteer Legal Services of Hawaii	$152,411.27	76.9714	$152,411.27		Public Service - Children; Public Service - Disabilities; Public Service - Homeless; Public Service - Other: Legal Services to Low-Income

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Proposal Number	Organization	Funding Request	Score	Amount Recommended		Purpose
7	Waianae District Comprehensive Health & Hospital Board, Inc. - Homeless	$161,625.67	76.9286	$85,000.00	D	Public Service - Homeless
43	Parents and Children Together - Community Teen Program	$225,000.00	76.8857	$225,000.00		Public Service - Children
3	Women in Need WIN	$170,881.70	76.6857	$170,881.70		Public Service - Domestic Violence
90	Poi Dogs & Popoki	$151,000.00	76.6429	$151,000.00		Public Service - Homeless; Public Service - Other: Homeless pets
105	Hawaii Ag and Culinary Alliance	$75,000.00	76.4286	$75,000.00		Public Service - Children
104	Hawaii Habitat for Humanity Association	$230,992.00	76.4143	$230,992.00		Public Service - Homeless; Public Service - Other: Affordable Housing for Low-Income Populations
112	Oahu SPCA	$148,404.00	75.6429	$148,404.00		Public Service - Other: Animal Welfare - Rescue and Population Control
69	Honolulu Habitat for Humanity	$304,108.00	75.5857	$304,108.00		Community Development
76	Hawaii Alliance for Arts Education - Honolulu STEAM	$100,000.00	75.5500	$50,000.00	A,C	Arts; Culture; Community Development; Public Service - Children
10	Assistive Technology Resource Centers of Hawaii	$124,075.35	75.4286	$124,075.35		Public Service - Seniors; Public Service - Disabilities.
2	Marimed Foundation for Island Health Care Training	$50,950.00	74.7857	$50,950.00		Public Service – Other: Combo: Career skills training & exposure for disadvantaged adults, adolescents with mental health, behavior and & substance abuse challenges, and high school students. Therapy for adolescents with mental health, behavior and & substance abuse diagnosis.
61	Pacific Gateway Center	$235,000.00	74.6857	$235,000.00		Economic Development
81	Mana Maoli	$164,418.00	74.6286	$164,418.00		Arts; Culture; Community Development; Economic Development; Public Service - Children; Public Service - Other: Hands-On Culture-Based Music and Multimedia Vocational Mentorship Experiences
106	Hawaii Youth Symphony	$130,000.00	74.4643	$130,000.00		Arts
26	Child & Family Service - House of Hope	$41,750.00	74.4000	$41,750.00		Economic Development
58	Hawaii Women in Filmmaking	$147,041.00	74.2786	$147,041.00		Arts; Public Service - Other: Girls
55	Adult Friends for Youth	$352,842.00	74.2143	$352,842.00		Public Service - Other: High Risk Disadvantaged Youth

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Proposal Number	Organization	Funding Request	Score	Amount Recommended		Purpose
54	Honolulu Community Action Program	$133,810.01	74.1429	$133,810.01		Public Service - Homeless
65	Mohala I ka Wai	$35,000.00	74.0714	$35,000.00		Environment
18	Ohana Komputer	$110,217.10	73.9286	$110,217.10		Economic Development; Public Service - Seniors; Public Service - Children; Public Service - Diabilities
30	Oahu Resource Conservation and Development Council	$140,000.00	73.6571	$140,000.00		Community Development; Economic Development; Environment
103	Council for Native Hawaiian Advancement	$150,000.00	73.4857	$150,000.00		Culture; Community Development; Economic Development
92	Waianae Coast Community Mental Health Center, Inc.	$295,254.00	73.3571	$180,000.00	D	Public Service - Seniors
20	Susannah Wesley Community Center	$199,160.00	72.9500	$100,000.00	A,C	Economic Development
51	Hilpaka, LLC	$50,000.00	72.9286	$50,000.00		
11	Wahiawa Center for Community Health	$120,000.00	72.2857	$120,000.00		Community Development; Public Service - Other: Establishment of a federally qualified health center
62	World Youth Network International	$161,497.32	72.1857	$161,497.32		Public Service - Children
32	Moanalua Gardens Foundation	$153,000.00	71.8500	$153,000.00		Arts; Culture
44	Wahiawa Center for Community Health - Env. Assessment	$39,000.00	71.2286	$39,000.00		Community Development; Environment; Public Service - Other: Establishment of a federally qualified health center by the completion of an environmental assessment on the proposed location to complete the acquisition and renovation of 6 office spaces in the Wahiawa Medical Building.
101	Isis Hawaii	$245,275.00	71.0000	$245,275.00		Public Service - Children
66	Mano Wai Corporation	$78,938.16	70.8857	$78,938.16		Public Service - Seniors; Public Service - Children; Public Service - Other: Hawaiian Home Lands
63	Nanakuli Housing Corporation	$228,531.40	70.5714	$150,000.00	D	Public Service - Seniors; Public Service - Disabilities
95	Hawaii-Niigata, Inc.	$30,000.00	70.1000	$30,000.00		Culture; Economic Development; Public Service - Children
38	Hawaii Maoli	$120,011.52	70.0000	$75,000.00	D	Public Service - Seniors; Public Service - Children; Public Service - Other: Community Education
42	Pacific & Asian Affairs Council	$192,284.28	69.4286	$192,284.28		Arts; Culture; Community Development; Economic Development; Public Service - Children

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Proposal Number	Organization	Funding Request	Score	Amount Recommended		Purpose
21	Pai Foundation	$152,778.00	68.8833	$75,000.00	A,C	Arts; Culture
109	Hui O Koolaupoko - Marketing	$100,104.15	68.4000	$100,104.15		Environment
12	The Estria Foundation	$175,508.00	67.9000	$85,000.00	D	Arts; Culture; Public Service - Children
17	Hawaii Opera Theatre	$125,000.00	67.9000	$125,000.00		Arts; Culture
70	Ewa Beach CBDO	$364,923.00	67.3571	$364,923.00		Community Development; Economic Development
98	Keep the Hawaiian Islands Beautiful	$52,700.00	66.4000	$52,700.00		Environment
48	Wahiawa Center for Community Health - Workforce Development	$100,000.00	62.7429	$100,000.00		Community Development; Economic Development
49	Farrington High School Class of 1968 and Friends	$225,000.00	60.7143	$225,000.00		Community Development
	TOTAL	$18,367,245.90		$16,665,497.13		

Reasons for change in Grant amount
A-Applicant has other funding sources
B-Similar activities already conducted
C-Budget excessive
D-All of the above

GRANTS IN AID – FY 15

R2014

EXHIBIT B

CONTRACT NO. CT-DCS-XXXXXXX
SOLICITATION NO. RGP-DCS-XXXXXX

This GRANT AGREEMENT ("Agreement"), made and entered into on _____ ___, by and between the CITY AND COUNTY OF HONOLULU, a municipal corporation existing under and by virtue of the laws of the State of Hawai'i, whose principal place of business is 530 South King Street, Room 208, Honolulu, Hawaii 96813, hereinafter called the "CITY," and GRANTEE LEGAL NAME, whose principal place of business is GRANTEE ADDRESS ("GRANTEE").

WITNESSETH THAT:

WHEREAS, Article 205 of Chapter 9, Revised Charter of the City and County of Honolulu and Article ____ of Chapter 6, Revised Ordinances of Honolulu 1990 ("ROH")(CITY Ordinance 13-7) further establish priorities and procedures for the administration of, and expenditure of funds awarded from, the "Grants in Aid Fund," establish standards for the appropriation of public funds to charitable non-profit organizations that provide services to those populations which the CITY has determined to be economically and/or socially disadvantaged or provide services that the CITY has determined to be for public benefit in the areas of the arts, culture, economic development or the environment; and

WHEREAS, pursuant to Chapter 103D-102 (b) (2) (A), Hawaii Revised Statutes ("HRS"), the services under this Agreement are exempt from Chapter 103D, Hawaii Revised Statutes; and

WHEREAS, Ordinance No. <ORDINANCE NUMBER> appropriated funds of $<AMOUNT IN ORDINANCE> ("Grant Amount") for the Grant Activity to be provided by the GRANTEE (the "Grant"); and

WHEREAS, the term "Grant Activity" shall be interchangeable and synonymous with the terms "project" or "projects" used in City Council Ordinance 13-7, and shall without limitation, include the project, program, services or activity for which the Grant is awarded, as further outlined in Appendix F: Grant Proposal, and Appendix G: Final Schedule of Budget, Services/Outcomes, and Timeline; and

WHEREAS, the GRANTEE is willing and able to provide the services set forth in this Agreement;

NOW, THEREFORE, the CITY and GRANTEE, in consideration of the foregoing and of the mutual promises hereinafter set forth, the sufficiency and adequacy of which are hereby acknowledged, and intending to be legally bound, hereby mutually agree as follows:

1. This Contract and the following documents, appendices and exhibits collectively form the Agreement or "Contract Documents", all of which are attached hereto and incorporated herein:

This Contract

Appendix A: Scope of Work

Appendix B: Term

Appendix C: Funding

Appendix D: Special Provisions

Appendix E: General Terms and Conditions

Appendix F: Grant Proposal

Appendix G: Final Schedule of Budget, Services/Outcomes and Timeline

The Contract Documents as listed hereinabove are in the order of controlling preference should there be any conflict in the terms provided.

2. The GRANTEE shall furnish all services, labor, goods, materials, supplies, equipment and other incidentals reasonably necessary for the successful completion of the work contemplated under this Agreement.

3. Subject to all of the provisions set in this Agreement, the CITY agrees to grant to the GRANTEE the Grant Amount in a total sum not to exceed [TO BE DETERMINED AT AWARD ($XX,XXX.XX)] for actual costs incurred for the Grant Activity.

4. The term of the Agreement shall commence as provided in Appendix B: Term.

5. The GRANTEE will prosecute said work in an efficient manner so as entirely to complete and perform said work within the time set forth in Appendix B: Term.

6. Any notice required or permitted by the provisions of this Agreement to be made shall be written and shall be either personally delivered or mailed postage prepaid by certified mail, return receipt requested, to the other party at the address and to the person designated by each party. No other method of notification shall be effective. The parties designate the following addresses and persons for notices:

When notice is to be given to the CITY, it shall be mailed or delivered to:

Director
Department of Community Services
City and County of Honolulu
715 South King Street, Suite 311
Honolulu, Hawaii 96813

When notice is to be given to the GRANTEE, it shall be mailed or delivered to:

ATTENTION: <AUTHORIZED OFFICIAL>

[Remainder of Page Left Blank Intentionally]

IN WITNESS WHEREOF, this Agreement is executed herein by the duly authorized officers or agents of the CITY and the GRANTEE.

CITY AND COUNTY OF HONOLULU	GRANTEE LEGAL NAME
BY:	BY:
PRINTED NAME:	PRINTED NAME:
TITLE: Director, Department of Budget and Fiscal Services	TITLE:
DATE:	DATE:

APPROVED AS TO CONTENT:

_____

Director,
Department of Community Services
City and County of Honolulu

APPROVED AS TO FORM AND LEGALITY

_____

Deputy Corporation Counsel
City and County of Honolulu

APPENDIX A: SCOPE OF WORK

I. SCOPE OF SERVICES

The GRANTEE shall carry out or cause to be carried out (in the case where the GRANTEE is a Fiscal Sponsor) the Grant Activity in accordance with Appendix F: Grant Proposal, with the Grant Amount disbursed according to the budget attached therein as Exhibit A and Exhibit B, and the Grant Activity conducted and accomplished according to the Preliminary Schedule of Budget, Services/Outcomes and Timeline attached therein as Exhibit B. Without limiting the generality of the foregoing, the GRANTEE shall carry out or cause to be carried out (in the case where the GRANTEE is a Fiscal Sponsor) the Grant Activity in accordance with the Final Schedule of Budget, Services/Outcomes and Timeline attached hereto as Appendix G.

In the event of any conflict between Exhibit B of Appendix F: Grant Proposal and Appendix G, the provisions of Appendix G shall govern.

GRANTEE shall provide the following evidence of the Grant Activity taking place when presenting requests for payment in accordance with this Agreement.

[DESCRIPTION OF EVIDENCE RESERVED FOR COMPLETION AFTER GRANT AWARD]

II. NON-PERFORMANCE IN ANY MONTH

In the event GRANTEE does not in any one month (the "Non-Performance Month") of the first six months of the Grant Term carry out or cause to be carried out (in the case where the GRANTEE is a Fiscal Sponsor) the Grant Activities in accordance with Section I – SCOPE OF SERVICES of this Agreement, GRANTEE shall be afforded at CITY's sole discretion a grace period consisting of the two months following the Non-Performance Month ("Grace Period") to perform what was required in the Non-Performance Month plus any additional requirements of the Grace Period.

For example, if GRANTEE is required to perform 5 activities in months 1, 2 and 3, and performs only 3 activities in month 1, GRANTEE must perform 12 activities in months 2 and 3.

If GRANTEE's non-performance extends beyond two months, GRANTEE shall be deemed in breach of this Agreement unless the services scope and budget are modified as described below.

III. MODIFICATION OF SERVICES SCOPE AND BUDGET

A. The GRANTEE shall request and obtain, in writing, the prior approval of the DCS Director for every Agreement modification/budget revision alleged to be necessary for any of the following reasons:

1. Changes in the scope, objective, or schedule of the Grant Activity;
2. The need for additional funding;
3. Changes to approved subgrants;

4. Transfer of expenditures to an unbudgeted line item;
5. Budget category expenditure variances which cumulatively exceed 10 percent of the total grant amount.

B. Any additions or deletions to the equipment purchases included in the approved application must have prior written approval from the DCS Director.

C. All requests for Agreement scope and budget modification/revisions must be received by the DCS Director no later than 90 days prior to the expiration of the Agreement period. Requests received less than 90 days prior to the expiration of the Agreement period will not be considered.

D. When requesting approval of a proposed Agreement scope and budget modification/revision, the GRANTEE shall complete a revised Exhibit A or B or both, as the case may require, and provide a narrative explaining the change(s) and describing the justification for such change(s).

E. If the GRANTEE is a Fiscal Sponsor, then the Sponsored Organization shall affirm any revision agreed upon between the GRANTEE and CITY.

IV. CONFLICTS

In the event of any conflict between the provisions of Appendix F: Grant Proposal and this provisions of Appendix A, Appendix B, Appendix C, Appendix D, Appendix E, and Appendix G; the provisions of Appendix A, Appendix B, Appendix C, Appendix D, Appendix E, and Appendix G shall govern.

APPENDIX B: TERM

I. GRANT TERM

This Agreement shall be effective from the date of execution by the parties, and shall remain in effect for twelve months from the official Notice to Proceed ("NTP") date issued by the CITY ("Grant Term"). The Grant Term and the provisions herein shall be extended to cover any additional time period during which the GRANTEE is in good standing with the CITY and remains in control of any portion of the Grant Amount.

All activities and services required by this Agreement shall be completed after issuance of the NTP and before the date specified for the end of the grant term. Costs incurred before the issuance of the NTP are not allowable and will not be paid.

II. COMMENCEMENT OF WORK/NOTICE TO PROCEED

The GRANTEE shall not perform or allow the performance of (in the case where the GRANTEE is a Fiscal Sponsor) any services required by this Agreement, or incur costs under this Agreement, until this Agreement has been executed by all parties and until a written NTP has been issued to the GRANTEE by the CITY.

The GRANTEE acknowledges that the CITY will not issue a NTP until the CITY has completed the appropriate environmental review as required under Chapter 343, Hawaii Revised Statutes.

III. OPTION TO EXTEND

The Grant Term may be extended on a month-to-month or term basis, not to exceed a twelve (12) month extension at a time. Any extension of the Grant Term shall be subject to the availability of funds, and at the CITY's sole discretion and, if approved, shall be effectuated by an amendment to this Agreement.

APPENDIX C: FUNDING

I. GRANT AMOUNT

Subject to all of the provisions set in this Agreement, the CITY agrees to grant to the GRANTEE the Grant Amount in a total sum not to exceed **[TO BE DETERMINED AT AWARD ($XX,XXX.XX)]** for actual costs incurred for the Grant Activity.

II. PAYMENT REQUESTS AND DISBURSEMENTS

Grant funds shall be requested and disbursed as follows:

1. Advance payment – Only after the Notice to Proceed is issued, the GRANTEE may request an initial payment of no more than ten percent (10%) of the Grant Amount on an advance payment basis for actual costs associated with starting up the Grant Activity. The GRANTEE shall provide its request in writing for the amount specified, on the GRANTEE's letterhead with the following information:

    A. Grant Agreement Number;

    B. Amount requested (limited to 10% of the Grant Amount);

    C. Description of costs to be incurred; and

    D. Original signature of the authorized signatory for the GRANTEE.

    GRANTEE shall substantiate that such payment is for allowable costs with its first payment request under section 2 below, supported by documentation as further described below.

    In order to mitigate financial risk to the CITY, GRANTEE's most recent financial statement (dated within two (2) years of this Agreement) must reflect net worth in an amount twice that of the initial advance payment. Otherwise, by signing a request for an initial advance payment, the signatory or signatories ("**Signatory Guarantor**") to this Agreement PERSONALLY guaranties full, prompt and complete performance by the GRANTEE of all the terms, covenants and conditions of this Agreement related to this initial advance payment. This guaranty is not limited to any particular period of time but shall continue until all of the terms, covenants and conditions of this Agreement as related to this initial advance payment have been fully and completely performed by the GRANTEE or otherwise discharged by the CITY, and the Signatory Guarantor shall not be released of any obligation or liability hereunder so long as there is any claim of the CITY against the GRANTEE arising out of this Agreement as related to the initial advance payment that has not been satisfied or discharged in full.

2. Payment Request – Up to eighty percent (80%) of the Grant Amount shall be paid upon submission to the CITY (no more frequently than monthly) by the GRANTEE of a Payment Request Form (Appendix C: Exhibit 1) with supporting documentation, and approval by the CITY of the GRANTEE's completed payment request.

A. Supporting documentation includes but is not limited to:

   i. Evidence that the contracted Grant Activity:

      1. Directly benefitted the target population for the Grant; and

      2. Was achieved according to timelines, measurable milestones and/or specific events tied to the Grant Activity's objectives.

   ii. Budget report documenting actual versus budgeted expenses.

B. The GRANTEE shall be required to retain receipts and accounting records, and provide supporting documentation for up to five (5) years after the Grant period. The CITY may randomly audit financial documentation of any GRANTEE. Therefore, supporting records must be maintained and readily available upon request by the CITY.

C. Each Payment Request Form shall be signed by an authorized signatory of the GRANTEE, who will be subject to personal liability and penalty under applicable law, will certify:

   i. Signor is authorized to sign the Payment Request Form,

   ii. Signor personally prepared or reviewed the matters found in the Payment Request Form (including any related documents/attachments),

   iii. Costs incurred and described in the Payment Request Form are valid, consistent with terms of this Agreement, and prepared and calculated in accordance with Generally Accepted Accounting Principles ("**GAAP**"),

   iv. Non-cost matters described in the Payment Request Form are true, accurate and complete as of the signing, and

   v. Signor has the requisite skills and knowledge to assert the foregoing certifications.

D. Payment requests shall be approved and funds disbursed in accordance with the approved budget prorated over timelines, measurable milestones and/or specific events tied to the Grant Activity's objectives, as provided in Appendix F: Grant Proposal, and Appendix G: Final Schedule of Budget, Services/Outcomes and Timeline.

E. All payment requests shall be substantiated by GRANTEE with satisfactory evidence and shall be subject to the approval of DCS in its sole discretion.

3. Final payment – A final payment of the available balance of the Grant Amount will be paid upon GRANTEE's submission to the CITY of a final Payment

Request Form and supporting documentation, but will be withheld until final settlement of the Grant. Final payment will be made after the successful completion of the Grant Activity or otherwise successful fulfillment of the Grant's purposes, provided, however, the same procedures apply as defined above under Payment Request, and in addition, the following must also be submitted to and approved by the CITY:

A. Final Report with a full accounting of all funds awarded, with Final Report Coversheet in form and substance approved by the CITY.

B. A current Certificate of Vendor Compliance showing compliance.

C. A signed and notarized Non-Gratuity Affidavit.

D. The GRANTEE must submit the final report and final payment request within ninety (90) days following the successful completion of the Grant Activity or otherwise successful fulfillment of the Grant's purposes. Unless approved by the CITY's Director of the Department of Community Services ("**DCS Director**"), GRANTEE shall forfeit the remaining Grant balance if Final Reports are not submitted by the ninety-day deadline.

III. ALLOWABLE COSTS

The only payments shall be those for allowable costs submitted in the approved budget, prorated over timelines, measurable milestones and/or specific events tied to the Grant Activity's objectives, as reflected in the approved schedule of budget, services/outcomes and timeline. Allowable costs are defined as being reasonable and allocable to the Grant.

1. Reasonable: A cost is considered to be reasonable if, in its nature or amount, it does not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the decision was made to incur the cost.

2. Allocable: A cost is considered to be allocable if related to the scope of services or outcomes provided in the Grant Proposal, where such services or outcomes have directly benefited the target population for the Grant, and services or outcomes have been successfully achieved according to timelines, measurable milestones and/or specific events tied to the Grant Activity's objectives.

3. Indirect costs shall amount to no more than five percent (5%) of the Grant Amount.

4. Administrative salaries shall amount to no more than twenty-five percent (25%) of the Grant Amount.

5. All costs shall be determined in accordance with GAAP.

6. The final authority to determine the successful completion (or portions thereof) of the Grant Activity or otherwise successful fulfillment of the Grant's purposes shall rest with the DCS Director.

IV. OTHER PAYMENT TERMS

1. The GRANTEE shall submit all payment requests to Director, Department of Community Services, City and County of Honolulu, 715 South King Street, Suite 311, Honolulu, Hawaii 96813

2. Withholding of Payments. The CITY may withhold any and all payments to the GRANTEE if the costs set forth in the Payment Request Form are unreasonable or does not otherwise comply with the terms of this Agreement. The CITY shall inform the GRANTEE in writing of the necessary steps to be taken to correct any failure to comply with this Grant. The GRANTEE shall have ten (10) working days in which to respond with a plan agreeable to the CITY for correction of the deficiencies. If no corrective action is taken, the CITY may take such action to the extent authorized by the Grant, this Agreement or by law.

3. Repayment. When required to do so in writing, the GRANTEE shall repay the CITY for any amounts disbursed that the CITY determines were not used for authorized purposes, or were used in violation of county, state, or federal statutes, ordinances, regulations, or guidelines. The CITY may also withhold such amounts from any allowable payment request of the GRANTEE. If such amounts remain unpaid, the CITY may take such action to the extent authorized by the Grant, this Agreement or by law. Additionally, non-payment will negatively impact GRANTEE's ability to receive future funding from CITY.

4. Receipt of Funds from a Third Party. In the event the GRANTEE receives funds from a third party for any part of the services and outcomes described in the Grant Proposal, the GRANTEE shall reimburse the CITY the total amount of the funds received from that third party. If, however, the GRANTEE expended its own funds, in addition to the funds provided by the CITY in order to complete the services and outcomes described herein, the GRANTEE may retain third party funds equal to the amount of its expenditures.

5. Assignment of Money Due or Payable. No assignment of money due or to become due to a GRANTEE from the CITY shall be made without prior written consent of the DCS Director.

V. AUTHORIZED SIGNATORIES

The GRANTEE shall provide a list of all personnel authorized to be a signatory for the organization. This list shall have been furnished to the CITY upon execution of this Agreement.

VI. PAYMENT SUBJECT TO AUDIT

Payments made to the GRANTEE are subject to review, later verification and subsequent audit by the CITY. A final financial and compliance audit may be initiated up to three years after the Agreement completion date beginning with the date the GRANTEE submits its final reports as described in this Agreement. This provision survives termination of this Agreement.

Prior to entering into this Agreement, GRANTEE shall have provided to the CITY's sole satisfaction examples of substantiating documentation (e.g. detailed receipts, invoices, payroll statement). GRANTEE will produce upon CITY's request for documentation justifying allowable costs within the stated period.
When audits disclose overpayments to the GRANTEE, the CITY may, at its option, either require the GRANTEE to repay the overpayment by the CITY or deduct the amount of overpayment from monies due the GRANTEE under this Agreement or under any other Agreement between the GRANTEE and the CITY. Any overpayments not repaid through actual repayment or by deduction within thirty (30) days of notice to the GRANTEE shall be charged simple interest at ten percent (10%) per annum. The thirty (30) day notice of repayment or deduction shall commence upon mailing of written notice to the GRANTEE.

APPENDIX C:
EXHIBIT 1: PAYMENT REQUEST FORM

DCS Office of Special Projects

MONTHLY GRANT PAYMENT REQUEST AND STATUS REPORT

FORM PAGE 1 OF 2

# of pages attached

SECTION I - GRANT & GRANTEE INFORMATION

AGREEMENT NUMBER	CONTRACT START	CONTRACT END	REPORT MONTH	DATE PREPARED

NAME AND ADDRESS OF GRANTEE	PREPARER	
	Business Phone	
	Cell Phone	
	Email	

For Final Report, include updated:
1) Non-Gratuity Affidavit (http://www.hawaii.gov/dcs/documents/gratuity.pdf) AND
2) Statement of Vendor Compliance (obtained through http://www.vendors.ehawaii.gov/Production/welcome.html)

SECTION II - PROJECT OR PROGRAM ACHIEVEMENTS

Report only for period indicated above. Attach participant attendance sheet and/or other proof of participation.	Insert column headings to specify performance measures as described in Agreement.						
Total Projected Activities, Events or Services							
Total Cumulative Activities, Events or Services Beginning Balance							
	Descriptions of Activities, Events or Services						
	Grant Activity Period Total						
	Cumulative Grant Activity						

SECTION III - PROJECT or PROGRAM NARRATIVE SUMMARY (Describe activities, events and/or services for the period. Attach additional documentation (e.g. participant attendance sheet) to validate how the goals, objectives, outcomes and/or performance measures were achieved.

SECTION IV - CERTIFICATION (MUST BE SIGNED BY AUTHORIZED SIGNATORY)

CERTIFICATION: I, _____ (print name), subject to personal liability and penalty under applicable law, certify that: (i) I am authorized to sign this Payment Request and Grant Status Report Form; (ii) I personally prepared or reviewed the numbers found in this Payment Request and Grant Status Report Form (including any related documents/attachments); (iii) Costs incurred and described in this Payment Request Form are true, accurate, complete, valid and consistent with terms of the Grant Agreement, and have been prepared and calculated in accordance with Generally Accepted Accounting Principles; (iv) Non-cash matters described in this Payment Request Form are true, accurate and complete as of the signing, and (v) I have the requisite skills and knowledge to assert the foregoing certifications.

DATE: SIGNATURE: TITLE:

Email to:
Department of Community Services
Office of Special Projects
745 S. King Street, Ste 311
Honolulu, HI 96813

DCS Office of Special Projects

MONTHLY GRANT PAYMENT REQUEST AND STATUS REPORT

Form page 2 of 2

# of pages attached =

SECTION I - GRANT & GRANTEE INFORMATION

AGREEMENT NUMBER	CONTRACT START	CONTRACT END	REPORT MONTH	DATE PREPARED

NAME AND ADDRESS OF GRANTEE	PREPARER:	
	Business Phone	
	Cell Phone	
	Email	

For Final Report, include updated:
1) Non-Gratuity Affidavit (http://www1.honolulu.gov/dcs/nongratuity.pdf) AND
2) Statement of Vendor Compliance (obtained through http://www.vendors.ehawaii.gov/hce/splash/welcome.html)

SECTION III - PAYMENT REQUEST (Identify below the attached supporting documentation to validate request.)

	Description of Cost (Include payee and purpose)	Supporting Documentation	Budget Line	Budgeted Amount	Advance Payment	Previously Requested	This Request	Cumulative Requested	Variance
	Grantee's Advance Payment					0.00	0.00	0.00	0.00
						0.00		0.00	0.00
						0.00		0.00	0.00
						0.00		0.00	0.00
						0.00		0.00	0.00
						0.00		0.00	0.00
						0.00		0.00	0.00
						0.00		0.00	0.00
						0.00		0.00	0.00
						0.00		0.00	0.00
						0.00		0.00	0.00
						0.00		0.00	0.00
						0.00		0.00	0.00
						0.00		0.00	0.00
						0.00		0.00	0.00
						0.00		0.00	0.00
						0.00		0.00	0.00
						0.00		0.00	0.00
						0.00		0.00	0.00
						0.00		0.00	0.00
						0.00		0.00	0.00
						0.00		0.00	0.00
	TOTAL			0.00	0.00	0.00	0.00	0.00	0.00

SECTION VI - DCS USE

COMMENTS	Approved by & date

APPENDIX D: SPECIAL PROVISIONS

[RESERVED FOR COMPLETION AFTER THE GRANT AWARD]

If the Grant Activity involves an asset acquisition, the Grant Agreement may provide for a longer term, language governing use of the asset during the length of the term, and language governing the CITY's security interest in the asset for the length of the term.

APPENDIX E: GENERAL TERMS AND CONDITIONS

I. RESTRICTIONS ON GRANT FUNDS

In using CITY grant funds, the following restrictions shall apply:

1. All organizations will be welcomed to participate in any event funded in whole or in part with the grant funds, subject to reasonable, viewpoint-neutral, non-discriminatory conditions for participation in the event, including, but not limited to, conditions relating to the theme or purpose of the event, the number of participants, and the duration of the event.

2. No organization will be denied the right to participate in any event funded in whole or in part with the grant funds, based upon the viewpoint of the organization or on the basis of the race, color, sex, marital status, religion, national origin, ancestry, age, disability, sexual orientation, or any other legally protected characteristic of its members.

3. No event funded in whole or in part with the grant funds may be predominately religious in nature or advance or inhibit religion.

II. MANDATORY GRANT MANAGEMENT TRAINING

1. If the GRANTEE has not previously received a grant from the CITY or if the CITY has found the GRANTEE to be out of compliance with respect to any prior existing grant agreement, the GRANTEE shall be required to attend a grant management training session conducted by Department of Community Services.

2. The GRANTEE may be excused from attendance of the mandatory grant management training session if the DCS Director provides approval based on the existence of the following three factors: (i) the GRANTEE has attended a grant management training session conducted in the last two years by the DCS' Grants Management Unit; (ii) the GRANTEE is in good standing with DCS; and (iii) there have been no material changes to grant procedures or requirements since the GRANTEE last attended a grant management training session.

III. RECORDKEEPING/FINANCIAL MANAGEMENT SYSTEM

The GRANTEE shall maintain a financial management system that, at all times, provides the following:

1. Accurate, current and complete disclosure of all financial activities related to this Agreement, in accordance with GAAP.

2. Records that clearly identify the source and application of all funds used for the purposes described in the approved grant application.

3. Records that document compliance with the requirements of this Agreement, which shall include, but not be limited to, the following:

A. Records providing a full description of each activity undertaken; and the amount of CITY funds budgeted, obligated, and expended for the activity;

B. Records required to document the acquisition, improvement, use or disposition of any real property acquired or improved with CITY assistance;

C. Records documenting compliance with the equal opportunity components of this Agreement;

D. Financial records as required by this Agreement, and

E. Other records necessary to document compliance with this Agreement.

4. Effective internal and accounting controls over all funds, property and other assets.

5. A comparison of actual outlays with budgeted amounts. Financial information shall be correlated with performance and productivity data and shall result in unit cost formulation.

6. Accounting records that are supported by source documentation.

7. Procedures for determining the reasonableness and allowability of costs in a manner that is consistent with this Agreement.

IV. REPORTS

The GRANTEE shall submit monthly activity and financial reports on the use of Grant funds to the CITY, due on or before the fifteenth (15th) day of the month following the close of each month, using the form provided by the CITY; and a final report on the same within ninety (90) days following the completion of the proposed Grant Activity, using the form provided by the CITY. The reports shall contain, but are not limited to:

1. Grant Activity status summary;

2. Grant Activity data summary;

3. Summary of participant characteristics;

4. Financial status report of Grant funds used;

5. Financial status report of the remaining balance of Grant funds, if any;

6. Budget report documenting actual versus budgeted expenses with certification of accuracy and subject to audit;

7. A narrative report; and

8. Any other information requested by the CITY.

All reports shall be submitted to the Director, Department of Community Services, City and County of Honolulu, 715 South King Street, Suite 311, Honolulu, Hawaii 96813.

V. INSPECTIONS AND MONITORING

1. During normal business hours, all of the GRANTEE's records relating to this Agreement shall be made available for examination by the City Council, Committee of the City Council, the CITY and/or their representatives.

2. GRANTEE will permit the CITY to audit, examine, and make excerpts and transcripts from such books and records, and to make audits of all payment requests, invoices, materials, payrolls, records or personnel and other data related to all other matters covered by this Agreement. The GRANTEE shall maintain such data and records in an accessible location and condition for a period of not less than five (5) years after final payment under this Grant or until after final audit has been resolved, whichever is later. The CITY acknowledges that the documents and records presented for inspection may be the GRANTEE's confidential information.

3. The books, records, and documents shall be subject at all reasonable times to inspection, review, or audit by the CITY, or any duly authorized agent or representative of the CITY. The CITY acknowledges that the documents and records presented for inspection may be the GRANTEE's confidential information and will adhere to the CITY's policy regarding the handling of and access to such information, if provided to the CITY by the GRANTEE.

4. GRANTEE shall monitor the performance of all activities undertaken pursuant to this Agreement to assure that time schedules are being met, projected outcomes are being accomplished and other performance goals, as defined in the approved Grant Proposal, attached hereto and made a part hereof which is part of the Agreement, are being achieved.

5. GRANTEE shall inform the CITY, in writing, of all conditions that may negatively affect or are negatively affecting program objectives or performance as soon as they are known. These conditions include but are not limited to circumstances and problems that prevent the meeting of time schedules and goals or preclude the attainment of projected outcomes within established time periods. The disclosure shall be accompanied by a statement of the action taken or contemplated by the GRANTEE to correct the problems and the time frame within which corrective action will be taken.

6. The CITY may, at any reasonable time, make site visits to:

   A. Review program accomplishments and management and financial control systems; or

   B. Provide technical assistance.

7. On a monthly basis until the final report for this CITY funded activity is accepted by the CITY, the CITY will make a determination as to whether the GRANTEE (a)

has complied with the terms of this Agreement; and (b) has the continuing capacity to complete the CITY funded activities in a timely manner. The CITY may withhold payments to the GRANTEE if the CITY determines the GRANTEE has not complied with the terms and conditions of this Agreement or the GRANTEE does not have the capacity to complete the Grant Activity in a timely manner.

8. The CITY may, at any time, require that the GRANTEE provide such other information as is deemed necessary by the CITY to enable it to fully monitor this Agreement.

VI. COMPLIANCE

The GRANTEE shall, at all times, comply with all federal, state and local laws, ordinances and regulations that are in any manner applicable to the activities performed by the GRANTEE, its agents, subgrantees (including sponsored organizations) and employees pursuant to this Grant Agreement. The GRANTEE shall cause its agents, subgrantees (including sponsored organizations) and employees to observe and comply with all such laws, ordinances, and regulations and shall protect and indemnify the CITY and its representatives against any claim or liability arising from or based on the violation of any such law, ordinance or regulation, whether by itself or its agents, subgrantees or employees. This section shall survive the expiration or termination of this Agreement.

In cases where federal, state and local laws, ordinances and regulations address similar issues, the GRANTEE shall comply with and enforce the most stringent law, ordinance, or regulation.

The GRANTEE shall also comply with such other requirements as the DCS Director may prescribe to ensure quality in the Grant Activity provided by the GRANTEE. In addition, the GRANTEE shall keep all grant monies financially separate in its book of accounts.

VII. REPRESENTATIONS AND WARRANTIES

The GRANTEE represents and warrants that:

1. GRANTEE Conduct. The GRANTEE will perform or cause to be performed (in the case where GRANTEE is a Fiscal Sponsor) all activities in connection with the Grant and Grant Activity in a safe and prudent manner.

2. Non-Profit Organization. The GRANTEE is a Charitable Non-Profit Organization, defined as an organization that can establish that it:

    A. Is exempt (or would be qualified for an exemption) from federal income tax pursuant to Section 501 of the United States Internal Revenue Code; and

    B. Is organized and operated exclusively for religious, charitable, scientific or educational purposes on a non-profit basis in which no part of the net earnings of the organization inures to the benefit of any private

individuals.

3. No Obligations in Arrears. The GRANTEE or any principal of the GRANTEE or sponsored organization (where the GRANTEE is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the CITY.

4. Grant Proposal. All statements made in the Grant Proposal were true, accurate and complete as of the date of the Grant Proposal, and continue to be true, accurate and complete as of the date herein first written above.

If the GRANTEE is a Fiscal Sponsor, the GRANTEE, as Fiscal Sponsor, further represents and warrants that:

1. The GRANTEE agrees to sponsor the Grant Activity and to assume administrative, programmatic, financial, and legal responsibility under this Agreement and under any other requirements imposed by the CITY.

2. The Sponsored Organization's Grant Activity is compatible or consistent with the GRANTEE's mission or purpose.

3. The Grant Activity shall be operated in a manner consistent with the GRANTEE's tax-exempt status and as described in the Grant Agreement.

4. The GRANTEE agrees that it is responsible for monitoring and controlling the expenditure of grant funds in keeping with the purpose of the grant.

5. The GRANTEE formally approved and adopted the Grant Activity, as conducted by the Sponsored Organization. In doing so, the GRANTEE

   A. Reviewed the Grant Activity

   B. Passed a board resolution approving and adopting the Grant Activity, and authorizing the GRANTEE to be "Fiscal Sponsor" for the Sponsored Organization.

6. The GRANTEE has had an opportunity to review this Agreement and consult with counsel, and understands it is responsible for complying with all of the terms of this Agreement, including but not limited to those governing financial, programmatic and administrative matters.

VIII. NONCOMPLIANCE, SUSPENSION AND TERMINATION

1. If the GRANTEE refuses or fails to perform any provision of the Grant or this Agreement with such diligence as will ensure its satisfactory completion within the time specified in the Grant or this Agreement, or any extension thereof; OR

   If the GRANTEE otherwise fails to timely satisfy any requirement of the Grant or this Agreement; OR

If the CITY determines that the GRANTEE has made a material misrepresentation in connection with this Agreement or any payment request hereunder; OR

If the GRANTEE materially fails to comply with any term or condition of the Grant or this Agreement, whether stated herein or materially fails to comply with any applicable county, state, or federal statutes, ordinances, regulations, or guidelines; OR

If the GRANTEE shall become bankrupt, or abandons the Grant Activity or suspends performance of this Agreement,

THEN, the CITY may, at its sole discretion take any one or more of the following actions:

A. Withhold cash payments pending prompt correction of the deficiency by the GRANTEE;

B. Disallow all or part of the cost of the activity or action not in compliance;

C. Suspend or terminate, wholly or partially, the current award of this Agreement with the GRANTEE;

D. Withhold additional grants and awards to the GRANTEE; and

E. Terminate this Agreement without service or notice or legal process and without prejudice to any other legally available remedy or right of action, including but not limited to, the right to demand and enforce repayment by the GRANTEE or any liable signatory of any amounts paid hereunder that the CITY later determines upon audit to lack adequate supporting documentation or to otherwise have been made while GRANTEE was in breach of the terms of this Agreement.

2. Upon termination of this Agreement, all finished or unfinished documents, data, studies, and reports purchased or prepared by the GRANTEE for the Grant Activity shall be transferred to the CITY.

3. This Agreement may also be terminated in whole or in part by the CITY with the consent of the GRANTEE, in which case the parties shall agree upon termination conditions, including the effective date and in the case of partial termination, the portion to be terminated. In all cases of partial termination, if the CITY determines that the remaining portion of the Agreement will not accomplish the purposes for which the Agreement was made, the CITY will terminate the Agreement in its entirety.

4. The costs to the GRANTEE resulting from the obligations incurred by the GRANTEE during suspension or after termination of this Agreement are not allowable unless the CITY authorizes such costs in the notice of suspension or termination issued to the GRANTEE.

5. The GRANTEE's cost during the suspension or after termination which are necessary and not reasonably avoidable, are allowable if the costs: (a) resulted from obligations which were properly incurred by the GRANTEE before the effective date of suspension or termination, (b) were not incurred in anticipation of the suspension or termination, and (c) in the case of termination, are non-cancellable.

6. Determination of eligible GRANTEE costs during suspension or after termination of this Agreement shall be made solely by the DCS Director.

7. Notwithstanding termination of the Grant and this Agreement, and subject to any direction from the CITY, the GRANTEE shall take timely, reasonable, and necessary action to protect and preserve property in which the CITY has an interest.

IX. INDEMNIFICATION

1. GRANTEE shall hold harmless, defend, and indemnify the CITY and its officers, employees, and agents, individually and in their official capacities, from all claims of liability for damages made by any person or entity for death, personal injury, or injury to real or personal property arising from or connected with the performance of the GRANTEE's officers, directors, partners, employees, contractors, or agents of its own or other entities (including sponsored organizations) directly or indirectly related to (1) the work, services, or materials provided under this Agreement; or (2) any failure to perform the GRANTEE's obligations under this Agreement; or (3) any improper or deficient performance of such contractual obligations.

   If the GRANTEE is a Fiscal Sponsor under this Agreement, the GRANTEE shall also hold harmless, defend and indemnify the CITY and its officers, employees, and agents, individually and in their official capacities, from all claims of liability for damages directly or indirectly arising from or connected with its entering into a Fiscal Sponsorship Agreement with the Sponsored Organization, including but not limited to the loss of its tax-exempt status with the IRS and all adverse consequences resulting therefrom.

   It is expressly agreed and understood that any approval by the CITY of the services and activities performed by the GRANTEE shall not operate to limit the indemnification obligations or any other obligations of the GRANTEE assumed under this Agreement. The indemnification obligation is not limited by, but is in addition to, any insurance obligations contained in this Agreement.

2. If the GRANTEE uses or licenses any design, device, material, process, technology or any other intellectual property ("**Intellectual Property**") covered by patent, copyright, trademark or other intellectual property protection, the right for such use shall be procured by the GRANTEE from the appropriate owner. The GRANTEE shall hold harmless, defend, and indemnify the CITY and all its officers, agents, servants and employees against all claims arising from the use of any claims for infringement by reason of the use of any such Intellectual Property in connection with providing services under this Agreement.

3. This section shall survive the expiration or termination of this Agreement.

X. INSURANCE REQUIREMENTS

1. The GRANTEE shall procure or cause to be procured and maintain (as provided herein), during the life of this Agreement and any extensions thereof, all insurance to cover its operations and the Grant Activity that may be required under the laws, ordinances or regulations of any governmental authority, including but not limited to the coverages below.

   A. Commercial General Liability (CGL), and if necessary in the CITY's interest, Commercial Umbrella Liability Insurance, with minimum limits of not less than $1,000,000.00 for each occurrence and general aggregate, and shall cover liability arising from premises, operations, and personal injury, and liability assumed under an insured contract (including the tort liability of another assumed in a business contract). This insurance shall apply as primary insurance with respect to any other insurance or self-insurance projects afforded to the CITY.

   B. Automobile liability insurance, with a minimum limit of not less than $500,000 per occurrence for bodily injuries or death, and not less than $50,000 per occurrence for damages to property.

   C. Worker's Compensation Insurance in accordance with HRS.

All of the insurance policy or policies herein prescribed shall be procured and maintained, at no cost to the CITY, and shall name the CITY as additional insured, provided, however, insurance coverage(s) procured and maintained as a result of the Grant Activity may be procured with Grant monies. A copy of such policy or policies shall have been furnished to the DCS Director prior to the execution of this Agreement, or the Grant will be delayed or terminated. Such policy or policies shall contain an endorsement to the effect that the insuring company shall notify the DCS Director of any cancellation of such policy or policies and/or any change(s) in their provisions thirty (30) days prior to the effective date of any cancellation or change(s) in their provisions.

2. The GRANTEE shall provide and maintain current certificates of insurance prepared by a duly authorized agent, or if requested, copies of the policies, evidencing the insurance in effect at all times during the term of this Agreement as required herein, to the CITY.

3. The CITY reserves the right to require additional kinds or amounts of insurance.

XI. CONFLICT OF INTEREST

No officer, director, employee, consultant or elected or appointed official of the CITY or the GRANTEE who exercises any function or responsibilities in connection with the Grant or Grant Activity shall:

1. Participate in any decision relating to the Grant or Grant Activity that affects their personal interests or the interests of any corporation, partnership, or association in which they are directly or indirectly interested; or

2. Have any interest, direct or indirect, in this Agreement, subcontract, or any other agreement with respect to the Grant or Grant Activity, or the proceeds thereof.

XII. PROCUREMENT, SUBCONTRACTING AND FISCAL SPONSORSHIPS

The GRANTEE shall not procure, or subcontract any part of the services under this Agreement without the prior written consent of the CITY.

1. Procurement Transactions. All procurement transactions shall be conducted in a manner to provide, to maximum extent practical, open and free competition. In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors or individuals that draft specifications, requirements, statements of work, invitations for bids and/or Requests for Proposals should be excluded from competing for such procurement. The GRANTEE should be alert to organizational conflicts of interest or noncompetitive practices among contractors that may restrict or eliminate competition or otherwise restrain trade. Awards shall be made to the bidder/offeror whose bid/offer is responsive to the solicitation and is most advantageous to the GRANTEE, price and other pertinent bid/offer factors considered. Solicitations shall clearly set forth all requirements that the bidder/offeror must fulfill in order for his/her bid/offer to be evaluated by the GRANTEE. Any and all bids/offers may be rejected when it is in the GRANTEE's interest to do so.

2. Procurement Procedures. The GRANTEE shall establish procurement procedures that provide for, at a minimum, the following procedural requirements:

   A. Proposed procurement actions shall follow a procedure to assure the avoidance of purchasing unnecessary or duplicative items.

   B. Solicitation of goods and services shall be based upon a clear and accurate description of the technical requirements for the material, product or service to be procured. Such a description shall not, in competitive procurements, contain features which unduly restrict competition. "Brand name or equal" descriptions may be used as a means to define the performance or other salient requirements of a procurement, and when so used the specific features of the named brand which must be met by bidders/offerors shall be clearly specified.

   C. Contracts shall be made only with responsible licensed contractors who possess the potential ability to perform successfully under the terms and conditions of a proposed procurement. Consideration shall be given to such matters as contractor integrity, record of past performance, financial and technical resources or accessibility to other necessary resources.

   D. All proposed sole source contracts or where only one bid or proposal is received shall be subject to prior approval at the discretion of the CITY.

   E. A price or cost analysis in connection with every procurement action shall be documented and maintained for review by the CITY Officials.

F. Procurement records and files for purchases in excess of $10,000 shall include the following:

i. Basis for contractor selection;

ii. Justification for lack of competition when competitive bids or offers are not obtained; and

iii. Basis for award cost or price.

3. Subcontracts and Administration of Subcontracts. All subcontract agreements entered into by the GRANTEE shall be in writing. No cost incurred prior to the execution of a written subcontract agreement shall be eligible for payment with funds under this Agreement. The GRANTEE shall maintain a system for subcontract administration to ensure that each subcontractor conforms to the terms, conditions and specifications of its subcontract, and to ensure adequate and timely follow-up of purchases. .

A. Except as provided for in the final Proposal as accepted by the CITY, the GRANTEE shall not sublet or replace its subcontractors for any of the work to be performed without written permission from the CITY. The subcontracting shall not, under any circumstances, relieve the Grantee of the GRANTEE's obligation and liability under the contract with the CITY. All persons engaged in performing the work covered by the subcontract shall be considered as agents of the GRANTEE, and shall be subject to the provisions thereof. Disputes between the GRANTEE and the GRANTEE's subcontractor(s) shall be responsibility of the GRANTEE and not the responsibility of the CITY.

B. Any money paid to a GRANTEE shall be disbursed to subcontractors (if any) within ten days after receipt of the money in accordance with the terms of the subcontract; provided that the subcontractor has met all the terms and conditions of the subcontract and there are no bona fide disputes on which the CITY has withheld payment.

C. Upon final payment to the GRANTEE, full payment to the subcontractor (if any), including retainage, shall be made within ten days after receipt of the money; provided that there are no bona fide disputes over the subcontractor's performance under the subcontract.

If the GRANTEE is a Fiscal Sponsor, the terms "subcontract," "subcontracting," and "subcontractor" herein shall be used, defined and enforced interchangeably with the terms "Fiscal Sponsorship Agreement," "Fiscal Sponsorship," and "Sponsored Organization," respectively, as those terms are defined in the Request for Grant Proposal related to this Agreement.

XIII. SEXUAL HARASSMENT POLICY

1. All GRANTEEs must comply with Section 1-18.4, ROH (CITY Ordinance 93-84) on sexual harassment. All GRANTEEs shall have and enforce a policy prohibiting

sexual harassment. The GRANTEE's sexual harassment policy must set forth the same or greater protection than those contained or required by the ordinance. The ordinance is applicable to the employer's business and includes the following:

A. Prohibitions against an officer's or employee's sexual harassment of the following:

   i. Another officer or employee of the employer;

   ii. An individual under consideration for employment with the employer; or

   iii. An individual doing business with the employer;

B. A provision prohibiting a management or supervisory officer or employee from knowingly permitting a subordinate officer or employee to engage in the sexual harassment prohibited under subsection (1);

C. A prohibition against retaliation towards an officer, employee, or individual who has complained of sexual harassment, conducted an investigation of a complaint, or acted as a witness during an investigation of a complaint;

D. A prohibition against a malicious false complaint of sexual harassment by an officer, employee, or individual;

E. Provisions allowing an officer, employee, or individual to make a sexual harassment complaint to an appropriate management, supervisory, or personnel officer or employee;

F. Procedures for investigating a sexual harassment complaint in an unbiased, fair, and discreet manner with appropriate safeguards to maintain confidentiality and protection from embarrassment;

G. A provision requiring the use of the "reasonable person of the same gender standard," to determine if sexual harassment has occurred. Under the standard, sexual harassment shall be deemed to have occurred if the alleged offender's conduct would be considered sexual harassment from the perspective of a reasonable person of the same gender as the alleged victim. If the alleged victim is a woman, the "reasonable person of the same gender standard" shall be equivalent to and may be called the "reasonable woman standard;"

H. Disciplinary actions which may be imposed on an officer or employee who committed a prohibited act; and

I. For an employer with at least five (5) employees, a provision requiring the annual viewing of a video on the sexual harassment policy by each management or supervisory officer or employee.

2. The policy required under this section shall be in effect for at least the duration of the GRANTEE's Grant with the CITY.

3. The action of the proposer in submitting its proposal or accepting the Grant or signing this Agreement shall constitute its pledge and acceptance of the provisions for the sexual harassment policy as required by Section 1-18.4, ROH.

4. Section 1-18.4, ROH is available for viewing at http://www1.honolulu.govicounciliocs/roh/. Bidders or GRANTEEs may also request to inspect a copy from the Office of the City Clerk, Room 203, City Hall, 530 S. King Street, Honolulu.

XIV. EQUAL EMPLOYMENT OPPORTUNITY

During the performance of this Agreement, the GRANTEE agrees as follows:

1. The GRANTEE will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin, or on any other basis prohibited by county, state or federal law. The GRANTEE will take affirmative action to ensure the applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex or national origin, and without regard to any other basis prohibited by county, state or federal law. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer, recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The GRANTEE agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer of the CITY setting forth the provisions of this nondiscrimination clause.

2. The GRANTEE will, in all solicitations or advertisements for employees placed by or on behalf of the GRANTEE, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin, and without regard to any other basis prohibited by State law.

3. In the event the GRANTEE is found to be in noncompliance with the nondiscrimination clauses of this Agreement or with any of such rules, regulations or orders, this Agreement may be canceled, terminated or suspended in whole or in part and the GRANTEE may be declared ineligible for further government contracts, and such other sanctions may be imposed and remedies invoked as otherwise provided by county, state or federal law.

4. Record Retention. The GRANTEE shall retain all records pertinent to this Agreement for a period of five (5) years after submittal of required closeout reports for all activities funded under this Agreement. Records for non-expendable property acquired with funds under this Agreement shall be retained for four (4) years after final disposition of such property. Records for any displaced person, meaning any displaced individual, family, partnership, corporation, or association, must be kept for five (5) years after the displaced person has received final payment. Notwithstanding the above, if there is litigation, claims, audits, negotiations or other actions that involve any of the

records cited and that have started before the expiration of the applicable record retention period, then such records must be retained until completion of the actions and resolution of all issues, or the expiration of the applicable retention period, whichever occurs later.

5. Client Data. The GRANTEE shall maintain client data demonstrating client eligibility for services provided. Such data shall include, but not be limited to: client name, address, income level or other basis for determining eligibility, and description of service provided. Such information shall be made available to CITY monitors or their designees for review upon request.

6. Disclosure. The GRANTEE understands that client information collected under this Agreement is private and the use or disclosure of such information, when not directly connected with the administration of the CITY's or the GRANTEE's responsibilities with respect to services provided under this Agreement, is prohibited unless written consent is obtained from such persons receiving service and, in the case of a minor, that of a responsible parent/guardian.

7. Property Records. The GRANTEE shall maintain real property inventory records which clearly identify properties purchased, improved or sold.

8. Close-Outs. The GRANTEE's obligation to the CITY shall not end until all close-out requirements are completed. Activities during this close-out period shall include, but are not limited to: making final payments, and determining the custodianship of records.

XV. PERSONAL INFORMATION PROTECTION

1. Definition. The terms as used in this section have the following meaning: "Personal information" means an individual's first name or first initial and last name in combination with any one or more of the following data elements, when either name or data elements are not encrypted: (1) Social Security number; (2) Driver's License number or Hawaii Identification Card number; or (3) Account number, credit or debit card number, access code, or password that would permit access to an individual's financial information. "Personal information" does not include publicly available information that is lawfully made available to the general public from federal, state, or local government records.

2. "Technological safeguards" mean the technology and the policy and procedures for use of the technology to protect and control access to personal information.

3. Confidentiality of Material.

   A. All material given to or made available to the GRANTEE by the CITY by virtue of this Grant, which consists of personal information, shall be safeguarded by the GRANTEE and shall not be disclosed without the prior written approval of the CITY.

   B. GRANTEE agrees not to retain, use, or disclose personal information for any purpose other than as permitted or required by this Grant.

C. GRANTEE agrees to implement appropriate technological safeguards that are acceptable to the CITY to reduce the risk of unauthorized access to the personal information.

D. GRANTEE shall report to the CITY in a prompt and complete manner any security breaches involving personal information.

E. GRANTEE agrees to mitigate, to the extent practicable, any harmful effect that is known to the GRANTEE because of a use or disclosure of personal information by the GRANTEE in violation of the requirements of this provision.

F. GRANTEE shall complete and retain a log of all disclosures made of personal information received from the CITY, or personal information created or received by the GRANTEE on behalf of the CITY.

4. Security Awareness Training and Confidential Agreements.

A. GRANTEE certifies that all of its employees who will have access to the personal information have completed training on security awareness topics relating to protecting personal information.

B. GRANTEE certifies that confidentiality agreements have been signed by all of its employees who will have access to the personal information acknowledging that:

i. The personal information collected, used, or maintained by the GRANTEE will be treated as confidential;

ii. Access to the personal information will be allowed only as necessary to perform the Grant; and

iii. Use of the personal information will be restricted to uses consistent with the services to this Grant.

5. Termination for Cause. In addition to any other remedies provided for by this Grant, if the CITY learns of a material breach by the GRANTEE of this provision by the GRANTEE, the CITY may at its sole discretion:

A. Provide an opportunity for the GRANTEE to cure the breach or end the violation; or

B. Immediately terminate this Grant.

In either instance, the GRANTEE and the CITY shall follow Chapter 487N, HRS, with respect to notification of a security breach of personal information.

6. Records Retention.

A. Upon any termination of this Grant, the GRANTEE shall, pursuant to chapter 487R, HRS, destroy all copies (paper or electronic form) of personal information received from the CITY.

B. The GRANTEE and any sub-contractor shall maintain the files, books, and records that relate to the Grant, including any personal information created or received by the GRANTEE on behalf of the CITY, and any cost or pricing data, for three (3) years after the date of final payment under the Grant. The personal information shall continue to be confidential and shall not be disclosed without the prior written approval of the CITY. After the three (3) year retention period has ended, the files, books, and records that contain personal information shall be destroyed pursuant to Chapter 487R, HRS.

XVI. OWNERSHIP RIGHTS AND COPYRIGHT

The CITY reserves a paid-up, nonexclusive and irrevocable license to reproduce, publish, or otherwise use, and to authorize others to use for the CITY's purposes: i) the copyright in all products developed under this Grant; and ii) any rights of copyright to which the GRANTEE purchases ownership under an award (including but not limited to curricula, training models, technical assistance products, and any related materials). Such uses include, but are not limited to, the right to modify and distribute such products worldwide by any means, electronically or otherwise.

XVII. ADVERTISING AND PROMOTION

The CITY shall review and approve all advertising content prior to media materials being published or released, including any acknowledgement that financial support for the event is provided in part by the CITY.

XVIII. MISCELLANEOUS

1. Amendment. Except as herein otherwise expressly provided, this Agreement may be amended only by a written amendment executed by both parties.

2. CITY's Right to Amend. Notwithstanding any provision herein to the contrary, during the term of this Agreement, the CITY reserves the right, at any time, to amend this Agreement in order to assure compliance with all City and County of Honolulu, State of Hawaii and federal statutes, ordinances, regulations and guidelines. All such amendments shall be within the general scope of this Agreement. The CITY shall provide all such amendments in writing to the GRANTEE. The GRANTEE agrees that it shall immediately take any and all reasonable steps to comply with such amendments and not to jeopardize the grant or loan as the case maybe.

3. Applicable Law. The provisions of this Agreement shall be interpreted in accordance with the law of the State of Hawaii as that law is construed and amended from time to time.

4. Assignment. Neither the entire agreement which is stated in this Agreement nor any interest in it may be assigned by any party for any purpose without the prior written consent of each other party.

5. Authorization. Each party warrants to each other party that the individuals executing this Agreement on behalf of the respective parties are authorized to do so. The GRANTEE and the person signing for the GRANTEE below represent and warrant that there are no restrictions, agreement, limitations on the GRANTEE's right or ability to enter into and perform the terms of this Agreement.

6. Binding Effect. Upon its execution by each party, this Agreement shall become binding and enforceable according to its provisions. If more than one party is obligated by any provisions stated in this Agreement, those parties shall be jointly and severally liable for the performance of those obligations. The rights and obligations of each party named in this Agreement shall bind and inure to the benefit of that party, the respective heirs, personal representatives, successors, and assigns of that party.

7. Consent; Subsequent Agreement. If a subsequent consent or agreement required of any party by the provisions of this Agreement is requested by a party, it shall not be unreasonably withheld by the party to whom the request is made.

8. Construction. Each party named in this Agreement acknowledges and agrees that:

   A. Each party is of equal bargaining strength;

   B. Each party has actively participated in the negotiation and preparation of this instrument;

   C. Each party has consulted with their respective legal counsel and other professional advisors as each party has deemed appropriate;

   D. Each party and the party's legal counsel and advisors have reviewed this instrument; and

   E. Each party has agreed to be bound by the terms stated in this instrument following its review and obtaining advice.

9. Counterparts. This Agreement may be executed by the parties in counterparts. The counterparts executed by the parties named in this Agreement and, properly acknowledged, if necessary, taken together, shall constitute a single Agreement.

10. Dates. If any date stated in this instrument falls on a Saturday, Sunday, or legal holiday, such date shall be the next following business day.

11. Defined Terms. Certain terms where they initially are used in this Agreement are set off by quotation marks inside parentheses and subsequently are capitalized. Those designated terms shall have the same meaning throughout this Agreement, unless clearly inappropriate in context.

12. Discrimination Prohibited. The GRANTEE shall comply with all applicable federal and state and local laws prohibiting discrimination against any person on the grounds of race, color, national origin, religion, creed, sex, disability, or age in employment and any condition of employment with the GRANTEE or in participation in the benefits of the Grant Activity.

13. Execution of the Grant Agreement. This Agreement shall not be considered binding upon the CITY until an Agreement, in form and substance satisfactory to the CITY has been fully and properly executed by the CITY and the GRANTEE.

14. Force Majeure. If any party is prevented from performing its obligations stated in this Agreement by any cause not within the reasonable control of that party, including, but not limited to, fire, an act of God, public enemy, or war, an act or failure to act of a government entity (except on the part of the CITY), unavailability of materials, or actions by or against labor unions, it shall not be in default of its obligations stated in this Agreement; provided, however, any party delayed by such an event shall request an extension of time to perform its obligations stated in this Agreement by notifying the party to which it is obligated within ten (10) days following the event. If the notified party agrees that the event was the cause of the delay, the time to perform the obligations stated in this Agreement shall be extended by the number of days of delay caused by the event. If no notice is given by the delayed party, no time extension shall be granted.

15. Gender; Number. In this Agreement, the use of any gender shall include all genders and the use of any number in reference to nouns and pronouns shall include the singular or plural, as context dictates.

16. Governing Law and Venue. The provisions of the Grant shall be interpreted in accordance with the laws of the State of Hawai'i as those laws are construed and amended from time to time. All disputes arising out of or relating to this Grant shall be subject to the jurisdiction and venue of the state and federal courts in Honolulu, Hawai'i.

17. Independent Contractor/Non-Agency. The parties acknowledge that the GRANTEE is an independent contractor, and neither party hereto is a partner, agent and/or employee of the other.

18. Integration. This Agreement contains all of the agreements of the parties pertaining to its subject matter. Each party acknowledges that no person or entity has made any oral or written representation on which it has relied in entering into this Agreement which set forth herein.

19. Legal Action and Fees. In the event of any controversy, claim or dispute between the parties hereto arising out of or relating to this Agreement, the prevailing party shall be entitled to recover from the non-prevailing party its reasonable expenses, including attorneys' fees and costs.

20. Licenses. The GRANTEE shall comply with all applicable licensing requirements of the county, state, and federal governments and with all applicable

accreditation and other standards of quality generally accepted in the field of GRANTEE's activities.

21. No Drafter. No party shall be deemed to have drafted this Agreement. No provision stated in this Agreement shall be construed against any party as its drafter.

22. No Obligations to Third Parties. Unless there is a provision stated in this Agreement to the contrary, the execution and delivery of this Agreement shall not confer rights on any person or entity except the parties herein or obligate either party herein to any person or entity except another party herein.

23. No Offer. The provisions stated in this Agreement shall not bind any party until each party has executed it. The mere delivery of this Agreement is not an offer.

24. No Waiver. No consent or waiver, expressed or implied, by either party to or of any breach or default by the other party in the performance of its obligations hereunder, shall be valid unless in writing. No such consent or waiver shall be deemed or construed to be a consent or waiver to or of any other breach or default in the performance by such other party of any other obligations of such party hereunder. The failure of any party to declare the other party in default shall not constitute a waiver by such party of its rights hereunder, irrespective of how long such failure continues.

25. Paragraph Titles. The titles of each provision stated in this Agreement are included only for the convenience of the parties. They shall not be considered in the construction and interpretation of the provisions stated in this Agreement.

26. Professional Qualifications. The GRANTEE shall have in its employ such persons as are professionally qualified to engage in the Grant Activity.

27. Required Actions by the Parties. Each party named in this Agreement agrees to execute the instruments and to diligently undertake the acts necessary to consummate the transaction contemplated by this Agreement. Each party shall use its best efforts to consummate the transaction contemplated by this Agreement.

28. Severability. If any provision stated in this Agreement subsequently is determined to be invalid, illegal, or unenforceable, that determination shall not affect the validity, legality, or enforceability of the remaining provisions stated in this Agreement unless that is made impossible by the absence of the omitted provision.

29. Successors and Assigns. This Agreement shall be binding upon and shall inure to the benefit of the respective successors and assigns of the parties hereto (as permitted pursuant to the provisions of this Agreement).

APPENDIX F: GRANT PROPOSAL

The following electronic files are provided and shall be completed:

- Appendix F – Grant Proposal.doc (MS Word File)
- Exhibit A.xls (MS Excel File)
- Exhibit B.xls (MS Excel File)

APPENDIX G: FINAL SCHEDULE OF BUDGET, SERVICES/OUTCOMES AND TIMELINE

[RESERVED FOR COMPLETION AFTER THE GRANT AWARD]

GRANTS IN AID – FY 15

R2014

EXHIBIT C

84

THE FOLLOWING PAGES SHALL BE DETACHED FROM THE RGP DOCUMENT AND SUBMITTED.

APPENDIX F: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2015

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts including spaces. Recommended fonts: Arial, Times Roman, Helvetica. Recommended font size: 12 point.

SECTION I
SUMMARY

Grantee Legal Name:	After-School All-Stars Hawaii
Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
Grant Activity Name:	After-school Programs at Jarrett Middle, Washington Middle and Central Middle Schools

Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

After-School All-Stars Hawaii (ASAS Hawaii) provides after-school and out-of-school programs that keep children safe and help them achieve in school and in life. After-School All-Stars has operated nationally since 2003 and today serves 80,000 youth in 13 U.S. cities. Formed in 2009, ASAS Hawaii works with seven schools on Oahu and three schools on Hawaii Island, serving 2,339 children in FY 2013.

Briefly describe the Grant Activity and need being filled. *(400 character count limit)*

The weekday hours of 3 p.m. to 6 p.m. present an enormous challenge as well as a great opportunity. More than 70% of children in the U.S. have parents who work outside the home, leaving three to four million youth unsupervised every day. Rigorous research shows that after-school programs reduce violence and dropout rates, while improving academic performance and graduation rates.

Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

The proposed Grant Activity is to provide after-school programs at Jarrett Middle, Central Middle and Washington Middle Schools in the City and County of Honolulu. For the 2014-15 school year, these schools combined will serve 500 students. We target students with one or more indicators that they are "at-risk," including low income, poor academic performance or behavioral issues.

Council District
(Check all districts that will benefit from the Grant Activity. Provide the amount requested per

district).		
☐ District 1 $	☐ District 2 $	☐ District 3 $
☒ District 4 $42,836	☒ District 5 $53,582	☒ District 6 $53,582
☐ District 7 $	☐ District 8 $	☐ District 9 $
Total Amount Requested (Minimum of $25,000):	$150,000	

Type of Grant Activity:		
☐ Arts	☐ Culture	☐ Community Development
☐ Economic Development	☐ Environment	☐ Public Service - Seniors
☒ Public Service - Children	☐ Public Service - Disabilities	☐ Public Service - Homeless
☐ Public Service – Domestic Violence	☐ Public Service – Substance Abuse	☐ Public Service – Mental Health
☐ Public Service – Other (describe):		

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; and (iv) has the requisite skills and knowledge to assert the foregoing certification.

Signature of Grantee (Fiscal Sponsor) Officer

Printed Name and Title: Dawn Dunbar, Chief Executive Officer

12/18/13

Date

SECTION III
GRANT ACTIVITY INFORMATION

1. Provide a brief summary description of the problem being addressed, including the population, target group size and attributes, and applicable geographic area. *(2,000 character count limit)*

Funding is requested to provide a comprehensive after-school program including academics, enrichment and health and fitness. This grant is needed to support three Title I schools on Oahu, Jarrett Middle, Central Middle and Washington Middle, which currently enroll 500 children in ASAS Hawaii programs.

These programs are funded largely through the federal the 21st Century Community Learning Centers program, which provides grants for after-school programming in 5-year cycles. Recipients must sit out every 6th year. FY 2015 will be the 6th year for Jarrett Middle, Washington Middle and Central Middle Schools. These schools are ineligible for 21st Century Community Learning Center grants next year, so we are seeking local grants until federal support resumes in FY 2016.

Washington Middle School is in the Honolulu City Council District 4 (Waikiki). Washington has 840 middle school students, out of which about 136 students (16%) participate in ASAS Hawaii programs. Central Middle School is in the City Council District 6 (Downtown). Central has 371 students, out of which about 155 students (42%) participate. Jarrett Middle School is in the City Council District 5 (Palolo). Jarrett has 244 students, out of which about 209 students (86%) participate.

We target middle school children because this age is a pivotal point in young people's lives. They are going through important developmental changes and forming behaviors that can profoundly affect their futures. Academically, they are forming fundamental understanding of math and language arts concepts. Students who miss these essentials enter into adolescence unprepared for the academic rigors of high school and college.

A City Grant in Aid will ensure programming can continue through the gap in federal support at these schools. Families rely on this resource, which adds precious learning time to each day, exposes children to new things, and keeps them safe after school. (See attached letters of support.)

2. Describe the need for this Grant Activity and provide the data to justify the Grant Activity. *(4,000 character count limit)*

The weekday hours of 3 p.m. to 6 p.m. represent an enormous challenge as well as a huge opportunity. More than 70 percent of children in the U.S. have parents who work outside the home, leaving three to four million youth unsupervised by adults every day. Rigorous research has demonstrated that after-school programs can reduce violence and dropout rates while improving behavior, academic performance, and the likelihood of education after high school.

Hawaii does not have a statewide after-school network for middle schools and has

fewer after-school service providers than any other ASAS region. Our public schools are under pressure to squeeze every possible minute of academic instruction into the short school day. It is simply beyond the capacity of most schools to provide the cultural and athletic enrichment activities that are so beneficial to youth development.

ASAS Hawaii operates in Title I schools, the federal designation for schools in which 40% or more of students participate in the free and reduced lunch program. We target middle school youth who face one or more challenges indicating they are "at-risk." These challenges include: poverty, as low-income students experience difficult home and community environments and are often most in need of positive after-school alternatives; lack of quality after-school alternatives, considering most areas we serve do not have enough after-school providers to meet demand; and low academic performance, since additional academic support and enrichment activities improve students' attitudes toward school and have a positive overall effect.

Simply receiving the Title I designation indicates a need for greater academic support, as rates of participation in the federal free and reduced school lunch programs correlates with lower standardized test scores. In the 2011 statewide assessment, students eligible for such programs scored an average of 18-25 points lower than those who were not eligible for free or reduced lunch programs. Most of the schools served by ASAS Hawaii do not meet Hawaii State Assessment Standards (HSA) in reading and math, and students benefit from structured homework time, experiential learning and tutoring.

Washington Middle is part of the Kaimuki High School Complex (HSC), which has a median household income of $55,311, compared to the state median household income of $66,420. In the 2011-12 school year, 9.8% of students at Washington participated in special education programs, 62.1% of families qualified for free or reduced lunch and 18.0% of students had limited English proficiency.

Both Central Middle and Jarrett Middle are part of the McKinley HSC. The median household income of McKinley HSC is $52,685, compared to the state median household income of $66,420. In the 2011-12 school year at Central Middle, 13.7% of students participated in special education programs, 83.3% of families qualified for free or reduced lunch and 34.5% of students had limited English proficiency. In the 2011-12 school year at Jarrett Middle, 19.3% of students participated in special education programs, 66.0% of families qualified for free or reduced lunch and 24.2% of students had limited English proficiency.

3a. Provide a description of the Grant Activity. *(1,000 character count limit)*

The proposed Grant Activity is to provide after-school programs for 500 children at three Title I middle schools. Programs take place for three hours per day, five days a week during the school year. Each day, students receive tutoring and do homework and then go on to athletics and enrichment activities. Students are also introduced to high school transition, service learning, career exploration and sports-based youth development.

The key success factor is that ASAS Hawaii programs operate on school campus with a site coordinator who works full-time at the school. By locating programs at schools, ASAS Hawaii is able to increase the likelihood of attendance, link after-school instruction to the school day, take advantage of existing infrastructure, and reduce transportation costs. Being at the school opens up access to children of working parents, for whom lack of transportation to off-campus activities is a barrier to participation.

3b. Explain how and why you chose this approach to the problem or opportunity. *(2,000 character count limit)*

Despite widespread agreement on the need for education reform, there is much debate about the best way to improve academic achievement, locally and nationally. Clearly, there is no simple way to improve every child's ability to graduate from high school. However, after-school programming using a community school approach enables more supervision, extended learning time, and opens up tremendous opportunities that low-income children will not get otherwise.

The After-School All-Stars model was chosen because it supports the social and intellectual development of low-income students by bringing them the kind of opportunities that are more widely available to middle- and upper-class children. Originally started by Arnold Schwarzenegger in the 1990s, today ASAS is a national association of thirteen chapters serving 80,000 youth annually through after school and summer programs in cities across the country. Our local chapter, formed in 2009, benefits from the experience and expertise honed of years of providing these programs nationally.

The ASAS program addresses the most important issues facing youth today, while allowing flexibility to meet local needs. For instance, the significant high school dropout rate amongst low income and minority youth has been well documented. As one effort to address this problem, we offer a high school transition component at all school sites, with a culminating event in the summer that brings our participants to University of Hawaii at Manoa for three days and two nights with an agenda and curriculum that prepares them for high school, college and careers.

Our work aligns with the Center for Disease Control (CDC) strategy of "providing students with the academic, emotional, and social skills necessary to be actively engaged in school."

3c. Describe the Grant Activity scope of services and outcomes, including how these services and outcomes directly benefit the target population for the Grant. *(3,000 character count limit)*

If the Grant Activity is in the area of Public Service, begin with a statement of the number of individuals (seniors, persons with disabilities, children, domestic violence victims, homeless persons, persons suffering from substance abuse, persons suffering from mental health issues, other) that the Grant Activity will directly benefit during the Grant Term.

If the Grant Activity is in the area of Arts, Culture, Community/Economic Development or Environment, begin with a statement as to how the Grant Activity contributes to the well-being and life quality of a local, low to moderate income, community (e.g. creation/development of community organization; provision of

planning, organizational support, and technical assistance to organizations; provision of financial literacy programs/services; provision of micro-enterprise/business training; provision of cultural/environmental support programs; other) and provide the approximate population size for that community.

Through the provision of after-school programs in three Title I schools, we will open up opportunities for 500 middle school students to excel in school and in life. Our program model strives for benefits in three key areas:

1. Safety - Youth are off the streets during the "danger zone" hours of 3 p.m. to 6 p.m., to avoid being the victims of or getting involved in crime.
2. Academic Success - Youth engage in academic activities, such as tutoring, homework completion, and project-based learning that put them on the path toward academic success.
3. Positive Social and Emotional Development - Youth engage in enrichment, physical fitness, and leadership activities that strengthen their social and emotional development and position them for success in life.

ASAS Hawaii will engage parents and families through outreach, marketing and special performances. Students benefit academically and are more connected to the school when parents and families are involved. Early in the school year, we publicize ASAS Hawaii programs through school assemblies, posters around campus, and flyers sent home to parents. We work with teachers to directly engage students who are at-risk and invite them to join this free after school program.

Twice annually, ASAS Hawaii conducts evaluation of student grades and HSA scores. The academic outcomes associated with participation in after-school programs include: better attitudes toward school and higher education aspirations; higher school attendance; less disciplinary action (such as suspension); lower dropout rates; better performance in school, as measured by achievement test scores and grades; greater on-time promotion; improved homework completion; and better engagement in learning.

We are working with an independent evaluator to assess correlations between participation and improved academic and behavioral indicators. In addition to the quantitative data collected on outputs and outcomes, the evaluator collects and analyzes process data including program participation data, and interviews with ASAS staff and teachers.

ASAS Hawaii conducts annual staff training and planning for the upcoming school year. These trainings cover a range of topics, such as new orientation, classroom management, service learning, tutoring and cultural competency.

3d. Clearly state timelines, measurable milestones and/or specific events tied to the Grant Activity's objectives, or other performance measures appropriate to the desired outcomes. *(3,000 character count limit)*

Each of the three schools will follow a similar timeline, with annual programming aligning with the academic school year. The basic calendar of events is as follows:

FY 2015	
July - Aug	Annual Staff Training / Program Registration / Parent Outreach
Sept - October	Field trip
October	HSA testing
December	Community Service Projects /Winter break
January	Evaluation of HSA scores
March	Spring Break / HSA testing
April	Field trip / Community Service project
May	Evaluation of HSA scores / Annual Student Performance
June	Summer Program

The measurable milestones are:

1. 136 students enrolled and maintained at Washinton Middle School
2. 209 students enrolled and maintained at Jarrett Middle School
3. 155 students enrolled and maintained at Central Middle School
4. Parent and family orientations/events held two times in the 12-month grant period
5. Academic evaluations conducted two times in the 12-month grant period
6. Staff training and planning provided two times in the 12-month grant period

3e. If the Grant involves a partnership, provide a description of each partner's role. (*2,000 character count limit)*

ASAS Hawaii works with numerous community partners to provide organized sports, culture and arts, community service projects, tutoring and mentoring, and experiential learning in science, math and technology. We build relationships with partners who provide expertise and hands-on experience in subject areas that matter to kids.

At Jarrett Middle, for example, we work with Hawaiian Isles Tennis to expose our students to fundamental tennis skills, as well as life and leadership skills. We recently renewed a partnership with the Green House Center for Sustainability to enable students to take action on climate change and waste reduction, while fostering creativity and a sense of personal ability and responsibility. We also work with Palolo Pipeline Program on volunteer projects and Chaminade University to provide a Freestyle Friday Stock Market Challenge Program at Jarrett Middle.

A valued partner at Washington Middle is the UH Law School, which offers Crime Scene Investigation (CSI) and debate programs. For many years, we have worked with the Ronald McDonald House, Hawaiian Humane Society and Shriners Hospital to offer service learning opportunities at Washington. Students also started a Motivation Project with the Entourage Program, which has turned into a school-wide 'pay-it-forward' project. Washington students also participate in the HPU National Girls & Women in Sports Day each year.

At Central Middle, we partner with Bank of Hawaii and Junior Achievement to teach students about financial literacy. We worked with Hawaii Food Bank on a canned food drive, which was organized and promoted by the students. We are developing a partnership with the American Cancer Society to build awareness about healthy lifestyle and disease prevention.

4. Describe with substantiating data the experience of the organization implementing the Grant Activity (including past performance of activities similar or related to the Grant Activity) and qualifications to implement this Grant Activity, including: (i) strengths and weaknesses in relation to the Grant Activity; and (ii) capacity and resources to achieve the stated outcomes (e.g. plan, leadership, staff size and abilities, facilities, community relationships). *(6,000 character count limit)*

The 2012-13 school year marked significant expansion of programs, as ASAS Hawaii opened three new sites on the island of Hawaii. The new sites, Ka'u, Kea'au and Pāhoa, represent a 30% increase in students served. The Hawaii Department of Education specifically asked for these programs, and underwrote all costs for the first year of operations. ASAS Hawaii served 2,339 middle school students across 11 schools in Hawaii: Ka'u Intermediate School, Kea'au Middle School Pāhoa Intermediate School, King Intermediate School, Nānākuli Intermediate School, Wai'anae Intermediate School, Jarrett Middle School, Dole Middle School, Kalakaua Middle Schools, Washington Middle School and Central Middle School.

Among other noteworthy accomplishments, ASAS Hawaii was approached by Hawaii Lieutenant Governor Shan Tsutsui to act in an advisory role as part of his commitment to bring after-school programs to all middle/intermediate schools in the state. The organization received several local foundation grants, indicating recognition of both community impact and community need related to our work. Recent awards include $125,000 from McInerny Foundation, $10,000 from Shane Victorino Foundation, which makes awards by invitation only awards, and $150,000 from Office of Hawaiian Affairs.

Our strengths include: 1) site coordinators who work full-time at the school. This enables a true partnership with school faculty and administration; 2) access to student behavioral, attendance and academic data, which helps us identify and address problems collaboratively with parents and teachers; and 3) relationships with dozens of community partners who bring experiential learning opportunities in a range of disciplines. Because of the intimate working relationships our staff members have with faculty and families, ASAS Hawaii is uniquely situated to support students in some of our lowest performing schools.

The organization also benefits from national quality assurance standards. ASAS Hawaii must ensure and document full fidelity to the ASAS program model. Since its founding in 2009, our chapter has been evaluated on a five-point scale, and has met at least '3' for common program elements and program cornerstones. Also, independent evaluators assess each program as part of federal grant contracts and school administration and staff provide ongoing feedback. The board must meet standards as well. Affiliates are required to have at least seven ASAS Hawaii board members, meeting at least quarterly and meeting all expectations, including fiduciary oversight, strategic and fundraising support.

The main challenges facing the organization today relate to program staffing and organizational evaluation. Staff recruitment and retention is difficult because of the odd and inconsistent hours of after-school programming. We meet this need by providing staff with professional development opportunities and ongoing support, facilitating productive communication with schools, and recruiting excellent volunteers to help them.

Regarding organizational evaluation, we have tools to monitor current behavioral, attendance and academic data of individual students, but we lack the ability to assess the impact programs have over time and across all sites. To address this challenge, we secured a grant from Office of Hawaiian Affairs to work with an independent evaluator to assess correlations between participation and improved academic and behavioral indicators. In addition to the quantitative data collected on outputs and outcomes, the evaluator collects and analyzes process data including program participation data, and interviews with ASAS staff and teachers.

The leadership team and organizational structure will contribute to success of this project. Leading our team is Dawn Dunbar, CEO, who founded ASAS Hawaii in 2009. Dawn has a Master's Degree in Business Administration from Graziadio School of Business at Pepperdine University. Dawn has built relationships with schools, partners, funders and public officials, which have been critical to our success.
David Asato, Director of Programs, was previously a teacher for Olomana High and Intermediate and a consultant for Hawai'i Department of Education. He was also executive director of VSA arts of Hawaii-Pacific, a statewide non-profit organization committed to helping at-risk adults and youth with developmental and other lifelong disabilities prepare to enter the workforce or continue their education. (See attached resumes for Dawn Dunbar and David Asato.)

Our site coordinators have one or more years experience working in a leadership or supervisory capacity in an after-school, day-camp or community youth outreach setting. Program leaders must have a year or more of non-profit or related experience in youth development. Our staff members have familiarity and experience with the Hawaii's diverse population, and a passion for working with low-income or at-risk youth. (See attached job descriptions for site coordinators and program leaders.)

5. Describe the plan of the organization implementing the Grant Activity to sustain the activities after the requested funds are exhausted. *(2,000 character count limit)*

The three schools identified in the proposal, Jarrett Middle, Washington Middle and Central Middle, have operated ASAS Hawaii programs since 2009. These programs have been funded through the 21st Century Community Learning Center program, which provides grants for after-school programming in 5-year cycles. Recipients must sit out every 6th year. FY 2014 will be the 6th year for Jarrett Middle, Washington Middle and Central Middle Schools. For FY 2015, these schools are ineligible for 21st Century Community Learning Center grants, so we are seeking local grants in the interim until federal support resumes in FY 2016.

ASAS Hawaii seeks local foundation support and donations from individuals and companies to sustain programs when state and federal grants are not available. We receive support from the Hawaii State Department of Education, Kamehameha Schools, Office of Hawaiian Affairs, Hawaii Community Foundation, and a host of local foundations. The ongoing support provided by local funders shows that they believe in the work of ASAS Hawaii. Further, ASAS Hawaii keeps overhead low by using minimal office space and relying on in-kind administrative and program space at school sites.There is no charge for students to attend ASAS Hawaii programs.

6. Describe how the Grant Activity will be funded. *(1,000 character count limit)*

In addition to this request, ASAS Hawaii is seeking funding from the following sources to fund the proposed Grant Activity in FY 2015: Hawaii State Legislature Grant-In-Aid (planned request of $150,000) and McInerny Foundation (planned request of $100,000). We also fund programs through an annual gala, which raises about $125,000 through individual and corporate donations.

SECTION IV
GRANTEE EXPERIENCE WITH DEPARTMENT OF COMMUNITY SERVICES GRANTS

Identify the DCS administered grants undertaken by Grantee (or Fiscal Sponsor) in the last five years (To be verified by the City).

Grant Activity Name & Contract #: City Grant-In-Aid for FY 2014
Grant Period: Start January 1, 2014 Grant Amount: $52,500
Grant Purpose: Provide after-school programs at Dole and Kalakaua Middle Schools
Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
Administrating Division: Department of Community Services

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

THE FOLLOWING PAGES SHALL BE DETACHED FROM THE RGP DOCUMENT AND SUBMITTED.

APPENDIX F: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2015

41

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts including spaces. Recommended fonts: Arial, Times Roman, Helvetica. Recommended font size: 12 point.

SECTION I
SUMMARY

Grantee Legal Name:	Agricultural Leadership Foundation of Hawaii
Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
Grant Activity Name:	Youth Agricultural Leadership Program Support

Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Since 1982 the Agricultural Leadership Foundation of Hawaii has provided leadership development opportunities for people committed to strengthening agriculture in Hawaii. We build community capacity by imparting knowledge & skills & developing networks. Our core programs are the Agricultural Leadership Program & the Agricultural Conference.

Briefly describe the Grant Activity and need being filled. *(400 character count limit)*

We will address the need for training new agricultural professionals by supporting existing youth agricultural programs. We will provide scholarships to Future Farmers of America and 4-H Conferences on the mainland and provide opportunities for this student cohort to develop relationships with agricultural professionals at the Agriculture Conference.

Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

We will send 10 to 12 junior & senior high school students from DOE schools that have Agriculture/Natural Resource, Future Farmers of America or 4-H programs to National Leadership Conferences. Attendees will learn, practice and apply knowledge & skills to improve self-knowledge & leadership skills. Measures include number of students who choose agricultural or natural resource careers.

Council District
(Check all districts that will benefit from the Grant Activity. Provide the amount requested per district).

☒ District 1 $6,000	☒ District 2 $6,000	☒ District 3 $6,000
☒ District 4 $3,000	☒ District 5 $3,000	☐ District 6 $

☐ District 7 $	☒ District 8 $6,000	☒ District 9 $6,000
Total Amount Requested (Minimum of $25,000):	$36,000	

Type of Grant Activity:		
☐ Arts	☐ Culture	☐ Community Development
☐ Economic Development	☐ Environment	☐ Public Service - Seniors
☐ Public Service - Children	☐ Public Service - Disabilities	☐ Public Service - Homeless
☐ Public Service – Domestic Violence	☐ Public Service – Substance Abuse	☐ Public Service – Mental Health
☐ Public Service – Other (describe):		

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; and (iv) has the requisite skills and knowledge to assert the foregoing certification.

B. M.

Signature of Grantee (Fiscal Sponsor) Officer

12.16.2013

Date

Printed Name and Title: Mack Cummings
President - Board of Directors

SECTION III
GRANT ACTIVITY INFORMATION

1. Provide a brief summary description of the problem being addressed, including the population, target group size and attributes, and applicable geographic area. *(2,000 character count limit)*

The 2002–2012 Employment Outlook for Industries and Occupations predicts increases in the number of Hawaii jobs in farming, forestry, and fishing and the life and physical sciences (HDLIR, 2005). Despite this significant growth, complicated resource issues that include high costs for land, water, labor, and transportation, make it difficult for farmers (and investors) to succeed in Hawaii's agricultural industry. In addition, agribusinesses in Hawaii have stated that they are not able to find enough qualified graduates with various levels and areas of education to meet their needs.

To effectively meet the workforce needs in these sectors, our program will strengthen the "pipeline" of future agriculture and natural resource workers. We will build upon existing programs and work with DOE high schools that have agriculture or natural resource courses or campus farms. Typically these programs are affiliated with Future Farmers of America (FFA) and 4-H. Students who are active in these organizations will be our target group as they are already aware of the importance of agriculture, leadership and good citizenry.

Every district in Oahu County has a section in their community plans addressing agriculture as a priority. At least 5 of the 9 county districts are in rural communities. While these will be our primary service districts there are suburban and urban districts that have high schools that are involved with Future Farmers of America and 4-H. We have identified 12 high schools in 7 districts (1- 5, 7 & 8) that have agriculture programs. Most high school juniors and seniors are financially challenged and unable to attend mainland Future Farmers of America and 4-H programs. We will provide scholarships for travel and conference registration to at least 10 students. They will attend either the FFA National Leadership Conference or the 4H National Conference; both events are located in Washington DC.

2. Describe the need for this Grant Activity and provide the data to justify the Grant Activity. *(4,000 character count limit)*

Agriculture is the states third largest industry generating 2.9 billion in the states economy and directly or indirectly providing 42,000 job. (HDOA website/blog) Everybody eats and Hawaii's cultural history is steeped in agriculture. Additionally our largest economic sector, tourism, depends on the scenic vistas and beautiful landscapes agriculture provides. Food security and agriculture business viability are major concerns for the island state of Hawaii. Agriculture is important.

The challenges faced by anyone interested in becoming farmers, particularly in Hawaii, can be daunting. While a lack of knowledge or sense of "where to begin" is a significant barrier, the high costs of land and resources in Hawai'i can make careers in farming seem unattainable. Infrastructure for preparing, packaging, and distributing agricultural

products within the state is limited. And lack of access to capital can be discouraging to novice and experienced farmers alike. Farming is hard.

The average age of Hawaii farmers is 59. (USDA 2007 Ag Census) As older farmers retire and many of their progeny have waning interest in agricultural careers, the pipeline of trained farmers and ranchers is smaller than in generations past. We must "grow" more farmers.

There are several organizations throughout Hawaii working at various age and school levels to provide pathways toward careers in agriculture and natural resources. School gardens and science curriculum in elementary schools teach children where their food comes from. High school agriculture programs align hands on projects with standards based lessons across the curriculum. Additionally many high school teachers work with national programs such as Future Farmers of America and 4-H and require their students to become members. Community colleges across the state have several options for certificates and supporting course work for university degrees in agriculture and natural resources – for example: ag-science and biotechnology, agri-business and entrepreneurship, ag-tourism and value added products, food and nutrition, animals, tropical plants and crops and native plant propagation. Additionally community resources such a as the Pearl City Urban Garden Center, Hawaii TeamAgEd, MAO Organic Farm, Pacific Gateway Center and Hawaii Farm Bureau Federation have programs that encourage and prepare young adults and teens considering farming as a career.

Across the country Future Farmers of America and 4-H programs play a major role in youth education for agriculture and natural resources. Many of our alumni participated in FFA and 4-H programs and know how much of an impact these affiliations had on their career choices and successes. In Hawaii these organizations continue to need support from others across the industry. ALFH has worked with these groups in an informal way and has learned an area of need is financial support to students to attend national leadership conferences.

Over the past 30 years we, ALFH, have learned the importance and effectiveness of Leadership Training -especially when it focuses on self-awareness, systemic knowledge and deepened relationships and networks. We would like to bring these important experiences to youth by developing opportunities for them to learn about Hawaii and the world's agriculture systems. Expanding knowledge base, developing skills and participation in a cohort will provide a foundation that can be built upon with additional agricultural educational programs (community college and university).

Better preparation of graduates entering the workforce – Employers have stated that they would like the graduates who are entering the workforce to be better skilled in critical thinking, communications, business management, teamwork, problem solving, and leadership. (Quote from Hawaii TeamAgEd Strategic Plan 12/07)

3a. Provide a description of the Grant Activity. *(1,000 character count limit)*

An ALFH program committee will convene a working group comprised of DOE agriculture teachers and FFA and 4-H advisors. Scholarship selection criteria, an application and a timeline will be developed. Applications will be distributed, collected, examined and scored. Up to 12 students age 15 to 19 years old will be selected to attend either the FFA or 4-H event in Washington DC.

Two additional gatherings will be planned for the scholarship recipients. One event will include the current class of Agricultural Leadership Program participants. The ALP participants will mentor the students as they prepare for the second gathering, which will be at the Agriculture Conference where the students will present to the conference attendees.

The selection process will consider the whole student – FFA and/or 4-H involvement, their agricultural work experience, community service, leadership skills and academics.

3b. Explain how and why you chose this approach to the problem or opportunity. *(2,000 character count limit)*

ALFH has been providing Leadership Development to agricultural professionals for over 30 years. We have seen first hand how effective the cohort model is for providing program participants with knowledge and insights about agriculture, working with communities, self-knowledge and leadership skills. We recognize the challenge of "recruiting" high school students to consider careers in agriculture and natural resources and we know how important the need is to develop this sector of our work force. And while we know how rewarding a career in the agriculture and natural resources sector can be, we also know the path is fraught with challenges. Being prepared and connected is a key precursor to success in launching an agriculture business. Our programs provide this knowledge and connection.

The youth conferences are in alignment with our adult training program objectives and outcomes and are produced by organizations that have decades of experience working with youth.

In addition to recognizing and developing the next generation of leaders, the purpose of the National 4-H Conference is to: 1) Engage 4-H youth in personal development experiences that will increase knowledge, resources, and skills; 2) Present a youth voice about specific issues to a partnering federal agency affecting youth and communities nationwide; and 3) Empower and mobilize 4-H youth to create positive social change in their communities in a meaningful and genuine way.

FFA members from across the US travel to Washington, D.C. to attend the Washington Leadership Conference (WLC). During the five-day event, attendees learn how to become effective leaders by teaching them to know their purpose, value people, take action, and serve others. FFA members leave WLC with the knowledge and the confidence to act in ways that help their schools, community, and their country.

3c. Describe the Grant Activity scope of services and outcomes, including how these services and outcomes directly benefit the target population for the Grant. *(3,000 character count limit)*

If the Grant Activity is in the area of Public Service, begin with a statement of the number of individuals (seniors, persons with disabilities, children, domestic violence victims, homeless persons, persons suffering from substance abuse, persons suffering from mental health issues, other) that the Grant Activity will directly benefit during the Grant Term.

If the Grant Activity is in the area of Arts, Culture, Community/Economic Development or Environment, begin with a statement as to how the Grant Activity contributes to the well-being and life quality of a local, low to moderate income, community (e.g. creation/development of community organization; provision of planning, organizational support, and technical assistance to organizations; provision of financial literacy programs/services; provision of micro-enterprise/business training; provision of cultural/environmental support programs; other) and provide the approximate population size for that community.

Many of Hawaii's low to moderate-income communities reside in rural settings. Most of Hawaii's agricultural activity is also in rural communities. Anytime we are able to strengthen and develop the economic engines of our rural communities we support those who live and, ideally, work there. Our model of leadership training, for any age, provides the recipient with new knowledge and skills that will increase their capacity to be effective participants in their neighborhoods, communities, school and work. Self-knowledge, self-confidence and self-empowerment are important, yet rare, capacities for youth. Any community will benefit from engaged and passionate youth.

We are confident that youth who attend these National Conferences will learn how to become effective leaders by learning to know their purpose, value people, take action, and serve others. Additionally attendees will increase knowledge, resources, and skills that empower them to make an impact on their community in a meaningful and genuine way.

Our programs were initially developed in response to the major shift from plantation to diversified agriculture. This shift critically affected nearly every sector and in particular the small agribusinesses which formed the emerging foundation of the industry. In the past the large plantations/corporations provided professional development for their middle and top management. The sugar and pineapple industry faced similar problems and most understood them well. Now smaller farms, diversified crops and specific island regions all demand attention and focus to move forward in dynamic markets and a changing world. Agricultural professionals needed to learn skills that will allow them to work together across different industries and different islands or counties.

For agriculture to become sustainable, it needs more cohesion and a stronger voice. And more than ever, Hawai'i needs skilled, active, proactive and visionary leaders to bring us together to address key issues that affect all of our communities. By combining strong leadership content with exposure to organizations, agricultural operations and community networks, participants develop their path toward becoming the innovative problem-solvers and leaders that are needed in Hawaii.

Starting this training with our youth has long been a goal for ALFH and the need for nurturing and training the next generation of agricultural professionals has never been

greater.

When we are successful in our a mission to build capacity in our agricultural sector and agriculture thrives we contribute to a healthy diverse economy, preserve open working landscapes and tangibly connect to Hawaii's cultural traditions of agriculture. In this way we serve the people of Hawaii.

3d. Clearly state timelines, measurable milestones and/or specific events tied to the Grant Activity's objectives, or other performance measures appropriate to the desired outcomes. *(3,000 character count limit)*

Please see the attached grid. after page 15

3e. If the Grant involves a partnership, provide a description of each partner's role. *(2,000 character count limit)*

Our key partners will be the DOE agriculture teachers and the Future Farmers of America and 4-H advisors. We will need them to help us develop a meaningful scholarship application. Additionally we will need them to encourage and support their students in the application process. We also will value their input as we make the selections – these partners know the youth that are applying. The teachers and advisors will also help us design the post event gatherings and presentations. Working with the ALFH program director to develop agendas and activities to deepen and share the experiences gained in Washington DC is key to the cohort leadership training model.

Please see additional information about the DOE Agriculture Programs, Future Farmers of America and 4-H in the answer to question 4.

4. Describe with substantiating data the experience of the organization implementing the Grant Activity (including past performance of activities similar or related to the Grant Activity) and qualifications to implement this Grant Activity, including: (i) strengths and weaknesses in relation to the Grant Activity; and (ii) capacity and resources to achieve the stated outcomes (e.g. plan, leadership, staff size and abilities, facilities, community relationships). *(6,000 character count limit)*

The Agricultural Leadership Program has 150 alumni and the Agricultural Conference has reached 3,000 agricultural and natural resource professionals in the past 10 years. Our program participants and alumni include leaders and producers from agricultural companies and the related industries of environmental preservation and conservation, tourism, urban development and renewal, Hawaiian cultural and heritage groups and those concerned with food security and public health such as school and community gardens and farmers markets. We are serious about maintaining neutrality concerning controversial issues in agriculture and are able to bring folks together to learn about and recognize that our diversity is truly our strength. We believe there is a place for all agricultural practices. We have an excellent record for "playing" with the full spectrum of agricultural players across the state and know that trust is hard won.

The ALP alumni are currently working in major statewide positions of leadership including:

- The President of Hawaii Cattlemen's Council – an umbrella organization comprised of the five county Cattlemen's Associations. 110+ ranchers, over 60,000 head of cows; 75% of all the beef cows in the State.
- Members of Hawaii's Board of Agriculture working to establish broad operating polices for the Hawai'i Department of Agriculture.
- State Executive Director of the USDA Farm Services Association Hawaii and Pacific Basin, which is dedicated to achieving an economically and environmentally sound future for American Agriculture.
- The President of the Hawaii Florists and Shippers Association – a statewide association of growers, shippers, corporations and individual proprietors; the HFSA directs promotion and supports research of Hawaii's $70 million floral and nursery industry with 690 growers on 1,910 acres in more than 27.6 million square feet of greenhouses and artificial shade.

The Agricultural Leadership Foundation of Hawaii's assets include:

- A 35-year commitment of serving the community
- An excellent reputation for its excellent Leadership Training Program
- We are currently training Class XIV; we have graduated 13 cohorts
- We have 155 alumni who are active and successful leaders across the state
- A leadership role in the planning and implementation of the Statewide Agriculture Conference
- Relationships with many others both in and out of the agricultural industry
- A qualified and dedicated board of directors
- Professional and enthusiastic Executive and Program Directors and Leadership Trainers
- A reserve fund that allows stability and flexibility as we continue our efforts to increase our program offerings and diversify our revenue stream

We recognize we have limits in capacity for developing and launching new programs. Thus we designed our youth program to be a scholarship program. Once we have more experience working with youth we can consider developing a full scale Hawaii focused youth leadership program. We do know what excellent leadership training programs include. We are confident the National FFA and 4-H programs we have identified will impart good experiences and training on our Hawaii youth. We look forward to working with the professionals who have the most experience with our youth target group.

DOE Agriculture Programs and Learning Centers

The Agricultural/Business Career Learning Center focuses on preparing students for post-secondary education or careers in landscaping, golf course management, nursery management, organic crop production, entrepreneurship, government service, agricultural research, and technology while integrating and applying skills in mathematics, science and language arts. Onsite farms, opportunity for employment upon graduation and preparation for post-high school education are part of the learning centers.

Future Farmers of America – Hawaii Chapter

In April of 1929, the National FFA recognized Hawaii with its charter. Currently Hawaii FFA is a part of the DOE Career and Technical Student Organization. The FFA motto is "Learning to Do, Doing to Learn and Living to Serve." The FFA Foundation, a Hawaii 501(c)(3), works to support the FFA Hawaii Chapters by building positive collaborations in agriculture and education that supports an active and sustainable agricultural industry, for the leaders of tomorrow. A volunteer Board of Directors is board elected and responsible for managing and governing the organization.

4-H – Hawaii Chapter
4-H, serving approximately 35,000 young people annually, is one of the oldest and most effective programs of non-formal education in Hawaii. The 4-H classroom features hands-on projects and demonstrations, leadership development, and personal economics. 4-H is a program about our future, our youth, and is an organization that is constantly changing to meet the needs of young people in today's world.

- 4-H teaches pride in workmanship and accomplishments, personal interaction with peers, respect for the environment and important life skills such as leadership, decision-making, and personal-coping skills and how to acquire and use knowledge
- 4-H assists young people in developing life skills and in forming attitudes that will enable them to become self-directing, productive, and contributing members of society and develop quality friendships with adults and peers
- 4-H strives to help young people "make the best better" through programs that emphasize learning by doing.

5. Describe the plan of the organization implementing the Grant Activity to sustain the activities after the requested funds are exhausted. *(2,000 character count limit)*

We believe this program plays a role in attaining economic and community health and it will always require the support of many in our community. Over the next five years we will be concentrating our efforts on diversifying our donor base. The addition of a youth program will enhance our program offerings and make a better case for support. When we increase the number of supporters the need for public funds will not be as critical. ALFH is committed to the success of this program and will contribute scholarships for two participants.

Currently we use our investment/savings fund to make up any negative cash flows. However, this is not sustainable because we want to preserve the principal and use the income to support our programs. When we are successful with our donor diversification efforts we will need less of our cash reserves and public money per year to support our programs.

6. Describe how the Grant Activity will be funded. *(1,000 character count limit)*

The total project budget is $45,600. The County of Honolulu GIA will cover 80% or $36,000 of the first year of the project. This will be allocated over seven of the nine districts. Districts 1-3, 8 & 9 will provide $6,000 each and districts 4 and 5 will provide

$3,000 each. The Agricultural Leadership Foundation will commit to the balance of the project costs. We will request sponsorship from our corporate partners. Regardless of our success at raising the balance of the project funds we will commit to covering the scholarship costs of at least 2 students.

3d) Clearly state the timelines, measurable milestones and/or specific events tied to the Grant Activities objectives, or other performance measures appropriate to the desired outcomes. (3,000 character count limit)

Date	Activity	Objective	Measure
Up to September 2014	Continue fundraising for the program	Ensure adequate funds to implement program	100% of needed funds secured
October 2014	Convene committee, develop criteria, application, timeline	A fair and consistent process is used to select recipients	Application developed; selection team prepared
November 2014	Distribute and receive applications	All eligible students receive application; opportunity available	100% participation from 12 schools
December 2014	Select and notify students of scholarship award	Students prepare to attend conference	12 students accepted scholarships
April 2015	4-H Conference (Washington DC)	Students gain knowledge, skills and networks at conference	Compare results of pre and post conference survey; 75% of participants commit to agriculture studies in college
June or July 2015	FFA Washington Leadership Conference (Washington DC)	Students gain knowledge, skills and networks at conference	Compare results of pre and post conference survey; 75% of participants commit to agriculture studies in college
August 2015	Youth cohort gathers with Class XV	Synthesize DC experience; develop relationship with local agricultural professional	80% of high school students meet with Class XV members; students gain a mentor
September 2015	Youth cohort makes presentation to conference attendees	Practice what learned in DC; students better prepared to chose career path; networks	Quality engagement with conference participants; number of professionals met
October 2015	Final report prepared; committee convenes to evaluate project	Details of project implementation and outcomes documented; project analyzed and evaluated	Report submitted to CnC Honolulu; determination made to continue the project

SECTION IV
GRANTEE EXPERIENCE WITH DEPARTMENT OF COMMUNITY SERVICES GRANTS

Identify the DCS administered grants undertaken by Grantee (or Fiscal Sponsor) in the last five years (To be verified by the City).

Grant Activity Name & Contract #: CT-May-1000302 or 110-0134-10 (3006)
Grant Period: 5/19-12/21/2010 Grant Amount: 10,000
Grant Purpose: 2010 Hawaii Agricultural Conference
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: Mayors Office of Economic Development

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

THE FOLLOWING PAGES SHALL BE DETACHED FROM THE RGP DOCUMENT AND SUBMITTED.

APPENDIX F: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2015

64

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts including spaces. Recommended fonts: Arial, Times Roman, Helvetica. Recommended font size: 12 point.

SECTION I
SUMMARY

Grantee Legal Name:	Aloha Medical Mission
Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
Grant Activity Name:	Hawaii's Only Free Dental Clinic

Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Aloha Medical Mission (AMM) is a secular 501(c)(3) non-profit organization founded in 1983 by a group of volunteer physicians who traveled to the Philippines to do cleft lip surgery on children of poor families. The mission expanded and has reached many countries and thousands of people. In 2002, AMM opened Hawaii's only free dental clinic bringing the much needed services to our local community.

Briefly describe the Grant Activity and need being filled. *(400 character count limit)*

AMM free dental clinic provides exams, cleanings, fillings, extractions, emergency treatment, and education to the very poor and uninsured. There are a staggering 475,000 residents or 38% of Hawaii's population with limited or no access to dental care. AMM's local mission is to ensure that this marginalized group get the care they need just like the rest of the population.

Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

After doubling our capacity in September 2011 by installing two new chairs and hiring of a full-time dentist, a dental hygienist, we've seen an increase of 100% of patients or 3,122. Our projection was to reach this goal in June 2014. With this trend, we expect to see higher numbers in 2015. The ever increasing number of patients we served, demonstrated the community's need for our services.

Council District
(Check all districts that will benefit from the Grant Activity. Provide the amount requested per district).

☐ District 1 $	☐ District 2 $	☐ District 3 $
☐ District 4 $	☐ District 5 $	☒ District 6 $94,992.52

☐ District 7 $	☐ District 8 $	☐ District 9 $
Total Amount Requested (Minimum of $25,000):	$94,992.52	

Type of Grant Activity:		
☐ Arts	☐ Culture	☐ Community Development
☐ Economic Development	☐ Environment	☐ Public Service - Seniors
☐ Public Service - Children	☐ Public Service - Disabilities	☐ Public Service - Homeless
☐ Public Service – Domestic Violence	☐ Public Service – Substance Abuse	☐ Public Service – Mental Health
☒ Public Service – Other (describe): Free Dental Care - Uninsured/Low-income		

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; and (iv) has the requisite skills and knowledge to assert the foregoing certification.

Signature of Grantee (Fiscal Sponsor) Officer

Date 12-18-13

Printed Name and Title: Executive Director

SECTION III
GRANT ACTIVITY INFORMATION

1. Provide a brief summary description of the problem being addressed, including the population, target group size and attributes, and applicable geographic area. *(2,000 character count limit)*

There are a staggering 475,000 residents or 38% of Hawaii's population with limited or no access to dental care. AMM Dental Clinic serves the entire state, though a vast majority of our patients reside on Oahu. Our outreach efforts focus on the Kalihi-Palama area where we are located, but we treat any resident who qualifies for our services. Though our geographic boundaries are fairly large, we only accept those Hawaii residents that lack dental insurance and fall below 250% of the federal poverty level. As a result, 100% of our patients belong to the Low-and Moderate-Income (LMI) group.

The Kalihi-Palama district has a federal designation as a medically underserved population, a low income population area and a health professional shortage area for mental and dental health. AMM falls in the Palama Census Tract #55 where 67% of residents are LMI. Our patients also come from the neighboring areas as close as Mayor Wright Homes (90% LMI), Punchbowl (66.9% LMI), Kamehameha Heights (58.7% LMI), and as far as Makaha (65.7% LMI), and Laie (55.5% LMI). The Census Tract also shows that of the areas our patients reside in, 52.6% to 90% of these populations are LMI. On occasion, patients travel from the neighbor islands.

AMM believes that all people deserve high quality, professional health care regardless of ethnicity, religion, sexual orientation, or the ability to pay. Keeping these values in mind, we feel all uninsured, underserved Hawaii residents should have access to our services so we do not limit our services to one geographic area.

2. Describe the need for this Grant Activity and provide the data to justify the Grant Activity. *(4,000 character count limit)*

In 2006, Hawaii Primary Care Association estimated that nearly 475,000 people or 38% of Hawaii's population had limited or no access to dental care. This report also noted results from their Homeless Point-in-Time study which states that health and dental services were among the three most cited needs of the homeless population. Nearly seven years later, this number continues to rise and now includes 15,000 to 17,000 Micronesians who have relocated from their homeland (Hawaii Medical Journal, 2010). A person's inability to pay for dental care can lead to health consequences including heart disease, higher medical and dental costs, and complications.
An estimated 47 million people in the United States live in areas federally designated as having a shortage of dentists (The Pew Center on the States, 2012) and the Kalihi-Palama district is no exception. Although Oahu has a high concentration of dentists (88 per 100,000) surpassing the national average of 67 (Health Trends in Hawaii, 2011), Hawaii lacks dentists willing to provide care for the uninsured and underserved. As the only free dental clinic in the state, AMM is a unique resource for this gap group that are unable to afford dental insurance. Without preventive or timely dental care, patients with

painful tooth decay, gum disease or severe infection turn to hospital emergency rooms, even when needs are not true emergencies.

In 2012, The Pew Center on the States also stated there were approximately 830,000 visits to emergency rooms nationwide in 2009 due to preventable dental conditions. Among low-income patients who went to the emergency rooms for toothaches, 80% needed follow-up care. While emergency rooms are an important resource for people in pain, doctors there are most often than not trained nor equipped to treat dental emergencies. Typical treatment is pain medication or antibiotics which do not resolve the issue and instead deliver temporary pain relief. AMM helps to relieve the burden on emergency rooms, reduce unnecessary hospital costs, and provide proper treatment for patients in pain. Once patients are stabilized, AMM refers patients to low-cost clinics to establish their permanent dental home.

AMM is proud to follow in the footsteps of the Strong-Carter Dental Clinic which served the poor and needy on the grounds of the Palama Settlement for many years. Our patients include elderly, homeless, the disabled, children, college students, adults, and abused women. Since expanding operations in 2011, AMM has seen a significant increase in the number of patients we treat each month. At our peak in February 2013, AMM treated 224 patients and we continue on this upward trend. This is compared to 144 patients prior to our expansion to full-time in February 2011. We anticipate the number of patients served will increase by 100% and we strive to reach this landmark by June 2014.

The increasing number of patients we see each year, demonstrated the community's need for our service. The poor, needy, and uninsured have difficulty navigating our health care system and desperately need education in prevention as they are most likely to suffer from oral health and complications. It is AMM's mission to never turn away a patient in need. Instead, we try to get patients in the door so we can offer help. On the rare instance patients do not qualify for our services because they are insured, we provide referrals to care at low-cost clinics. To ensure that AMM's resources are truly dedicated to uninsured, LMI residents, we attempt to certify each patient with documentation including proof of income, most recent tax return, EBT card, Quest card, low-income housing proof of residence or proof of participation in other low-income programs. If they are unable to produce this document during their first visit, we allow the patient to self-certify their income and receive treatment. For subsequent visits, patient must provide documentation.

3a. Provide a description of the Grant Activity. *(1,000 character count limit)*

After the installation of the two new dental chairs and the hiring of a full-time staff dentist and a part-time dental assistant, the Dental Clinic extended its operation to 40 to 50 hours per week, including 6 evenings per month. Four days per month are dedicated to children. Along with 18 volunteer dentists, AMM provides basic interim care including cleanings, fillings, extractions, and emergency care for uninsured, low-income patients.

Since 2002, AMM has treated more than 24,000 underserved patients in our

community. AMM also prioritized prevention and oral health education. As a result, we have developed specific outreach programs for women, children, and the underserved. While we laid the groundworkd for our expansion through renovations, equipment updates, and initial staff additions, the next challenge we faced was creating community awareness. To date, we've had some exposure through a free ad campaign, some radio air-time with a local non-profit and a sports news radio.

3b. Explain how and why you chose this approach to the problem or opportunity. *(2,000 character count limit)*

AMM has been delivering health and dental care across the world for over 30 years and 12 years in Hawaii. In April 2011, the AMM Board of Directors tasked its Hawaii Program Committee to review clinic operations and recommend improvements. Due to budget restraints, the Dental Clinic operated three to four days (approximately 28 hours) per week. The number of days AMM operated was contingent upon volnteer dentists availability. For that reason, the Board of Directors recommended AMM further develop our niche as the state's only free dental clinic to meet the community's growing need. In September 2011, AMM expanded to full-time. In June 2013, AMM's staff dentist and clinic manager realized there was another need waiting to be met based on our waitlist of nearly 100 patients --hygiene services. Thus, AMM began plan to hire a part-time dental hygienist.

The dental clinic has a Quality Assurance Program (QA) in place to ensure delivery of high quality services. The QA Program also serves to evaluate that the clinic functions (i.e. administrative, personnel, and clinical) at the most effective level possible to ensure the maximum protection of patients, staff, volunteers, and the clinic as a whole. Our QA Program is one of the most important aspects of AMM's Risk Management Plan and was refined over the years through our experience delivering dental care.

Our Board of Directors have diverse professional experience in the fields of medicine (health and dental), banking and finances, and law. We consult with Board Members when developing strategies or activities for implementations. Other components presently in place include Health Care Practitioner Credentialing and Privileging Process, Patient Care Protocols, Employee Handbook, Volunteer Policies and Procedures, Peer Review Process, Clinic Guidelines, Compliance with Health Information Portability Accountability Act (HIPPA), Compliance with Occupational Safety and Health Administration (OSHA) Requirements.

3c. Describe the Grant Activity scope of services and outcomes, including how these services and outcomes directly benefit the target population for the Grant. *(3,000 character count limit)*

If the Grant Activity is in the area of Public Service, begin with a statement of the number of individuals (seniors, persons with disabilities, children, domestic violence victims, homeless persons, persons suffering from substance abuse, persons suffering from mental health issues, other) that the Grant Activity will directly benefit during the Grant Term.

If the Grant Activity is in the area of Arts, Culture, Community/Economic Development or Environment, begin with a statement as to how the Grant Activity contributes to the well-being and life quality of a local, low to moderate income, community (e.g. creation/development of community organization; provision of planning, organizational support, and technical assistance to organizations; provision of financial literacy programs/services; provision of micro-enterprise/business training; provision of cultural/environmental support programs; other) and provide the approximate population size for that community.

In September 2011, AMM completed expansion efforts including the installation of two additional dental chairs (total four), extended operational hours and the hiring of a full-time dentist and dental assistant. Increasing our resources has set the stage for the only full-time free dental clinic in the state. Seventeen volunteer dentists in partnership with our small staff enable AMM to double its impact in the community. Our free dental clinic provides care to an underserved group -- all those uninsured and without the means to pay for care. AMM's free basic dental services include cleanings, fillings, extractions, and education.

A 100% increase in patients visits may seem like a tall order, but we have hired a full-time dentist and added two new dental exam rooms to achieve this goal. Along with the full-time dentist, our dedicated volunteer dentists and a newly hired part-time hygienist will continue to provide free dental services to those unable to afford care, resulting in a healthier community. The part-time hygienist was hired after the volunteer hygienist retired after many years of service. She has started to see patients (two to three days per week). It is premature to gauge the hygienist success in bringing patients to the clinic at this early stage of her employment although we noticed slight increase of patients who seek dental cleanings and oral hygiene. As words go out that AMM has a regular part-time dental hygienist, patients that were often told to wait now can be scheduled and be seen.

AMM will increase outreach to the Kalihi-Palama community including Mayor Wright Homes, Kuhio Park Towers and Kamehameha IV Homes. The Community Outreach Manager has been going out to these communities and educate the residents about the importance of maintaining their dental and oral healths. Initially hired to reach the Micronesian community, he served as an advocate for the people in his community, translated materials into several languages and helped AMM determine their barriers to health care. The Outreach Manager also partners with other community service providers in addressing issues that affect the poor and underserved.

AMM still continues with the Welcome Smile program that provides temporary prosthetic partial dentures for women who have been incarcerated and victims of domestic abuse. The program established relationships with other referring agencies such as Goodwill Industries of Hawaii, the Salvation Army, Child and Family Services and others. The goal of the program is to provide these women with the confidence they need in order to go out and find a job and continue on to healthier productive lives.

The First Smile program is also one of AMM's successful programs. The Commuity Outreach Manager took over this project and with the help of the volunteers he recruited and trained to present the lessons and skits to the children, managed to keep it very popular with the school children.

3d. Clearly state timelines, measurable milestones and/or specific events tied to the Grant Activity's objectives, or other performance measures appropriate to the desired outcomes. *(3,000 character count limit)*

Timelines:

-January--Translated Dental Clinic flyer into 5 additional languages to reach patients unaware of our services due to language barrier.
-January, April, July, October--Send information of services to community health centers, service organizations, state departments, and emergency rooms and make follow up calls to ensure information received.
-January to June, August to December--Hold First Smile presentations to 5 to 10 schools creating awareness of the importance of maintaining good oral health.
-February--Promotional events such as Dental Day, Street Promotion and Campaign, and rallies.
-March, June, September, December--Send quarterly newsletter to volunteers, donors, and grantors.
-June, December--Send mid- and year-end appeal letters to volunteers, donors, grantors and other stakeholders.
-Monthly--Track monthly patient demographics including age, gender, ethnicity, walk-in patient, pain-related emergency, etc.
-Monthly--Treat up to 3 to 4 patients per month through Welcome Smile.
-Weekly--Outreach into the Micronesian community and expansion into other ethnic groups.
-Monthly--Participate in health fairs, rotary clubs, civic clubs, speaking engagements and other social events to promote and create awareness of AMM and its services.

3e. If the Grant involves a partnership, provide a description of each partner's role. (*2,000 character count limit)*

Our focus at AMM is to partner with all entitiles that focus on prevention and good dental care so that we can speak with "one voice."

Kalihi Palama Health Center--accepts overflow from AMM clinic. They will assist incoming patients to secure appropriate insurance such as Quest. Will disseminate AMM materials.

Kapiolani Community College Dental Assisting Program--each semester, eight students assist the dentist in the clinic per week. Students gain valuable working experience.

Kokua-Kalihi Valley Health Center--accepts overflow referrals from AMM. They will assist incoming patients to secure appropriate insurance such as Quest. Will disseminate AMM materials.

Domesitc Violence Action Center--Referral agency providing access to patients in need of temporary restorative dentistry for Welcome Smile. The agency will also follow up with Welcome Smile patients to see if they are able to obtain a job.

Farrington High School Health Academy--An average of 6 to 8 students per year volunteer at the Dental Clinic and get hands on experience. They will shadow the

dentist and dental assistants during appointments and gain experience working in the office. This experience will expose high school students to work in the dental field and help them decide if this is a career they would like to pursue.

Goodwill Job Connections--Referal agency providing access to patients in need of temporary restorative dentistry for Welcome Smile. The agency will follow up with Welcome Smile patients to see if they were able to obtain a job.

Hawaii Literacy--Providing outreach and education for children in their program.

Lutheran Medical Center Pediatric Dentistry Residency Program--Each year, four residents will treat children in the Clinic two days per month. New residents will participate in the program the following year. These residents are able to give children the specialized attention they require.

There are other such as PACT, Shriners Hospital, TJ Mahoney and UH Dental Hygiene Sch.

4. Describe with substantiating data the experience of the organization implementing the Grant Activity (including past performance of activities similar or related to the Grant Activity) and qualifications to implement this Grant Activity, including: (i) strengths and weaknesses in relation to the Grant Activity; and (ii) capacity and resources to achieve the stated outcomes (e.g. plan, leadership, staff size and abilities, facilities, community relationships). *(6,000 character count limit)*

AMM reached a milestone completing its first year in full-time operation in 2012. An organization created with a single medical mission to the Philippines has transformed into a quality health care organization with annual missions overseas and locally, Hawaii's only free dental clinic. Since our inception in 2002, AMM has provided more than $5.3 million in free basic dental care for more than 24,000 uninsured patients. Since September 2011, AMM has doubled capacity by expanding hours to full-time, outfiting two new dental exam rooms, and hiring additional staff to serve more people. AMM pursued and obtained a free public awareness campaign running in 2013. Together with our grassroots outreach efforts and programs, AMM can effectively spread the word about our free services and is prepared to serve more people with increased resources.

Last year, 1,959 patients age 2 to 82 were served at AMM, demonstrating the growth of this program with a increase 20% over last year. Patient demographics included: 14 (age 1 to 6), 62 (age 7 to 17), 214 (age 18 to 24), 671 (age 25 to 44), 478 (age 45 to 64), and 45 (age 65+). Support for the Welcome Smile program enabled AMM to transform a pilot project for three women into a full program servicing up to three women each month. The smiles of 49 women have been restored to date and we plan to expand services to men in 2014. We worked closely with two community referral agencies to identify patients in need and recruited two additional agencies last year. The First Smile Program also continued to show tremendous growth in 2012. 489 children and 39 parents were educated last year. In 2013, we continue this program with 457 children and 21 parents educated to date. First Smile presentations will

resume once school is back in session. To date, more than 3,500 community members have been impacted through our outreach program.

AMM also trained 6 pedodontic LMC residents, 16 dental assisting students from KCC, and 6 dental hygiene students from UH. Additionally AMM provided shadowing and clinic experience for 12 FHA students. We also recruited seven new volunteer dentists maintaining on average 18 to 20 volunteers. The number of volunteers and students willing to dedicate time to AMM further emphasizes the importance of our mission.

In addition to our dedicated volunteers, AMM operates with a small staff of 12 including three administrative positions and one overseas missions position. AMM's clinic team includes one full-time dental assistant, one full-time and two part-time dental assistants, receptionist, clinic manager, program director, and community outreach manager. AMM is led by Executive Director, Susan J. Hughes, who has more than 25 years of experience in the non-profit sector. Our volunteer dentist, Dr. Kerry Ishihara, also provides the staff dentist with knowledge and access to his more than 29 years of expertise in the dental field.

Our patients include a unique group; the uninsured, underserved, and low-income families. Unfortunately, we have found that oral health is not always a priority in this group whether it be due to a lack of insurance, the resources to dedicate money to dental care over other necessities, or cultural practices. When patients do schedule an appointment, it is not uncommon for the patient to miss their appointment without call to reschedule.

To address these challenges, AMM first ensured that patients were receiving the special attention they required and provided customer service training for our receptionist, their first point of contact. Our receptionist answers all phone inquiries and also assists all walk-in patients. As the first point of contact, our receptionist encourages patients to schedule an appointment and walks them through the process, including assisting patients with completing registration and eligibility forms. In addition, her role includes calling patients to remind them of their appointment, collecting patient satisfaction surveys at the end of a visit, and also following up with a patient should they miss an appointment.

In addition, AMM prioritized dental education and prevention efforts to address the issue of prioritizing oral health. We received a grant to upgrade the nonfuctioning television and dvd player in the waiting room and also purchase American Dental Association's Toothflix series. We purchased educational brochures on topics such as caring for your teeth after extractions, dental health for children, and diabetes and your oral health. Not only do our staff and volunteer dentists educate patients while in an appointment, however they receive informational brochures to take home for continued care and awareness. We expanded outreach efforts and further developed our First Smile program to create awareness at an earlier age.

5. Describe the plan of the organization implementing the Grant Activity to sustain the activities after the requested funds are exhausted. *(2,000 character count limit)*

After the requested funds are exhausted, AMM will continue our active fundraising approach. We will continue to create new community relationships and cultivate our high-end donors through our quarterly Meet & Greet events. We are looking into ways to expand these events to the neighbor islands this year and will continue to do so in 2015. AMM will actively research and identify new grant opportunities, while continuing to partner with our long standing supporters including HDS Foundation and HMSA Foundation. We also continue to seek new funding opportunities, including government funding. The remainder of funding will be raised through individual donors, corporations, foundations, direct mail solicitations three time per year, and fundraising events. Participation in Aloha United Way and Combined Federal Campaign provide us with additional funding. Organizations also conduct fundraising on our behalf further supporting our cause, i.e. Foodland Give Aloha Program and third party events.

6. Describe how the Grant Activity will be funded. *(1,000 character count limit)*

AMM Dental Clinic was conceived, brought to fruition and is sustained by the power and inspiration of volunteerism. Since expanding, the cost to run the Dental Clinic has increased to an estimated $468,759 per year.

To provide sustainability, we constantly create new community relationships and cultivate high-end donors through quarterly Meet & Greet events on Oahu with plans to expand to the neighbor islands. AMM utilizes these events to raise awareness and encourage community involvement. We expanded our net of grants with new supporters such as HEI Charitable Foundation and Aloha Care to join our long standing supporters, HDS Foundation and HMSA Foundation. We actively seek new funding opportunities, including government funding. We applied for funding from the Community Development Block Grant and State Grant-in-Aid.

We will raise the remainder of our funding through individual donors, corporations, foundations, direct mail solicitations and fundraising events.

SECTION IV
GRANTEE EXPERIENCE WITH DEPARTMENT OF COMMUNITY SERVICES GRANTS

Identify the DCS administered grants undertaken by Grantee (or Fiscal Sponsor) in the last five years (To be verified by the City).

Grant Activity Name & Contract #: GRP-DCS-632512
Grant Period: July 1, 2013 to June 30, 2014 Grant Amount: $95,957.80
Grant Purpose: Public Service-Other: Free Dental Care -Uninsured/Low-income
Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
Administrating Division: Aloha Medical Mission Administration

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

8

THE FOLLOWING PAGES SHALL BE DETACHED FROM THE RGP DOCUMENT AND SUBMITTED.

APPENDIX F: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2015

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts including spaces. Recommended fonts: Arial, Times Roman, Helvetica. Recommended font size: 12 point.

SECTION I
SUMMARY

Grantee Legal Name:	American National Red Cross
Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
Grant Activity Name:	Disaster Preparedness and Response

Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

The Red Cross is the only nonprofit organization that responds to disasters 24/7, 365 days a year; our services are essential and irreplaceable. Our mission is to prevent and alleviate human suffering in the face of emergencies by mobilizing the power of volunteers and the generosity of donors. The Hawaii State Chapter was founded in 1917 and has assisted victims of every major disaster.

Briefly describe the Grant Activity and need being filled. *(400 character count limit)*

The goal of the Red Cross Disaster Preparedness & Response Program is to recruit, train & coordinate volunteers to be on call to provide disaster relief assistance to victims of disasters anytime, anywhere on the island of Oahu. Statewide, we respond to disasters every 4 days, and we assist victims with food, clothing, shelter & emotional support to help them rebuild their lives after a tragedy.

Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

In FY13, we responded to 43 disasters on Oahu, helped 211 individuals, served 20 meals & held 56 disaster training classes for 839 volunteers on Oahu. 48% of families we served on Oahu lived below the poverty level. In addition to responding to disasters, we strive to prepare people before a disaster strikes. We solicit feedback from all disaster clients served.

Council District
(Check all districts that will benefit from the Grant Activity. Provide the amount requested per district).

☒ District 1 $8,333.33	☒ District 2 $8,333.33	☒ District 3 $8,333.33
☒ District 4 $8,333.33	☒ District 5 $8,333.33	☒ District 6 $8,333.33

☒ District 7 $8,333.33	☒ District 8 $8,333.33	☒ District 9 $8,333.33
Total Amount Requested (Minimum of $25,000):	$75,000	

Type of Grant Activity:		
☐ Arts	☐ Culture	☐ Community Development
☐ Economic Development	☐ Environment	☐ Public Service - Seniors
☐ Public Service - Children	☐ Public Service - Disabilities	☐ Public Service - Homeless
☐ Public Service – Domestic Violence	☐ Public Service – Substance Abuse	☐ Public Service – Mental Health
☒ Public Service – Other (describe): Disaster Preparedness and Response		

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; and (iv) has the requisite skills and knowledge to assert the foregoing certification.

Signature of Grantee (Fiscal Sponsor) Officer

Date: 12/18/13

Printed Name and Title: Coralie Matayoshi, CEO

SECTION III
GRANT ACTIVITY INFORMATION

1. Provide a brief summary description of the problem being addressed, including the population, target group size and attributes, and applicable geographic area. *(2,000 character count limit)*

When disaster strikes, the people of Hawaii depend on the Red Cross to respond and meet their immediate emergency needs such as food, clothing, shelter, and emotional support. According to the 2010 Hawaii Census, 953,207 people on Oahu may potentially need Red Cross assistance for everyday disasters as well as major disasters.

The "poor and needy" population is particularly dependent on the Red Cross when disaster strikes. The U.S. Census indicates that 9.3% of Honolulu's population lived below the poverty level from 2007-11. It is this vulnerable population of about 88,650 people that benefits the most from Red Cross services. Without the immediate emergency assistance of trained Red Cross volunteer responders, these "poor and needy" disaster victims would lack food, medical supplies, and delayed access to crisis counselors and financial assistance that could result in more government resources being needed down the road.

Besides food, clothing, and shelter, the Red Cross provides invaluable crisis counseling through trained volunteer mental health professionals. This service is particularly critical when the disaster involves fatalities or life threatening injuries. Volunteer caseworkers help the family cope with their recent loss and to make sure they have long-term resources in place to assist with their recovery. When uninsured families experience extensive losses, we work with other community partners to leverage their assistance to provide families with additional sources for free housing while their homes are being rebuilt and at times, work with other partner agencies to help replace essential items in homes. We may even help families with funeral expenses or work with partners to provide group therapy to cope with the loss of a pet or family member.

The geographic remoteness of the Hawaiian Islands makes community preparedness and resiliency crucial. We also conduct community outreach to share disaster preparedness information with the public.

2. Describe the need for this Grant Activity and provide the data to justify the Grant Activity. *(4,000 character count limit)*

The Red Cross is the only nonprofit organization that responds to disasters 24/7, 365 days a year. Our services are essential and irreplaceable.

Although American Red Cross disaster response is a congressionally mandated program, it is an unfunded responsibility given to the Red Cross by the U.S. Congress that provides emergency mass (group) care and assistance for individuals with urgent and verified disaster-caused needs. Disasters include house fires, floods, hurricanes, tsunamis, earthquakes, volcanic eruptions, airline crashes, explosions, biological and

chemical threats. The goal is to reduce the harsh physical and emotional distress that prevents people from meeting their own basic needs and promote the recovery of individuals. Disaster response is achieved through dedicated and trained Red Cross volunteers. Training our local volunteers to become disaster responders increases the capability of our communities to respond to disasters. All disaster response and training of our volunteers are provided free of charge. Based on family size and income levels, our records show that in FY13, over 48% of the disaster families we served on Oahu were below the Poverty Guidelines set by the U.S. Department of Housing & Urban Development. Of the families, 72% did not own their home and 62% did not have structure insurance. Since well over half of them do not own their homes and have no property insurance, they are truly destitute after a fire destroys everything they own or claims the life of a loved one.

The Red Cross serves as a safety net for victims of "every day" disasters who have nowhere else to turn. Beyond the "every day" disasters, the Red Cross is preparing for and will respond to major disasters like a hurricane or tsunami response, which may affect the entire population of Oahu, especially people who are elderly, medically fragile, handicapped, and poor.

In Fiscal Year 2013, we responded to 66 disasters on Oahu helping 211 individuals, and served 20 meals to affected individuals and emergency workers. We held 56 disaster training classes for 839 volunteers on Oahu. We shared critical disaster preparedness information with 18,616 people on Oahu.

Educating individuals, families, businesses, and communities to take responsibility for their own preparedness can mitigate the loss of life and property during a disaster, and lessen the financial impact on our economy. When families have a disaster plan and kit, businesses have continuity of operation plans, and communities know their hazards and evacuation plans, the negative impact of a disaster is lessened and recovery is quicker.

Without proper awareness and planning, the affected population will continue to require more state resources and the residents of these communities may suffer from delayed disaster relief assistance. This may result in food and other necessities like emergency medical supplies not being distributed throughout the communities in a timely way or delayed access to crisis counselors and financial assistance. Disaster preparedness education and outreach helps inform the public about what disasters they may face and how to prepare, which helps to build more resilient communities.

The Hawaii Red Cross is a very efficient and effective organization. We highly leverage our scarce resources by utilizing about 300,000 hours of disaster volunteer time annually to further our mission of saving lives and giving hope to those in need. The grant funding we are seeking is a small investment in resources that will keep our organization running so that you can count on Red Cross to be there when needed.

3a. Provide a description of the Grant Activity. *(1,000 character count limit)*

Our Disaster Preparedness & Response Program helps people before, during and after disasters. It includes disaster relief assistance to help victims overcome the physical and emotional distress of a disaster and meet their immediate emergency needs as they begin to rebuild their lives. This assistance includes food, clothing, shelter, crisis counseling, and financial assistance to help families recover more quickly. In a larger disaster or tragic event, crisis counseling, mass care, family reunification, emergency first aid and other support services are also provided to victims.

An important part of this program includes recruiting, training and mobilizing volunteers in the community to provide disaster response support. In order for the Red Cross to be ready and able to respond to disasters anytime and anywhere in Hawaii, we must continually recruit and train volunteers in different communities on Oahu. Another component is community education, which stresses preparedness.

3b. Explain how and why you chose this approach to the problem or opportunity. *(2,000 character count limit)*

The American Red Cross is called upon nearly 200 times a day to serve people affected by disaster. Here in Hawaii, the Red Cross responds on average every 4 days to a disaster in our islands. But the Red Cross knows that it is not enough to simply respond to disasters. We must ensure that the families and communities can recover from these events and be better prepared for the next one.

It is critical for the Red Cross to be prepared for and respond to everyday disasters and major disasters. This is why we continually recruit and train our volunteers, so that we will always be able to respond. This is why we go out into the community to share information with individuals and families on how to be prepared before disasters strike. Because a disaster can strike at any time without notice, advance preparation makes a significant difference in the well-being of a family or the resiliency of a business. All of this advanced preparation is necessary to meet our objective of providing a seamless response when disaster strikes.

As an island community and considering the time it takes for assistance from neighbor islands and the mainland, having the response capacity on island immediately after a disaster is essential. The more effort we spend on individual and family preparedness, the less money is expended for relief by the government and community organizations. As part of our mission, the Red Cross is dedicated to helping Oahu families and communities build their capacity to be ready for emergencies. This strength helps provide confidence, peace of mind and an ability to withstand, quickly adapt to, and successfully recover from disasters.

3c. Describe the Grant Activity scope of services and outcomes, including how these services and outcomes directly benefit the target population for the Grant. *(3,000 character count limit)*

If the Grant Activity is in the area of Public Service, begin with a statement of the number of individuals (seniors, persons with disabilities, children, domestic violence victims, homeless persons, persons suffering from substance abuse, persons suffering from mental health issues, other) that the Grant

Activity will directly benefit during the Grant Term.

If the Grant Activity is in the area of Arts, Culture, Community/Economic Development or Environment, begin with a statement as to how the Grant Activity contributes to the well-being and life quality of a local, low to moderate income, community (e.g. creation/development of community organization; provision of planning, organizational support, and technical assistance to organizations; provision of financial literacy programs/services; provision of micro-enterprise/business training; provision of cultural/environmental support programs; other) and provide the approximate population size for that community.

On Oahu in FY13, we responded to 66 disasters, assisted 211 individuals, held 56 disaster trainings, and shared preparedness information with over 18,000 people; although disasters are not predictable, we anticipate similar outcomes in FY2015.
Outcomes and Goals
• Recruit, train, and coordinate volunteers to be on call 24/7, 365 days/year to provide disaster relief assistance to victims of disasters.
• Meet the immediate emergency needs of victims (food, clothing, shelter, emotional support) following disasters.
• Informed communities know how to protect their own lives and property following a disaster. Through disaster preparedness presentations and participation in fairs, reach more people with lifesaving information.
• Establish integrated community networks to ensure that response to any type of disaster is coordinated and effective in protecting people and property. Work closely with government and private partners to ensure inclusive and robust mass care plans: clear evacuation plans, private and government facilities that can serve as shelters in most communities, shelter supplies in different areas of the county, trained partners that can assist with a mass evacuation and other partners in response that can enhance our mass care services to better serve communities.

These outcomes will directly benefit everyone on Oahu, especially those who are elderly, medically fragile, handicapped, and poor.

3d. Clearly state timelines, measurable milestones and/or specific events tied to the Grant Activity's objectives, or other performance measures appropriate to the desired outcomes. *(3,000 character count limit)*

Timeline is for a 12-month period after the notice to proceed is issued (initial presumption September 2014 through August 2015).

Milestones/events will be conducted and reported in a 12-month period.

Number of Oahu disaster trainings held: 24 individual training courses held resulting in 600 certificates issued.
Number of Oahu partner volunteers trained to respond to large disasters: 80 new partner volunteers from 4 organizations (done quarterly).
Number of Oahu volunteers in good standing: Maintain a base of 396 volunteers on Oahu to be able to respond to major events that affect the county. We will hold 6 disaster volunteer meetings annually held every other month.
Number of people on Oahu reached through community disaster presentations: 12,000 people individually reached through presentations and fairs.

Number of disasters we respond to on Oahu cannot be predicted, but 3-year average is 60.

Volunteers are from all areas of Oahu. Trainings will be held in various districts. Once trained, volunteers are not limited to responding to disasters in their district, but may respond to disasters islandwide. Partner volunteer trainings will be provided to individuals who will be from multiple districts. When a large disaster stikes, these trained partner volunteers could be deployed to respond in the district they live in or in whatever district is affected. Disaster responses will be from all districts on Oahu and cannot be predicted as to location (district).

3e. If the Grant involves a partnership, provide a description of each partner's role. *(2,000 character count limit)*

When uninsured families experience extensive losses, we work with other community partners from Aloha United Way and the greater non-profit sector (like Women in Need, Waianae Coast Comprehensive, Catholic Charities, HIS, and The Salvation Army) to leverage their assistance to provide families with additional sources for free housing while their homes are being rebuilt and at times, work with other partner agencies to help replace essential items in homes. At times, we also work with the Hawaiian Humane Society to provide group therapy to cope with the loss of a pet.

We partner with community organizations, government agencies, community resiliency groups and corporations to share disaster preparedness information with their members, clients, and customers.

We regularly partner with the government at the county, state and federal level and are a member of the Hawaii State Voluntary Organizations Active in Disaster (HSVOAD).

4. Describe with substantiating data the experience of the organization implementing the Grant Activity (including past performance of activities similar or related to the Grant Activity) and qualifications to implement this Grant Activity, including: (i) strengths and weaknesses in relation to the Grant Activity; and (ii) capacity and resources to achieve the stated outcomes (e.g. plan, leadership, staff size and abilities, facilities, community relationships). *(6,000 character count limit)*

The American Red Cross is congressionally mandated to "carry on a system of national disaster relief in time of peace and apply the same in mitigating the sufferings caused by pestilence, famine, fire, floods and other great national calamities, and to devise and carry on measures for preventing the same." Our disaster response & training program is nationally recognized and consistently implemented nationwide. We have nationally approved disaster training courses to teach volunteers the basics in the different activities within Disaster Services from direct services to the client (Shelter Management and Psychological First Aid) to internal services focusing on training incoming staff and logistics to external services (Government Liaison training and Public Affairs). There are living documents that outline our guidelines and standardized forms for each of the activities within Disaster Services that are available to staff & volunteers on our website. We have a centralized database that stores all volunteer information and now assists with deploying volunteers to disaster relief operations nationwide.
We have strong collaborative relationships on disaster response with all levels of

government and have a library of national Memorandum of Understandings to outline our relationships with agencies and organizations nationwide, military & other private and non-governmental organizations (FEMA, National Guard, State and County Civil Defense, Department of Health, Department of Education, Department of Parks and Recreation, Fire and Police Departments, State Voluntary Organizations Active in Disaster, The Salvation Army, Southern Baptists, Humane Society, individual churches of varied faiths & private companies.

Following major disasters within the state, after-action reviews are held among the emergency response community to share thoughts and lessons learned. This helps us determine which strategies & initiatives to adopt in the future. In addition, there are regular capability goals the National Red Cross sets and each state is measured against these standards. These capability goals include number of volunteers trained in different disaster activities, what level of leadership they have attained through training & experience, how many meals we can serve for mass feeding during a disaster, how many facilities have agreed to serve as Red Cross shelters, what other agencies we have partnerships with, the quantity and type of items we have in storage & the status of our disaster readiness plans. We also survey clients, volunteers & partners annually to assess the quality of our services. Our staff & volunteers work closely with community groups to provide disaster preparedness information and ensure there are clear evacuation plans, adequate sheltering options within the community, enough trained volunteers to serve in shelters, identified feeding vendors who are able to assist during a disaster & shelter supplies accessible to the community.

Whenever a disaster occurs, first responders call the Red Cross hotline which is staffed 24/7 by disaster volunteers. This hotline operator then calls the trained volunteer Disaster Action Team on duty, which deploys to the scene within 2 hours of being notified, to provide immediate emergency relief. We strive to have 20 trained volunteers for each district within each county. We also have other support volunteers that are assigned shifts and regularly assist with staffing the hotline on each island, sending out press releases, loading debit cards used for financial assistance to our clients & checking the readiness and inventory of shelter & other supplies throughout the islands.

Being on call 24/7, 365 days/year is a huge programmatic challenge. Maintaining enough disaster volunteers throughout Oahu at all times requires constant recruitment & training. Another challenge is continually trying to educate the public on the importance of being prepared before disasters strike. A Hawaii Red Cross statewide survey taken in 2008 reported that only 1 in 5 Hawaii households tell us they are prepared to handle an emergency in their neighborhood and only 29% have practiced what to do in an emergency at home. Increased education is important to have a safer & more prepared community. In the coming year, we would like to increase our outreach efforts to the most vulnerable populations on Oahu, including non-English speaking individuals, elderly, children & the poor.

Financial challenges: With the number of local nonprofits growing annually, funders are not able to give at the same amount as prior years & sometimes not at all. Very few funders will support administrative/operational costs, which makes it difficult to obtain funding to support our programs. In addition to expenses related to assisting disaster

victims, program expenses include the costs to train our volunteers, educate the public on preparedness before a disaster strikes & to support our paid disaster employees to coordinate all disaster preparedness & response efforts statewide. We will continue to recruit & train volunteers to carry out the humanitarian work of the Red Cross, educate the public about the importance of being prepared for disasters, and try to raise more support from individuals & corporations/foundations.

Red Cross staff dedicated to disaster response and preparedness on Oahu include our Emergency Services Director, Oahu Disaster Coordinator, and Training & Staff Services Coordinator. 100% of our Oahu Disaster Coordinator's time is spent working with Oahu disaster volunteers to ensure prompt & effective response & consistent preparedness education outreach. We have 382 trained disaster volunteers on Oahu & 634 volunteers through partnerships on Oahu. We have a volunteer Board of Directors with 41 voting members who are community and business leaders, 8 non-voting military liaisons & 6 non-voting community liaisons from various government agencies.

5. Describe the plan of the organization implementing the Grant Activity to sustain the activities after the requested funds are exhausted. *(2,000 character count limit)*

We will continue to look for grant funders to help support our efforts for disaster response and preparedness on Oahu. Because we are not a government agency, we rely on the generosity of individuals, businesses and foundations in Hawaii to help support our criticial programs and services.

While the challenge remains that few funders will support costs such as salary and other programmatic but operational costs needed for disaster preparedness and response, we will continue to solicit donations, explaining how costs are essential to ensure effective disaster response and building resilient communities.

6. Describe how the Grant Activity will be funded. *(1,000 character count limit)*

Our budget for Disaster Preparedness & Response on Oahu is approximately $800,000. We rely on the generosity of Hawaii's people to deliver services to our community. Our funding comes from individual, corporate & foundation giving. We were awarded $37,500 from the City for FY14. City FY15 funding of $75,000 will be used to train volunteer disaster responders & dedicate staff time to reach vulnerable communities with disaster preparedness information through community outreach. One major challenge is so few funders support costs such as salary, which is essential to ensuring effective coordination & management of our Disaster Preparedness & Response program. Most funders want to donate money to buy cots, but don't think about storage & transportation costs or volunteers who need to be recruited beforehand & trained, put on call & deployed at a moment's notice & operational needs like emergency vehicle & generator maintenance & training materials & supplies.

SECTION IV
GRANTEE EXPERIENCE WITH DEPARTMENT OF COMMUNITY SERVICES GRANTS

Identify the DCS administered grants undertaken by Grantee (or Fiscal Sponsor) in the last five years (To be verified by the City).

Grant Activity Name & Contract #: Disaster Preparedness and Response; # is pending NTP
Grant Period: FY2014 Grant Amount: $37,500
Grant Purpose: Disaster Preparedness and Response
Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
Administrating Division: Department of Community Services

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

THE FOLLOWING PAGES SHALL BE DETACHED FROM THE RGP DOCUMENT AND SUBMITTED.

APPENDIX F: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2015

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts including spaces. Recommended fonts: Arial, Times Roman, Helvetica. Recommended font size: 12 point.

SECTION I
SUMMARY

35

Grantee Legal Name:	Best Buddies International
Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
Grant Activity Name:	Best Buddies Honolulu Inclusion Project

Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Best Buddies is a global 501(c)(3) non-profit organization founded by Anthony K. Shriver in 1989 and established in Hawaii in 2008. Our mission, to promote the inclusion of people with intellectual and developmental disabilities (IDD) through one-to-one friendships, integrated employment, and leadership development is achieved in Honolulu through 10 school-based chapters serving 250 youth.

Briefly describe the Grant Activity and need being filled. *(400 character count limit)*

Young people with IDD still experience damaging social isolation despite gains in inclusive education. Along with our Honolulu school district partners, Best Buddies builds inclusive environments by creating one-to-one friendships between youth and young adults with and without IDD. Our 10 school-based programs in Honolulu help eradicate bullying and develop strong community youth leaders.

Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

Best Buddies serves 600 youth and young adults with and without IDD ages 10 – 22 through 16 school-based chapters statewide, including 10 inclusion programs based in Honolulu Council Districts 1, 2, 3, 5, 6, and 8. Measures of success include one-to-one friendships formed, young leaders trained, and group activities completed, along with participant testimony and survey results.

Council District
(Check all districts that will benefit from the Grant Activity. Provide the amount requested per district).

☒ District 1 $21,000	☒ District 2 $20,800	☒ District 3 $20,800
☐ District 4 $	☒ District 5 $20,800	☒ District 6 $20,800

☐ District 7 $	☒ District 8 $20,800	☐ District 9 $
Total Amount Requested (Minimum of $25,000):	$125,000	

Type of Grant Activity:		
☐ Arts	☐ Culture	☐ Community Development
☐ Economic Development	☐ Environment	☐ Public Service - Seniors
☐ Public Service - Children	☒ Public Service - Disabilities	☐ Public Service - Homeless
☐ Public Service – Domestic Violence	☐ Public Service – Substance Abuse	☐ Public Service – Mental Health
☐ Public Service – Other (describe):		

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; and (iv) has the requisite skills and knowledge to assert the foregoing certification.

Signature of Grantee (Fiscal Sponsor) Officer
Printed Name and Title: Anthony K. Shriver, Chairman

12/12/2013
Date

SECTION III
GRANT ACTIVITY INFORMATION

1. Provide a brief summary description of the problem being addressed, including the population, target group size and attributes, and applicable geographic area. *(2,000 character count limit)*

This project will directly serve 250 youth ages 10-22 with and without IDD attending Kailua Intermediate School, Kapolei Middle School, Nanakuli Intermediate School, Aiea High School, Kaimuki High School, Kapolei High School, Leilehua High School, Nanakuli High School, Pearl City High School, and Waipahu High School, representing Honolulu City Council Districts 1, 2, 3, 5, 6 and 8. Roughly 50% of Best Buddies participants with IDD receive free or reduced-price lunches. 76% of these students identify as Asian or other Pacfic Islander. The remaining participants are 16% White, 4% Hispanic, 3% Black (not Hispanic), and 1% American Indian or Alaskan Native.

Despite efforts to improve outcomes for the 10% of Hawaii students in special education, social inclusion receives comparatively little attention by resource-limited school districts. The urgency is clear; a staggering 83% of adolescents with IDD between ages 12-21 have experienced bullying, which puts them at risk for crushing loneliness and depression. (Reiter and Lapidot-Leftler, 2007) Studies show that social isolation is as bad for our health as addiction to cigarettes or alcohol, and does more damage than obesity; the chances of living to a healthy old age increase by 50% with a supporting social network. (Holt-Lunstad, Smith & Layton, 2010)

Those without IDD rarely consider the skills necessary to make friends. Without formal opportunities to get to know one another, adolescents with and without IDD are unlikely to cross that social barrier and develop true social connections on their own. Best Buddies serves as a conduit by connecting youth with and without IDD based on common interests, and providing support for these friendships as they develop. Friendships formed through Best Buddies demonstrate successful inclusion to the community at large as buddy pairs take their friendships outside of school and into one anothers' homes, neighborhoods, workplaces, churches, and favorite hang-outs.

2. Describe the need for this Grant Activity and provide the data to justify the Grant Activity. *(4,000 character count limit)*

In the United States, about 15% of children with disabilities ages 6-21 spend more than half of each school day separated from their non-disabled peers. In Hawaii, nearly 32% - more than twice the national average - of students with IDD typically spend more than half of their time in school separated from peers (www.ideadata.org). This persistent physical divide further diminishes the likelihood of spontaneous social relationships between adolescents with and without IDD.

The Hawaii Department of Education is ramping up educational inclusion initiatives, though social inclusion is harder for districts to implement and measure. Best Buddies brings 25 years of expertise in building inclusive communities through

friendship, and, by collaborating with our school partners in Honolulu, provides a continuum of opportunities for social skills development and positive peer relationships among students with and without IDD in preparation for the transition to adulthood.

Lack of social skills affects students with IDD as they age out of public school; researchers have found that social skills are essential for holding a job. (Holmes, 2003) Because of limited opportunities to practice social interaction during adolescence, it is difficult for adults with IDD to mingle and network, which makes holding a job especially challenging. "While these workers are generally able to handle well the tasks required of them at work, the social interaction which others manage with ease often presents unexpected hurdles." (Holmes and Fillar, 2000) By participating in Best Buddies, youth with IDD can become more employable, more independent, and more included in their communities.

Researchers have concluded that adolescents with IDD involved in one-to-one friendships through Best Buddies evidenced, "lower frequencies of peer victimization, better adaptive behavior, higher levels of self esteem, and fewer psychological symptoms" than those not matched in the program. (Prinstein and Aikins, 2005)

Independent program evaluations have yielded further evidence of the wide-reaching benefits to Best Buddies participants as well. In 2011, the Florida legislature requested an independent review of mentoring programs. As directed by the legislature, the Office of Program Policy Analysis and Government Accountability examined six state-supported mentoring programs for K-12 students. The complete report describes the variation among programs and analyzes participants' performance outcomes compared students with similar characteristics. The programs reviewed were Best Buddies, Big Brothers Big Sisters, Boys and Girls Clubs, Take Stock in Children, Teen Trendsetters, and YMCA Reads! Best Buddies outperformed four of the comparable programs in several critical areas. According to the study, Best Buddies participants were more likely than peers to have few disciplinary incidents, read at grade level, and complete high school. Our participants outperformed a comparison group of students with similar exceptionalities by nine percentage points or more in reading at grade level (36% compared to 27%) and completing ninth grade (66% compared to 56%). Also, Best Buddies participants had fewer disciplinary incidents than the comparison group (12% compared to 16%).

In Honolulu, our impact is best described by longtime educators who strive for the well-being of Hawaii's young people every day. Lisa DeLong, principal of Kailua Intermediate School, describes how Best Buddies positively impacts all aspects of school life:

"We launched the Best Buddies program at Kailua Intermediate School this year and have matched ten regular education with ten special needs students. These pairs are participating in meaningful activities that are helping the participants build important academic, career, social and leisure skills. They are also helping us build community on campus by creating a welcoming, nurturing, and inclusive school culture."

3a. Provide a description of the Grant Activity. *(1,000 character count limit)*

Best Buddies will provide critical support to 10 Honolulu chapters serving 250 youth with and without IDD ages 10 – 22 attending Kailua Intermediate School, Kapolei Middle School, Nanakuli Intermediate School, Aiea High School, Kaimuki High School, Kapolei High School, Leilehua High School, Nanakuli High School, Pearl City High School, and Waipahu High School, in Honolulu Council Districts 1, 2, 3, 5, 6, and 8. Each chapter includes one-to-one peer mentoring friendships formed between students with and without IDD, along with youth leadership training for students with and without IDD, and inclusive group activities in the community. While 250 students enroll in our programs and participate in one-to-one peer mentoring friendships, the impact of the program is far greater: 2,500 people will be impacted, including participants' classmates, families, neighbors, and friends. Our programs are student-driven, with rigorous oversight and leadership training provided by Best Buddies.

3b. Explain how and why you chose this approach to the problem or opportunity. *(2,000 character count limit)*

Bringing Best Buddies into schools is a time-tested and cost-effective way to connect students with and without IDD for meaningful, positive, social relationships, thereby creating more inclusive communities. Districts need not invest in creating their own social inclusion program; Best Buddies has proven effective for 25 years, and our highly-trained staff provides each school with the support and guidance necessary for effective programming. Best Buddies is student-driven, so students involved exhibit a personal investment in each chapter's success. There is no fee for students to participate and no cost to the school district itself.

Through our programs, students with and without IDD are matched in one-to-one friendships based on common interest, and have the opportunity to build strong bonds that endure and serve as natural supports. Both members of each buddy pair benefit; participants with IDD gain increased self-esteem, increased confidence in social situations, acquisition and improvement of social skills, and access to meaningful leadership opportunities, and participants without IDD gain awareness regarding the experiences of their peers with IDD, increased appreciation for differences, enhanced social skills, and access to meaningful leadership opportunities. Best Buddies has been changing lives through one-to-one friendship since 1989, and since launching in Hawaii in 2008, we continually receive requests from new schools seeking our services, including the University of Hawaii at Manoa and Hawaii Pacific University. Because of demand, BBHI plans to expand to serve college students and adults through our integrated employment program – Best Buddies Jobs – as soon as

possible.

3c. Describe the Grant Activity scope of services and outcomes, including how these services and outcomes directly benefit the target population for the Grant. *(3,000 character count limit)*

If the Grant Activity is in the area of Public Service, begin with a statement of the number of individuals (seniors, persons with disabilities, children, domestic violence victims, homeless persons, persons suffering from substance abuse, persons suffering from mental health issues, other) that the Grant Activity will directly benefit during the Grant Term.

If the Grant Activity is in the area of Arts, Culture, Community/Economic Development or Environment, begin with a statement as to how the Grant Activity contributes to the well-being and life quality of a local, low to moderate income, community (e.g. creation/development of community organization; provision of planning, organizational support, and technical assistance to organizations; provision of financial literacy programs/services; provision of micro-enterprise/business training; provision of cultural/environmental support programs; other) and provide the approximate population size for that community.

The Best Buddies Honolulu Inclusion Project will serve 250 youth and young adults with and without IDD through 10 school-based chapters built around one-to-one peer mentoring friendships. Best Buddies will recruit and train 44 BBHI student leaders with and without IDD representing 10 Honolulu middle and high schools at the local and/or international level. This Grant Activity will provide opportunities for 125 youth and young adults with IDD, ages 10 – 22, to develop critical social skills through regular interaction with their peers without IDD. Through a minimum of 40 inclusive group activities, this Grant Activity will demonstrate successful inclusion to the greater Honolulu community.

Outcomes for our participants with IDD include: 1) increased self-esteem, 2) increased confidence in social situations, 3) acquisition and improvement of social skills, 4) decreased feelings of loneliness, and 5) access to meaningful leadership opportunities.

Outcomes for our participants without IDD include: 1) changed attitudes about their peers with IDD, 2) reduced fears of interacting with their peers with IDD, 3) increased understanding of the needs and talents of people with IDD, and 4) access to meaningful leadership opportunities.

Our target population demonstrates the direct benefit of these outcomes through our four evaluative tools. Monthly friendship updates serve as a maintenance tool to log the progress of the buddy pairs, including contacts, one-to-one activities, and friendship successes and concerns. Friendship updates are used to help determine whether individual matches are successful or whether students should be re-matched, and are completed either on paper, using Best Buddies Online, or our new friendship update cell phone app.

Mid and end year reports, filled out by student officers twice a year, detail chapter activities, number of matches, goals for the following semester, etc. Best Buddies' staff uses the information from these reports, along with observation during site visits and consistent communication with chapter leaders, to complete their own comprehensive mid and end-year reports for each chapter, which we use to monitor progress and to highlight areas that need improvement.

The final tool used for evidenced-based evaluation of program performance is our annual survey, developed by Michael Hardman, Ph.D., Dean of the College of Education at the University of Utah, to analyze factors such as whether participants enjoyed their experience, whether they would recommend it to others, and whether they gained a better understanding of the challenges faced by people with IDD through their participation.

3d. Clearly state timelines, measurable milestones and/or specific events tied to the Grant Activity's objectives, or other performance measures appropriate to the desired outcomes. *(3,000 character count limit)*

Our project will begin upon award of funds and continue for 12 months with support from this grant. While our programs follow the academic year, we can start this project on any date, as activities are ongoing.
September 2014 – With support from Best Buddies staff, Honolulu chapter presidents recruit student volunteers through teacher recommendations, school announcements, etc. Chapters hold organizational meetings, create one-to-one matches and hold match parties; 125 buddy pairs formed.
October 2014 – Best Buddies conducts Local Leadership Training Day in Honolulu. Chapters hold parent/family events to provide information about Best Buddies, and host their first group activities. Buddy pairs submit friendship update #1.
November 2014 – Best Buddies conducts site visits and continues to monitor chapter progress, providing training as necessary. Buddy pairs submit friendship update #2. Chapters hold group activities.
December 2014 – Best Buddies staff meets with student leaders to evaluate each chapter's success and set goals for the spring. Student leaders submit mid-year reports; staff reviews and compiles data. Buddy pairs submit friendship update #3.
January 2015 – Chapters host group activities to kick off the new semester. Student leaders prepare spring calendars, including meetings and activities and distribute to chapter membership. Buddy pairs submit friendship update #4. Best Buddies staff conducts site visits.
February 2015 – Best Buddies staff works with student leaders to identify, interview and select incoming chapter presidents for each chapter, and register those students for the 2015 Best Buddies International Leadership Conference. Buddy pairs submit friendship update #5.
March 2015 - March is Best Buddies Month. Best Buddies hosts annual event for Honolulu participants, their families, and community members. March 6, 2015 is Spread the Word to End the Word Day; chapters hold events that encourage respectful language and create awareness for the movement to cease derogatory use of the word "retard" or "retarded." Buddy pairs submit friendship update #6.

April 2015 – Best Buddies staff conducts annual survey of all participants in Hawaii. Chapters complete National Youth Service Day projects. Buddy pairs submit friendship update #7. Best Buddies staff conduct site visits.
May – June 2015 – Honolulu chapters hold end of year events and activities, including "step-up" events to facilitate transition from middle school to high school programs where applicable. Buddy pairs submit friendship update #8, and make plans for contact during the summer.
July - August 2015 – Best Buddies representatives attend the Best Buddies International Leadership Conference in Indiana, where they receive extensive training and preparation. Best Buddies staff meets with student leaders to assist in planning for the fall semester including volunteer recruitment, officer selection, activity planning, and establishing one-to-one matches.

3e. If the Grant involves a partnership, provide a description of each partner's role. (*2,000 character count limit)*

Best Buddies partners with the following 10 Honolulu County schools: Kailua Intermediate School, Kapolei Middle School, Nanakuli Intermediate School, Aiea High School, Kaimuki High School, Kapolei High School, Leilehua High School, Nanakuli High School, Pearl City High School, and Waipahu High School. Each of our partner schools provides administrative support, in the form of official recognition for Best Buddies as an inclusive school club, along with use of school facilities for chapter meetings and activities, and accessible transportation for participants to attend events, as needed. Within each partner school, two faculty members serve as advisors to each chapter, providing students with assistance to carry out their planned activities, and acting as liaisons with school administration as necessary. At the national level, Best Buddies partners with Special Olympics on the Spread the Word to End the Word campaign, a student-led effort to promote respectful language and eradicate derogatory use of the word "retard" or "retarded." In Hawaii, Best Buddies chapter members and Special Olympics athletes work together to promote this campaign at our schools and in the greater community. In addition, our buddy pairs interested in athletics may participate in Unified Sports activities within their schools.

4. Describe with substantiating data the experience of the organization implementing the Grant Activity (including past performance of activities similar or related to the Grant Activity) and qualifications to implement this Grant Activity, including: (i) strengths and weaknesses in relation to the Grant Activity; and (ii) capacity and resources to achieve the stated outcomes (e.g. plan, leadership, staff size and abilities, facilities, community relationships). *(6,000 character count limit)*

Since 1989, Best Buddies has grown from one original chapter at Georgetown University to more than 1,700 nationwide, overseen by 21 self-supporting state affiliates. In 1995, Best Buddies launched our first high school program, followed in 1996 by our first middle school chapters. Our program model has been tested around the nation, allowing us develop best practices and update our programs when necessary. This year we will serve more than 700,000 individuals with and without IDD worldwide through programs in 35 states and 50 countries outside the U.S. In a recent national survey conducted by Michael Hardman, Ph.D., Dean of the College of

Education at the University of Utah, 91% of special education professionals involved with Best Buddies reported that they think students with IDD benefit from their involvement in our programs. Best Buddies provides the only friendship-based one-to-one peer mentoring program for youth with and without IDD in Hawaii.

Best Buddies launched our inclusion programs in Maui County in 2008, establishing five chapters at Lokelani Intermediate School, Baldwin High School, King Kekaulike High School, Maui High School, and Seabury Hall School. Our newest Maui chapter, at Lahainaluna High School, opened in 2011. Lokelani Intermediate and King Kekaulike High School were named Outstanding Chapters by Best Buddies International in 2012 and 2013, selected from hundreds that apply annually for the honor.

Our Honolulu County programs are the fastest growing in the state, from one chapter at Kapolei High School in the spring of 2011 to 10 chapters today. Because of increasing demand for our services, we have focused on building our capacity to serve communities in Oahu. Some of our strongest advocates are school principals, who witness the positive impact Best Buddies has on school culture on a day to day basis. Please see the attached four letters of support for this project from Honolulu principals at Kailua Intermediate School, Aiea High School, Kapolei High School, and Pearl City High School, which substantiate the need for our programs and demonstrate our ability to provide the services here proposed. (See Appendix H)

The biggest challenge we face is the relatively slow pace at which attitudes change. Friendship, we have found, is a powerful tool, but deep, systemic change takes time. Our goal is to provide continuous, high quality programming by building in-school partnerships among the student body, faculty, administration, and families, so that attitude change initiated by young people may endure among their peers, the larger student body, and the community, over time.

Our staff members are seasoned, passionate professionals. Best Buddies State Director Mike McCormick is responsible for ensuring success of all state programs and managing all state and private grants, and has overseen all chapters since 2008 with help from a very small paid staff and countless dedicated volunteers. Mike has a brother with IDD and is personally invested in the Best Buddies mission. He will continue to oversee our expansion in Honolulu, supporting the staff working there, as well as the volunteer advisory board comprised of local community members and leaders.

Mike McCormick reports to Stephanie Moore, Senior Director, State Operations. Stephanie has been with Best Buddies for eight years, bringing 15 years of experience in non-profit management to her current senior leadership role. Stephanie was recruited to oversee one of our largest states, Best Buddies Florida, in 2006. She managed the successful implementation of all eight Best Buddies programs, developed new funding sources, expanded the state volunteer base and directed over 30 staff in five field offices with an operating budget close to $2 million. Stephanie was recognized as State Director of the year in 2008, and went on to become the Senior Director, State Operations in May of 2009, overseeing the operations, programs and

development efforts of the state offices in the region. Stephanie holds a Bachelor's degree in Communications from the University of North Florida, has completed coursework towards her CFRE accreditation, is a trained Predictive Index® analyst, and is certified by the state of Florida as a supported employment provider.
This funding will allow Best Buddies to hire an area director to oversee Oahu operations, support and supervise our Oahu program manager, and work with Mike to further develop a local advisory board, cultivate new partnerships, and plan and oversee future program expansion to serve the greater Honolulu community. Best Buddies is negotiating a lease for Honolulu County office space at the Filipino Community Center in Waipahu.

Experienced Oahu Program Manager Elizabeth Torres has a Masters Degree in Social Work from Hawaii Pacific University. Prior to joining Bests Buddies in 2012, Elizabeth worked with children with IDD at Easter Seals Hawaii. Elizabeth's position was specifically created to coordinate the Oahu programs with a focus on the Best Buddies Honolulu Inclusion Project. Elizabeth works full-time to supervise the Honolulu chapters, and she maintains direct contact with the student leaders and advisors via phone, email, and in-person visits, assisting chapters with problem-solving and leadership development.

Best Buddies received two grants from the city of Honolulu previously: $25,000 for our Honolulu High Schools Project in 2011 and $25,000 again in 2012. We met all goals for these grants and achieved the desired outcomes successfully in both cases. Best Buddies receives support from Best Buddies International in the areas of staff development and training, national program oversight, human resources, information technology, government relations, development, and finance. Our centralized administrative model promotes efficiency nationwide, and allows state staff to focus on program quality, along with building and sustaining local relationships.

5. Describe the plan of the organization implementing the Grant Activity to sustain the activities after the requested funds are exhausted. *(2,000 character count limit)*

Best Buddies has a successful record of securing support from a variety of public and private sources; this diversity positions us well to weather changes in the economy, as witnessed by the ongoing success of our operations on Maui County despite the recession. We are strategic in our expansion, and we started our Honolulu chapters once we had secured the funds needed to successfully launch them.

Our newly elected Oahu board chair is Haumea Ho. Haumea's contacts in the hotel and entertainment industry are already opening up many news opportunities for Best Buddies Hawaii. Haumea was the executive producer and helped manage the career of Hawaii's most beloved singer/entertainer, Don Ho. Board Vice-Chair Attorney Christopher Pan practices law in the areas of business and commercial law, with experience in business transactions, real estate, employment, intellectual property and estate planning with Damon Key Leong Kupchak Hastert, a leading law firm in Honolulu. Christopher is a graduate of Yale University, and has helped advise numerous successful companies both in Hawaii and on the mainland.

Our local advisory board on Oahu continues to develop meaningful corporate and partner agency relationships in a manner similar to our very successful sustainability strategy used in Maui County since 2008. Aloha United Way will be accepting us as a partner agency as soon we open our local office on Oahu with support from the County. Jimmy Buffett's and CVS Caremark (Longs) are consistent local corporate donors. Actress and disability advocate Maureen McCormick visits Oahu twice each year and speaks at Best Buddies local events to help raise awareness and funds for our school-based friendship programs, along with a long list of well known entertainers in Hawaii.

6. Describe how the Grant Activity will be funded. *(1,000 character count limit)*

Funding from this grant is critical at this time for Best Buddies Hawaii to sustain our existing school programs on Oahu. Best Buddies has an operating budget of $157,450 for this project with revenue from private foundations, chapter dues and fund raising events providing the additional funding to be leveraged with this grant.

Best Buddies has secured $7,500 for this project consisting of $5,500 from the Alexander Tulloch Trust and an additional $2,000 pledge from our local fund raising board. In addition, Best Buddies has submitted a McInerny Foundation grant request for $25,000, and plans to submit an NFL Pro Bowl Grant application for $5,000 on January 2, 2014.

Funding for our $125,000 request to the Honolulu Department of Community Services will ensure that the grant activity described in this application may continue and expand, including support for 10 Honolulu chapters and the establishment of a fiend office, which will serve as our base of operations on Oahu.

SECTION IV
GRANTEE EXPERIENCE WITH DEPARTMENT OF COMMUNITY SERVICES GRANTS

Identify the DCS administered grants undertaken by Grantee (or Fiscal Sponsor) in the last five years (To be verified by the City).

Grant Activity Name & Contract #: CT-DCS-11 00205
Grant Period: April 5, 2011 - April 4, 2012 Grant Amount: $25,000
Grant Purpose: Launch school-based friendship programs on Oahu in Honolulu County
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: DCS

Grant Activity Name & Contract #: CT-DCS-1200172
Grant Period: April 5, 2012 - April 4, 2013 Grant Amount: $25,000
Grant Purpose: Support new Best Buddies school based programs in Honolulu County
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: DCS

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

THE FOLLOWING PAGES SHALL BE DETACHED FROM THE RGP DOCUMENT AND SUBMITTED.

APPENDIX F: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2015

40

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts including spaces. Recommended fonts: Arial, Times Roman, Helvetica. Recommended font size: 12 point.

SECTION I
SUMMARY

Grantee Legal Name:	Big Brothers Big Sisters Hawaii, Inc.
Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
Grant Activity Name:	Community Mentoring Program

Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Big Brothers Big Sisters Hawaii is an affiliate of the nation's largest mentoring network. Since 1963, we have paired at-risk children with carefully screened and trained volunteer mentors in Hawaii. Our mission is to provide children facing adversity with strong and enduring, professionally supported one-to-one relationships that change their lives for the better, forever.

Briefly describe the Grant Activity and need being filled. *(400 character count limit)*

Big Brothers Big Sisters Hawaii serves a variety of at-risk children by matching them in one-to-one mentoring relationships with trained, volunteer mentors to model good behavior and decision-making. These preventative mentoring programs contribute to improved overall child well-being, better schools, stronger communities, and a brighter future for all of Hawaii.

Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

B ig Brothers Big Sisters Hawaii will recruit, enroll, match, and support 100 at-risk youth on Oahu with one-to-one mentoring programs. After one year in the program, 90% of children will show improvement in one area of overall child well-being and 80% will show improvement in at least two areas.

Council District **(Check all districts that will benefit from the Grant Activity. Provide the amount requested per district).**		
☒ District 1 $21,769.54	☒ District 2 $21,769.54	☒ District 3 $21,769.54
☒ District 4 $21,769.54	☒ District 5 $21,769.54	☒ District 6 $21,769.57
☒ District 7 $21,769.54	☒ District 8 $21,769.54	☒ District 9 $21,769.54
Total Amount Requested (Minimum of $25,000):	$195,925.89	

Type of Grant Activity:		
☐ Arts	☐ Culture	☐ Community Development
☐ Economic Development	☐ Environment	☐ Public Service - Seniors
☒ Public Service - Children	☐ Public Service - Disabilities	☐ Public Service - Homeless
☐ Public Service – Domestic Violence	☐ Public Service – Substance Abuse	☐ Public Service – Mental Health
☐ Public Service – Other (describe):		

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; and (iv) has the requisite skills and knowledge to assert the foregoing certification.

D. Brown

Signature of Grantee (Fiscal Sponsor) Officer

Printed Name and Title: Dennis Brown, President / CEO

December 17, 2013

Date

SECTION III
GRANT ACTIVITY INFORMATION

1. Provide a brief summary description of the problem being addressed, including the population, target group size and attributes, and applicable geographic area. *(2,000 character count limit)*

Big Brothers Big Sisters Hawaii currently serves over 600 children and teenagers ages 6-18 with one-to-one mentoring programs throughout the state. This results in proven, positive impact for youth in the areas of academics, socio-emotional and behavioral outcomes, high school graduation rates, avoidance of juvenile delinquency and college or career readiness. Our target populations are youth who fall into one of the following "at-risk" categories: economically disadvantaged (at or below poverty level), single-parent household, incarcerated parent, foster family household, child of deployed military member, homeless, underrepresented minority (particularly Native Hawaiian), not reaching academic potential, family history of academic failure, and suffering trauma from abuse or neglect. Big Brothers Big Sisters Hawaii serves these at-risk children by matching them in one-to-one mentoring relationships with trained, volunteer mentors based on similar personalities, interests and preferences, and professionally supporting each pair throughout the duration of their relationship to improve the child's overall well-being and future positive outcomes.

2. Describe the need for this Grant Activity and provide the data to justify the Grant Activity. *(4,000 character count limit)*

KIDS COUNT, the premier source for data on child and family well-being in the United States, annually ranks states on overall child well-being using an index of sixteen key indicators based on economic well-being, education, health, and family/community. In 2013, Hawaii ranked 25th out of 50 states. The following data provided by KIDS COUNT explains why overall child well-being in Hawaii is so low.

First, there are approximately 30,000 children in the City and County of Honolulu in families with incomes below the poverty line, with over 99,000 children receiving free or reduced-cost lunch. The negative effects of poverty on children are worrying in their own right, but they also increase the chances for poor outcomes for youth because of limited access to education and health care.

Second, there are over 90,000 Hawaii youth living in a single parent household – this is nearly one in every three children. Children growing up in single-parent families typically do not have the same economic or human resources available as those growing up in two-parent families, and they are therefore more likely to engage in negative behaviors such as abusing drugs and alcohol, joining a gang, or becoming pregnant.

Third, only 39% of public high school student in the City and County of Honolulu plan to attend a four-year college or university, with only half of seniors actually committing to further education or training. It is a glaring fact that only 32% of adults aged 25+ in the City and County of Honolulu have a bachelor's degree or higher. This is a threat to the future of our island community.

Instead of focusing on a particular area of youth service such as education or health, the goal at Big Brothers Big Sisters Hawaii is to address the many factors that impact overall child-well being and help a variety of at-risk children achieve greater positive outcomes and dreams for the future. Big Brothers Big Sisters Hawaii's one-to-one mentoring programs help at-risk youth overcome various types of challenges by placing positive role models in their lives during a critical time of development and professionally supporting each relationship to guarantee positive outcomes.

By matching at-risk youth with positive role models, we help children avoid risky behavior such as abusing drugs and alcohol, joining a gang, or becoming pregnant; achieve educational success by encouraging and motivating kids to stay in school and graduate from college; and develop higher aspirations and hope for their futures by exposing children to a variety of new experiences and opportunities. This has a positive impact on the community at-large as the children in the Big Brothers Big Sisters mentoring programs have higher rates of staying in school, graduating, and pursuing higher education; treating their schoolmates and family members in a more caring way; and becoming more confident and productive members of the community.

Big Brothers Big Sisters Hawaii counteracts the negative influences that at-risk youth face and helps children see a brighter future for themselves than they would have otherwise imagined. Our programs help prevent the need for direct intervention services or incarceration later in a child's life, and contribute to improved overall child well-being, better schools, stronger communities, and a brighter future for all of Hawaii.

3a. Provide a description of the Grant Activity. *(1,000 character count limit)*

In the Community Mentoring Program, Big Brothers Big Sisters Hawaii pairs at-risk children in one-to-one friendships with volunteer mentors. Children and mentors typically meet at least twice per month for a few hours at a time and participate in activities that they both enjoy out in the community. Case Managers are responsible for indentifying, recruiting, screening, enrolling, training and matching children and volunteers and they continue to support and guide each mentor, child, and guardian for the duration of the mentoring relationship. Case Managers are trained to support the unique development of each one-to-one friendship, which sets Big Brothers Big Sisters Hawaii apart from other child-serving and mentoring organizations, and increases the likelihood of multiple positive educational, socio-emotional and behavioral outcomes.

3b. Explain how and why you chose this approach to the problem or opportunity. *(2,000 character count limit)*

The success of mentoring at-risk youth is based on what doesn't happen – and this is difficult to prove. It is also challenging (and expensive) to address the problems of incarceration, teen pregnancy, substance abuse, gang activity, dropping out of school, academic failure, and community withdrawal as separate issues. Big Brothers Big Sisters Hawaii aims to address all of these concerns facing youth in the City and County of Honolulu and to improve overall child well-being for those at-risk. Our goal is to give children facing adversity the tools to achieve success in life by providing them with

positive role models to help encourage, model, and support good decisions and behaviors. This not only improves outcomes for youth in need of support (and negates the need for costly intervention services in the future) but also strengthens our island community as a whole.

Another reason we choose to approach the problem of overall child well-being through mentorship is because we know it works. In a 2009 Harris Interactive study of adults who participated in Big Brothers Big Sisters mentoring programs as a child, 90% reported that their relationship with a mentor helped them make better choices through childhood and adult life, 81% changed their perspective on what they thought possible because of a mentor, and 77% set higher goals than they would have on their own. Half of the adults agreed that a mentor kept them from dropping out of high school. Adults were twice as likely to attain a four-year degree as compared to their parents. In addition, many alumni became responsible citizens and active members of their community: nearly half (52%) volunteer in the community; almost a third (29%) hold some type of leadership position in a community group; and a quarter (22%) have participated in a service program like AmeriCorps.

Big Brothers Big Sisters mentoring programs address the many challenges facing a variety of at-risk youth with proven, positive results.

3c. Describe the Grant Activity scope of services and outcomes, including how these services and outcomes directly benefit the target population for the Grant. *(3,000 character count limit)*

If the Grant Activity is in the area of Public Service, begin with a statement of the number of individuals (seniors, persons with disabilities, children, domestic violence victims, homeless persons, persons suffering from substance abuse, persons suffering from mental health issues, other) that the Grant Activity will directly benefit during the Grant Term.

If the Grant Activity is in the area of Arts, Culture, Community/Economic Development or Environment, begin with a statement as to how the Grant Activity contributes to the well-being and life quality of a local, low to moderate income, community (e.g. creation/development of community organization; provision of planning, organizational support, and technical assistance to organizations; provision of financial literacy programs/services; provision of micro-enterprise/business training; provision of cultural/environmental support programs; other) and provide the approximate population size for that community.

With the support of the City and County of Honolulu, Big Brothers Big Sisters will be able to recruit, enroll, match, and support 100 at-risk youth on Oahu with one-to-one mentoring programs, resulting in increased overall child well-being.

Case Managers will actively recruit for children and volunteers in high areas of need in the community and conduct comprehensive interviews with each volunteer, child, and guardian. After volunteers undergo a detailed background check and training course, Case Managers will pair children and mentors based on similar personalities and interests, gender, geographic locations, preferences and goals. Matches will meet at least twice per month and participate in activities agreed upon by the mentor, child, and guardian, such as swimming, watching a movie, or attending a community event. Children tell us that it is not the activity that matters, but the one-on-one time with a role model that is truly impactful. This is because mentors take the time to listen, encourage

and model behavior in addition to providing new opportunities that a child facing adversity may not otherwise experience. Case Managers will be in contact with each mentor, child, and guardian on a set schedule each month to support the unique development of each match, provide ongoing coaching, answer questions, and track positive outcomes.

To measure program impact Big Brothers Big Sisters Hawaii uses a nationally-accepted pre/post test known as the Youth Outcomes Survey. This tool measures the areas of social acceptance, scholastic competency, educational expectations, grades, truancy, parental trust and attitudes towards high risk behaviors such as drug and alcohol use, violence towards others, and skipping school. Children in Big Brothers Big Sister Hawaii mentoring programs will complete this survey upon enrollment and after each subsequent year in the program, illustrating increased overall child well-being.

Current 2013 Youth Outcomes Survey results confirm Big Brothers Big Sisters Hawaii mentoring programs' positive impact for youth: 65% of children enrolled in the program improved or maintained scholastic competency, 70% improved or maintained educational expectations of finishing high school and going to college, 81% improved or maintained feelings of social acceptance, 86% improved or maintained parental trust, and 70% improved or maintained risk attitudes towards tobacco, drugs, alcohol, skipping school, and showing violence towards others. The percentage of behaviors and attitudes maintained is significant to note as at-risk children are much less likely to maintain positive behaviors and attitudes, particularly during formative years, and typically will show a decline in these areas. This data illustrates proven success in implementing successful mentoring programs with positive impact on local youth.

3d. Clearly state timelines, measurable milestones and/or specific events tied to the Grant Activity's objectives, or other performance measures appropriate to the desired outcomes. *(3,000 character count limit)*

Big Brothers Big Sisters Hawaii will support 100 at-risk children and 100 volunteer mentors over the course of twelve months with support from the City and County of Honolulu. Case Managers will track matches using a nationwide Agency Information Management database and will support each child, guardian, and mentor through monthly phone calls, emails, and in-person visits. Monthly follow-ups will be recorded in the Agency Information Management database to track completion and timeliness. In addition, each child will complete a Youth Outcomes Assessment at the beginning of the program and again at the twelve-month mark to measure social acceptance, scholastic competency, educational expectations, grades, truancy, parental trust and attitudes towards high risk behaviors such as drug and alcohol use, violence towards others, and skipping school. 90% of children will show improvement in one category of overall well-being and 80% of children will show improvement in two or more categories.

3e. If the Grant involves a partnership, provide a description of each partner's role. (*2,000 character count limit)*

N/A

4. Describe with substantiating data the experience of the organization implementing the Grant Activity (including past performance of activities similar or related to the Grant Activity) and qualifications to implement this Grant Activity, including: (i) strengths and weaknesses in relation to the Grant Activity; and (ii) capacity and resources to achieve the stated outcomes (e.g. plan, leadership, staff size and abilities, facilities, community relationships). *(6,000 character count limit)*

Big Brothers Big Sisters of America has been providing prevention-oriented mentoring programs for over a century. There are currently independent Big Brothers Big Sisters agencies in every state as well as twelve agencies abroad, serving millions of at-risk youth across the country each day. Having a solidly research based program has allowed the organization to duplicate our mentoring service model and remain consistent in quality throughout expansion.

In Hawaii, Big Brothers Big Sisters mentoring programs began in 1963 when the first Big Brother-Little Brother match was made between Henry Sumida, an energetic male volunteer, and ten year-old Dennis Brown. Through the power of mentorship Dennis was inspired to pursue a career in social services and in 1998 began to serve in his current position as President/CEO of our organization. Dennis' story is a living example of the value of our work for the last 50 years. Under Dennis' leadership Big Brothers Big Sisters Hawaii has grown from operating only in Honolulu to opening offices and providing statewide mentoring services on Hawaii Island, Kauai, and Maui and as well.

Supporting Dennis is a solid team of 25 staff members, including one Vice President of Programs and Branch Services, three Community Directors on each island, one Director of Fund Development and Marketing, one accountant, one office manager, and eighteen program staff. All Case Managers are required to have at least a four year degree in a social science or have a four year degree plus extensive experience in a social service setting. In addition, all Case Managers undergo multiple trainings each year in order to provide high-quality match support and training to children and mentors.

Furthermore, Big Brothers Big Sisters Hawaii is supported by a number of strong local partnerships with corporations such as Hawaii News Now, ClearChannel, Honolulu Star-Advertiser, First Hawaiian Bank, Morgan Stanley, Prudential, Pacific Office Properties, American Savings Bank, Hawaiian Airlines, Xerox Hawaii, the Honolulu Museum of Art, and the University of Hawaii, among others. These partners provide opportunties for mass-media marketing for the recruitment of volunteers and families in-need. Many partners also conduct monthly activities or provide special offers for children and mentors enrolled in Big Brothers Big Sisters Hawaii's programs.

While Big Brothers Big Sisters Hawaii has a long history of successful performance and the capacity to continue providing successful mentoring programs, our evidence-based programs also illustrate a clear, positive impact for youth. To measure the impact of mentoring programs on at-risk youth, Big Brothers Big Sisters Hawaii uses a nationally-accepted pre/post test known as the Youth Outcomes Survey. This tool measures the areas of social acceptance, scholastic competency, educational expectations, grades, truancy, parental trust and attitudes towards high risk behaviors such as drug and alcohol use, violence towards others, and skipping school.

Current 2013 Youth Outcomes Survey results confirm the positive impact for youth: 65% of children enrolled in the program improved or maintained scholastic competency, 70% improved or maintained educational expectations of finishing high school and going to college, 81% improved or maintained feelings of social acceptance, 86% improved or maintained parental trust, and 70% improved or maintained risk attitudes towards tobacco, drugs, alcohol, skipping school, and showing violence towards others. This data illustrates proven success in implementing successful mentoring programs with positive impact on local youth.

5. Describe the plan of the organization implementing the Grant Activity to sustain the activities after the requested funds are exhausted. *(2,000 character count limit)*

In 2013, Big Brothers Big Sisters Hawaii experienced a major financial loss when a long-time supporter suddenly re-aligned its funding priorities. This loss of funding resulted in a significant decline in gross revenues (approximately 25%). Support from the City and County of Honolulu will help us to continue serving at-risk children without disruption while we work to secure funds to replace those that were lost earlier this year. In order to sustain activities after the requested funds are exhausted, program support from the City and County of Honolulu will allow the agency to utilize other revenue sources to hire a full-time grants writer. This individual will be responsible for finding replacement funding as well as new areas of corporate, individual, and foundation resources to continue serving children in need. Without support of the City and County of Honolulu, we will likely need to reduce the number of staff, which will have a major and negative impact on the number and quality of at-risk children served through one-to-one mentoring programs.

Another way we plan to sustain and grow mentoring activities is through a new statewide fund development plan. In 2012 Big Brothers Big Sisters Hawaii became a unified statewide organization through the consolidation of independent agencies on Hawaii Island, Maui, Kauai and Oahu. We now have greater capacity to reach a broader base of support from individual donors, to collaborate with corporations who would like to align themselves with nonprofit partners who serve individuals in all island communities, and to apply for grants from statewide foundations. Unification has allowed us to streamline many operating costs and we are currently in the process of establishing signature fundraising events and direct mail campaigns and on each island. Support from the City and County of Honolulu is essential to continue providing one-to-one mentoring programs while we continue to grow new sources of revenue.

6. Describe how the Grant Activity will be funded. *(1,000 character count limit)*

The Big Brothers Big Sisters Hawaii Community Mentoring Program will be supported through funds from the State of Hawaii Temporary Assistance for Needy Families (TANF), The Harry & Jeanette Weinberg Foundation endowment, the Big Brothers Big Sisters Foundation, and our annual "Bowl For Kids' Sake" event fundraiser. The Big Brothers Big Sisters Hawaii Fund Development Committee is currently determining which other private foundations we will outreach to in 2014 and is in the process of

planning a second special event to raise additional unrestricted revenue.

SECTION IV
GRANTEE EXPERIENCE WITH DEPARTMENT OF COMMUNITY SERVICES GRANTS

Identify the DCS administered grants undertaken by Grantee (or Fiscal Sponsor) in the last five years (To be verified by the City).

Grant Activity Name & Contract #: Strategic Prevention Framework - State Incentive Grant; Contract No. CT-DCS-1100054
Grant Period: November 23, 2010 – November 22, 2011 Grant Amount: $51,900
Grant Purpose: to prevent and reduce underage alcohol consumption for youth
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: Department of Community Services

Grant Activity Name & Contract #: Leeward Coast Community Benefits Program; Contract No. CT-DCS-0900351
Grant Period: May 20, 2009 – May 19, 2010 Grant Amount: $30,000
Grant Purpose: to provide afterschool mentoring programs
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: Department of Community Services

Grant Activity Name & Contract #: Coast Community Benefits Program; Contract No. CT-DCS-0800402
Grant Period: February 12, 2008 – February 11, 2009 Grant Amount: $25,000
Grant Purpose: to implement afterschool mentoring programs for students in the Nanakuli and Waianae areas
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: Department of Community Services

Grant Activity Name & Contract #: Leeward Coast Community Benefits Program; Contract No. C 65037
Grant Period: March 16, 2007 – March 15, 2008 Grant Amount: $25,000
Grant Purpose: to provide mentoring services to Nanakuli and Wai'anae area students
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: Department of Community Services

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

THE FOLLOWING PAGES SHALL BE DETACHED FROM THE RGP DOCUMENT AND SUBMITTED.

APPENDIX F: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2015

46

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts including spaces. Recommended fonts: Arial, Times Roman, Helvetica. Recommended font size: 12 point.

SECTION I
SUMMARY

Grantee Legal Name:	Easter Seals Hawaii
Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
Grant Activity Name:	Youth Enrichment Services (Y.E.S.) at Easter Seals Hawaii

Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Easter Seals Hawaii (ESH) is a nonprofit organization founded in 1946 by people committed to helping those with developmental disabilities and special needs to achieve independence. The mission of ESH is to provide exceptional, individualized, family-centered services to empower people with disabilities or special needs to achieve their goals and live independent, fulfulling lives.

Briefly describe the Grant Activity and need being filled. *(400 character count limit)*

Y.E.S. at Easter Seals Hawaii will provide youth aged 6-22 who have physical, neurological, and developmental disabilities on Oahu with after-school programs designed to increase social interaction and independence. Easter Seals Hawaii is currently the only program in the state of Hawaii that provides daily after-school programs for school-aged children with disabilities.

Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

At program sites in Kapolei and Makiki, 55 youth aged 6-22 who have a range of developmental disabilities will gain skills and meet personal goals, developed through individually designed plans.Collected qualitative data (attendance logs, parent and participant surveys, data logs) will show that students are gaining skills and meeting their personal goals.

Council District
(Check all districts that will benefit from the Grant Activity. Provide the amount requested per district).

☒ District 1 $20,866.67	☒ District 2 $20,866.67	☒ District 3 $20,866.67
☒ District 4	☒ District 5	☒ District 6

$20,866.67	$20,866.67	$20,866.67
☒ District 7 $20,866.67	☒ District 8 $20,866.67	☒ District 9 $20,866.67
Total Amount Requested (Minimum of $25,000):	$187,800	

Type of Grant Activity:		
☐ Arts	☐ Culture	☐ Community Development
☐ Economic Development	☐ Environment	☐ Public Service - Seniors
☐ Public Service - Children	☒ Public Service - Disabilities	☐ Public Service - Homeless
☐ Public Service – Domestic Violence	☐ Public Service – Substance Abuse	☐ Public Service – Mental Health
☐ Public Service – Other (describe):		

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; and (iv) has the requisite skills and knowledge to assert the foregoing certification.

Chris Blanchard

Signature of Grantee (Fiscal Sponsor) Officer
Printed Name and Title: Chris Blanchard, President and CEO

12-16-13

Date

SECTION III
GRANT ACTIVITY INFORMATION

1. Provide a brief summary description of the problem being addressed, including the population, target group size and attributes, and applicable geographic area. *(2,000 character count limit)*

More than an estimated 2,000 youth between the ages of 10 and 18 on Oahu have serious developmental disabilities. Youth with physical, neurological, and developmental disabilities on Oahu have very few options for social, educational, and life skills development. Youth Enrichment Services (Y.E.S.) at Easter Seals Hawaii is currently the only program in the state of Hawaii that provides regular out-of-school programming for school-aged children with disabilities.

The program will serve 55 youth ages 6 to 22 years old, all whom have single or multiple developmental, physical, and/or neurological disabilities such as Autism Spectrum Disorder, cerebral palsy, and Down syndrome. Youth will be served at two different locations in Leeward Oahu (Kapolei) and central Honolulu (Makiki).

In Central Honolulu, ESH will increase existing services to support up to 28 participants (up from its current population of 12). In Leeward Oahu, ESH will recruit and serve 27 participants. As part of program expansion, ESH will organize participants into two groups--a group of older youth and a group of younger youth. The older youth will have opportunities to go into the community more for activities like recycling, grocery shopping, and community exploration. The younger youth generally will stay at headquarters and complete their program activities there.

2. Describe the need for this Grant Activity and provide the data to justify the Grant Activity. *(4,000 character count limit)*

Youth with disabilties and special needs want what other youth want--above all, friendships--but are more likely to be isolated than other youth. When youth form friendships, their life outcomes including school performance improve ("Learning to Connect: Developmental Disability and Friendship in High School" by Zachary Stephen Rossetti (2008) and "Transition to Adulthood for Youth With Disabilities: Evidence From the Literature" in International Encyclopedia of Rehabilitation by Debra Stewart, MSc., and others).

Life and social skills training for developmentally disabled youth is the foundation for a self-determined and fulfilling life. Currently, children in Honolulu County with disabilities may attend recreation-based after school programs provided or contracted by the Department of Education. These programs are designed for typically developing students and a have a student to staff ratio that can be as high as one staff per thirty children. In most cases this is not an ideal environment for special needs students who may need extra support because of behavioral or cognitive needs. Many Easter Seals Hawaii participants use our services because they have been turned away by the DOE after school programs that cannot fully support or provide appropriate activities for special needs students.

These programs are also not designed to provide opportunities to increase life skills or work on Individualized Education Plan goals. Often the burden is placed on the family to provide in-home supervision and support in the afternoons for their special needs children. Because there are few programs designed to meet the needs of students with disabilities after school, many of these students stay home with family members instead of experiencing crucial access to peer socialization, age appropriate extracurricular activities, life skill and prevocational skill development.

In 2010, ESH conducted a statewide survey of 2,200 parents and caregivers of special needs youth and professionals in the disability field. The survey results revealed three priorities for youth with disabilities: life skills training, employment-related training and development, and out-of-school time activities. Survey respondents also noted a general lack of sustained funding for programs for disabled youth and limited program choices.

ESH provides quality comprehensive services to ensure that individuals with special needs have a healthy, safe, and enriching life in the community. ESH strives to strengthen the abilities of each family member, caregiver, or guardian so that they are provided with the necessary skills required to support their family members. Y.E.S. at Easter Seals Hawaii provides activities that are meaningful and enriching for students with special needs that require more structure and supervision than may currently be available in DOE after-school programs.

3a. Provide a description of the Grant Activity. *(1,000 character count limit)*

Y.E.S. at Easter Seals Hawaii will provide school-aged youth who have developmental, neurological, and physical disabilities with life and social skill development as well as recreational opportunities in a safe, nurturing environment designed to support and encourage self-esteem, independence, and social growth. Participants will gain invaluable life skills, make progress toward Individual Education Plan goals, and gain skills to reach as much independence and potential as possible to ensure that they can becomes successful members of society.

- The after-school program provides social, recreational, and enrichment activities daily from 2-6pm.
- Full-day camps are offered during school intercessions and holidays.
- Boys and girls social groups provide teens who have special needs with monthly opportunities for social interaction with their peers in the community.
- A recreational club provides fun activities for youth while family members participate in a support group.

3b. Explain how and why you chose this approach to the problem or opportunity. *(2,000 character count limit)*

Pride, self-reliance, and independence results when a young person is able to provide for a greater portion of his or her own needs. For a care-giving family member, the result is time spent in fun and meaningful activities with all members of the family. Through developing life and social skills, participants can make authentic contributions

to their families and the community. The Y.E.S. activities were developed over many years by professionals with extensive experience and certifications in serving developmentally disabled youth. Jennifer Norton, Program Manager, is certified in Person-Centered Planning Facilitator Training by the Arizona Division of Developmental Disabilities since 2007, and uses her experience to train staff providing direct services. The current activity leader and program aide also completed training in 2012 in Positive Behavioral Interventions and Supports (PBIS). Implemented in over 18,270 schools nationwide, PBIS is a decision-making framework for selecting, integrating, and implementing the best practices for improving academic and behavior outcomes for students.

ESH programs have been shown to positively impact the lives of youth with disabilities and special needs, along with their families. Testimony from some families who have youth currently enrolled in the program at Green Street and who support the establishment of a new youth program at Napuakea in Kapolei are in Attachment D.1.

3c. Describe the Grant Activity scope of services and outcomes, including how these services and outcomes directly benefit the target population for the Grant. *(3,000 character count limit)*

If the Grant Activity is in the area of Public Service, begin with a statement of the number of individuals (seniors, persons with disabilities, children, domestic violence victims, homeless persons, persons suffering from substance abuse, persons suffering from mental health issues, other) that the Grant Activity will directly benefit during the Grant Term.

If the Grant Activity is in the area of Arts, Culture, Community/Economic Development or Environment, begin with a statement as to how the Grant Activity contributes to the well-being and life quality of a local, low to moderate income, community (e.g. creation/development of community organization; provision of planning, organizational support, and technical assistance to organizations; provision of financial literacy programs/services; provision of micro-enterprise/business training; provision of cultural/environmental support programs; other) and provide the approximate population size for that community.

Y.E.S. at Easter Seals Hawaii will serve 55 youth with disabilities and special needs on Oahu. The goal of the program will be to increase participants' self-sufficiency; to empower them to express and advocate for their personal needs, choices and goals; to develop their ability to contribute to their helath and safety; and to maximize their ability to contribute to their community. Participants will learn self-sufficiency through independent living skills, such as accessing public transportation or preparing simple meals. They will learn about self-advocacy and how to participate in setting their own goals to ensure the support they need to get get the best education that is appropriate for them. They will discover options for their lives as adults, including educational, vocational and living options, and how to plan for those transitions. They will practice appropriate social and safety skills. They will learn about relationships, including those with family members, friends, and their attendants.

Activities will include goal input from participants and their families and will incorporate guest speakers, excursions, and hands-on practice. Participants themselves will plan events, arrange for guest speakers, and coordinate excursions. Accommodations such as positioning supports, wheelchair accessibility, and picture/ text materials will be available. Community members such as police officers and firefighters will speak about safety in the community. Excursions will be planned based on participants' interests and

will include tours of potential work sites, education and training resources, and social/ recreational options.

Participants aged 6-12 will engage in group activities designed to increase life skills and social skills that coincide with their parent's goals and goals from their school. All provided classes will give participants the opportunity for individual growth and success in the classroom and home environment.

Participants aged 13-22 will focus on the enrichment of skills toward increasing independence in community activities, socialization opportunities, problem-solving exercises, and pre-vocational skill-building.

Program activities are developed to improve skills for decision-making, goal-setting, self-awareness, and self-advocacy. The Y.E.S. program curriculum (Attachment D.4) includes these skill areas: building social relationships, nutrition and healthy living, recreation and leisure, arts and crafts, technology, community safety, money management, and volunteerism.

Up to 30 participants at each of two sites will attend the after-school program and day camps. Collected qualitative data will show that students are gaining skills and meeting personal goals.

3d. Clearly state timelines, measurable milestones and/or specific events tied to the Grant Activity's objectives, or other performance measures appropriate to the desired outcomes. *(3,000 character count limit)*

Participants and any other person each participant chooses will help to develop a list of personal dreams and goals for home life, relationships, work/career, and recreation. Participants will choose the primary goal for each of these domains and develop a detailed plan for reaching each goal. Plans will include detailed steps, who will complete each step, a due date for each step, any accommodations or assistance needed, and how the participant will know when a step is completed. Participants will use a self-sufficiency checklist to assess their strengths and needs per family reports and school assessments. Participants will complete at least one plan per quarter and will plan to reach at least three goals per year. Participants will objectively evaluate their progress and modify goals as needed. Collected qualitative data (attendance logs, parent and participant surveys, data logs) will show that students are gaining skills and meeting their personal goals.

In addition to specific, individual goals for each youth, these are the program goals and timeline for increasing number of youth served at both program locations. Growth of the program will depend upon hiring new staff because of the low youth:staff ratio required for working with special needs youth. The ratio is 1:3 for ages 6-10 years, 1:4 for ages 10-14 years, and 1:5 for ages 15-22 years.

Green Street, Makiki: As youth services are already established at the Green Street location, the Youth Services director will be on hiring and training new staff to launch the program at the Napuakea Service Center in Kapolei. An Activity Leader will be hired in

month 3, and then three program leaders – starting in month 4, 7, and 9. The number of youth served will increase from the current class of 11 to 28 at the end of 12 months, as 1 or 2 youth join the program each month.

Napuakea, Kapolei: The Youth Services Director will hire Activity Leaders in months 1 and 6. Six program aides will be hired in months 1, 2, 5, 7, 9, and 11. After an initial intake of five youth in month 2, 1 or 2 youth will enroll each month for 10 months, bringing enrollment to 27 youth at the end of the grant period.

3e. If the Grant involves a partnership, provide a description of each partner's role. (*2,000 character count limit)*

ESH partners with Talk About Curing Autism (TACA) to provide parent/guardian support through a Recreation Club. Y.E.S. at Easter Seals Hawaii provides family-centered support aimed to provide fun activities for children and youth with disabilities and special needs while their parents, guardians, and family members engage in a TACA-facilitated Coffee Talk (parent support group).

4. Describe with substantiating data the experience of the organization implementing the Grant Activity (including past performance of activities similar or related to the Grant Activity) and qualifications to implement this Grant Activity, including: (i) strengths and weaknesses in relation to the Grant Activity; and (ii) capacity and resources to achieve the stated outcomes (e.g. plan, leadership, staff size and abilities, facilities, community relationships). *(6,000 character count limit)*

i. The ESH Youth Services Program was founded in 1978 to help youth with disabilities and special needs to live their lives to the fullest. ESH has earned a distinguished record of serving children, youth, adults, and their families through education, advocacy, rehabilitation, and early intervention programs. ESH is consistently recognized as one of the best managed non-profit organizations in Hawaii by the State Departments of Health and Human Services. Programs under contract with the State are monitored annually for fiscal responsibility, program quality, and customer satisfaction. These surveys reveal that families – and the employees who deliver services – rank ESH in the 90th percentile for satisfaction with services, one of the highest rankings in the state. The only limitation of ESH in fulfilling the Grant Activity is the challenge of raising funds annually to support the necessary staff-to-participant ratio required to provide outstanding service. The participants aged 6 to 10 require one staff member for every three participants; participants aged 10 to 14 require one staff member for every four participants; and participants aged 15 to 22 require one staff member for every five participants. ESH delivers its services in close coordination with parents and other caregivers, following the policies and procedures in the attached Youth Services Parent handbook (Attachment D.3).

ii. ESH has the planning, facilities, and staff leadership to capably achieve the stated outcomes.

Staff leadership: Jennifer Norton, Youth Services Program Coordinator, is responsible for program delivery and directly oversees the work of six part-time staff members and three volunteers. Ms. Norton has been providing direct support and case management

to children and adults with developmental and physical disabilities for the last 10 years and joined Easter Seals Hawaii in 2010. She reports to Program Specialist Tess Macaraeg. Ms. Macaraeg has over 11 years of experience working with children and adults with disabilities. Her professional experience as a Behavior Consultant includes working with children and young adults with various disabilities, autism, and other behavioral challenges. She has a Master's degree in Marriage and Family Therapy from Argosy University and a Bachelor's degree in Psychology from Hawaii Pacific University.

Participants will be supervised and supported Activity Leaders and Program Aides. Activity Leaders will plan individual and group classes around the participants' goals so that the participants are given several opportunities to practice and become successful. One Activity Leader at each site will also act as site leader to assist Program Manager in daily programmatic activities.

Facilities and Transportation: Participants arrive to the after school program via school buses provided by the Department of Education and their parents pick them up at 6:00 P.M. at the end of the program. Participants will walk or utilize public transportation such as the city bus for as many community outings as possible.
A 15 passenger ESH van will also be made available to each site to provide transportation from school to the program and for long distance excusions. This will eliminate long waits on the school bus.

Both program sites are air-conditioned, secure, ADA accessible and have areas for outdoor recreation.

Green Street Location,710 Green St. Honolulu, HI 96813
This program site in Makiki, is the site of ESH's Sultan Early Intervention program, the Youth Services program and ESH corporate headquarters. ESH's current after school program here serves students attending schools from Niu Valley to Moanalua, as well as Windward schools.

Napuakea Location, 92-461 Makakilo Dr. Kapolei, HI 96707
This program site will be in our Napuakea building located on Makakilo Drive in Kapolei. The building is a 20,000 square foot, state of the art services center, with youth classrooms and a playground. Participants will be recruited from schools in the area such as Ewa Beach Elementary, Pearl City Intermediate, and Kapolei and Pearl City High Schools.

Community Relationships: ESH has an excellent reputation with families of youth with disabilities and special needs from neighborhoods all over Oahu. Y.E.S. at Easter Seals Hawaii just completed a year of special field trips for children and youth who have disabilities--and their families--which introduced new families to the services the program offers.

Students from Punahou School (Green Street) and Leeward Community College (Napuakea) will assist staff in program delivery. Letters of support and commitment to their participation are attached. Student volunteers from other area high schools will be

recruited as peer mentors for program participants. Rather than doing this for the participants, peer mentors will be asked to do things with them. Peer Mentors will work with participants to offer ideas and suggestion for program activities, share their experiences, provide important opportunities for social skill building and act as role models by participate in activities. Community Colllege students with applicable majors will be recruited for an internship program. The colleges will refer students to gain experience supporting children with special needs while earning credit for their graduate requirements. Student volunteers will assist in lesson/ activity planning, data collection, and will support the ESH program on a weekly basis.

5. Describe the plan of the organization implementing the Grant Activity to sustain the activities after the requested funds are exhausted. *(2,000 character count limit)*

Because youth with special needs require a higher staff-to-participant ratio, staff with specialized training, and ADA-compliant facilities to accommodate wheelchairs, most families cannot afford to pay the full true costs of $1,200 per month per participant. Families pay $500 per month for four hours daily of after-school activities or $400 per month for four hours 3 days weekly, which covers less than half the actual cost. As there are no government mandates to provide social and recreational services for youth with special needs, ESH depends upon contributions from individuals and foundation grants to supplement participant fees to support the Youth Services Program.

ESH overall secures funding from diverse sources. A combination of government fees and grants account for roughly 87% of funding, while almost 10% comes from fundraising and contributions. The remainder comes from fees and other income. The Youth Services Program has received funding from a variety of sources including the Pettus Foundation, Friends of Hawaii Charities, the Walmart Foundation, and the Alexander R. Tulloch Trust. The program has previously received support from the Rev. Takie Okumura Family Fund. After the Grant in Aid is expended, ESH will continue to seek foundation grant funding to supplement income from program fees, and contributions from individuals.

6. Describe how the Grant Activity will be funded. *(1,000 character count limit)*

Participant fees will provide $140,222 of the total $328,022 funds required for the Grant Activity. The balance of $187,800 is requested from the City as a Grant-in-Aid.

SECTION IV
GRANTEE EXPERIENCE WITH DEPARTMENT OF COMMUNITY SERVICES GRANTS

Identify the DCS administered grants undertaken by Grantee (or Fiscal Sponsor) in the last five years (To be verified by the City).

Grant Activity Name & Contract #: Energy Efficient Appliances for Renton Road Homes; CT-DCS-1200285
Grant Period: 4/27/12-4/27/13 Grant Amount: $15,130.00
Grant Purpose: To purchase energy efficient kitchen & laundry appliances
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: Department of Community Services

Grant Activity Name & Contract #: Ewa Renovation; CT-DCS-1200120
Grant Period: 2011-2012 Grant Amount: $500,000.00
Grant Purpose: Renovate Ewa facility
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: Department of Community Services

Grant Activity Name & Contract #: Napuakea; CT-DCS-1000066
Grant Period: 2009-9/2010 Grant Amount: $750,000.00
Grant Purpose: Build new service center, Napuakea, in Kapolei
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: Department of Community Services

Grant Activity Name & Contract #: Workforce Development; CT-DCS-1100210
Grant Period: 4/2011-4/2012 Grant Amount: $25,000.00
Grant Purpose: Workforce Development Program
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: Department of Community Services

Grant Activity Name & Contract #: Napuakea Training Room; CT-DCS-1000157
Grant Period: 11/2009-11/2010 Grant Amount: $50,000.00
Grant Purpose: Napuakea training room
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: Department of Community Services

22

THE FOLLOWING PAGES SHALL BE DETACHED FROM THE RGP DOCUMENT AND SUBMITTED.

APPENDIX F: GRANT PROPOSAL

SOLICITATION NO. RGP-DCS-GIA2015

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts including spaces. Recommended fonts: Arial, Times Roman, Helvetica. Recommended font size: 12 point.

SECTION I
SUMMARY

Grantee Legal Name:	FAMILY PROMISE OF HAWAII
Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
Grant Activity Name:	Housing & Services for Homeless Families with Children

Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Since we opened our doors in 2006, Family Promise of Hawaii has helped over 1,200 parents and children transition out of homelessness. Our mission is to mobilize existing community resources to aid families with children experiencing homelessness and help them transition to sustainable independence. Approximately 80% of our families are housed within 3-4 months.

Briefly describe the Grant Activity and need being filled. *(400 character count limit)*

We operate two shelters, Honolulu and Kailua, provide laundry facilities, mail, showers, telephone, computer & internet access, daily meals, life skills training, employment assistance and weekly case management. Families use our day centers as a home base. This comprehensive approach to helping homeless families enables us to assist families quickly and ensures a high success rate.

Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

Family Promise of Hawaii believes that the best way to combat family homelessness is through collaboration and community involvement. Our partnerships and numerous community volunteers all enable us to successfully house families. Each year, we serve 200+ parents & children on Oahu. In 2012, 100% of our families were employed and 100% of our guests were housed.

Council District
(Check all districts that will benefit from the Grant Activity. Provide the amount requested per district).

☐ District 1 $	☐ District 2 $	☒ District 3 $18,000
☐ District 4	☐ District 5	☒ District 6

$	$	$57,000
☐ District 7 $	☐ District 8 $	☐ District 9 $
Total Amount Requested (Minimum of $25,000):	$75,000	

Type of Grant Activity:		
☐ Arts	☐ Culture	☐ Community Development
☐ Economic Development	☐ Environment	☐ Public Service - Seniors
☒ Public Service - Children	☐ Public Service - Disabilities	☒ Public Service - Homeless
☐ Public Service – Domestic Violence	☐ Public Service – Substance Abuse	☐ Public Service – Mental Health
☐ Public Service – Other (describe):		

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; and (iv) has the requisite skills and knowledge to assert the foregoing certification.

Mary Saunders

Signature of Grantee (Fiscal Sponsor) Officer

Printed Name and Title: Mary Saunders, Executive Director

12/19/13

Date

SECTION III
GRANT ACTIVITY INFORMATION

1. Provide a brief summary description of the problem being addressed, including the population, target group size and attributes, and applicable geographic area. *(2,000 character count limit)*

Family Promise of Hawaii serves one of our neediest populations: homeless families with children. Unfortunately, families with children continue to be a growing population of the homeless community. Last year, almost 40% of the state shelter clients served were households with children. We serve families from all over the island of Oahu and offer daily shelter, meals and case management at one of our two day centers located in Windward Oahu and Honolulu.

Our two shelters, Honolulu and Kailua, provide laundry facilities, mail, showers, telephone, computer & internet access, daily meals, life skills training, employment assistance and weekly case management. Families use our day centers as a home base. This comprehensive approach to helping homeless families enables us to assist families quickly and ensures a high success rate for individuals, even after they leave our program.

One in eight Americans (1 in 6 children) lives in poverty today. Of the 3.5 million people who are homeless, 40% are families. According to the 2013 Homeless Utilization report services were provided to over 13,000 homeless individuals statewide and over 9,500 on Oahu alone. Since opening our doors in 2006, Family Promise has provided assistance to over 1,200 parents and children. Last year, 100% of our regular program guests were housed and 100% maintained/secured employment. Since 2006, we have served over 1,200 homeless parents and children on Oahu. In 2012, 116 parents and children (29 families) were served in our regular overnight shelter program and an additional 129 parents and children (34 families) were served in our day program for waitlist families. The Day program allows families full access to our day centers 365 days a year and includes weekly case management. Many of our waitlist families are able to secure housing before having to enter into our regular overnight program.

2. Describe the need for this Grant Activity and provide the data to justify the Grant Activity. *(4,000 character count limit)*

Family Promise of Hawaii believes that the best way to combat family homelessness is through a collaboration of services and the involvement of the community. Homelessness and poverty affects us all so it is imperative that we all take some sense of responsibility. Our partnerships with agencies that assist our families transition into housing and our large network of community volunteers all enable us to successfully house families on Oahu. In 2012 we served 29 families in our regular overnight program and an additional 34 families in our day program for waitlist families. Twenty-nine families secured housing last year through our program.

When families and children thrive in stable home environments our community greatly benefits. Employment and housing are crucial to the success of our families and

keeping them safe and off our city streets. The long-term benefits to family stabilization and a decrease in the number of homeless individuals in the community have positive lasting effects on all of us.

Our guests are highly motivated to succeed. Approxmately 80% of our families transition into housing within 3-4 months. We expect to assist at least 200 parents and children in our program this year. We follow our families for at least 12 months after leaving our program to ensure long-term success. We have an extremely low recidivism rate. Our goal is for our families to maintain their independence and take all the necessary steps required to remain permanently housed. We also include graduated families with opportunities to attend classes that are ongoing in our day centers.

The challenges these families face and the supportive services/resources necessary to meet these challenges can be and are provided by Family Promise of Hawaii through a combination of host congregation support and professional services staff. We provide a number of ways for concerned community members to be a part of the homelessness solution. This includes the invaluable contribution of in-kind donations for our families transitioning to long-term housing.We are also committed to improving their employment situations and getting them enrolled in appropriate benefits programs.

Family Promise of Hawaii works with a number of government and private service organizations to reach out and serve this population including: Department of Human Services, Hawaii Public Housing Authority, Partners In Care, FACE, Catholic Charities, Salvation Army, Office of Social Ministries, Waianae Community Outreach, Palama Settlement and numerous multi-denominational congregations. The funding used to help us house our families will have far reaching effects on the community. Children in stable home environments will do better in school, have a lower dropout rate and less cases of illness. Parents will use the necessary life skills and budgeting techniques to stay housed and not return to homelessness.

The number of people living in poverty is still at an all-time high. Households that pay 50% or more of their income for housing has risen every year in the last decade. According to The State of Homelessness in America 2013 (National Alliance to End Homelessness, April 2013):
-There was a decrease in homeless subpopulations with the exception of families
-Median household incomes decreased between 2010 and 2011 by 1.3%
-More than 48 million people were living in poverty in 2011. More than half of these were families with a single adult present.
-Average fair market rentals increased by 1.5%
-More than 6.5 million households spend more than 50% of their income for housing expenses
-In 2012, 37.8% of the homeless population were families. In Hawaii, family homelessness increased by 2.2%
-Estimated number of children experiencing homelessness is 162,246. This represents a 2% increase between 2011 and 2012.

3a. Provide a description of the Grant Activity. *(1,000 character count limit)*

Our focus is to transition families into housing and to sustain that through improved financial stability and an increased knowledge in the areas of job skills and education. Hawaii's homeless children are more susceptible to developmental delays, learning disabilities, childhood illnesses and poorer performance in school. Our program changes the lives of children and their families. When children have a stable home environment it is proven that they perform better in school, have a lower dropout rate, get sick less often and are less likely to try drugs. Our program provides a stable home environment as soon as they enter the program. Our large volunteer base provide much needed shelter and meals but also moral support. Our volunteers become extended ohana to our families. Our guests tell me over and over again how touched they are by the kindness and compassion of our volunteers. We charge no fees to be in our program which enables guests to save money to dedicate towards housing.

3b. Explain how and why you chose this approach to the problem or opportunity. *(2,000 character count limit)*

In 2013, Family Promise will celebrate its 25th year of service to families nationwide. We know the Family Promise model works and today there are 182 affiliates in 41 states. Hawaii has two of those affiliates on Oahu. Family Promise of Hawaii was the fastest growing affiliate nationwide. We opened our doors in 2006 and our second center opened eighteen months later. Nationally, over 500,000 parents and children have been served. We are committed to continuing our work until every child has a place to call home.

One of the great strengths in our program is community building through our dedicated corps of 1,500 volunteers. Our program brings together existing community resources and utilizes volunteers from 63 interfaith congregations to help alleviate family homelessness. Another significant outcome of the Family Promise program is a change in perceptions regarding homelessness among our volunteers. Many start out with preconcieved ideas about what homelessness is and who is affected by it. The volunteers get to know our families and become more aquainted with our guests, their attitudes towards the homeless start to change. These relationships can transform a volunteer into an advocate because now homelessness affects someone they know and care about. Several of our graduated guests have now become Family Promise volunteers, bringing meals and assisting families with transportation when they move into housing.

The majority of our volunteers have had no previous exposure to homelessness. We help educate and inspire the general public to help our state's homeless efforts. Currently, we've educated and provided direct homeless experiences to over 2,000 individuals. We've also increased awareness through numerous newspaper stories. By quickly multiplying the number of community advocates, we believe we will benefit all organizations addressing homelessness in Hawaii.

3c. Describe the Grant Activity scope of services and outcomes, including how these services and outcomes directly benefit the target population for the Grant. *(3,000 character count limit)*

If the Grant Activity is in the area of Public Service, begin with a statement of the number of individuals (seniors, persons with disabilities, children, domestic violence victims, homeless persons, persons suffering from substance abuse, persons suffering from mental health issues, other) that the Grant Activity will directly benefit during the Grant Term.

If the Grant Activity is in the area of Arts, Culture, Community/Economic Development or Environment, begin with a statement as to how the Grant Activity contributes to the well-being and life quality of a local, low to moderate income, community (e.g. creation/development of community organization; provision of planning, organizational support, and technical assistance to organizations; provision of financial literacy programs/services; provision of micro-enterprise/business training; provision of cultural/environmental support programs; other) and provide the approximate population size for that community.

Each year, Family Promise of Hawaii provides housing services to 200+ parents and children experiencing homelessness. Our program and its community volunteers are committed to providing for our families with food, shelter and emotional support. Our program addresses these needs in the following ways:

-Family Day Centers: Our two day centers (Windward and Honolulu) provide a home base for our families. They use our day centers as a mailing address while actively seeking employment and housing. They also have access to computers & internet for job searches, resume building, showers, laundry facilities and an indoor and outdoor play area for children. A resting room is available for parents who work evening shifts. Our centers also offer nutrition, computer, budgeting and life skills classes throughout the year. Case management takes place at both centers on a weekly basis.

-Case Management: Our Program Manager is assisted by bachelors and masters degree practicuum students from the University of Hawaii, Myron B. Thompson School of Social Work to provide weekly case management to our families. Families must learn to budget and save money in order to ensure thei rlong-term success of maintaining housing. We also work very closely with community agencies for referrals and housing support.

-Volunteers: Volunteers actively engage with our guests and are at the heart of our program. They truly believe that it is everyone's responsibility to help those in need in our community. They provide meals, sleeping accommodations, stay overnight and help with clean-up at the end of their hosting week. They offer unconditional support and care without judgement. Approximately 1,500 volunteers provide 30,000 volunteer hours each year. Our families arrive at host congregation sites as strangers and leave as extended ohana.

-Transportation: FPH provides daily van transportation to and from both of our day centers each morning and evening. Our centers operate and provide this service 365 days a year.

-Community Host Sites: Community building is a crucial part of our program in providing assistance to Oahu's neediest families. FPH partners with 26 community host sites at

various interfaith congregations on Oahu. There are also 37 support congregations that help prpvide volunteers, meals and donations to the host sites each week. Each site hosts our families once a quarter or four times per year on a rotating schedule. Our volunteers form true connections with our families as they share meals together, dispelling many misperceptions surrounding the issue of homelessness. Volunteer salso provide an important support system to our families that can make all the difference in their long-term success. Some volunteers have even become employers and landlords to our families.

3d. Clearly state timelines, measurable milestones and/or specific events tied to the Grant Activity's objectives, or other performance measures appropriate to the desired outcomes. *(3,000 character count limit)*

Our two center locations (Windward and Honolulu) provide a safe environment for families to use as a temporary home as we work tirelessly with our clients to secure housing as quickly as possible. Weekly case management services and mandatory life skills classes help guide our families towards permanent stability and provide numerous resources for guests to secure housing. This year to date (January-November 2013) we provided services to 184 parents and children (89 adults and 95 children). This includes 27,582 meals served and 9,194 shelter bed nights. Our families also saved approximately $1,000 and 100% of our guests have at least one parent employed full-time. Our current average length of stay (until housed) is 124 days.

We consider our program a success when we provide each year:

- assistance to over 200 parents and children (100+ in our regular program and 100+ in our day program for waitlist families)
- over 10,000 shelter bed nights
- provide over 30,000 meals
- 80% of our families transition into housing within 4 months
- 100% secure/maintain employment
- at least 1,500 volunteers to assist our families by providing shelter, meals, donations and mentoring with over 30,000 volunteer hours
- weekly case management to help provide medical insurance, financial counseling and budgeting, education and/or job skills and long-term housing

In 2012, we were able to provide:

- 10,696 shelter bed nights to 116 parents and children;
- 32,088 meals;
- services and meals to an additional 129 parents and children in our day program for waitlist families;
- 100% of the families in the regular program secured/maintained employment;
- 100% of the families in the regular program secured housing with an average length of stay of 127 days

In 2013, we fully expect to exceed our goal of providing housing services to 200+ parents and their children. By the end of November, we had already served 223 individuals in our program.

3e. If the Grant involves a partnership, provide a description of each partner's role. (*2,000 character count limit)*

Family Promise of Hawaii leverages it's community partnerships to alleviate homelessness. In addition to our interfaith partners, FPH regularly partners with organizations such as:

Aloha Harvest
Alu Like
Americorps
Angel Network
Boy Scouts of America
Caravan / Waikiki Health Center
Castle Medical Center
Catholic Charities
Consuelo Foundation
DHS
DOE
EFNEP (Emergency Food and Nutrition Education Program)
FACE (Faith Action for Community Equity)
Girl Scouts of America
HCAP
Helen Wai Financial Counseling
HPHA
Hawai`i Food Bank
HAPO
Hawai`i Pacific University College of Humanities and Social Sciences
Housing Solutions
IHS
Kalihi-Palama Health Center
Kamehameha, Scholarship Programs
Kapi`olani Community College, Service Learning
Kapi`olani Medical Center
Le Jardin Academy
Locations Foundation
Lokahi Giving Program
Maui Community College, Liko A`e Native Hawaiian Scholarship Program
Myron B. Thompson School of Social Work
Next Step
Nu`uanu YMCA
Office of Social Ministries
`Ohana Family of the Living God
PACT
Palama Settlement
PATCH
Parentline
Partners in Care
Pencil Pals
Punahou School Luke Center
Queen Lili`uokalani Children's Center
Queen's Medical Center
River of Life
Rotary Club of Honolulu
Salvation Army Family Treatment Center
University of Phoenix
UH Center on the Family
Waianae Community Outreach
Waimanalo Health Center
Weinberg Village Waimanalo
Windward YMCA
Windward Homeless Coalition

These partnerships are crucial in successfully housing our families.

4. Describe with substantiating data the experience of the organization implementing the Grant Activity (including past performance of activities similar or related to the Grant Activity) and qualifications to implement this Grant Activity, including: (i) strengths and weaknesses in relation to the Grant Activity; and (ii) capacity and resources to achieve the stated outcomes (e.g. plan, leadership, staff size and abilities, facilities, community relationships). *(6,000 character count limit)*

Family Promise of Hawaii was the fastest growing Family Promise affiliate in the country. We opened our second day center 18 months after our first center opened in 2006. Opening the second site in Honolulu allowed us to double number of the clients served. In 2010, we started a day program at our Honolulu center in order to serve even more families. Up to an additional 25 parents and children can utilize our day center as a home base while on our waitlist. These families have full access to the day center for mail, telephone, laundry, shower facilities, computers and weekly case management. Several of our day program families are able to secure housing before having to enter the overnight program. To date, this has allowed us to serve over 450 more homeless parents and children on Oahu.

Our two day centers provide a stable home environment 365 days a year. Guests can shower, do laundry, receive mail, use computers with internet access and receive weekly case management at our centers. Families care for our centers and do daily chores just like they would in their own homes. Classes held throughtour the year (budgeting, computer training, nutrition, parenting, etc...) give guests an opportunity to grow and learn new skills.

Our Program Manager, Christy MacPherson, LCSW, works with each of our 200+ guests to match them with support services (e.g. employment services, benefits enrollment, housing) that enable families to move from our temporary sheltering services to the long-term stable housing and viable employment that are our mutual goals. Over 80% of our families have secured and maintained housing for more than one year and 100% have secured or bettered their employment situation. During daytime hours, if families are not at job sites or schools, they may utilize our Family Center to tend to small children, use the computer work stations, tend to laundry and carry-out other activities we may take for granted (making and receiving calls, mail) using the Family Center as a base station.

Our large corps of volunteers (1,000+) not only provides a new awareness to the issue of homelessness, but also provide tangible ways for individuals to get involved and make a difference. Several of our volunteers have assisted our guests with job opportunities and some have even become landlords. One of our volunteer coordinators said it best: "I see what it does for the families we serve. In the five years CUC has been hosting, countless families have been able to secure permanent housing. To hold the babies, play with the children, hug the Moms, laugh with the Dads, is to make a friend. And to see a friend find a better life -- that's about as good as it gets." (Martha Balkin, Volunteer Coordinator, Central Union, 2011)

In 2012, we were able to provide:

- 10,696 shelter bed nights to 116 parents and children;

- 32,088 meals;
- services and meals to an additional 129 parents and children in our day program for waitlist families;
- 100% of the families in the regular program secured/maintained employment;
- 100% of the families in the regular program secured housing with an average length of stay of 127 days

Computer classes offered in 2012 to the women in our program taught many workforce development skills that they would not have gotten elsewhere. The teacher to student ratio was very small (approx. 4-6 students per instructor) and allowed for specific skills to be catered to for individual job needs. Guests use the computers for job searches, resume building and housing searches. The women in our program are really the backbone of their families. Many of them are working mothers but need extra counseling and support to better understand themselves and how to make the best possible lives for their children.

Many of our mothers have either left behind a partner because of abuse or are trying their best to move forward with their lives and get their husbands to work and take on some of the familial responsibilities. FPH believes that both parents have a responsibility to their children and counsels families to be responsible citizens both to their children and the community at large. When a mother is empowered, families thrive. Our focus is to transition families into housing and to sustain that through improved financial stability and an increased knowledge in the areas of job skills and education. Hawaii's homeless children are more susceptible to developmental delays, learning disabilities, childhood illnesses and poorer performance in school.

We have received several awards and recognition for our program:

-FPH received the 2012 "Providing a Positive Healing Role Award" from the Interfaith Alliance of Hawaii
-FPH was a finalist for the Pacific Business News 2009 Non-Profit of the Year award
-FPH was highlighted in the June 2008 President's Community Initiative in 50 States: A Report to the Nation (www.whitehouse.gov/government/fbci/fbcistates-0608.pdf)
-FPH was recognized and thanked by the City and County of Honolulu in August 2008 for bringing hope and homes to homeless families in Hawaii.

5. Describe the plan of the organization implementing the Grant Activity to sustain the activities after the requested funds are exhausted. *(2,000 character count limit)*

We continue to seek out diverse funding opportunities through private foundations, government organizations and our individual donor base. We also hope to grow our donor base through our growing volunteers and congregational sites that are committed to seeing our families grow and succeed. Several of our volunteers have assisted with job placement and housing opportunities. Our volunteer board of directors (currently 16) maintain a record of 100% giving each calendar year and provide resources for additional funds. We are committed to building greater community partnerships while strengthening the lives of our families.

With our 1,500+ corps of volunteers we realize that this is an invaluable resource and potential for growing our individual donor base. Finding ways to leverage this large body of volunteers and turning them into donors is something our fund development committee is currently tackling. This year we will conduct open houses, informational dinners at donor homes and our inaugural fun run in August.

6. Describe how the Grant Activity will be funded. *(1,000 character count limit)*

Our Fund Development committee comprised of our Executive Director, board members and community volunteers meet monthly to review and implement funding goals. Each year we send quarterly newsletters, an annual appeal letter, annual Fun Run and host open houses and other events throughout the year. Funding comes from diversified sources and we are constantly seeking out new revenue streams. Our large volunteer base (1,000+) enables us to tap into a large community group familiar with our program and what we offer to families. The in-kind value of meals and donated space from our nightly hosting sites (365 days/yr) provide significant savings over traditional shelters.

Current Funding:
DHS - Shelter Program $76,000 (funds for ED and Resource Coordinator salaries & 1,350/mo for shelter rent at two locations)
AUW - Poverty Prevention $170,000
GIA FY14 - $56,720 (pending release of funds for Honolulu day program only)
Private Foundations - $118,000
Individual Donors - $30,000 (ongoing)

SECTION IV
GRANTEE EXPERIENCE WITH DEPARTMENT OF COMMUNITY SERVICES GRANTS

Identify the DCS administered grants undertaken by Grantee (or Fiscal Sponsor) in the last five years (To be verified by the City).

Grant Activity Name & Contract #: Community Service Block Grant: OCS-POS-08-67
Grant Period: 4/1/08-9/30/08 Grant Amount: $26,070
Grant Purpose: National Training conference, Volunteer Training
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: Office of Community Service

Grant Activity Name & Contract #: CDBG: CT-DCS-0700031
Grant Period: 7/08-6/09 Grant Amount: $87,544
Grant Purpose: Homeless Expansion Program
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: DCS

Grant Activity Name & Contract #: CDBG: CT-DCS-0900131
Grant Period: 7/09-6/10 Grant Amount: $109,325
Grant Purpose: Guest Services Expansion
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: DCS

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

34

THE FOLLOWING PAGES SHALL BE DETACHED FROM THE RGP DOCUMENT AND SUBMITTED.

APPENDIX F: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2015

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts including spaces. Recommended fonts: Arial, Times Roman, Helvetica. Recommended font size: 12 point.

SECTION I
SUMMARY

Grantee Legal Name:	Hale Kipa, Inc.
Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
Grant Activity Name:	Youth Outreach! Services to Homeless Youth and Young Adults
Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*	
Incorporated in January 1970, Hale Kipa is a Council on Accreditation-accredited Corporation that provides outreach and residential services vital for "at risk" adolescents and their families. Programs meet its mission to provide opportunities and environments that strengthen and encourage youth, their families and community to actualize their potential and social responsibility.	
Briefly describe the Grant Activity and need being filled. *(400 character count limit)*	
The Youth Outreach (YO!) Program will increase the safety, well-being and self-sufficiency among runaway, homeless, and street youth on Oahu by providing daily street outreach in Waikiki and drop-in, case management and resource linkage services out of the agency's site in Waikiki.	
Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*	
Outcomes focus on immediate safety and self-sufficiency through the provision of street outreach, linkage to emergency or transitional shelter, skill-building activities, linkages to community resources and opportunities for education and employment. 4,000 outreach encounters, drop-in services to 400, case management to 40, 20 to gain pre-employment skills and 16 youth will be placed in shelter.	

Council District **(Check all districts that will benefit from the Grant Activity. Provide the amount requested per district).**		
☒ District 1 $2500	☒ District 2 $2500	☒ District 3 $2500
☒ District 4 $30000	☒ District 5 $2500	☒ District 6 $2500

☒ District 7 $2500	☒ District 8 $2500	☒ District 9 $2500
Total Amount Requested (Minimum of $25,000):	$50000	

Type of Grant Activity:		
☐ Arts	☐ Culture	☐ Community Development
☐ Economic Development	☐ Environment	☐ Public Service - Seniors
☒ Public Service - Children	☐ Public Service - Disabilities	☒ Public Service - Homeless
☐ Public Service – Domestic Violence	☐ Public Service – Substance Abuse	☐ Public Service – Mental Health
☐ Public Service – Other (describe):		

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; and (iv) has the requisite skills and knowledge to assert the foregoing certification.

Signature of Grantee (Fiscal Sponsor) Officer
Printed Name and Title: Ernest Pletan-Cross

12/9/13
Date

SECTION III
GRANT ACTIVITY INFORMATION

1. Provide a brief summary description of the problem being addressed, including the population, target group size and attributes, and applicable geographic area. *(2,000 character count limit)*

The problem being addressed is youth and young adult homelessness particularly in the Waikiki area. The targeted population is youth ages 12-24. In 2012, Hawaii's state-funded homeless programs served approximately 493 youth ages 14-17 and 568 young adults under age 21. For over 20 years Youth Outreach (YO!) has been working with runaway, homeless, and street identified youth and young adults. On average, YO! provides services to over 400 unduplicated youth per year at the Drop-In center, and there are 700 to 900 unduplicated individuals encountered on outreach. More males are serviced (60% male, 40% female), and the males tend to be older (18-21) while females tend to be younger. Additionally, most of these young people have been the victim of abuse and neglect and often continue to be victimized while living on the streets. Many are alcohol and drug abusers, educationally fall behind their peers, have had unprotected sex, and generally represent a nuisance to the general local and tourist population. Despite this, however, many of these individuals are resourceful and resilient survivors. Most do not recognize or realize their inherent strengths and potential for growth given the proper support, direction, and resources.

About one third of the minors are habitual runaways and unfortunately many of these "repeat customers" end up as adult homeless when they "age out" of the juvenile care system. Their homelessness generally ranges from one month to a year, but there exists a core group of "regulars" who have been on the streets for years.

While youth come from all over the island, the targeted geographical service area will be Waikiki. Enticed by the "easier" ways to survive (including drug selling, prostitution, and shoplifting) and the attraction and ease of blending into the beach and party environment, many homeless, transient, and throwaway youth gravitate to Waikiki.

2. Describe the need for this Grant Activity and provide the data to justify the Grant Activity. *(4,000 character count limit)*

As noted, the problem being addressed is youth and young adult homelessness particularly in the Waikiki area. A primary need is to identify these "street" youth quickly and to work aggressively to prevent extended street time for them. The longer youth remain on the street, the more difficult and challenging it is to remove them from that setting. The second need is to assist these youth by increasing their skills, resources, and access to emergency, transitional and/or more permanent and stable housing. These youth display a myriad of needs noted below directly related to their history of trauma, abuse, and neglect. Attending to these needs as soon as possible will only help to deter chronic homelessness and prevent further individual deterioration and loss.

Family conflict is often a primary reason why youth leave their homes while others have been 'thrown out' because of their behavior, sexual orientation or choice of lifestyle.

According to the National Coalition for the Homeless, 46% of runaway and homeless youth had been physically abused and 17% had been forced into unwanted sexual activity by a family or household member. Youth Outreach statistics confirm that Hawaii's runaway and homeless youth have similar experiences.

Education: Based on RHYMIS data for Hawaii, many homeless youth under age18 attend school regularly (62% attending school regularly and 13% not attending because school was not in session). Many of the runaway youth do not attend school for fear of being turned in. Most of the youth/young adults at YO! are educationally delayed or have not finished high school.

Health: In a 2007 survey of street youth, 56% of Hawaii's runaway and homeless youth have attempted suicide. As a result of sexual exploitation, unsafe sex practices, and sexual assault, street youth have high rates of sexually transmitted diseases and pregnancy. Two-thirds of YO!'s female admissions have been sexually victimized. Homeless teenage girls are at high risk for low birth weight babies and high infant mortality because of lack of prenatal care and poor nutrition.

Substance Use: YO's data indicates almost 100% of the youth served have used marijuana, more than 30% have used stimulants, 20% have taken cocaine, and 37% have sold drugs.

Youth transitioning from out of home care: A national survey found that 25—40% of youth who have been in foster care would become homeless and that 27% of the homeless population have a history of being in foster, group, or institutional care. In Hawaii, 100 young people in Department of Human Services (DHS) foster homes will be on their own without permanent familial support this year. Many of the youth/young adults at YO! report histories of multiple program placements and "failure" in these placements.

Means of survival on the street include assistance from others, full or part-time employment, drug selling, survival sex, hustling, and stealing.

3a. Provide a description of the Grant Activity. *(1,000 character count limit)*

The YO! Program is a lifeline for homeless or runaway youth living. The program identifies and involves these youth by utilizing trained, caring staff who develop engaging relationships while attending to their basic needs. Youth are encouraged to attend regular Drop-In services to access food, locker space, learn independent living skills, and take care of hygiene and medical needs. Youth can also access educational and employment preparation and opportunities. In addition, service and case management is offered to help youth identify and meet their goals which often includes collaborating with other community agencies. Participants are also assisted to secure emergency shelter or transitional living programs to replace their street living.

3b. Explain how and why you chose this approach to the problem or opportunity. *(2,000 character count limit)*

Hale Kipa utilizes an early intervention model structured from its extensive experience working with Hawaii's youth and the documented work of Jerry Fest, a recognized expert. It also is guided by "StreetWorks: Best Practices & Standards in Outreach Methodology to Homeless Youth." Our experience clearly demonstrates its effectiveness. YO!'s Street Outreach Principles include:

• Establishing a presence - means that you are a visible symbol of the program and that the community with which you are working recognize and appreciate your presence.

• Maintaining a presence - means maintaining a consistent (and predictable) presence in your community.

• Accessibility - youth can count on finding you on the street at predictable times. Outreach that meets the youth where the youth is.

• Acceptance - by maintaining a presence you become part of the "background picture". You understand and accept the culture and the individual.

Our approach also includes:
1. Staff trained in harm reduction and trauma-informed care who develop relationships based on honesty, nonjudgmental attitude, respect and professional boundaries. YO!'s philosophy and interventions are designed specifically to address the consequences of trauma and to facilitate healing and thus safety, well-being and self-sufficiency.

2. Youth development framework that is based on self-determination and building a sense of competence, identity, connectedness and control over one's life. The agency believes in the resiliency of young people.

3. Individual support focused on identifying strengths, needs, and goals and co-designing with the youth, creative approaches to meet these goals.

4. Collaborative approach that works with other relevant community agencies to serve youth.

A youth-focused service is needed. Most homeless service providers target adults or families and as a result youth do not feel like they "belong;" consequently, they do not access services or participate in these adult service programs.

3c. Describe the Grant Activity scope of services and outcomes, including how these services and outcomes directly benefit the target population for the Grant. *(3,000 character count limit)*

If the Grant Activity is in the area of Public Service, begin with a statement of the number of individuals (seniors, persons with disabilities, children, domestic violence victims, homeless persons, persons suffering from substance abuse, persons suffering from mental health issues, other) that the Grant Activity will directly benefit during the Grant Term.

If the Grant Activity is in the area of Arts, Culture, Community/Economic Development or Environment, begin with a statement as to how the Grant Activity contributes to the well-being and life quality of a local,

low to moderate income, community (e.g. creation/development of community organization; provision of planning, organizational support, and technical assistance to organizations; provision of financial literacy programs/services; provision of micro-enterprise/business training; provision of cultural/environmental support programs; other) and provide the approximate population size for that community.

Over 500 youth will benefit from YO!'s services to homeless and street youth-this will include a services from a single outreach encounter to more extensive case management.

Services:
Street Outreach: Conducted when youth are on the streets and most vulnerable; information dissemination, identify new youth who are homeless, develop engaging relationships, attend to basic needs (distribute snacks, condoms, hygiene items).

Drop-in Services: Open 3x/week in our rented home in Waikiki. Youth can access hot meals and canned foods, hygiene supplies, locker space, emergency material needs, shower, pick up mail, use computers and access groups (pregnancy prevention, sexual exploitation prevention, etc.). Youth may also access medical services from partner agency, Waikiki Health.

Assessment/Service Planning/Case Management/Connection to Community Services: Client-centered, strengths-based work to support and empower youth.

Access to Emergency Shelter and/or Transitional Living: Hale Kipa has its own emergency and longer term transitional housing for minors and young adults.

Education and Employment: Opportunities for GED, Credit Recovery, YO! Works pre-employment training. Having a job is a key factor in helping the youth move off the streets. Program staff assess the youth's employment capabilities, teach job skills, and make referrals to related resources. YO! "hires" some youth to participate in YO! Works which provides on-site employment training (cooking, maintenance, etc.) and a small weekly stipend.

Outcomes:
Based on homeless youth data and resources, Hale Kipa has identified specific outcomes that attend to critical behaviors and situations that are most likely to promote a successful transition to the community and prevent further homelessness. These outcomes are directly influenced by the above-noted scope of services.

Safety: Increase the immediate safety of youth by providing street and drop-in center-based outreach and crisis intervention. Over 4,000 brief outreach encounters will be completed including service delivery through drop-in services for 400 and case management for 40 youth. Increase prevention of victimization, 20 youth will have access to information about prevention of and/or resources for sexual abuse and exploitation through individual or group sessions.

Self-Sufficiency: Increase the self-sufficiency of youth by providing skill-building activities and opportunities for education, employment and community linkages. At least

16 youth annually will participate in educational services (e.g. attending school, participating in a GED program, credit recovery). At least 20 youth will obtain employment skills, do YO! Works or obtain a job. 50 youth will link with a community resource.

Housing: Increase successful transition out of homelessness by linkages to emergency and transitional shelter. 200 youth will receive information on shelter options and 16 youth will accept shelter or placement in safe housing.

3d. Clearly state timelines, measurable milestones and/or specific events tied to the Grant Activity's objectives, or other performance measures appropriate to the desired outcomes. *(3,000 character count limit)*

Milestones: Achieving the selected outcomes is challenging and requires many mini-steps and much dedication and patience on the part of the staff; many of these youth, with their trauma histories, have low trust levels and developing a trusting mentor relationship takes time. Consumer milestones will include: 1. Youth will learn about Youth Outreach though street outreach (500+); 2. Youth will receive some services/supplies/resources during outreach activities (500+ youth will be served by 7200 contacts will be made by Outreach Workers); 3. Youth will come into YO! site and receive services (400); 4. Youth will receive sexual assault and/or pregnancy prevention services (20); 5. Youth will receive some services through case management (40); Youth will receive educational services (on-site GED, credit recovery, educational linkages) (16); Youth will improve employment skills by classes/YO Works, referrals (20); Youth will learn about housing options (200) and at least 16 will be linked to housing.

Outputs and milestones can be tracked though encounter sheets and the agency's electronic case management records..

3e. If the Grant involves a partnership, provide a description of each partner's role. (*2,000 character count limit)*

Hale Kipa operates the YO! Program in partnership with Waikiki Health. Each agency has its own funding sources and has its own designated focus which generally falls into Hale Kipa doing outreach and social services and Waikiki Health doing medical/health-related activities. However, throughout the years there has been some fluidity and flexibility, and each agency has overseen different initiatives within YO!. Hale Kipa and Waikiki Health Center staff have worked diligently to have a seamless implementation of services and most youth are unaware that YO! actually involves two different agencies. During the many years we have been operating YO! each agency has seen fluctuations in their budgets but continue to work together to ensure that basic services are maintained yet trying out innovative ideas when additional funding is available. While we could each operate on our own, the combination of the two agencies provides for a richer and more comprehensive and beneficial experience for our clientele. A stable and committed working relationship and open communication help ensure the continued viability and success of this "joint venture."

4. Describe with substantiating data the experience of the organization implementing the Grant Activity (including past performance of activities similar or related to the Grant Activity) and qualifications to implement this Grant Activity, including: (i) strengths and weaknesses in relation to the Grant Activity; and (ii) capacity and resources to achieve the stated outcomes (e.g. plan, leadership, staff size and abilities, facilities, community relationships). *(6,000 character count limit)*

For over 25 years Hale Kipa has been in the forefront of providing services to homeless youth, and its Youth Outreach (YO!) Program is the only program on Oahu that specifically focuses on the needs of this population. Our current Youth Outreach program, initiated in 1989 and in a long-term collaboration with the Waikiki Health, has access to a large library of outreach resources, employs a holistic approach for its assessments and delivery of services, enjoys a positive relationship and reputation with youth who are street-identified or homeless, has a solid achievement of outcomes, and a history of staff trained and dedicated to individualizing services to youth. The program and staff share a powerful vision for these young people and have been both passionate and professional in their commitment to support this population. Related organizational strengths include being nested in Hale Kipa -- a large, well administered social service organization with state of the art management and information systems, continuum of programs, clean audits and quality assurance practices. The agency and its YO! Program have been accredited by the Council on Accreditation since 1999.

Some of its past contracts include: Outreach for Homeless Youth (Department of Health since 2003), Street Outreach Program (Federal through HYSN since 2003 and previous years), Leeward Coast Community Benefits (City from 2007-09), Community-based Prevention and Intervention (Office of Youth Services, 2007-2011), Aloha United Way (1990-current). Hale Kipa's monitoring reports have also been consistently positive with regards to the agency's provision of a range of individualized services to this homeless population.
Capacity and Resources

Staffing: The program's most critical resource is its staff. YO! has competent staffing who receive documented and relevant training and participate in weekly supervision sessions. Current staffing includes: Deputy CEO (%), Jaque Kelley-Uyeoka, MSW, who oversees overall management and supervision of YO! and has had over 34 years of experience at Hale Kipa in program development and implementation; YO! Program Coordinator (PC) (.5), Alika Campbell, responsible for program management/ development, staff supervision, and case management and has been the YO! PC since 2004 and is also the Transitional Living Program Coordinator; Outreach Supervisor (1.0), Deborah Smith, who hires and supervises Outreach Workers and does outreach work and has been the Supervisor for 4 years in addition to having a background in working with people experiencing homelessness; Case Manager (1.0), Tori Graves, who completes intakes, assessment, case manages and provides pregnancy prevention services and has been with the program for 2 years and has teaching experience (this position will not be funded by City monies); and Outreach Worker (1.0), Lee Miyashiro, who provides outreach and Drop-In services and has been the YO! Outreach worker for 3 years and has previous experience working with homeless.

Hale Kipa has also trained its YO! staff in trauma-informed care, emphasizing physical

and emotional safety for youth and providers, helps youth identify potential triggers, and provides opportunities for youth to increase feelings of self-efficacy and control. It is strengths-based, focuses on the future, and utilizes skill-building to develop resiliency. Staff has also been trained in motivational interviewing to help youth discover their own reasons for making positive changes, increase their interest in making positive changes in their lives, build confidence in their ability to make changes, reduce defensiveness and resistance to change, and prepare for change by taking realistic and positive steps.

Site control: Hale Kipa rents the facility, a cozy, youth-friendly home with a yard strategically located at the Ewa end of Waikiki. The agency has just signed the lease for another two years with the Waikiki Baptist Church.

Partnership: Hale Kipa has a strong, formal partnership with Waikiki Health Center that provides medical, health, and complementary services with Hale Kipa; efforts are continuing to implement a seamless and timely service delivery system for the involved youth. YO! also has established partnerships and excellent working relations with the local police as well as community resources such as Life Foundation, Domestic Violence Action Center, McKinley Community School for Adults, etc.

Food/Supplies: Hale Kipa has a cadre of community volunteers who donate prepared meals for Drop-In and also receives a range of regular toiletries, socks, backpacks and other needed items from other community members and churches. YO! also shopes at the Hawaii Foodbank.

Advocacy/Community awareness: Hale Kipa and YO! staff participate in a variety of homeless and youth related initiatives such as PIC and Juvenile Justice Working Group, and has advocated for youth-related legislative initiatives.

Youth Support: Youth served by YO! overwhelmingly support the program. Since its inception, staff has worked diligently to create a safe, confidential space for youth to obtain some respite and find accepting, caring, genuine staff who understand their backgrounds and challenges and are equipped to assist them move out of homelessness. YO! continues to provide its needed services because of the support of program participants who, by word of mouth, declare that YO! is a safe, caring, and supportive program.

Hale Kipa has made a commitment to sustain YO!'s programming and is currently looking at additional funding sources. The program's strengths are significant, and the program is continually challenged to self-examine and evaluate its services and to make any needed, beneficial changes to further improve and strengthen the program.

5. Describe the plan of the organization implementing the Grant Activity to sustain the activities after the requested funds are exhausted. *(2,000 character count limit)*

YO! has been operating since 1989. The agency has had its fluctuations with funding resulting in reduced or occasionally increased staffing, but YO! will be sustained as the agency is fully committed to continuing this critical program. The program has been

forced to operate on reduced funding levels, but creative staffing and operational solutions have resulted in continuous service. As one might expect, the program must continuously identify relevant foundation, state, city and federal funding while also reaching out to the churches and community for support.

This request for funds follows the loss of some long-held federal street outreach programming funds. Hale Kipa is part of a collaborative under the Hawaii Youth Services Network (HYSN) that has historically received some federal runaway and homeless youth monies for street outreach. Unfortunately, the program learned last month that Hawaii was not awarded any funds for this current cycle. This comes as a frustrating disappointment as the Youth Outreach Program is already operating on an exceedingly tight budget. Hale Kipa, with HYSN, plans to apply for these funds again next year and believes it will be able to regain this federal funding support.

6. Describe how the Grant Activity will be funded. *(1,000 character count limit)*

Funding from the City will supplement the following funding: $90,000 from Child and Adolescent Mental Health Division; $100,000 from BESSD (primarily for staff to provide pregnancy prevention and case management services-City is not being requested for funds for this staffing); $7,500 from churches, Foundations and private donations; $6,000 from Waikiki Health for rent. Hale Kipa is asking for $50,000.

SECTION IV
GRANTEE EXPERIENCE WITH DEPARTMENT OF COMMUNITY SERVICES GRANTS

Identify the DCS administered grants undertaken by Grantee (or Fiscal Sponsor) in the last five years (To be verified by the City).

Grant Activity Name & Contract #: CT-DCS-1300298
Grant Period: 7/13/13-7/15/14 Grant Amount: 186,800
Grant Purpose: School Truancy and Alienation Prevention and Intervention
Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
Administrating Division: Department of Community Services

Grant Activity Name & Contract #: Emergency Shelter Grant (ESG) C64837
Grant Period: 12/1/12-12/31/13 Grant Amount: 62,100
Grant Purpose: Transitional Shelter for young homeless adults
Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
Administrating Division: Department of Community Services

Grant Activity Name & Contract #: Emergency Shelter Grant (ESG) C64837
Grant Period: 12/1/11-11/30/12 Grant Amount: 60,000
Grant Purpose: Transitional Shelter for young homeless adults
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: Department of Community Services

Grant Activity Name & Contract #: SNAP GIA: CT-DCS1100321
Grant Period: 6/2/11-9/30/12 Grant Amount: 65,000
Grant Purpose: Provide hawaii advocate program services for at-risk youth
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: Department of Community Services

Grant Activity Name & Contract #: Emergency Shelter Grant (ESG) CT-DCS-110016
Grant Period: 12/1/10-11/30/11 Grant Amount: 60,000
Grant Purpose: Transitional Shelter for young homeless adults
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: Department of Community Services

THE FOLLOWING PAGES SHALL BE DETACHED FROM THE RGP DOCUMENT AND SUBMITTED.

APPENDIX F: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2015

79

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts including spaces. Recommended fonts: Arial, Times Roman, Helvetica. Recommended font size: 12 point.

SECTION I
SUMMARY

Grantee Legal Name:	Hawaii Literacy, Inc.
Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
Grant Activity Name:	Family Literacy Libraries Program

Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Hawaii Literacy is a 501c3 agency (#237198698) whose mission is "to help people gain knowledge and skills by providing literacy and lifelong learning services." Founded in 1971, our four proven programs leverage 8,000 volunteer hours annually and help 2,700 low-income people (75% children) in need on O'ahu build needed reading, writing, school and work readiness skills, and greater opportunity.

Briefly describe the Grant Activity and need being filled. *(400 character count limit)*

The Family Literacy Libraries Program will operate two on-site, high-quality literacy and education programs at Mayor Wright Homes and Kuhio Park, providing free book lending, technology access, homework help, education, English classes, and parent workshops, to address the great disparities in reading and English skills, school outcomes, and employment for low-income families in public housing.

Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

The program will serve at least 550 public housing residents, including 450 children. 100% of those we serve are low-income. Our outcomes for success include at least 5,500 Library visits, and specific benchmarks for homework completion and demonstrated increases in reading time, word mastery, comprehension, technology use and English skills crucial to school success and future opportunity.

Council District
(Check all districts that will benefit from the Grant Activity. Provide the amount requested per district).

☐ District 1 $	☐ District 2 $	☐ District 3 $
☐ District 4 $	☐ District 5 $	☐ District 6 $

☒ District 7 $114,833	☐ District 8 $	☐ District 9 $
Total Amount Requested (Minimum of $25,000):	$114,833	

Type of Grant Activity:		
☐ Arts	☐ Culture	☐ Community Development
☐ Economic Development	☐ Environment	☐ Public Service - Seniors
☒ Public Service - Children	☐ Public Service - Disabilities	☐ Public Service - Homeless
☐ Public Service – Domestic Violence	☐ Public Service – Substance Abuse	☐ Public Service – Mental Health
☒ Public Service – Other (describe): Literacy and Education		

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; and (iv) has the requisite skills and knowledge to assert the foregoing certification.

Signature of Grantee (Fiscal Sponsor) Officer
Printed Name and Title: Suzanne Skjold

Dec 18 2013
Date

SECTION III
GRANT ACTIVITY INFORMATION

1. Provide a brief summary description of the problem being addressed, including the population, target group size and attributes, and applicable geographic area. *(2,000 character count limit)*

The Family Literacy Libraries program addresses the great need for literacy, education, school readiness, and English language services for low-income and socially disadvantaged families living public housing who impacted by deep poverty and lack of opportunity, a cycle that is rarely broken without functional literacy abilities and access to education services.

100% of those served are low-income. All are residents of public housing who meet the HUD Yearly Gross Income limits used by the Hawaii Public Housing Authority for O'ahu, which are, by family size: 1:$54,850 / 2:$62,250 / 3:$70,500 / 4:$78,300 / 5:$84,600 / 6:$90,850 / 7:$97,100 / 8:$103,400. (www.hpha.hawaii.gov/faqs/publichousing.html) The program is located in Mayor Wright Homes and Kuhio Park, each with well over 1,100 residents and 364 and 614 units, respectively, and among Hawai'i's largest public housing projects. In census tract 54 for Mayor Wright Homes, 90% of all area residents are considered low or moderate income, and for Kuhio Park census tract 62.02, that rate is 98%. Average household income in both census tracts is below $18,000 a year (2010 U.S. Census). While 98% of all program attendees are residents of either Mayor Wright or Kuhio Park, the program is open to all public housing residents in the District 7 area.

The ethnic breakdown in our program is 84% Native Hawaiian/Pacific Islander, 13% Asian, 6% Hispanic, and 3% Other/multi-racial. Major national/ linguistic groups are Chuukese, Marshallese, Samoan, Chinese, Hawaiian, Filipino (Ilocano), Korean, Vietnamese, and Tongan. The program serves about 58% females and 42% males. (from Quarterly Beneficiary Data, July-Sept. 2013) Nearly 80% of those we serve are children ages 4-15, most reading well below grade level and at higher risk for school failure, and 20% are adult residents who lack needed English and/or literacy abilities.

2. Describe the need for this Grant Activity and provide the data to justify the Grant Activity. *(4,000 character count limit)*

The proposed grant activities address the acute need in two disadvantaged communities in Mayor Wright Homes and Kuhio Park to increase literacy and English skills and improve educational and employment outcomes for residents.
The estimated illiteracy rate for the Kalihi-Palama area is nearly 1 in 3 adults, (Bridges to Literacy, 1989) double the state average, indicating a great need for Family Literacy and ELL programs in these communities. Nationally, illiteracy costs local and federal government and corporations over $240 billion each year in unemployment, lost productivity, lost tax revenue, and welfare (Institute of Education Sciences, 2003). Increasing literacy, job readiness, and school success for those in poverty is a cost-effective investment that reduces future expenses and consequences of illiteracy.
The Family Literacy program serves the economically disadvantaged populations that

are the focus of Grants in Aid, and directly addresses City & County of Honolulu Consolidated Plan priorities #PS-2 and #PS-5 to provide support services.
English language learners make up about 10% of Hawaii public school students, (HI DOE & NCIIP, 2010), but in the two Kalihi-Palama housing developments we serve, about 66% of the children are from immigrant families and speak a first language other than English, and immigrants from various Micronesian states make up a growing portion of the population of both. (Pobutsky, 2009).
Need for Literacy Building and School Readiness Activities: Hawai'i Dept of Education data show 23.6% of students in the Complex including Kuhio Park and Mayor Wright do not complete high school, more than double the state average of 10%. Despite positive gains and efforts in the DOE, schools most youth in Kuhio Park and Mayor Wight attend, like Kahili-Waena, Fern, or Ka'iulani, average 55.8% reading proficiency in Grade 3 and 58.8% in Grade 8, far below the state average of 70-71% (Accountability Resources Center HI, 2013).
Need for English Language Instruction: In census tract 54.00 that includes Mayor Wright Homes, 56% of residents speak English "less than very well," and 21.5% speak little to no English. In census tract 62.02 for Kuhio Park, 32.8% speak English "less than very well," and 15% speak little to no English. Stronger English skills correlate with higher incomes, and greater independence and self-sufficiency, (Martinez, T. E. & Wang, T., Supporting English Language Acquisition, 2005) Hourly wages rise an average of 25% when an immigrant improves their English from "not well" to "well." Even basic gains in speaking English "not at all" to "not well" increase wages by 11%, (Hourly Wages of Immigration Workers report, English Language Proficiency, 2000), showing a need and economic benefit for English instruction for beginning English speakers at the Libraries.
Need for Book Access: Key studies have found that "the number of books in the home correlates significantly with reading scores," (J. McQuillan, The Literacy Crisis, 1998) even when one accounts for poverty level. Low-income children have on average less than 10 books of any kind in the home (High, Hopmann, et al.) and numerous studies (De Loreto & Tse, 1999; Duke, 2000; Neuman & Celano, 2001) confirm that low-income children have least access to traditional libraries and books. Book ownership, literacy activities, and supporting parent-child interaction are all included in the National Early Childhood recommendations to improve language and literacy achievement, and are offered each day in our program.
Need for Technology Access: Those who are non-English speaking, have lower income or less education are all less connected (Donham, 2004), and less than 30% of the families we serve have computers or internet access at home. Yet technology skills are "crucial for future employment needs" (Standards for the 21st Century Learner) and our programs connect disadvantaged children to information and opportunity, and reduces school achievement gaps.

3a. Provide a description of the Grant Activity. *(1,000 character count limit)*

The Family Literacy Libraries program will provide quality literacy and education activities and resources at two sites in Mayor Wright Homes and Kuhio Park, to increase literacy and life outcomes. Activities include English classes, homework help, Story Hours, technology access and instruction, life skills, parent support, engaging literacy building activities and games, skill assessments aligned to DOE Common Core

Standards, free book lending, and a safe place where children love to learn. The programs will serve at least 550 low-income, public housing residents, including 450 youth, and will log more than 5,500 individual visits to after-school, summer, and evening programs. At least 150 volunteers will also provide 1,200 hours of service. The Family Literacy Libraries are free, easily accessible, and well-attended, and are vital and trusted resources for the communities we serve. We humbly ask for your support to continue this much-loved and effective program.

3b. Explain how and why you chose this approach to the problem or opportunity. *(2,000 character count limit)*

The Family Literacy Program operates as it does today because of careful and intentional growth. We selected sites in public housing, in close proximity to where people with the greatest literacy needs live, and children can regularly visit our programs without transportation or adult dropoff.

Our approach is to act as trusted community members, who families know well and depend on for high-quality and engaging educational programs. Our core activities are based on meeting the two essential needs at each site: increasing English and life skills for adults and increasing school readiness and reading levels for disadvantaged children. We use an asset-based approach to highlight strengths and possibilities rather than focus on deficits. Activities included in the Family Library curriculum must have an evidence-based positive impact, often in support of Common Core Standards, and must engage an adult or child in learning. Even activities created to be locally and culturally relevant build on national or state best practices on how specific activities increase literacy and school success.

We regularly evaluate, adapt and expand Family Library services based on outcome measures, new resources, best practices, and attendee feedback. Examples include building two new, well-used computer labs, adding one-to-one volunteer tutoring, increasing our Pacific Islander collection, adding new "Read with Me" time, opening earlier in summer, and cataloguing books by skill level (not age). Each addition highlights our ability to leverage City and County of Honolulu investment to fill the significant literacy and education needs in high need communities.

Lastly, we work closely with community partners and resident groups to maintain the connections and trust built from our program's successful record, and to refer those we serve to additional services to support their goals for a better life.

3c. Describe the Grant Activity scope of services and outcomes, including how these services and outcomes directly benefit the target population for the Grant. *(3,000 character count limit)*

If the Grant Activity is in the area of Public Service, begin with a statement of the number of individuals (seniors, persons with disabilities, children, domestic violence victims, homeless persons, persons suffering from substance abuse, persons suffering from mental health issues, other) that the Grant Activity will directly benefit during the Grant Term.

If the Grant Activity is in the area of Arts, Culture, Community/Economic Development or Environment, begin with a statement as to how the Grant Activity contributes to the well-being and life quality of a local, low to moderate income, community (e.g. creation/development of community organization; provision of planning, organizational support, and technical assistance to organizations; provision of financial literacy programs/services; provision of micro-enterprise/business training; provision of cultural/environmental

support programs; other) and provide the approximate population size for that community.

550 low-income public housing residents, including 450 youth, will be served by the following Family Literacy Library Programs scope of services:

- Monthly Reading Campaigns & Summer Reading Program
- Common Core Standards-based assessments & literacy building activities
- After-school homework help & school-required reading time
- One-to-one & small group tutoring
- Computer-based literacy & English activities, including access to DOE resources
- Reading Response logs & creative writing
- ELL and life skills classes
- Junior Leaders & Super Siblings early readers activities
- Saturday Story Hours, special events & parent workshops
- A safe place in the community where children can go and learn

Our Measurable Outcomes, with each related performance standard in Section 3d, and the essential benefits for those in need are:

1. Low-income public housing residents benefit from on-site reading and education programs and technology resources at the Family Libraries.
2. Adults with limited English proficiency increase their English speaking, reading, employment, and technology skills in ELL classes and can better support their children's school progress.
3. Youth and adults benefit from technology access and can complete important tasks or assignments.
4. Youth benefit from one-to-one or small group tutoring to complete homework and school-assigned reading logs and improve school outcomes.
5. Regularly attending youth increase the time they spend reading and improve comprehension, fluency and writing skills in Monthly Reading Campaigns
6. Youth in the Summer Reading Program increase time spent reading and writing, preventing a back slide in reading level common among low-income children over school breaks.
7. Youth and parents in public housing benefit from events that increase reading time and knowledge such as Saturday Story Hours, Tales & Treats, and guest speakers.
8. Low-literacy parents benefit from greater information, literacy resources and support at workshops that help increase parent involvement and school success.
9. Youth benefit from numerous afterschool/ summer enrichment and literacy-building activities, like Junior Leaders and Super Siblings early reader groups that increase communication, cognition, and critical learning skills, help youth gain confidence and grow as readers, and provide a safe place in the community where they can go and learn.
10. Youth attending regularly increase school readiness and grade level reading proficiency, and identify area of need in quarterly assessments, with 75% meeting one or more progress benchmarks.
11. Participants reading below grade level gain from individual attention and reading support from 150 volunteers providing 1,200 hours of volunteer service, including 500 hours of one-to-one tutoring and Read with Me time.

* Regularly attending youth defined as youth ages 5-13, who attend 24 times annually. Residents share how the Family Literacy Libraries benefits them in Additional Document D.2.

3d. Clearly state timelines, measurable milestones and/or specific events tied to the Grant Activity's objectives, or other performance measures appropriate to the desired outcomes. *(3,000 character count limit)*

The Family Literacy Libraries are currently operating at both sites and the expected timeline is for activities to begin is September 15, 2014 or the first month of the grant through September 14, 2015, unless noted below. All proposed increases over FY2014 levels will be reached within the period. Each performance measure below will be reported upon monthly to the City & County of Honolulu, and corresponds to the numbered outcomes in Section 4c and Exhibit B.

1. Demonstrate use by 550 low-income public housing residents (450 children and 100 adults) at two sites by logging at least 5,500 individual visits and 300 service days.
2. Document 800 units of ELL classes for 50 or more adults and parents living in public housing, with 80% of regularly attending adult students successfully passing one unit tests and Hawaii Literacy speaking and written test with score of 80% or better.
3. Document 1,600 visits to the Technology Labs and provide access for at least 220 public housing residents.
4. Document 1,600 units of homework completion or school reading logs for at least 160 youth, with at least 75% completing 32 or more credits. Timeline: September 2014 to May 2015 & August 2015
5. Complete 10 Monthly Reading Campaigns that include at least 160 participants, with 75% of meeting the benchmark to complete 24 books and Reading Responses in the school year. Timeline: September 2014 to May 2015, and August 2015.
6. Document at least 90 youth in a Summer Reading Program, with 75% demonstrating completion and comprehension of at least 8 level appropriate books and 8 Reading Responses during the summer break Timeline: June to July 2014.
7. Document 24 Saturday Story Hours and 12 additional special events serving at least 160 youth and parents, including Tales & Treats.
8. Document 12 parent workshops that support and serve at least 80 parents and children.
9. Document 5,000 units of other literacy and enrichment activities for 400 youth at the Family Libraries and provide or lend out at least 4,000 books and e-books.
10. At least 60 regularly attending school-age youth will meet grade benchmarks of 95% mastery of Frye's 1000 Words, and at least 60% will show increases in reading fluency on timed reading. Quarterly from September 2014 to May 2015.
11. Document 1,200 volunteer hours from 150 volunteers, including 500+ hours of tutoring services and homework for 50 youth reading below grade level.

All daily attendance and special event sign in sheets, activity logs, achievement charts, book check out, and reading logs are maintained on site and entered into an individual participant database to tabulate monthly, quarterly, and annual attendance and specific service unit measures, as are volunteers and their hours and activities. Individual youth

and adult assessment activities and English skills quizzes are completed at quarterly intervals and reported in the next quarter.

3e. If the Grant involves a partnership, provide a description of each partner's role. (*2,000 character count limit)*

The Family Literacy Program increases the impact of grant funding with in-kind donations, 250 volunteers, and active community partnerships, including:

1) Kokua Kalihi Valley: Partner on 3 year grant to increase early childhood literacy and kindergarten readiness in Kuhio Park. Collaborate on community events, back to school parent workshops, and Lei Hipu'u network.

2) YMCA: Partner on a 2013-14 school year grant to jointly increase Early Childhood Reading Readiness and pre-literacy activities at Kuhio Park Family Library, share resources and support children ages 2-5 and caregivers.

3) Punahou School/ Luke Center for Public Service: Partner on a semester-long service learning project involving 92 students in 2014. Faculty has applied for a $5,000 award to support Family Library. Holds an annual book drive for the Library, and seniors complete capstone projects at the Library.

4) Chaminade University's Micronesian and Samoan Student Clubs/ Office of Student Activities and Leadership: Partner to provide Tales and Treats. College students offer activities centered on Samoan or Micronesian stories and songs to build literacy and cultural knowledge and a Club sponsored college field trip. The three year partnership has involved 160 youth and 45 volunteers.

5) Mayor Wright Homes Tenant's Association: Shares partial space with Family Library and supports and advocates for Family Literacy program.

6) Michael's Development/ Interstate Realty Management: Provides Hawaii Literacy free Library and Tech Room space, and utilities. Hawaii Literacy also sits on two Choice Neighborhoods Planning Task Forces with HPHA and Michaels to improve education and services.

7) Parents and Children Together (PACT) Family Center: Collaborate on family outreach and cross-refer families for additional services. Partner to operate a joint Technology Center, adjoining the Family Library in Kuhio Park, for afterschool and ELL classes.

Partner letters of support are in Additional Document D.1.

4. Describe with substantiating data the experience of the organization implementing the Grant Activity (including past performance of activities similar or related to the Grant Activity) and qualifications to implement this Grant Activity, including: (i) strengths and weaknesses in relation to the Grant Activity; and (ii) capacity and resources to achieve the stated outcomes (e.g. plan, leadership, staff size and abilities, facilities, community relationships). *(6,000 character count limit)*

Hawaii Literacy's Family Libraries program was a grateful recipient of Community Development Block Grant (CDBG) support from City & County of Honolulu from FY04 to FY13, and was selected for its first Grant-in-Aid award in FY14, to begin January 2014. Hawaii Literacy has a decade-long track record of responsibly and effectively using City

& County funding to provide literacy, library, education, and technology programs for low-income public housing residents, and leveraging that funding to bring in significant additional resources, volunteers, and services to benefit residents in public housing. We previously successfully administered grants or contracts with the Office of Hawaiian Affairs in 2009 and 2010, the Office of Community Services in 2009 (via HCAP), and Department of Education until 2007. In each case, we met grant objectives within the allotted budget, and received positive findings on all CDBG site visits
Since the Family Literacy Program's start, Hawaii Literacy has increased the number of individuals served by over 40%, and increased days of service by over 30% and increased positive outcomes in key areas like assessment, parent involvement, and technology access.

Hawaii Literacy has a staff of 5 full-time and 4 part-time employees, 474 volunteers, and an active and dedicated 13 member Board of Directors (Document B.1.) that recently raised $15,000 in emergency funding to maintain Family Library services during an unexpected gap between secured funding sources. The administrative resources and capacity to report upon and expend funds in a timely manner, to complete the scope of work and proposed outcomes for this grant, and to document service and effectiveness are all in place. We maintain current written financial procedures, including procurement and cost allocation procedures, a conflict of interest policy, and have a newly revised accounting system in QuickBooks 2014 that more fully allows Hawaii Literacy to code, track, and report each grant expense. We also maintain detailed client records, including daily attendance, activity log sheets, demographics, and eligibility.

Hawaii Literacy's staff and leadership hold strong experience in successfully operating youth and family education programs and in ensuring all grant activities and outcomes are truly met. All key staff, except one, is in place for this work, and the last member will join the program in early 2014. Staff experience and roles are outlined in the Statement of Staff Qualifications in Document B.4. Briefly, our Family Literacy Program Manager, Jeanette Callos, is a graduate of the Family Resources program at UH Manoa and brings crucial experience as a Family Services Coordinator and Youth Program Director. A new Family Literacy Curriculum Coordinator will be in place by February 2014. ELL Coordinator Samuel Skeist joined Hawaii Literacy in May 2011, and brings nine years of experience in teaching ELL, designing curriculum and assessments, and providing technology instruction to ELL adults. In 2014, we hope to hire an additional instructor to work with Sam at one site, splitting current hours so there would be no additional cost. Executive Director Suzanne Skjold joined Hawaii Literacy in 2008 and has 15 years experience in non-profit management, program development, and grant administration. She holds a B.A. from Williams College, and M.A. from Boston University.

Full project staffing includes Family Literacy Program Manager (32 hours/week), Program Coordinator (30 hours/week) ELL Instructor & Coordinator and a Youth & Tutoring Assistant (each 12 hours/week). The Executive Director provides at least 5 hours per week to work directly on this project and grant. Additional support from Kokua Kalihi Valley, The Perenin Foundation, TJX and First Hawaiian Bank Foundations and our first Grant in Aid award for FY14 fulfill the difference in hours for each position from what is requested in Exhibit A.

As the Family Literacy program is Library-based, required resources of space have been secured with long-term in-kind agreements at both sites. At the Kuhio Park Library, we operate in a new, completely renovated Library and adjoining Technology Room that has been so popular, it consistently reaches daily capacity. At Mayor Wright, we have use of a converted 4 room unit. The program owns all the furniture and equipment needed for the Libraries and proposed grant activities, and requested support will provide needed utilities and communication services at each site.

One of the greatest strengths of the Family Literacy Program is the depth and impact of its community partnerships. Many of these are listed in Section 4 above. The Family Literacy Libraries Program additionally has strong, ongoing partnerships with the Junior League, Rotary Clubs, and Hands in Helping Out and school service clubs that provide volunteers who last year shared 1,740 hours, assisting many key Library activities and providing youth with much-needed one to one help.

The Family Literacy program continues to secure additional resources for the program via in-kind donations, detailed in the Budget Narrative. Over 77% of program supply and book expenses are covered by in-kind donations, including over 3,100 new or gently used books, and about $4,760 last year in program and school supplies that were secured through generous donors and partners.

This project is ongoing, and is one that depends on continuity and on the trust we have established with our long-time presence and record of helping families in public housing reach their goals for a better life. We truly can not continue without the support of the City & County for this great program. Our facilities are secured and operational and have potential to expand further, and Hawaii Literacy is able to begin services on the proposed project the day an NTP is released. We anticipate full success in completing the proposed scope of work, and meeting or exceeding all stated objectives.

5. Describe the plan of the organization implementing the Grant Activity to sustain the activities after the requested funds are exhausted. *(2,000 character count limit)*

TThe Family Literacy Libraries program requires a total of about $194,000 a year to operate and oversee. We are able to sustain the program with far less in grant awards because of long-term, in-kind commitments we have secured, totaling over $33,000, and additional multi-year funding of $13,800 secured for activities after this period.
As we were short-listed for the FY14 Community Development Block Grant, and have a long history of operating a successful program with that funding, we plan to re-apply for future CDBG funds, and are hopeful to again be selected. We have or will submit new requests to supportive corporate foundations like First Hawaiian Bank and TJX for 2015 and have increased grant solicitation efforts and relations, but the impact of this program cannot be sustained with a series of $5,000 grants.
We hope the City and County of Honolulu will agree that the investment it has placed in building the Family Literacy Libraries is worth continuing. Grant-in-Aid would be a crucial part of our funding, and in asking for this support, our program works hard to be highly cost-effective and ensure City funding is well leveraged to ensure long-term

benefits and impact.
Last year, we applied for a nationally competitive multi-year Toyota Family Learning grant. While not selected, we have been encouraged to reapply in 2014, as our proposal made the final pool. While such an award would significantly grow our literacy and parent involvement activities, it would supplement support from a source like Grant-in-Aid or CDBG, not replace it.
For the proposed period, we have secured funding of $70,904 in grant and in-kind support, detailed below and in Exhibit A and will be able to implement all proposed activities once any award is made. The Family Literacy Libraries Program truly needs your partnership to continue core literacy and education services for the 550 children and adults who benefit our program, and we humbly ask for your continued support.

6. Describe how the Grant Activity will be funded. *(1,000 character count limit)*

We have secured $33,603 in grant support for the 2014-2015 period: $10,000 from Kokua Kalihi Valley Health Services, $5,000 from First Hawaiian Bank Foundation, $5,000 from TJX Foundation, $660 from Hawaii Food Bank, and a prorated amount of $13,000 from Grant in Aid FY14, which will be concurrent to this request and is included in the Secured budget of Appendix A. In-kind donations total $37,300: $9,380 from Michaels Development, $19,820 from HPHA for space and utilities, $9,300 in books or supplies. As FY14 was funded at 75% of original requests, our FY15 budget represents a request for full funding; restoring positions and services that will be reduced in early 2014. No costs will be duplicated. Grant-in-Aid is the will continue in 2014 only because of the partial Grant-in-Aid award we received to start in January is a crucial part of continuing the Family Literacy Libraries program in FY15, which would be unlikely to be able to continue on private grants alone.

SECTION IV
GRANTEE EXPERIENCE WITH DEPARTMENT OF COMMUNITY SERVICES GRANTS

Identify the DCS administered grants undertaken by Grantee (or Fiscal Sponsor) in the last five years (To be verified by the City).

Grant Activity Name & Contract #: Grant-in-Aid FY14 Family Literacy Libraries Program, contract # not yet assigned
Grant Period: January 1, 2014 to December 31, 2014 Grant Amount: $
Grant Purpose: To provide family literacy, library services and English classes for 468 public housing residents, and operate Literacy Libraries in two Honolulu housing developments to and log more than 4,5000 visits from low-income children and adults during the period.
Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
Administrating Division: Department of Community Services

Grant Activity Name & Contract #: CDBG FY13 Family Literacy Program, # CT-DCS-1300096
Grant Period: November 1, 2012- November 30, 2013 Grant Amount: $113,500
Grant Purpose: To provide family literacy, library services and English classes for public housing residents, and operate Literacy Libraries in two Honolulu housing developments to serve the proposed number of adults and children from low-income households annually.
Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
Administrating Division: Department of Community Services (Final request for November 2013 to be submitted by 12/20/13)

Grant Activity Name & Contract #: CDBG FY12 Family Literacy Program, #CT-DCS-1200075
Grant Period: October 20, 2011 - October 31, 2012 Grant Amount: $113,500
Grant Purpose: To provide family literacy, library services and English classes for public housing residents, and operate Literacy Libraries in two Honolulu housing developments to serve the proposed number of adults and children from low-income households annually.
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: Department of Community Services

Grant Activity Name & Contract #: CDBG FY11 Family Literacy Program, #CT-DCS-1100021
Grant Period: August 1, 2010 - September 30, 2011 Grant Amount: $103,775
Grant Purpose: To provide family literacy, library services and English classes for public housing residents, and operate Literacy Libraries in two Honolulu housing developments to serve the proposed number of adults and children from low-income households annually.
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: Department of Community Services

Grant Activity Name & Contract #: CDBG FY10 Family Literacy Program, # CT-DCS-1000094
Grant Period: March 1, 2010 - July 31, 2010 Grant Amount: $97,973
Grant Purpose: To provide family literacy, library services and English classes for public housing residents, and operate Literacy Libraries in two Honolulu housing developments to serve the proposed number of adults and children from low-income households annually.
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: Department of Community Services

THE FOLLOWING PAGES SHALL BE DETACHED FROM THE RGP DOCUMENT AND SUBMITTED.

APPENDIX F: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2015

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts including spaces. Recommended fonts: Arial, Times Roman, Helvetica. Recommended font size: 12 point.

57

SECTION I
SUMMARY

Grantee Legal Name:	Hawaii Meals on Wheels, Inc.
Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
Grant Activity Name:	Hot, home-delivered meals for homebound seniors and disabled individuals

Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Hawaii Meals on Wheels (HMOW) is dedicated to helping Oahu's elders and individuals with disabilities preserve their independence at home. We do this primarily by providing hot, nutritious meals and regular personal interaction with those we serve. HMOW was founded in 1979 to provide a hot home-delivered meal service to frail elderly and disabled individuals who were unable to cook or shop.

Briefly describe the Grant Activity and need being filled. *(400 character count limit)*

Every weekday, a force of 400+ caring volunteers picks up hot meals prepared by kitchen vendors at hospitals, care homes, private institutional kitchens and delivers hot meals which are 33-1/3% of the US RDA on 45 lunch routes and 2 dinner routes. All activity is coordinated by a small staff in a rented office located in one of the organization's founding churches.

Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

In the past 34 years, HMOW has grown in response to an increasing need for fresh, hot home-delivered meals and visits that serve as wellness and safety checks. We serve hot meals every weekday to more than 600 homebound elderly and disabled individuals. In 2013, we expect to serve more than 84,000 meals on 47 delivery routes in Honolulu City Council Districts 2 to 9.

Council District **(Check all districts that will benefit from the Grant Activity. Provide the amount requested per district).**		
☐ District 1 $	☒ District 2 $15,518.75	☒ District 3 $76,375.00
☒ District 4 $96,356.25	☒ District 5 $176,175.00	☒ District 6 $73,137.50
☒ District 7 $15,275.00	☒ District 8 $58,612.50	☒ District 9 $26,262.50
Total Amount Requested (Minimum of $25,000):	$537,712.50	

Type of Grant Activity:		
☐ Arts	☐ Culture	☐ Community Development
☐ Economic Development	☐ Environment	☒ Public Service - Seniors
☐ Public Service - Children	☐ Public Service - Disabilities	☐ Public Service - Homeless
☐ Public Service – Domestic Violence	☐ Public Service – Substance Abuse	☐ Public Service – Mental Health
☐ Public Service – Other (describe):		

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; and (iv) has the requisite skills and knowledge to assert the foregoing certification.

Signature of Grantee (Fiscal Sponsor) Officer

Date: 12-18-2013

Printed Name and Title: Claire A. Shimabukuro, Executive Director

SECTION III
GRANT ACTIVITY INFORMATION

1. Provide a brief summary description of the problem being addressed, including the population, target group size and attributes, and applicable geographic area. *(2,000 character count limit)*

Food insecurity is prevalent and increasing amongst the senior population. In 2011, according to the United States Census Bureau, 14.7% of the population in Hawaii are over 65 years old. Many of these residents lack large social support systems due to family living away, working and/or being unable to help during work hours.

This population also lacks the ability to shop and cook for themselves for reasons of lack of ambulatory ability, danger (forgetting to turn off the stove), or forgetting to eat.

By the year 2030, one billion people on the planet will be over the age of 65 and for the first time in history, the number of those who are older than 50 will be greater than those under 17 (Shock of Gray by Ted Fishman). Therefore, there will be a huge number of aging people with very few younger people to care for them.

All clients are required to be frail and home-bound and have two unmet activities of daily living and one unmet instrument activity of daily living, or have a cognitive/mental condition (i.e. dementia).

During the grant period, the following number of meals will be served in each district:
District 2: 2,483
District 3: 12,220
District 4: 15,417
District 5: 28,188
District 6: 11,702
District 7: 2,444
District 8: 9,378
District 9: 4,202
Total Meals to be served: 86,034

2. Describe the need for this Grant Activity and provide the data to justify the Grant Activity. *(4,000 character count limit)*

As the senior population grows, the need for hot, home-delivered meals, personal interaction, and safety and wellness checks also grows. This is especially significant as people are choosing to or forced to, due to lack of financial resources, not live in institutions and rather stay in their own homes.

HMOW service began in 1979 with six clients, six volunteers and $25.00. The organization has grown steadily year after year and in 2013, we expect to serve over 84,000 hot meals to the target population. Our client intake applications indicate that the need for the service is growing and on-going.

In 2012, we served meals in the following districts:
District 2: 1,992
District 3: 12,473
District 4: 15,793
District 5: 25,612
District 6: 12,202
District 7: 2,386
District 8: 8,198
District 9: 4,741
Total meals served in 2012: 83,397

In 2013, we are serving over 320 hot meals per day, which will translate to over 84,000 meals this year. We have an active waitlist of over 80 qualified individuals and we predict the need will only increase.

3a. Provide a description of the Grant Activity. *(1,000 character count limit)*

Every weekday, a force of 400+ caring volunteers picks up hot meals prepared by kitchen vendors at hospitals, care homes, private institutional kitchens and delivers hot meals which are 33-1/3% of the US RDA on 44 lunch routes and 2 dinner routes.

All activity is coordinated by a small staff in a rented office located in one of the organization's founding churches. Every day staff members coordinate the volunteer force, interface and place daily orders with vendor kitchens, perform client intakes, service open routes, and perform emergency triage with meal recipients in danger in their homes. The staff also recruits and trains volunteers and performs all of the necessary fundraising and administrative tasks to capitalize our mission and program.

Although every staff member also works as a substitute driver, our organization's goal is to have 90% of all meal delivery labor performed by volunteers.

3b. Explain how and why you chose this approach to the problem or opportunity. *(2,000 character count limit)*

Having hot meals served daily ensures that there will be a daily check up on isolated home-found individuals.

Having meals prepared by institutions, which are regulated by the Department of Health, the Center for Disease Control, and the Department of Labor, and are staffed by medical and dietary professionals, ensures that therapeutic and modified meals can be provided for those that have life-threatening illnesses, health issues or dietary allergies. The use of kitchen vendors also enables us to have a sustainability plan in the event of disasters, acts of God, and labor disputes. Having a diversity of meal preparing vendors allows us to quickly shift from one to the other in the event that any one vendor cannot prepare meals due to any of the above circumstances.

Having volunteers be the primary workforce keeps costs down and provides a community service activity for those who want to help or give back to their communities.

3c. Describe the Grant Activity scope of services and outcomes, including how these services and outcomes directly benefit the target population for the Grant. *(3,000 character count limit)*

If the Grant Activity is in the area of Public Service, begin with a statement of the number of individuals (seniors, persons with disabilities, children, domestic violence victims, homeless persons, persons suffering from substance abuse, persons suffering from mental health issues, other) that the Grant Activity will directly benefit during the Grant Term.

If the Grant Activity is in the area of Arts, Culture, Community/Economic Development or Environment, begin with a statement as to how the Grant Activity contributes to the well-being and life quality of a local, low to moderate income, community (e.g. creation/development of community organization; provision of planning, organizational support, and technical assistance to organizations; provision of financial literacy programs/services; provision of micro-enterprise/business training; provision of cultural/environmental support programs; other) and provide the approximate population size for that community.

Each meal consists of one container consisting of a hot starch, entrée and vegetable; one container consisting of a cold salad; and one container consisting of a cold fruit or healthy dessert. Drinks include milk or fruit juice. Having this meal ensures that our target population has at least one healthy well-balanced, nutritious meal and drink each day. Meals are prepared by hospitals, care homes and commercial kitchen vendors through the island. This enables volunteers to pick up meals at a location in their immediate community and deliver them to their neighbors. The contracting of these institutional kitchens also enables us to meet the need for medically therapeutic food, such as low sodium, low fat, no added salt, and pureed meals.

Having socialization at least once a day also adds to the overall wellness of isolated individuals.

Having a wellness or safety check gives home-bound individuals as well as their absent family important peace of mind, and has saved lives of those who have fallen in their homes.

3d. Clearly state timelines, measurable milestones and/or specific events tied to the Grant Activity's objectives, or other performance measures appropriate to the desired outcomes. *(3,000 character count limit)*

HMOW tracks our meal service daily and provides a monthly dashboard which includes all pertinent statistics. Our goal is to serve 320 hot home-delivered meals daily and involve volunteers to cover 90% of our delivery labor (see V.1/V.2 C. Finance/Operations 5. Program Statistics).

3e. If the Grant involves a partnership, provide a description of each partner's role. *(2,000 character count limit)*

Our most important partners are our volunteers. They consists of caring individuals, military groups, businesses, institutional groups, church groups, and informal groups of friends. Volunteers are required to pass criminal background checks and provide TB clearances and proof of automobile insurance. Those who are unable to volunteer such as school children, partner by making cards and small gifts for the home-bound meal recipients.
As we collaborate with community based organizations across all generations, we

contacted the Waianae High School Searider Productions to produce our only public relations movie/DVD.
We purchase meals from our kitchen vendor partners: Castle Medical Center, Pali Momi Hospital, Kuakini Medical Center, Straub Clinic and Hospital, Lunalilo Home, Kahala Nui Senior Living Center, Oahu Care Facility, Pearl City Nursing Home, A Catered Experience, and Opulicious Restaurant. These vendors are required to meet our nutritional guidelines and provide a cycle of varied meals with a three to five week cycle. Meals must be available before the lunch period and must meet the food safety rule which requires them to be above 140 degrees F for hot food and below 40 degrees F for perishable cold food. Our staff faxes or emails meal orders daily to these kitchen vendor partners and we pay them on a monthly basis for each meal ordered.
HMOW has a small group of fundraising partners. These include The Willows Restaurant, which closes and rents out its facility and food service to us once a year to provide a venue for our annual Gala Special Event Fundraiser.
We are a partner agency with Aloha United Way and have served as members of their speaker's bureau each campaign period.
Churches comprise another important partner group. Our permanent landlord is the Manoa Valley Church, which is one of the organization's founding churches. This church and other churches have provided volunteers to deliver meals and other resources.

4. Describe with substantiating data the experience of the organization implementing the Grant Activity (including past performance of activities similar or related to the Grant Activity) and qualifications to implement this Grant Activity, including: (i) strengths and weaknesses in relation to the Grant Activity; and (ii) capacity and resources to achieve the stated outcomes (e.g. plan, leadership, staff size and abilities, facilities, community relationships). *(6,000 character count limit)*

i) Strengths and Capacity to Achieve Outcomes
-HMOW is the only delivery charity that serves all of its meals hot.

-HMOW has implemented this Grant Activity since 1979. The business model, using paid kitchen vendors and volunteer delivery labor has been in existence since the beginning of the organization.

-This business model is sustainable through growth: We started with two routes, six clients, six volunteers and $25.00. The number of units served has increased steadily over the last 34 years. In 2013, we expect to serve more than 84,000 hot meals on 47 delivery routes were served by over 400 volunteers.

-In the last five years, we have increased the use of technology to ensure that our operating systems are efficient as we experience and are prepared for immense growth.

-By subcontracting meal preparation, our small staff is able to focus on logistics and social work.

-Subcontracting meal preparation to institutions ensures that modified therapeutic meals are available for those who have medical or dietary requirements.

-Delivering every meal hot ensures that volunteers visit clients every weekday and this serves as a safety check.

-HMOW has always been domiciled either rent free or at a nominal rent by one of our founding church partners. Our office was originally located at the Lutheran Church of Honolulu and, shortly thereafter, has been located in the Manoa Valley Church with an evergreen lease agreement. The nominal rent allows us to focus nearly all of our resources on the implementation of the grant activity.

-Our reliance on volunteers to deliver 90% of our route activity allows us to provide a meaningful volunteer avocation for younger retirees, businesses, students, and other community-minded citizens. Volunteers also come from founding and other churches.

-This business model also ensures that everyone receives his/her meal exactly at lunchtime or dinnertime.

-Having ten kitchens in various geographic locations throughout Oahu also allows volunteers to stay conveniently in their community and deliver the hot meals in a timely fashion to ensure food safety.

-Having multiple kitchens allows us to not have to rely on one kitchen in the event of a missed meal or larger challenges (e.g. acts of God, labor disputes, construction).

-We often say we do alot with not much. As we are spared from running the entire gamut of keeping and running a central kitchen, our small staff handles all program activity, bookkeeping, administration, human resources, and all fundraising. Our entire staff is also trained to deliver, triage in emergency situations, and perform client intakes.

-HMOW involves the entire community in voluntary efforts. School children and working people who are unable to deliver lunch or dinner, participate by creating greeting cards and small hand-made crafts to lift the spirits of our isolated clients.

(ii) Weaknesses and Plan to Overcome Weaknesses

-We have an active waitlist of more than 80 qualified individuals.

-In order to mitigate our waitlist by opening new routes, we need to recruit five to ten people to volunteer on each different weekday in the same geographic area. This necessitates a practice of constant recruitment. We have a volunteer orientation training session every month and the attending number varies from 3 people to over 20 people. We further screen and train volunteers on an actual driving route. Although this is a challenge, to serve at-risk, frail clients, one needs to "kiss a lot of frogs to find a prince."

Recruiting staff is also a challenge as our employees need to possess a uniquely diverse skill set. Some necessary characteristics include the need to be able to have empathy and patience with elderly and disabled individuals, many of whom suffer from

dementia, impaired hearing, and frustration and anger due to loneliness and lack of mobility. Others include impeccable customer service skills when dealing on a daily basis with 40 to 80 volunteers who need to feel cherished and welcomed and the ability to multi-task during emergency situations with fallen or injured clients or those who may not be home. Staff also needs to be able to drive safely and map out route directions. Employees also need to possess social work values including understanding professional distance while still being emphathetic. Since we are a small staff, all of us participate in fundraising and event planning.

(iii) Capacity and Resources

1. Plan
HMOW plans to grow 3% each year, which is consistent with the growth of the aging community. We have thus far been able to achieve this plan.

2. Leadership
HMOW has a non-compensated Board of Directors.
HMOW has a strong and capable staff management team in the areas of program, volunteers, administration, and fundraising.

3. Staff Size and Ability
HMOW has five full-time staff members and six casual/part-time staff members.
Staff skills include expertise in business management, non-profit executive management, development and fundraising, public relations, accounting, social work, nutrition, human resources and personnel management, logistics and route management, education, strategic and performance planning, contract negotiations, public speaking and writing. (See V.1/V.2 Attachments B.4. for specific staff qualifications)

4. Facilities
As in above, subcontracting kitchen vendors and spending nominal rent in long-term landlord-tenant partnerships, enhances growth and sustainability in grant activity.

5. Community Relationships
See above response in 3e-Partnerships. Additionally, we have donor partners ranging from businesses to professional organizations to student groups to civic organizations to churches to unions to individuals.
Our executive director is a Weinberg Fellow, a guest columnist for the National Foundation to End Senior Hunger (See D. Additional Information-16) and has been a spokesperson for local and international media on senior and sequestration issues.

5. Describe the plan of the organization implementing the Grant Activity to sustain the activities after the requested funds are exhausted. *(2,000 character count limit)*

After the requested funds are exhausted, activities of the Grant Activity will be sustained as follows:
HMOW will continue to leverage different "income stream" opportunities (see #6 below).

Areas of opportunities which have been explored and leveraged include requesting client contributions, asking private individuals for support, soliciting donors via 4 direct mail requests per year, working with corporations and foundations, partnering with workplace giving organizations such as Aloha United Way and the Combined Federal Campaign and special events. Areas of opportunity which have yet to be explored fully include foundation grant writing, government grant writing, major donor development and planned giving.

6. Describe how the Grant Activity will be funded. *(1,000 character count limit)*

HMOW raises most of our money from private individuals. We receive no state government grants and we receive two streams of income from writing federal government grants, which pass through the City and County Elderly Affairs Division. Our last completed fiscal year's revenue streams are as follows:
24% Client Contributionos
6% Private Individuals (formally unsolicited)
9% Individuals (solicited via direct mail appeals)
6% Corporate Donations
12% Private Foundations
13% Workplace Giving (includes Aloha United Way and Combined Federal Campaign)
10% Federal Grants
8% Annual Gala Special Event Fundraiser
1% Churches
1% Interest on investments
10% Other (includes staff giving, Board of Directors giving, online giving, corporate matching donations, professional organizations, volunteer giving, special events, and community co-ventures)
As economic times are uncertain, a Grant-In-Aid grant would allow us to meet our target goals. Our clients contribute whatever they can afford.

SECTION IV
GRANTEE EXPERIENCE WITH DEPARTMENT OF COMMUNITY SERVICES GRANTS

Identify the DCS administered grants undertaken by Grantee (or Fiscal Sponsor) in the last five years (To be verified by the City).

Grant Activity Name & Contract #: Solicitation No. GRP-DCS 632512, FY14, Grants in Aid program
Grant Period: 1/1/14-12/31/14 Grant Amount: $273,071.25
Grant Purpose: To deliver hot, home-delivered meals to homebound seniors and disabled individuals (Note: Notice to Proceed not issued yet)
Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
Administrating Division: City & County of Honolulu-Dept. of Budget & Fiscal Services

Grant Activity Name & Contract #: Home Delivered Meals Services, Contract No. CT-DCS-1300265, Solicitation No. RFP-DCS-582302D
Grant Period: 7/1/13-9/30/14 Grant Amount: $106,550.00
Grant Purpose: To deliver hot, home-delivered meals to homebound seniors and disabled individuals (Note: Notice to Proceed not issued yet)
Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
Administrating Division: City & County of Honolulu-Dept of Budget & Fiscal Services

Grant Activity Name & Contract #: Home Delivered Meals; CT-DCS-1200035
Grant Period: 7/1/12-6/30/13 Grant Amount: $78,958.00
Grant Purpose: To deliver hot, home-delivered meals to homebound seniors and disabled individuals
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: City & County of Honolulu-Elderly Affairs Division

Grant Activity Name & Contract #: Home Delivered Mrsld; CT-DCS-100019
Grant Period: 7/1/11-6/30/12 Grant Amount: $78,958.00
Grant Purpose: To deliver hot, home-delivered meals to homebound seniors and disabled individuals
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: City & County of Honolulu-Elderly Affairs Division

Grant Activity Name & Contract #: Home Delivered Meals, CT-DCS-100019
Grant Period: 7/1/10-6/30/11 Grant Amount: $66,000.00
Grant Purpose: To deliver hot, home-delivered meals to homebound seniors and disabled individuals
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: City & County of Honolulu-Elderly Affairs Division

SECTION IV
GRANTEE EXPERIENCE WITH DEPARTMENT OF COMMUNITY SERVICES GRANTS

Identify the DCS administered grants undertaken by Grantee (or Fiscal Sponsor) in the last five years (To be verified by the City).

Grant Activity Name & Contract #: Home Delivered Meals, CT-DCS-1000019
Grant Period: 7/1/09-6/30/10 Grant Amount: $66,319.00
Grant Purpose: To deliver hot, home-delivered meals to homebound seniors and disabled individuals
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: City & County of Honolulu-Elderly Affairs Division

Grant Activity Name & Contract #: Home Delivered Meals Services, CC-55346
Grant Period: 7/1/08-6/30/09 Grant Amount: $53,922.00
Grant Purpose: To deliver hot, home-delivered meals to homebound seniors and disabled individuals
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: City & County of Honolulu-Elderly Affairs Division

Grant Activity Name & Contract #: Home Delivered Meals; C55346
Grant Period: 7/1/07-6/30/08 Grant Amount: $53,922.00
Grant Purpose: To deliver hot, home-delivered meals to homebound seniors and disabled individuals
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: City & County of Honolulu-Elderly Affairs Division

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

THE FOLLOWING PAGES SHALL BE DETACHED FROM THE RGP DOCUMENT AND SUBMITTED.

APPENDIX F: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2015

47

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts including spaces. Recommended fonts: Arial, Times Roman, Helvetica. Recommended font size: 12 point.

SECTION I
SUMMARY

Grantee Legal Name:	IHS, The Institute for Human Services, Inc.
Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
Grant Activity Name:	Central Oahu/North Shore Outreach Solutions that Transform Lives

Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Founded in 1978 by Reverend Fr. Claude Du Teil, IHS is a 501 c3 non-profit organization working to prevent and end homelessness. Our mission is to "provide respite for those who are unsheltered and solutions that transform the lives of homeless and at-risk people." In addition to emergency shelter and meals, programs address self-sufficiency, homelessness prevention, and stabilization in housing..

Briefly describe the Grant Activity and need being filled. *(400 character count limit)*

Grant activities meet community need by providing homeless clients Housing Focused Outreach to obtain housing. Activities are: 1) Outreach: Engaging, rapport building, and building resolve to enter housing, 2) Housing Services: Help application, obtaining, and moving into housing and 3) Case Management/Supportive Services: Building knowledge, skills, resources, and supports to maintain housing.

Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

Outreach 150 unsheltered homeless adults/families in District 2. 15 transition to emergency shelter and 50 to housing with follow-up services. Partial rent subsidies will assist up to 50 moving into housing, with case management and supports aiding retention. Chronically homeless/vulnerable will be targeted to medical, psychiatric and substance abuse treatment with 20 expected participants.

Council District
(Check all districts that will benefit from the Grant Activity. Provide the amount requested per district).

☐ District 1 $	☒ District 2 $502,521.85	☐ District 3 $
☐ District 4	☐ District 5	☐ District 6

$	$	$
☐ District 7 $	☐ District 8 $	☐ District 9 $
Total Amount Requested (Minimum of $25,000):	$502,521.85	

Type of Grant Activity:		
☐ Arts	☐ Culture	☐ Community Development
☐ Economic Development	☐ Environment	☐ Public Service - Seniors
☐ Public Service - Children	☐ Public Service - Disabilities	☒ Public Service - Homeless
☐ Public Service – Domestic Violence	☐ Public Service – Substance Abuse	☐ Public Service – Mental Health
☐ Public Service – Other (describe):		

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; and (iv) has the requisite skills and knowledge to assert the foregoing certification.

Connie Mitchell

Signature of Grantee (Fiscal Sponsor) Officer

Printed Name and Title: CONSTANCE MITCHELL, EXECUTIVE DIRECTOR

12/19/2013

Date

SECTION III
GRANT ACTIVITY INFORMATION

1. Provide a brief summary description of the problem being addressed, including the population, target group size and attributes, and applicable geographic area. *(2,000 character count limit)*

This project addresses the problem of homelessness challenging the City and County of Honolulu, a complex issue with many subpopulations requiring action from many fronts. Extremely high living costs, low wages, histories of trauma, mental illness, substance abuse and health issues contribute to a myriad of causes and conditions difficult to unravel and repair. Existing outreach funds and services are extremely limited. While recovery from homelessness is aided by rent assistance and affordable housing availability, lasting change and self sufficiency require community supports, linkage to available resources, and access to needed treatment.
The geographic focus area is Central Oahu/North Shore (District 2). Target populations are homeless individuals and families, mostly unsheltered, and those recently housed. Chronically homeless and those with vulnerabilities are priority groups,70% reporting some type of disability with high rates of mental illness, substance abuse, and medical needs.
The Homeless Point in Time Count 2013 (annual homeless census) shows sthe number of unsheltered homeless has increased over the past five years, and identified 99 (6.8% of Oahu total) unsheltered homeless in District 2, 48.4% chronically homeless. The regional census was likely undercounted as the population is scattered in campsites in rural public and private lands (e.g. parks), often very resistant to moving out of the area. District 2 has no emergency homeless shelters or other outreach (nearest in Honolulu and Kapolei.) IHS' emergency shelter daily occupancy has been about 324 persons this year (On average 165 men, 65 women and 94 family members).
This project also addresses the problem faced by community members and groups wanting to do something to reduce homelessness, but don't know how to contribute to solutions. Faith-based and civic groups and even homeless service providers need training about best practices and opportunities to collaborate toward successful outcomes.

2. Describe the need for this Grant Activity and provide the data to justify the Grant Activity. *(4,000 character count limit)*

Grant activity will address three areas of need in a systematic manner to locate, engage, link with services/resources, and housing homeless unsheltered persons while building community capacity to effectively assist the homeless: 1) Housing, 2) Outreach, and 3) Capacity Building. Lack of affordable housing on Oahu is well known. 2012 National Low Income Housing Coalition "Out of Reach Report" ranked Hawaii the most expensive State based on "housing wage for a two-bedroom fair market rental" and Honolulu County among the five most expensive. This means it would take one full time wage earner at $33.98 an hour to afford a 2-bedroom fair market rent in Honolulu ($1,647 per month), or 4.4 full time minimum-wage earners. The North Shore has experienced accelerated gentrification due to closure of sugar plantations and the area becoming a major surfing destination for the world and target for luxury real estate

development.
HOUSING: One strategy IHS rental assistance programs use is providing "shallow subsidies" that help a family offset the hardship of low income and high rents. Our North Shore Homeless Assistance program funded by the City and County of Honolulu has assisted 38 households (90 individuals) with rental assistance and case management since September 2012. 74 other homeless households are engaged (36 awaiting intake, 16 in the process of obtaining eligibility documents, 1 pending approval, and 21 searching for housing). The grant ends June 30, 2014. We forecast stretching rental assistance funds through June for about 33 households.
OUTREACH: The need to address this population is well documented. Between February 2012 and November 2013 IHS' outreach teams served 550 adults; 240 on the North Shore and 310 in Urban Honolulu. The North Shore outreach population differs from Honolulu, being slightly older, more aged 60 years and up, more women (38% vs 14% in Honolulu), and has larger Caucasian and Hawaiian groups. About 65% report homelessness for 1 year or more and 35% report more than one episode. Less North Shore clients report financial supports (49% vs. 56%), including employment; and slightly less vulnerability, complex medical problems, substance abuse and mental illness and emergency service use. These differences are likely due to less jobs and services (e.g. hospitals, treatment centers) in the area. Individual outreach will locate, contact, engage, and service homeless persons, while the drop in center and resource fair will continue to bring services and resources into the community and build familiarity with community needs and helping systems in the community.
CAPACITY BUILDING: Capacity building refers to resource coordination and offering training for service providers, faith communities and members of the public. Our North Shore Outreach interfaces with the community by working with natural, community based helpers, such as church outreach ministries, community leadership, and brings providers into the community through thte monthly resource fair at the Waialua Community Center. Plans are underway to develop a similar resource fair for the Wahiawa community
With IHS' successfully intervening with highly vulnerable persons, collaborating with JABSOM Psychiatrists, and motivating homeless persons during outreach, organizations are turning to IHS for advice and collaborations. IHS staff have attended the North Shore neighborhood Board meetings as well as the Homeless Subcommittee of the Board. We have collaborated with realtors and property maangement agents in the NS area to locate affrodable rentals and develop landlords. We have also begun working with Office of Hawaiian Affairs to outreach a homeless shanty village on fallow ag/conservation land in Wahiawa and HPD to help outreach those under the bridge.

3a. Provide a description of the Grant Activity. *(1,000 character count limit)*

IHS will continue targeted outreach in Central/North Shore three days per week. Outreach work results in engagement, assessment, and intake for housing placement/support for eligible unsheltered persons. District 2 outreach focuses on the most vulnerable homeless, and also responds to community requests, collaborating with the City during "park clean-ups". Case managers coordinate services, support client needs and address housing barriers through a goals focused service plan (e.g. healthcare, employment, housing.) Housing staff meet housing needs, like

security/utility deposits, rental assistance (either shallow subsidies or 30% of gross income) paid directly to third parties (e.g. landlord, HECO, etc.) Locate housing, execute leases, conduct unit health/safety inspections, facilitate move-ins, secure utilities and responsibilities concerning rent and utilities to maximize successful outcomes. We also coordinate a weekly resource fair for those in need (see 3e below for detail.)

3b. Explain how and why you chose this approach to the problem or opportunity. *(2,000 character count limit)*

This proposal will extend the period of service for essential programs and allow for community infrastructure growth so IHS may eventually exit and provide targeted outreach and consultation to the community. Our Outreach approach uses the National Alliance to End Homelessness' "Ten Essentials for Ending Homelessness" that have guided of our efforts to end homelessness. IHS was Oahu's first participant in 100,000 Homes national campaign, evidencing capacity to serve and house a diverse range of homeless including the most vulnerable and chronically homeless, in Urban Honolulu (last two years) and North Shore/Central Oahu (last 1.5 years.) Best practices include:
Comprehensive Assessment and Integrated Treatment for substance abuse and mental illness - Homeless persons often experience co-occurring disorders and need interventions recognizing how these intersect. Criminogenic needs are also part of our standard assessment.
Harm Reduction - Applied where substance abuse and lifestyle impact is severe and the client is not yet ready to give up a behavior completely. We help clients to select goals they believe can be achieved in terms of reducing substance use or the dose of medications they feel they can best tolerate in light of their current life situation.
Trauma Informed Care - An estimated 10-40% of homeless persons overall and 91% of homeless women have been assaulted sometime in their lives (Brandt, 2004). IHS is committed to trauma informed services and trains staff to recognize the signs/symptoms of trauma, routinely screening for physical, emotional, sexual, and combat trauma.
Motivational Enhancement(MI)/Stages of Change- Enhances motivation by incorporating clients' priorities born out of their unique life circumstances in their plan for recovery and ending homelessness, choosing and designing interventions to match client's current level of motivation. This approach results in more successful outcomes and keeps clients moving toward greater success.

3c. Describe the Grant Activity scope of services and outcomes, including how these services and outcomes directly benefit the target population for the Grant. *(3,000 character count limit)*

If the Grant Activity is in the area of Public Service, begin with a statement of the number of individuals (seniors, persons with disabilities, children, domestic violence victims, homeless persons, persons suffering from substance abuse, persons suffering from mental health issues, other) that the Grant Activity will directly benefit during the Grant Term.

If the Grant Activity is in the area of Arts, Culture, Community/Economic Development or Environment, begin with a statement as to how the Grant Activity contributes to the well-being and life quality of a local, low to moderate income, community (e.g. creation/development of community organization; provision of planning, organizational support, and technical assistance to organizations; provision of financial literacy programs/services; provision of micro-enterprise/business training; provision of cultural/environmental support programs; other) and provide the approximate population size for that community.

1. Targeted Outreach: At least 150 unduplicated individuals anticipated to be served

during outreach during weekly rounds (at minimum 96 outreach events). We anticipate that at least 75 persons will engage with the outreach specialist, support staff, or case manager. Encounter data are recorded in HMIS and clinical progress notes are also kept. While "engagement" is a relative term, it usually means at least three repeated encounters with the participant showing evidence of willingness to set or work on goals toward changing their circumstances. In the successful and sustained outreach process, this may lead to acceptance of treatment for mental illness or substance abuse (at least 20 persons anticipated), moving into IHS' emergency shelter (at least 15 persons anticipated) and/or moving into stable housing (at least 50 persons anticipated).
2. Resource Coordination – Wailua Community Association Building: Weekly drop in center organized by IHS staff and includes 9 other organizations. Participation has been about 80 persons per week, with many returning several time to get encouragement and connect with staff. We anticipate 150 unduplicated persons and 50 sessions. Participants may complete housing program applications, seek employment support, apply for SNAP and other services, pick up donated food, etc.
3. Housing Placement, rental assistance, support and retention services (District 2): as described in more detail above, rental assistance have been available through other IHS' permanent supportive housing programs for eligible persons, but few openings remain. In this GIA proposal, the request includes funds to aid up to 50 single adults with first month/deposit, rent subsidy for 6 month period and 12 with one time utility assistance. Follow-up services at least monthly for each household by the housing specialist and case manager help ensure longevity and housing stability
4. Health Services are provided through the IHS Nurse Manager who provides direct health screening, health assessment, triage and referral. This is a key component of the program's success, as a high proportion of participants suffer from medical conditions, often complicated by severe and persistent mental illness. At least 20 persons are projected to receive evaluation and or treatment services.
5. Program Evaluation and data management are essential to the scope of services for all IHS programs not only to meet grant reporting requirements, but to engage the agency in the continuous process of improvement. IHS uses the HMIS system as well as internal data systems to capture and analyze information about demographics, health conditions, length of homelessness, residency in the State as well as program outcomes. Outcomes reports are generated monthly, quarterly, and annually.

3d. Clearly state timelines, measurable milestones and/or specific events tied to the Grant Activity's objectives, or other performance measures appropriate to the desired outcomes. *(3,000 character count limit)*

No "ramp up period" is needed; the direct service and support personnel needed to execute the scope of work for this initiative are already hired, trained, equipped, and have been doing Outreach, Housing, and Capacity building work clients and the community in District 2 for over a year and a half. Physical plant and facilities are also in place. Collaborating partners providing supportive services (mental health, substance abuse treatment, medical services, etc.) are already in place as well. Full service begins in Month 1. Timelines pertaining to grant activities described above in 3a and Exhibit B:
1. Targeted Outreach in District 2: Carried out at same level throughout project.
#Unduplicated individuals served: 150
#Outreach events: 96

#Wailua Community Center monthly resource fairs: 11
Individuals Engaged w/ Case Manager or Support Staff: 75
Accept Treatment for MI or Substance Abuse: 20
obtain health screening for medical condition: 15
2. Housing Placement, rental assistance, support and retention services (District 2): delivered throughout the life of the grant.
Sheltered (IHS or other Emergency Shelter): 15
Move into stable housing (non-emergency shelter setting): 50
Persons Housed Stably: 65
3. Program Evaluation and data management: A slightly higher intensity of time is required during the first month to ensure proper data collection and outcomes based reporting is maintained. As much of this project is a continuation no major "ramp up period" is required.

3e. If the Grant involves a partnership, provide a description of each partner's role. *(2,000 character count limit)*

IHS enjoys a strong partnership with the John A. Burns School of Medicine Department of Psychiatry and has work in collaboration with Dr. Chad Koyanagi for close to two years. He provides psychiatric evaluations and treatment including participating in street outreach. Partners delivering services as part of the weekly resource fair at the Waialua Community Center (Wednesday drop ins) for homeless and needy community members include IHS, Aloha Harvest, North Shore Food Bank, Action with Aloha, Gateway Enterprises, Helping Hands, Work Hawaii Division, Legal Aid Society, Veterans Affairs and Mobile Vet Center. We recently added a Navigator with the Hawaii Health Connector to help ensure health care coverage for homeless persons. Average weekly attendance is 81 participants. However, none of those partners will require funding from the proposed grant.
This proposal also includes a partnership with Chaminade University of Honolulu School of Nursing (CUHSON) to provide nursing students completing their Community Health clinical rotation to assist with street outreach and shelter inreach.Their assessment and triage will be supervised by the IHS Nurse Manager, who will also be providing direct services as needed. IHS Outreach Specialists outreach clients, connect them with case managers and the Housing Navigator, who assist with clients' social services and daily living needs and housing needs, respectively. The CUHSON nursing students' services, furnished under an existing MOA, will be at no cost to this grant, excepting support for 0.05 FTE of the Health Services RN who serves as Clinical Preceptor. Two senior year undergraduate students per semester will be onboarded at IHS, and each student will provide 16 hours of services per week for their 12 week stay. This will yield 768 hours of added service that clients may access.

4. Describe with substantiating data the experience of the organization implementing the Grant Activity (including past performance of activities similar or related to the Grant Activity) and qualifications to implement this Grant Activity, including: (i) strengths and weaknesses in relation to the Grant Activity; and (ii) capacity and resources to achieve the stated outcomes (e.g. plan, leadership, staff size and abilities, facilities, community relationships). *(6,000 character count limit)*

STAFF AND FTE CHARGED TO GRANT:
IHS Clinical Director (0.1 FTE for 12 months): Supervises outreach and case management staff and ensures clinically appropriate approach with homeless individuals.
Director of Programs (0.1 FTE for 12 months): Provides agency-wide clinical training for specific project objectives as well as operational and tactical strategies day to day.
Outreach Specialist (1.0 FTE for 12 months): Primary outreach provider to homeless in community. Conducts regular outreach rounds to identified areas and targeted outreach to homeless who may be in crisis or identified as needing services. Provides referrals, supports, and links to external providers, documentation, data collection and attends team meetings.
Outreach Specialist Assistant (1.0 FTE for12 months): Primary support staff to Outreach Specialist, Program Directors and liaison to other providers. Assists with outreach. Channels and supports referrals; ensures linkage to basic services and benefits (e.g. securing identification, food, income, medical entitlements, behavioral/substance abuse services, medications, transportation, housing application, and placement.) Tracks and documents team meetings.
Case Managers (0.5 FTE for 12 months and 0.25 FTE for 12 months): Case Manage clients after intake into housing programs or emergency shelter to promote stabilization, housing retention, access to medical and behavioral health care and other needed supports.
Housing Navigator (0.8 FTE for 12 months): Assists with housing applications and placement in appropriate programs. Liaison to landlords and assists clients achieve rental stability.
Veterans/Community Resource Coordinator (0.3 FTE for 12 months): Provides outreach, in particular to veterans, serves as primary liaison to external service/benefit providers, ensures ongoing collaboration and consistent acquisition of community resources and supports for case managed guests. Coordinates community drop-in activities at Waialua Community Center.
Evaluation Specialist (0.1 FTE for 12 months): Provides methods for data collection and analysis; monitors progress on performance measures, conducts program evaluation, and ensures timely submittal of grant reports. Manages reporting and outcome measures.
Data Specialist (0.3 FTE for 12 months): Audits and inputs data into HMIS and IHS database, manages data, assists with analysis, interpretation and reporting.
Health Services RN (0.05 FTE for 12 months): Provides medication initiation, education, and coaching, intervention addressing chronic and acute health conditions, including mental health, and substance abuse needs, follow up care; links to behavioral health support and rehabilitation.
Director of Housing and Employment (0.05 FTE for 12 months): Builds housing inventory, authorizes and oversees rental assistance, facilitates troubleshooting of landlord/tenant issues.

Accounting Assistant: (0.05 FTE for 12 months): Executes accounts recievable and payable, tracks fund disbursements for rental assistance.
Executive Director as well as Finance, IT, HR and other Departments from agency provide service through the indirect cost allocation.
FACILITIES: Staff offices with full phone, internet, fax, etc. are located in IHS' Kaaahi and Sumner Centers. Outreach takes place in field, Wailua Community Association and various community venues (e.g. New Hope Leeward, Hope Chapel West Oahu, and St. Elizabeth.) Remote technology and cell phones provided to staff.
ORGANIZATIONAL EXPERIENCING IMPLEMENTING AND MANAGING GOVERNMENT GRANTS AND CONTRACTS:
IHS has extensive experience successfully administering and implementing significant programs, including our current SAMHSA grant with close to half of the $1.5 million award shared with collaborating partners. IHS' FY2012 revenues of $9.1 million were derived from approximately 64% government grants and Contracts, 20% private grants and contributions, 12% Donations/In-kind Services, and 4% from other support approximately. IHS currently remains in compliance with all of its public funds.
Key Contracts for FY2013 include:
• State Homeless Shelter Program Stipend Grant #DHS-12-HPO-570; $1,800,000
• State TANF Housing Placement Grant #DHS-13-HPO-711; $440,000
• County North Shore Homeless Assistance Grant #CT-DCS-1300034; $750,000
•County Outreach Collaboration with JABSOM Grant #CT-DCS-1200162; $360,000
• County Homeless Prevention & Rapid Rehousing Grant #CT-DCS-1300123; 397,082
• TANF Maintenance of Effort Grant #DHS-11-ETPO-402; $100,000
• HUD Shelter Plus Care Home Sweet Home Grant #CT-DCS-1200089; $453,120
• HUD Shelter Plus Care Home Sweet Home II Grant #CT-DCS-1300109; $518,700
• HUD Shelter Plus Care Home At Last Grant #CT-DCS-1300007; $1,306,512
• HUD Community Development Block Grant # CTS-DCS-1200078; $698,497
• HUD Community Development Block Grant # CTS-DCS-1000006; $786,060
• SAMHSA CABHI Grant #1UD1TI023565-02; $500,000 (US Department of Health Substance Abuse Mental Health Service Administration Cooperative Agreements to Benefit Homeless Individuals -Year 3 of 3 Years)
IHS' focus on "Housing First" sets us apart in homeless outeach success; as a participant in Hale O Malama 100K Homes campaign, IHS has consistently led all other agencies in numbers permanently housed or transitioned into stable housing. Although IHS repeatedly demonstrates successful outcomes for projects, obtaining continued funding and increasing funding to meet our community's real need is a challenge. Our assertive approach to outreach, which has helped numerous persons off the streets, deserves to be continued. Also deserving are IHS' housing programs that stretch rental assistance dollars to responsibly serve the greatest number of households possible. IHS' long history of helping chronically homeless and vulnerable persons obtain and retain housing is strong and well documented, but the agency cannot continue to meet the County's need without continued funding.

5. Describe the plan of the organization implementing the Grant Activity to sustain the activities after the requested funds are exhausted. *(2,000 character count limit)*

Though IHS has used diversified funding strategies with government grants leveraged

with gifts from donors, private foundations, in-kind gifts, and volunteer help, outreach funding remains limited. A recently released State Adult Mental Health Division RFP for outreach is our next likely project. In addition, we are looking for additional federal grants like our current SAMHSA CABHI. For new rental assistance funding, IHS takes an active role in advocacy for housing assistance programs and anticipates the City and State will be renewing commitments for additional funding for this purpose through our HUD Continuum of care and Homeless Programs through DHS.

Service sustainability after the award ends depends on strategic success in three areas:

1. Outreach: 1a. Empanel Outreach ADAD Homeless Outpatient Treatment and existing Medicaid Rehabilitation Option (MRO) contracts (AlohaCare, Ohana CCS), 2a. Expand to non-participating payors (e.g. AMHD) and those with single provider-only contracts (e.g. Kaiser and HMSA Quest.)
2. Housing Services/Inventory: 2a. Fund services as MRO Support services, 2b. Grow inventory through network of landlords providing housing to Permanent Supportive Housing, TANF, shallow subsidy, clean and sober, and community reentry homes, 2c. Align subsidy streams to include shallow subsidies and support HICH Centralized Assessment for assessing client need for housing support and subsidies, and 2d. Develop private donors to match State, City and other resources by investing in sustaining and growing housing assistance programs.
3. Case Management/Support Services: 3a. Expand MRO Case Management/Support Services through MedQuest using Affordable Care Act established extenders (e.g. Grand Aide), 3b. Obtain empanelment with all MedQuest plans for case management, 3c. Maximize case management funding from existing MRO contracts (AlohaCare, AMHD, Ohana CCS), expand to payors currently doing single provider-only contracts (e.g. Kaiser and HMSA.)

6. Describe how the Grant Activity will be funded. *(1,000 character count limit)*

Exhibit A details the project budget of $502,521.85 for the 12 month period, funding targeted rural outreach for a population with limited economic opportunities. Activities will target establishing community infrastructure to address homelessness in the locale, resulting in resource mapping. This will empower the community to address their unique phenomenon of homelessness with their specific community assets. The global impact of IHS housing outcomes hinge on competent and robust outreach focused on removing housing barriers. To this end, outreach funded by this request is leveraged with substance abuse and mental health services funded by the Department of Health, State and HUD funded housing, and partnerships such as Action with Aloha.

SECTION IV
GRANTEE EXPERIENCE WITH DEPARTMENT OF COMMUNITY SERVICES GRANTS

Identify the DCS administered grants undertaken by Grantee (or Fiscal Sponsor) in the last five years (To be verified by the City).

Grant Activity Name & Contract #: IHS North Shore Homeless Assistance Program, CT-DCS-1300034

Grant Period: 08/01/2012 to 06/30/2014 Grant Amount: $750,000

Grant Purpose: Outreach services, including but not limited to drop-in center services; housing search and placement services; and case management services for individuals and families experiencing homelessness on the North Shore of Oahu.

Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled

Administrating Division: Community Based Development Division

Grant Activity Name & Contract #: Solutions that Transform Lives of Homeless Adults and Families: Assertive Outreach, Case Management, and Supportive Housing, CT-DCS-1200162

Grant Period: 2/7/2012-2/6/2014 Grant Amount: $360,000

Grant Purpose: Outreach services, including treatment access and housing placement, in partnerhip with psychiatrist and psychiatry residents from Department of Psychiatry, University of Hawaii-John A. Burns School of Medicine provided to homeless persons with mental illnesses in Urban Honolulu and on the North Shore of Oahu.

Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled

Administrating Division: Office of Special Projects

Grant Activity Name & Contract #: Emergency Solutions Grant (ESG) #CT-DCS-1300123

Grant Period: 12/28/2012-01/31/2014 Grant Amount: $397,082

Grant Purpose: Program serves homeless households and those at risk for homelessness who would not otherwise have assistance meeting needs. Prevent homelessness for at-risk households and place homeless households back into housing as quickly as possible. Two-fold purpose:. 1) Prevent homelessness (i.e. families/individuals facing homelessness because of eviction due to non-payment of rent and/or utilities) and 2) Assist families/individuals "newly" homeless within a 6 month time period; i.e. families/individuals needing assistance with security and/or utility deposit to secure housing, eg. a Section 8 client needing a security deposit.)

Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled

Administrating Division: Community Based Development Division

Grant Activity Name & Contract #: Emergency Shelters: Capital Improvements for Safety, Preservation and Modernization, CDBG CTS-DCS-1200078

Grant Period: 10/10/2011-4/30/2013 Grant Amount: $698,497

Grant Purpose:

1. Paint the interior and exterior of the Sumner Service Center.
2. Repair/upgrade air ventilation system on 1st floor Offices at Kaaahi Service Center.
3. Purchase and install a shade/rain cover for lanai at Kaaahi Service Center.
4. Purchase and install a photovoltaic power system at both shelters
5. Replace/upgrade ventilation in restrooms at Sumner Street & Kaaahi Street Service Centers.
6. Replace restroom water fixtures, sinks and counters of the Sumner & Kaaahi Service Centers.

Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled

Administrating Division: Community Based Development Division

Grant Activity Name & Contract #: Shelter Plus Care Home Sweet Home II, CT-DCS-1300109

Grant Period: 10/15/2012-10/14/2017 Grant Amount: $518,700

Grant Purpose: Serves chronically homeless disabled individuals and/or couples by linking rental assistance and supportive services. Rental assistance is for permanent housing which must be matched in the aggregate by supportive services that are equal in value to the amount of rental assistance and appropriate to the needs of the clients.

Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled

Administrating Division: Community Based Development Division

THE FOLLOWING PAGES SHALL BE DETACHED FROM THE RGP DOCUMENT AND SUBMITTED.

APPENDIX F: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2015

33

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts including spaces. Recommended fonts: Arial, Times Roman, Helvetica. Recommended font size: 12 point.

SECTION I
SUMMARY

Grantee Legal Name:	Kalihi-Palama Health Center
Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
Grant Activity Name:	Puchase and Installation of Medical Equipment for Phase I Comprehensive Women and Children's Health Facility

Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Kalihi-Palama Health Center is a non-profit, community-based health center whose mission is to "provide quality, integrated health and social services to our community and all others in need of health care." Since 1975, KPHC has been an innovative leader in serving the underserved population with cultural competency, partnering with others to reduce health disparities throughout urban Honolulu.

Briefly describe the Grant Activity and need being filled. *(400 character count limit)*

The purchase and installation of equipment through this grant will enable KPHC to furnish 6 exam rooms and 3 dental stations in the new Women and Children's Health Facility at a cost of $306,560.86. This facility will yield approximately 21,000 sq. ft. of usable space, and consolidate KPHC's programs for women and children in one location to more effectively deliver services to the vulnerable.

Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

The medical equipment, costing an estimated $306,560.86, will take approximately 2 weeks to order and an additional 2 weeks to install within the new Comprehensive Women and Children's Health Facility. Once completely operational, the medical equipment will serve 4,777 unduplicated individuals each year in 6 exam rooms and 3 dental stations.

Council District
(Check all districts that will benefit from the Grant Activity. Provide the amount requested per district).

☐ District 1	☐ District 2	☐ District 3
$	$	$

☐ District 4 $	☒ District 5 $50,000	☒ District 6 $50,000
☒ District 7 $150,000	☒ District 8 $50,000	☐ District 9 $
Total Amount Requested (Minimum of $25,000):	$300,000	

Type of Grant Activity:		
☐ Arts	☐ Culture	☐ Community Development
☐ Economic Development	☐ Environment	☐ Public Service - Seniors
☐ Public Service - Children	☐ Public Service - Disabilities	☐ Public Service - Homeless
☐ Public Service – Domestic Violence	☐ Public Service – Substance Abuse	☐ Public Service – Mental Health
☒ Public Service – Other (describe): Community-Based Health Center		

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; and (iv) has the requisite skills and knowledge to assert the foregoing certification.

Signature of Grantee (Fiscal Sponsor) Officer

Date 12/13/2013

Printed Name and Title: Emmanuel Kintu, CEO/Executive Director

SECTION III
GRANT ACTIVITY INFORMATION

1. Provide a brief summary description of the problem being addressed, including the population, target group size and attributes, and applicable geographic area. *(2,000 character count limit)*

KPHC's purchase and installation of medical equipment will furnish the 6 exam rooms and 3 dental stations that will be housed in the new Comprehensive Women and Children's Health Facility. The renovation to the property at 710 N. King Street and construction of a new three level facility will yield approximately 21,000 sq. ft. of usable space and enable KPHC to house its comprehensive health and social services for women and children, the WIC program, an on-site pharmacy and dental clinic under one roof to deliver services more effectively to the vulnerable.

Kalihi-Palama is an urban inner-city that includes the highest concentration of densely populated public housing and tax-subsidized low-income rental units in Hawaii. The area has been designated as a Medically Underserved Population (MUP), as well as a Medical, Mental Health, and Dental Health Professional Shortage Area (HPSA) by the Health Resources and Service Administration (HRSA).

KPHC serves 21,000 patients in 17 different languages and cultures within the Kalihi-Palama community and contiguous area. In 2012, approximately 88% of KPHC's target population represented Asian, Native Hawaiian, and Pacific Island minorities. The majority of residents live in poverty, earning an average income of $13,638 for the area. During 2012, 76% of KPHC patients lived at or below 100% federal poverty level (FPL), and 85% were at or below 200% FPL. KPHC is also one of the most critical providers of comprehensive primary care to homeless residents in Hawaii, providing direct services to 1,900 homeless patients.

The percentage of children living in households receiving assistance is nearly double the state rate at 30.4%. Over half of the mothers had pre-existing conditions, and most did not seek early prenatal care due to low maternal age or cultural and social mores.

2. Describe the need for this Grant Activity and provide the data to justify the Grant Activity. *(4,000 character count limit)*

KPHC must purchase and install medical equipment to furnish the exam rooms and dental stations to immediately begin serving women and children when construction of the new Comprehensive Women and Children's Health Facility is completed.

KPHC's existing operations are spread over six locations and yield only 17,833 sq. ft. of usable patient care space, representing a 1:1.25 ratio of providers to serviceable rooms. Services for women, infants and children are currently located in a separate building from the main primary care facility, making it hazardous for pregnant women and those with young children to cross busy streets to access multiple services.

KPHC's effective demand for services is about 25,000 patients and projected to grow to

30,000 over the next two years. In its present facilities, new patient appointments vary from 3-5 weeks, with several providers being double and triple booked, making it difficult for KPHC to accept new patients.

To accommodate the anticipated growth in the number of patients served and address the unmet needs of its service area, KPHC must consolidate its programs and services in one facility. Phase I calls for the renovation and construction of a new facility to house KPHC's Comprehensive Women and Children's Health Facility.

The U.S. Department of Health and Human Services stresses that communities must have access to comprehensive, integrated, and timely health care services in order to improve the quality of life for all populations, including the most vulnerable (Healthy People 2020). KPHC is the only provider of comprehensive primary and preventive health care services for the target population in its service area. While area hospitals provide ambulatory care to patients, they do not offer enabling services, nor do they have community health workers with language and cultural proficiency to effectively address the needs of KPHC's target population.

Unfortunately, the American Journal of Preventive Medicine reports that people experiencing poverty often suffer from chronic illnesses that lead to serious diseases and complications, placing a burden on the health care system (Poverty and Poor Health, 2006). A 2007 article from the Journal of American Medical Association on Poverty and Health argued that people living in impoverished communities may lack access to preventive health care or the means to manage chronic health conditions.

Based on the 2012 State of Hawaii Primary Care Needs Assessment, KPHC needs to expand services for chronic conditions such as diabetes, hypertension, kidney disease, obesity, asthma, tuberculosis, oral disease, and behavioral health (including substance abuse). Twenty-eight percent of KPHC's patients suffer from two or more of these conditions, many of which go undiagnosed because patients postpone health care or can't afford to fill prescriptions.

There is also the need for additional services for some of KPHC's most vulnerable patients, women and children. The rates of infant mortality (7.8%) less than adequate prenatal care utilization (29.3%) and low birth weight babies (9.3%) were much higher in the Kalihi area when compared to the Healthy People 2020 goals of 6.0%, 22% and 7.8% respectively.

By co-locating services in one location, KPHC will be able to offer expectant mothers and women with infants or small children greater access to comprehensive services. When mothers bring their children to KPHC for routine care or WIC benefits, they can simultaneously make appointments for prenatal or postpartum care, or schedule appointments to address health concerns and preventative services since all programs will be at one site. Construction is scheduled to begin January 2014 and should take approximately 12 months to complete.

The medical equipment purchased as part of this grant will enable KPHC to meet an immediate need by ensuring that the new facility is well equipped to provide primary

care to its most vulnerable patients.

3a. Provide a description of the Grant Activity. *(1,000 character count limit)*

In order to accommodate anticipated growth and deliver services more effectively to the most vulnerable, KPHC has launched Phase I of a capital project to locate all programs under one roof. Plans for Phase I include renovation of an existing building at 710 N. King Street and construction of a new three level facility over the existing parking lot to yield 21,000 sq. ft. of usable space at a total cost of $5.5 million. Construction is scheduled to begin January 2014, and should take approximately 12 months to complete. Once completed, the facility will house KPHC's comprehensive health and social services for women and children, the WIC program, an on-site pharmacy and dental clinic. KPHC plans to purchase and install vitally essential equipment for the new facility through this grant at an estimated total cost of $306,560.86 to serve an unduplicated 4,777 patients annually, of which 4,500 are estimated to be low- to moderate income.

3b. Explain how and why you chose this approach to the problem or opportunity. *(2,000 character count limit)*

KPHC's current facilities are housed in six separate locations, but net only 17,833 sq. ft. of usable space due to poor design. While KPHC has developed two additional facilities and renovated three of its present facilities, the existing space is insufficient to expand programs to meet the growing needs of its target population.

In 2011, KPHC evaluated several options for facilities and prepared pro-forma financials for each over a 5-year period. KPHC concluded that leasing additional space would increase fragmentation, inefficiencies, and cost. The most cost effective approach would be to consolidate its programs and services in one facility located in the KPHC service area to accommodate anticipated growth and streamline operations and patient delivery care. KPHC plans to renovate an existing building at 710 N. King Street and construct a new three-level facility over the existing parking lot to house its Comprehensive Women and Children's Health Facility.

KPHC's services for women and children are currently spread across multiple locations, making accessibility and compliance to care plans difficult, particularly for pregnant women and those with infants or small children. Once completed, women with small children will no longer have to cross the busy street for primary care visits or to pick up prescriptions, since a pharmacy will be located in the renovated facility. Expectant mothers will be able to access prenatal care as they pick up their food coupons, thus improving prenatal and postpartum care. When parents bring their children for routine care or WIC benefits, they can make appointments to address their health concerns or will be served immediately since all programs will be at one site.

KPHC's most urgent need is for the purchase and installation of equipment to furnish the 6 exam rooms and 3 dental stations that will be housed in the new facility so that women and children can immediately be served upon completion of construction.

3c. Describe the Grant Activity scope of services and outcomes, including how these services and outcomes directly benefit the target population for the Grant. *(3,000 character count limit)*

If the Grant Activity is in the area of Public Service, begin with a statement of the number of individuals (seniors, persons with disabilities, children, domestic violence victims, homeless persons, persons suffering from substance abuse, persons suffering from mental health issues, other) that the Grant Activity will directly benefit during the Grant Term.

If the Grant Activity is in the area of Arts, Culture, Community/Economic Development or Environment, begin with a statement as to how the Grant Activity contributes to the well-being and life quality of a local, low to moderate income, community (e.g. creation/development of community organization; provision of planning, organizational support, and technical assistance to organizations; provision of financial literacy programs/services; provision of micro-enterprise/business training; provision of cultural/environmental support programs; other) and provide the approximate population size for that community.

Directly Benefiting the Target Population
The purchase and installation of equipment will directly serve an estimated 4,777 individuals annually, including 4,500 low- to moderate income patients, 500 seniors age 65 and older, 200 persons with disabilities, 1,450 children, 340 homeless clients, 120 suffering from substance abuse, and 190 suffering from mental health issues.

Scope of Services and Outcomes
Construction of the Comprehensive Women and Children's Health Facility is scheduled to begin January 2014 and take approximately 12 months to complete. KPHC will begin the competitive bidding process for the medical equipment and secure a supplier for the equipment in the summer of 2014. If City GIA funds are awarded, KPHC will sign the contract once given the official Notice to Proceed. KPHC will purchase and order the equipment, which is anticipated to take approximately 2 weeks to arrive. Installation of the equipment is estimated to take an additional 2 weeks, then be fully operational when the new facility is opened in 2015.

3d. Clearly state timelines, measurable milestones and/or specific events tied to the Grant Activity's objectives, or other performance measures appropriate to the desired outcomes. *(3,000 character count limit)*

Construction of the new Comprehensive Women and Children's Health Facility is scheduled to begin January 2014, and will take approximately 12 months to complete.

Timeline for Medical Equipment

Selection of supplier for medical equipment	September 2014
Purchase and order of medical equipment	October 2014
Installation of medical equipment	November 2014
Serving patients with installed medical equipment	January 2015

Performance Measures
Once the medical equipment is installed and fully operational, KPHC will serve an estimated 4,777 individuals each year at the new Comprehensive Women and Children's Health Facility.

Milestones	Timeline
Signed contract with deliverables for medical equipment	September 2014
Medical equipment arrives	October 2014
Medical equipment installed	November 2014
Medical equipment implemented within new Comprehensive Women and Children's Health Facility	January 2015

3e. If the Grant involves a partnership, provide a description of each partner's role. (*2,000 character count limit)*

In order to complement services for women and children in its target area, KPHC will continue collaborating with a cross-section of providers. Through a Memorandum of Agreement (MOA) with the State, KPHC will continue providing Women, Infant and Children (WIC) and Breast and Cervical Cancer Control Program (BCCCP) services in the Phase I renovated facility. For uninsured women and children, KPHC will continue its collaboration with Kokua Kalihi Valley (KKV), area surgeons, and the Queen's Medical Center to provide surgical services. The hospital provides the surgical suites free of charge, while the surgeons donate their services. KPHC and KKV will continue providing the primary care and ensure that the patients referred for surgery are prepared and ready for the surgery.

KPHC will continue collaborating with the Institute of Human Services (IHS) through an MOA to provide primary care in the HIS homeless shelter on Kaaahi Street.

KPHC will provide the majority of primary care services for Women's Health and Pediatric services in the Phase I renovated facility. Specimens for laboratory services will be drawn and collected at the renovated facility and sent to Diagnostic Laboratory Services for evaluation. Patients requiring X-ray services and/or mammography will be referred to area hospitals such as Kapiolani Medical Center for Women and Children and the Queen's Medical Center.

4. Describe with substantiating data the experience of the organization implementing the Grant Activity (including past performance of activities similar or related to the Grant Activity) and qualifications to implement this Grant Activity, including: (i) strengths and weaknesses in relation to the Grant Activity; and (ii) capacity and resources to achieve the stated outcomes (e.g. plan, leadership, staff size and abilities, facilities, community relationships). *(6,000 character count limit)*

Kalihi-Palama Health Center (KPHC) is a 501 (c)(3) non-profit, community-based health center located in the heart of Kalihi-Palama, with a satellite facility in Downtown/Chinatown. KPHC is a Federally Qualified Community Health Center (FQHC) and is fully accredited for three years by the Commission on Accreditation of Rehabilitation Facilities (CARF). KPHC also received National Committee for Quality Assurance Patient-Centered Medical Home Recognition for excellent care coordination

leading to high quality and lower costs.

Since 1975, KPHC has been delivering health care with cultural proficiency, a distinguishing competency that attracts patients from all over Honolulu. KPHC is the dominant provider of comprehensive primary and preventive health care services for the target population in its service area. KPHC is also the most sought after provider for services to its target population, and was second only to Catholic Charities in the number of referrals by Aloha United Way last year.

KPHC services include:

•Adult Medicine
•Women's Health
•Pediatric Medicine
•Women, Infants, and Children (WIC) Program
•Immunizations and Flu Shots
•Dental Care
•Optometry
•Behavioral Health
•Nutrition
•Health Education

Service offerings include enabling services to ensure effective access to culturally and linguistically proficient health care workers who are equipped to furnish its target population of new Americans and their extended families with information ranging from immunization requirements to the environmental factors necessary for children to enjoy healthy lives and thrive. KPHC also provides services related to health care for the homeless, as well as social services and case management to patients who often experience behavioral health issues and conditions related to poverty and social isolation.

The Main Primary Care facility is located at 915 N. King Street, with the Behavioral Health and Health Education housed across the street at 952 N. King Street. Services for Women, Infants and Children, as well as Optometry are in another facility located at 888 N. King Street. While KPHC has developed two facilities and renovated three existing facilities, the existing space is insufficient to expand programs to meet the growing needs of its target population.

KPHC is well qualified to complete this project as evidenced by past performance of similar capital projects. For example, KPHC was able to complete renovations at 952 N. King Street through a $1.1 million CDBG grant, to develop a facility comprised of three medical examination rooms, five behavioral health rooms, a resource room, and several administration offices. This facility was completed within budget and on time, and met all objectives. In addition, KPHC has appropriately managed 330 federal funds since 1999, with no audit findings or reportable conditions as per its A-133 audits.

CEO and Executive Director Emmanuel Kintu has been with KPHC since April 2006 and holds a Doctor of Management from Webster University and an MBA from St. Louis

University. Dr. Kintu completed executive development at Harvard School of Business and the Johnson & Johnson/UCLA Health Care Executive Program, and is a Weinberg Fellow. Under Dr. Kintu's leadership, KPHC has increased access from 13,000 to 21,000 patients annually, and has improved overall quality by more than 45%.

In 2008, Dr. Kintu oversaw the design, development, construction and implementation of the KPHC Downtown/Chinatown Family Health Center. It was not only completed on time and exceeded its goals, the facility was also awarded the Johnson & Johnson/UCLA Health Care Executive Program 2009 Community Health Improvement Award. Prior to coming to Hawaii, Dr. Kintu oversaw the development of the People's Health Center North Site facility in St. Louis, MO, as well as the creation of the St. Louis Integrated Health Network (IHN). The IHN incorporated both into two FQHCs, which increased and improved access to health care services, in addition to the amount of federal funding invested in the City of St. Louis.

Dr. Kintu has significant experience with financial management, both in a Fortune 500 company and in the non-profit health care industry, and has 8 years of experience managing 330 federal funding. Dr. Kintu will serve as overall Project Manager of the Comprehensive Women and Children's Health Facility, and will oversee the purchase and installation of the medical equipment.

Liane Sugimoto is KPHC's Chief Financial Officer and is responsible for developing the organization's annual operational budget, as well as overseeing purchasing, accounting and information technology functions. A CPA who holds Bachelor's Degrees in Finance and Accounting from the University of Hawaii, Liane has extensive experience auditing health care facilities in a major audit firm.

KPHC Chief Operations Officer Darrin Sato holds a Master's Degree in Social Work from the University of Hawaii. Darrin assisted with the KPHC Downtown/Chinatown satellite and was essential to community engagement on this project. Darrin is responsible for the day to day operations at KPHC, ensuring the financial viability of the Health Center and its programs.

Shirley Tamoria has served as KPHC's medical director since 2012. Shirley holds a Doctor of Medicine degree from University of Hawaii, and a Master of Arts in Psychology from Catholic University of America. Prior to joining KPHC, Shirley served at the Nanaikeola Clinic through Hawaii Permanente Medical Group, where she worked with Native Hawaiian families managing chronic diseases such as hypertension, diabetes, depression, and substance and alcohol abuse. Dr. Tamoria is responsible for the delivery of medical care and clinical services, as well as KPHC's healthcare transformation activities as they pertain to the Affordable Care Act.

5. Describe the plan of the organization implementing the Grant Activity to sustain the activities after the requested funds are exhausted. *(2,000 character count limit)*

KPHC's $300,000 proposal to the City for Grant-in-Aid funds is a one-time request to complete funding for the purchase and installation of urgently needed medical

equipment to furnish the new Comprehensive Women and Children's Health Facility.

In a single, well designed facility, KPHC will be able to use its current resources optimally, while ultimately preparing for the anticipated increase in demand for services in the future. KPHC anticipates that the new facility will result in less ultility costs, a reduction in daily maintenance and repairs, and the elimination of some administrative and enabling services. In addition, the Affordable Care Act will affect KPHC's payor mix and the number of uninsured will be significantly reduced, resulting in an increase in revenues as the patient population grows. KPHC has effective policies and procedures, as well as sound controls in place to sustain the organization upon completion of this project. These policies and procedures adhere to clear and consistent guidelines to ensure that all financial commitments are appropriate and adequately authorized. In addition, KPHC's acquisition strategy is to get the best value for the organization to enable it to deliver on its mission in a sustainable manner.

6. Describe how the Grant Activity will be funded. *(1,000 character count limit)*

The focus of the majority of our fundraising efforts has been for Phase I construction. To date, a total of $4,000,000 has been committed toward the $5.5 million cost of the Phase I Comprehensive Women and Children's Health Facility and the remainder of funding is expected to be secured by mid-2014. Construction is scheduled to begin in January 2014 and should take approximately 12 months to complete. We are now shifting our focus to raise the funds for the needed equipment to ensure that we can serve the most vulnerable once the new facility is completed. Therefore, this one-time $300,000 grant request to the City for Grant-in-Aid funds would ensure that the new Comprehensive Women and Children's Health Facility would be fully equipped and operational in order to immediately begin serving women and children when construction is complete. The remaining $6,560.86 of the estimated $306,560.86 total cost for medical equipment has been committed through KPHC agency funds.

SECTION IV
GRANTEE EXPERIENCE WITH DEPARTMENT OF COMMUNITY SERVICES GRANTS

Identify the DCS administered grants undertaken by Grantee (or Fiscal Sponsor) in the last five years (To be verified by the City).

Grant Activity Name & Contract #: Kalihi-Palama Health Center Building Improvements at 952 North King Street Facility
Grant Period: January 2003-July 2006 Grant Amount: $1,100,000
Grant Purpose: Renovations to develop 3 exam rooms, 5 behavioral health rooms, a resource room, and 7 administration offices.
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: CDBG

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

THE FOLLOWING PAGES SHALL BE DETACHED FROM THE RGP DOCUMENT AND SUBMITTED.

APPENDIX F: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2015

78

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts including spaces. Recommended fonts: Arial, Times Roman, Helvetica. Recommended font size: 12 point.

SECTION I
SUMMARY

Grantee Legal Name:	Kuakini Geriatric Care, Inc.
Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
Grant Activity Name:	Preserving Dignity by Offering Choices

Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Kuakini Geriatric Care, Inc. (KGC) was established in March 1980. KGC provides a variety of programs for older adults (65 years and older) in need of medical and social services with the goal of providing the level of care that meets the physical, social and psychological needs of KGC's residents/participants, and strives to prevent the deterioration of their mental and physical conditions.

Briefly describe the Grant Activity and need being filled. *(400 character count limit)*

Due to rising operating costs and budgetary constraints, off-site activities, excursions, and outings for KGC residents/participants were reduced which impacts the quality of service provided to these seniors. The acquisition of an 8-passenger van will allow KGC to offer off-site activities, excursions and outings that meet the unique needs of its residents and participants.

Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

KGC's grant proposal is to provide its 86 senior residents/participants with the opportunity to participate in off-site activities and excursions. This would give the seniors a sense of independence and help preserve their self dignity. KGC will monitor the health and mental status of its residents/participants for improvements based on the offering of more frequent off-site activities.

Council District
(Check all districts that will benefit from the Grant Activity. Provide the amount requested per district).

☒ District 1 $3333.33	☒ District 2 $3333.33	☒ District 3 $3333.33
☒ District 4 $3333.33	☒ District 5 $3333.33	☒ District 6 $3333.33

☒ District 7 $3333.33	☒ District 8 $3333.33	☒ District 9 $3333.36
Total Amount Requested (Minimum of $25,000):	$30,000	

Type of Grant Activity:		
☐ Arts	☐ Culture	☐ Community Development
☐ Economic Development	☐ Environment	☒ Public Service - Seniors
☐ Public Service - Children	☐ Public Service - Disabilities	☐ Public Service - Homeless
☐ Public Service – Domestic Violence	☐ Public Service – Substance Abuse	☐ Public Service – Mental Health
☐ Public Service – Other (describe):		

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; and (iv) has the requisite skills and knowledge to assert the foregoing certification.

Gary K. Kajiwara

Signature of Grantee (Fiscal Sponsor) Officer

Date 12/19/2013

Printed Name and Title: Gary K. Kajiwara, President and Chief Executive Officer

SECTION III
GRANT ACTIVITY INFORMATION

1. Provide a brief summary description of the problem being addressed, including the population, target group size and attributes, and applicable geographic area. *(2,000 character count limit)*

Kuakini Geriatric Care, Inc. (KGC), a subsidiary of Kuakini Health System is a 501(c)(3) non-profit corporation that provides a wide variety of programs for older adults in need of medical and social services. Geriatric services provided by KGC include, a 40-bed Skilled Nursing Facility, a 150-bed Intermediate Care Facility, a 34-bed residential care home (Kuakini Home) and an Adult Day Care Program by KGC that operates two community-based sites in Aiea and Pali. Over 80% of the residents/participants served by KGC are seniors (over the age of 65) and the average age is 85 years.

KGC recognizes the need for ongoing initiatives to maintain the well being of its senior residents/participants. Through daily interaction with the residents/participants, the KGC staff have identified signs of situational depression which require various intervention. It is difficult for many residents/participants to cope with the changes that accompany the aging process – especially loss of independence which can lead to depression, embarrassment, and the loss of self dignity. These behavioral changes can lead to feelings of greater isolation, passivity and in extreme cases may result in suicidal tendencies. Residents/participants have indicated that the quality of their lives would be improved through frequent excursions and outings that are based on individual needs and interests. For example, when a staff member offered to purchase personal items for a resident, the resident replied, "I would like to go on my own to purchase my underwear." The best way for Kuakini to provide these types of personalized services is through the use of a dedicated vehicle for residents/participants activities which KGC does not have available. Therefore, Kuakini is submitting this grant request for $30,000 to purchase a passenger van to address transportation services for the needs of the KGC residents/participants.

2. Describe the need for this Grant Activity and provide the data to justify the Grant Activity. *(4,000 character count limit)*

The overall goals of Kuakini Geriatric Care, Inc. (KGC) are as follows:

- Provide the level of care that meets the physical, social and psychological needs of its residents/participants.
- Prevent the deterioration of mental and physical conditions of its residents/participants.
- Assist persons admitted to the Skilled Nursing Facility and Intermediate Care Facility with the goal of rehabilitation and final placement to a home setting or to an appropriate long-term care facility.

Kuakini's philosophy of long-term care is that older adults can improve with appropriate therapeutic assessments, interventions, education, and participation in various social activities. KGC programs and services are designed to be flexible in order to meet the

individual needs of its residents and participants and to help them reach their maximum potential. KGC's budgetary constraints prevent the contracting of scheduled transportation services and this has resulted in the curtailment of off-site excursions and outings for the residents/participants and limits the variety of recreational activities. The total cost for resident/participant services at KGC for the Fiscal Year 2013 was $19,698,000 and the total payments to KGC from Medicare, Medicaid and private payors was $16,655,000 resulting in a deficit of $3,043,000.

3a. Provide a description of the Grant Activity. *(1,000 character count limit)*

The acquisition of an 8 passenger van will allow KGC staff to take small groups of seniors including individuals to off-site destinations and excursions of their choice as larger group excursions are not the choice for all seniors at KGC. Activities tailored to the specific needs of the KGC seniors can strengthen the identity and independence of these seniors, and improve their quality of life and giving meaning to their lives.

Many of the senior residents/participants express their desire to visit places such as stores that they remember and destinations of interest including museums, theatres, libraries, cemeteries that have family graves, churches, schools, and places where seniors can serve as volunteers. For some seniors, just going out on rides helps to make them feel more "alive." Routine activites that many people take for granted like going out to eat at a restaurant or visiting the hairstylist have a lot of meaning to seniors who may be progressively feeling isolated as t

3b. Explain how and why you chose this approach to the problem or opportunity. *(2,000 character count limit)*

The 8-passenger van will provide the opportunity for scheduling excursions and outings for the KGC senior residents/participants. The KGC staff are trained to assist the senior residents/participants whose mobility and transport needs can be frustrating for family members and friends. The KGC staff are prepared to safely transport residents/participants requiring the use of wheelchairs, and other mobility devices. For many seniors, they express the desire to avoid being a "burden" on their families and friends. Therefore, the 8 passenger van will provide valuable options for KGC to meet the individual needs of the senior residents/participants.

3c. Describe the Grant Activity scope of services and outcomes, including how these services and outcomes directly benefit the target population for the Grant. *(3,000 character count limit)*

If the Grant Activity is in the area of Public Service, begin with a statement of the number of individuals (seniors, persons with disabilities, children, domestic violence victims, homeless persons, persons suffering from substance abuse, persons suffering from mental health issues, other) that the Grant Activity will directly benefit during the Grant Term.

If the Grant Activity is in the area of Arts, Culture, Community/Economic Development or Environment, begin with a statement as to how the Grant Activity contributes to the well-being and life quality of a local, low to moderate income, community (e.g. creation/development of community organization; provision of planning, organizational support, and technical assistance to organizations; provision of financial literacy

programs/services; provision of micro-enterprise/business training; provision of cultural/environmental support programs; other) and provide the approximate population size for that community.

The 8-passenger van will provide valuable options for the senior residents/participants to participate in excursions and outings, and to visit places of choice, and to engage with other people in the community. Such activities will help the residents/participants regain their sense of independence and to address the feelings of depression.
The symptoms of depression and memory problems are found in a large number of seniors. Approximately seven million people over the age of 65 in the US experience symptoms of depression, and it is estimated that dementia touches one in seven Americans over the age of 71. Research studies show that having consistent human contact and interaction can help to reduce depression and memory problems.
In a research study, published in the Annals of Family Medicine, 193 seniors with symptoms of depression were provided either individualized physical activity or social visits for six consecutive months. The research study concluded that "social contact may be as effective as physical activity in improving mood and quality of life" and "social participation and social support networks are paramount to long-term positive outcomes and psychological well-being for older people."
In another research study that appeared in The American Journal of Public Health, it was demonstrated that people in the age group of 50 to 60 years who were socially active had lower rates of declining memory which indicated that social engagement helped to increase mental engagement. Similarly, a research study published in The American Academy of Neurology reviewed the relationship between dementia, stress, and socialization, and concluded that "people who are socially active and not easily stressed may be less likely to develop dementia

3d. Clearly state timelines, measurable milestones and/or specific events tied to the Grant Activity's objectives, or other performance measures appropriate to the desired outcomes. *(3,000 character count limit)*

The 8-passenger van will be purchased within two months of receipt of grant funds.
The KGC Therapeutic Recreational Activity staff will be required to enroll in a "Defensive Driving" course to ensure the proper handling of the vehicle to ensure the safety of the senior passengers.
KGC will schedule excursions and outings within two months of purchase of the van. Initially, the excursions and outings will be scheduled two to three times a week based on the residents/participants requests.
The health and mental status of KGC residents/participants are routinely tracked by staff through daily monitoring and documented. This daily monitoring will provide the data to assess improvements in the health and mental status of the residents/participants through the addition of scheduled excursions and outings.

3e. If the Grant involves a partnership, provide a description of each partner's role. *(2,000 character count limit)*

N/A

4. Describe with substantiating data the experience of the organization implementing the Grant Activity (including past performance of activities similar or related to the Grant Activity) and qualifications to implement this Grant Activity, including: (i) strengths and weaknesses in relation to the Grant Activity; and (ii) capacity and resources to achieve the stated outcomes (e.g. plan, leadership, staff size and abilities, facilities, community relationships). *(6,000 character count limit)*

KGC has twenty-one staff members of the Therapeutic Recreational Activity team who will assist in the scheduled excursions and outings for the residents and participants. KGC continues to maintain compliance with the licensing standards and requirements to operate the Skilled Nursing Facility, Intermediate Care Facility, residential care home, and adult day care programs. All of KGC facilities and programs are surveyed annually by the Hawaii state licensing agencies.
Specific to the experience of KGC in providing excursions and outings for the residents/participants, in 2012, KGC chartered buses for several excursions for the residents of Kuakini Home. The excursion included visits to Dole Cannery, viewed the city lights and Christmas tree display at City Hall, and visits the KGC Adult Day Care Center in Aiea for Chinese New Year's celebration.

5. Describe the plan of the organization implementing the Grant Activity to sustain the activities after the requested funds are exhausted. *(2,000 character count limit)*

Kuakini Geriatric Care, Inc. is committed to the continuation and success of the Grant Activity. The on-going maintenance of the van and on-going fuel costs will be covered by the operational budget of KGC. The van will be housed at Kuakini's main campus and will be available to KGC facilities and programs for residents/participants activities.

6. Describe how the Grant Activity will be funded. *(1,000 character count limit)*

The acquisition of the 8-passenger van will be funded 100% by the GIA grant. The ongoing maintenance of the van, ongoing fuel costs, and vehicle insurance will be funded by Kuakini Geriatric Care, Inc.

SECTION IV
GRANTEE EXPERIENCE WITH DEPARTMENT OF COMMUNITY SERVICES GRANTS

Identify the DCS administered grants undertaken by Grantee (or Fiscal Sponsor) in the last five years (To be verified by the City).

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

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Grant Purpose: _____
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Grant Purpose: _____
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Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

THE FOLLOWING PAGES SHALL BE DETACHED FROM THE RGP DOCUMENT AND SUBMITTED.

APPENDIX F: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2015

82

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts including spaces. Recommended fonts: Arial, Times Roman, Helvetica. Recommended font size: 12 point.

SECTION I
SUMMARY

Grantee Legal Name:	Kupu
Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
Grant Activity Name:	CommunityU Work Readiness Training for At-Risk Youth

Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Founded in 2007, Kupu provides experiential education and job training opportunities to help at-risk youth and young adults succeed and become lifelong community servants. Its mission is to empower youth to serve their communities through character-building, service-learning, and environmental stewardship opportunities that encourage integrity with God, self and others.

Briefly describe the Grant Activity and need being filled. *(400 character count limit)*

Youth with limited education and lack of job readiness skills have few employment opportunities, are twice as likely to live in poverty and 63 times more likely to be incarcerated. Kupu's CommunityU program seeks to reverse these trends by offering at-risk youth opportunities in education, on-the-job training, and life skills development, so that Hawaii's youth can become successfully employed.

Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

Approximately 500 youth, their families and seniors participate in CommunityU each year. This grant will specifically target 60 at-risk youth ages 16-24, who will complete job readiness and life skills training, 100+ hours of on-the-job training and have the opportunity to enroll in Kupu's high school diploma program through McKinley Community Adult School.

Council District
(Check all districts that will benefit from the Grant Activity. Provide the amount requested per district).

☐ District 1 $	☐ District 2 $	☐ District 3 $
☐ District 4	☐ District 5	☒ District 6

$	$	$33,881
☒ District 7 $101,643	☐ District 8 $	☐ District 9 $
Total Amount Requested (Minimum of $25,000):	$135,524	

Type of Grant Activity:		
☐ Arts	☐ Culture	☐ Community Development
☒ Economic Development	☐ Environment	☐ Public Service - Seniors
☐ Public Service - Children	☐ Public Service - Disabilities	☐ Public Service - Homeless
☐ Public Service – Domestic Violence	☐ Public Service – Substance Abuse	☐ Public Service – Mental Health
☐ Public Service – Other (describe):		

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; and (iv) has the requisite skills and knowledge to assert the foregoing certification.

Signature of Grantee (Fiscal Sponsor) Officer — Date 12/13/13

Printed Name and Title: John T. Leong, Executive Director

SECTION III
GRANT ACTIVITY INFORMATION

1. Provide a brief summary description of the problem being addressed, including the population, target group size and attributes, and applicable geographic area. *(2,000 character count limit)*

Young people and young adults with limited education and lack of job readiness skills have fewer employment opportunities, often leading to chronic unemployment, a reliance on government assistance, and an exposure to lifestyles that lead to crime. According to a 2012 nationwide report on youth and work, only 48% of Hawaii's youth between ages 16-24 were employed in 2011, an 11% decrease from 2000.

Kupu's CommunityU program focuses on at-risk, economically and socially underserved youth between ages 16-24 by equipping them with the support, experiences, training and skills necessary to become productive members of Hawaii's communities. Participants receive job readiness training, including resume development, mock interviews, and hands-on green job training through community service projects with non-profits across Oahu. Youth also receive life skills training encompassing drug abuse awareness, financial literacy, and hands-on experiences with kupuna from Alu Like's Ke Ola Pono No Na Kupuna Program, who exchange Hawaiian cultural education with the youth. Kupu provides opportunities for youth to earn a high school diploma through a Community Based Community School (CBASE) Diploma program.

Approximately 500 youth, their families, and seniors participate in CommunityU's intergenerational, community-based cultural program each year. Participants are recruited island-wide, but the majority reside in Kalihi, a community with the highest percentage of foreign born residents and 2nd lowest average per capita income on Oahu. These youth have either dropped out of high school or are at risk of dropping out, and are predominantly of Pacific Island origin, including Native Hawaiians, Micronesians, Samoans and Tongans, 75% of whom are unemployed prior to joining the program and have little to no past work experience. The majority of CommunityU's youth come from families earning less than $30,000 a year, and include at-risk and homeless teens and young adults.

2. Describe the need for this Grant Activity and provide the data to justify the Grant Activity. *(4,000 character count limit)*

Kupu's CommunityU program reconnects at-risk youth and high school dropouts to opportunities for education, community-based on-the-job training, and life skills development, so that Hawaii's youth can succeed and become gainfully employed members of the community.

According to a 2011 study by Complete College America, 68% of jobs in Hawaii will require either job specialization or a two-year degree by 2020, yet high school graduation rates in Hawaii are only 78% among disadvantaged students, and a dismal 52% among English Language Learners (Hawaii Department of Education, 2013).

Students who drop out of high school are ineligible for 90% of jobs in America and are 2.5 times more likely to rely on government assistance based on a 2011 report from National Public Radio on school dropout rates. A 2011 study from the National Center for Education on youth statistic indicators reveals that high school dropouts between the ages of 18-24 are twice as likely to live in poverty, and 63 times more likely to become incarcerated due to a high exposure to socioeconomic forces that lead to crime.

The implications of youth not having a diploma also have far reaching effects on Hawaii's economy. For example, the more than 6,200 students who did not graduate from Hawaii's high schools in 2009 resulted in a more than $1.6 billion loss of lifetime earnings from that class of dropouts alone. With just a 5% increase in graduation rates, Hawaii's economy would benefit from a combination of savings and revenue totaling approximately $18 million in reduced crime spending and increased earnings (Alliance for Excellent Education, 2009).

Unfortunately, young people with limited education and a lack of job readiness skills have fewer employment opportunities, particularly youth from low socioeconomic backgrounds who have few role models of working adults. According to the Annie E. Casey Foundation, slightly over half of Hawaii's youth between ages 16-24 are unemployed, representing an 11% decrease in the number of working youth since 2000 (Youth and Work, 2012).

Kupu's CommunityU seeks to reverse these trends by partnering with local alternative high school education and green job training programs, thus enabling youth to attain their diplomas and gain vital job skills. In 2012, 83% of CommunityU graduates were employed, many of whom were also encouraged to pursue further education as a result of the program. In addition, 98% of program alumni attributed their experiences at Kupu to their current success in life.

An example of one of the many successful graduates of CommunityU is Leland, who joined the program in spring 2012. As a result being born into a home with drug addicted parents, Leland was sent to numerous foster homes before living with his grandparents. Today, Leland serves as a Hawaii Youth Conservation Corps Extended Intern with the Oahu Division of Forestry, and believes that the program has enabled him to stay away from trouble by giving him something productive to do with his life. As Leland stresses, "When we come in we are broken, but CommunityU slowly heals us by teaching us humility and to serve our community."

3a. Provide a description of the Grant Activity. *(1,000 character count limit)*

During the grant period, CommunityU will provide 60 underserved, at-risk youth and young adults between ages 16-24 with life skills, job readiness training, and on-the-job experience, as well as leadership training and the opportunity to obtain a CBASE diploma. CommunityU also offers a supportive environment for program participants so that they can graduate with the skills and education necessary to succeed and find gainful employment.

CommunityU works with, and accepts referrals from area service providers to recruit participants for the program, including Next Step Homeless Shelter, Hawaii Family Court, Juvenile Drug Court, Youth Outreach (YO) Project which works with runaway and homeless teens, and Project Kealahou which works with teen girls who have experienced trauma. The 60 participants will be divided in 4 cohorts consisting of 15 youth for life skills, 100+ hours of job training, and CBASE classes, all taking place at Kupu's Net Shed facility located at Kewalo Basin.

3b. Explain how and why you chose this approach to the problem or opportunity. *(2,000 character count limit)*

Upon conducting research on the problems associated with at-risk youth and high school dropouts, Kupu discovered that "young people need multiple and flexible pathways to success that meet their varied needs – combining education, training, and supportive services, plus strong relationships with adults." School districts nationwide have successfully implemented programs such as CommunityU to provide back-on-track opportunities for at-risk, underserved youth and high school dropouts (Youth and Work, 2012).

One of the most effective ways to re-engage these underserved youth is to offer opportunities for work experience to build job readiness skills, knowledge, and confidence. Early job experiences beginning in the teen years onward enable youth to explore their interests and increase their likelihood of obtaining work in the future.

Prior to launching CommunityU, Kupu observed through personal experience with its other programs, that employment levels rose for members who participated in meaningful service projects. For example, nearly 20 partner organizations hired a young adult last year through one of Kupu's other youth-based programs.

Currently, there are no programs in Hawaii which target high school dropouts and provide them with vocational skills in the green job sector, life skills training, and opportunities to obtain their diplomas.

CommunityU provides the structure for at-risk, undeserved youth and high school dropouts to successfully complete high school, as well as equips them with the training and life skills necessary to obtain future employment. In 2012, 83% of the youth that completed the CommunityU program found employment upon graduation. CommunityU also enables Kupu to train the next "green" workforce of Hawaii by providing job training in areas such as the removal of invasive species, restoration of historic fishponds, and planting native species to ensure that our island resources will perpetuate for future generations.

3c. Describe the Grant Activity scope of services and outcomes, including how these services and outcomes directly benefit the target population for the Grant. *(3,000 character count limit)*

If the Grant Activity is in the area of Public Service, begin with a statement of the number of individuals (seniors, persons with disabilities, children, domestic violence victims, homeless persons, persons suffering from substance abuse, persons suffering from mental health issues, other) that the Grant Activity will directly benefit during the Grant Term.

If the Grant Activity is in the area of Arts, Culture, Community/Economic Development or Environment, begin with a statement as to how the Grant Activity contributes to the well-being and life quality of a local,

low to moderate income, community (e.g. creation/development of community organization; provision of planning, organizational support, and technical assistance to organizations; provision of financial literacy programs/services; provision of micro-enterprise/business training; provision of cultural/environmental support programs; other) and provide the approximate population size for that community.

CommunityU will work with area service providers to identify and serve 60 youth between 16-24 years of age who are unemployed or high school dropouts needing opportunities to gain life and job training skills, education and employment.

Scope of Services and Outcomes

•The 60 youth will be divided into 4 cohorts comprised of 15 participants each.

•Participants will engage in job readiness and life skills training in resume development, mock interviews, drug awareness, and financial literacy.

•Participants will receive Hawaiian cultural education by partnering with 40 kupuna from Alu Like's Ke Ola Pono No Na Kupuna Program to learn Hawaiian chants, and the cultural importance of respect for Hawaii's land and natural resources.

•Youth receive on-the-job training through Kupu's conservation partners and are transported to work sites to learn skills in such areas as environmental sustainability, local food production, sustainable energy and watershed/ocean resources.

•Upon completion of the on-the-job training, a total of 30 youth needing a high school diploma will be invited to enroll in the CBASE program through McKinley Community Adult School, with classes conducted at Kupu's Net Shed facility.

Directly Benefitting the Target Population

The CommunityU program directly benefits underserved youth who are high school dropouts or at-risk for dropping out of high school and have been referred or recruited island-wide from Hawaii service providers. These underserved youth receive life-skills training to prepare them for successfully entering the workforce, as well as 100+ hours of hands-on training through meaningful community service work in "green" jobs. In addition, McKinley Community Adult School offers participants an educational assessment that helps them determine academic areas which need strengthening so they can successfully complete the CBASE Diploma Program.

3d. Clearly state timelines, measurable milestones and/or specific events tied to the Grant Activity's objectives, or other performance measures appropriate to the desired outcomes. *(3,000 character count limit)*

Timeline

FIRST COHORT

Recruit and enroll participants to the CommunityU program and CBASE classes	Oct 2014
Conduct Drug Awareness, Financial Literacy Classes, Cultural Education and conduct on-the-job work experience	Nov 2014
Conduct Interview Skills, Resume Building Trainings, Cultural	

Education and continue coordinating on-the-job work experience. Dec 2014

SECOND COHORT

Recruit and enroll participants to the CommunityU program and CBASE classes — Jan 2015

Conduct Drug Awareness, Financial Literacy Classes, Cultural Education and conduct on-the-job work experience — Feb 2015

Conduct Interview Skills, Resume Building Trainings, Cultural Education and continue coordinating on-the-job work experience. Mar 2014

THIRD COHORT

Recruit and enroll participants to the CommunityU program and CBASE classes — Mar 2015

Conduct Drug Awareness, Financial Literacy Classes, Cultural Education and conduct on-the-job work experience — April 2015

Conduct Interview Skills, Resume Building Trainings, Cultural Education and continue coordinating on-the-job work experience. May 2015

FOURTH COHORT

Recruit and enroll participants to the CommunityU program and CBASE classes, CBASE Graduation — June 2015

Conduct Drug Awareness, Financial Literacy Classes, Cultural Education and conduct on-the-job work experience — July 2015

Conduct Interview Skills, Resume Building Trainings, Cultural Education and continue coordinating on-the-job work experience. Aug 2014

Performance Measures

•A total of 60 at-risk and underserved youth and young adults will graduate during this grant period from CommunityU in 4 separate cohorts, each of which takes approximately 8 weeks to complete.

•CommunityU participants will successfully complete job readiness and life skills training as evidenced by assessments conducted by team leaders and individual evaluations by the youth.

•Upon graduation from CommunityU, participants will have worked 3-4 days a week resulting in 100+ hours of on-the-job training (OJT).

•A total of 30 of the students who have completed the on-the-job training will enroll in the CBASE Diploma Program.

•12 CommunityU participants will be chosen as Junior leaders (3 per cohort) based on their work ethic and attitude toward their peers.

Milestones	Timeline
15 enrolled in First CommunityU cohort, CBASE classes begin	Oct 2014
Life skills, job readiness, and OJT completed for first cohort	Dec 2014

Another 15 enrolled in Second CommunityU cohort	Jan 2015
Life skills, job readiness, and OJT completed for second cohort	Mar 2015
Additional 15 enrolled in Third CommunityU cohort	Mar 2015
Life skills, job readiness, and OJT completed for third cohort	May 2015
Last 15 enrolled in Fourth CommunityU cohort, 30 graduate from CBASE	June 2015
Life skills, job readiness, and OJT completed for fourth cohort	Aug 2015

3e. If the Grant involves a partnership, provide a description of each partner's role. (*2,000 character count limit)*

Kupu's Partners include:

Hawaii Community Development Authority (HCDA) – Leases Kupu's Net Shed facility and provides community service opportunities in Kaka'ako

Friends of Kewalo Basin- Opportunities to keep the park clean and safe

Lyon Arboretum- Provides educational information and encourages CommunityU particpants to conduct environmental stewardship at the site

Kokua Kalihi Valley: Hoʻoulu ʻAina- CommunityU conducts environmental stewardship by removing invasive species and helping plant polynesian introduced plant species.

Papahana Kuaʻola- CommunityU helps to maintain lo'i kalo located on about 400 acres managed by Papahana Kua'ola.

Kakoʻoiwi- CommunityU helps develop lo'i kalo, and plants kalo back into the lo'i, which helps reduce runoff entering Kaneohe Bay and decreases non-point source pollution.

Kaʻala Farm- CommunityU members help restore a dryland forest while learning the importance of the dryland forest and rapid disappearance of this unique environment.

Life 360 Network- Founded by Word of Life Church, refers youth from public housing projects to CommunityU

McKinley Community Adult Schools (MCAS)- MCAS is providing funding for Kupu's CBASE teacher, and issues the diplomas to graduating youth.

Hawaii State Judiciuary- Enrolls youth on probation and recently released from incarceration to CommunityU program.

Honolulu Community Action Program (HCAP)- Students who are completing their CBASE at HCAP can receive 100 hours of gainful employment from CommunityU, a requirement to graduate through CBASE.

Susannah Wesley Center- Students who are completing their CBASE at HCAP can receive 100 hours of gainful employment from CommunityU.

Youth ChalleNGe- An alternative education program in Hawaii that refers youth to CommunityU upon graduation from the Youth ChalleNGe program.

Hale Kipa's Project YO (Youth Outreach)- Works with homeless youth in Waikiki and refers those striving to get off the streets to CommunityU.

4. Describe with substantiating data the experience of the organization implementing the Grant Activity (including past performance of activities similar or related to the Grant Activity) and qualifications to implement this Grant Activity, including: (i) strengths and weaknesses in relation to the Grant Activity; and (ii) capacity and resources to achieve the stated outcomes (e.g. plan, leadership, staff size and abilities, facilities, community relationships). *(6,000 character count limit)*

Kupu is a 501(c)(3) non-profit organization that teaches youth vital work skills, as well as leadership and responsibility by incorporating vocational training, educational degree achievement and service learning. Through its four programs (Hawaii Youth Conservation Corps, Rewarding Internships for Sustainable Employment, Energy, Efficiency, and CommunityU), Kupu provides participants with a memorable and beneficial experience that enhances their knowledge of natural resource stewardship and sparks interests in conservation careers.

For every dollar Kupu spent last year, the community received three times that amount, representing approximately $8.8 million in total community economic benefits. This figure includes the value of volunteer work hours, internships wages/living allowances, educational awards distributed and direct energy savings. In 2012, Kupu youth served a total of 170,906 hours, and logged 79,434 volunteer hours through its community-based programs.

Kupu has been an AmeriCorps grant recipient for the past 12 years, and has been the recipient of a competitive award for the last three years. During this time, Kupu has met and exceeded all performance measures, had a high level of accountability both as a program and an organization, and has had a tremendous impact on natural resources, youth, and the larger community in Hawaii. Kupu's AmeriCorps programs have shown high levels of success and accountability with 91.4% retention of members, over 80 partner organizations served, and over 15,000 volunteers engaged annually.

Kupu was featured on the front page of the local newspaper, was highlighted in Midweek's Island Matters column, and has been mentioned in several local TV news broadcasts. Most recently, Hawaiian Airlines chose to feature Kupu on all national and international flights. Kupu has also been the recipient of numerous local and national awards for program performance:

- USDA US Forest Service Regional Forester Award 2013 (First time it's ever been awarded to an organization in Hawaii)
- The Corps Network, National Corps Member of the Year, 2008, 2011& 2013
- Federally Accredited 21st Century Service and Conservation Corps, 2013
- Hawaii Business Magazine, 20 for the Next 20, 2012
- Business Leadership Hawaii, Nonprofit Leadership, 2011

- American Reinvestment and Recovery Act Project of the Year, 2010-11
- Audobon Society of Hawaii, Environmental Education Award, Wildlife Society Hawaii Chapter, 2010
- AmeriCorps Service Commission, Innovation in Civic Participation, 2010
- Bank of Hawaii Community Leader of the Year, Executive Director John Leong, 2010
- Pacific Business News, Forty under 40, 2010

Kupu has influenced the lives of more than 2,000 alumni, and annually serves approximately 300-400 youth who work with an estimated 12,000 volunteers statewide. Kupu's programs are developing leaders for the growing sustainability sectors while helping community partners excel in preserving resources.

Success stories from Kupu participants are numerous and include Kaulana Cleveland, who was 19 and homeless when he participated in Kupu's CommunityU program. In Kaulana's own words, "Kupu helped me get out of a gang and kept me from getting into trouble. It feels like taking a sip of cold water on a hot, clear day...my soul is...refreshed."

5. Describe the plan of the organization implementing the Grant Activity to sustain the activities after the requested funds are exhausted. *(2,000 character count limit)*

Kupu has received funding from AmeriCorps for its Hawaii Youth Conservation Corps program for the past 12 years, which has provided a solid foundation for building targeted programs that serve at-risk, underserved youth, such as CommunityU. Kupu has been the recipient of the largest AmeriCorps grant in the state.

While Kupu has expanded its programs to serve additional at-risk youth, grant funds through AmeriCorps have remained at the same level due to recent federal budget cuts. Kupu continues to develop its base of community and philanthropic partners to sustain its operations, as well as steward its resources. In addition, Kupu recently completed a 3-year Strategic Plan which includes several capacity building strategies, including a system to track donors to establish an annual fund, and a fee-for-service component with its partner organizations.

Kupu is requesting $135,524 for City Grant-in-Aid funds for fiscal year 2015. While we hope that this is a one-time request, federal budget cuts may neccesitate the need to request an additional year of program support until further partnerships have been developed and funding streams are diversified to enable this program to become self-sustaining.

6. Describe how the Grant Activity will be funded. *(1,000 character count limit)*

Kupu is requesting a $135,524 grant to the City for Grant-in-Aid funds toward CommunityU programmatic expenses, and partial support of the CommunityU Coordinator, Crew Leader and Director of Operations.

To date, $74,812.50 has been secured through the National Oceanic and Atmospheric Administration Coast Restoration Partnership administered through the Hawaii Community Foundation. McKinley Community School for Adults pays for the CBASE teacher, and Keiki O Ka Aina On-the-Job training funds provide CommunityU youth with program supplies and funds for work experience. Kupu plans to submit a Workforce Investment Grant on 12/20/13, as well as request additional funds from local foundations and philanthropic partners in early 2014 to raise an additional $129,637.12. These foundations include the Swayne Foundation, Bill Healy Foundation, and the Cooke Family Foundation, Limited. This $135,524 request to the City would enable Kupu to complete funding for this project.

SECTION IV
GRANTEE EXPERIENCE WITH DEPARTMENT OF COMMUNITY SERVICES GRANTS

Identify the DCS administered grants undertaken by Grantee (or Fiscal Sponsor) in the last five years (To be verified by the City).

Grant Activity Name & Contract #: CT-DCS-1100175
Grant Period: 4/7/11-11/1/12 Grant Amount: $142,800
Grant Purpose: Co-design energy audit and lead energy audit activities
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: Department of Community Services

Grant Activity Name & Contract #: Workforce Investment Act
Grant Period: 7/1/12-6/30/14 Grant Amount: Contract/per student
Grant Purpose: Provide opportunities to under-resourced youth
Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

24

THE FOLLOWING PAGES SHALL BE DETACHED FROM THE RGP DOCUMENT AND SUBMITTED.

APPENDIX F: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2015

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts including spaces. Recommended fonts: Arial, Times Roman, Helvetica. Recommended font size: 12 point.

SECTION I
SUMMARY

Grantee Legal Name:	Lanakila Pacific, dba Lanakila Meals on Wheels
Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
Grant Activity Name:	To provide critically needed nutritious meals for Oahu seniors in need and equipment to support the program

Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Lanakila Meals on Wheels is a program of Lanakila Pacific, a Hawaii-based 501(c)3 non-profit organization founded in 1939. Lanakila Meals on Wheels currently serves over 200,000 meals annually as Hawaii's largest and only island-wide meal provider. Delivering so much more than nutritious meals, volunteers also provide companionship and a link to other services, preventing more costly care.

Briefly describe the Grant Activity and need being filled. *(400 character count limit)*

The growing need for home delivered meals and group dining services is due to the rapid growth of Hawaii's senior population and the tough economic times. This is compounded by the federal budget sequestration. Funding hasn't kept up with the increased demand for meals, and very strict eligibility requirements for state and federally funded meals exclude many low-income seniors.

Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

The proposed grant will have a direct and immediate impact enabling Lanakila Meals on Wheels to deliver 60,040 meals to 280 Oahu homebound seniors in need, and to acquire critically needed equipment to support the program.

Council District
(Check all districts that will benefit from the Grant Activity. Provide the amount requested per district).

☒ District 1 $36,231	☒ District 2 $36,231	☒ District 3 $36,231
☒ District 4 $36,231	☒ District 5 $36,231	☒ District 6 $36,231
☒ District 7	☒ District 8	☒ District 9

$36,231	$36,231	$36,231
Total Amount Requested (Minimum of $25,000):	$326,084	

Type of Grant Activity:		
☐ Arts	☐ Culture	☐ Community Development
☐ Economic Development	☐ Environment	☒ Public Service - Seniors
☐ Public Service - Children	☐ Public Service - Disabilities	☐ Public Service - Homeless
☐ Public Service – Domestic Violence	☐ Public Service – Substance Abuse	☐ Public Service – Mental Health
☐ Public Service – Other (describe):		

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; and (iv) has the requisite skills and knowledge to assert the foregoing certification.

Signature of Grantee (Fiscal Sponsor) Officer
Printed Name and Title: Marian E. Tsuji, President/CEO

12/19/13
Date

SECTION III
GRANT ACTIVITY INFORMATION

1. Provide a brief summary description of the problem being addressed, including the population, target group size and attributes, and applicable geographic area. *(2,000 character count limit)*

Senior hunger is a widespread and growing issue in Hawaii. According to the January 2013, Executive Office on Aging, Profile of Successful Aging Among Hawaii's Older Adults, Hawaii's older adults (those 60 years of age and older) are a huge and increasing proportion of the population. In 1990, there were 173,733 older adults, representing 21% of the adult population in Hawaii. The latest estimates from the U.S. Census Bureau show that in 2010 there were 277,360 individuals age 60 and older in Hawaii, representing 26.3% of Hawaii's adult population. With the aging of the baby boomers and increased life expectancy, projections indicate that by 2030 over one-in-four individuals and one-in-three adults in Hawaii will be age 60 or over. In Hawaii, 7.7% or 21,350 of those 60 and older live at or below the federal poverty level (FPL). Poverty rates are the highest among older adults in Honolulu County.

Like most elderly service providers, Lanakila Meals on Wheels has been challenged by the rapid growth of Hawaii's senior population and the tumultuous economic times. This is compounded by the federal budget sequestration. Funding hasn't kept up with the increased demand for meals and support services.

In addition to insufficient funding, the majority of Lanakila Meals on Wheels funding is restricted for meals and support services, and hundreds of seniors do not qualify for state and federally funded meals due to restrictive criteria including Medicaid, Activities of Daily Living (ADL/IADL) and homebound requirements. This criteria has excluded 247 seniors this fiscal year to date alone. Due to insufficient funding, there is a significant unmet need for home delivered meals. Equipment purchases continue to be deferred in lieu of meals and are desperately needed to address health and safety and build capacity to meet the growing needs.

2. Describe the need for this Grant Activity and provide the data to justify the Grant Activity. *(4,000 character count limit)*

As Hawaii's largest and only island-wide service provider, Lanakila Meals on Wheels currently serves over 200,000 meals a year to over 1,200 seniors throughout Oahu. Our island-wide delivery service ensures services reach seniors with the greatest need in all areas of Honolulu County. Of the seniors currently served, 57% are from urban areas and 43% are from rural areas including Waianae, Wahiawa and Waipahu. Unfortunately, the need for home delivered meals far exceeds current resources.

The target population for Lanakila Meals on Wheels' Home Delivery service is homebound seniors 60 years of age and older who are not physically/mentally capable of participating in our group dining program; not covered by comparable government services; with the greatest economic need, greatest social need, at risk for institutional placement (at least one unmet activity of daily living or age); with particular attention to

low-income, low-income minority and those who reside in rural areas.

Nutrition is an important determinant of overall health, particularly for persons aged 60 and older. Good nutrition can improve health while poor nutrition can have serious consequences for the elderly including reduced muscle mass, bone density, cognitive function, and the decreased absorption and effect of many medications.

To ensure the meals are delivered safely at appropriate food temperatures to 16 group dining sites on Oahu, additional equipment is needed. Lanakila Meals on Wheels currently has 34 Cambro heating units. These are used to deliver meals to seniors throughout Oahu, Monday through Friday every week.

Unfortunately, these heating units have deteriorated over the years with significant wear and tear from daily use. Due to insufficient funding, replacement purchases continue to be deferred. New equipment is desperately needed to ensure proper temperatures are maintained for health and safety and to build capacilty to meet the growing needs.

Food safety is important for everyone; however, vulnerable populations such as seniors with weakened immune systems are at an increased risk. Underlying illnesses such as diabetes, some cancer treatments, and kidney disease may also increase a person's risk of foodborne illness. The proposed equipment will ensure food is kept at proper temperatures at all times to prevent any food contamination.

The proposed vans are greatly needed to more efficiently shuttle meals to volunteers to deliver in rural areas and to deliver meals to Lanakila Meals on Wheels' 16 group dining centers throughout Oahu. Lanakila Kitchen will also utilize the vans to deliver meals to catering customers including school lunch programs. A portion of the net proceeds from Lanakila Kitchen's catering enterprise support Lanakila Meals on Wheels. Lanakila Meals on Wheels currently utilizes six cars but has only one mid-size van to service 100 routes throughout Oahu. Our network of over 250 regular volunteers use their personal vehicles for delivering meals.

3a. Provide a description of the Grant Activity. *(1,000 character count limit)*

The proposed grant will have a direct and immediate impact enabling Lanakila Meals on Wheels to deliver 60,040 meals to 280 Oahu seniors in need, and to acquire critically needed equipment to support the program.

Every day, Monday through Saturday, over 250 volunteers package and deliver hot meals or weekly frozen meals (5 packs) to seniors on over 100 delivery routes throughout Oahu. Many seniors prefer frozen meals because they prefer the independence of being able to choose when to eat. The utilization of frozen meals, for seniors who can use a microwave or conventional oven, also reduces the cost and increases efficiency of delivery from daily to once a week.

In addition to nutritious meals, Lanakila Meals on Wheels provides nutritional education and counseling, monitors health and welfare, and serves as an important bridge to

support services, helping seniors remain in their homes for as long as possible. This is far less expensive for individuals and government.

3b. Explain how and why you chose this approach to the problem or opportunity. *(2,000 character count limit)*

Providing services to help Oahu seniors age in place is far less expensive for individuals and the government. This can be the difference between $170 for a month of home delivered meals vs. $9,034 for a month of a semi-private room in a nursing facility.

According to the 2012 published Brown University statistical analysis of a decade of spending and nursing home resident data, the more states spend on home-delivered meals under the Older Americans Act, the more likely they are to help people who don't need nursing home care to stay in their homes. After all the analysis, home-based meals, emerged as the only statistically significant factor among Older American Act programs that affected state-to-state difference in low-care nursing home population.

For seniors who live alone and have no one to assist them – a visit by a volunteer not only lessens the experience of isolation with a few moments of companionship, but also provides a critical lifeline to the community. Volunteers are trained to report any concerns they have with the kupuna they visit to the Meals on Wheels office which enables the organization to respond appropriately with outreach and referral.

3c. Describe the Grant Activity scope of services and outcomes, including how these services and outcomes directly benefit the target population for the Grant. *(3,000 character count limit)*

If the Grant Activity is in the area of Public Service, begin with a statement of the number of individuals (seniors, persons with disabilities, children, domestic violence victims, homeless persons, persons suffering from substance abuse, persons suffering from mental health issues, other) that the Grant Activity will directly benefit during the Grant Term.

If the Grant Activity is in the area of Arts, Culture, Community/Economic Development or Environment, begin with a statement as to how the Grant Activity contributes to the well-being and life quality of a local, low to moderate income, community (e.g. creation/development of community organization; provision of planning, organizational support, and technical assistance to organizations; provision of financial literacy programs/services; provision of micro-enterprise/business training; provision of cultural/environmental support programs; other) and provide the approximate population size for that community.

The proposed grant will have a direct and immediate impact enabling Lanakila Meals on Wheels to deliver 60,040 meals to 280 Oahu seniors in need, and to acquire critically needed equipment to support the program.

Lanakila Meals on Wheels utilizes SERVTracker Nutrition Services software to track the following program outcomes and activities each month:

Outcome: The nutritional status of at-risk homebound older persons is improved or maintained.

Activities:
- Deliver nutritious meals to eligible participants
- Provide nutrition & health education sessions
- Provide individualized nutrition counseling sessions
- Conduct nutrition risk assessments to identify changes in health status

Outcome: The emotional well-being of at-risk homebound seniors is improved or maintained.

Activities:
- Daily or weekly visits by volunteers
- Provide nutrition & health education as noted above

Outcome: Contribute to the overall service system for kupuna

Activities:
- Identify additional in home or support services needed to maintain independence & make referrals
- Engage volunteers in the community
- Enable clients to prevent and/or delay the need for institutional care
- Train volunteers and staff to identify risk signs for seniors
- Program activities promote attention to senior issues.
- Provide respite for caregivers

In addition to tracking the above activities and outcomes, Lanakila Meals on Wheels distributes Client Satisfaction Surveys to measure progress. The meaningful impact on the lives of the clients served is reflected in the 2012 survey of home delivery recipients and caregivers:
- 93% reported that their health had improved since joining the program
- 98% indicated that the person who delivered meals was "polite and ...always asks how you are"
- 87% indicated that the home deliverer was the only person who visited the senior during the day
- 86% showed that their Nutritional Risk Assessment improved or was maintained since their last reassessment

Beyond the statistics and the quantifiable outcomes, there is a rich wealth of anecdotal evidence that the program has a tremendous impact on the senior and their family. Often this is the most meaningful outcome for staff and volunteers. For example, many of our volunteers have reported that they chose Lanakila Pacific specifically because they had a family member who received services and they were both grateful and, "want to give back" after seeing the impact.

3d. Clearly state timelines, measurable milestones and/or specific events tied to the Grant Activity's objectives, or other performance measures appropriate to the desired outcomes. *(3,000 character count limit)*

The scope of work includes the following as detailed in the attached Exhibit B:
- Purchase 32 Cambro Heating Units
- Purchase shelving - for packing, staging and volunteer meal pick up; storage of non-refrigerated fruit cups and packaging materials
- Purchase much needed vans to shuttle meals to volunteers in rural areas and 16 group dining sites throughout Oahu

During the grant period, 6,671 meals will be served to eligible seniors in each council district. Total Meals to be served: 60,040

3e. If the Grant involves a partnership, provide a description of each partner's role. *(2,000 character count limit)*

Lanakila Meals on Wheels fosters collaboration and collective impact in affiliation with work groups and task forces, coalitions, the Kupuna Caucus, and other service providers. Referrals to other agencies and regular meetings connect the entire aging network, which works together to meet the needs of seniors and caregivers and helps avoid costly acute intervention and/or institutionalization.

4. Describe with substantiating data the experience of the organization implementing the Grant Activity (including past performance of activities similar or related to the Grant Activity) and qualifications to implement this Grant Activity, including: (i) strengths and weaknesses in relation to the Grant Activity; and (ii) capacity and resources to achieve the stated outcomes (e.g. plan, leadership, staff size and abilities, facilities, community relationships). *(6,000 character count limit)*

With over 74 years of experience, Lanakila Pacific possesses the administrative and financial capacity to manage a project of this type and magnitude. Every year we participate in an annual audit of our programs without any significant findings. The administrative staff (executive, finance, human resources, marketing and information technology departments) are very familiar with government documentation and processes as we hold $6.8 million in federal and state government contracts and grants for Lanakila Pacific's programs.

Lanakila Pacific is governed by two volunteer Boards of Directors and administered by a President/CEO. The Lanakila Pacific Board establishes policy for the organization, and the Lanakila Pacific Foundation Board is responsible for fundraising and managing funds to maintain perpetuity. The President/CEO is responsible for administering and overseeing the entire organization.

The Program Director oversees the entire Lanakila Meals on Wheels Program. This includes the Home Delivery and Wellness Center Services. The Director provides guidance and supervision to the Operations Manager who ensures all service work is done by staff and volunteers who are qualified to work with functionally and cognitively

impaired older adults, either through training or experience. A List of Staff/Volunteers Involved in the Program with Qualifications is attached.

Lanakila Meals on Wheels and Lanakila Kitchen operate out of Lanakila Pacific's Main Office on Bachelot Street, in Liliha. It is a 34,000 square foot facility leased from the state, and houses administrative offices as well as its core programs.

The Lanakila Meals on Wheels' office is 1,748 square feet. The meal packaging area (649 square feet) is adjacent to the administrative offices. Lanakila Kitchen has over 2,000 square feet and has an additional 3,940 square feet in freezer, reefer, dry storage and equipment storage space.

Rather than purchasing prepared meals from an outside vendor, 97% of the meals for seniors are prepared by Lanakila Kitchen. By preparing similar menus for other entities, the Kitchen is able to purchase in bulk and reduce the costs of goods as well as reduce preparation time and labor. In-kind donations from farmers and other food vendors also offset food costs.

Lanakila Meals on Wheels' operates 11 Kupuna Wellness Center sites at district parks, community centers and independent living facilities across the island. Lanakila Meals on Wheels staff facilitate recreation activities at the sites as well as providing meals and nutrition education. In addition to the sites operated by Lanakila Pacific, Lanakila Meals on Wheels provides meals to 5 other community sites that are staffed by other agencies.

The Lanakila Meals on Wheels Operations Manager works closely with the Facilities Maintenance Director to ensure all equipment is properly maintained. Vehicles are maintained and serviced by the Home Delivery & Volunteer Supervisor.

As with any operation of this size, Lanakila Meals on Wheels does experience challenges. Challenges include the growing number of seniors, limited funding and a delivery system that is totally dependent on volunteers. However, we pride ourselves in finding solutions and being adaptable to a changing environment.

5. Describe the plan of the organization implementing the Grant Activity to sustain the activities after the requested funds are exhausted. *(2,000 character count limit)*

Lanakila Pacific's plan for sustainability includes fundraising, in-kind support, grants, program income, use of volunteers and mission driven entreprenueurship.

Fundraising
Lanakila Pacific's fundraising strategy concentrates on donor acquisition, renewing and upgrading current donors. Solicitation methods include direct mail, face-to-face solicitation, online fundraising, and special events including our signature fundraiser, "The Good Table," a unique synchronized dining event. Last year, hundreds of supporters dined out at over 50 participating restaurants from Zippy's to Alan Wong's.

In-kind Support
Lanakila Pacific has solicited and received a wide range of in-kind donations to support the program, including office furniture and food and beverages, as well as donations of services such as professional consulting. Regular donations from farmers including 'Nalo & Pioneer Farms also offset costs.

Grants
Lanakila Meals on Wheels seeks additional grants and new sources of funding at every opportunity.

Program Income
Lanakila Meals on Wheels provides each senior with an opportunity to voluntarily contribute to the cost of the service. No one is denied a meal for inability to donate.

Use of Volunteers
Through active outreach, Lanakila Meals on Wheels has developed a network of over 250 volunteers who regularly package and deliver meals, and over 350 day of service volunteers who help with special projects throughout the year.

Mission Driven Entrepreneurship
Lanakila Pacific's social enterprises provide high-quality services for customers while building independence for people with challenged lives. These enterprises include Lanakila Kitchen (catering), Lanakila Custom Products (apparel and promotional items) and Lanakila Maintenance Services (custodial and grounds-keeping).

Lanakila Pacific's long-term strategy for sustainability is to increase revenue from its social enterprises to fund Lanakila Meals on Wheels.

6. Describe how the Grant Activity will be funded. *(1,000 character count limit)*

Lanakila Meals on Wheels receives Federal and State funding through the Older Americans Act as administered by the Executive Office on Aging, State of Hawaii and the Elderly Affairs Division, City and County of Honolulu. The program curently receives no funding from the City and County of Honolulu.

Lanakila Pacific also raises support for Lanakila Meals on Wheels through Lanakila Pacific's social enterprises, Lanakila Kitchen and Lanakila Custom Products, and contributions from private individuals and businesses from the community.

SECTION IV
GRANTEE EXPERIENCE WITH DEPARTMENT OF COMMUNITY SERVICES GRANTS

Identify the DCS administered grants undertaken by Grantee (or Fiscal Sponsor) in the last five years (To be verified by the City).

Grant Activity Name & Contract #: Home Delivery Nutrition Program, #DCS-1200062-3
Grant Period: FY 2012 & 2013 Grant Amount: $703,058 (Federal Title III Funding)
Grant Purpose: Provide Home Delivered Meals Service
Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
Administrating Division: Department of Community Services, Elderly Affairs Division

Grant Activity Name & Contract #: Group Dining Nutrition Program, #DCS-1200063
Grant Period: FY 2012 & 2013 Grant Amount: $1,168,494 (Federal Title III Funding)
Grant Purpose: Provide Congregate Dining Meal Services
Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
Administrating Division: Department of Community Services, Elderly Affairs Division

Grant Activity Name & Contract #: Home Delivery Nutrition Program, #DCS-1000061
Grant Period: FY 2010 Grant Amount: $76,019 (Federal ARRA Funding)
Grant Purpose: Provide Home Delivered Meals Service
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: Department of Community Services, Elderly Affairs Division

Grant Activity Name & Contract #: Group Dining Nutrition Program, #DCS-11000060
Grant Period: FY 2010 Grant Amount: $209,006 (Federal ARRA Funding)
Grant Purpose: Provide Congregate Dining Meal Services
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: Department of Community Services, Elderly Affairs Division

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

THE FOLLOWING PAGES SHALL BE DETACHED FROM THE RGP DOCUMENT AND SUBMITTED.

APPENDIX F: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2015

110

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts including spaces. Recommended fonts: Arial, Times Roman, Helvetica. Recommended font size: 12 point.

SECTION I
SUMMARY

Grantee Legal Name:	Legal Aid Society of Hawaii
Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
Grant Activity Name:	Homeless and Disabled Legal Services Project

Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Legal Aid Society of Hawai'i ("Legal Aid"), a community-based, nonprofit law firm has empowered low-income and disadvantaged people throughout Hawai'i since 1950. Legal Aid's mission is to address critical legal needs through high quality legal advocacy, outreach and education, in the pursuit of fairness and justice.

Briefly describe the Grant Activity and need being filled. *(400 character count limit)*

The Homeless and Disabled Legal Services Project will provide civil legal services in the areas of Public Benefits, Housing, Consumer, Family and Immigration to homeless and disabled persons in the City and County of Honolulu. Project staff will perform outreach and education sessions in the community on issues including consumer debt issues, family safety issues and homeless education rights.

Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

The Project will impact 495 homeless and disabled persons, perform 208 outreaches and 24 education sessions within the City and County of Honolulu. The goal of this project is to provide legal assistance to assist homeless and disabled persons to obtain and maintain income or other eligible benefits, access housing resources and remove barriers for self-sufficiency.

Council District
(Check all districts that will benefit from the Grant Activity. Provide the amount requested per district).

☒ District 1 $30,869.10	☒ District 2 $29,987.13	☒ District 3 $24,254.30
☒ District 4 $17,639.49	☒ District 5 $17,639.49	☒ District 6 $24,254.30

☒ District 7 $24,254.30	☒ District 8 $24,254.30	☒ District 9 $27,341.21
Total Amount Requested (Minimum of $25,000):	$220,493.60	

Type of Grant Activity:		
☐ Arts	☐ Culture	☐ Community Development
☐ Economic Development	☐ Environment	☐ Public Service - Seniors
☐ Public Service - Children	☒ Public Service - Disabilities	☒ Public Service - Homeless
☐ Public Service – Domestic Violence	☐ Public Service – Substance Abuse	☐ Public Service – Mental Health
☐ Public Service – Other (describe):		

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; and (iv) has the requisite skills and knowledge to assert the foregoing certification.

Signature of Grantee (Fiscal Sponsor) Officer
Printed Name and Title: Daniel Pollard, Managing Attorney

12/18/13
Date

SECTION III
GRANT ACTIVITY INFORMATION

1. Provide a brief summary description of the problem being addressed, including the population, target group size and attributes, and applicable geographic area. *(2,000 character count limit)*

Homeless and disabled individuals are amongst the most vulnerable within our community. According to the City and County of Honolulu's Point-in-Time Count in 2013, the total number of homeless individuals has increased by 25.23% from 2009 to 2013. Within the homeless population the greatest subpopulation of persons are severally mentally ill. In 2013, the City and County estimates that over 842 homeless individuals are severely disabled which makes up over 19.34% of the homeless population. These statistics illustrate the increasing rate of homelessness on Oahu.

Legal Aid Society of Hawaii's Homeless and Disabled Legal Services project will provide outreach, education and legal services to these vulnerable populations that experience many barriers to achieving self-sufficiency and accessing basic needs. This project will be focused on providing assistance to homeless and disabled persons living below 200% of the federal poverty level ("FPL"). Legal assistance can greatly assist persons to overcome these barriers to obtain or maintain income and benefits, apply for housing, and address issues including family, housing and consumer that may be serving as barriers. This project capitalizes on the experience of Legal Aid to provide services to meet the unique needs of homeless and disabled persons on Oahu.

Annually, Legal Aid receives over 20,000 requests for services. Unable to meet the high demand for services, Legal Aid identifies target populations that require specialized services and have the greatest need. Legal Aid has identified assisting homeless with supportive legal services and assisting populations with special vulnerabilities as main priorities of the organization. Legal Aid remains dedicated to providing assistance to decrease the barriers for homeless and disabled persons throughout Oahu.

2. Describe the need for this Grant Activity and provide the data to justify the Grant Activity. *(4,000 character count limit)*

A 2007 report entitled Achieving Access to Justice for Hawai'i's People: The 2007 Assessment of Civil Legal Needs and Barriers of Low and Moderate-Income People in Hawai'i discovered that only 1 in 5 low and moderate-income Hawai'i residents have their legal needs met and legal service providers are able to help only 1 in 3 of those who contact them for assistance. The report states that significant barriers to obtain legal assistance in addition to the inability to afford an attorney includes language and cultural barriers, lack of knowledge of one's legal rights, lack of knowledge of available legal services, and difficulty in accessing legal services programs. These barriers are heightened when a person is disabled and has difficulty navigating government systems or homeless and does not know what available resources or actions can be taken to obtain permanent housing. There is a significant need for civil legal services which are safety net services to help ensure Hawaii's low-income and disadvantaged can access basic necessities.

The 2013 the City and County of Honolulu's Homeless Point-In-Time count estimates there are 4,556 homeless individuals on Oahu, reflecting a 4.1% increase in homelessness from 2012 to 2013. The needs of homeless individuals vary greatly and there are many subpopulations including those with severe mental illness, physical disabilities, chronic substance abuse, veterans, persons with HIV/AIDS, persons with developmental disabilities, and victims of domestic violence that have special needs. Based on the needs of the client, legal remedies including applying for public benefits, obtaining a protective order or resolving a consumer debt issue can provide great relief for the client and serve an important step in obtaining self-sufficiency.

The Homeless Point-In-Time Count estimates there are 400 chronically homeless on Oahu in 2013. Chronically homeless individuals are unaccompanied, have a disabling condition and have either been continuously homeless or had at least four episodes of homelessness in the past three years. Being homeless and disabled provides more challenges to reaching self-sufficiency. Homeless Veterans are another subpopulation that has unique challenges and needs. In 2013, there were over 398 homeless veterans on Oahu.

As the number of homeless and disabled persons increase there is an increased need for outreach, education and civil legal assistance targeted at these vulnerable populations. Legal Aid is working with other homeless service providers within the City and County of Honolulu to create a coordinated entry system based on models successfully utilized by other homeless programs throughout this country. The goal of this new system is to identify homeless persons with the greatest need and provide efficient collaborative services to quickly move homeless persons into housing. For this new system to be effective, legal services must play an integral role in the service delivery to homeless and disabled persons on Oahu.

3a. Provide a description of the Grant Activity. *(1,000 character count limit)*

Legal Aid will perform education sessions, outreach and comprehensive civil legal services to individuals who are homeless and/or disabled. Legal Aid will focus its assistance in five major areas: (1) assist to maintain or increase income benefits; (2) apply for other eligible benefits; (3) assist with housing applications; (4) provide general civil legal assistance; and (5) provide education sessions to enable clients to achieve greater self determination.

Legal Aid will work one on one with homeless persons to provide specialized services to meet the unique needs of each person. Project staff will perform outreaches at shelters, beaches and parks to increase accessibility of Legal Aid's services to homeless and disabled persons. Legal Aid will assist disabled adults to maintain or increase income, by applying for state and/or federal disability income benefits and provide services to homeless veterans to ensure access to eligible veteran's benefits.

3b. Explain how and why you chose this approach to the problem or opportunity. *(2,000 character count limit)*

In devising this approach, Legal Aid reviewed the needs of homeless and disabled persons within the Homeless Point in Time Count; reviewed its data on the legal needs that it is unable to meet due to funding limitations; reviewed its areas of expertise; and identified current resources.

This program leverages Legal Aid's experience and presence within the community to meet the needs of disabled and homeless persons in Hawaii. For many decades, Legal Aid has assisted disabled adults to apply and appeal for state and federal disability income benefits.
As a result of Legal Aid's assistance homeless and disabled clients have been able to successfully transition to stable housing. This is one client's story:
Jimmy was living unsheltered on Oahu beaches for 14 years. As a result of his declining health and disability he lost his job and withdrew from his family. When Project staff first met Jimmy at an outreach session he was shy and withdrawn. Program staff encouraged him to seek an appeal of his recently denied federal disability benefits. On a subsequent encounter, Jimmy agreed to pursue his appeal and was successfully granted SSI benefits. Once he received this income he was able to move to an emergency shelter and on to a transitional shelter. He has been stably housed for over a year, and is working on re-establishing his relationship with his family.

From October 2011 through September 2012, Legal Aid's Homeless Project assisted 17 clients to receive an award of monthly benefits and retroactive benefits. A total of $57,265 in retroactive benefits was granted, an average one time retroactive award of $3,819 per client and the average increase in monthly income was $500 per client. The success of Legal Aid's services to reduce barriers for homeless and disabled individuals reflects the effectiveness of these initiatives.

3c. Describe the Grant Activity scope of services and outcomes, including how these services and outcomes directly benefit the target population for the Grant. *(3,000 character count limit)*

If the Grant Activity is in the area of Public Service, begin with a statement of the number of individuals (seniors, persons with disabilities, children, domestic violence victims, homeless persons, persons suffering from substance abuse, persons suffering from mental health issues, other) that the Grant Activity will directly benefit during the Grant Term.

If the Grant Activity is in the area of Arts, Culture, Community/Economic Development or Environment, begin with a statement as to how the Grant Activity contributes to the well-being and life quality of a local, low to moderate income, community (e.g. creation/development of community organization; provision of planning, organizational support, and technical assistance to organizations; provision of financial literacy programs/services; provision of micro-enterprise/business training; provision of cultural/environmental support programs; other) and provide the approximate population size for that community.

The Homeless Navigation and Legal Services Project will serve a total of 631 unduplicated homeless and/or disabled persons. Legal Aid's scope of services includes:

OUTREACH, INTAKE AND LEGAL SERVICES FOR HOMELESS: Legal Aid will perform weekly outreach to 20 sites, 3 times per week, totaling 156 outreaches during the project year.

Project staff will access and identify homeless clients' legal needs and provide civil legal assistance and supportive services in the following areas:
A) Assist clients to maintain or increase income: Legal Aid will assist 40 disabled homeless individuals who are unable to work to complete disability applications or in the appeals process for disability income benefits including General Assistance, SSI and SSDI.
B) Assist with housing applications: Legal Aid will assist 20 homeless clients to complete housing entitlement applications for the public and private housing process.
C) Provide general civil legal assistance: Legal Aid will provide assistance to 35 homeless individuals with general civil legal issues, including but not limited to: family assistance, consumer debt issues, and housing issues.

OUTREACH, INTAKE AND LEGAL SERVICES FOR HOMELESS VETERANS: In partnership with Legal Aid's AmeriCorps project, two AmeriCorps members will provide outreach and legal services to homeless veterans. AmeriCorps members will perform 1 outreach per week at the U.S. Vets' shelters throughout Oahu, totaling 52 outreaches during the project year.
Under the supervision of the Homeless Project Staff Attorney, AmeriCorps members will access and identify homeless veteran's legal needs and provide civil legal assistance and supportive services in the following areas:
A) Assist clients to apply for eligible benefits: AmeriCorps members will assist 40 homeless veterans apply for veterans benefits and other eligible benefits.
B) Assist with housing applications: Legal Aid will assist 10 homeless veterans complete housing entitlement applications for the public and private housing process.
C) Provide general civil legal assistance: Legal Aid will provide assistance to 20 homeless veterans with general civil legal issues, including but not limited to: family assistance, consumer debt issues, and housing issues.

EDUCATION SESSIONS FOR HOMELESS AND DISABLED: Legal Aid will provide 24 education sessions to increase the self determination of participants on the following topics: consumer debt, family safety, landlord tenant and homeless education rights for children.

PUBLIC BENEFITS FOR DISABLED: Legal Aid staff in the Honolulu, Leeward and Windward offices will assist 330 disabled adults with public benefits issues including applying for or appealing state and/or federal disability income benefits.

3d. Clearly state timelines, measurable milestones and/or specific events tied to the Grant Activity's objectives, or other performance measures appropriate to the desired outcomes.
(3,000 character count limit)

TIMELINE: At the start of the grant, Legal Aid will immediately perform outreach, legal assistance and education sessions.
MEASURABLE MILESTONES: Legal Aid aims to complete the following measurable milestones at the end of each quarter:

End of 1st Quarter:
- 39 outreaches to homeless

- 9 homeless will receive disability application or the appeals process services, 3 homeless will receive housing entitlement applications assistance, 8 homeless will receive civil legal assistance
- 12 outreaches to homeless veterans
- 9 homeless veterans will receive assistance to apply for veterans benefits and other eligible benefits
- 1 homeless veteran will receive assistance with housing entitlement application, 3 homeless veterans will receive civil legal assistance
- 30 people will attend presentations and 6 presentations will be conducted for homeless and disabled
- 81 disabled will receive public benefits assistance

End of 2nd Quarter:
- 39 outreaches to homeless
- 9 homeless will receive disability application or the appeals process services, 5 homeless will receive housing entitlement applications assistance, 9 homeless will receive civil legal assistance
- 12 outreaches to homeless veterans
- 9 homeless veterans will receive assistance to apply for veterans benefits and other eligible benefits
- 3 homeless veterans will receive housing entitlement application assistance, 5 homeless veterans will receive civil legal assistance
- 30 people will attend presentations and 6 presentations will be conducted for homeless and disabled
- 81 disabled will receive public benefits assistance

End of 3rd Quarter:
- 39 outreaches to homeless
- 9 homeless will receive disability application or the appeals process services, 6 homeless will receive housing entitlement applications assistance, 9 homeless will receive civil legal assistance
- 13 outreaches to homeless veterans
- 10 homeless veterans will receive assistance to apply for veterans benefits and other eligible benefits
- 3 homeless veterans will receive housing entitlement application assistance, 6 homeless veterans will receive civil legal assistance
- 30 people will attend presentations and 6 presentations will be conducted for homeless and disabled
- 84 disabled will receive public benefits assistance

End of 4th Quarter:
- 39 outreaches to homeless
- 10 homeless will receive disability application or the appeals process services, 6 homeless will receive housing entitlement applications assistance, 9 homeless will receive civil legal assistance
- 15 outreaches to homeless veterans
- 12 homeless veterans will receive assistance to apply for veterans benefits and other eligible benefits

- 3 homeless veterans will receive housing entitlement application assistance, 6 homeless veterans will receive civil legal assistance
- 30 people will attend presentations and 6 presentations will be conducted for homeless and disabled
- 84 disabled will receive public benefits assistance

3e. If the Grant involves a partnership, provide a description of each partner's role. *(2,000 character count limit)*

Project staff will perform extensive outreach at homeless shelters, beaches and parks throughout Oahu. The goal of outreach is to reach homeless clients that would otherwise not apply for Legal Aid's services. Currently Legal Aid conducts outreach at 26 locations including the U.S. Vets, Hope Inc. and Ulu Ke Kukui Shelter. A full list of outreach locations is included (see Attachment "D.1"). Legal Aid has a long history of collaborating with these shelters to provide services. At some locations Legal Aid has been conducting outreach for more than 10 years. Each of these shelters will continue to work with Legal Aid as partners to increase the accessibility of services for homeless and disabled individuals.

Homeless Project staff also performs outreach at beaches and parks. There is a large population of homeless individuals and families that do not live in shelters. This type of outreach is important to access homeless individuals and families that are more isolated and likely are not receiving any support services.

It is a priority of this project to continue to foster relationships with shelters and social service agencies to provide clients with holistic services. According to Lawyers Working to End Homelessness, "The issues with outreach highlight the necessity of collaborating with other agencies... clients who were the most successful in their legal issues were those who also had service providers assisting them." In 2011, Legal Aid's Homeless Project in coordination with the Waianae Coast Comprehensive Health Center assisted a homeless woman, who lived on the beaches of Waianae to apply and successfully receive Social Security Income. Within a month she signed a lease to rent a home in Waianae after living unsheltered on the beach for ten consecutive years. Through collaborative efforts, a seamless delivery of health, legal and housing services provides the most effective services to reduce the number of homeless people on Oahu.

4. Describe with substantiating data the experience of the organization implementing the Grant Activity (including past performance of activities similar or related to the Grant Activity) and qualifications to implement this Grant Activity, including: (i) strengths and weaknesses in relation to the Grant Activity; and (ii) capacity and resources to achieve the stated outcomes (e.g. plan, leadership, staff size and abilities, facilities, community relationships). *(6,000 character count limit)*

STRENGTHS AND WEAKNESSES

Legal Aid's long history, statewide presence, and reputation make it among the most well known organizations working toward achieving justice in Hawai`i. In the "Access to Justice Hui" Report published in November 2007, it was reported that out of 17 non-profit legal service organizations in the state, Legal Aid was the agency which social service providers, legal service providers and judges were most familiar.

Legal Aid brings a history of the following relevant projects and contracts within the last three years administered by the City and County of Honolulu:
City and County of Honolulu, Home Preservation Project III
From November 1, 2011 to December 31, 2012, Legal Aid received a grant from the City and County of Honolulu to provide assistance to low and moderate income persons facing foreclosure, foreclosure rescue scams or eviction. Through this project Legal Aid performed outreach and training for 400 landlords and tenants in government-assisted housing. Staff provided education to populations disproportionally impacted by housing discrimination including disabled and limited English proficient individuals and families with children.

City and County of Honolulu, Homeless Prevention and Rapid Re-Housing Grant
From September 1, 2009 to August 31, 2011, Legal Aid received a grant from the City and County of Honolulu to help clients stabilize and maintain their current living situation to prevent homelessness and assist to rapidly re-house persons. Funding was received to provide services statewide. Clients eligible for these services were facing eviction or need of legal services that will assist them to get re-housed (preservation of Section 8 voucher, recovery of security deposit, challenge uninhabitable housing, TRO to maintain housing and eject batterer, establish child support to have income for housing, or assistance in getting other income). Legal Aid provided assistance with more than 125 counsel and advice cases, 75 brief service cases, 25 full representation cases and 12 education and outreach session.

One of Legal Aid's greatest strengths is its considerable experience providing services to these vulnerable populations. Legal Aid's Homeless Outreach Project has a long history of providing outreach, education and legal services within the community. Legal Aid also has extensive experience securing Social Security benefits for disabled and elderly adults and disabled children who are applying for or receiving Department of Human Services (DHS), Benefit, Employment, and Support Services Division (BESSD) financial assistance.

CAPACITY AND RESOURCES
Started in 1950, Legal Aid has grown to be the largest non-profit legal firm in Hawai'i and the fifth largest law firm with a staff of 100 that includes 31 attorneys, and 54 paralegals. Legal Aid provides legal advice, representation, community education and outreach services and is nationally recognized as an innovative, high quality legal service provider. With over 40 grants, Legal Aid weaves together a tapestry of programs designed to meet the civil legal needs of low-income people staying true to its original mission to provide access to justice for all low-income citizens of Hawai'i.

Legal Aid has experienced and dedicated staff that are committed to serving the legal needs of Hawai'i's disadvantaged. The Homeless and Disabled Legal Services Project will include six existing staff members who have extensive experience working with this target population:
- Janet Kelly, a staff attorney and Homeless Project Manager, provides holistic legal service to individuals and families experiencing homelessness. Ms. Kelly has worked at Legal Aid since 2001 and is well known throughout the community of homeless social

service providers. Ms. Kelly has created strong relationships with shelters and frequently performs outreach and leads education sessions throughout Oahu.

- Carly Williamson, Homeless Outreach Paralegal Specialist, provides legal services classes and advice for homeless and low-income clients. Ms. Williamson teaches classes at shelters throughout Oahu on the topics of landlord tenant law, family law, and public benefits issues.
- Daven Ka'aihue, paralegal, specializes in providing assistance to clients with disability issues to apply for federal disability benefits. Mr. Ka'aihue has successfully assisted more than 230 disabled persons with their disability issues. Mr. Ka'aihue performs outreach within the community to perform intake and provide legal services.
- Connie Liu obtained both her bachelors and juris doctorate from the University of Hawai'i. She began working for Legal Aid in 2004 and has worked in the Public Benefits and Consumer Law units and has served as the Supervising Attorney for Public Benefits and SSI/SSDI Project. • Carolann Rowe has been an SSI /SSDI Advocate at Legal Aid since 1997 and works in the Leeward office. She has a BA from the University of Hawai'i and her Associates degree in paralegal studies from Kapi'olani Community College.
- Anne Reynolds has provided direct advocacy for SSI/SSDI applicants in Legal Aid's Honolulu office for over 10 years and is a certified Paralegal.
- Rachel Hoke is an SSI /SSDI Advocate in Legal Aid's Windward office.

Services will be provided at Legal Aid's three offices on Oahu: Bethel Street, Leeward and Kane'ohe and at various outreach sites. All of Legal Aid's offices are ADA accessible.

5. Describe the plan of the organization implementing the Grant Activity to sustain the activities after the requested funds are exhausted. *(2,000 character count limit)*

Legal Aid has a history of success with the programs it delivers. Legal Aid's reputation for delivering high quality services and achieving measurable outcomes in our partnerships is well documented through our on-going receipt of over 40 grants from various federal, state, county and private sources on an annual basis.

Legal Aid is committed to providing services to these vulnerable populations as the demand continues to increase. Legal Aid continues to seek new partners and new opportunities for funding these initiatives. Homeless and disabled clients that are eligible for Legal Aid's services will continue to receive legal assistance and representation upon available resources.

The need for legal services to homeless and disabled individuals is great and Legal Aid hopes that the City and County of Honolulu's grant-in-aid program continues to value the importance of these services.

6. Describe how the Grant Activity will be funded. *(1,000 character count limit)*

Legal Aid requests $220,493.60 for this Project. The majority of funding is for personnel

and less than 5% will be for administrative/supervisory positions, $1,400 for equipment to faciliate in outreach and intake in the community; and $19,558.25 for other expenses which includes cell and mobile hot spot coverage; supplies; equipment rental; malpractice insurance; and mileage and parking.

The majority of funding will support program staff consisting of a project staff attorney, two homeless paralegals, a public benefits attorney and three public benefits paralegals. Funding is also requested for matching funds for two AmeriCorps members. Legal Aid has been the recipient of AmeriCorps funding since 1997 and is in the process of applying for new funding for 2014.

SECTION IV
GRANTEE EXPERIENCE WITH DEPARTMENT OF COMMUNITY SERVICES GRANTS

Identify the DCS administered grants undertaken by Grantee (or Fiscal Sponsor) in the last five years (To be verified by the City).

Grant Activity Name & Contract #: Homeless Civil Legal Services Project, CT-DCS-1300305
Grant Period: 7/1/2013 - 6/30/2013 Grant Amount: $41,947.00
Grant Purpose: Provide civil legal services to homeless living in Central Oahu and North Shore with the
Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
Administrating Division: Department of Community Services

Grant Activity Name & Contract #: Home Preservation Project III, CT-DCS-120087
Grant Period: 11/1/2011 - 8/31/2012 Grant Amount: $100,000.00
Grant Purpose: To provide legal assistance and training to the community to preserve their living situations and ensure that they are not victims of housing discrimination.
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: Dept. of Budget and Fiscal Services

Grant Activity Name & Contract #: Homeless Prevention and Rapid Re-Housing, CT-DCS-1000065
Grant Period: 9/1/2009 - 8/31/2011 Grant Amount: $112,800.00
Grant Purpose: To provide assistance to individuals at risk of homelessness and experiencing homelessness.
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: Dept. of Budget and Fiscal Services

Grant Activity Name & Contract #: Home Preservation Project II, CT-DCS-1100056-2
Grant Period: 1/3/2011 - 10/31/2011 Grant Amount: $94,088.00
Grant Purpose: To provide legal assistance and training to the community to preserve their living situations and ensure that they are not victims of housing discrimination
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: Dept. of Budget and Fiscal Services

Grant Activity Name & Contract #: Home Preservation Project, CT-DCS-11000102
Grant Period: 9/22/2009 - 12/22/2010 Grant Amount: $100,000.00
Grant Purpose: To provide legal assistance and training to the community to preserve their living situation sand ensure that they are not victims of housing discrimination.
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: Dept. of Budget and Fiscal Services

(28)

THE FOLLOWING PAGES SHALL BE DETACHED FROM THE RGP DOCUMENT AND SUBMITTED.

APPENDIX F: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2015

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts including spaces. Recommended fonts: Arial, Times Roman, Helvetica. Recommended font size: 12 point.

SECTION I
SUMMARY

Grantee Legal Name:	Moiliili Community Center (MCC)
Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
Grant Activity Name:	Moiliili Senior Center (MSC) and Kupuna Support Program (KSP) - Bus Purchase for Vulnerable Elderly Transportation Needs

Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Tracing its origins to 1902, the Moiliili Community Association was chartered and incorporated as a non-profit in 1945, and in 1965, changed its name to MCC. The MCC mission is dedicated to "enriching our lives and our Moiliili Community" by providing the residents of Moiliili and surrounding communities with the support, services, and programs to enhance individual, family, and community life.

Briefly describe the Grant Activity and need being filled. *(400 character count limit)*

MCC provides urgently needed reliable, free transportation services to and from the Center which allows low- to moderate-income level, often frail or isolated, vulnerable elderly members of the community from Kahala to Ward Avenue access to both our onsite Moiliili Senior Center (MSC) and our Kupuna Support Program (KSP) which offer critical physical, mental and social stimulation.

Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

Purchasing a 14 passenger 2014 ElDorado Advantage at $68,981 to replace an aging 1999 Busette provides the capability of continuing senior transporation to and from the Center, thus unburdening the The Handi-Van, while facilitating transporation every week of the year totaling approximately 8,142 transfers (pick-ups and drop-offs) of vulnerable and needy elderly individuals 60- 103 years old.

Council District
(Check all districts that will benefit from the Grant Activity. Provide the amount requested per district).

☐ District 1 $	☐ District 2 $	☐ District 3 $

☒ District 4 $31,041.45	☒ District 5 $31,041.45	☒ District 6 $6898.10
☐ District 7 $	☐ District 8 $	☐ District 9 $
Total Amount Requested (Minimum of $25,000):	$68,981.00	

Type of Grant Activity:		
☐ Arts	☐ Culture	☐ Community Development
☐ Economic Development	☐ Environment	☒ Public Service - Seniors
☐ Public Service - Children	☐ Public Service - Disabilities	☐ Public Service - Homeless
☐ Public Service – Domestic Violence	☐ Public Service – Substance Abuse	☐ Public Service – Mental Health
☐ Public Service – Other (describe):		

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; and (iv) has the requisite skills and knowledge to assert the foregoing certification.

Signature of Grantee (Fiscal Sponsor) Officer

Date: 12/19/13

Printed Name and Title: Nadine Nishioka
Executive Director

SECTION III
GRANT ACTIVITY INFORMATION

1. Provide a brief summary description of the problem being addressed, including the population, target group size and attributes, and applicable geographic area. *(2,000 character count limit)*

Moiliili Community Center (MCC) is uniquely serving the urgent needs of vulnerable seniors in the geographic area from Kahala (District 4) through Moiliili (District 5) to Ward Avenue (District 6). We are providing free transportation to our onsite Kupuna Support Program (KSP) establised in 2005, and Moiliili Senior Center (MSC) established in 1971. MCC is a private, non-profit, 501(c) 3 agency and MCC's grant activity aligns with the priority & purpose of the GIA fund. The MCC mission is dedicated to "enriching our lives & our Moiliili Community" by providing the residents of Moiliili and surrounding communities with support, services, & programs to enhance individual, family, and community life. MCC provides urgently needed reliable, free transportation services to & from the Center which allows our target group, low- to moderate-income level, often frail or isolated, vulnerable elderly members of the community access to both KSP and MSC which offer critical physical, mental and social stimulation. Purchasing a 2014 ElDorado Advantage bus to replace an aging 1999 Busette provides the capability of continuing senior transporation to and from the Center, thus helping unburden the The Handi-Van. The Kupuna Support Program, in 2013, provided transportation to 80% of its participants, average age 89, with an annual total number of 4,859 transfers (pick-ups & drop-offs), while the Moiliili Senior Center, in one year, had 3,283 trips provided to 201 unduplicated seniors over age 60. The target population -- low-to moderate level income elderly participaitng in MCC's KSP may live alone or are left alone during the day, are not high-functioning, are homebound and isolated, or have caregivers who are limited in their abilities to provide assistance on a regular basis. while those 60 years and older participating in MSC take part in comprehensive services including recreational and educational classes, health and physical fitness activites, and senior referral services.

2. Describe the need for this Grant Activity and provide the data to justify the Grant Activity. *(4,000 character count limit)*

The primary objective of providing needed services in the community to this particular "at risk" population is prevention of rapid deterioration due to aging, improving or maintaining quality of life, and encouraging self-sufficency. MCC's senior services fill a gap in the demand for affordable "day care" type services for the vulnerable elderly in our surrounding community, thus functioning, in a holistic manner, to assist entire families in balancing the needs of aging members of their extended family with the needs of their children, grandchildren, and work. (For a description of senior services and an example of monthly classes and activities at MCC see Additional Document - Kupuna Support Program Flyer, and Additional Document - Moiliili Senior Center December 2013 Calendar.) A 19 passenger 1999 Chevy Busette is one vehicle primarily dedicated to KSP and MSC transportaion scheduling, and we have identified the replacement of this vehicle as a critical and urgent need for the Center in order to provide continued and uninterrupted services to the elderly who are depending on our

classes and activites for their well-being, and the well-being of their family. While the neighborhood we are servicing is fairly compact, for example, between January 2, 2013 and November 29, 2013, the 1999 Chevy Busette traveled 6,648 miles, we are incurring ever higher expenses related to ongoing mechenical issues with the Busette, the majority of which are no longer under warranty. As of December 18, 2013 the Busette has a total of 96205 miles on it. Repair expenses related directly to the Busette over the last 18 months between April 11, 2012 and October 25, 2013 total $8298.36 (see Additional Document - Lic.GXW454). The expenses documented in 'Additional Document - Lic. GXW454 do not include costs of regular maintenance such as oil changes, fuel, safety inspection, insurance or registration. Given the reduced budgets of the KSP and the MSC, expenditures such as we are incurring related to Busette repairs are unsustainable. But, as the surrounding community has come to rely upon MCC it is becoming increasing evident that we need to find an alternative, permanent, solution to a looming transportation crises before it significantly impacts our already vulnerable elderly participants, as well as their families.

3a. Provide a description of the Grant Activity. *(1,000 character count limit)*

The solution to MCC's transportation dilemma is simple and straight forward - we need to purchase a new vehicle, dedicated to senior transportion, that is sustainable, that will have the capactiy to fully service the impacted communities, and that will reliably meet our vulnerable senior's need for transportaion to and from the Center for the next decade, plus. MCC, after a carefully analysis of options has embarked on an achievable plan to address the unsustainble expenses of the 1999 Chevy Busette. We propose the purchase of a 2014 ElDorado Advantage 14 passenger bus (see Additional Document - 2014 ElDorado Advantage 200). The purchase of the 2014 Eldorado bus provides MCC with a sustainble solution to our ongoing transportation expenses related to excessive repairs to our Busette due to high mileage and the vehicle nearing the end of its life-cycle. Providing uninterupted and consistent transportation at no charge to our participating seniors is paramount.

3b. Explain how and why you chose this approach to the problem or opportunity. *(2,000 character count limit)*

MCC chose this approach to our evolving transportaion crises because, essentially, we want to empower our participating seniors to stay healthy, active and socially engaged. Assuring free transportation to the Center is the best guarantee that MCC carries on with its Mission to enrich the lives of those in the community. The vehicle that we have selected accommodates 14 passengers which is an ideal capacity for short trips, it is moderately priced, and comes equip with interior space for storing walkers and canes.

3c. Describe the Grant Activity scope of services and outcomes, including how these services and outcomes directly benefit the target population for the Grant. *(3,000 character count limit)*

If the Grant Activity is in the area of Public Service, begin with a statement of the number of individuals (seniors, persons with disabilities, children, domestic violence victims, homeless persons, persons suffering from substance abuse, persons suffering from mental health issues, other) that the Grant Activity will directly benefit during the Grant Term.

If the Grant Activity is in the area of Arts, Culture, Community/Economic Development or Environment, begin with a statement as to how the Grant Activity contributes to the well-being and life quality of a local,

low to moderate income, community (e.g. creation/development of community organization; provision of planning, organizational support, and technical assistance to organizations; provision of financial literacy programs/services; provision of micro-enterprise/business training; provision of cultural/environmental support programs; other) and provide the approximate population size for that community.

Based on the combined trip data for the Kupuna Support Program and the Moiliili Senior Center provided above in Section III (1) (for a detailed analysis of the most vulnerable seniors see Additional Document - KSP participants using transportation services - 2013) we estimate that over the expected 12 year life of the 2014 ElDorado Advantage MCC will transport an estimated 3000 seniors in 97,704 of trips (pick-ups and drop-offs) between 2014 and 2026. However, we can reasonably deduce that based on trends in the growing numbers of seniors, due in part to the aging babyboomers, that the number of those served and the number of trips may be significantly higher. Emerging issues in the future such as reduced City and County budgets or the closure of other centers servicing seniors in the surrounding communities - due to their unsustainability - may also be factors increasing the number of vulnerable elderly in need of services that MCC has the proven capacity to facilitate. Relief to The Handi Van transportation service, as well as a reduction in demand on the City and County of Honolulu Elderly Affairs Division are examples of how Moiliili Community Center's efforts to directly benefit the described targeted population also benefits the City and County. The scope of MCC senior services that the purchase of a replacement vehicle facilitates are innumerable. For over 40 years, MCC's Senior Program has provided not only vital transportation to the Center, but we have opened our doors, and hearts, with a holistic attitude toward support for extended family members, including various multi-cultural activities that cater to the needs of surrounding communities and the elderly populations living therein. MSC provides classes, seminars, paraprofessional counseling services, and telephone reassurance creating a sustainable web of interconnectivity aimed at promoting senior's wellbeing intellectually, emotionally, and perhaps most importantly – though least quantifiable, socially. The impact of the Kupuna Support Program on the lives of seniors in their 80s and 90s is immeasurable. Supported by a loving and trained staff, this most vulnerable target population of seniors remains engaged with life and learning by interacting with one another, playing concentration and memory games, working on coordination and dexterity, exercising physically, and maintaing current levels of performance and independence. Additionally, whether they are participting in MSC activities or engaging with their active peers through the KSP, families have peace of mind knowing that their parents and grandparents are well cared for, safe, and having fun in a social atmosphere. Indirectly then, the entire community benefits when MCC's transportation schedules are reliable and consistent, and best of all free of charge. We are committed to enriching the community in perpetuity.

3d. Clearly state timelines, measurable milestones and/or specific events tied to the Grant Activity's objectives, or other performance measures appropriate to the desired outcomes. *(3,000 character count limit)*

Upon notice of approval of our 2015 GIA funding MCC will secure auto financing, dedicate our first installment of 10% to the down payment for the vehicle, and either purchase the 2014 ElDorado Advantage from the dealership - Soderholm Sales and Leasing - in which case we would have the vehicle in our possession immediately, or

alternatively, if stock of a vehicle is not immediately available on Oahy we would place our order through Soderholm to the manufactuer - and stand by for deliver within three months of placing the order. The timeline for payment will follow a monthly schedule with one 10% payment every month for 10 months until the vehicle is paid in full. Our first milestone will be the day we take possesion of the bus and begin our first drive to pick-up our friendly seniors. Our second milestone will be the day we pay off the balance throught the gracious genorosity of the City and County and the Department of Community Services.

3e. If the Grant involves a partnership, provide a description of each partner's role. *(2,000 character count limit)*

Not Applicable.

4. Describe with substantiating data the experience of the organization implementing the Grant Activity (including past performance of activities similar or related to the Grant Activity) and qualifications to implement this Grant Activity, including: (i) strengths and weaknesses in relation to the Grant Activity; and (ii) capacity and resources to achieve the stated outcomes (e.g. plan, leadership, staff size and abilities, facilities, community relationships). *(6,000 character count limit)*

Moiliili Community Center has the organizational capacity, as a multi-service community center, to implement the Grant Activity. The Center and its programs continue to evolve to meet the changing needs of the community. MCC facilities are comprise of three buildings: a three-story main building with 18 rooms (8 of which are multi-purpose classrooms), the two-story Harry & Jeanette Weinberg Building, the Old Studio; gardens, and parking areas. In the main building on the first floor, the largest multi-purpose room is utilized by the Lanakila Meals on Wheels Program which on weekdays serves hot lunches to seniors. Two classrooms, and the Administrative offices are also on the first level. On the 2nd floor there are four classrooms which are utilized daily by seniors for a variety of activities in the mornings until 2:30 pm; in the afternoon all classrooms are utilized by children attending Japanese-language school and a formal after school program. Program offices for Moiliili Senior Center, as well as a fully staffed accounting office are on the 2nd floor. The third floor is equiped with a dance studio and is also used for karate classes, and tai chi. The Kupuna Support Center office and meeting room are also located on the 3rd floor. The main building has stairs on both ends and an elevator, financed through CDBG funds in which MCC successfully complied with all agreements - illustrating just one of our past performances of a related grant activity (the project was completed on time in September 2000). Men's and women's bathrooms on all three floors are wheelchair accessible to be in compliance with ADA standards. The Community Center's Thrift Store is housed on the first floor of the Weinberg building. The 2nd floor of Weinberg also has a dance studio used for senior's exercise classes, martial arts, and group meetings. An elevator and stairs service this building and bathrooms are on the 1st floor that are handicap acceessible. The Old Sudio, the last remaining wooden structure from the old Moiliili Japanese School days, is a popular meeting place for dance, exercise and yoga classes. It is wheelchair accessible via a ramp. Parking on the premises is plentiful. MCC has both the capacity and resources to achieve stated outcomes. MCC's Administrative and financial staff support about 100 personnel in all five departments. The Organizational

chart included herein diagrams our Administrative and staff capacity. Briefly, Administrative staff consists of the Executive director, Office Manager, Program Directors, one full-time clerk and one part-time receptionist. MCC is staffed with a two full-time drivers and a maintenance person to assist all the programs with their various needs. The Accounting Department, with a full-time Accountant and Account Clerk has 2 part-time assistants. Our Board of Directors is compiled of members dedicated to community service and who are well connected with the University of Hawaii, as well a public and private sectors. MCC has demonstrated strengths as a grantee with the Department of Community Services Grants in the past, and particulary over the last 5 years: 2009-2010 Contract # CT-DCS 1000050 & 1000050-2/Grant amount - $106,278/yr; and 2011-2012 Contract # CT-DCS 1200037/Grant amount - $106,278/yr.

5. Describe the plan of the organization implementing the Grant Activity to sustain the activities after the requested funds are exhausted. *(2,000 character count limit)*

The Moiliili Community Center has been, and plans to continue being, a diamond in the rough at the heart of Moiliili. Mostly through word of mouth, circulation of of quarterly Centerline newletter, referral by other public and private agencies, and the active participation of an esteemed and highly respected Board of Directors, Moiliili Community Center thrives on helping the community unite in a meaningful and purposeful setting aimed at providing a welcoming atmosphere of creativity along with the promotion of health, well-being, and life-long learning within the boundaries of a harmonious social setting that is welcoming to all. Testimonials (see Additional Document - Representative Scott Nishimoto and Additional Document - Kupuna Support Program Participant Family Member), demonstrate that MCC has the support and encouragement necessary to fuel our continued growth and evolution in perpetuity.

6. Describe how the Grant Activity will be funded. *(1,000 character count limit)*

The purchase of the replacement vehicle and related costs will be funded entirely by the GIA funds. MCC has demonstrated its stability in the community over the last century. We have the capacity and resources to meet the ongoing demands in District 4, 5, & 6 for senior "day care" type of services, and classes and activities, with an emphasis on cultural roots in the community. Through MCC's ongoing commitment to the concept of respecting, nurturing and caring for extended family, we will continue to sustain our commitment to services for vulnerable seniors through both the Kupuna Support and the Senior Center programs.

SECTION IV
GRANTEE EXPERIENCE WITH DEPARTMENT OF COMMUNITY SERVICES GRANTS

Identify the DCS administered grants undertaken by Grantee (or Fiscal Sponsor) in the last five years (To be verified by the City). Moiliili Community Center, Senior Center Program (MSC)

Grant Activity Name & Contract #: CT-DCS-1300253 * Grant Period:
Grant Period: * Grant Amount: $106,278.00 7/01/2013 - 6/30/2014
Grant Purpose: Senior Center Services
Grant Activity Status: [X] Underway [ ] Completed [ ] Canceled
Administrating Division: DCS-EAD

Grant Activity Name & Contract #: CT-DCS-1200037 7/01/2011 - 6/30/2012
Grant Period: * Grant Amount: $106,278.00/yr 7/01/2012 - 6/30/2013
Grant Purpose: Senior Center Services
Grant Activity Status: [ ] Underway [X] Completed [ ] Canceled
Administrating Division: DCS-EAD

Grant Activity Name & Contract #: CT-DCS-1000050 7/01/2009 - 6/30/2010
CT-DCS-1000050-2 7/01/2010 - 6/30/2011
Grant Period: * Grant Amount: $106,278.00 /yr
Grant Purpose: Senior Center Services
Grant Activity Status: [ ] Underway [X] Completed [ ] Canceled
Administrating Division: DCS-EAD

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: [ ] Underway [ ] Completed [ ] Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: [ ] Underway [ ] Completed [ ] Canceled
Administrating Division: _____

(19) V i AppendixF

THE FOLLOWING PAGES SHALL BE DETACHED FROM THE RGP DOCUMENT AND SUBMITTED.

APPENDIX F: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2015

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts including spaces. Recommended fonts: Arial, Times Roman, Helvetica. Recommended font size: 12 point.

SECTION I
SUMMARY

Grantee Legal Name:	Project Vision Hawaii
Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
Grant Activity Name:	Health Screening Services for the Poor and Disabled

Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

PROJECT VISION HAWAII(PVH) is a non-profit 501(c)(3) public charity with a mission to enhance the quality of life by improving vision, preventing blindness, and advancing medical knowledge through community-based research. In the last 6 years in our mobile screening unit, we have conducted general health, vision and retinal screening for over 19,000 people across the state of Hawaii .

Briefly describe the Grant Activity and need being filled. *(400 character count limit)*

Hawaii has a large population of people who regularly experience access-to-care issues in getting adequate health or vision screening and medical care. These people are often elderly, children, disabled, living in remote rural areas, homeless, or very low-income. Grant funding will provide free care to thousands of these people.

Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

PVH seeks GIA funding to help continue the services it has provided to low-income families, homeless and disabled participants since 2007 in the City & County of Honolulu, including vision screening, health screening community event coordination, and provision of corrective and protective eyeglasses to those without means to purchase them when needed.

Council District
(Check all districts that will benefit from the Grant Activity. Provide the amount requested per district).

☒ District 1 $26,500	☒ District 2 $4,182	☒ District 3 $2,045
☒ District 4 $10,226	☒ District 5 $14,316	☒ District 6 $16,361

☒ District 7 $8,180	☒ District 8 $2,045	☒ District 9 $2,045
Total Amount Requested (Minimum of $25,000):	$85,900	

Type of Grant Activity:		
☐ Arts	☐ Culture	☐ Community Development
☐ Economic Development	☐ Environment	☒ Public Service - Seniors
☒ Public Service - Children	☒ Public Service - Disabilities	☒ Public Service - Homeless
☐ Public Service – Domestic Violence	☐ Public Service – Substance Abuse	☐ Public Service – Mental Health
☒ Public Service – Other (describe): Health and wellness screening		

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; and (iv) has the requisite skills and knowledge to assert the foregoing certification.

Signature of Grantee (Fiscal Sponsor) Officer

Printed Name and Title: Elizabeth Annie Hiller, Executive Director

12/18/13

Date

SECTION III
GRANT ACTIVITY INFORMATION

1. Provide a brief summary description of the problem being addressed, including the population, target group size and attributes, and applicable geographic area. *(2,000 character count limit)*

Hawaii has a large population of people who regularly experience access-to-care issues in getting adequate screening and medical care. These people are often elderly, children, disabled, living in remote rural areas, homeless, or very low-income. In some cases, their ability to access adequate health care is related to language barriers, immigration issues or cultural taboos. All too often, these patients do not get the medical care they require until they are profoundly or seriously ill, at which time, their health challenges are often much harder or impossible to solve. The cost of health care at this point in the game is almost always much, much higher than if those same patients had been screened and interventions performed earlier. For this reason, Project Vision Hawaii has developed a state-wide health screening program.

Grant funding is being sought to help fund programs provided in all City Council districts on Oahu, our most populous districts. Based upon past experience in these areas, we expect to benefit at least 9,320 low-income individuals, and provide comprehensive vision screening to at least 1,700. SEE COMPLETE LIST OF EVENTS, attached.

2. Describe the need for this Grant Activity and provide the data to justify the Grant Activity. *(4,000 character count limit)*

According to the Health Behavioral Risk Factor Surveillance System, 15.5% of Hawaii's population is in poor health. In more rural areas like Waipahu on Oahu and Ka'u on the Big Island, this statistics rise to as high as 27.6 and 29.4% respectively. The irony of this lies in the fact that the areas with lower health statistics are often the areas with access to care challenges. The Hawaii Health Data Warehouse divides the issue of access into three categories: Availability, Affordability and Appropriateness.

Project Vision literally and figuratively provides a vehicle for health screening and promotion. We work to build community capacity in addressing these three issues of access to care with preventative health screenings, performed with our medical service providers in a collaboration we call "WE … a hui for Health". Some of the primary problem areas we address are:

Mental Health: State statistics show that only 58.3% of Hawaii's Population is of "good" mental health and 18.7% struggle daily with mental distress. In collaboration with the Community Alliance for Mental Health, "WE… a hui for health" provides one-on-one discussion of this issue, providing easy to understand educational material/ resources for guidance to care for mental health issues.

Caregiving: State statistics report that at least 13.5% of caregivers rarely or never have adequate social and emotional support. Seniors and disabled adults in particular often

do not have access to needed services either because existing programs are not provided in regionally accessible areas or because their financial circumstances make even modest charges prohibitive. Project Vision works with the Caregiver Foundation, to help our Wellness Event participants to change this. We also work with SAGE Plus, an organization that provides materials on understanding Medicare.

Cardiovascular Health: 30.1% of Hawaii's population has high blood pressure, 17.6% are reported to have asthma, 2.8% have Chronic Obstructive Pulmonary Disease (COPD) and these numbers could be on the rise as 14.5% of Hawaii's population are smokers. The Hawaii COPD Coalition works with nurses, respiratory therapists and EMT's to conduct lung function tests, blood pressure and counseling for smoking cessation for the many participants across the state who come to our wellness events.

Liver: The Hepatitis Support Network of Hawaii focuses on providing hepatitis screening, patient education and related medical case management testing and services to the at-risk populations.

Kidney: In collaboration with the Kidney Foundation, Project Vision and "WE…a hui for Health" provides Kidney Testing Kits to our participants as well as educating them on the symptoms of kidney disease.

Cancer: According to the Hawaii Cancer Facts and Figures, there are 808 newly diagnosed cases of breast cancer per year in Hawaii, with 7.9 % of Hawaii's people with cancer also living without any form of health insurance. Working with the Queen's Women's Center, we schedule mammograms for low-income women at screening events.

Diabetes: Over 100,000 people in Hawaii are thought to have diabetes, with an estimated 25% remaining undiagnosed. The impact of diabetes on vision is well known. Working with volunteer pharmacists, medical, nursing and technical students, and other health care providers we provide glucose testing at all of our wellness events, and we use an A1C hemoglobin meter so that the readings we take are substantiated.

Vision: The 2008 Hawaii Diabetes Report estimated that there are between 16,000 to 29,000 new cases of blindness in Hawaii from diabetes each year, 90% of which would be preventable with annual evaluation and treatment. Yet, only 62.4 % receive the recommended annual retina exam. Project Vision Hawaii provides vision and retinal screening for our participants finding not just diabetes, but a number of other medical eye disease including glaucoma, macular degeneration, and more.

3a. Provide a description of the Grant Activity. *(1,000 character count limit)*

Project Vision Hawaii is seeking funding to expand the following programs to meet an overwhelming need:

(1) Project Vision Hawaii's largest program is the "WE … a hui for Health" screening events which bring a very wide variety of free health care services into high-needs

communities to reach people without access to care. (2) Our "Better Vision for Better Life" provides free eyeglasses, reading glasses and sunglasses to the homeless poor. (3) The Keiki Screen Program is a Waianae-based iniative providing vision, hearing and learning disability screening for low-income children at 12 local preschools and health screening for parents/grandparents. We will serve over 2,000 low-income children and adults through this program alone. (3)We will be working with community health centers.

3b. Explain how and why you chose this approach to the problem or opportunity. *(2,000 character count limit)*

Project Vision Hawaii began out of frustration expressed by vision care professionals that they often would not see patients until their vision problems became so advanced, that they were almost impossible to effectively address. Some of these physicians began to visit the high-needs communities, and were overwhelmed by the challenges they saw. A group of caring physicians started Project Vision Hawaii, and equipped a large bus with all the equipment necessary to easily travel from location to location in order to bring the testing capability to the populations that needed them the most.

Over time, Project Vision Hawaii staff identified many cases of diabetic retinopathy, but there was no way for the Project Vision staff to test the patients for diabetes to evaluate the extent of the disease. They also realized that many patients were experiencing multiple health challenges and were not receiving adequate care. Project Vision Hawaii began to discuss this issue with a wide variety of other health care non-profits, and found that if Project Vision Hawaii could plan health screening events, and provide a location for many of these non-profits to provide testing and information, they were happy to send experienced staff to provide services. This was the beginning of "WE ...a hui for health."

3c. Describe the Grant Activity scope of services and outcomes, including how these services and outcomes directly benefit the target population for the Grant. *(3,000 character count limit)*

If the Grant Activity is in the area of Public Service, begin with a statement of the number of individuals (seniors, persons with disabilities, children, domestic violence victims, homeless persons, persons suffering from substance abuse, persons suffering from mental health issues, other) that the Grant Activity will directly benefit during the Grant Term.

If the Grant Activity is in the area of Arts, Culture, Community/Economic Development or Environment, begin with a statement as to how the Grant Activity contributes to the well-being and life quality of a local, low to moderate income, community (e.g. creation/development of community organization; provision of planning, organizational support, and technical assistance to organizations; provision of financial literacy programs/services; provision of micro-enterprise/business training; provision of cultural/environmental support programs; other) and provide the approximate population size for that community.

With this funding, Project Vision provides health screening and/or education to approx. 9,320 patients at an average cost of less than $10 each to Honolulu.

PVH provides vision care, but also does so much more. PV developed the "WE ... a hui for Health" concept to provide comprehensive health care screening events that involve many experts in their health care fields, without the events being too much of a financial or manpower drain on any one non-profit. These events bring a very wide

variety of free health care services into high-needs communities. At these events, we coordinate services donated by many other health care providers and non-profit health care organizations to come and provide these services without charge. At a typical event, some of these services include testing vision and doing an in-depth retinal screen, testing blood pressure, lung function, and blood tests for diabetes. We provide kidney disease testing kits and education, and advise participants about low cost health insurance, free or low cost medical services available, and a pharmacist checks their medications for conflicts. SAGE Plus volunteers provide information on Medicare programs and coverage, diabetic feet are checked for wounds, and participants receive a wide variety of educational information on diseases, disabilities and many other available services.

Through this program, we are able to catch many, many disease processes early before it is too late to properly address, thereby saving the patients, their families and Hawaii the costs of treating them at a more critical level.

At these events in 2012, we provided services to over 12,000 individuals, performed 2,500+ Diabetes Retinopathy screenings, and found 40+ percent abnormal pathologies. When found, we coordinate with a practitioner to provide necessary treatment at no cost to the uninsured patient. We also conducted 1,925 Spirometry tests, finding many undiagnosed individuals with lung disease. We performed nearly 8,000 blood pressure tests, including many with dangerously high blood pressures, and one so emergent that our staff took him directly to the Emergency Room. We performed 1,854 Glucose tests which are vitally important in a state with an occurrence of Type II Diabetes currently estimated to be nearing 10% of the Hawaii resident population. We distributed 750 Take-Home kidney function tests, formed 770 Quit Smoking commitments and support relationships, completed over 300 Hepatitus C tests, and provided 264 medicine management consultations.

Through our "Better Vision for Better Life" Program, Project Vision Hawaii provides free vision screening for homeless populations, and enables them to get free prescription eyeglasses when needed, as well as reading glasses and protective sunglasses. Services provided at Oahu IHS shelters or locations where homeless frequent will serve an estimated 500 - 600 people in 2015, providing life-changing vision corrections.

3d. Clearly state timelines, measurable milestones and/or specific events tied to the Grant Activity's objectives, or other performance measures appropriate to the desired outcomes. *(3,000 character count limit)*

Throughout the 2015 FY, Project Vision Hawaii will provide 12 "WE ...a hui for Health" Screening event in various low-income communities, 12 "Better Vision for Better Life" (homeless outreach and vision care) events, and 12 Keiki Project events. In addition, PVH will provide 6 Diabetic Screening events with community health centers (one every other month). FOR MORE DETAILS, PLEASE SEE THE ATTACHED LIST, which includes the City Council District, number of patients expected to receive services, number receiving vision screenings, month services are scheduled, the location of the events, and the specific target population served.

Project Vision Hawaii is not relying on the City & County to provide all, or even most, of the funding required to provide these services. If we receive the requested funding through the City & County's GIA program, we will be able to fund at least 39% of the Honolulu County services described and planned utilizing that funding alone. The remaining 61% will come from private donations and other grant monies raised specifically for these programs. Clearly, the more funding we are able to raise, the more services we will be able to provide to those residents of the City & County of Honolulu who have little or no other choices for affordable care and similar services.

3e. If the Grant involves a partnership, provide a description of each partner's role. (*2,000 character count limit)*

The Health Screening Events that we host throughout Oahu with "We ... a hui for Health", involve many volunteers, health professionals, and other non-profits. Project Vision Hawaii finds the locations, coordinates with the local communities, arranges for the permits, insurance, tents, refreshments, and many other resources necessary to host these large events. We bring the Project Vision Bus, and often coordinate entertainment and resources that draw in the local community. Our screening partners who join us to provide services at these events include a combination of the following:

American Diabetes Association – Diabetes testing and counseling
American Lung Association – Anti-smoking information and education
College of Pharmacy – UH - Review patient's drug lists and answer questions
DOH Mental Health Transformation State Incentive Grant – mental health support
Hawaii COPD Coalition – Testing for and information about severe lung disease
Hawaii Lions Clubs International of District 50 – assist with eye screening exams
Hawaii Pacific University Student Nurses – blood pressure and other testing
`Imi Hale, Division of Papa Ola Lokahi - cancer treatment information
National Kidney Foundation – Kidney function testing
SAGE Plus, Executive Office on Aging – Medicare information and sign up
The Caregiver Foundation of America – Information on and resources for caregivers
University of Hawaii – Manoa Student Nurses – testing assistance
Legacy of Life Hawaii – Organ donor information
Hui No Ke Ola Pono – Native Hawaiian health systems
John A. Burns School of Medicine – Obesity testing and education, especially keiki
The Queen's Medical Center Women's Center – breast cancer screening

For Keiki Screening Program in Waianae, we work with local schools, Lions Club and the Learning Disabilities Association of Hawaii for vision, hearing and learning disability testing.

For "Better Vision for Better Health" events we work with IHS shelters and Waikiki Health Center.

4. Describe with substantiating data the experience of the organization implementing the Grant Activity (including past performance of activities similar or related to the Grant Activity) and qualifications to implement this Grant Activity, including: (i) strengths and weaknesses in relation to the Grant Activity; and (ii) capacity and resources to achieve the stated outcomes (e.g. plan, leadership, staff size and abilities, facilities, community relationships). *(6,000 character count limit)*

Project Vision Hawaii is uniquely qualified to provide low-cost, high-value health care screening services for many reasons.

We are the only mobile health screening unit in the State of Hawaii specifically providing services in communities state-wide which have significant access-to-care issues related to income, lack of insurance, geographical challenges, and cultural concerns.

Since 2007, we have provided free and often advanced medical screening services to over 28,000 patients across the state, including a high population of seniors, children from low-income families, immigrants, and both children and adults with disabilities. The services we are seeking funding for through this GIA application have been successfully provided by Project Vision Hawaii in the past, and a strategic plan for provision of services has been endorsed by our service provision partners.

Because of the success of these past events, Project Vision Hawaii maintains very strong relationships with community leaders and stakeholders throughout Oahu and across the state. Our services are sought, and the number of community participants have grown consistently with each subsequent area event.

The Project Vision Bus is a comprehensive mobile testing facility that travels around the state to all the event locations. Due to the structure of the bus, it is not completely ADA accessible. However, we have a written policy for and collaboration with physician service providers who do have ADA- compliant offices, and have agreed to provide duplicate services when needed for our disabled community at no charge.

Since the majority of our funding comes through grants and other community donations, we track funding, services provided, and demographic information very carefully, and are subject to detailed service audit scrutiny.

All screening participants/patients are also interviewed for quality assurance during and/or after care is provided. Project Vision services are monitored and oversight is provided by a physician-populated advisory board. Project Vision Hawaii also has extensive policies in place which are enforced to protect patient confidentiality, ensure adequate screening follow-up for patients who need it, and guarantee that service providers are adequately trained, licensed and insured.

One of our greatest strengths is probably in our leadership in Executive Director, Annie Hiller, and our volunteers, including physicians and other excellent health care professionals who consistently volunteer to provide services at each event. Ms. Hiller was born and raised in Hawaii, the daughter of two local, community-oriented physicians. She has a gift for getting a wide variety of busy health care non-profits and

other resource companies to donated time, staff, expertise and materials in order to provide the necessary services to our target populations, while keeping all costs to an absolute minimum. Thanks to her strong leadership and direction, as well as support from our Board, Project Vision Hawaii consistently maintains a very low overhead ratio (about 8%) of administration costs vs. program costs, and is therefore able to devote more than 90% of our funding from all sources to direct services, providing the care needed by so many of our citizens in Hawaii.

5. Describe the plan of the organization implementing the Grant Activity to sustain the activities after the requested funds are exhausted. *(2,000 character count limit)*

Because of our history of providing top quality health care services with very limited financial resources, Project Vision Hawaii has been blessed with strong financial support from individual donors, local foundations, mainland charitable donors, and most recently from the state legislature ($68,000 approved, not funded yet - PLEASE NOTE, that this funding is used to provide services on all of Hawaii's major islands). Over the next year, we have submitted or will submit funding requests to the following funders, most of whom have indicated their willingness to fund Project Vision Hawaii again:

Office of Hawaiian Affairs	$24,000
Individual Donors	$24,000
Freeman Foundation – HCF	$20,000
Atherton Foundation	$10,000
Allergan Pharmaceutical	$10,000
Ohana Health Plan	$30,000
First Hawaiian Bank Foundation	$ 5,000
Friends of Hawaii Charities	$ 7,000
WalMart	$25,000
Disney	$15,000
Kaiser Permanente Foundation	$25,000
HMSA Foundation	$30,000
Total	$225,000

Finally, our community partner non-profits and other oganizations are pleased with the access to constituents that they have been able to achieve by participating in the screening events we provide. With Project Vision handling all of the logistics, these orgaizations can focus on what they do best - providing education and direct services - and do so for the least amount of staff time and cost available. It is this unique mix of collaboration that has made it possible for all of us to make these services possible free of charge to literally thousands of needy citizens in Hawaii over the past few years.

But our biggest challenge remains on Oahu, and in FY 2015, Project Vision Hawaii would like to make the strongest possible effort to bring health care services and information to as many needy Honolulu County citizens as possible. With a relatively

small amount of support, we can make that happen together.

6. Describe how the Grant Activity will be funded. *(1,000 character count limit)*

We are respectfully requesting the following amounts of funding from these Council Districts to help fund the services described above in each district.

City Council District #1 - $26,588.00
City Council District #2 - $ 4,182.00
City Council District #3 - $ 2,045.00
City Council District #4 - $10,226.00
City Council District #5 - $14,316.00
City Council District #6 - $16,361.00
City Council District #7 - $ 8,180.00
City Council District #8 - $ 2,045.00
City Council District #9 - $ 2,045.00

Project Vision Hawaii also actively seeks program funding year-round from private donors, local and mainland foundations.

Through careful money management, low overhead and admin costs, and the support of hundreds of health professional volunteers, Lions Club members, and many others, we have been able to keep our costs to an absolute minimum while providing quality services.

SECTION IV
GRANTEE EXPERIENCE WITH DEPARTMENT OF COMMUNITY SERVICES GRANTS

Identify the DCS administered grants undertaken by Grantee (or Fiscal Sponsor) in the last five years (To be verified by the City).

Grant Activity Name & Contract #: 2014 C&C GIA - has not been funded yet.
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: ___
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: ___
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

THE FOLLOWING PAGES SHALL BE DETACHED FROM THE RGP DOCUMENT AND SUBMITTED.

APPENDIX F: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2015

37

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts including spaces. Recommended fonts: Arial, Times Roman, Helvetica. Recommended font size: 12 point.

SECTION I
SUMMARY

Grantee Legal Name:	The Rehabilitation Hospital of the Pacific
Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
Grant Activity Name:	Renovation of The Rehabilitation Hospital of the Pacific

Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

The Rehabilitation Hospital of the Pacific (REHAB) is a 501(c)3 non-profit formed in 1975 in response to the need for acute rehabilitation for Hawaii residents. Our mission is to Rebuild Lives Together with patients that have experienced spinal cord injury, traumatic brain injury, stroke, amputation, complex surgery, major multiple trauma and other disabling conditions.

Briefly describe the Grant Activity and need being filled. *(400 character count limit)*

REHAB addresses the need for acute rehabilitation among residents, many of them faced with new disabilities. The facility is in dire need of renovations as it was built in stages since the 1950's, each stage constructed in compliance with applicable code, design and equipment standard at the time. The renovation is necessary to improve the infrastructure and keep pace with medical advancements.

Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

REHAB serves over 1,500 Hawaii residents annually, many with new disabilities with the goal to improve their functioning and independence. This project is to complete the renovation of REHAB to increase capacity to accept patients that require acute care, create new spaces to develop a wider array of specialty care, and install new technology and equipment to improve patient care and outcomes.

Council District
(Check all districts that will benefit from the Grant Activity. Provide the amount requested per district).

☒ District 1 $25,000	☒ District 2 $50,000	☒ District 3 $70,000

☒ District 4 $80,000	☒ District 5 $40,000	☒ District 6 $80,000
☒ District 7 $40,000	☒ District 8 $50,000	☒ District 9 $65,000
Total Amount Requested (Minimum of $25,000):	$500,000	

Type of Grant Activity:		
☐ Arts	☐ Culture	☐ Community Development
☐ Economic Development	☐ Environment	☐ Public Service - Seniors
☐ Public Service - Children	☒ Public Service - Disabilities	☐ Public Service - Homeless
☐ Public Service – Domestic Violence	☐ Public Service – Substance Abuse	☐ Public Service – Mental Health
☐ Public Service – Other (describe):		

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; and (iv) has the requisite skills and knowledge to assert the foregoing certification.

Signature of Grantee (Fiscal Sponsor) Officer
Printed Name and Title: Timothy J. Roe, MD, MBA
President and Chief Executive Officer

Dec. 18, 2013
Date

SECTION III
GRANT ACTIVITY INFORMATION

1. Provide a brief summary description of the problem being addressed, including the population, target group size and attributes, and applicable geographic area. *(2,000 character count limit)*

REHAB addresses the need for comprehensive rehabilitation for individuals that have spinal cord injury, traumatic brain injury, stroke, amputation, major multiple trauma and other serious conditions. It is the sole inpatient rehabilitation hospital in the state. Each year, REHAB serves over 1,500 patients at its 70-bed facility in Nuuanu (District 6). Over 80% of our patients are residents from all districts of the City and County of Honolulu, and the remaining 20% are residents of the neighboring islands.

The patient mix includes 37% with complex orthopedic conditions that include amputation, fracture and joint replacement; 29% stroke; 16% spinal cord injury, brain injury or other neurological condition; and 18% rehabilitation from major multiple trauma, complicated cardiovascular surgery, cancer treatment and pulmonary conditions. Over 60% of our patients are seniors, and the need for acute rehabilitation is anticipated to increase among this age group as the U.S. Census Bureau estimates that one in four residents will be a senior by 2030. The effects of aging can make a simple injury more complex, and rehabilitation can help them age in place longer, and with a better quality of life.

Patients with spinal cord injury, traumatic brain injury and major multiple trauma are typically younger, and rehabilitation is crucial to helping them adapt to challenges and live productively for the rest of their lives.

Services are provided to patients regardless of their ability to pay. Each year, REHAB serves almost 30% of patients that are insured by a state-sponsored medical managed care program (Medicaid QUEST or Medicare). The rate of Medicaid insured patients served by REHAB is five times the national average for all inpatient rehabilitation facilities. In addition, in the past five years, REHAB has provided over $2 million of charity care for patients that are uninsured or underinsured.

2. Describe the need for this Grant Activity and provide the data to justify the Grant Activity. *(4,000 character count limit)*

NEED FOR ACUTE REHABILITATION - Intensive and skilled rehabilitation can facilitate the healing process and improve a patient's self help, mobility and communication skills so that they can return home as independent as possible. For the newly disabled in young adulthood, skilled and intensive rehabilitation is crucial to recovering to their potential, so they can live productive and meaningful lives. For elderly patients, acute rehabilitation can assist them to age in place independently with their best quality of life possible. The more independent and self sufficient disabled and elderly residents can live, the fewer support services they require from caregivers, government and social service agencies.

To measure and track the quality and outcomes of the programs and services of REHAB, each patient is assessed in 18 functional areas that encompass self-care, mobility, locomotion, communication, and cognition. These measurements, or Functional Independence Measure (FIM) scores, are assessed upon admission and prior to discharge. In the past fiscal year, improvements made by REHAB patients equaled or exceeded the national average in 17 FIM categories. Overall, the FIM scores of REHAB patients improved by 34.7, compared to the national average FIM score improvement of 29.7. In addition, almost 86% of REHAB patients were discharged to the community (instead of a skilled nursing facility or other institutional care) compared to the national average of 77% discharge to the community. This statistic, together with the FIM scores, are widely viewed as indications of the quality of care provided by inpatient rehabiliation facilities nationwide. FIM scores are also used by physicians, medical facilities and health insurance carriers to justify the need for acute rehabilitation.

NEED FOR THE RENOVATION - This project addresses the need to improve and update the facility so that Hawaii residents receive quality acute rehabilitation here in their home state. The facility was built in stages since the 1950's, and each stage was constructed in compliance with applicable code, hospital design and equipment standard at the time. Some areas of the facility are from the original structure that was Kauikeolani Children's Hospital.

The last renovation of the facility was in 1995. During the past 19 years, there have been great advancements in rehabilitation that improve the quality of patient care and outcomes, and also changes in building infrastructure requirements that improve the efficiency and safety of the facility.

The current renovation was initiated in 2011, and over the past two years, the project has brought substantial improvements to the hospital for its patients:
- Improved energy efficiency and electrical system reliability from major upgrades to the hospital electrical system, along with the installation of a rooftop photovoltaic system, new "cool" roofing, energy efficient lighting and a central HVAC system. It is estimated that collectively, these improvements will result in a reduction of approximately $340,000 annually in facility operating expenses;
- Total "gut" renovation of all three inpatient units totaling 70 beds, offers a more efficient layout and improved environment of care;
- Installation of bedside medical gas and suction, patient lifts and other technology enabling REHAB to accept some patients who previously may have been transported to the mainland for care;
- Inpatient spaces have been created for new programs and services, including a vision center, communication/speech center and a patient-centered healing environment.
- Outdoor therapy area with mobility course, therapeutic garden and area for a new horticulture program for the disabled.

3a. Provide a description of the Grant Activity. *(1,000 character count limit)*

This project is to complete the final phase of the renovation on the ground floor of the facility. This floor includes spaces for clinical inpatient and outpatient care, admissions/financial counseling, recreation (Creative Arts Program and new Horticulture Program) and administrative offices. Renovations on the ground floor will improve access to care and enhance our patient/customer service.

- New physicians' clinic with handicapped-accessible exam and procedure rooms;
- Expanded outpatient waiting areas;
- New wayfinding signage to improve patient and visitor access;
- Front desk and patient financial couseling area to enhance patient service;
- Expanded and modernized patient education, conference and staff training rooms;
- New physicians' lounge;
- New administrative suite to enhance operational efficiency.

3b. Explain how and why you chose this approach to the problem or opportunity. *(2,000 character count limit)*

REHAB has worked closely with a team of experienced design and construction professionals with a depth of experience on other healthcare facilities, and on projects of similar size and scope to determine the approach of the renovation. The project team includes: Jeff Mori, AIA, of Arthur Mori & Associates, Architect; S.L. Busch and Associates, Larry Schenk, Senior Director and Project Manager; and J. Kadowaki, Inc., General Contractor.

The project team studied similar hospital facilities, and staff were involved to ensure a more efficient workflow to improve patient care.

To ensure continuous acute rehabilitation services to the people of Hawaii, the project team has worked closely with the hospital staff to orchestrate the renovation one patient floor at a time. Although there have been minor inconveniences to staff, the project has proceeded on time.

3c. Describe the Grant Activity scope of services and outcomes, including how these services and outcomes directly benefit the target population for the Grant. *(3,000 character count limit)*

If the Grant Activity is in the area of Public Service, begin with a statement of the number of individuals (seniors, persons with disabilities, children, domestic violence victims, homeless persons, persons suffering from substance abuse, persons suffering from mental health issues, other) that the Grant Activity will directly benefit during the Grant Term.

If the Grant Activity is in the area of Arts, Culture, Community/Economic Development or Environment, begin with a statement as to how the Grant Activity contributes to the well-being and life quality of a local, low to moderate income, community (e.g. creation/development of community organization; provision of planning, organizational support, and technical assistance to organizations; provision of financial literacy programs/services; provision of micro-enterprise/business training; provision of cultural/environmental support programs; other) and provide the approximate population size for that community.

This project will complete the final phase of the renovation on the ground floor. Upon completion, REHAB will be in the position to achieve the following:

MORE EFFICIENT USE OF ENERGY AND MAINTENANCE OF THE FACILITY. It is

anticipated that installation of the electrical, air conditioning, hurricane windows and photovoltaic systems will improve the efficiency and maintenance of the facility, including a 10% reduction of energy use.

INCREASE CAPACITY TO SERVE PATIENTS OF HIGHER ACUITY. The latest in technology and equipment will be built into the facility to improve patient care: medical gas and suction will be installed in rooms for patients with complex conditions; an enclosed unit with features that reduce noise for patients with brain injury; a room with negative air ionizers for patients with infection; four rooms with lifts and environmental controls for patients with limited mobility (spinal cord and bariatric). It is anticipated that this will result in an increase in the patients served by 10%, and that 30% of these patients have conditions that would have required their transport to the mainland prior to the renovation.

EXPANDED ARRAY OF SPECIALTY CARE AND RECREATION FOR THE DISABLED. New spaces created throughout the renovation will expand the array of services, including a Vision Center for patients with neurological conditions, Speech Center for patients with dysphagia and other speech disorders; new clinical programs for rehabilitation from cancer treatment, cardiac surgery and pulmonary conditions, and a therapeutic healing garden and Horticulture Program for the disabled.

The new healing garden will have special features designed by physiatrists, occupational and physical therapists to provide multiple opportunities for patients to practice skills they are learning in clinical therapy. Individuals regaining the ability to walk, or learning to use a walker or wheelchair, will have the opportunity to practice mobility skills on two pathways, or ambulation courses, that will have a variety of surfaces (gravel, sand, bark chips, etc.). A gazebo on an elevated platform will have ramps at slightly greater degrees required by the Americans with Disabilities Act (ADA) so that it is more challenging. Patients will be able to practice range of motion and strengthen their arms and hands in a Zen garden that will include raking activities. Planters will be built at various heights for a new Horticulture Program that will be integrated into inpatient recreational therapy activities for patients that require occupational therapy to improve fine motor skills in their arms and hands. Two raised planting beds: wheelchair height and a taller bed for patients with back problems that must stand while working. Former patients will be welcome to participate in the program after discharge. There is no program of this kind for the disabled in the state.

3d. Clearly state timelines, measurable milestones and/or specific events tied to the Grant Activity's objectives, or other performance measures appropriate to the desired outcomes. *(3,000 character count limit)*

Effectiveness of this project will be determined by the completion of tasks within the projected timeline, as evaluated by the owner's representative and architect.

TIMELINE - The final phase of the renovation is anticipated to begin in March of 2014 and be completed in 2015. The timeline of events is scheduled as follows:

January 2014 - Begin preparations to initiate construction on the ground floor.

March 2014 - Create new physicians' clinic;
August 2014 - Complete physicians' clinic; begin construction of lobby entrance and outpatient waiting area;
October 2014 - Complete lobby and outpatient waiting area; begin construction of new Patient Services office and administrative offices in central wing;
December 2014 - Complete central wing; begin construction of makai lobby and gift shop;
February 2015 - Complete central wing; begin construction of Carter Wing Community Outreach offices and Training Center;
April 2015 - Complete Carter Wing.

Upon completion of the renovation, REHAB will be in the position to achieve improved facility maintenence, expansion of array of specialty services and increased capacity to serve the residents of Hawaii, including:

- 10% reduction in energy use;
- 10% increase in Hawaii residents served, including acute patients that may have otherwise been transported to a mainland facility for care;
- Addition of the following new programs: Vision Center, Speech and Dysphagia Center, Cardiac and Pulmonary Rehabilitation, Therapeutic Garden and Horticulture Program.

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3e. If the Grant involves a partnership, provide a description of each partner's role. (*2,000 character count limit)*

Partnerships are not necessary for the renovation, however, REHAB partners with a number of other healthcare organizations to ensure that residents receive the care they need to reach their maximum potential for functioning and independence, including:

- All of the critical care facilities throughout the state, including but not limited to Queen's Medical Center, Straub, Kapiolani, Pali Momi, Kaiser Permanente, Wahiawa Medical Center, Kahuku Medical Center and Kuakini Hospital to identify and serve patients in need of acute rehabilitation.
- American Heart Association, American Stroke Association, American Diabetes Association, and the Brain Injury Association of Hawaii to conduct community outreach and education on health prevention.
- The Stroke Club, the largest support group for individuals that have experienced a stroke, is sponsored by REHAB.
- AccesSurf, an adaptive watersport program for the disabled, is supported in part by REHAB Foundation, and many employees are volunteers in the project.
- AARP and AAA to provide safe driving assessments for the elderly and disabled.

In addition, over the course of the capital campaign, a number of former patients wrote letters of support for grant proposals.

4. Describe with substantiating data the experience of the organization implementing the Grant Activity (including past performance of activities similar or related to the Grant Activity) and qualifications to implement this Grant Activity, including: (i) strengths and weaknesses in relation to the Grant Activity; and (ii) capacity and resources to achieve the stated outcomes (e.g. plan, leadership, staff size and abilities, facilities, community relationships). *(6,000 character count limit)*

REHAB successfully completed a capital campaign and renovation in 1995, and all of the personnel and organizations involved in the renovation have a depth of experience successfully completing similar projects:

TIMOTHY J. ROE, MD, MBA, PRESIDENT AND CHIEF EXECUTIVE OFFICER represents the hospital regarding ownership decisions on the project, including final approval for all activities done by the architect and contractor related to the renovation. He works with the CFO, architect and the Project Manager in developing and revising the master budget and master timeline. He is also responsible for communicating with the Board of Directors regarding all pertinent renovation related activities and serves as their fiduciary agent regarding all renovation-related matters. Dr. Roe has previous experience with the planning and construction of healthcare facilities at St. Joseph Regional Rehabilitation Center.

WENDY MANUEL, CPA, CHIEF FINANCIAL OFFICER, is responsible for overseeing all matters relating to capital planning and funding for the renovation project. She also manages the hospital's financial relationships with REHAB Foundation, its banking partners, and its vendors and suppliers. She oversees REHAB's financial operations including revenue cycle, cash flow, assets and liabilities. She has 20 years of experience in public accounting including internal and external audit responsibilities involving multiple major healthcare systems in Hawaii.

STEPHEN BOYER, DIRECTOR OF FACILITIES, is responsible for reviewing the specifications of equipment installed during the renovation, particularly owner-supplied equipment such as the nurse call system and Arjo lift. He also coordinates access to the property for multiple contractors involved, and ensures that the renovation is not disruptive to the ongoing care of patients. Mr. Boyer has over 15 years of experience managing large facilities, including over six years managing hospital facilities.

TY TOMIMOTO, FINANCE AND CONTRACTING MANAGER is responsible for reviewing budgetary items related to the project, in particular the invoices and change proposals submitted by the contractors, and ensuring that they are consistent with the various contracts executed on behalf of REHAB Hospital. He reviews all contractual agreements and works with the CEO, CFO and the Project Manager in the development and revision of the master budget and the master timeline.

JEFF MORI, AIA, OF ARTHUR MORI AND ASSOCIATES (AMA) is the architect for the project. AMA is responsible for the design, drawing plans and working with the general contractor, structural, mechanical and electrical engineers. AMA is also responsible for preparing a detailed schedule for the project in logical steps and budget time required to meet deadlines, and for obtaining all necessary permits and licenses.

AMA has 51 years of experience providing architectural consulting services in Hawaii. Within the last 19 years, the firm's primary focus has been healthcare design. During that time, more than 350 healthcare related commissions have been successfully completed, including Kapiolani Medical Center, Pali Momi Medical Center, Castle Medical Center, Kuakini Medical Center and Queen's Medical Center. As a result, AMA is well versed in the various codes required of healthcare facilities, including National Fire Prevention Association (NFPA) Code, International Building Code 2003, Uniform Fire Code, National Electric Code, Guidelines for Design and Construction of Health Care Facilities 2006, the Americans with Disabilities Act Accessibility Guidelines and the State of Hawaii Title 11, Dept of Health Chapter 93.

S.L. BUSCH AND ASSOCIATES, LARRY SCHENK, SENIOR DIRECTOR AND PROJECT MANAGER, is assigned to the project. In this capacity, he coordinates all activities with the REHAB Hospital CEO and architect, and provides overall direction for the renovation. S.L. Busch has extensive experience in management of large scale construction programs, including hospital and healthcare facilities.

J. KADOWAKI, INC., GENERAL CONTRACTOR, works with the architect and project manager and CEO. The general contractor hires and directs all subcontractors and staff retained for this project. Previous healthcare facilities built by J. Kadowaki, Inc. include Surgicare of Hawaii, On-Care Medical, Kapiolani Medical Center, Queen's POB, Straub clinics and Hawaii Endoscopy.

Board of Directors, Renovation Committee. REHAB and REHAB Foundation board members have also formed a committee to oversee the renovation. These board members are: Stanford Carr, real estate developer and president of Stanford Carr Development (REHAB Foundation board member since 2007); Lloyd Sueda, architect and President of Sueda & Associates, Inc. AIA (REHAB Foundation board member since 2001); and Ron Ho, electrical engineer and principal of Ron Ho & Associates (REHAB board member since 2000).

5. Describe the plan of the organization implementing the Grant Activity to sustain the activities after the requested funds are exhausted. *(2,000 character count limit)*

The renovation will contribute to the long term sustainability of REHAB by increasing the capacity to serve patients with more complex conditions. The incorporation of medical gasses, patient lifts and other features will enable REHAB to accept some patients that currently must travel to the mainland for care or forego the care they require to recover to their potential. By improving the capacity of REHAB to serve more complex cases, more Hawaii residents will be served here in the islands and REHAB will be able to generate more revenues to support the work and mission of the organization.

6. Describe how the Grant Activity will be funded. *(1,000 character count limit)*

Rehabilitation Hospital of the Pacific Foundation (REHAB Foundation), the fundraising organization to REHAB, has a commitment to raise $17.2 ,million of the $22.8 million for

the project, with REHAB Hospital responsible for the balance. As of November 1, 2013, REHAB Foundation raised over $16 million, with half of the funds in the form of pledges to be received up to 2024.

To ensure that the construction proceeds as planned, REHAB has secured a $12 million line of credit from First Hawaiian Bank to cover the cost of the renovation in advance of receipt of capital campaign pledges. The Board of Directors has also voted to support the renovation with unrestricted funds, if necessary. However, the declining third party reimbursements and the cost to transition the clinical operations to electronic health records requires significant capital. Funding from the City and County of Honolulu Grant in Aid program will enable REHAB to complete the renovation.

SECTION IV
GRANTEE EXPERIENCE WITH DEPARTMENT OF COMMUNITY SERVICES GRANTS

Identify the DCS administered grants undertaken by Grantee (or Fiscal Sponsor) in the last five years (To be verified by the City).

Grant Activity Name & Contract #: None
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
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Grant Purpose: _____
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Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

THE FOLLOWING PAGES SHALL BE DETACHED FROM THE RGP DOCUMENT AND SUBMITTED.

APPENDIX F: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2015

83

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts including spaces. Recommended fonts: Arial, Times Roman, Helvetica. Recommended font size: 12 point.

SECTION I
SUMMARY

Grantee Legal Name:	Special Olympics Hawaii
Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
Grant Activity Name:	Training for Life

Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Special Olympics Hawaii (SOHI) was established in 1968. Our mission is to provide year-round sports training and athletic competition for children and adults with intellectual disabilities (ID), giving them continuing opportunities to develop physical fitness, demonstrate courage and participate in the sharing of gifts, skills and friendships with their families, other athletes and the community.

Briefly describe the Grant Activity and need being filled. *(400 character count limit)*

SOHI recognizes that individuals with intellectual disabilities are often predisposed to leading sedentary, isolated lives complicated by inherit health issues and lack of services. Our community oriented programs deliver sports training, competitions, health promotion, medical screenings, and social networking in an active, healthy, safe environment for individuals with ID and their families.

Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

SOHI offers an inclusive, exciting atmosphere for 900 Oahu athletes with ID and 350 Unified Partners while providing weekly training and practices in 8 sports over 3 athletic seasons. 50 athletes will receive free medical exams and 200 will attend our Healthy Athlete Venue. We will hold 5 Oahu Wide competitions and 3 State competitions with 4675 volunteers assisting and family members attending.

Council District **(Check all districts that will benefit from the Grant Activity. Provide the amount requested per district).**		
☒ District 1 $26559.00	☒ District 2 $7652.77	☒ District 3 $23558.30
☒ District 4 $12754.50	☒ District 5 $18456.50	☒ District 6 $16055.65
☒ District 7 $14255.00	☒ District 8 $13805.00	☒ District 9 $16956.00
Total Amount Requested **(Minimum of $25,000):**	$15052.72 150,052.72	

Type of Grant Activity:		
☐ Arts	☐ Culture	☐ Community Development
☐ Economic Development	☐ Environment	☐ Public Service - Seniors
☐ Public Service - Children	☒ Public Service - Disabilities	☐ Public Service - Homeless
☐ Public Service – Domestic Violence	☐ Public Service – Substance Abuse	☐ Public Service – Mental Health
☐ Public Service – Other (describe):		

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; and (iv) has the requisite skills and knowledge to assert the foregoing certification.

Nancy Bottelo
Signature of Grantee (Fiscal Sponsor) Officer
Printed Name and Title: Nancy Bottelo, President & CEO

12-10-13
Date

SECTION III
GRANT ACTIVITY INFORMATION

1. Provide a brief summary description of the problem being addressed, including the population, target group size and attributes, and applicable geographic area. *(2,000 character count limit)*

Individuals with ID face a daunting array of challenges in their efforts to lead quality lives. These challenges affect every aspect of their lives, including where they go to school, where they live, the type and quality of health care they receive, their opportunities for gainful employment and careers, and their ability to participate in a meaningful way in their communities and society at large. Laws have been established and programs developed to support the participation and decent treatment of people with ID. But, as Special Olympics research indicates, people with ID are still discounted and denied opportunity on a routine basis.

An individual is considered to have an intellectual disability when: (1) the person's intellectual functioning level (IQ) is below 70-75; (2) the person has significant limitations in adaptive skill areas as expressed in conceptual, social, and practical adaptive skills; and (3) the disability originated before the age of 18. Individuals with ID are often sedentary, isolated, inactive, and depressed. The lives of people with ID are generally stark and put at risk in countless ways. SOHI addresses these issues by encouraging and enhancing positive health behaviors and improving self esteem. Maintaining a healthy lifestyle and providing a community for social activity is interwoven within our sports programming and a necessary component to helping our athletes achieve their fullest potential both on and off the field.

SOHI is open to all individuals with ID. We have athletes, family members, volunteers, and established programs in every district on Oahu. For training and competition programs, eligibility starts with children 8 years old and has no upper age limit. Through our Unified Sports programs we team individuals with ID with persons who do not have ID, providing a unique environment for understanding, tolerance and athletic excellence from all participants. Volunteers and family members complete our active community.

2. Describe the need for this Grant Activity and provide the data to justify the Grant Activity. *(4,000 character count limit)*

For decades, disability issues have been viewed largely as a separate field of endeavor by health providers, best tackled by the disability community. This has led to inadequate resources and coordination and, as a result, people with ID experience more health challenges and receive fewer health care services. The Hawaii Department of Health in its Strategic Plan, lists Health Equity (eliminating disparities and improving the health of all groups) and Health Promotion & Disease Prevention (attaining lifelong quality health free from preventable disease, disability injury, and premature death), as two of its five mandates. These priorities were chosen to help families prevent disease, promote resiliency and provide sustainable improvements in the health status of the people of Hawaii, not only saving lives but improving their quality of life.

Special Olympics Hawaii is already contributing services for the intellectually disabled to address these mandates in communities throughout Oahu. By providing a means of physical activity for individuals with ID within a welcoming social setting with access to health initiatives and sports expertise, we are improving the quality of life and overall health of our athletes. While there is no socioeconomic, ethnic, or geographical boundary for ID, our athletes all face the inability to find a doctor willing to treat people with ID, lack of transportation, communication challenges, time constraints, continuity of care, and health care providers' lack of training. Our athletic programs, medical screenings and Healthy Athlete program, are always free to athletes and our presence meets a need within the Oahu community to reach this at-risk population.

Special Olympics recently documented, through large-scale objective assessments (Special Olympics Impact Survey, Special Olympics Athlete Participation Survey 2010) the impact of its programs on the lives of our athletes and families. The benefits of participation in Special Olympics are substantial for its athletes:

1. There is an overwhelming consensus among athletes, coaches and family members that there is significant improvement in athletes' sense of self, social skills and social interactions due to their participation in Special Olympics.
2. Families of athletes with intellectual disabilities want the same things for their children as do other families. Parents see that by participating in sports their children feel good about themselves and develop a strong sense of self-confidence and self-esteem.
3. There are obvious health benefits received from participation that are critical given the unmet health needs of this population.
4. Special Olympics works toward providing lifelong sports experience for its participants. Our programs continue to adapt according to the changing developmental needs of our athletes as they transition through childhood, adolescence and adulthood.
5. Participation in Special Olympics spurs activity and pursuit of physical fitness as a lifestyle choice. More than half of the athlete respondents reported three or more hours of physical activity per week in addition to their participation in Special Olympics.

According to a study by Rimmer (2007); Rimmer, Riley, Wang, Rauworth, & Jurkowski (2004), physical activity has substantial benefits in improving the health of people with intellectual disabilities by:

1. Reducing the incidence of diseases (e.g. type 2 diabetes, heart disease, obesity)
2. Improving secondary conditions associated with disabilities (e.g. weakness, fatigue, reduced mobility, joint stiffness, social isolation, depression)
3. Allowing individuals to maintain a higher level of independence in performing activities of daily living

SOHI responds to the gap in care for those with ID by providing athletes and families opportunities for continued exercise, social exposure, family networking, community resources, medical screenings and referrals, and a volunteer base with diverse expertise.

3a. Provide a description of the Grant Activity. *(1,000 character count limit)*

SOHI will provide three sports seasons with athletes/teams training and practicing for 12-16 weeks in the sport/s of their choice while qualifying to compete in Oahu Wide competitions and State Games. Sports offered will include softball, track and field, swimming and power lifting for the summer season, soccer and bocce in the fall and basketball, bowling and bocce in the winter. Athletes will test their expertise and hone their skills at 5 Oahu Wide events in preparation for State Games, held 3 times a year. Athletes will have free medical screenings available annually. At State Games athletes will participate in an Olympic-type setting which includes Opening Ceremonies complete with a Torch Run, an Olympic Town, a Healthy Athlete Venue, Hospitality, Awards Ceremonies, and Closing Ceremonies. SOHI will hold competitive, inspiring, logistically sound, exemplary athletic contests respecting all who compete and attend, from athletes to volunteers to families and community partners.

3b. Explain how and why you chose this approach to the problem or opportunity. *(2,000 character count limit)*

Sports competitions and training give individuals with ID the opportunity to focus on their ABILIBITIES rather than their disability. Parents face a constant stream of "no's" from community youth sports clubs, toddler groups, daycare facilities and many other organizations either unable or unwilling to allow individuals with ID to participate or join in a meaningful way. With Special Olympics, children, seniors, adult and parents are offered a resounding "YES". Yes, your child can join us, yes, we will train your child and you, as a parent, to assist your child with sports skills, yes, your child can receive a medal, win a race, hear applause, achieve a dream of success, yes, your family can be part of a community without fear of judgment, and yes, your family member with ID can be accepted, smile, and acquire social and health related skills and achieve a quality of life that is fulfilling and joyful.

Special Olympics athletes are not seeking sympathy or even special treatment. Similar to other athletes, they are serious about their sports. They pledge an athlete oath which they take very literally and repeat often, at events and amongst each other. They have a love of sport and training and appreciate development of personal sports skills, and personal milestones. However, they state clearly and consistently that the greatest rewards they experience are from the enjoyment of sports, the social opportunities provided and the chance to make friends on and off the field. The rationales Special Olympic athletes have for participation in sports are similar to other athletes at various levels and in various programs.

The approach of Special Olympics Hawaii provides community not only for those with intellectual disabilities but also embraces the greater community of Oahu through volunteerism, partnerships, Unified Sports, and health initiatives creating an environment of excellence and accomplishment for all participants, with the athletes clearly as the focal point.

3c. Describe the Grant Activity scope of services and outcomes, including how these services and outcomes directly benefit the target population for the Grant. *(3,000 character count limit)*

If the Grant Activity is in the area of Public Service, begin with a statement of the number of individuals (seniors, persons with disabilities, children, domestic violence victims, homeless persons, persons suffering from substance abuse, persons suffering from mental health issues, other) that the Grant Activity will directly benefit during the Grant Term.

If the Grant Activity is in the area of Arts, Culture, Community/Economic Development or Environment, begin with a statement as to how the Grant Activity contributes to the well-being and life quality of a local, low to moderate income, community (e.g. creation/development of community organization; provision of planning, organizational support, and technical assistance to organizations; provision of financial literacy programs/services; provision of micro-enterprise/business training; provision of cultural/environmental support programs; other) and provide the approximate population size for that community.

SOHI will service 900 individuals with intellectual disabilities and 350 partners in 9 Oahu districts by providing free, year round sports training and competitions while promoting a healthy, active, lifestyle in a welcoming, inclusionary environment. Family members, volunteers, dedicated coaches, community partners and staff will create an extended community of support in order to accomplish the grant activities.

We expect the following outcomes and benefits to program participants:

1. Athletes, through regular practices, will derive the benefits of physical exercise common to all individuals who exercise regularly. According to the Mayo Clinic regular exercise: boosts energy, controls weight, improves mood, combats health conditions and diseases, promotes better sleep and is fun!

2. Athletes will participate in a social environment where they are accepted which increases confidence and a sense of belonging. Unified Sports teams will offer a positive foundation for activity between individuals with ID and individuals without ID.

3. Athletes will be challenged to push themselves and will participate meaningfully at practices and competitions.

4. Certified Coaches will provide a safe environment for practices and training following Special Olympics guidelines including social inclusion, and the rules, techniques, strategies and training regimens of the selected sport.

5. Athletes will be divisioned equitably and team composition will be appropriate for the sport and competition standards.

6. Qualifying athletes will participate in Oahu Wide Competitions and State Games free of charge in as many seasons as they choose and in their choice of sports.

7. Athletes will receive medical attention and increased awareness regarding their health through required medical screenings and by visiting the Healthy Athlete Village at Summer Games. The Healthy Athlete Venue includes six areas: Special Smiles, Healthy Hearing, Health Promotion, Fit Feet, Opening Eyes and FunFitness. Athletes

will receive personal attention, information, and recommendations for their health with referrals and follow up as needed.

8. Volunteers will assist on every level including coaching, logistics, score keeping, field managers, hospitality, officials, security, etc., providing our athletes and their families with a pleasant, manageable, experience designed to reduce undue stress and meet any special requirements. Volunteers will offer social engagement and encouragement and become part of our extended community outreach by sharing their experience with others.

9. Family members will have the opportunity to see their family member with ID compete with skill, experience the thrill of competition, the joy of winning and the hardship of defeat; just as any other athlete would.

10. After evaluation by volunteers, coaches, athletes, families and staff, SOHI will have delivered a season of training rated favorably through surveys and one on one feedback.

3d. Clearly state timelines, measurable milestones and/or specific events tied to the Grant Activity's objectives, or other performance measures appropriate to the desired outcomes. *(3,000 character count limit)*

For the term of the grant, SOHI will adhere to the following Activity Timeline:

• 2014 September/October/November:
Athletes train and practice in Basketball, Bowling, Unified Bocce
• 2014 October/November:
Athletes participate in Interleague Basketball play and
Oahu Wide Competitions and qualify for State Games
*MILESTONE:
2014 Late November or early December: (depending on preference of military)
Holiday Classic State Games will take place at Joint Base Pearl Harbor Hickam and Marine Corp Base Kaneohe

• 2015 January/February/March/April/May/2014 December:
Athletes train and practice in Track and Field events, Powerlifting, Swimming and Softball
• 2015 April: Athletes will participate in Oahu Wide Competitions and qualify for State Games
*MILESTONE:
2015 Late May/Early June: Summer Games will be held at the University of Hawaii

• 2015 June/July/August: Athletes train and practice in soccer and bocce
• 2015 August: Athletes will participate in Oahu Wide Competitions and qualify for State Games
*MILESTONE:
2015 August: Aukake Classic State Games will be held at Waiau District Park

SOHI will deliver the following Scope of Services/Objective Outcomes:

1. 900 Oahu athletes and 350 Unified Partners will train for 3 sports seasons
2. 5 Oahu-Wide competitions will be held for athletes
3. 4675 Volunteers will participate at competitions
4. 400 athletes and 135 Unified Partners will participate at Holiday Classic
5. 400 athletes and 75 Unified Partners will participate at Summer Games
6. 180 athletes and 40 Unified Partners will participate at Aukake Classic
7. 50 athletes will receive free medical screenings
8. 200 athletes will attend the Healthy Athlete Venue at Summer Games

SOHI will meet these additional goals:
1. Quality competitions held as evaluated by SOHI staff, volunteers, family members, athletes, community supporters
2. Relationships with committed sponsors and partners maintained and recognized in order to ensure sustainability of our programs and competitions

To meet these outcomes we require:
*Event Rentals for tables, chairs, tents, etc.
*Meals for volunteers who often work long shifts
*Warehouse storage for sports equipment, hospitality, venue and event supplies, volunteer shirts, award stands, required for grant activity
*Event shirts for security and identification. Athletes know they can count on an individual in a volunteer shirt to help them. We identify specific volunteer positions through shirts that are essential to our competitions, such security, officials, staff.
*Awards for athletes-including Gold, Silver and Bronze medals, and ribbons. Awards are a dynamic piece of our competitions. Award venues include prestigious Oahu citizens and military personnel as presenters, tiered award platforms, ceremonious music and plenty of cheering!

3e. If the Grant involves a partnership, provide a description of each partner's role. (*2,000 character count limit)*

Community relationships and partnerships run deep in the SOHI organization. Some of our partners have been with us for as many as 35 years. Our relationships with Joint Base Pearl Harbor Hickam, Schofield Barracks, Marine Corp Base Kaneohe, Wheeler Army Base, the Coast Guard, Air National Guard and Army National Guard are valued not only for the facilities such as gyms, bowling alleys, barracks, mess halls and fields, but for the trained, enthusiastic volunteers that support us year after year. The University of Hawaii, Kamehameha Schools, the Department of Parks and Recreation and the Department of Education also make it possible for us to obtain facilities for our State and Regional Competitions. Ongoing training and practices can be seen at schools, clubs and parks almost every day throughout the year.

Community partners within the restaurant industry (Papa John's, Zippy's, Panda Express, Yama's) and hotel industry (Pacific Beach Hotel) help us to feed and house our athletes at State Games. The University of Hawaii allows us to house athletes at dorms for Summer Games. Service organizations such as the Elk's Club and Knights of

Columbus support us by helping with food costs and grilling at Aukake Classic and Oahu Wide Competitions in addition to providing a Color Guard for Opening Ceremonies. American Medical Response has attended every competition and fundraising event for the last 8 years providing medics on site at several contest locations to assist our athletes in the event of injuries, dehydration, or a common occurrence for our population –seizures.

The Law Enforcement Torch Run (LETR) organization has made it their mission to provide not only volunteers but to organize and run fundraising efforts on behalf of SOHI. For 25 years they have held 4-5 well publicized and successful events annually, including Cop on Top, Tip a Cop, Fueling Dreams and Torch Run T-shirt sales. This funding directly impacts SOHI's ability to run competitions and Games.

4. Describe with substantiating data the experience of the organization implementing the Grant Activity (including past performance of activities similar or related to the Grant Activity) and qualifications to implement this Grant Activity, including: (i) strengths and weaknesses in relation to the Grant Activity; and (ii) capacity and resources to achieve the stated outcomes (e.g. plan, leadership, staff size and abilities, facilities, community relationships). *(6,000 character count limit)*

"When you have a disability, people look at you and only see the outside. Special Olympics lets you be who you are on the inside, so you can bring that out."
Quote from SOHI Oahu Athlete, 2013

SOHI has consistently served individuals with intellectual disabilities since 1968. Our three Senior Staff have over sixty years of combined experience. Their time-tested knowledge is invaluable, as is our amazing Oahu volunteer network of over 5000. Our Oahu staff of nine full time employees excels in fundraising, games management, sports programs, health initiatives and meeting our mission on a daily basis. While we serve 900 Oahu athletes over the age of 8 with competition and training programs, we serve over 3500 state wide and through our youth and unified programs.

SOHI has modified and channeled our resources to meet the needs of the population we serve. We recognize that a crucial component of our mission is a movement for community action and transformation.

For example, Project UNIFY® is a dynamic collaboration between Special Olympics and school communities that engages young people with and without intellectual disabilities to promote attitudes and behaviors of acceptance. Students take the lead in this endeavor with the support of Special Olympics, the school student community and administration. This is a unique opportunity for change in the attitudes toward individuals with intellectual disabilities, and fosters a lifelong commitment towards health through sports, acceptance and support, volunteerism and community action.

Project UNIFY® Initiatives include a diverse range of core activities. Special Olympics Hawaii has 17 Category 1 schools - meaning they have many levels of student involvement. We have 25 Category 2 schools, involved in Project UNIFY® in at least two ways. Project UNIFY® is committed to ensuring the following attributes are

achieved:

*Youth Leadership-Students implementing school activities about Acceptance
*School/Community Collaborations-Student planned service based community activities
*Professional Development
*Unifying Programming/Unified Sports
*Creating and Sustaining Relationships

SOHI Health Initiatives are another area where we have taken the lead to serve individuals with ID. Many SOHI athletes are from low-income families and live in remote areas. They rarely visit doctors and are often afraid when they do. Individuals with ID are known to be at risk for medical conditions such as obesity, diabetes, and heart disease. It is vital that they gain confidence in health care professionals and receive information that will help them to live long, productive, healthy lives.

Special Olympics Healthy Athletes® is designed to help athletes improve their health and fitness, leading to an enhanced sports experience and improved well-being. SOHI introduced the Healthy Athletes Program at our Summer Games in 2002. Athletes receive a variety of health services through clinics at this Venue, while health care professionals learn about the health needs of athletes with ID and gain confidence and satisfaction in volunteering their skills to an underserved population. Most health care professionals receive very limited instruction regarding the treatment of individuals with disabilities. SOHI passes on the data to Special Olympics Inc. where it is analyzed to help determine areas in need of action and advocacy.

MedFest is a program that combines Health and Outreach. In order for athletes to participate in Special Olympics, they must obtain a valid and current medical form from a doctor. MedFest helps athletes who have difficulty getting to a doctor to begin participation and to renew medicals for continued participation.

Medical screenings for individuals with ID can discover serious problems. This year an athlete of 8 was diagnosed with vision problems at a MedFest clinic. When he realized he could see with glasses, his entire personality changed instantly as he strutted through our office with confidence and joy. It is likely his school performance will change dramatically as well as his ability to perform in sports and maintain an active life. He had never been seen by a vision expert before.

We reach out to all neighborhoods on Oahu with our services and for partners and volunteers. In doing so, we create a community that is enthusiatic in their volunteerism, high in donor satisfaction, educated about the walk of individuals with intellectual disabilities, and enriched by the Special Olympics Hawaii movement. The attached Coaches Handbook lists supporters and community partners, in addition to those listed in No. 5, and, is a means to grasp the enormous scope of just one of our events.

While we have been confronted with weather, government shut downs, construction at our games sites, continuous management changes within the organizations on which we rely, reduced staffing, and the recent financial downturn, we have always managed to persevere and provide our athletes with continued support and quality programming.

The lack of sports facilities on Oahu is a challenge we always face. When serving 900-1200 athletes with 3000-5000 volunteers, attending a 2-3 day event requiring stadiums, fields, bowling alleys, gyms and swimming pools, there are not many options on Oahu. That is why our commited relationships are so cherished. Our partners see the value of our programs and even when there are scheduling challenges or a last minute military emergency, we solve the problem. Because they volunteer, they know our athletes and they know what the events means to them. Together we make it work.

Please find the following documents attached as evidence of our performance:
Holiday Classic Coaches Handbook
SOHI Accreditation for 2013/2014
2013 Oahu Award Nomination
2013 Oahu Summer Games Athlete Count
2013 Healthy Athlete Results
2013 Holiday Classic Photos

5. Describe the plan of the organization implementing the Grant Activity to sustain the activities after the requested funds are exhausted. *(2,000 character count limit)*

While we have extensive support in the community and a long record of providing services, every year has its ups and downs as funders experience their own financial challenges. We have found that we can sustain our programs as these ups and downs tend to alternate between years and sponsor commitments. We are often surprised by an increase in sponsorship at a time when we least expect it.

We strive to maintain the quality of our programs and not only to adhere to, but excel in, our implementation of the Codes of Conduct required by Special Olympics Inc. The availability of our programs to athletes who have deep, continued connections to our programs is vital. The average athlete stays in Special Olympics for 10 years and in that time they grow in innumerable ways. Reducing services is not an option we are considering.

As we look to the future, we have recently been selected to embark on a new fundraising program first presented by Special Olympics Incorporated at a recent training session. Our goal is to use this new approach to modify the methods we are using to obtain individual donations and major gifts. With instruction and careful methodology we will build donor engagement and commitment for long term, sustainable funding. We anticipate implementing this approach in the coming year with very positive results expected in the following year.

Expanding and improving current fundraisers, maintaining existing sponsors and acquiring new sponsors, pursuing grant opportunities and increased in-kind donations are also pieces of our long term plan to sustain our activities.

6. Describe how the Grant Activity will be funded. *(1,000 character count limit)*

SOHI has committed annual sponsors and receives grant funding from a range of foundations. We hold several large fundraisers throughout the year and we have individual donor programs including Direct Mail and Telemarketing campaigns.

Secured funds include:

Alexander Tulloch Trust	$9,000.00
Tai Up Yang Foundation	$9,000.00
Direct Mail & Telemarketing	$168,000.00
Law Enforcement Torch Run	$71,604.14
Total	$257,604.14

Pending Funds include:

Matson Foundation	$5,000.00
Friends of Hawaii Charities	$2,800.00
Nordstrom	$5,000.00
Hawaii Cement	$5,000.00
Hawaii Gas	$5,000.00
Total	$22,800.00

Pending funds are from long time sponsors and supporters. Their situations may vary over the years, but they consistently donate. If they cannot fulfill their usual sponsorship during the term of the grant, we will look for other sources to make up the $22,800.00. Potential sponsors include Hensel Phelps Construction, D.R. Horton, Elite Services Valet.

SECTION IV
GRANTEE EXPERIENCE WITH DEPARTMENT OF COMMUNITY SERVICES GRANTS

Identify the DCS administered grants undertaken by Grantee (or Fiscal Sponsor) in the last five years (To be verified by the City).

Grant Activity Name & Contract #: 2014 Island Wide Initiatives #632512
Grant Period: 1/1/14-12/31/14 Grant Amount: $72060.00
Grant Purpose: To serve individuals with intellectual disabilities through Sports Day, the Young Athlete Program, Leadership Conference and Unified Sports.
Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
Administrating Division: Office of Special Projects/GIA

Grant Activity Name & Contract #: Graint in Aid Adult AP at Risk CT-DCS-1200332
Grant Period: 5/23/12-5/23/13 Grant Amount: $47670.00
Grant Purpose: To provide sports training and competition for adults with ID
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: Grant in Aid

Grant Activity Name & Contract #: Leeward Coast Community Benefit CT DCS-1100233
Grant Period: 5/3/11-5/3/12 Grant Amount: $30,000.00
Grant Purpose: To Provide fitness and training for children with ID
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: Community Benefit Grant

Grant Activity Name & Contract #: Leeward Coast Community Benefit CT DCS 1000227
Grant Period: 2/8/10-2/8/11 Grant Amount: $40,000.00
Grant Purpose: Leeward Area Sports Competitions and Healthy Athletes
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: Community Benefit Grant

Grant Activity Name & Contract #: Leeward Coast Community Benefit CT DCS-0900247
Grant Period: 4/3/09-4/3/10 Grant Amount: $56,687.00
Grant Purpose: Leeward Area Sports Competitions and Healthy Athletes
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: Community Benefit Grant

THE FOLLOWING PAGES SHALL BE DETACHED FROM THE RGP DOCUMENT AND SUBMITTED.

APPENDIX F: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2015

107

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts including spaces. Recommended fonts: Arial, Times Roman, Helvetica. Recommended font size: 12 point.

SECTION I
SUMMARY

Grantee Legal Name:	St. Francis Healthcare Foundation of Hawaii
Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
Grant Activity Name:	Our Lady of Kea'au (OLK) Farm Building to Support the Homeless

Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

St. Francis Healthcare Foundation of Hawaii, a non-profit entity of St. Francis Healthcare System of Hawaii, was established in 1984 to coordinate fund development efforts to support the System's programs and services. St. Francis is a Catholic Healthcare System sponsored by The Sisters of St. Francis, committed to creating healthy communities in the spirit of Christ's healing ministry.

Briefly describe the Grant Activity and need being filled. *(400 character count limit)*

Waianae has one of the largest populations of homeless in the state, many of whom don't know where to find their next meal, or have young children with limited access to healthy food, including fruit and vegetables. OLK plans to construct a $400,000 farm building to sort, clean, and package fresh produce grown on its farm to be used in nutritious meals to serve 210 homeless weekly in Waianae.

Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

Construction of a $400,000 farm building will enable OLK to process produce grown on its farm and prepare 350 healthy meals to 210 homeless in Waianae each week, including 75 children. Planning, permitting and design will take approximately 6 months. followed by an additional 3 months to order the barn shell, and an estimated 3 months to complete construction.

Council District
(Check all districts that will benefit from the Grant Activity. Provide the amount requested per district).

☒ District 1 $225,000	☐ District 2 $	☐ District 3 $
☐ District 4	☐ District 5	☐ District 6

$	$	$
☐ District 7 $	☐ District 8 $	☐ District 9 $
Total Amount Requested (Minimum of $25,000):	$225,000	

Type of Grant Activity:		
☐ Arts	☐ Culture	☐ Community Development
☐ Economic Development	☐ Environment	☐ Public Service - Seniors
☐ Public Service - Children	☐ Public Service - Disabilities	☒ Public Service - Homeless
☐ Public Service – Domestic Violence	☐ Public Service – Substance Abuse	☐ Public Service – Mental Health
☐ Public Service – Other (describe):		

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; and (iv) has the requisite skills and knowledge to assert the foregoing certification.

Sister William Marie Eleniki, OSF — 12/18/13

Signature of Grantee (Fiscal Sponsor) Officer — Date

Printed Name and Title: Sister William Marie Eleniki, OSF, President

SECTION III
GRANT ACTIVITY INFORMATION

1. Provide a brief summary description of the problem being addressed, including the population, target group size and attributes, and applicable geographic area. *(2,000 character count limit)*

Waianae is home to one of the largest homeless populations in the state, including an estimated 700 children who live in tent cities along the coast. Many of these homeless are unemployed or underemployed, and do not earn enough wages to provide housing for their families, or even basic necessities like food. While area shelters and food banks offer meals, the majority of the homeless face hunger each day and are uncertain as to where to find their next meal.

After the state's sweep of homeless living along Kea'au Beach Park, many took residence in area shelters or within hidden areas near the Waianae Small Boat Harbor. Shortly after, Sister Beatrice Tom of Our Lady of Kea'au (OLK) was able to shelter 10 of the displaced homeless individuals. OLK believes that the most effective way to address hunger and homelessness is to meet basic needs first, then provide job training to help break the cycle of poverty.

While OLK has a certified commercial kitchen to prepare meals for the homeless, the immediate need is for a centralized location to sort, clean and package the fresh produce to be grown on a portion of its 58-acre site in ready-to-use bags. OLK plans to order and construct a 120' x 50' pre-engineered farm building at a total cost of $400,000. The planning, permitting, and construction of the farm building will take approximately 12 months to complete.

Once constructed, OLK will immediately begin using fresh produce grown on the farm to prepare an estimated 1,400 nutritious meals to benefit a total of approximately 210 homeless individuals living on site, at Paiola Kaiulu Shelter and those residing at the Waianae Small Boat Harbor each month, including 75 children. Excess fresh vegetables and fruit prepared but not used in the food boxes and hot meals will be used to sell at the Waianae Farmer's Market to benefit the Waianae community.

2. Describe the need for this Grant Activity and provide the data to justify the Grant Activity. *(4,000 character count limit)*

Our Lady of Kea'au needs to construct a farm building to provide a centralized location to gather, sort and process sustainable crops grown on portions of its 58-acre site to benefit homeless families residing on the Waianae Coast. Waianae is home to the single largest homeless encampment in the state, with approximately 1,000-4,000 people residing along its coast. Of these homeless, Hawaii Medical Journal estimates that up to 700 children live in Waianae's tent cities (Business Insider, August 2013).

Severe hunger among homeless children is associated with chronic illness, behavior problems, and symptoms of anxiety and depression (Homeless Children: Update on Research, Policy, Programs and Opportunities, 2010). Obesity is common among

homeless children, with one study indicating that toddlers who experience food insecurity are 3.4 times more likely to become obese by the time they are preschoolers (National Coalition for the Homeless, 2011).

According to the Centers for Disease Control and Prevention, the lack of access to fruit and vegetables is one of the factors that can lead to childhood obesity. The U.S. Department of Agriculture's ChooseMyPlate.gov website stresses the importance of having a diet rich in fruit and vegetables since they contain nutrients that are essential for health, growth, and development, and help reduce the risk of heart disease and some cancers.

Hawaii's homeless population includes young children under 6, seniors, veterans, physically or mentally challenged individuals, and those who are unemployed and burdened with the high cost of living in Hawaii. Many are single parents, or members of the working poor who do not earn enough wages to cover basic necessities or retain permanent housing given the scarce availability of affordable housing (Homeless Service Utilization Report, 2012).

The Waianae community is one of the most impoverished areas on Oahu, with an average per capita income of $17,300, the lowest ranked among all geographic areas in the state. One in every five persons residing in Waianae live below 100% of the federal poverty level, and the area has the 2nd highest unemployment rate in the state (Hawaii Primary Care Needs Assessment Data, 2012).

According to a Hawaii Foodbank Report on Hunger in America 2010, the number of people requiring emergency food assistance in Hawaii has increased by 39% since 2005. Of the individuals served through soup kitchens and shelters, approximately 79% are considered food insecure, meaning they don't always know where they will find their next meal. The National Coalition for the Homeless reports that hunger leads to irritability, anxiety, anger, and depression among adults, and adversely affects the development and psychological state of their children.

The construction of a low-cost farm building will enable OLK to expand and immediately process its crops grown on the farm to feed the homeless and hungry in Waianae, particularly for our keiki and kupuna. By offering fresh vegetables and fruit and nutritious hot meals each week, OLK will be able to offer the homeless healthy food choices, which are often difficult for them to obtain. OLK also plans to partner with a certifed farm to provide guidance on farming so that an additional 8 acres of land can be cleared for farming to provide the fresh produce. Morever, the farm land will provide opportunities for OLK to eventually establish social entrepreneuship programs for the homeless in such areas as agricultural and culinary job training.

3a. Provide a description of the Grant Activity. *(1,000 character count limit)*

OLK plans to construct a 120' x 50' pre-engineered farm building at a cost of $400,000 on a portion of its agricultural land. Planning, permitting and construction will take approximately 12 months to complete. The farm building will feature space to sort,

wash and prepare fruit and vegetables grown on OLK's agricultural land that will be used in nutritious food boxes and hot lunches to feed families experiencing homelessness and hunger in Waianae. Fresh produce, such as sweet potatoes, taro, casava, greens for salad, tomatoes, onions, celery, bananas and papayas, will be processed at a centralized location, then prepared at OLK's certified commercial kitchen to be distributed each week to approximately 150 homeless individuals at the Paiola Kaiulu Shelter, an additional 50 people residing at the Waianae Small Boat Harbor, and 10 former homeless individuals living on site. These numbers tend to increase toward the end of the month when food stamps run out.

3b. Explain how and why you chose this approach to the problem or opportunity. *(2,000 character count limit)*

OLK believes the most effective way to address the complex problems associated with hunger and homelessness is to meet basic needs first, then provide job training to help break the cycle of poverty. OLK has been providing outreach services to the homeless living along the Waianae Coast shoreline through weekly hot meals, hygiene kits, bedding, clothing, and diapers since 2006. It is one of the few places that provide a hot meal to the homeless, using annual impact funding in Hawaii Foodbank credit through Aloha United Way.

After the downturn in the economy during 2008, many of Hawaii's safety net care facilities for the homeless closed down. When the state conducted a sweep of the homeless living along Kea'au Beach Park in April 2013, Sister Beatrice Tom was able to shelter 10 of the displaced homeless individuals. Two of the 35 acres of agricultural land were cleared of kiawe and weeds, and crops such as sweet potato, taro and casava were planted as a test at the site. With proper guidance from a certified farm, about 8 additional acres can be cleared for farming to provide fresh produce to feed Waianae's homeless.

While OLK has a certified commercial kitchen in which to prepare the meals to distribute to the homeless, the immediate need is for a centralized location to sort, clean and package the fresh produce in ready-to-use bags. The pre-engineered farm building is a cost-effective facility that will enable OLK to offer healthier food choices and fresh fruit and vegetables that homeless families desperately need but have little access to through local food pantries or food banks. The farm building will also serve as a venue for future job training in agriculture or culinary arts. The building's steel construction and metal siding will provide OLK with a durable, energy efficient structure that resists corrosion and decay compared to other building materials.

3c. Describe the Grant Activity scope of services and outcomes, including how these services and outcomes directly benefit the target population for the Grant. *(3,000 character count limit)*

If the Grant Activity is in the area of Public Service, begin with a statement of the number of individuals (seniors, persons with disabilities, children, domestic violence victims, homeless persons, persons suffering from substance abuse, persons suffering from mental health issues, other) that the Grant Activity will directly benefit during the Grant Term.

If the Grant Activity is in the area of Arts, Culture, Community/Economic Development or Environment, begin with a statement as to how the Grant Activity contributes to the well-being and life quality of a local, low to moderate income, community (e.g. creation/development of community organization; provision of planning, organizational support, and technical assistance to organizations; provision of financial literacy

programs/services; provision of micro-enterprise/business training; provision of cultural/environmental support programs; other) and provide the approximate population size for that community.

Upon construction of the pre-engineered farm building, OLK will immediately begin using fresh produce grown on the farm to supplement the 1,400 nutritious meals to benefit an estimated total of 210 homeless individuals in the Waianae community each month, including 75 children. Plans include establishing a partnership with a certified farm to provide guidance on farming and future job training for the homeless.

Scope of Services and Outcomes

1. 200 food boxes using fresh vegetables and fruit grown at Our Lady of Kea'au will be distributed to approximately 50 homeless individuals each month residing near the Waianae Small Boat Harbor.
2. 600 hot meals will be prepared using vegetables and fruit and distributed to approximately 150 homeless persons each month living at the Paiola Kaiulu Shelter.
3. 600 hot meals will be prepared each month for 10 former homeless individuals living on site.
3. A partnership will be developed with a certified farm to provide guidance on farming.
4. Excess fruit and vegetables grown on the farm will be sold at the Waianae Farmer's Market.

3d. Clearly state timelines, measurable milestones and/or specific events tied to the Grant Activity's objectives, or other performance measures appropriate to the desired outcomes. *(3,000 character count limit)*

The timeline for the construction of the farm building is as follows:

Timeline

Plans drawn	Sept 2014
Submission of permits	Oct 2014
Bid for contractor	Jan 2015
Pre-Engineered barn shell ordered	Jan 2015
Construction of farm building	May 2015
Partner with a certified farm	May 2015
Occupancy	Aug 2015

Performance Measures

1. Process fruit and vegetables grown on Our Lady of Kea'au and place in bags.
2. Use the vegetables and fruit to prepare food boxes and hot meals for the homeless.
3. Distribute these food boxes and hot meals to approximately 150 homeless individuals at the Paiola Kaiulu Shelter, and an additional 50 homeless people at the Waianae Small Boat Harbor each month.
4. Partner with a certified farm to provide guidance on farming and future job training for homeless individuals.

Milestones	Timeline
Plans completed	Sept 2014
Permits approved	Feb 2015
Contractor selected/Signed contract with deliverables	Feb 2015
Farm building shell delivered and certified farm partnership developed	May 2015
Construction of farm building completed	Aug 2015
Begin processing fruit and vegetables	Aug 2015

3e. If the Grant involves a partnership, provide a description of each partner's role. *(2,000 character count limit)*

While this grant activity does not involve a partnership, OLK understands that the complexity of Waianae's homeless issue will require a team approach to avoid duplication of effort and resources. OLK plans to partner with a local certified farm to provide guidance on farming and future job training opportunities for the homeless. In addition, OLK plans to eventually partner with local chefs and other community organizations to offer job training skills in other areas, such as culinary arts.

4. Describe with substantiating data the experience of the organization implementing the Grant Activity (including past performance of activities similar or related to the Grant Activity) and qualifications to implement this Grant Activity, including: (i) strengths and weaknesses in relation to the Grant Activity; and (ii) capacity and resources to achieve the stated outcomes (e.g. plan, leadership, staff size and abilities, facilities, community relationships). *(6,000 character count limit)*

St. Francis Healthcare System is sponsored by the Sisters of St. Francis of the Neumann Communities of Syracuse, New York. The Sisters' rich history in Hawaii began in 1883 with the arrival of Mother Marianne Cope and six Sisters from Syracuse, New York, at the request of King David Kalakaua and Queen Kapiolani to care for those afflicted with Hansen's disease. The Sisters have been following the legacy of caring for the people of Hawaii begun by Saint Marianne, who was canonized by the Vatican in October 2012.

Since their arrival 130 years ago, the Sisters have remained committed to following the example of Christ's healing ministry and the teachings of St. Francis of Assisi, caring for all with charity, kindness, respect, and concern.

The Sisters of St. Francis have administered several hospitals including Malulani Hospital (now Maui Memorial Medical Center) and Hilo Hospital (now Hilo Medical Center) and are most known for founding St. Francis Hospital in 1927 to care for the poor and needy. In addition, they have led the health care industry with the introduction of numerous health care firsts in Hawaii that include: home health services on Oahu (1962) and on Kauai (1977); renal dialysis (1965); kidney transplants (1969); cancer rehabilitation (1973); hospice care (1978); heart transplants (1987); a bone marrow donor registry (1989); intergenerational adult day care (1996); outpatient palliative care (2008); and telehealth monitoring on Kauai (2008) and on Oahu (2009). The Sisters are known for identifying and filling the health care needs in the community, and their

continuum of care model achieves excellent health outcomes for those who entrust their care to them.

Over the years, St. Francis Healthcare Foundation of Hawaii has launched several capital campaigns to acquire, construct, or renovate buildings or purchase equipment. In 2013, St. Francis completed construction of an $8 million, 15,000-square-foot, single level intergenerational center in Ewa Villages to address the needs for services for both the elderly and preschool populations living in West Oahu. Opened in February 2013, the St. Francis Intergenerational Center enables families in the sandwich generation to drop off their aging parents who need assistance during the day and their young children in one convenient location.

Sister William Marie Eleniki, OSF serves as President and Board President of St. Francis Healthcare Foundation, as well as St. Francis Residential Care Community. Sister William Marie holds a bachelor's degree from D'Youville College in Buffalo, N.Y., and master's degrees in education and administration from the University of Hawaii at Manoa and the University of San Francisco. As president of the healthcare foundation, Sister William Marie oversees the fundraising and community education programs. As president of the residential care community and its subsidiary, St. Francis Development Corporation, she played an instrumental role in the successful development of Franciscan Vistas Ewa, the 150-unit affordable senior living community, complete with community center, library, salon, fitness room, and swimming pool, aimed at helping individuals 62-years and up maintain healthy independent living. Nearly 1,000 interested seniors are on a waiting list. Sister William Marie also oversaw the construction of the St. Francis Intergenerational Center, for which she currently serves as director.

Our Lady of Kea'au is administered by its president, Sister Beatrice Tom, OSF, a veteran Hawaii health care leader. Sister Beatrice served as chief executive officer of St. Francis Medical Center-West, St. Francis Medical Center and St. Francis Healthcare System for a total of 15 years from 1990 to 2005. Sister Beatrice was responsible for overseeing the divestiture of the two medical centers, which was completed in early 2007. She received a master's degree in administration with a concentration in health care from Notre Dame University and a master's degree in religious education from St. Mary's University in San Antonio. Sister Beatrice is also a former educator in New York and Hawaii, and served in several administrative capacities at Covenant House in New York City, a program for troubled youths; Blessings House, a spiritual life center in New Jersey; and Stella Maris Retreat Center in Skaneateles, NY. Of the many awards she has received, Sister Beatrice was the first recipient of Pacific Business News' Gladys Kamakakuokalani Ainoa Brandt Kupuna Award, for her vision, commitment to excellence, compassion, and leadership.

Located on 58 acres of property nestled along the Waianae coast, Our Lady of Kea'au was established in 2005, envisioned by Sister Beatrice to offer the community a place of respite and recreation, and a site for meetings and conferences. Under Sister Beatrice's leadership, Our Lady of Kea'au also seeks to improve the physical well-being of the local homeless population in Waianae by providing outreach services to the disadvantaged. During fiscal year 2013, OLK served 18,066 meals and also distributed

items of clothing, diapers, linens, and toiletries to the homeless.

St. Francis' experience also includes building and operating two hospice facilities in Nuuanu and Ewa Beach, the only two freestanding inpatient hospice facilities in the State.

Curtis Miyamura, principal of CKM Architects, LLC formed in 2008, will oversee the design, coordination and construction of the barn. He has more than 26 years of architectural experience working on housing, healthcare, commercial, educational, and residential projects.

One of the companies Miyamura is considering for the barn is Heritage Building Systems. Established in 1979, Heritage Building Systems provides durable, long-lasting steel building materials with advanced engineering, manufacturing and delivery processes.

5. Describe the plan of the organization implementing the Grant Activity to sustain the activities after the requested funds are exhausted. *(2,000 character count limit)*

As with all our properties, St. Francis has an ongoing maintenance plan to ensure that the facilities are well maintained in the future. In addition, donations for facility use, annual fund raising efforts, volunteer assistance, and the generous donations of individuals and friends of St. Francis will ensure the longevity of the programs and services at Our Lady of Kea'au. This one-time request to the City for Grant-in-Aid funds will enable OLK to complete construction of the farm building and immediately begin growing and serving fresh produce to benefit Waianae's homeless.

6. Describe how the Grant Activity will be funded. *(1,000 character count limit)*

The total cost to purchase and construct the pre-engineered farm building is estimated at $400,000, of which $175,000 has been committed through funds from St. Francis Healthcare Foundation. A $225,000 grant from City Grant-in-Aid funds will enable OLK to complete construction of the barn by August 2015.

SECTION IV
GRANTEE EXPERIENCE WITH DEPARTMENT OF COMMUNITY SERVICES GRANTS

Identify the DCS administered grants undertaken by Grantee (or Fiscal Sponsor) in the last five years (To be verified by the City).

Grant Activity Name & Contract #: EMR for Skilled Nursing Facility/CT-DCS-1400078
Grant Period: 12/9/12-12/8/13 Grant Amount: $93,750
Grant Purpose: Purchase and Installation of EMR for Skilled Nursing Facility
Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
Administrating Division: Office of Special Projects

Grant Activity Name & Contract #: Intergenerational Care/CT-DCS-1200117
Grant Period: 12/12/11-12/31/12, Extended to 6/30/13 Grant Amount: $2,000,000
Grant Purpose: Construction of Intergenerational Day Care Facility
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: Community Based Development Division

Grant Activity Name & Contract #: Personal Care/CT-DCS-1200034
Grant Period: 7/1/11-6/30/13 Grant Amount: Contract Amt. $2,037,723
Grant Purpose: Contract Purpose: Personal Care
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: Elderly Affairs Division

Grant Activity Name & Contract #: Personal Care/CT-DCS-1000026
Grant Period: 7/1/09-8/31/11 Grant Amount: Contract Amt. $1,849,455
Grant Purpose: Contract Purpose: Personal Care
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: Elderly Affairs Division

Grant Activity Name & Contract #: Personal Care/CT-DCS-1000026
Grant Period: 7/1/07-6/30/09 Grant Amount: Contract Amt. $1,816,268
Grant Purpose: Contract Purpose: Personal Care
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: Elderly Affairs Division

THE FOLLOWING PAGES SHALL BE DETACHED FROM THE RGP DOCUMENT AND SUBMITTED.

APPENDIX F: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2015

50

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts including spaces. Recommended fonts: Arial, Times Roman, Helvetica. Recommended font size: 12 point.

SECTION I
SUMMARY

Grantee Legal Name:	Sutter Health Pacific dba Kāhi Mōhala
Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
Grant Activity Name:	Psychiatric Patient Transportation Services Upgrade

Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Established in 1983, Kāhi Mōhala is Hawai'i's only freestanding, not-for-profit psychiatric hospital. Our mission is dedicated to caring for people in need by providing innovative, quality and effective behavioral health services. With 88 licensed beds, our low-rise hospital campus provides specialized care and treatment for children, adolescents and adults (18+) with psychiatric disorders.

Briefly describe the Grant Activity and need being filled. *(400 character count limit)*

Embedded in Kāhi Mōhala's full range of behavioral health services, are free transportation services for patients during their care at our hospital. This grant activity will purchase two replacement 7-seat passenger vans to assure inpatients have access to escorted personal transit from the hospital to their medical and legal appointments, and outpatients arrive on time for therapeutic activity.

Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

The two new vans will offer reliable and comfortable vehicles to transport psychiatric patients to and from the hospital, relieving the patient family's economic burden for transportation costs. The program expects to annually serve up to 400 inpatients and outpatients and complete 4,000 one-way trips. Success measures will include improved scheduling and decreased vehicle "out of service" days.

Council District
(Check all districts that will benefit from the Grant Activity. Provide the amount requested per district).

☒ District 1	☒ District 2	☒ District 3
$21,000	$10,500	$7,000

☒ District 4 $1,400	☒ District 5 $2,100	☒ District 6 $3,500
☒ District 7 $3,500	☒ District 8 $10,500	☒ District 9 $10,500
Total Amount Requested (Minimum of $25,000):	$70,000	

Type of Grant Activity:		
☐ Arts	☐ Culture	☐ Community Development
☐ Economic Development	☐ Environment	☐ Public Service - Seniors
☐ Public Service - Children	☐ Public Service - Disabilities	☐ Public Service - Homeless
☐ Public Service – Domestic Violence	☐ Public Service – Substance Abuse	☒ Public Service – Mental Health
☐ Public Service – Other (describe):		

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; and (iv) has the requisite skills and knowledge to assert the foregoing certification.

Leonard Ličina

Signature of Grantee (Fiscal Sponsor) Officer
Printed Name and Title: Leonard Ličina, Chief Executive Officer

12-17-13

Date

SECTION III
GRANT ACTIVITY INFORMATION

1. Provide a brief summary description of the problem being addressed, including the population, target group size and attributes, and applicable geographic area. *(2,000 character count limit)*

Established in 1983, Kāhi Mōhala is Hawai'i's only freestanding, not-for-profit psychiatric hospital. Our mission is dedicated to caring for people in need by providing innovative, quality and effective behavioral health services. With 88 licensed beds, our low-rise campus provides specialized care and treatment for children (ages 3-12), adolescents (ages 13-17), and adults (18+) with psychiatric disorders.

An estimated 26.2% of adults and more than 20% of youth experiences some type of mental illness in any year. The demand for services is growing while the state's mental health delivery system is under intense pressure from every side. Kāhi Mōhala Hospital in rural Leeward O'ahu offers patients with mental health disorders the specialized health care they need in their own community, so that they are not forced to seek services on the mainland, far from family and friends, or be inappropriately incarcerated in the public safety or juvenile justice systems, or go without care entirely.

In 2012 Kāhi Mōhala served 1,245 inpatients (1,060 adults, 137 adolescents and 48 children) and 247 outpatients. Of these admissions, 57% were low to moderate-income patients and 140 were homeless. Geographically, 94% of the admissions were O'ahu-based, with 60% residing in Leeward communities, 34% from other O'ahu neighborhoods, and 6% from Neighbor Islands.

Embedded in Kāhi Mōhala's full range of behavioral health care services, are transportation services for inpatients and outpatients who receive care at our hospital. Providing free transportation services that serve all of the patients with their special needs, presents multiple challenges to our aging existing vehicle fleet.

This grant request will fund the purchase of two replacement vans to alleviate many of the current limitations that our staff faces with breakdowns, routing and schedules in order to fulfill the demand for services and the requirement of keeping adolescents and adults in separate vehicles.

2. Describe the need for this Grant Activity and provide the data to justify the Grant Activity. *(4,000 character count limit)*

The heart of Kāhi Mōhala's philosophy of care is to improve the overall quality of life for our patients. We specialize in treatment programs for individuals experiencing: Depression, Bipolar and other Mood Disorders; Attention Deficit Hyperactivity Disorder (ADD/ADHD); Psychotic, Anxiety and Substance-related Disorders; Oppositional Defiant Disorders; Suicidal Ideation; Eating Disorders; and Post Traumatic Stress Disorder (PTSD).

The impact of mental health disorders on individuals and their families can be catastrophic. Major depression, for example, is equivalent to the burden of blindness or paraplegia. Local youth are also at greater risk for suicide, the leading cause of injury deaths in Hawai'i, with an average of 120 a year. Of these, 75% had a history of mental illness.

For hospital inpatients of all ages, free transportation alleviates stress and assures timely compliance with their commitments and responsibilities outside of the hospital setting, for example medical and dental appointments or transition care interviews. Many inpatients come from low- and moderate-income households. For our forensic adult patients, who are often underinsured, indigent, or are referred for residential treatment from the State Hospital, our transportation services insure they do not miss their required legal appointments.

Transportation services for inpatients, including our longer-stay residential and forensic patients, include escorted door to door service. On any given day, hospital transportation services include: driving the patients to and from medical and dental appointments; meetings with court and probation officers; interviews for placement with community agencies, appointments with private mental health professionals, group homes and other housing solutions to ensure continuity of care for patients after their discharge from the hospital. Patients are supervised by one or more mental health professionals at all times, who are trained in safety and security techniques relevant to this specialized population.

For hospital outpatients, the hospital operates two Partial Hospitalization Programs (PHP) – one for adolescents and one for adults. Both require separate vehicles for their transportation services even if they live in the same area. For the past 11 years, the adolescent PHP program has been providing patients, who live within a 12 to 15 mile radius of Kāhi Mōhala with pick up and return transportation services from their homes (or a nearby designated meeting place) to the hospital to insure they arrive promptly to begin their 5-day a week day program. In 2011, when our adult PHP program began, the hospital added transportation services for these patients as well, with pick up and return transportation from their homes to the hospital. In 2012, our Electroconvulsive Therapy unit opened and these patients are also eligible for transport prior to or following treatment.

Additionally, patients are taken on supervised outings into the community for occupational and recreational therapy. Hospital vans provide door to door service for adolescent PHP patients group outings as well.

The constant transportation needs of the PHP program outpatients, and our inpatients, demonstrates the need for at least two new, reliable vehicles to replace the oldest two mini-vans in our fleet. PHP Adolescent and Adult patients are required to be transported in separate vans, even if they live in the same area. Within the same 12 to 15 mile radius, the patients are spread out in different neighborhoods and, with normal morning traffic conditions and expanded construction detours to the new rail system in the area, it's a challenge to pick up everyone on time.

If a single vehicle breaks down or is in the repair shop for maintenance, there are backups in scheduling, which impact timely transportation for patients with specific appointments or interviews, and daily PHP transport and occupational therapy outings.

3a. Provide a description of the Grant Activity. *(1,000 character count limit)*

The grant would fund the purchase of two new 2014 Toyota Sienna five-door 7-seat passenger vans to insure continued free patient transportation to and from the hospital. With three of our six transportation fleet vehicles in continuous use for more than nine years, and more than 120,000 miles on each, multiple repairs have become the norm, breakdowns are more frequent, and eventually all of these vehicles will need to be replaced. The most recent van purchase, in 2007, provides the only 14-seat vehicle on campus, and requires frequent maintenance to keep up with the demand for service.

Costs include the base price, minimal options, destination charges, documentation and license fees and sales tax. With three of our vehicles all circa 2004, it's hard to anticipate which ones will need replacing first. The purchase of the vehicles would take place after the Notice to Proceed is issued, anticipated in September 2014, so they can be put into service as soon as possible.

3b. Explain how and why you chose this approach to the problem or opportunity. *(2,000 character count limit)*

The current transportation solution is to have two or more vans dedicated for PHP patient transport each morning and each afternoon. The daily demand for transportation for the PHP, ECT patients, and inpatients, demonstrates how important this service is for our clients. Service logs for each vehicle provided the baseline on the increase in service repairs and breakdowns, demonstrating the need for new, reliable vehicles to replace the oldest mini-vans in our fleet. PHP Adolescent and Adult patients are required by our standard best practices to be transported in separate vans, even if they live in the same area, so it's not possible to group passengers together. Within the same 12 to 15 mile radius, the patients are spread out in different neighborhoods and, with normal morning traffic conditions and construction in the area, it's often a challenge to pick up everyone on time.

We have nearly exhausted the option of running the existing old vehicles until they can no longer be safely used to service our patients' needs, while incurring higher maintenance bills. We also considered temporarily or permanently discontinuing the free transportation service for patients or offering a fee for service arrangement to patients for transportation. From internal record-keeping, we identified the trends in admissions and transportation needs over the past five years, and expect them to hold steady. While it is possible that an outsourced transportation company could come into the area equipped to serve our specific behavioral health patient population at additional cost, research indicates that those services do not currently exist. Therefore, our

recommended solution is to seek available funding to upgrade the fleet vehicles as soon as possible in month 2 (corresponding to October 2014).

3c. Describe the Grant Activity scope of services and outcomes, including how these services and outcomes directly benefit the target population for the Grant. *(3,000 character count limit)*

If the Grant Activity is in the area of Public Service, begin with a statement of the number of individuals (seniors, persons with disabilities, children, domestic violence victims, homeless persons, persons suffering from substance abuse, persons suffering from mental health issues, other) that the Grant Activity will directly benefit during the Grant Term.

If the Grant Activity is in the area of Arts, Culture, Community/Economic Development or Environment, begin with a statement as to how the Grant Activity contributes to the well-being and life quality of a local, low to moderate income, community (e.g. creation/development of community organization; provision of planning, organizational support, and technical assistance to organizations; provision of financial literacy programs/services; provision of micro-enterprise/business training; provision of cultural/environmental support programs; other) and provide the approximate population size for that community.

The grant activity serves adults, adolescents and children suffering from mental illness who receive care at the hospital, either as acute inpatients, residential inpatients, day-program outpatients or as electroconvulsive therapy outpatients. The purchase of two replacement seven (7)-seat vehicles will upgrade our current fleet with new, state-of-the-art reliable vans to accommodate the flexible transportation solutions for as many as 400 patients annually. In terms of vehicle useage, the grant activity will support as many as 4,000 single trips during the year.

The transportation benefits for patients to Kāhi Mōhala's facility mean different things to different patient populations. For PHP clients and their families, the service insures that the patient can arrive at the hospital on time to start their group sessions for maximum therapeutic benefit.

Patients and their families rely on Kāhi Mōhala to get them to the hospital each morning, five days a week, and drive them back when their program is done. Many PHP outpatients come from low- and moderate-income households and few have reliable or dedicated transportation. Our free transportation service provides timely and convenient access to the hospital, especially for those patients are challenged or unable to care for themselves, and relieves the patient family's economic burden for transportation costs.

Our behavioral health inpatient population uses the hospital vans for escorted occupational activities such as going shopping to purchase items for personal use. The patients learn the importance of budgeting and decision making. The vans are also used to transport recycled items collected from the bins located at each unit. The patients sort, de-cap bottles and clean each item and the proceeds are used to purchase items for the unit activities, such as games. Outings for the patients have included visits to the library, community clubhouses, thrift and grocery stores teaching the patients about community resources available to them after discharge.

3d. Clearly state timelines, measurable milestones and/or specific events tied to the Grant Activity's objectives, or other performance measures appropriate to the desired outcomes. *(3,000 character count limit)*

The purchase of the two vehicles is expected after the Notice to Proceed is issued, anticipated in September 2014, so they can be put into service as soon as possible, based on vehicle availability on-island. It is anticipated December 2014.

Maintenance logs will be kept for each vehicle and the desired outcomes are minimal vehicle break downs and minimal time the vehicle is out of service while at the repair shop for maintenance.Improvements in vehicle scheduling and availability, are expect to increase on time performance during transportation for patients to their specific appointments or interviews, and daily PHP/APHP transport and occupational therapy outings.

The vehicles are expected to serve approximately 50 outpatients and up to 350 inpatients with up to 4,000 single trips during the 12-month period of the grant.

3e. If the Grant involves a partnership, provide a description of each partner's role. *(2,000 character count limit)*

N/A

4. Describe with substantiating data the experience of the organization implementing the Grant Activity (including past performance of activities similar or related to the Grant Activity) and qualifications to implement this Grant Activity, including: (i) strengths and weaknesses in relation to the Grant Activity; and (ii) capacity and resources to achieve the stated outcomes (e.g. plan, leadership, staff size and abilities, facilities, community relationships). *(6,000 character count limit)*

Our organization is very experienced in providing transportation services and transporting mentally disabled individuals. The profile of our patients can be understood through statistics compiled by the National Institute of Mental Health: an estimated 26.2 percent of Americans ages 18+ (about one in four adults) suffer from a diagnosable mental disorder in a given year. Of those, the main burden of illness is concentrated in about 6 percent (one in 17) who suffer from a serious mental illness as diagnosed in the Diagnostic and Statistical Manual of Mental Health Disorders. Mental disorders are the leading cause of disability in the U.S. and this is the patient population that will be served by this Grant Activity.

For the past 11 years Kāhi Mōhala has offered free transportation services to our outpatient program patients, all of whom are categorized as disabled. Upon hire, drivers receive a detailed orientation by the PHP Program Manager and staff, and the Facilities Manager to address the special needs of this patient population. Since the hospital opened in 1983, our inpatients have received transportation services to their appointments in the community, such as court and medical appointments, procurement of vital statistics and documents and interviews for placement, which are crucial to successful discharge planning.

With more than 50 years of combined professional behavioral health experience, the PHP inter-disciplinary professional team includes a psychiatrist, registered nurse, clinical therapist, mental health program specialist and a program assistant. Three key PHP team members, (R.N./Program Manager, program specialist and program assistant), have been on staff at Kāhi Mōhala for 15 years or more. They are fully experienced in transporting disabled individuals.

Facilities Manager David Ellis has served at Kāhi Mōhala for the past 9 years. He oversees all aspects of the physical operating plant, including transportation services, maintenance, repairs, project management and major capital projects. He has 12 years additional experience in facilities management in community psychiatric centers.

Kāhi Mōhala is a certified Medicare provider and certified by Tricare for child and adolescent residential treatment and partial hospitalization. In addition, Kāhi Mōhala is fully accredited by The Joint Commission (formerly JCAHO, the Joint Commission on Accreditation of Healthcare Organizations), certified by the Centers for Medicare and Medicad Services (CMS), and licensed by the State of Hawai'i. In October 2013, Sutter Health Pacific dba Kāhi Mōhala was named Top Performer on Key Quality Measures by The Joint Commission, the leading accreditor of health care organizations in America, recognizing our exemplary performance in using evidence-based clinical processs that are shown to improve care. This recognition demonstrates an exceptional commitment to quality improvement and we are proud of this achievement, as we celebrate our 30th anniversary year. The Joint Commission criteria requires a 95% or higher cumulative performance across all accountability measures; 95% or higher on each and every reported accountability measure (and there are at least 30 denominator cases); and have a composite rate of 95% or above on at least one core measure set, and within that measure set all applicable individual accountability measures must have a performance rate of 95% or above. This honor places Kāhi Mōhala in the top 33% of all Joint Commission-accredited hospitals nationally.

Currently Kāhi Mōhala employs two part-time drivers who work 20 hours per week. Back-up drivers include PHP staff members and other hospital employees (Medical Health Specialists) who are also trained to drive and escort the patients. The driver is responsible for ensuring safe transportation for patients in a well-maintained vehicle to and from the program. The driver verifies daily attendance and group logs and ensures that patients enjoy a safe, supportive environment. The driver is also responsible for communicating to the clinical staff all relevant, pertinent information regarding the patient's mood, conversations, actions, etc. during transport. The driver follows safety rules as patients board and exit the vehicle. Driver complies with traffic regulations to operate vehicle in a safe and courteous manner. Maintains order among the patients during trips to ensure safety. Picks up and drops off patients at regularly scheduled locations following a time schedule. The driver performs other duties as assigned.

5. Describe the plan of the organization implementing the Grant Activity to sustain the activities after the requested funds are exhausted. *(2,000 character count limit)*

Upgrades to the four existing vans in our fleet have been planned since 2012. Early that year, the hospital submitted a FTA Federal Section 5310 grant application to purchase a new six (6)-seat vehicle with the capacity for one wheelchair position, since none of the existing vehicles is specially equipped for that purpose. While that grant was approved in September 2013, the new vehicle is not expected until late 2014. A second FTA Federal Section 5310 grant was submitted for a replacement van in June 2013 and it is pending, although a vehicle may not be available until mid-year 2015. The City & County Grant-in-Aid Grant Activity offers a much quicker process than the Federal funding. If approved, we will replace two of the three 2004 models in 2014 and the FTA 5310 grant will replace the third in 2015. It is probable that one of the vans will need replacing prior to grant funds availability, and if so, the hospital will have to identify and allocate capital funds in 2014 to purchase the one vehicle when it stops running or becomes too unsafe for use.

6. Describe how the Grant Activity will be funded. *(1,000 character count limit)*

We are seeking 100% of the funding to purchase the two vans through this Grant-in Aid at a cost of $35,000 per new vehicle, including fees and taxes. The purchase of the vehicles would take place as soon as possible after the Notice to Proceed is issued. Estimated timing is October 2014, corresponding to Month 2 on Exhibit B.

SECTION IV
GRANTEE EXPERIENCE WITH DEPARTMENT OF COMMUNITY SERVICES GRANTS

Identify the DCS administered grants undertaken by Grantee (or Fiscal Sponsor) in the last five years (To be verified by the City).

Grant Activity Name & Contract #: Crisis Response Pilot Project for Emergency Room Patients DCS-63512#

Grant Period: 1/1/14-12/31/14 Grant Amount: $75,000

Grant Purpose: To support a one-year pilot project to reduce the average length of time that a patient who is presenting a primary psychiatric condition is in general hospital emergency rooms (ER); accelerate the response time for an ER patient to be evaluated by a psychiatric professional; and deliver 40 hours of capacity building, cross-discipline training in crisis intervention, de-escalation and behavioral health management techniques to ER hospital personnel.

Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled

Administrating Division: Department of Community Services, Office of Special Projects

Grant Activity Name & Contract #: Adolescent Partial Hospitalization Program (PHP) CT-DCS-1200155

Grant Period: 1/1/12 - 6/30/13 Grant Amount: $52,595

Grant Purpose: The Grant-In-Aid supported the delivery of services for at-risk/alienated youth through Kāhi Mōhala's Adolescent Partial Hospitalization Program (PHP) and improved the quality and variety of program materials, supplies, equipment and new learning opportunities, designed for the specialized needs of these adolescents.

Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled

Administrating Division: Department of Community Services, Office of Special Projects

Grant Activity Name & Contract #: _____

Grant Period: _____ Grant Amount: _____

Grant Purpose: _____

Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled

Administrating Division: _____

Grant Activity Name & Contract #: _____

Grant Period: _____ Grant Amount: _____

Grant Purpose: _____

Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled

Administrating Division: _____

Grant Activity Name & Contract #: _____

Grant Period: _____ Grant Amount: _____

Grant Purpose: _____

Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled

Administrating Division: _____

THE FOLLOWING PAGES SHALL BE DETACHED FROM THE RGP DOCUMENT AND SUBMITTED.

102

APPENDIX F: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2015

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts including spaces. Recommended fonts: Arial, Times Roman, Helvetica. Recommended font size: 12 point.

SECTION I
SUMMARY

Grantee Legal Name:	The Alcoholic Rehabilitation Services of Hawaii, Inc., dba Hina Mauka
Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
Grant Activity Name:	Paku'i Hale (Additional Home)

Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Hina Mauka provides comprehensive treatment for substance use disorders and related mental health issues. The agency was incorporated as The Alcoholic Rehabilitation Services of Hawaii, Inc. dba Hina Mauka in 1976.

The agency's mission is to foster hope and healing for people recovering from alcohol and substance use disorders and related behavioral health challenges.

Briefly describe the Grant Activity and need being filled. *(400 character count limit)*

Hina Mauka plans to expand its residential facility by 16 residential beds that will help up to 200 or more patients, reducing our current wait list of approximately 40 persons per day who are waiting for a bed opening because residential slots in facilities across Oahu are full.

Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

Planning and preparation phase of a capital expansion project to accommodate the present demand for addiction treatment services in Hawaii. Hina Mauka is planning to expand our current facility in Kaneohe by 16 residential beds.

Council District
(Check all districts that will benefit from the Grant Activity. Provide the amount requested per district).

☐ District 1 $	☐ District 2 $	☒ District 3 $197,500
☐ District 4 $	☐ District 5 $	☐ District 6 $
☐ District 7	☐ District 8	☐ District 9

$	$	$
Total Amount Requested (Minimum of $25,000):	$197.500	

Type of Grant Activity:		
☐ Arts	☐ Culture	☐ Community Development
☐ Economic Development	☐ Environment	☐ Public Service - Seniors
☐ Public Service - Children	☐ Public Service - Disabilities	☐ Public Service - Homeless
☐ Public Service – Domestic Violence	☒ Public Service – Substance Abuse	☐ Public Service – Mental Health
☐ Public Service – Other (describe):		

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; and (iv) has the requisite skills and knowledge to assert the foregoing certification.

Signature of Grantee (Fiscal Sponsor) Officer
Printed Name and Title:

12-19-13
Date

SECTION III
GRANT ACTIVITY INFORMATION

1. Provide a brief summary description of the problem being addressed, including the population, target group size and attributes, and applicable geographic area. *(2,000 character count limit)*

According to the Department of Health, Substance Use Disorders (and co-occurring mental health disorders) are serious medical problems involving about 9% of Oahu's population. Using evidenced-based practices that have evolved from billions of dollars invested by the Federal government in almost every major university in the country including UH, Hina Mauka's adult residential treatment program reports completion rates at about 80% for 2012. While we treat about 1,500 adults per year, around 500 meet the criteria for chronic addiction to need residential services rather than starting at outpatient. Our 48-bed program averages about 40-45 days in length.

Hina Mauka provides treatment services to the impoverished and low income. Almost all funding for residential is government, either direct or Quest. Following residential, patients step down to insurance provided outpatient care. Given that there are only a total of 6 residential programs on Oahu, Hina Mauka's residential facility helps patients from every district in Oahu. Hina Mauka has a wait list of residential patients waiting for a bed opening that averages about 40 people at any given time and totals over 200 per year.

2. Describe the need for this Grant Activity and provide the data to justify the Grant Activity. *(4,000 character count limit)*

Hina Mauka averages 40 people per day on the wait list who are waiting for a bed opening because residential beds in all facilities across Oahu are full. More and more people need the residential level of care because their complex problems are becoming more severe with chronic substance abuse and untreated psychological and medical challenges that require longer term acute care to effectively attain and maintain recovery.

Stigma has reduced such that families are much more active by intervening and bringing in their family members for treatment. In recent years and due to improved outcomes as objectively reported using our state provided WITS information technology system, many operational funding sources have increased funding. HMSA is a significant Quest provider and has listed substance abuse treatment as their number 3 initiative, explaining that those patients who are heavy users of Quest services and emergent care need treatment to stop using drugs and alcohol so they can better manage their medical conditions or mental illnesses as well as reduce their exorbitant medical costs.

While Quest is essentially state funded services, the State is also increasing their direct funding for treatment from both Judiciary and Public Safety because treatment reduces recidivism, improves safety and lowers costs. Many of these patients who have mental illnesses, homelessness or criminality issues have chronic conditions that meet criteria

for residential treatment. Public Safety/parole report that there are over 1,000 potential parolees who need residential care before their re-entry into communities. Without our proposed bed expansion, many people will start reentry into our community without treatment for their serious addiction.

Moreover, the general population who are not offenders remain unhealthy in our community because without treatment, they are unable to manage their complex issues on their own.

3a. Provide a description of the Grant Activity. *(1,000 character count limit)*

Hina Mauka wants to expand with 16 beds that will help up to 200 or more patients by adding to the existing 48 bed residential facility starting with a planning grant from the City and County. Hina Mauka will prepare a bid and select the best qualified and lowest priced Architect. Under this grant, the architect will begin planning including developing drawings and preparing a bid for selecting a project manager. Hina Mauka will select the Project Manager who will help with obtaining proper permits, inspections, audit fees and other administrative costs. The Architect and Project Manager will prepare a construction bid and help select the contractor. Construction is not part of this grant. This grant request is $197,500; however, the total planning cost is $420,000, of which the City and County GIA process recently provided $187,500. Board and community will provide $20,000, and Hina Mauka will secure other funding for the remaining $15,000 from local foundations.

3b. Explain how and why you chose this approach to the problem or opportunity. *(2,000 character count limit)*

4b. Explain why you chose this approach to the problem or opportunity.

As the medical field moves towards a Patient Centered Medical Home model, we now know that 5% of Hawaii's people cost about 50% of all medical Quest costs in Hawaii. People with chronic medical conditions that use emergent care generate huge costs and generally have significant behavioral health problems that include substance abuse. Hina Mauka is addressing these new challenges by developing the expertise and capacity to treat chronic addiction as a means to help us improve care and substantially lower costs. Effectively treating both chronic medical and behavioral health conditions simultaneously requires residential treatment. Expanding residential services will be key in the future to address these debilitating and costly medical conditions effectively.

Hina Mauka has developed expertise in mental health so that we can effectively treat both substance abuse and mental illness. Now that the American Medical Association has declared addiction a brain disease in 2011, treatment for substance use disorders has undergone progressive developments that have resulted in new medications that greatly enhance treatment effectiveness. Treatment, as an effective medical solution to significant and costly social problems, is evolving exponentially and will be expanded as the preferred choice in the near future.

3c. Describe the Grant Activity scope of services and outcomes, including how these services and outcomes directly benefit the target population for the Grant. *(3,000 character count limit)*

If the Grant Activity is in the area of Public Service, begin with a statement of the number of individuals (seniors, persons with disabilities, children, domestic violence victims, homeless persons, persons suffering from substance abuse, persons suffering from mental health issues, other) that the Grant Activity will directly benefit during the Grant Term.

If the Grant Activity is in the area of Arts, Culture, Community/Economic Development or Environment, begin with a statement as to how the Grant Activity contributes to the well-being and life quality of a local, low to moderate income, community (e.g. creation/development of community organization; provision of planning, organizational support, and technical assistance to organizations; provision of financial literacy programs/services; provision of micro-enterprise/business training; provision of cultural/environmental support programs; other) and provide the approximate population size for that community.

With over 40 people on the wait list for residential services at any given time, this grant will help 200 people per year who have costly and chronic behavioral health/medical conditions gain access to effective acute care. Over 80% completed residential in 2012, thereby taking a critical step towards a meaningful and lasting recovery. While Hina Mauka has a 40 year history of successfully helping over 20,000 people with addictions, we have greatly evolved in recent years to integrate psychiatric services, medication assisted treatment, family counseling and new therapeutic counseling methods. Hina Mauka has developed collaborative relationships in the last few years to include psychologists, primary care physicians, domestic violence services and vocational rehabilitation as well as a network of clean and sober housing.

Residential care is for those fewer people who need much more care than outpatient. Typically, people who start at residential are frequent users of healthcare, especially emergent care. They are very expensive to healthcare and suffer greatly from their conditions, often causing trauma to their families as well. Recognizing that Hina Mauka will play a critical role with residential treatment, we are committed to address the very serious and chronic medical conditions as a means to help healthcare be more affordable, improve outcomes, and to reduce long-term suffering. As our healthcare systems are quickly evolving to identify the chronic users of healthcare, we ask for the City and County's help to develop capacity to meet this residential need.

3d. Clearly state timelines, measurable milestones and/or specific events tied to the Grant Activity's objectives, or other performance measures appropriate to the desired outcomes. *(3,000 character count limit)*

Hina Mauka is preparing an Architect bid document and a Project Manager bid document. We would solicit responses immediately after a grant award. Once we have the Notice To Proceed (NTP), Hina Mauka would select the Architect within one month from the NTP. The Architect would be selected to develop the Planning and Engineering document and immediately have input in the selection for a Project Manager, which would help us prepare for the construction phase. Administrative costs would be spread out throughout the 12 months; however, the Use- Permit approval processing would happen month 3 to 5 and the Permits, Dept. of Water and other fees would occur following completion of the Architect drawings in months 11 and 12. At the end of the grant period, we will have an Architectural drawing, a construction bid document, and

will have applied for permits. Other grants will be applied for during this time to fund construction.

3e. If the Grant involves a partnership, provide a description of each partner's role. *(2,000 character count limit)*

Hina Mauka does not have a formal partnership. However, as a service oriented non-profit organization, we consider ourselves similar to government services and an extension of community. We are most grateful for the continued City and County support for our valuable and outcome-driven services.

4. Describe with substantiating data the experience of the organization implementing the Grant Activity (including past performance of activities similar or related to the Grant Activity) and qualifications to implement this Grant Activity, including: (i) strengths and weaknesses in relation to the Grant Activity; and (ii) capacity and resources to achieve the stated outcomes (e.g. plan, leadership, staff size and abilities, facilities, community relationships). *(6,000 character count limit)*

As a large treatment provider for low income residents with over 40 years of experience, Hina Mauka has state licenses (STF), national accreditation (CARF) and about 30 contracts with government and insurers to provide residential treatment services.

Qualifications: Hina Mauka successfully completed a Three Phase building project (2,400 sq. ft.) to expand outpatient services, which was funded by a planning and subsequent construction CDBG grant in 2004 and 2005 with generous donations from Weinberg and Castle foundations. Hina Mauka successfully constructed a 24,000 square foot residential facility, which was completed in 1995 and funded by state grant-in-aid funds as well as numerous local foundations and businesses. Hina Mauka's residential and outpatient buildings reside on state land under a 25 year lease.

Capacity and Resources: Hina Mauka's revenue is $7.6 million per year from state, federal and insurance contracts. For adults, our population is over 95% low income. Hina Mauka has a 48 bed facility serving about 500 Hawaii residents per year. Hina Mauka has fund raising capabilities through our Board of Directors and has contracted with Beth Lum, a fund raiser from CFR. Hina Mauka has relationships and previous funding from many of the local foundations including Castle, Weinberg, HCF, and numerous other local foundations and businesses. Hina Mauka currently raises funds through an annual luncheon, Run/Walk, and recently a luau. We are a member of AUW.

With about 135 staff, Hina Mauka has a 3 staff maintenance department, about 10 staff in accounting and IT departments, and a 2 staff Quality Control department.

Hina Mauka has had long term leadership with CEO/COO (17 years), CFO (over 14 years) and CAO (9 years) achieving stable financial results. Linda Brownholtz, CFO has over 40 years accounting experience and Marie Hughes, CAO, has over 30 years of managerial experience. Hina Mauka proposes to contract with a Project Manager under

this grant to help lead this project to successful completion. Hina Mauka will obtain fidelity bonds for both these staff as part of the project. Hina Mauka will work closely with the City for each project activity.

Hina Mauka collaborates with over 25 other non-profit agencies, multiple state agencies such as DOH, DHS, PSD, Judiciary, and has long standing relationships, through our Board, with banks, construction companies, legal services, accounting firms, insurance companies, HECO, and numerous other businesses. Hina Mauka has and is developing stronger relationships with Native Hawaiian groups.

5. Describe the plan of the organization implementing the Grant Activity to sustain the activities after the requested funds are exhausted. *(2,000 character count limit)*

Hina Mauka has significant experience and has been successful in previous capital fundraising campaigns including a 1995 completion for our current Kaneohe residential facility and a 2004 outpatient building.

Hina Mauka has sufficient operational contracts at this time to provide for the additional 16 beds / 200 residents per year through our state contracts and insurance treatment contracts. These contracts will be able to support ongoing maintenance as well as for the add-on to our existing building. Since Hina Mauka provides services to the low income, we have the resources to maintain our building add-on, but not sufficient capital to expand when needed.

We are expanding because we have more than enough people needing residential and the operational funding to support expansion. We believe that once new healthcare data systems identify chronic conditions that are high cost users of healthcare, acute residential services will be engaged to treat this complex issue and Hina Mauka asks for the City and County to help us prepare for the need.

6. Describe how the Grant Activity will be funded. *(1,000 character count limit)*

Hina Mauka requests $197,500 from this Grant-in-Aid for a $420,000 planning project to expand our existing 48 bed facility by 16 beds. Hina Mauka has secured $187,500 from the City and Count in a recent GIA award, would receive $20,000 from community fund raising and would secure foundation funds for the additional $15,000 from Castle Foundation and other local foundations that have helped us in the past. Following this grant, Hina Mauka would seek both government, foundation, and local funding to construct the construction.

SECTION IV
GRANTEE EXPERIENCE WITH DEPARTMENT OF COMMUNITY SERVICES GRANTS

Identify the DCS administered grants undertaken by Grantee (or Fiscal Sponsor) in the last five years (To be verified by the City).

Grant Activity Name & Contract #: Reaching Out Phase I, Phase II, and Phase III - Contract #F33545
Grant Period: 12/15/04 - 4/24/09 Grant Amount: $2,100,000 Total Award
Grant Purpose: Procurement of services of an architect to design a 2,400 sqft office expansion adjacent to its existing facility that will serve counseling offices for persons with alcohol and drug addictions.
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: Department of Community Services

Grant Activity Name & Contract #: Clean and Sober Living Programs - Contract #CT-DCS-1300308
Grant Period: 6/27/13 - 6/27/14 Grant Amount: $93,400
Grant Purpose: To provide clean and sober living programs that provide supportive and/or residential treatment services for ex-offenders.
Grant Activity Status: ☒ Underway ☐ Completed ☒ Canceled
Administrating Division: Department of Community Services, WorkHawaii Division

Grant Activity Name & Contract #: Residential Substance Abuse and Co-Occurring Disorders Treatment for Homeless Persons - Contract #CT-DCS-1200054
Grant Period: 9/15/11 - 8/31/13 Grant Amount: $200,000
Grant Purpose: Provide adult residential alcohol and other drug treatment including treatment for co-occurring disorders for homeless persons. Funding covers residential treatment, psychiatric services, and ancillary treatment such as medications or medication co-pays.
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: Department of Community Services (CDBG)

Grant Activity Name & Contract #: Young Adult Ex-Offender Program - Contract No. MA-DCS-130054-V3
Grant Period: 3/31/13 - 11/30/14 Grant Amount: Fee for Service
Grant Purpose: Provide residential treatment, day treatment, intensive outpatient and outpatient services to young adults meeting the DSM IV-TR criteria.
Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: "Paku'i Hale" (Additional Home), Solicitation #GRP-DCS-632512
Grant Period: Pending Notice to Proceed Grant Amount: $187,500
Grant Purpose: Planning and preparation phase of capital expansion project to accommodate expansion of residential beds at Kaneohe facility.
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: Department of Community Services

A

THE FOLLOWING PAGES SHALL BE DETACHED FROM THE RGP DOCUMENT AND SUBMITTED.

APPENDIX F: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2015

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts including spaces. Recommended fonts: Arial, Times Roman, Helvetica. Recommended font size: 12 point.

SECTION I
SUMMARY

Grantee Legal Name:	The Children's Alliance of Hawaii, Inc.
Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
Grant Activity Name:	Public Service - Children; Program for Sexually Abused Children, All Districts

Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

The Children's Alliance of Hawaii, Inc. (CAH) was established in 1987. Our mission is to provide care and support for sexually abused children, offering hope for the future. CAH provides a continuum of long-term supportive services, designed to meet children and youth's developmental needs, positively impact their ability to heal from their trauma, and mitigate at-risk behaviors.

Briefly describe the Grant Activity and need being filled. *(400 character count limit)*

The grant activity will support the continuation and expansion of our gender-specific, year-round activity-based program, entitled HEART (Healing Emotions with Art and Recreation Together) program, as well as the expansion of a life skills program, entitled Pinao. Both programs are uniquely designed to meet the needs of adolescents who between the aged of 13 – 18 who have been sexually abused.

Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

The HEART program will serve 24 youth (13 – 18) who have been sexually abused. HEART outcomes: 90% increase ability to label & express feelings; 80% increase self-esteem; 85% decrease feelings of isolation. Pinao will serve 28 youth (13 - 21). Pinao outcomes: 95% increase knowledge in life skills; 80% increase skills for transition into adulthood; 80% increase self-efficacy.

Council District
(Check all districts that will benefit from the Grant Activity. Provide the amount requested per district).

☐ District 1 $	☐ District 2 $	☒ District 3 $34,455.00
☐ District 4	☐ District 5	☐ District 6

$	$	$
☒ District 7 $34,455.00	☒ District 8 $34,455.00	☐ District 9 $
Total Amount Requested (Minimum of $25,000):	$103,365.00	

Type of Grant Activity:		
☐ Arts	☐ Culture	☐ Community Development
☐ Economic Development	☐ Environment	☐ Public Service - Seniors
☒ Public Service - Children	☐ Public Service - Disabilities	☐ Public Service - Homeless
☐ Public Service – Domestic Violence	☐ Public Service – Substance Abuse	☐ Public Service – Mental Health
☐ Public Service – Other (describe):		

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; and (iv) has the requisite skills and knowledge to assert the foregoing certification.

Signature of Grantee (Fiscal Sponsor) Officer

Date 12/19/13

Printed Name and Title: Sharon A. Simms, MSW Interim President/ Executive Director

SECTION III
GRANT ACTIVITY INFORMATION

1. Provide a brief summary description of the problem being addressed, including the population, target group size and attributes, and applicable geographic area. *(2,000 character count limit)*

The target population is 52 youth, boys and girls, who have been sexually abused, ages 13 years old to 21 years old, residing on Oahu, and are undergoing or completed clinical therapy.

Child sexual abuse causes trauma which may result in long term behavioral, social, cognitive, emotional and physical problems. Children who have been sexually abused need necessary treatment and ongoing services to mitigate a range of psychological and behavioral problems, from mild to severe, in both the short and long term. These problems typically include depression, anxiety, guilt, fear, sexual dysfunction, withdrawal, and acting out. Children and adolescents, regardless of their race, culture, or economic status, appear to be at approximately equal risk for sexual victimization.

Childhood sexual abuse cases include those cases in which children were criminal sexually assaulted by a family member, friend or stranger. They also include Child Welfare Services civil abuse cases within the family that may or may not have the level evidence necessary to charge a perpetrator with a crime. On Oahu, the Honolulu Prosecuting Attorney's Office recorded 371 child victims of sexual assault between January 2008 and December 2012, or approximately 74 children per year. Of these children, 334 were girls and 37 were boys. During the five-year-period of January 2007 through December 2011, there were 277 sexual abuse cases confirmed on Oahu by the Hawaii Department of Human Services, or approximately 55 per year.

Each year, the Children's Alliance of Hawaii, Inc. (CAH) serves upwards of 350 children and youth who have been sexually abused. Ninety-one percent (91%) of these children reside in households with incomes below 200% of the federal poverty line, with limited resources. NO fees are charged to program participants. This economically and socially disadvantage target population reside with a protective biological parent, relative, adoptive parent or in foster care and on Oahu.

2. Describe the need for this Grant Activity and provide the data to justify the Grant Activity. *(4,000 character count limit)*

Child sexual abuse causes trauma which may result in behavioral, social, cognitive, emotional and physical problems (Dominguez, Nelke, & Perry 2002). Children who have been sexually abused and do not receive the necessary treatment and ongoing services can suffer a range of psychological and behavioral problems, from mild to severe, in both the short and long term. These problems typically include depression, anxiety, guilt, fear, sexual dysfunction, withdrawal, and acting out. The ill effects of child sexual abuse are wide ranging. There is no one set of symptoms or outcomes that victims experience. Some children may relate little or no psychological distress from the abuse, but often these children are either afraid to express their true emotions or are denying

their feelings as a coping mechanism. These children are at increased risk for serious and sometimes life-threatening social problems, including early pregnancy, substance abuse, homelessness, low educational achievement, mental health disorders, unemployment, self-harm, suicide, and criminal activities (Molnar, Buka, & Kessler, 2001; Noll, Trickett, & Putnam, 2003; Day, Thurlow, & Woolliscroft, 2003).

Evidence suggests that the negative psychological impact of child sexual abuse persists over time, and may continue into adulthood. Potential long-term effects of child sexual abuse include depression, anxiety, posttraumatic stress disorder, sexual dysfunction, and substance abuse. Further, among the female adult outpatient population, individuals with sexual abuse histories as children were twice as likely to attempt suicide than their non-abused counterparts. Across the lifespan, individuals who were sexually abused as children are four times more likely to be at risk for developing a psychiatric disorder and are about three times more likely to abuse substances than their non-abused counterparts. It is estimated that approximately one third of child sexual abuse victims experience PTSD as adult survivors. Among women whose abuse involved penetration, an increased risk associated for the development of PTSD is experienced, resulting in about two thirds of this population developing PTSD at some point during their lifetime. (Renee Z. Dominguez, Ph.D., Connie F. Nelke, Ph.D., Bruce D. Perry, M.D., Ph.D.;
Child Trauma Academy, 2012)

Children and adolescents, regardless of their race, culture, or economic status, appear to be at approximately equal risk for sexual victimization (American Psychological Association, 2013). Twenty-eight percent (28%) to 33% of women and 12% to 18% of men were victims of childhood or adolescent sexual abuse (Roland, 2002, as cited in Long, Burnett, & Thomas, 2006). Nearly 7 in 10 women in state prisons were victims of physical or sexual abuse before the age of 18. (Women Offenders, Bureau of Justice Statistics, US Department of Justice, December 1999). 38% of females and 8% of male juvenile offenders in the State of Hawaii had records of sexual abuse (The Female Juvenile Offender in Hawaii: Understanding Gender Differences in Arrests, Adjudications, and Social Characteristics of Juvenile Offenders, Research and Statistics Branch, Crime Prevention and Justice Assistance Division, State of Hawaii Department of the Attorney General, May 2006).

CAH HEART and Pinao programs provide services to mitigate long term life-threatening social issues for each sexually abused child as well as the high cost for the community in terms of future dysfunctional behaviors. The current HEART I and II groups and an additional HEART group, HEART III, are needed to meet an existing demand as evidenced by requests by teens and their guardians. The Pinao group is schduled to begin in 2014, and was established in response to requests made by our Youth Advisory Board, parents and service providers. It is our goal to expand this program from 20 classes a year to 40 classes to meet the growing needs for youth transitioning into adulthood.

3a. Provide a description of the Grant Activity. *(1,000 character count limit)*

The proposed Grant Activity focuses on the continuation and expansion of our HEART program (HEART II for teen girls and new HEART III for teen boys), as well as the expansion of the Pinao life skills program.

HEART (Healing Emotions with Art & Recreation Together) is year round, activity-based program for youth who have been sexually abused (ages 13-18 years old) utilizing the practices of trauma-informed care. HEART consists of small, supportive groups which utilizes art, music, horseback riding, ocean/outdoor activities, and cultural activities to addresses the youth's social and emotional needs and assist them in identifying their feelings. HEART consists of a series of 8-week topic area sessions and one 4-week session.

Pinao is weekly life skills classes designed to engage youth in learning important basic skills and knowledge: employment skills, goal-setting, stress management, college and career preparation, independent living skills, problem-solving and communication.

3b. Explain how and why you chose this approach to the problem or opportunity. *(2,000 character count limit)*

HEART & Pinao are designed as a process, to heal from the trauma that arise from sexual abuse. The conceptual framework is based on the developmental stage of the youth and the four general categories of children's trauma: traumatic sexualization, stigmatization, betrayal, powerlessness. (Finkelhor and Browne, 1985.) The fundamental principle of HEART & Pinao is that negative effects of sexual abuse can be overcome if the child can learn to trust in a safe atmosphere that provides consistent, non-contingent acceptance, and unconditional regard. In the safe environment there is an opportunity to review the understanding of the sexual abuse. (Child Sexual Abuse: Intervention & Treatment Issues, USDHHS, 1993.) HEART & Pinao incorporate simple, hands-on methodologies that accommodate different learning styles (auditory, visual, kinesthetic). These methodologies are developed on the basis of solution-focused therapy and emotional intelligence and multiple intelligence theories.

HEART works with youth in a social setting that includes creative art, therapeutic horseback riding, spoken word, and Hawaiian cultural activities, to name a few. These activities enhance their self-esteem and ability to thrive through the use of cognitive behavioral methodologies (CBT) which assist youth in changing thinking in order to change behavior. In addition, experiential modalities assist youth in developing empathy and Rational Emotive Therapy (RET), which assists youth in changing behaviors in order to change thinking, are integrated into CAH's program curriculum design.

Pinao utilizes the safety of a class-like setting to assist the youth in gaining knowledge and learning new skills to prepare them for their transition toward productive adulthood. Utilizing the developmental cognitive learning theory, the classes assist youth to internalize concrete information and allow for the foundation of abstract reasoning and create change in their daily living.

3c. Describe the Grant Activity scope of services and outcomes, including how these services and outcomes directly benefit the target population for the Grant. *(3,000 character count limit)*

If the Grant Activity is in the area of Public Service, begin with a statement of the number of individuals (seniors, persons with disabilities, children, domestic violence victims, homeless persons, persons suffering from substance abuse, persons suffering from mental health issues, other) that the Grant Activity will directly benefit during the Grant Term.

If the Grant Activity is in the area of Arts, Culture, Community/Economic Development or Environment, begin with a statement as to how the Grant Activity contributes to the well-being and life quality of a local, low to moderate income, community (e.g. creation/development of community organization; provision of planning, organizational support, and technical assistance to organizations; provision of financial literacy programs/services; provision of micro-enterprise/business training; provision of cultural/environmental support programs; other) and provide the approximate population size for that community.

The proposed Grant Activity will serve a total of 52 youth who have been sexually abused, ages 13-21 years old and include: 1) the continued implementation of HEART II, 2) the development and implementation of HEART III including boys, and 3) the expansion of Pinao, doubling the number of life skills classes designed to help youth who have been sexually abused prepare for transition into productive adulthood. HEART II will be comprised of a curriculum of four, 8-week and one 4-week topic areas. HEART III will be comprised of a curriculum of five, 8-week and one 4-week topic areas. The first seven (7) sessions of each topic area are activity-based, and the 8th week serves as a celebration for accomplishments. Each group meets for approximately two to three hours per week and clients participate in each topic area throughout the year. HEART II and III will work with the youth in small, supportive groups of approximately eight (8) to twelve (16) girls and/or boys per group.

The three major outcomes of the HEART program are:

- 90% of the participants will report increased ability to label and express feelings
- 80% of the participants will have increased self-esteem
- 85% of the participants will report decreased feelings of isolation.

Pinao will be comprised of weekly skill-based classes, designed to engage the youth in learning new life skills and learning positive ways of communicating with one another while knowing that they are at a safe place where they are understood and respected. Classes will be facilitated by trained staff, topic specific specialists, and community volunteers. Youth, ages 13- 21, will learn such skills as employment skills, goal-setting, college and career preparedness, home management, health, problem-solving and communication skills. Classes will be engaging and interactive and run from one to two hours depending upon topic needs. There will be a minimum of 40 class sessions held per year.

The primary outcomes for Pinao include:

- 95% of the participants will report increased knowledge regarding life skills, e.g. employment, home management, healthy relationships
- 80% of the participants will report increased skills for transition into adulthood
- 80% of the participants will have increased self-efficacy as perceived by the youth and the worker.

HEART and Pinao help youth who have been sexually abused to rebuild their ability to trust and sense of safety that is essential to overcome and positively manage their trauma. Youth need to express their label and express feelings or they are at increased risk for serious and sometimes life-threatening social problems, low educational achievement, mental health disorders, self-harm, and suicide. The programs work on skills for problem solving/goal setting, conflict resolution, independent living and support the building of individual strengths and resiliency that is necessary in adulthood.

3d. Clearly state timelines, measurable milestones and/or specific events tied to the Grant Activity's objectives, or other performance measures appropriate to the desired outcomes. *(3,000 character count limit)*

Outcomes will be measured semi-annuallly. Each child will complete an intake & assessment at the time of entry, and develop individual service plans to include individual goals & objectives. Service plans will be reviewed & adjusted regularly to meet changing needs, issues and developments. Client charts will be maintained, updated and reviewed. Client chart review is used to maintain compliance to agency and best practices standard and to ensure program goals and objectives are being met.

Nationally verified evaluation tools, The General Self-Efficacy Scale (GSE), Rosenberg Self Esteem Scale (RSE), as well as the Positive Youth Development (PYD) Scale, will be used to the measure the outcomes for all participants in HEART II, III & Pinao. Both the GSE and the RSE measures are research validated tools. PYD was developed by Hawaii State Department of Human Services. Youth self-report on new life skills knowledge gained, increased skills for transitioning into adulthood, feeling more connected to the community, feeling less isolated, and making new positive peer relationships.

Each quarter, CAH will facilitate evaluation meetings with Pinao participants to guide the program. Topic areas & activities may be adjusted, based on client feedback.

Month 1
Assess clients for appropriate placement in HEART II, III & Pinao
HEART III - Coordinate activities for HEART III sessions
Pinao - Implement a minimum of 2 classes
Month 2
HEART III – Implement 8-week ""Giving Back"
Pinao - Implement 2 classes
Month 3
Facilitate Qtr 1 Pinao Evaluation with prorgram participants
HEART III – Continue 8-week "Giving Back"
Month 4
HEART II - Implement 8-week "Music"
HEART III – Implement 8-week "Active & Outdoors"
Pinao - Implement 4 classes
Month 5
HEART II – Continue 8-week "Music"

HEART III – Continue 8-week "Active & Outdoors"
Pinao - Implement 4 classes
Month 6
Facilitate Qtr 2 Pinao Evaluation with program participants
Conduct client outcome assessments
HEART II – Implement 8-week "Therapeutic Horsemanship"
HEART III - Implement 8-week "Spoken Word"
Pinao - Implement 4 life skill classes
Month 7
HEART II – Continue 8-week "Therapeutic Horsemanship"
HEART III - Continue 8-week "Spoken Word"
Pinao - Implement 4 classes
Month 8
HEART II – Implement 8- week "Spoken Word"
HEART III - Implement 8-week "Therapeutic Horsemanship"
Pinao - Implement 4 classes
Month 9
Facilitate Qtr 3 Pinao Evaluation with program evaluation
HEART II – Continue 8-week "Spoken Word"
HEART III - Continue 8-week "Therapeutic Horsemanship"
Pinao - Implement 4 classes
Month 10
HEART II & HEART III – Implement 8-week "Expressive Art"
Pinao - Implement 4 classes
Month 11
HEART II & HEART III – Continue 8-week "Expressive Art"
Pinao - Implement 4 classes
Month 12
Facilitate Qtr 4 Pinao Evaluation with program participants
Conduct client outcome assessments
Pinao - Implement 4 classes
HEART II & HEART III – Implement 4-week "Land & Sea"

3e. If the Grant involves a partnership, provide a description of each partner's role. (*2,000 character count limit)*

The Children's Alliance of Hawaii, Inc.'s (CAH) partners include:

1. Client referral, case management and advocacy agencies:

a. City government (Office of the Prosecuting Attorney, City & County of Honolulu)
b. State government (The Judiciary, Family Court/CASA; Dept. of Health, Family Guidance Centers; Dept. of Human Services, Child Welfare Services; Dept. of Education.
c. Nonprofit service agencies: Sex Abuse Treatment Center; The Institute for Family Enrichment (TIFFE); Child & Family Service;
d. Private therapists and counselors.

2. Graduate and Bachelor's Degree Student Interns conduct their academic internship

and practicum through hands-on work directly with CAH clients under the supervision of program staff. For the past 10 years, student interns have been assigned from:

a. University of Hawaii School of Social Work
b. Hawaii Pacific University School of Social Work
c. Chaminade University School of Counseling
d. Argosy University School of Marriage and Family Therapy
e. Kamehameha Schools Kapili `Oihana Internship Program

3. Activity instructors:
Most program activities will require short-term instructors for some program components, such as a yoga or dance instructor. These instructors may serve in a volunteer capacity, such as CAH's yoga instructor, or require a fee, such as therapeutic horsemanship. Other's incur a nominal honorarium, such as a self-defense instructor, and will have the subject matter expertise, experience and qualities to benefit CAH clients. CAH regularly recruits a team of volunteer instructors.

4. Describe with substantiating data the experience of the organization implementing the Grant Activity (including past performance of activities similar or related to the Grant Activity) and qualifications to implement this Grant Activity, including: (i) strengths and weaknesses in relation to the Grant Activity; and (ii) capacity and resources to achieve the stated outcomes (e.g. plan, leadership, staff size and abilities, facilities, community relationships). *(6,000 character count limit)*

CAH has designed, planned and implemented its HEART program and curricula for the past 10 years. Over this period, nearly 500 children and adolescents who have been sexually abused have participated in this program. All program activities are based on nationally recognized evidence-based practices and therapeutic strategies that focus on building self-esteem and self-efficacy, strengthening resiliency and goal-setting for at-risk children and youth.

In December 2013, program reports indicated the following results of our program outcomes:

o 90% of youth reported an increase in self-esteem/self-efficacy.
o 90% of youth in the HEART program reported increased skills in effective of assertive communication.
o 78% of youth in the HEART program reported an increase in positive and supportive peer relationships.

For CAH's proposed project, HEART II and III will utilize the successful model already established by CAH over the past 10 years. Pinao utilizes the successful experiences of CAH's HEART program as the foundation of its curricula.

Here is a short note written by girls currently enrolled in the HEART program:

"I am one of the girls that are enrolled in the HEART Program at the Children's Alliance of Hawaii. I would like to tell you a little bit about myself. I am 17 years old and go to

Castle High School. I am a senior and have been going to HEART since 10th grade. It's been two years and I have been struggling a lot, however because I had HEART and the people in it I was able to overcome my struggles and now I am able to focus on school and a brighter future. I am so happy that I can be able to see the light after so many years of darkness. So please support and help Children's Alliance of Hawaii. I t is my home away from home, thank you very much." Age 17

Some of the challenges that we experience are in the recruitment of youth for the HEART program. It takes time to engage youth to actively participate in the program, due to the guilt and shame associated with sexual abuse. In addition, due to changes in placements and changes in their family situation, enrollment in the HEART program varies from month to month, therefore we have a lot of flexibility in our program and allow youth to enter and exit the program depending on their need and/or situation.

The leadership team for this project includes CAH's President/Executive Director, Executive Vice President and Director of Programs, Office Manager and two (2) Program Specialists. CAH is currently in transition Sharon Simms is the Interim President/Executive Director through January 2014. She has a Masters in Social Work from the University of Hawaii. As of January 8, 2014 CAH's new President/Executive Director, Kent Coarsey begins with CAH. He has a Master's in Nonprofit Management and over 14 years of nonprofit leadership experience, including program and community resource development, agency leadership, fiscal management, fundraising, and contracts and grants management experience. He will be responsible for the overall management and compliance of contractual obligations. The Executive Vice President and Director of Programs has a Masters in Social Work with over 30 years of experience in outcomes-based program development and implementation, government contract management, working with disenfranchised populations, victims of abuse and human trafficking and supervision of graduate level student interns. She was the chair of the Hawaii State Crime Victim Compensation Commission for 8 years. She will be responsible for program development, oversight and evaluation as well as staff supervision of the proposed Grant Activity. The Office Manager has 10 years of experience in accounting and office management for nonprofit agencies with government contracts. She will be responsible for daily fiscal operations and fiscal reporting related to the Grant Activity. The Program Specialists each have Masters of Social Work and one and a half (1.5) to two and a half (2.5) years of experience in working with children and adolescents who have been sexually abused, therapeutic-based activity planning and implementation and group facilitation. The two specialists will coordinate and execute the Pinao Program and facilitate the HEART II and HEART III program as described in this application. See Attachment B.4 for current staff resumes. In addition, a part-time HEART program specialist will be hired to facilitate the proposed HEART II program as described in this application.

All CAH Program Staff received specialized training required under HRS 505.5 Victim-Counselor Privilege. All staff and interns with direct client contact complete a 35-hour training on Trauma-Focused Cognitive Behavioral Therapy with youth, healing from sexual abuse, developmental concerns, and intervention and treatment of child victims.

In addition, Program Staff have been trained and certified in the use of the WhyTry

Curriculum, which is designed to teach life skills and build resilience for at-risk children and youth. The WhyTry program teaches uses a practical, multi-sensory curriculum that engages youth while learning problem solving, anger management, dealing with peer pressure, building a support system, and goal setting.

CAH will continue to work with its long-established community partners (described in Section 3.e.) for the proposed program activities. The proposed program will operate from CAH's 2,415 sq. ft. secured facilities with activity rooms, where current programming is held. In addition, CAH will secure off-site meeting locations, as appropriate to meet the needs of the clients in the program. Some activities will be conducted at safe and established community sites, such as Ala Moana Park.

Attachment D – Additional Document includes client testimonials regarding the impact of the HEART program, program flyers and activities, the CAH brochure, and the specialized training required under HRS 505.5.

5. Describe the plan of the organization implementing the Grant Activity to sustain the activities after the requested funds are exhausted. *(2,000 character count limit)*

CAH will sustain and create positive long-term benefit for the community beyond the scope of this project by:

- Completing a thorough evaluation of the Grant Activity, build upon lessons learned and refine program elements to maintain and increase client outcomes.
- Maintain positive relationships with community partners to ensure continual engagement with the Grant Activity and minimize future operating costs.
- Continually seek additional volunteer instructors and resource people to assist with future grant activities.
- Market the Grant Activity throughout the year to create public awareness and to lay the foundation for post Grant-in-Aid funding in the future.
- Leverage in-kind and pro bono contributions to encourage additional similar contributions to benefit the programs and clients.
- Identify and submit program funding grants to Hawaii private foundations and civic organizations.
- Solicit targeted contributions from individuals and corporations.

6. Describe how the Grant Activity will be funded. *(1,000 character count limit)*

The proposed programs will be funded primarily through the City & County of Honolulu's Grant-in-Aid program. In order to maintain CAH's existing programs, both the proposed Heart II and Pinao programs are currently not funded for implementation and cannot be implemented without funding from the Grant-in-Aid program. The proposed activities are designed to meet the growing need for CAH services for Oahu's sexually abused children and adolescents. City & County of Honolulu Grant-in-Aid funding will be used to leverage additional funding for the proposed activities from private foundations and individual and corporate contributions, as indicated in Exhibit A., Budget-Funding

Sources.

SECTION IV
GRANTEE EXPERIENCE WITH DEPARTMENT OF COMMUNITY SERVICES GRANTS

Identify the DCS administered grants undertaken by Grantee (or Fiscal Sponsor) in the last five years (To be verified by the City).

Grant Activity Name & Contract #: Grants-in-Aid FY 2014 (Pending)
Grant Period: 01/01/2014 - 12/31/2014 Grant Amount: $59940.00
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: Department of Community Services

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

THE FOLLOWING PAGES SHALL BE DETACHED FROM THE RGP DOCUMENT AND SUBMITTED.

APPENDIX F: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2015

45

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts including spaces. Recommended fonts: Arial, Times Roman, Helvetica. Recommended font size: 12 point.

SECTION I
SUMMARY

Grantee Legal Name:	The Salvation Army, a California Corporation
Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
Grant Activity Name:	Family Services Office Homelessness Prevention Assistance

Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

The Salvation Army Hawaiian and Pacific Islands Division was founded in Honolulu in 1894. Our mission is to preach the gospel of Jesus Christ and to meet human needs in His name without discrimination. Through our Family Services Office (FSO), we provide basic material assistance, short-term utility and rent, clothing, and food assistance, referral services, and budgeting/nutrition workshops.

Briefly describe the Grant Activity and need being filled. *(400 character count limit)*

The Family Services Office offers financial assistance for one month's rent/utilities for households facing eviction due to an unexpected emergency, or for households emerging from homelessness that need the first month's rent to secure a permanent home. In this way, we are trying to help those who are precariously housed and prevent them from falling into homelessness.

Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

FSO will serve those that fall below the poverty level, elderly persons on a fixed income, those who have just lost their job, and the working poor. A Grant in Aid would enable us to provide emergency assistance to 107 people in 36 households. Our monthly milestone is to assist 3 households and to ensure they remain housed for at least 6 months without added financial assistance.

Council District
(Check all districts that will benefit from the Grant Activity. Provide the amount requested per district).

☒ District 1 $16,666.67	☒ District 2 $16,666.67	☒ District 3 $16,666.67
☒ District 4	☒ District 5	☒ District 6

$16,666.67	$16,666.67	$16,666.67
☒ District 7 $16,666.67	☒ District 8 $16,666.67	☒ District 9 $16,666.67
Total Amount Requested (Minimum of $25,000):	$150,000.00	

Type of Grant Activity:		
☐ Arts	☐ Culture	☐ Community Development
☐ Economic Development	☐ Environment	☐ Public Service - Seniors
☐ Public Service - Children	☐ Public Service - Disabilities	☐ Public Service - Homeless
☐ Public Service – Domestic Violence	☐ Public Service – Substance Abuse	☐ Public Service – Mental Health
☐ Public Service – Other (describe):		

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; and (iv) has the requisite skills and knowledge to assert the foregoing certification.

Signature of Grantee (Fiscal Sponsor) Officer

DEC. 16, 2013
Date

Printed Name and Title: James M. Knaggs President

SECTION III
GRANT ACTIVITY INFORMATION

1. Provide a brief summary description of the problem being addressed, including the population, target group size and attributes, and applicable geographic area. *(2,000 character count limit)*

Population: The Grant Activity helps households at risk of homelessness, defined as individuals and families who report that losing three or more paychecks in a row would force them out of their homes. The circumstances for which the Grant Activity is intended are described by two basic scenarios: (1) the person or family is exiting a homeless shelter with enough income to live in permanent housing but needs the first month's rent or utility check to secure an apartment, or (2) the person or family has a permanent residence (apartment), but due to unforeseen events does not have money for rent and/or utilities for the next month and needs emergency assistance.

Group size: The Hawai'i Housing Policy Study, 2011 by SMS showed that the percentage of at-risk homeless in Hawaii increased between 2006 and 2011 from 19.6% to 24.3%, using the three-paycheck definition. Out of 310,882 households in the City & County of Honolulu, 7,554 were categorized as at-risk homeless. In terms of individuals, assuming an average number of persons per household at 2.96 (U.S. Census Bureau), the approximate number of at-risk homeless persons would be 22,360.

Group attributes: Households that qualify for emergency rental/utility assistance at the Family Services Office include those that fall below the poverty level, the poor, the elderly on a fixed income, those who are homeless or who have just lost their job, and the working poor. Researchers for the 2011 SMS study asked all homeowners and renters, "What would you do if you or your family were forced to move out of your home and had no place to live?" People who answered that they would be homeless were typically paying low rents or had no mortgages, and many are already doubled up or expect to be doubled up the next time they move. They were "less established" single parents, members of unmarried couples, the parents of very young children, and disproportionately high numbers of widowed and divorced persons.

2. Describe the need for this Grant Activity and provide the data to justify the Grant Activity. *(4,000 character count limit)*

The number of households at risk of homelessness is on the rise, according to a report released in November 2013 by the Center on the Family at the University of Hawaii and the Homeless Programs Office of the Hawaii State Department of Human Services (DHS). This is happening even as the population of chronically homeless people in our state has stabilized and even declined slightly.

In Hawaii, according to the 2013 Homeless Service Utilization Report, the total number of clients served by shelter and/or outreach services programs dropped for the third consecutive year, and by 2.4% since 2012. City and County of Honolulu trends have paralleled those of the state: the number of homeless service clients in Honolulu has

decreased by over 900 since its 7-year high of 10,432 in 2010.

So there is cause for cautious optimism in decreasing long-term homelessness. However, new data in the report suggests that more homeless people in Hawaii are leaving shelters to enter permanent housing. In FY 2013, 47% of singles and 70% of families who received transitional housing services exited to permanent housing. This was an improvement over 2012, in which 46% of singles and only 64% of families exited transitional shelters to permanent housing. These families are among those who are precariously housed and may need financial assistance to overcome unforeseen challenges like illness, divorce, loss of income – in order to remain housed and not slip back into homelessness.

Service providers should put more financial resources into keeping people in permanent housing through emergency rental/utility assistance, which is much less costly than social services for the chronically homeless.

"Jobs/earned income" was the largest single source of income among those exiting homeless shelters. In the City and County of Honolulu, among those exiting transitional shelters who reported income, a full 55% reported earned income at the time of exit. However, the average income was very low: the monthly household income at exit at 80th percentile ranged from $1,200 to $2,000. This included both earned and unearned income (examples of unearned income are Social Security Disability Insurance, Supplemental Security income, and other government assistance). According to the 2013 report, "Compared to the 2013 Federal Poverty Guidelines for Hawaii, these households, at 80th percentiles of all exiting households, remained slightly under or slightly above poverty even when unearned income from private and public programs was counted."

A New York Times article published December 9, 2013 ("With Rental Demand Soaring, Poor are Feeling Squeezed"), reports that "The share of renters paying more than 30 percent of their income for housing jumped to 50 percent in 2010 from 38 percent in 2000. For renters with incomes less than $15,000 a year, 83 percent pay more than 30 percent of their income in rent."

Only a handful of providers besides the Family Services Office help the general at-risk homeless population. According to the Aloha United Way 211 database, a total of 10 agencies provide emergency rental payment assistance on Oahu. But about half of them limit their assistance to specific medical conditions (HIV-positive clients and families) or require specific eligibility (military).

The federally funded Section 8 Program is available for people who need ongoing rent subsidies. But Section 8 serves a different clientele and does not address the one-time emergency for families who are walking the thin line between self-sufficiency and living in a shelter - whether they are making the step out of a transitional facility and need a helping hand of one month's rent, or living in a permanent residence but faced with eviction following an emergency.

3a. Provide a description of the Grant Activity. *(1,000 character count limit)*

We offer financial assistance for emergency housing/utility help only. For First Month's Rent, client must be homeless or at-risk and provide verification. For Past Due Rent, client must have an eviction notice and be able to show that the eviction is due to an unexpected circumstance beyond their control. Applicants must show that they have done all they can to resolve the problem and that they have enough income to cover future monthly expenses. Financial assistance is limited to once every 12 months and twice in a lifetime.

Potential clients complete an application and provide information on any prior assistance. Clients must accept counseling from a case worker and complete a life skills workshop as a condition of assistance. Checks are mailed directly to the landlord or approved vendor listed on the applicant's lease. Clients are encouraged to initiate regular contacts with our office to report progress. Post-assistance follow-up is conducted by phone and occasional site visits.

3b. Explain how and why you chose this approach to the problem or opportunity. *(2,000 character count limit)*

Through 25 years of service at The Salvation Army Family Services Office, our experience has been that those who were most recently housed and previously self-sustaining are the most likely to regain that status with a modicum of help, and thus are a sound priority expenditure of scarce grant and donation dollars toward recovery of stability.

Our goal is to not just give a handout for the moment, but also provide clients with a hand up towards stability. Limiting the financial assistance we give helps ensure that as many families as possible can get help in an emergency.

Unfortunately, the longer a person is homeless, the longer they tend to remain homeless, or unsuccessful at transitioning back to permanent housing. This is why avoiding homelessness for families at risk is most crucial, and getting the newly homeless back into shelter is so important.

Our longstanding practice of providing emergency assistance to the at-risk homeless is validated by the National Alliance to End Homelessness in its "Recommendations for Effective Implementation of the HEARTH Act – Continuum of Care Regulations," wherein rapid re-Housing is identified as a best practice. (The Homeless Emergency Assistance and Rapid Transition to Housing, or HEARTH Act, was signed into law in 2009. The Act made significant improvements to HUD's McKinney-Vento Homeless Assistance Grants program -- the primary source of federal funding for programs serving people experiencing homelessness.)

According to the recommendations, "Rapid re-housing is widely recognized as a best practice for ending homelessness. Data from the Homelessness Prevention and Rapid Re-Housing Program (HPRP) and from various communities points to an intervention that effectively reduces homelessness through the use of short- to medium-term rental subsides, housing location services, and voluntary, home-based service provision."

3c. Describe the Grant Activity scope of services and outcomes, including how these services and outcomes directly benefit the target population for the Grant. *(3,000 character count limit)*

If the Grant Activity is in the area of Public Service, begin with a statement of the number of individuals (seniors, persons with disabilities, children, domestic violence victims, homeless persons, persons suffering from substance abuse, persons suffering from mental health issues, other) that the Grant Activity will directly benefit during the Grant Term.

If the Grant Activity is in the area of Arts, Culture, Community/Economic Development or Environment, begin with a statement as to how the Grant Activity contributes to the well-being and life quality of a local, low to moderate income, community (e.g. creation/development of community organization; provision of planning, organizational support, and technical assistance to organizations; provision of financial literacy programs/services; provision of micro-enterprise/business training; provision of cultural/environmental support programs; other) and provide the approximate population size for that community.

The Family Services Office Homeless Prevention project (the Grant Activity) will benefit 107 individuals who are homeless or at imminent risk of becoming homeless during the Grant Term.

Salvation Army programs and services vary with local needs. On Oahu, the Family Services Office was established to help residents meet basic household needs in times of personal or other emergency. The Family Services Office provides help to all kinds of needy families – not just emergency rental assistance to those who are homeless or in danger of falling into homelessness. Basic material assistance, referrals to other services, food assistance, toys at the holidays for children, clothing vouchers – these are just some examples of the diversified array of services provided by the Family Services Office.

The proposed scope of services for the Grant Activity includes emergency assistance to the homeless or those at imminent risk of homelessness. To this end, FSO will provide: one-month rent or utility payment (directly to landlords); food boxes and critical support peripherals; clothing vouchers; a resource management and budgeting course; and information and referrals to other helping sources and specialties.

The Hana Pono'i (life skills/budgeting) workshop teaches budgeting techniques as well as goal setting to motivate and educate our clients, and to help them manage their own resources. We provide them with the necessary skills (such as spending, stretching, and saving) to help make improved life decisions.

Many clients facing eviction require not only financial assistance and life skills education, but also help in understanding the complicated and fast-paced legal process. In most cases, the client is better off remaining in their current residence rather than being evicted and facing the additional costs of moving. If necessary, clients are referred to the Legal Aid Society of Hawaii for additional representation.

3d. Clearly state timelines, measurable milestones and/or specific events tied to the Grant Activity's objectives, or other performance measures appropriate to the desired outcomes. *(3,000 character count limit)*

On average, the Family Services Offices provides emergency rental/utilities assistance in the amount of $1,800 per eligible household. With $66,566.35 allocated from the hoped-for Grant in Aid fund our goal is to help 36 households during the grant period, comprised of approximately 107 individuals. (The number of individuals was calculated based on the average household size in Honolulu County (U.S. Census 2007-2011 American Community Survey 5-year estimates.)

Our monthly milestone is to assist 3 eligible at-risk households to get or maintain permanent housing each month, and through counseling and follow-up, to ensure that they retain permanent housing for at least six months without additional assistance. During the GIA funding period, the Family Services Office will record and track both the amounts of services provided and the clients who received services. Annually, the output and outcome data collected and other program related information will be used to provide potential funders with a meaningful rationale for why their added financial support of the program is a good investment in improving the lives of the clients served who need such assistance.

Outcome objectives

Participants: At-risk homeless persons who received assistance and obtained permanent housing and retained for a minimum of six (6) months

Projected Number of households	36
Average number of persons per household in Honolulu County	x 2.96
TOTAL # OF AT-RISK HOMELESS PERSONS RECEIVING ASSISTANCE	107

3e. If the Grant involves a partnership, provide a description of each partner's role. *(2,000 character count limit)*

Not applicable

4. Describe with substantiating data the experience of the organization implementing the Grant Activity (including past performance of activities similar or related to the Grant Activity) and qualifications to implement this Grant Activity, including: (i) strengths and weaknesses in relation to the Grant Activity; and (ii) capacity and resources to achieve the stated outcomes (e.g. plan, leadership, staff size and abilities, facilities, community relationships). *(6,000 character count limit)*

The Salvation Army is an international organization that meets the physical and spiritual needs of people in 125 countries around the globe, without discrimination. Locally, The Salvation Army Hawaiian and Pacific Islands Division has grown from its beginnings in 1894 into a well-established and comprehensive network of social services and religious

programs in Hawaii and across the Pacific Islands. We serve thousands of men, women and children each year – a total of 134,361 in 2012 alone.

Providing help for those who are homeless or at risk of homelessness has been an integral part of The Salvation Army's mission since its inception, and our Family Services Office has been a front-line provider of these critical services on Oahu since 1987. The purpose of the Family Services Office is "To provide material and educational assistance to families in need to enhance self-sufficiency with love, respect, and integrity to all." We try to meet basic needs while helping families build the skills they need to support themselves.

The Family Services Office is one of the largest and most effective providers of rental assistance grants on Oahu. The number of households we can help with the emergency rent/utilities aspect of our services is highly dependent upon grants received for this purpose. The greatest challenge we face is limited funds for emergency rental/utility assistance.

The problem of precarious housing is especially acute in urban Honolulu, which has the second-highest gross monthly rent in the country, according to the U.S. Census Bureau. Approximately 400 households per year request financial assistance from the Family Services Office. During the 12-month period ending September 30, 2013, we were only able to assist 141 households.

We are proud of our success rate with the limited emergency assistance we have been able to give. In 2011 298 households (601 individuals) at risk of homelessness received rental assistance and self-sufficiency training; six months later three-fourths remained housed. In 2012 141 households (423 individuals) at risk of homelessness received rental assistance and self-sufficiency training; six months later 58% remained housed.

The Family Services Office is located in the middle of Kalihi. Since moving there in November of 2009, the number of clients served has tripled, because of the location in a poorer section of town (although we serve people from all over Oahu), and the effects of the economic crisis of 2009. The office consists of a Program Manager, two case workers, and volunteers.

Our office is managed by Lanay'tte "Ku'uipo" Paia, who has 13 years of experience in social services out of a total of 15 years with The Salvation Army. The other case worker on staff is Kaiserlyn Sataraka, whose duties are client intake, case management, and data entry, with over 6 years' experience. Program oversight is provided by Major Patricia Rasmussen, the de facto third in command of The Salvation Army Hawaiian and Pacific Islands Division. Major Patricia is a life-long Salvationist with a deep knowledge of Salvation Army programs and operations. Her past experience includes work as a research grants administrator and nearly 20 years as a paralegal. This combination of experience and skill gives her the ability to manage and motivate personnel assigned to specific tasks and goal-oriented programs.

During its many years of operation, The Salvation Army's Family Services Office obtained government grant funding from various City, County and States sources, and

has provided clients with emergency assistance services as described below.

State Homeless Emergency Grant (SHEG), awarded by the Hawaii State Department of Human Services. The Family Services Office operated this grant for six years.

Emergency Food and Shelter Grant (EFSG), awarded by the Honolulu Local Board of the Emergency Food and Shelter National Board Program. We managed this grant for more than four years. As government funding and the economy begins to rebound we are hopeful that future funds will again emerge to enlarge upon services in this area.

The Family Services Office has long fostered collegial relationships with many service providers on Oahu, with whom they frequently exchange referrals. They include Helping Hands Hawaii; the Institute for Human Services, Inc.; Catholic Charities Hawaii; Kalihi Palama Health Care; Wai'anae Coast Comprehensive Health Center; Parents and Children Together; Honolulu Community Action Program; Queen Liliuokalani Children's Center; and many others.

Because there are only a handful of nonprofit organizations that offer rental assistance on Oahu, other social service agencies frequently refer clients to the Family Services Office. Information about the program is also available on The Salvation Army website, in the quarterly newsletter, and through Aloha United Way 211. Similarly, the Food Pantry (which we coordinate with other provider agencies) has been in operation since 1987 and is well known. People who come for food distribution can easily find out about the rent and utility assistance we offer.

5. Describe the plan of the organization implementing the Grant Activity to sustain the activities after the requested funds are exhausted. *(2,000 character count limit)*

We have always combined public and private support, along with hard work and prayer, to secure sufficient funds to bring meaningful help to people in various types of crises. Through the years we have been periodically successful in securing large cash gifts dedicated to this type of assistance and we continue to cultivate repeats of those gifts. We are also helped by yields from estate trusts, special direct mail contribution raising, internet web site fundraising, United Way participation, and other special government funded assistance programs for various topics. But The Salvation Army continues to hold forth and somehow always manages to attract just enough to meet the needs immediately in front of it.

We are not naive enough to believe that all problems to be addressed through the funding being applied for will be forever solved once the grant funding is exhausted. Blessedly, some individuals helped during this grant period will be forever redeemed from their condition of want and need. But sadly, there will come thousands more in the future to take their place; and among the first agencies they will turn to will be The Salvation Army.

Our plan is to keep asking, keep cultivating new donors, keep finding ways of being ever more efficient in our expense patterns and always seeking to lower operational

costs in order to EARN the confidence of the donating public and granting sources. Along the way we are constantly mindful of our future needs and thus maintain a development staff who seeks not only current gifts, but also future support through structured giving via estate planning, charitable remainder trusts and charitable gift annuities.

We have managed to keep helping the poor and needy of Honolulu for 120 years. With God's help and your assistance too - we shall keep that tradition alive for many more years.

6. Describe how the Grant Activity will be funded. *(1,000 character count limit)*

The total Family Services Office budget is $888,748.95, of which $738,748.95 is secured. We seek $150,000 in Grants in Aid funds from the City and County of Honolulu. The secured funds come from direct cash unsolicited gifts, contributions to the Christmas Kettles, and direct mail campaigns; interest yields from non-reducing trust accounts both at The Salvation Army Territorial Headquarters and Hawaii banks; and gifts in kind. We also receive online donations from people reading our website and responding with gifts, and spontaneous gifts from people touring our facility or just stopping by. Probably one-third or more of the donations to The Salvation Army Hawaiian and Pacific Islands Division is "general contributions" by intent, and the donors trust The Salvation Army to apply the monies to the area of our service that is most in need.

SECTION IV
GRANTEE EXPERIENCE WITH DEPARTMENT OF COMMUNITY SERVICES GRANTS

Identify the DCS administered grants undertaken by Grantee (or Fiscal Sponsor) in the last five years (To be verified by the City).

Grant Activity Name & Contract #: Community Benefit Grant Agreement, Contract #CT-DCS-0900359
Grant Period: 5/27/09-5/27/10 Grant Amount: $15,000
Grant Purpose: Food assistance to families and individuals on Leeward Coast
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: Department of Community Services

Grant Activity Name & Contract #: FTA New Freedom (5317) Subrecipient Agreement, Contract #SC-DTS-1200126
Grant Period: 6/29/12-12/31/16 Grant Amount: $241,698
Grant Purpose: Transportation services for Adult Day Health Services (ADHS) program
Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
Administrating Division: Department of Transportation Services

Grant Activity Name & Contract #: Subrecipient Agreement – Emergency Shelter Grants Program – Contract # F62007
Grant Period: 3/1/07-3/31/08 Grant Amount: $53,747
Grant Purpose: Homeless Prevention Services
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: Department of Community Services

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

RGP-DCS-GIA2015

THE FOLLOWING PAGES SHALL BE DETACHED FROM THE RGP DOCUMENT AND SUBMITTED.

APPENDIX F: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2015

67

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts including spaces. Recommended fonts: Arial, Times Roman, Helvetica. Recommended font size: 12 point.

SECTION I
SUMMARY

Grantee Legal Name:	United States Veterans Initiative
Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
Grant Activity Name:	Homeless Veterans Housing Program

Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

United States Veterans Initiative (U.S.VETS) was established as a non-profit in Los Angeles in 1993 and began Hawaii operations in 2002. Its mission reads: The successful transition of veterans and their families through the provision of housing, counseling, career development and supportive services. In Hawaii, the mission serves the wider population of all persons experiencing homelessness.

Briefly describe the Grant Activity and need being filled. *(400 character count limit)*

The U.S.VETS Veterans-In-Progress (VIP) program serves veterans experiencing homelessness on Oahu and delivers a comprehensive set of housing, treatment, employment and housing placement services. Funds are requested for one-time (periodic) costs of transport van replacement, bed replacement, food storage equipment in addition to support for daily food costs for the new women veterans program.

Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

Outcomes as approved by the Department of Veterans Affairs:
1) Total veterans served annually (unduplicated) = 300 veterans
2) Veterans placed into employment = 100 veterans
3) Veterans maintained sobriety at program exit – 80% sobriety maintenance
4) Veterans program exit to permanent housing – 65% (130 out of 200 veterans)
5) Six-month permanent housing retention – 80% of veterans placed

Council District
(Check all districts that will benefit from the Grant Activity. Provide the amount requested per district).

☒ District 1 $78,750	☐ District 2 $	☐ District 3 $

RGP-DCS-GIA 2015

☐ District 4 $	☐ District 5 $	☐ District 6 $
☐ District 7 $	☐ District 8 $	☐ District 9 $
Total Amount Requested (Minimum of $25,000):	$78,750	

RGP-DCS-GIA 2015

Type of Grant Activity:		
☐ Arts	☐ Culture	☐ Community Development
☐ Economic Development	☐ Environment	☐ Public Service - Seniors
☐ Public Service - Children	☐ Public Service - Disabilities	☒ Public Service - Homeless
☐ Public Service – Domestic Violence	☐ Public Service – Substance Abuse	☐ Public Service – Mental Health
☐ Public Service – Other (describe):		

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; and (iv) has the requisite skills and knowledge to assert the foregoing certification.

Kimmkbrook, PsyD — 12/18/13

Signature of Grantee (Fiscal Sponsor) Officer — Date

Printed Name and Title:

RGP-DCS-GIA 2015

SECTION III
GRANT ACTIVITY INFORMATION

1. Provide a brief summary description of the problem being addressed, including the population, target group size and attributes, and applicable geographic area. *(2,000 character count limit)*

Homelessness among veterans continues to be a significant problem in Hawaii and around the country. In the recent 2013 Point-In-Time count, a one-day total of 558 veterans (398 on Oahu) were found living in streets, parks, and shelters. The annual University of Hawaii homeless utilization reported over 800 veterans entering services during the past year, with 443 experiencing unsheltered or "street" homeless on Oahu.

While national statistics on veterans homelessness has shown sizable decreases in many areas of the country, the State of Hawaii, especially Oahu, continues to experience stagnant levels of veterans homelessness, including more new and younger veterans experiencing homelessness for the first time. Due to its large military presence, many veterans stay or return to Hawaii due to their service connection after their military discharge. While each veteran has a unique experience, many follow a scenario that includes untreated mental illness, follow by increased substance abuse then separation from family or friends, lost employment, withered support network, and eventual homelessness.

Demographics and health characteristics of the homeless veteran population (2013 U.S.VETS statistics) include:

1) Gender: Male 95% Female 5%
2) Average : 47 years (only adults over 18 years)
3) Disability (estimates): Mental Illness (including PTSD) 40%; Substance Abuse 70%; Physical Disability 30%; Chronic Health Condition 40%.
4) Employment: Full-time 10%; Part-time 5%; Unemployed 85%
5) Length of Homelessness: 3+years 15%; 1-3 years 25%; Less than 1 year 60%

Delivery of services to women veterans has been refined over the years to meet the growing needs of female veterans discharged who fall into homelessness as females represent a large part of the military. U.S.VETS ADVANCE women's program provided separate facility and staff that address and support the unique needs of female veterans especially those with a history of violence in the military or civilian life.

2. Describe the need for this Grant Activity and provide the data to justify the Grant Activity. *(4,000 character count limit)*

Ending homelessness among veterans has become a national priority being championed by the Department of Veterans Affairs (VA), the Department of Labor (DOL) , the Department of Housing and Urban Development (HUD) and the Obama Administration. At the federal level, over 300 million in new funding has been appropriated in the past three years. The VA has set a goal to end veteran homelessness (or at least long-term chronic street homelessness) by 2015.

The VA annually compiles a comprehensive needs list for veterans in each area of the country. VA data show that the State of Hawaii, and Oahu in particular, continue to have great need for comprehensive homeless reintegration services for both male and female veterans. HUD, a key partner in the plan to end veteran homelessness, requires that communities track the need for homeless services for the veteran population in the annual request for homeless assistance funding. The DOL has also created several funding streams over the last five years to specific address the needs of different homeless veteran population including women, families with children, and incarcerated veterans.

U.S.VETS' Back-To-Work Veterans-In-Progress program which receives core funding

from all three federal departments has proven to be an effective intervention that can move veterans from homelessness to housing, addiction to sobriety, and poverty to economic sustainability. The agency has received 10 straight contract renewals by both the VA and HUD. The DOL has also awarded it employment-specific funding for 9 out of the last 10 years.

Since its inception in 2003, the program has delivered residential-based services to over 2,000 homeless veterans. Outcome records from U.S.VETS evaluation department show the following key outputs and outcomes over the past four years:

1) Total homeless veterans served - 1,362 new unduplicated veterans (136 new entries per year)
2) Average veterans served annually - 250 unduplicated veterans on average served during the year
3) Total beds night - 322,726 beds night (91% capacity over 10 years)
4) Employment placements - 996 veterans placed in first job (100 placements per year)
5) Outreach - 3,785 duplicated veterans engaged (approximately 55% program placement rate)
6) Permanent Housing Placement Rate – 66% placement into permanent/long-term housing.

The recently implemented new ADVANCE women's program (previously women were served at the men's facility) has annually goals to serve 40 homeless female veterans and to place a minimum of 65% into permanent housing. Through the first 10 months of ramp up, the program has served 27 female veterans with 70% moving from homelessness to permanent housing.

This high level of success also helps the overall Continuum of Care meet its community goals in the areas of permanent housing placements and employment income and receive over $9 million in federal homeless assistance from HUD annually. Each year, U.S.VETS submits annual performance reports to HUD, VA and DOL officials. Overall, performance typically shows U.S.VETS meeting or exceeding 80%+ of performance goals. U.S.VETS' programs and service to veterans has been recognized in many states including Hawaii, California, Nevada, and Arizona and by the National Coalition for Homeless Veterans.

3a. Provide a description of the Grant Activity. *(1,000 character count limit)*

U.S.VETS' Back-To-Work Veterans-In-Progress (VIP) program serves up to 98 homeless male veterans and 20 female veterans. The program delivers a comprehensive set of services including:

- Street Outreach to veterans living unsheltered
- Basic services (housing, meals, hygiene, mail, storage)
- Case Management including Service Plan development
- Mental Health and Drug screening and referral to VA for services
- Job Skills, Job Bank, Placement and Retention services
- Computer Career Center (10 computers)
- Permanent Housing Placement
- Legal Services
- VA Benefits Counseling
- Sobriety maintenance (after-care) and peer support
- Van Transportation
- Faith/Worship opportunities

Veterans may stay up to 2 years. U.S.VETS enforces a strict zero tolerance program with weekly random testing. Female veterans in the women's program receive identical services in addition to women-specific services including violence and trauma services and family separation and/or reunification services.

RGP-DCS-GIA-215

3b. Explain how and why you chose this approach to the problem or opportunity. *(2,000 character count limit)*

U.S.VETS' approach to end homelessness among veterans employs many Best Practices identified by SAMHSA (Substance Abuse and Mental Health Services Administration). The approach is also supported with core funding from the Department of Veterans Affairs (VA). The following five points further highlight the efficacy of the U.S.VETS approach:

1) The VIP program, a Back-to-Work transitional housing approach, is a model that is supported by the Department of Veteran Affairs Grant and Per Diem GPD program. Overall, the GPD model is based on evidence developed by the VA who funds over 300 similar programs. The specific of the U.S.VETS GPD model is based on the agency's experience at its other nine sites in the country that has housed well over 20,000 veterans in the past 20 years.

2) U.S.VETS approach to sober transitional housing fosters a therapeutic environment, known as a Best Practice, for veterans in recovery of substance abuse and untreated mental illness. While enforcing a strict zero tolerance policy, U.S.VETS plans for relapse and re-entry into the program since it is understood that relapse is part of the recovery process. Approximately 1/3 relapse and re-enroll.

3) U.S.VETS integrates the Best Practice of Intensive Outpatient Treatment where veterans in recovery of substance abuse can focus on learning techniques and new activities to maintain sobriety.

4) U.S.VETS engages veterans through assertive outreach, another established best practice, that focuses on building trust with the client through multiple outreach encounters.

5) U.S.VETS service modality also employs techniques of Motivational Interviewing. In contrast to case management that gives one size fits all dictates, Motivating interviewing, a known Best Practice, puts the onus of decision making on clients, thereby empowering them to take responsibility for their actions. Staff present choices and explain outcomes, both positive and negative, of these choices.

3c. Describe the Grant Activity scope of services and outcomes, including how these services and outcomes directly benefit the target population for the Grant. *(3,000 character count limit)*

If the Grant Activity is in the area of Public Service, begin with a statement of the number of individuals (seniors, persons with disabilities, children, domestic violence victims, homeless persons, persons suffering from substance abuse, persons suffering from mental health issues, other) that the Grant Activity will directly benefit during the Grant Term.

If the Grant Activity is in the area of Arts, Culture, Community/Economic Development or Environment, begin with a statement as to how the Grant Activity contributes to the well-being and life quality of a local, low to moderate income, community (e.g. creation/development of community organization; provision of planning, organizational support, and technical assistance to organizations; provision of financial literacy programs/services; provision of micro-enterprise/business training; provision of cultural/environmental support programs; other) and provide the approximate population size for that community.

Breakdown of number of individuals (veterans) served under the major subpopulations categories include: (unduplicated counts)

1) Veterans = 250 persons
2) Homeless = 250 persons
3) Seniors (60+ yrs) = 12 persons
4) Persons with disabilities = 200 persons
5) Children = 0 persons
6) Domestic violence victims = 12 person (recent history of DV)
7) Mental Illness = 75 persons

8) Substance abuse = 150 persons
9) History of Chronic homeless – 100 persons.
10) Females = 25; Males – 225 persons

The progression of services delivered to beneficiaries of the grant activity can be summarized in the following five activity sets:
1) U.S.VETS mobile outreach team visits over 60 urban and rural areas of Oahu where homeless persons congregate throughout as well as at emergency shelters. The outreach team identifies veterans and engages them with information about the U.S.VETS VIP program and meeting immediate needs. Outreach staff revisits individuals who are not initially interested in. Upon interest, eligibility is checked with the VA.
2) Intake into program includes transportation with belongings to the VIP program (separate facilities for men and women). Veterans are provided with full hygiene services (bathroom, laundry) and are assigned shared-living space (4 men per room, 2 women per room). Complete intake and assessment is complete including screening for mental illness, substance abuse, physical disabilities or other chronic health conditions. Drug testing is performed and TB testing is performed.

3) Veterans receive clinical case management services including development of Individualized Service Plan that identifies client-articulated goals that work to eliminate barriers to housing retention. Individuals in need of drug treatment (about 60%) are referred to the VA or to on-site provider. Treatment typically extends 4 to 6 months. Veterans progress through 3 program phases as they complete treatment and then workforce program component. Completion of each phase brings more program privileges

4) Successful veterans typically look for permanent housing transition after 9 to 12 months in the program. Multiple options provided by U.S.VETS are offered to encourage veterans to live in sober housing. Many veterans return to live with family. Six month housing retention follow-up is performed.

VIP program activities are delivered work to achieve the three global program goals: 1) Permanent housing retention, 2) Increased income and benefits, and 3) Increased self-determination. The VIP program provides a safe and sober living situation where veterans have the opportunity to stabilized, strengthen, gain new living skills, reintegrate into the workforce, and re-settle back into the community. All services are delivered with the primary goal of ending their recent bout of homelessness and reducing the chances of homeless recidivism.

3d. Clearly state timelines, measurable milestones and/or specific events tied to the Grant Activity's objectives, or other performance measures appropriate to the desired outcomes. *(3,000 character count limit)*

Performance Measures

As required by the VA, DOL and HUD, as primary funders, U.S.VETS' VIP program collects empirical data on key performance outcomes. U.S.VETS clinical and evaluation staff tabulate, review and present the data to the executive management team. Key annual performance (outcomes) measures include:

1. A total of **250 homeless veterans** will annually enroll in the Veterans in Progress (VIP) Back-to-Work program. Total represents both individuals enrolled at the beginning of the year (approximately 90-95) and new unduplicated veterans enrolled during the year (approximately 160-165).

2. **70% of VIP participants** that enroll in Intensive Outpatient Substance Abuse Treatment (IOP) will complete IOP while enrolled in the program
3. A total of **100 homeless veterans** will find paid employment prior to program exit.
4. **65% of VIP participants** exiting the program will transition to permanent housing or long-term transitional housing, as appropriate.
5. **50% of VIP participants** will increase either earned income from employment or appropriate cash benefits (VA, SSI, SSDI, GA, other) at the time of program exit.
6. **70% of VIP participants** successfully exiting workforce placement will retain paid employment for three additional quarters.
7. **75% of VIP participants** will maintain sobriety from program entry until exit.
8. **75% of VIP participants** placed into permanent housing will retain housing at month 7.

Timeline:

U.S.VETS' Veterans-In-Progress (VIP) program has been on-going since November, 2003. The new, separate women ADVANCE program began initial implementation in January, 2013. Both programs currently operate and will continue operations after spend down of requested funds. Below is the projected timeline for grant activities related to the use of requested funds from this FY15 Grant-In-Aid.

July, 2014:	Signed grant agreement with City and County
July, 2014	Begin monthly expenditure of funds for women's food costs ($2,083/month). Begin Monthly reporting of expenses and requests for reimbursements.
Aug, 2014	Begin vehicle and equipment bids (three bids for items over $5,000)
Sept, 2014	Select winning bids and plan purchases including allocation of matching funds
Oct, 2014	Complete Van purchase
Nov, 2014	Install new beds purchase (including disposal of old beds)
Dec, 2014	Purchase and installation of kitchen equipment
Feb, 2015	All equipment purchases should be completed; continue monthly drawdown of food expenses for women's program.
June, 2015	Submit final report

Reporting:

U.S.VETS will comply and complete monthly financial and performance reports detailing progress towards key objectives identified in this proposal and through final grant agreement.

3e. If the Grant involves a partnership, provide a description of each partner's role. (*2,000 character count limit)*

The VIP program has long been a partnership with many agencies and government department. Below is a list of key partners and their responsibilities:

1) Department of Veterans Affairs – Screens each client for veteran eligibility (must be honorable or general discharge). Provides medical, psychiatric and substance abuse services. Provides peer mentors. Provides VASH housing vouchers for disabled veterans. Provides approximately $1.6 million annually for operations.

2) Legal Aid Services of Hawaii – Provides legal assistance through on-site weekly counseling or through referral to its primary location in Honolulu.

3) Hina Mauka – Provides on-site intensive outpatient treatment services to individuals best served outside the VA treatment services system.

4) Department of Labor – Provides support, funding and monitoring of employment reintegration services for veterans returning to work. Provides $200,000 annually in funding.

5) Cloudbreak Hawaii LLC – Provides affordable long-term housing in a sober environment on the campus of the U.S.VETS VIP program.

6) Oahu Continuum of Care – Coordinates services and assists in the advocating of resources and best practices to reduce homelessness in Oahu. U.S.VETS COO Darryl Vincent has served as Chair of the Continuum for the past three years. Multiple U.S.VETS staff have either chaired or served on multiple committees.

7) Department of Human Services, State of Hawaii, Homeless Division – Receives funding from DHS for transitional housing within VIP program. Completes HMIS requirements and advocates for improved programming to reduce homelessness. Provides $142,500 in annual funding.

8) Department of Housing and Urban Development – Provides funding for case management and food expenses in the amount of $325,000 annually.

U.S.VETS also receives services through partnership with many civic and faith-based organizations on the Island of Oahu that provide veterans with supportive services.

4. Describe with substantiating data the experience of the organization implementing the Grant Activity (including past performance of activities similar or related to the Grant Activity) and qualifications to implement this Grant Activity, including: (i) strengths and weaknesses in relation to the Grant Activity; and (ii) capacity and resources to achieve the stated outcomes (e.g. plan, leadership, staff size and abilities, facilities, community relationships). *(6,000 character count limit)*

PAST PERFORMANCE:

Since programming began in 2003, U.S.VETS has served over 3,000 homeless veterans with outreach, housing, employment and treatment services. U.S.VETS VIP program outcomes for the past four years (FY10 through FY13) include the following:

1) Total homeless veterans served - 1,362 new unduplicated veterans (136 new entries per year)
2) Average veterans served annually - 250 unduplicated veterans on average served during the year
3) Total beds night - 322,726 beds night (91% capacity over 10 years)
4) Employment placements - 996 veterans placed in first job (100 placements per year)
5) Outreach - 3,785 duplicated veterans engaged (approximately 55% program placement rate)
6) Permanent Housing Placement Rate – 66% placement into permanent/long-term housing.

STRENGTHS OF GRANT ACTIVITY:

The strengths of the VIP program center on the ability to provide a safe, sober and therapeutic environment where veterans are empowered to take control over the lives and make positive choices as they move from homelessness to housing, substance abuse to sobriety, and unemployment to employment. The success of veterans enrolled in the program (as detailed above) speaks to the strength and worthiness of the program.

WEAKNESSES/CHALLENGES OF GRANT ACTIVITY:

While the VIP program effectively serves many homeless veterans in need, the needs of

the veterans are far broader than this program can effectively serve. Key subpopulations that have not found success thru U.S.VETS VIP services include the following:
1) Veterans who are chronic alcoholics or unwilling to maintain sobriety – Due to the program's zero tolerance regulations, veterans who are homeless and active abusers are discharged from the program. New Housing First, "wet", low-demand Permanent Supportive Housing is being developed to serve this population.
2) Veterans with families cannot be served directly through the VIP program since it is limited to single adult households due to living environment. U.S.VETS does offer veteran families with children accommodations at its Waianae Civic Center and/or Kahikolu Housing Complex.
3) The VIP program is a structured intervention that limits independence of veterans until milestones in sobriety and employment are reached. Many veterans, even those who are sober, do not want to conform to any rules or regulations regarding their housing, even when facing homelessness.

PROGRAM LEADERSHIP:

U.S.VETS Veterans Operations has an annual budget exceeding $4 million and employs a total of 38 FTE. The annual budget for the VIP program is $2.4 million. Key staff and their experience includes:

Kim Cook, Psy.D., Executive Director, has worked in the field of substance abuse, mental illness and homelessness for more than 10 years. Prior to becoming Executive Director in 2011, Dr. Cook served as Clinical Director for 2 years. She supervises a budget of over $4 million and staff of 38 FTE. Dr. Cook provides direct oversight of all Grant Activities.

Lisa Mantooth, Operations Manager, joined the U.S.VETS team in 2013 and has nearly 20 years of experience providing accounting and administrative support in the non-profit field in Hawaii. Ms. Mantooth will handle grant administration as well as purchase of identified equipment and expenses requested in the grant.

Leonard Smith, Program Manager, supervises clinical programs including the men's and women's Veterans-In-Progress programs. Mr. Smith holds a Masters in Counseling Psychology from the University of Hawaii and has worked with U.S.VETS for three years. Mr. Smith supervises day-to-day operations of the Men's VIP program and provides adjunct support for the Women's program.

Darryl Vincent, Chief Operating Officer, provides oversight of all U.S.VETS programs with special attention to the Hawaii Veterans program. Mr. Vincent served as Site Director of Hawaii Operations for six years until being named CO O of the agency. He has worked in the field of social work and homeless services for over 15 years. He has been recognized locally and nationally for his work with veterans.

FACILITIES:

U.S. VETS' facilities are located at Kalaeloa at the former Barbers Point Naval Air Station. Three buildings (1774, 34, 37) provide space for VIP housing and program services, permanent and long-term housing and office and administration. Dormitory facilities are located in building 1772. The facilities are held thru long-term lease from the VA to Cloudbreak Hawai`i, LLC who leases housing and program space to U.S. VETS. The current lease extends to 2020. U.S. VETS is provided exclusive use of building space by Cloudbreak, who provide on-site property management.

All buildings are inspected annually by the Department of Veterans Affairs who ensures

that services are provided in a safe and accessible structure. Current renovations supported by VA Life and Safety funds will upgrade the buildings and improve access for individuals with disabilities. Currently, the primary VIP program building (Bldg 1772) meets basic ADA accessibility requirements.

Facilities ensure appropriate space for housing/sleeping, hygiene facilities (bathroom, showers), meals, storage, exercise equipment, and laundry for veteran program participants. A Computer Career Center is also maintained on-site and provides essential classroom space for job readiness and related needs.

Community Relationships:

U.S.VETS fosters and advocates for partnerships and collaborations within homeless services as witnessed by both its U.S.VETS VIP program partnerships (grant activity) and its recent collaboration with seven agencies as part of its recent Malama Permanent Housing Project proposal. U.S.VETS' staff is very active with the Oahu Continuum Partners-In-Care, Statewide Homeless Coalition as well as advocating for homeless services annually at the state legislature.

5. Describe the plan of the organization implementing the Grant Activity to sustain the activities after the requested funds are exhausted. *(2,000 character count limit)*

Funds requested are primarily for needed equipment, replacement vehicle and health/safety expenses not typically paid for by the core federal funding sources. Funds are requested for additional food costs support for the new Homeless Women Veterans program (newly segregated from the men's program). The U.S.VETS VIP program receives core funding annual operations from the following sources:

1) Department of Veteran Affairs – Receives approximately two-thirds of operations funding ($1.6 million) through the VA's Grant and Per Diem funding stream. U.S.VETS receives funds for both the men's and women's program through this funding stream.

2) Department of Labor – Receives annual employment services grant of $200,000 (10% of operations) from the DOL's Homeless Veterans Reintegration Program funding stream. U.S.VETS has received renewals in 9 out of 10 years since 2004.

3) Department of Housing and Urban Development – Receives an annual grant of $325,000 that supports food and case management salaries for the VIP program. U.S.VETS has received 9 straight renewal awards since 2005.

In addition, the program receives funding from the State of Hawaii's Homeless Funding Stream ($142,500) and collects program fees from clients ($75,000) which provides additional money. In addition, fundraising efforts annually yield $57,500 in unrestricted funding. All funds needed for normal $2.4 million operations budget are in place. The GIA request will help pay for non-eligible, essential expenses that can maintain the program.

6. Describe how the Grant Activity will be funded. *(1,000 character count limit)*

As stated in the previous response, core funding for yearly $2.1 million VIP operation

budget for salaries, benefits, space costs, utilities, food, offices expenses and administrative costs are covered by core funding support from the VA, DOL, HUD as well as the State of Hawaii DHS Homeless Division and client program fees.

The requested funds will be primarily used to pay for non-normal (extraordinary one-time) costs related to the men's program infrastructure as well as supporting the implementation of the new women's veterans program. Additional matching funds from private foundation and/or fundraising sources will help pay approximately 25% of the total costs of the Beds/Mattresses and Van costs.

Specific to the women's program, increases in program capacity, client program fees and VA support coupled with decreases in total costs through partnership with other agencies will decrease need for additional financial support for operations requested as part of this GIA request.

RGP-DCS-GIA 2015

SECTION IV
GRANTEE EXPERIENCE WITH DEPARTMENT OF COMMUNITY SERVICES GRANTS

Identify the DCS administered grants undertaken by Grantee (or Fiscal Sponsor) in the last five years (To be verified by the City).

Grant Activity Name & Contract #: Homeless Veterans Substance Abuse CT-DCS 0900100
Grant Period: 1/2009 to 1/2010 Grant Amount: $90,000
Grant Purpose: Homeless Veterans Substance Abuse After-Care Support
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: DCS

Grant Activity Name & Contract #: Homeless Veterans Substance Abuse CT-DCS 1200235
Grant Period: 2/2010 – 3/2011 Grant Amount: $86,006
Grant Purpose: Homeless Veterans Substance Abuse After-Care Support
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: DCS

Grant Activity Name & Contract #: Homeless Veterans Substance Abuse CT-DCS 1000111
Grant Period: 4/2012 to 3/31/13 Grant Amount: $90,000
Grant Purpose: Homeless Veterans Substance Abuse After-Care Support
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: DCS

Grant Activity Name & Contract #: Waianae Civic Center – CT-DCS 1100332
Grant Period: 7/10 to 6/11 Grant Amount: $50,000
Grant Purpose: Food and Utilities support
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: DCS

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

5

THE FOLLOWING PAGES SHALL BE DETACHED FROM THE RGP DOCUMENT AND SUBMITTED.

APPENDIX F: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2015

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts including spaces. Recommended fonts: Arial, Times Roman, Helvetica. Recommended font size: 12 point.

SECTION I
SUMMARY

Grantee Legal Name:	Wahiawa General Hospital
Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
Grant Activity Name:	Acquisition of Emergency Room Equipment for Renovated, Expanded ER

Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Community leaders founded Wahiawa Hospital Association in 1944 and constructed Wahiawa General Hospital as a nonprofit acute hospital in 1957. WGH's mission is to provide a continuum of community healthcare needs, with care and services delivered in a warm, comforting environment, with a personal touch that is patient-centered and sensitive to the diverse community cultural values.

Briefly describe the Grant Activity and need being filled. *(400 character count limit)*

GRANT ACTIVITY
Grant will be used to acquire ER equipment, replacing dated equipment and adding improved diagnostic equipment to more efficiently and effectively evaluate, treat, and stabilize patients with emergency medical conditions.

NEED
WGH needs the equipment to maintain and improve quality service while handling 53 visits per day or 20,000 visits per year.

Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

Key elements to positive ER outcomes are improved facilities, diagnostic and treatment equipment, and quality staff. Equipment facilitates the ability to handle treatment volume (efficiency) and improve the ability to evaluate, treat and stabilize patients (effectiveness).
The measure of success is efficiently and effectively serving >53 patients per day or 20,000 emergency visits per year.

Council District **(Check all districts that will benefit from the Grant Activity. Provide the amount requested per district).**		
☐ District 1 $	☒ District 2 $400,000	☐ District 3 $
☐ District 4 $	☐ District 5 $	☐ District 6 $
☐ District 7 $	☐ District 8 $	☐ District 9 $
Total Amount Requested (Minimum of $25,000):	$400,000	

Type of Grant Activity:		
☐ Arts	☐ Culture	☐ Community Development
☐ Economic Development	☐ Environment	☐ Public Service - Seniors
☐ Public Service - Children	☐ Public Service - Disabilities	☐ Public Service - Homeless
☐ Public Service – Domestic Violence	☐ Public Service – Substance Abuse	☐ Public Service – Mental Health
☒ Public Service – Other (describe): Emergency Healthcare for Low-Moderate Income Residents in a Rural Community		

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; and (iv) has the requisite skills and knowledge to assert the foregoing certification.

R Don Olden

Signature of Grantee (Fiscal Sponsor) Officer

Printed Name and Title: R. Don Olden, CEO

12/18/2013

Date

SECTION III
GRANT ACTIVITY INFORMATION

1. Provide a brief summary description of the problem being addressed, including the population, target group size and attributes, and applicable geographic area. *(2,000 character count limit)*

POPULATION AFFECTED
Nearly one-sixth of the island's population or approximately 110,000 residents are serviced by the WGH ER, where patients come from Central Oahu from Kaena Point to Waimea Bay, and from Waianae to Pearl Harbor. The WGH Emergency Room is the closest location for many needing emergency medical care or the closest more accessible (open 24 hours per day) medical facility for many.
Moreover, the population in the area is growing at a rate of >4% per year, hence, the demand for ER services is similarly increasing.

PROBLEM
WGH critically needs to renovate and expand its emergency room to meet demands of the current patient caseload and meet the needs of modern regulatory requirements. Funds for acquiring current diagnostic and treatment equipment has not been readily available for WGH to maintain a modern emergency room equipped with appropriate equipment. The excellent ER physicians and staff depend upon their diagnostic and treatment skills to provide the necessary services and activities, though inefficiently. Without the needed equipment (along with an expanded facility) to improve its efficiency and its ability to handle more patients, residents are being "triaged" in the ambulance and less critical ones are diverted to other hospitals in order to avoid overcrowding.

2. Describe the need for this Grant Activity and provide the data to justify the Grant Activity. *(4,000 character count limit)*

GRANT ACTIVITY NEED

WGH needs the equipment to meet regulatory requirements and optimally treat 53 ER visits per day or 20,000 patient visits per year. The new equipment will replace dated equipment and add improved diagnostic equipment to more effectively evaluate, treat, and stabilize patients with emergency medical conditions.

The population of the Central Oahu area is designated as low to moderate income. The hospital sits adjacent to the national revitalization service area, a federally qualified low income zone.

DATA

With the closure of Hawaii Medical Center – West in 2012 and the 4% annual population growth in the area, the emergency room volume at WGH increased 19% from 2012 to 2013. However, with the anticipated opening of Queen's Medical Center – West in the Spring 2014, the need for ER services at WGH is anticipated to decrease 10% to 20,000 visits per year which is the optimal level for this emergency room.

The number of ER visits has grown in the last four years creating overcrowding and difficult situations. The optimal level is 20,000 visits per year where patients are treated with quality attention and the personal touch and care they deserve. This is a summary of ER visits in the last four years:
- 2013: 21,634 visits
- 2012: 19,933 visits
- 2011: 17,757 visits
- 2010: 17,050 visits

While data is not available for 2013, based on 2012 data, an estimated potential 20 ER visits via ambulance were diverted to other area hospital due to the capacity limitations of the current facility.

With the expanded facility and updated equipment to be acquired by 2015, WGH will be able to handle the current ER visits per day plus future growth.

3a. Provide a description of the Grant Activity. *(1,000 character count limit)*

Equipment list and estimated cost:
- Physiological Monitors in exam rooms to continuously monitor patient's vital signs, $180,000
- Nurse Call System in exam rooms and patient toilets for emergency notification, $32,000
- Ultrasound for ob/gyn and cardiology detection, $75,000
- Slit Lamp to magnify 3-D view of the eye, $13,000
- Intravascular Temperature Management System in the trauma room for neuro-intensive care and cardiac arrest patients, $36,000
- Ventilators for patients requiring tracheal intubation or positive pressure ventilation, including asthma, chronic obstructive pulmonary disease (COPD), cardiogenic pulmonary edema, acute respiratory distress, stroke, drug overdose, shock $100,000
- Blanket/Fluid Warmer for safely storing warm irrigation and intravenous fluids and blankets for newborns and chilled or hypothermia patients, $14,000
- Headwalls for exam rooms to hold gas outlets, electrical outlets, nurse call as well as protect equipment from damage, $30,800
- And more

3b. Explain how and why you chose this approach to the problem or opportunity. *(2,000 character count limit)*

Key elements to positive ER outcomes are improved facilities, current diagnostic and treatment equipment, and qualified experienced staff.
Equipment facilitates the ability to handle treatment volume (efficiency) and improves the ability to evaluate, treat and stabilize the patients (effectiveness). For this grant application, the focus is in the acquisition of equipment.

The acquisition of specific ER equipment is based upon:
- Having input from the emergency physicians assigned to this hospital, the preferred equipment were identified and selected to assure their continued excellent service capacity.

- Having reviewed other two smaller emergency room Oahu hospitals, the key equipment was chosen to focus on the critical pieces.
- Having reviewed the >75,000 ER visits over the last four years, identifying the categories or types of emergency visits from the community, the relevant equipment were picked to handle the volume and critical timeliness of emergent situations.

With more current and diagnostic equipment, we expect patients will have their health status improve in response to the monitoring and intervention. In turn, we anticipate patients would also perceive improved services.

3c. Describe the Grant Activity scope of services and outcomes, including how these services and outcomes directly benefit the target population for the Grant. *(3,000 character count limit)*

If the Grant Activity is in the area of Public Service, begin with a statement of the number of individuals (seniors, persons with disabilities, children, domestic violence victims, homeless persons, persons suffering from substance abuse, persons suffering from mental health issues, other) that the Grant Activity will directly benefit during the Grant Term.

If the Grant Activity is in the area of Arts, Culture, Community/Economic Development or Environment, begin with a statement as to how the Grant Activity contributes to the well-being and life quality of a local, low to moderate income, community (e.g. creation/development of community organization; provision of planning, organizational support, and technical assistance to organizations; provision of financial literacy programs/services; provision of micro-enterprise/business training; provision of cultural/environmental support programs; other) and provide the approximate population size for that community.

The 110,000 residents generating 20,000 emergency visits per year to the WGH Emergency Room will directly benefit with the hospital's acquisition of updated emergency room equipment.

SCOPE OF SERVICES

Each ER visit begins with a triage.
Patient status monitoring will be performed with the use of the physiological monitors or the Intravascular Temperature Management System or through the headwall systems. All such monitoring is not continuous and currently performed without technological assistance by frequent physician and staff rounds with each patient. Continuous monitoring is the norm and more effective than the current approach without technology assistance.

The ER physician and/or nurses will be alerted to critical situations by the physiological monitor or nurse call system. Currently, alerts are again based on frequent interpersonal rounding with each patient. Again critical alerts with the use of technology as an incident occurs is the norm and more effective.
Treatment and stabilization of the medical emergency is supported with the Intravascular Temperature Management System, ventilator, or with the use of the blanket/fluid warmer. Neither of these equipment currently exist in the WGH emergency room

OUTCOMES

The major patient outcome is the ability to efficiently and effectively evaluate, treat and

stabilize the 20,000 visits per year. Efficiency as defined by the ability to quickly handle the volume without having to divert the patient to another hospital. Effectively as defined by the ability to respond to incidents as they occur.

BENEFIT TO TARGET POPULATION
Patient safety increases because less residents would be diverted to hospitals further away from WGH Physicians and nursing staff would respond more immediately and more appropriately to critical situations with the alert assistance of improved monitoring, and through improved diagnostic and treatment equipment.

3d. Clearly state timelines, measurable milestones and/or specific events tied to the Grant Activity's objectives, or other performance measures appropriate to the desired outcomes. *(3,000 character count limit)*

The WGH Emergency Room is scheduled for renovation to be completed in March 2015. Beginning in January 2015, the equipment to be acquired through this grant would need to be purchased, shipped, installed and ready at the time that renovation is competed.

3e. If the Grant involves a partnership, provide a description of each partner's role. *(2,000 character count limit)*

WGH relies on the strengths, expertise, and resources of existing staff and programs within its own organization to reduce duplicate services. For example, when specialized respiratory services are needed in the emergency room, WGH respiratory staff are called upon to provide additional services beyond its capacity. In instances where a patient is discharged from the emergency room to home and needs home health care, the WGH home health program staff follow-up with care with the patient in their homes. WGH also operates a family practice clinic in Mililani, where patients with no primary care physician can go to for follow-up care. This clinic is operated in collaboration with the University of Hawaii John A. Burns School of Medicine.

WGH also collaborates with physician practices, both primary care physicians and specialists to as needed for specific cases that presents itself in the emergency room. For example, a nephrologists is on call for emergent renal cases.

After stabilization where highly specialized care is needed, WGH has transfer agreements with other specialized hospitals on the island.

4. Describe with substantiating data the experience of the organization implementing the Grant Activity (including past performance of activities similar or related to the Grant Activity) and qualifications to implement this Grant Activity, including: (i) strengths and weaknesses in relation to the Grant Activity; and (ii) capacity and resources to achieve the stated outcomes (e.g. plan, leadership, staff size and abilities, facilities, community relationships). *(6,000 character count limit)*

EQUIPMENT SELECTED BY PROFESSIONALS
Wahiawa General Hospital has contracted with a licensed architect specializing in healthcare and specifically with emergency rooms to design the renovation of the

emergency room and to assist with the identification of emergency equipment. In addition, WGH has engaged its emergency room physicians to identify and select the specific equipment needed.

EQUIPMENT USED BY CLINICALLY AND TECHNICALLY TRAINED STAFF

WGH's emergency services are staffed by Board Certified Physicians, Registered Nurses, Certified Nurse Assistants and clerical personnel meeting the State of Hawaii licensing requirements for hospitals. The existing staff currently providing services will continue to do so when the equipment is acquired. Like any equipment added to the inventory, staff undergoes formal clinical and technical training to use and maintain the equipment.

5. Describe the plan of the organization implementing the Grant Activity to sustain the activities after the requested funds are exhausted. *(2,000 character count limit)*

The purchase of the equipment will allow WGH to continue its valuable service and increase its service level. The organization plan is to have the equipment to be purchased by experienced hospital purchasing staff. When the equipment is installed, staff will be clinically and technically trained to use and maintain the equipment. WGH's hospital performance standards will dictate maintenance of on-going clinical and technical training and maintenance of the equipment. WGH will use operating funds to maintain the equipment.

EQUIPMENT ACQUIRED BY HOSPITAL PURCHASING DEPARTMENT

WGH has a purchasing department with individuals experienced in purchasing specialized hospital equipment. In addition, the hospital belongs to a group purchasing organization for hospitals whereby hospital equipment contracts are maintained on a national basis.

EQUIPMENT USED BY TRAINED STAFF

Physicians have Board training and education requirements, Registered Nurses have licensure and education requirements, Certified Nurse Assistants have certification and education requirements to maintain. Further, the hospital follows standards of performance to training and use of hospital equipment, which are documented in each staff's records.

EQUIPMENT MAINTAINED BY TRAINED STAFF

As a hospital accredited by The Joint Commission, WGH follows standards of performance for maintaining and documenting its maintenance performance in organized records. These records are reviewed by the hospital Environmental Care Committee monthly and periodically by The Joint Commission, as well as the State Department of Health.

6. Describe how the Grant Activity will be funded. *(1,000 character count limit)*

The acquisition of the equipment is a one-time activity made possible through this grant, with the maintenance of the equipment sustained by the hospital's operating funds.

SECTION IV
GRANTEE EXPERIENCE WITH DEPARTMENT OF COMMUNITY SERVICES GRANTS

Identify the DCS administered grants undertaken by Grantee (or Fiscal Sponsor) in the last five years (To be verified by the City).

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

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Grant Purpose: _____
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Administrating Division: _____

the past month. The percentage of individuals who went out for entertainment 0-2 times in the past month, though undocumented by this study, is surely greater than 54%. Similar data that points to the same conclusion is available online, but will not be reported here due to space constraints.

Need for accessible transportation to the community:

Perhaps the most significant barrier for participants is finding accessible and reasonable transportation to and from the community. According to Paratransit, Inc., the managers of the Handi-Van Eligibility Center, "The law recognizes...that some persons with disabilities are not able to use fixed route services even if these services are fully accessible. The law also acknowledges that some fixed route systems may not be fully accessible."

Consistent with this view, AU recognizes that it is unreasonable to expect many of its Handi-Van-eligible participants to use the public bus system due to accessibility and/or safety issues caused by physical and/or cognitive impairment. While Handi-Van is an alternative, Handi-Van is not an effective service to transport individuals with disabilities for short trips to community activities. This is primarily due to the fact that Handi-Van is notoriously seldom on time, and there is never a guarantee that the reservation will be accepted. This is not an exaggeration.

The safest, most accessible, most reasonable alternative to Handi-Van and public bus is a wheelchair accessible van, which AU will be able to purchase if funded for the CIP. Scheduling and promptness would not be an issue, as it is for Handi-Van. Safety risk would also be minimized, as participants would not have to walk to the bus stop or ride the bus in a crowded environment.

Need for community acceptance of individuals with disabilities:

The nation's history of institutionalization has resulted in residual discrimination and a lack of understanding of individuals with disabilities that is still prevalent today. This discrimination begins in one's youth, in the form of teasing and bullying, and continues into adulthood, in the form of continued bullying and employment discrimination.

As mentioned, children with Autism are 28 times more likely than typical kids to contemplate or attempt suicide, and those who were bullied or teased were among those at highest risk. According to the National Center on Secondary Education and Transition (NCSET), "Labeling and separating students based on athletic or academic aptitude provides an atmosphere ripe for support of bullying, teasing, and development of cliques. Continued non-participation by students with disabilities in general education classes, mainstream educational clubs and organizations, and athletic programs perpetuates a lack of understanding and interaction among students with and without disabilities." For many individuals with disabilities, the finding that separation fosters bullying translates into post-secondary school life, as well. The logic follows, that as long as Medicaid Waiver Program providers continue to separate participants from the

rest of society, our society will continue to be slow in progressing beyond discrimination.

3a. Provide a description of the Grant Activity. *(1,000 character count limit)*

The CIP will consist of 7 regular weekly activities for individuals with disabilities. These inclusive, community-based activities include: Sports Clinic at a neighborhood park, Dance Class at Makiki Park, Yoga at Makiki Park, Tennis at Kalakaua Park, Gardening at Foster Botanical, Market Shopping at Costco, and a City & County Parks & Recreation class to be chosen by participants.

Participants will be supervised on a 1:4 staff to participant ratio. AU's staff will prepare and implement structured curricula and will assist participants in attaining their particular goals, identified by the participant and their circle of support. Common goals include: Job readiness, socialization, and fitness.

Each participant will be transported to and from activities on an ADA-accessible van. This van will provide participants with reasonable transportation and offer participants and their guardians the peace of mind that they will be accessing the community in a safe, reliable manner.

3b. Explain how and why you chose this approach to the problem or opportunity. *(2,000 character count limit)*

AU chose to create the CIP to address the unfortunate fact that individuals with disabilities still lack access to true inclusion in their community. This decision to create such a project stemmed from AU's recognition of the following: (1) Many current participants expressed a desire to engage in inclusive, community-based activities in place of facility-based activities; (2) the community-at-large still lacks acceptance and often discriminates against individuals with disabilities, due to a lack of knowledge and understanding of this historically segregated population; (3) AU is committed to establishing itself as the most inclusive, community-based Medicaid Waiver Program provider in the state.

In recognition of these 3 points, AU chose to specifically shape the CIP into a comprehensive, wrap-around service that goes far beyond simply requesting its participants to go out and inject themselves into the community. The comprehensive nature of this proposed project will provide the participants with a structured and well-planned schedule of inclusive, community-based activities that appeal to diverse interests of the participants. The comprehensiveness of this project will also provide the participants with safe, accessible, and efficient transportation to and from these activities in an ADA-accessible van. Furthermore, the comprehensive nature of this project will ensure that the participants are supervised by a trained staff member who

will ensure their safety, facilitate further activity and inclusion at the activity site, and measure the participants' progress.

While it may have been easier, from a service perspective, to inject the participants into the community by simply requesting that they leave AU's office, take the city bus, and introduce themselves to the community, AU chose to put them in a safe and effective position to succeed and thrive in the community, via the CIP.

3c. Describe the Grant Activity scope of services and outcomes, including how these services and outcomes directly benefit the target population for the Grant. *(3,000 character count limit)*

If the Grant Activity is in the area of Public Service, begin with a statement of the number of individuals (seniors, persons with disabilities, children, domestic violence victims, homeless persons, persons suffering from substance abuse, persons suffering from mental health issues, other) that the Grant Activity will directly benefit during the Grant Term.

If the Grant Activity is in the area of Arts, Culture, Community/Economic Development or Environment, begin with a statement as to how the Grant Activity contributes to the well-being and life quality of a local, low to moderate income, community (e.g. creation/development of community organization; provision of planning, organizational support, and technical assistance to organizations; provision of financial literacy programs/services; provision of micro-enterprise/business training; provision of cultural/environmental support programs; other) and provide the approximate population size for that community.

The CIP is a Public Service Grant Activity that will serve individuals with disabilities. The CIP will assist participants to partake in 7 community-based activities per week for one-hour each on a weekly basis for 48 weeks, totaling 336 community-based activities over the year. A minimum average of 4 individuals will participate in each of the activities, resulting in the participation of 1,344 duplicated participants. The CIP will serve, at a minimum, 4 unduplicated individuals over the course of one year, though this number will likely be much greater.

Each participant in the CIP will receive transportation to and from each activity on an ADA-accessible van. Participants will be supervised on a 1:4 staff to participant ratio and will engage in structured curricula for the activities. The supervising staff members will be tasked with multiple duties, including general supervision, fostering participants' progress on their goals, logging Attendance Sheets, and tracking progress on Program Data Sheets.

The success of the CIP will be based on a primary measurement tool – Attendance Sheets – and a supplementary measurement tool – Program Data Sheets. Attendance Sheets will verify that the activities proposed here are being held and that a minimum average of 112 clients per month participate. The Program Data Sheets will measure the participants' goals. AU will report these Attendance Sheets and Program Data Sheets monthly and will adhere to HIPAA.

For purposes of this grant's monthly reporting requirements, Attendance Sheets will be the only tool to measure the grant's official outcomes, measuring the following outcome: Whether the CIP conducts activities for an average of 112 duplicated individuals per month.

Program Data Sheets, while valuable data to track to guide staff members in assisting participants, will be considered a form of supplementary data, unrelated to the official grant outcomes. The reason for this decision is because Program Data Sheets will sometimes reflect regressions in progress – due to extrinsic circumstances like new medication or other disability-related factors – and this regression should not be an indication of the CIP's success.

The CIP will directly benefit individuals with disabilities. While each of these goals can technically be taught in an office setting, each of these goals can be more effectively taught in the community. In addition to the fact that the CIP will assist the participants in reaching their documented goals, the CIP will also rehabilitate the community – a secondary, unofficial target population. As previously discussed in this proposal, the act of separating perpetuates negative perceptions of individuals with disabilities. The CIP's effort to shift away from separating will help to change these negative perceptions and create a higher quality life for the participants.

3d. Clearly state timelines, measurable milestones and/or specific events tied to the Grant Activity's objectives, or other performance measures appropriate to the desired outcomes. *(3,000 character count limit)*

AU's CIP will assist individuals with disabilities to participate in 7 community-based activities per week. These activities will run for approximately one-hour each on a weekly basis for 48 weeks, resulting in a total of 336 community-based activities over the course of one year. This translates to a timeline of an average of 28 activities per month.

A minimum of 4 individuals with disabilities will participate in each of the 336 community-based activities, resulting in the participation of 1,344 duplicated individuals with disabilities in a community-based activity over the course of one year – an average of 112 duplicated individuals per month. The reason why the measure will be based on an average of 112 duplicated individuals per month (emphasis on "average") is because AU's activities occur on a regular weekly schedule and may be affected by holidays, and some months will have more weekdays than others.

Consistent with the timeline set in Exhibit B, milestones will be based on whether the CIP conducts activities for an average of 112 duplicated individuals per month. AU will utilize the aforementioned Attendance Sheets as its measurement tool.

3e. If the Grant involves a partnership, provide a description of each partner's role. (*2,000 character count limit)*

The Community Inclusion Project does not involve a partnership.

4. Describe with substantiating data the experience of the organization implementing the Grant Activity (including past performance of activities similar or related to the Grant Activity) and qualifications to implement this Grant Activity, including: (i) strengths and weaknesses in relation to the Grant Activity; and (ii) capacity and resources to achieve the stated outcomes (e.g. plan, leadership, staff size and abilities, facilities, community relationships). *(6,000 character count limit)*

Experience:

In its most general sense, AU has been serving individuals with disabilities across the island of Oahu since 1983. AU currently serves 2 identifiable populations: (1) individuals with disabilities referred from the Division of Vocational Rehabilitation (DVR) and (2) individuals with developmental disabilities referred from the Developmental Disabilities Division (DDD). AU's services directed toward both of these populations are closely related to the CIP, as they both involve the task of assisting individuals with disabilities to be included in the community.

To assist individuals referred by DVR, AU provides individualized counseling sessions and classes to prepare them for competitive employment. Once the individual obtains a job, AU provides on-the-job support until the individual can work independently. AU has provided employment services for job seekers with severe disabilities through its contracts with DVR since 1991. Within the last two-year contract period with DVR, AU achieved 133% of its contracted employment output goals and established itself as Hawaii's leader in rehabilitating individuals with disabilities referred from DVR in positions of competitive employment.

In its effort to help individuals with disabilities to access the community and learn independent living skills, AU provides its DDD-qualified participants with a Direct Support Worker (DSW), who works 1:1 or 1:4 with the participants, depending on what is prescribed by DDD. AU has been providing these participants with services since 2003, but is now committed to developing more community-based services for its participants via the CIP.

Qualifications:

As an agency, AU has been authorized by the DOH as a Medicaid Waiver Services Program provider and possesses a provider agreement with the DHS since 2003. All 59 DSWs, as well as the 5 Service Supervisors on staff meet the standards set out by DOH, which include a criminal history check, APS and CPS checks, CPR/First Aid Training, TB clearance, and Medicaid Waiver training. Service Supervisors are required to have their Bachelor's Degree, as well.

Strengths and weaknesses in relation to the Grant Activity:

AU's strength in relation to the CIP is its experience in working with individuals with disabilities. AU's experience is highlighted in depth above in its explanation of its services to the 2 aforementioned populations.

Through this experience, AU has developed a related strength – a hard-working, compassionate staff of well-trained individuals from a variety of identities and backgrounds. The staff's diversity includes a balance of genders, a range of ethnicities, and a range of ages. This diversity provides participants with a wide variety of staff members to trust, relate to, and choose as role models. Furthermore, 29% of AU's staff are persons with disabilities. This experiential expertise has been found to be especially effective in motivating and inspiring participants.

AU's strength in relation to the CIP also rests in its ability and experience in forging partnerships with the community. This strength has aided in AU's ability to get its participants involved in the community.

AU's weakness in relation to the CIP is in the fact that it cannot foresee the unpredictable consequences that may come with assisting participants in participating in the community. There is a reason why the majority of the 44 Medicaid Waiver Program providers on Oahu do not provide their participants with inclusive, community-based activities, and this is because it is not easy to manage. Due to the sometimes unstable, anti-social tendencies of some of the participants with severe disabilities and behavioral issues, there is always risk involved when taking them out into the community. While AU is not fully prepared for these unforeseen consequences, it will mitigate the chance of them occurring by providing tight supervision, frequent training sessions, and using sound judgment in avoiding situations that may escalate.

Capacity and resources to achieve the stated outcomes (e.g. plan, leadership, staff size and abilities, facilities, community relationships):

AU possesses the necessary capacity and resources to implement the CIP. AU has planned for the CIP for the past two years by gradually conducting more inclusive, community-based activities every semester. This proposal is the culmination of these two years of planning, and AU's staff is equipped and ready to officially begin the CIP to the extent that is proposed here.

In terms of leadership, the CIP will be overseen by a number of staff members, each of whom hold extensive experience in the field. The President/COO will provide executive leadership, the VP of Programs will provide general programmatic leadership, and the VP of Finance will provide fiscal oversight. Each of these individuals possess years of successful oversight of contracts with state agencies such as DOH and DHS, federal contracts like the AmeriCorps program, and various foundation grants. AU currently has a staff of 59 DSWs and 15 full-time management staff members, and as previously mentioned they bring a diverse set of abilities and identities to the service delivery.

In terms of facilities, AU entered into a legal collaboration known as DiverseAbilities (DA) in 1977 with ATRC, HCIL and UCPH who all serve individuals with disabilities. DA designed 15,000 sq. ft of office and training space to be occupied by all entities of the collaboration. The building is fully ADA-compliant. The space is recognized as a model of accessibility for individuals with disabilities. This will serve as the meeting place for

activities.

In regards to community relationships, AU has forged relationships at A`ala Park, Pu`unui Park, Kalakaua Park, the City & County Parks and Recreation program, Makiki District Park, and Foster Botanical Garden. These relationships will provide AU with community activity sites to implement the CIP.

5. Describe the plan of the organization implementing the Grant Activity to sustain the activities after the requested funds are exhausted. *(2,000 character count limit)*

The CIP is a sustainable program, as long as AU maintains the following: (1) Its relationships with its community partners, (2) its relationships with its participants, and (3) its wheelchair-accessible van.

In this inaugural year of the CIP, AU will be sure to continuously improve its relationship with its community partners, including A`ala Park, Pu`unui Park, Kalakaua Park, Makiki District Park, the City & County Parks and Recreation program, and Foster Botanical Garden. Through regular contact and demonstration of responsibility and respect to the community partners, AU will keep these relationships positive so that the CIP is welcomed to use their facilities in the subsequent years. AU staff will contact representatives from these community partners at least twice per month to maintain this relationship.

AU will also maintain its relationship with its participants so that there continues to be participants to serve in the future. Participant satisfaction will be largely dependent on AU's ability to respond promptly to its Participant Satisfaction Surveys and provide quality service to its participants, in the form of quality DSWs, quality activities, and offering a high level of individuality, freedom of choice, and safety. Maintaining strong relationships with participants will also require the maintenance of strong relationships with the participants' case managers, family, and circle of support. AU's staff of Service Supervisors engages in monthly, often weekly communication with these sources.

Finally, AU will maintain its wheelchair accessible van, which, as explained in this proposal, is an integral part of the CIP's implementation due to the inaccessibility of the public bus and the unreliable nature of the Handi-Van. The maintenance and upkeep of the van will come out of AU's funds, and this van will be utilized for many years to come.

6. Describe how the Grant Activity will be funded. *(1,000 character count limit)*

The funds awarded from the Grants-In-Aid fund will cover the cost of the ADA-accessible van, which will be used in direct service to the CIP participants. This van will provide CIP participants with transportation to 336 inclusive, community-based activities per year, transporting 1,344 duplicated individuals with disabilities. The cost of the van will be financed over the 12-month course of the grant period. The staff wages

associated with the CIP will be funded through other sources, as will any equipment or supplies that are purchased for the activities.

SECTION IV
GRANTEE EXPERIENCE WITH DEPARTMENT OF COMMUNITY SERVICES GRANTS

Identify the DCS administered grants undertaken by Grantee (or Fiscal Sponsor) in the last five years (To be verified by the City).

Grant Activity Name & Contract #: Work-Life Development Program, pending Contract #
Grant Period: FY14 Grant Amount: $51,106.64
Grant Purpose: To provide paid internships and recreational activities for individuals with disabilities
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: Office of Special Projects

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

THE FOLLOWING PAGES SHALL BE DETACHED FROM THE RGP DOCUMENT AND SUBMITTED.

APPENDIX F: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2015

73

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts including spaces. Recommended fonts: Arial, Times Roman, Helvetica. Recommended font size: 12 point.

SECTION I
SUMMARY

Grantee Legal Name:	Young Men's Christian Association Of Honolulu
Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
Grant Activity Name:	YMCA Of Honolulu - Kalihi Branch "Ho`okupa`a Teen After-School Program" and "Kauhale After-Care Program"

Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

The YMCA of Honolulu, founded in 1869, is a fellowship dedicated to putting Christian principles into practice through programs that build healthy spirit, mind and body for all. Every year, the YMCA serve over 100,000 children, teens, and adults promoting its core values of caring, honesty, respect and responsibility while focusing on Youth Development, Healthy Living and Social Responsibility.

Briefly describe the Grant Activity and need being filled. *(400 character count limit)*

Demand for after-school programs exceeds the supply, and access to quality out-of-school-time activities is especially limited. The YMCA will address this need by providing After-Care & Positive Youth Development Activities to increase protective factors for Children and Teens who are at risk for or involved in Substance Abuse, Truancy, Teen Pregnancy, Juvenile Delinquency/Illegal activities.

Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

530 youth will participate in the Kauhale After-Care & Ho`okupa`a After School Program. Teens will have opportunities to:
- Have a safe place to spend their after school hours in adult supervised programs
- Have the opportunity to gain knowledge of a healthy & productive life, and be involved in leadership development & social responsibility
- Receive After-Care & Relapse Prevention Services

Council District
(Check all districts that will benefit from the Grant Activity. Provide the amount requested per district).

☐ District 1 $	☐ District 2 $	☐ District 3 $

☐ District 4 $	☐ District 5 $	☒ District 6 $100,000.00
☒ District 7 $100,000.00	☒ District 8 $75,000.00	☒ District 9 $75,000.00
Total Amount Requested (Minimum of $25,000):	$350,000.00	

Type of Grant Activity:		
☐ Arts	☐ Culture	☐ Community Development
☐ Economic Development	☐ Environment	☐ Public Service - Seniors
☒ Public Service - Children	☐ Public Service - Disabilities	☐ Public Service - Homeless
☐ Public Service – Domestic Violence	☒ Public Service – Substance Abuse	☐ Public Service – Mental Health
☐ Public Service – Other (describe):		

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; and (iv) has the requisite skills and knowledge to assert the foregoing certification.

Michael Broderick

Signature of Grantee (Fiscal Sponsor) Officer

Printed Name and Title: Michael F. Broderick, President & CEO

12/18/13

Date

CERTIFICATE OF THE BOARD OF DIRECTORS
AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned Chair of the Board of Directors, YMCA of Honolulu ("Grantee") hereby certifies that Michael F. Broderick (name), President & CEO (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts.

(signature)

Lance Wilhelm, Chair, Board of Directors
(Print name)

STATE OF HAWAII)
)
CITY AND COUNTY OF HONOLULU)

On this 19th day of December, 2013, before me appeared Lance Wilhelm, personally known to me, who, being by me duly sworn, did say that he/~~she~~ is the Chair, Board of Directors of YMCA of Honolulu and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said Lance Wilhelm acknowledged said instrument to be the free act and deed of said corporation.

PAMELA M. KAGAWA NOTARY PUBLIC 83-286 STATE OF HAWAII

Pamela M. Kagawa
Notary Public, State of Hawaii

My Commission expires: 12-26-14

Doc. Date: 12-19-13 # Pages 1
Name: Pamela M. Kagawa 1st Circuit
Doc. Description:
Certificate of the Board of Directors - Auth. to Assign Authority 12-19-13
Signature Date

NOTARY CERTIFICATION

PAMELA M. KAGAWA NOTARY PUBLIC 83-286 STATE OF HAWAII

FISCAL SPONSOR

The Fiscal Sponsor is a nonprofit organization that assumes legal, financial and programmatic responsibility for the activities of groups or individuals engaged in work that furthers the fiscal sponsor's mission and their own respective purposes. The Fiscal Sponsor is called the Grantee in this Grant Proposal. The City's legal relationship is with the Grantee, and the City will disburse grant funds to the Grantee. The Sponsored Organization is the organization under this Grant Proposal that the Grantee (Fiscal Sponsor) chooses to support to implement the Grant Activity.

Accordingly, if the Grantee is a Fiscal Sponsor, the following should be completed by both the Grantee (Fiscal Sponsor) and the Sponsored Organization. By initialing and signing below, the Grantee (Fiscal Sponsor) and the Sponsored Organization indicate they have reviewed and come to an agreement regarding each of the following items:

Grantee/Fiscal Sponsor Initials	Sponsored Organization Initials	Agreed upon items
		Response herein to Section III Question 1
		Response herein to Section III Question 2
		Response herein to Section III Question 3
		Response herein to Section III Question 4
		Response herein to Section III Question 5
		Response herein to Section III Question 6
		Grant Activity Budget/Funding (Exhibit A)
		Grant Activity Preliminary Schedule of Budget, Services/Outcomes and Timeline (Exhibit B)

In addition to the foregoing, the Fiscal Sponsor and the Sponsored Organization each hold the CITY harmless and will defend and indemnify the CITY and its officers, employees, and agents, individually and in their official capacities, from all claims of liability for damages arising directly or indirectly from each entering into a Fiscal Sponsorship Agreement with the other.

The undersigned also attach hereto requirement documents regarding Fiscal Sponsorship, as detailed in Section V.

Michael Broderick — 12/18/13

Signature of Grantee (Fiscal Sponsor) Officer — Date

Printed Name and Title: Michael F. Broderick, President & CEO

Signature of Sponsored Organization Officer — Date

Printed Name and Title: Not Applicable.

SECTION III
GRANT ACTIVITY INFORMATION

1. Provide a brief summary description of the problem being addressed, including the population, target group size and attributes, and applicable geographic area. *(2,000 character count limit)*

Teens in Hawaii are at high risk for substance abuse, juvenile crime and teen pregnancy, particularly during after-school hours! Public/Private Ventures, a social research group, released the following national study: "Research has shown that 3 p.m. to 6 p.m. are the peak hours for youth to commit or be victims of crimes and to smoke, drink or do drugs. Afterschool programs can keep youth out of trouble, improve school attitudes and behavior, strengthen social networks, teach new skills and improve self-confidence by offering safety, structure, supportive adults and exposure to new and different experiences. Conversely, youth without adult supervision after school are at risk for academic and behavior problems. However, the demand for after-school programs exceeds the supply, and access to quality out-of-school-time activities is especially limited in low-income communities."

The target population includes a total of 530 middle and high school-aged adolescents participating in the YMCA's integrated Kauhale After-Care Program and Ho'okupa'a Teen After School Program, a positive youth development program. This integrated program includes both youth who are being discharged from the Kalihi Y substance abuse treatment program and youth from the targeted geographic areas who are interested in participating in this community-based, after-school program.

This integrated program will serve youth from middle schools and high schools located across 4 districts on the island of O'ahu: District 6 – Roosevelt H.S., Stevenson, Kawananakoa, Central Middle, Aiea H.S., Aiea Intermediate, and Moanalua Middle; District 7 – Farrington H.S., Moanalua H.S., Kalakaua and Dole Middle Schools; District 8 –Waipahu H.S., and Waipahu Middle; and District 9 –Campbell H.S., and Ilima Middle. Youths will also be referred to the program from the Judiciary, where the Kalihi YMCA also provides substance abuse treatment services to youth residing from Aiea to Ewa Beach, and Waipahu to Waipio.

2. Describe the need for this Grant Activity and provide the data to justify the Grant Activity. *(4,000 character count limit)*

The YMCA of Honolulu – Kalihi Branch proposed grant activity addresses two significant needs for youth in Hawaii: (a) effective adolescent substance abuse treatment services including follow-up aftercare programs that are located in the communities and schools where students live; and (b) positive youth development activities provided after school and on weekends in communities where youth live that are easily accessible and available at times outside of the school day and on weekends when youth may be more vulnerable to risky behaviors and unhealthy situations, particularly in neighborhoods where resources and supervised activities that support health and wellness for developing adolescents are not readily available. When these two activities are coordinated as proposed in this project, they provide community-

based resources that are difficult to develop and rarely provided :

– Substance abuse aftercare programs for youth in which youth discharged from their treatment program can receive follow-up services as part of their discharge plan that are appropriately adult-supervised;

– All services and activities provided in the context of positive youth development activities that include youth from the community, many of whom serve as positive role models and as social networks for supporting the integration of youth from treatment programs back to positive community involvement.

The 2003 Hawai`i Student Alcohol, Tobacco, and Other Drug Use Study: Adolescent Prevention and Treatment Needs Assessment (Pearson, 2003) reported a significant increase in ATOD use and other antisocial behaviors among students in Hawai'i that starts during the middle school years (grades 6-8). For example, in this report 13.2% of 6th graders reported alcohol use compared to 36.8% of 8th graders, 59.1% of 10th graders, and 72.5% of 12th graders. Any use of marijuana was 1.5% among 6th graders, but increased to 12.1% among 8th graders, 30.5% among 10th graders, and 44.4% among 12th graders. Similar patterns of increased use starting during the middle school years were found in every other drug category.

The Hawaii Student Alcohol, Tobacco, and Other Drug Use Study: 2007-2008 Comprehensive Report and the Alcohol and Drug Treatment Services Report: Hawaii, 10-Year Trends (2003 – 2012) published by ADAD indicate that the City and County of Honolulu experienced an increase of 9.7% of adolescents admitted into ADAD substance abuse treatment programs between 2008 and 2012. In 2012, approximately 4,511 adolescents in grades 6-12 attending public schools in the C&C of Honolulu required substance abuse treatment, but only 1,419 (31.4%) were admitted to ADAD treatment programs. Of the adolescents admitted into treatment, only 32.7% completed the treatment program with no drug use. The remaining 67.3% either completed the program with some drug use (19.4%), left before completing the program (26.3%), or were discharged for non-compliance with rules (7.9%), or were transferred to another program or incarcerated (13.4%).

Research studies have shown that youth who do not participate in after school activities and are left unsupervised from 3:00 p.m. to 7:00 p.m. are significantly more likely to drink alcohol, smoke, use drugs, get into trouble, engage in sex, get into fights, and skip school. Nationally, teens not supervised after school are six times more likely to be "D" students than those who participate in supervised activities. Among youth in middle school (6th through 8th grade), 54% report low community opportunities for positive involvement; 41% report exposure to ATOD use in the community; 50% in the family, and 33% among their peers. Among middle school youth, nearly 42% of the students report low school commitment while half (50%) indicates poor academic performance. Youths who reach high school with serious educational deficiencies have high dropout rates and are more likely than the general population to turn to crime.

3a. Provide a description of the Grant Activity. *(1,000 character count limit)*

The Kalihi YMCA will provide a "school's out" Ho`okupa`a Teen Program to middle and high school students in targeted areas. The program operates between 2:30 and 7:00 pm Monday through Friday, and 8:30 a.m. to 1:00 p.m. on Saturday at the Kalihi and Leeward YMCAs. Services are also provided during the school intersessions and summer vacation. In addition, the Kalihi YMCA will offer an after-care program for youth discharged from its substance abuse treatment programs. Without appropriate after-care programs, the youth is at risk for regressing from treatment gains and more vulnerable to relapsing. Achievement of both (a) the maintenance of a substance free life; and (b) the development and strengthening of personal and social assets are essential for youth to achieve recovery and to transition successfully from adolescence to emerging adulthood. Unfortunately, there is a dearth of after-care programs for adolescents discharged from treatment programs in Hawaii.

3b. Explain how and why you chose this approach to the problem or opportunity. *(2,000 character count limit)*

The Kalihi YMCA has focused on creating community-based, youth-centered, positive youth development programs that support youth on their journey to becoming healthy, positive members of our community for over sixty-seven years. The quality that Kalihi YMCA brings to the treatment of substance abuse among youth is driven by the YMCA's core mission of building healthy spirit, mind, and body for all, with the focus on positive youth development, healthy living, and social responsibility. The Kalihi YMCA provides school-based substance abuse treatment programs that integrate treatment youth into positive youth development programs with other youth in the community in activities emphasizing healthy living skills, leadership, community service, and adult-supervised recreational activities. We embrace a place-based approach based on the foundation of personal relationships and program experiences earned over decades of partnerships with people working and residing in the communities. This place-based approach recognizes the importance of appreciating ethno-cultural differences, unique social histories, socioeconomic characteristics, multi-ethnic and cultural mixes, and physical environments where the youth reside and attend school.

Thus, the focus of this initiative is to strengthen the programming and coordination around the transition of youth from our substance abuse treatment program to an after-care program that emphasizes developing the youth's gifts, strengths, and resiliency characteristics. The Kalihi YMCA fully utilizes the best practices from research on treating youth with substance abuse problems, as well as incorporates programs and practices we have developed and tested over an extended period of time in working with youth from dysfunctional families, challenging neighborhoods, and often from marginalized situations including poverty, academic difficulties, and communities lacking important resources for developing healthy children and families.

3c. Describe the Grant Activity scope of services and outcomes, including how these services and outcomes directly benefit the target population for the Grant. *(3,000 character count limit)*

If the Grant Activity is in the area of Public Service, begin with a statement of the number of individuals (seniors, persons with disabilities, children, domestic violence victims, homeless persons, persons suffering from substance abuse, persons suffering from mental health issues, other) that the Grant Activity will directly benefit during the Grant Term.

If the Grant Activity is in the area of Arts, Culture, Community/Economic Development or Environment, begin with a statement as to how the Grant Activity contributes to the well-being and life quality of a local, low to moderate income, community (e.g. creation/development of community organization; provision of planning, organizational support, and technical assistance to organizations; provision of financial literacy programs/services; provision of micro-enterprise/business training; provision of cultural/environmental support programs; other) and provide the approximate population size for that community.

The Kalihi YMCA will provide the Kauhale After-Care Program and Ho'okupa'a Teen After School Program, serving 180 and 350 youth respectively, for this grant. The Kauhale After-Care Program incorporates practice-based evidence developed by the Kalihi YMCA staff for youth who have been successfully discharged from the Kalihi YMCA School-Based Substance Abuse Treatment Program and are being referred for follow-up after-care based on a discharge plan mutually developed with the treatment counselor. This Kauhale After-Care Program is integrated with the Ho'okupa'a Program, a positive youth development program also developed by the Kalihi YMCA staff for youth living in communities or neighborhoods where such community enrichment programs are limited or not available. Youths participating in the Kauhale After-Care Program will also participate in the Ho'okupa'a Program. The Ho'okupa'a Teen After School Program is a community-based positive youth development program consisting of adult supervised after-school and weekend activities for youth in targeted communities where such community enrichment resources are limited for youth. Youth in the Kauhale After-Care Program will have many opportunities to participate in activities with other youth from the community, interacting with peers who may represent positive role models and support systems or networks for youth discharged from the treatment program and reintegrating back into the community.

KAUHALE AFTER CARE PROGRAM:

- 12-week program providing substance abuse after-care services and activities for teens in the community when school is out.
- Tobacco, alcohol, and drug free environment during the after school hours.
- Weekly tobacco, alcohol, and drug relapse prevention and education classes and group sessions.
- YMCA of USA's 40 Assets Assessment Survey and Service Plans (Intervention Services)
- Healthy cooking classes
- Healthy fitness classes and groups
- Community service and volunteer opportunities
- Peer mediation and tutoring
- Outcomes
- All teens seeking after care will have the opportunity to participate in drug-free program through the Ho'okupa'a school's out program at the Kalihi and Leeward Ys.
- All teens seeking after care will have the opportunity to create a relapse prevention plan.

HO'OKUPA'A TEEN AFTER SCHOOL PROGRAM:

- Join a Supervised Club, Class, or Program facilitated by the Kalihi YMCA.
- Ho`okupa`a Teen After School Program
- Ho`okupa`a Teen Intersession Program

- Summer STRIVE Program
- Teen Drop In Center
- Ukulele Class
- Arts and Crafts
- Kajukenbo Class
- Late Night Basketball League
- Youth In Government
- Hiroshima Exchange

Outcomes

- All teens in Council Districts 6, 7, 8 and 9 will have a safe place to spend their after school hours in adult supervised programs.
- All teens will have the opportunity to gain knowledge of a healthy and productive life.
- All teens will be exposed to activities geared towards leadership development and social responsibility.

3d. Clearly state timelines, measurable milestones and/or specific events tied to the Grant Activity's objectives, or other performance measures appropriate to the desired outcomes. *(3,000 character count limit)*

KAUHALE AFTER-CARE PROGRAM: 12-week continuum of services for 180 middle & high school youth clinically discharged from substance abuse treatment program and resides or attend schools in Districts 6, 7, 8 & 9.

Milestone 1: Each quarter (90 days) of contract period 45 youth discharged from a substance abuse program are referred to Kauhale After-Care Program.

Objective 1: 180 youth (100% of target group) discharged from substance abuse program in Districts 6, 7, 8 & 9 are referred to Kauhale After-Care Program.

Milestone 2: Each quarter 36 of the 45 youth (80%) to participate in program activities 1-2 times per week (12-18 sessions).

Objective 2: 144 of 180 youth to participate in program activities 1-2 times per week (12-18 sessions).

Milestone 3: Each quarter 32 youth (70%) will not resume or increase their alcohol/drug use while in the after-care program.

Objective 3: 126 of 180 youth will not resume or increase their alcohol/drug use while in the after-care program.

Milestone 4: Each quarter 36 youth (80%) will learn relapse prevention skills create a discharge plan.

Objective 4: 144 of 180 youth will learn relapse prevention skills and create a discharge plan.

Measurement Tools: Kauhale Registration, Attendance/Direct Service Logs, Relapse Prevention Plan, Agency Survey.

HOOKUPAA AFTER-SCHOOL PROGRAM: 350 teens from Districts 6, 7, 8 & 9 to participate in Positive Youth Development activities in a safe & encouraging environment supervised by adult role models. See Exhibit B for specific Outcomes & Timeline per District.

Milestone 1: Each quarter (90 days) 87 to 88 youth will register and participate in the Hookupaa School's Out Program.

Objective 1: 350 youth (100% of Target Group) will register and participate in the Hookupaa School's Out Program.

Milestone 2: Each quarter 70 of the 88 youth (80%) will complete a structured class or program curriculum.

Objective 2: 280 of 350 youth will complete a structured class or program curriculum.

Milestone 3: Each quarter 56 of the 70 youth (80%) completing Beloved Community classes will identify 3 places & 3 people that provide support in their community.

Objective 3: 224 of 280 youth completing Beloved Community classes to identify 3 places & 3 people that provide support in their community.

Milestone 4: Each quarter 42 of the 70 youth (60%) youth completing Healthy Together curriculum to complete pre/post fitness test and able to prepare 2 healthy wellness meals.

Objective 4: 168 of 280 youth completing Healthy Together curriculum to complete pre/post fitness test and able to prepare 2 healthy wellness meals.

Milestone 5: Each quarter 66 of the 88 youth (75%) to plan/implement community awareness/service projects or involved in YMCA Teen Council.

Objective 5: 264 of 350 youth to plan/implement community awareness/service projects or involved in YMCA Teen Council.

Measurement Tools: Registration/Attendance & Service Logs, Pre/Post Fitness Test, Agency Survey.

3e. If the Grant involves a partnership, provide a description of each partner's role. *(2,000 character count limit)*

Not applicable.

4. Describe with substantiating data the experience of the organization implementing the Grant Activity (including past performance of activities similar or related to the Grant Activity) and qualifications to implement this Grant Activity, including: (i) strengths and weaknesses in relation to the Grant Activity; and (ii) capacity and resources to achieve the stated outcomes (e.g. plan, leadership, staff size and abilities, facilities, community relationships). *(6,000 character count limit)*

The YMCA of Honolulu was founded in 1869 and incorporated under the laws of the Kingdom of Hawai'i in 1882. Every year, we serve more than 100,000 individuals in a variety of programs. YMCA programs and services are open to children, teens, women and men of all ages, faiths and backgrounds. In all our programs, we promote our core values of caring, honesty, respect and responsibility. We are a fellowship of people helping each other to learn, grow and improve our own lives as well as the lives of others. Our programs and services center around three areas of focus: Youth Development, Healthy Living and Social Responsibility.

The YMCA of Honolulu — Kalihi Branch, is located in the heart of West Honolulu serving all neighborhoods in this highly diverse community since 1946. The Kalihi YMCA has also served many other communities on Oahu, including over twenty-five years of experience in working with youth at risk for serious behavior problems related to substance abuse, poor school performance and family problems in the 4 districts targeted in this grant, providing (a) school-based substance abuse prevention and treatment services; and (b) and community-based positive youth development programs.

The Kalihi YMCA, through its Kauhale program, has extensive experience in providing adolescent school-based substance abuse treatment services in Hawai`i's public schools under contracts with the State of Hawai`i Department of Health, Alcohol and Drug Abuse Division (ADAD). The Kalihi YMCA has been working with ADAD for over 20 years in providing prevention and treatment programs for youths experiencing substance abuse problems. Over the past four years (July 2008 to June 2012), the Kalihi YMCA has provided school-based substance abuse treatment programs to 2,758 youths in public high schools and middle/intermediate schools on Oahu through contracts with ADAD.

Over the past five years, Kalihi Y staff have developed a number of program components that, taken together, form our Ho`okupa`a Teen Program. The components of the Ho`okupa`a Teen Program target middle and high school youth between the hours of 2:30 pm to 7:00 pm Monday through Friday, and 8:30 a.m. to 1:00 p.m. on Saturday. Services and activities are also provided during the school intersessions and summer breaks. In addition, the Ho`okūpa`a program will have the Kauhale After Care program added as a component in 2014.

The strengths of the Kauhale program are grounded in the knowledge, skills, and long-term experience of the Kalihi YMCA in the delivery of effective substance abuse treatment programs for youth in schools and across diverse communities. Just as critical are the strong relationships that have developed between Kalihi YMCA administration and staff, and the school administrators, counseling staff, and teachers at the many schools we work in. Conducting effective substance abuse treatment

programs in school settings requires a high level of trust between treatment providers and school personnel. A relationship of trust ensures that confidentiality will be maintained for those youth receiving services, and will lead to greater understanding and confidence on the part of school personnel as they make referrals for evaluation, coordinate treatment activities with school schedules and ensure class requirements are met. These things are done so that youth are able to receive treatment that does not interfere with, but instead supports their academic performance.

5. Describe the plan of the organization implementing the Grant Activity to sustain the activities after the requested funds are exhausted. *(2,000 character count limit)*

The YMCA of Honolulu – Kalihi Branch is committed to sustaining and strengthening the coordination and integration of our school-based substance abuse treatment program with the Kauhale After-Care Program and Ho'okupa'a Teen After School Program. As stated previously in Section 2. Need for this Grant Activity, there is a great need for substance abuse aftercare programs for youth in which youth discharged from their treatment program can receive follow-up services as part of their discharge plan that are appropriately adult-supervised and provided in the context of positive youth development activities that also include youth from the community, many of whom serve as positive role models and as social networks for supporting the integration of youth from treatment programs back to positive community involvement.

Funds utilized from this grant to support additional personnel and infrastructure development in order to provide this coordinated and comprehensive program will be sustained in future years through a combination of redirecting existing YMCA resources, modifying job responsibilities of existing staff, seeking new sources of funding through other granting sources and fund-raising initiatives, and developing new community partnerships and collaborations.

Research is clear that a coordinated and comprehensive system of substance abuse treatment, starting with positive youth development programs especially in high need communities, to community-based treatment programs coordinated by and integrated with aftercare programs that serve to both sustain treatment gains as well as build individual resiliency characteristics, are necessary to support youth into increased health and wellness as emerging adults. This type of comprehensive system of care is client-centered and client friendly, more effective in terms of creating positive outcomes, is cost-efficient, and represents the direction that our overall health care system is moving toward, including the YMCA.

6. Describe how the Grant Activity will be funded. *(1,000 character count limit)*

This Grant in Aid will allow the Kalihi YMCA to staff four full-time positions to provide the Kauhale After-Care Program and Ho'okupa'a Teen After School Program to a total of 530 teens. This will also allow a continuum of services to adolescents starting with the Ho'okupa'a positive youth development program in high need communities, and then on

to the Kauhale After Care program for teens discharged from the school and community-based substance abuse programs of the YMCA.

The program proposed through this GIA is unique in the state of Hawaii. According to the:

- "FY14 Grant In Aid Fund of the Honolulu City Council" dated July 31, 2013;
- The Department of Health's Alcohol and Drug Abuse Division's list of Treatment Programs from 2010-2013;
- And the SAMHSA National Directory of Drug and Alcohol Abuse Treatment Programs 2012, there is no current funding for substance abuse after-care services for adolescents.

The Kalihi YMCA hopes to change that fact by submitting this proposal

SECTION IV
GRANTEE EXPERIENCE WITH DEPARTMENT OF COMMUNITY SERVICES GRANTS

Identify the DCS administered grants undertaken by Grantee (or Fiscal Sponsor) in the last five years (To be verified by the City).

Grant Activity Name & Contract #: CT-DCS-1300136
Grant Period: 01/13-01/14 Grant Amount: $150,000
Grant Purpose: Weed and Seed
Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
Administrating Division: Office of Special Projects, GIA

Grant Activity Name & Contract #: CT-DCS-1200153
Grant Period: 01/12-01/13 Grant Amount: $125,000
Grant Purpose: Weed and Seed
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: Office of Special Projects, GIA

Grant Activity Name & Contract #: CT-DCS-1100148
Grant Period: 02/11-02/12 Grant Amount: $110,000
Grant Purpose: Weed and Seed
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: Office of Special Projects, GIA

Grant Activity Name & Contract #: CT-DCS-1100039 (Sub-contract via Susannah Wesley Community Center)
Grant Period: 09/10-10/11 Grant Amount: $117,309
Grant Purpose: Kalihi Palama Drug and Alcohol Prevention Program
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: MOA with Susannah Wesley Community Center

Grant Activity Name & Contract #: CT-DCS-1000075
Grant Period: 08/09-11/10 Grant Amount: $250,000
Grant Purpose: Weed and Seed
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: CDBG

THE FOLLOWING PAGES SHALL BE DETACHED FROM THE RGP DOCUMENT AND SUBMITTED.

APPENDIX F: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2015

75

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts including spaces. Recommended fonts: Arial, Times Roman, Helvetica. Recommended font size: 12 point.

SECTION I
SUMMARY

Grantee Legal Name:	Waianae District Comprehensive Health and Hospital Board Inc.
Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
Grant Activity Name:	Waianae Health Academy~Ola Loa Ka Na`auao

Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Founded in 1972, the Waianae Coast Comprehensive Health Center (WCCHC) is a 501(c)(3) non-profit Federally Qualified Health Center that serves the medically underserved community of Waianae and surrounding communities along the Leeward Coast of O`ahu where 67.7% of the population are Hawaiian or Part-Hawaiian. WCCHC is owned/operated by the community and is governed by a Board of Directors.

Briefly describe the Grant Activity and need being filled. *(400 character count limit)*

The location and remoteness of the rural community of Waianae is a barrier for many of WCCHC students who seek to gain exposure and resources from the rest of Oahu. The Waianae Health Academy (WHA) serves as the primary provider for non-DOE education programs for non-traditional students and teens on the Leeward Coast and will expand to encompass fieldtrips, cultural excursions and College tours.

Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

Outcomes: 1. Provide program related transportation for every participant in the WHA and the Youth Health Corps program as needed, 2. Provide access and transportation to required events, fieldtrips and to partner institution campus as needed, 3. Ensure program goals, commitments and benchmarks are not prevented due to lack of access and transportation. Number to be served: 75 students per year.

Council District
(Check all districts that will benefit from the Grant Activity. Provide the amount requested per district).

☒ District 1 $53,398	☐ District 2 $	☐ District 3 $
☐ District 4	☐ District 5	☐ District 6

$	$	$
☐ District 7 $	☐ District 8 $	☐ District 9 $
Total Amount Requested (Minimum of $25,000):	$53,398	

Type of Grant Activity:		
☐ Arts	☐ Culture	☐ Community Development
☐ Economic Development	☐ Environment	☐ Public Service - Seniors
☒ Public Service - Children	☐ Public Service - Disabilities	☐ Public Service - Homeless
☐ Public Service – Domestic Violence	☐ Public Service – Substance Abuse	☐ Public Service – Mental Health
☒ Public Service – Other (describe): Education program support		

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; and (iv) has the requisite skills and knowledge to assert the foregoing certification.

Signature of Grantee (Fiscal Sponsor) Officer — Date 12/19/13

Printed Name and Title: Joyce O'Brien, Executive Vice President

SECTION III
GRANT ACTIVITY INFORMATION

1. Provide a brief summary description of the problem being addressed, including the population, target group size and attributes, and applicable geographic area. *(2,000 character count limit)*

POPULATION: This funding will support the program needed to address the barriers in education that the weak economic environment in the Wai`anae community imparts. This lack of economic stability can be associated with poor health and educational indicators. Most Native Hawaiian students from this community experience social, financial and academic difficulties limiting their ability to successfully navigate a path toward educational attainment and consequentially, their competitiveness for admissions to and successful completion of traditional post-secondary programs. The Wai`anae Health Academy (WHA) fills a significant gap as it is the only educational pipeline program in the Wai`anae community that provides services from Community College vocational certificate programs to teens in College preparatory programming. The exceptional need for program funding is supported by Census data collected on the Leeward Coast of O`ahu and in the dire statistics that plague the Wai`anae community as it struggles to have its community members triumph over and escape the cycle of poverty.

TARGET GROUP SIZE/ATTRIBUTES: The WHA will serve 75 Waianae community students per year with access and transportation to program related events/venues they otherwise would not have the ability to attend.

GEOGRAPHIC AREA: For the purposes of this grant, the target population and demographic will be those student residents from the 'Waianae Coast' will be defined between Hono Kai Hale and Kaena Point. The program recognizes that Native Hawaiians are guided by their sense of place. The WHA being located in the Wai`anae community is recognition of this. The purchase of the equipment/Van will allow the students to attend and drive to any program required destination on the island of O`ahu in a safe and reliable form of transportation to accommodate their needs, and provide accessibility for the students to access other resources, but return 'home' with that gained knowledge and perspective.

2. Describe the need for this Grant Activity and provide the data to justify the Grant Activity. *(4,000 character count limit)*

The community of Wai`anae 'INDICATOR OF NEEDS' data summary: Waianae Coast, with a population of more than 46,113 (Census 2010), is economically distressed. According to Census 2010 data, 18.7% of the population are below the federal poverty line. Three of the eight census tracts within the Waianae Coast have over 25% of the population below the poverty line. According to the Hawaii Department of Health Primary Care Needs Assessment Databook 2009, the Waianae Coast has a Socio-Economic Risk Index Score of 9.4, the second highest in the State. The index takes into account: the Percent of Population 65 Years or Older; Percent of Population Below 200% of Federal Poverty Level; Percent of Civilian Labor Force Unemployed; Percent of

Population 18 Years of Age and Over with No High School Diploma; Percent of Households Receiving Financial Aid; and Percent of Households Receiving Food Stamps. According to the U.S. Preliminary figures released in March 2012 by the U.S. Bureau of Labor Statistics show Hawaii's seasonally adjusted rate of unemployment was 6.4% in February 2012. Census 2010 data show that Native Hawaiians had the highest unemployment rate among the major ethnic groups in Hawaii; the unemployment rate among Native Hawaiians on the Waianae Coast is 14.3%.

The Waianae Health Academy (WHA) specifically addresses a need for education as a "pathway out of poverty" as it relates to the deficiencies felt in these 'Indicator of Needs' detailed above.

The funding required to purchase a vehicle is a barrier that prevents the true growth and development for the program, student's success and the physical mobility that will enable this performance.

The purchase of this passenger van would enable these barriers to be addressed and provide a solution to a major ongoing issue of remote access and unattainability for the Waianae students in their education pathway.

The community has many economic stressors and indicators of poverty but that should not define and limit the students' access and interest in pursuing their education and exposure beyond their comfort zone on the Coast. The Van will provide a vessel to literally and figuratively transport the students in the efforts to betterment of their goals, dreams and livelihood.

3a. Provide a description of the Grant Activity. *(1,000 character count limit)*

GRANT ACTIVITY: The proposal funded by this grant will purchase an important and necessary new, reliable passenger van to provide transportation and access for the students of the WHA and associated programs for teens.

This vehicle purchase would mean the difference in program outcomes and goals being accomplished and for the exposure, growth and development of the students being able to better access the opportunities happening on the same island that are seemingly out of reach due to residing in a community of poverty. The Van providing transportation for the program would address this economic burden that plagues program execution and is a reality for the students in program who cannot financially contribute to funding fieldtrips, bus fare, or car sharing to visit the projected fieldtrips and events that are part of the program curriculum and agenda. The Van would transport an unduplicated number of 75 students with each cohort of 10-12 students making 5+ offsite visits/yr.

3b. Explain how and why you chose this approach to the problem or opportunity. *(2,000 character count limit)*

TRANSPORTATION: The need is apparent, is vital to student successes, and is a direct barrier to accomplishing program goals; to access the destinations associated with the curriculum and objectives of the program the need for a van is imperative. The

alleviation of associated costs for renting a vehicle or and the stress of not being able to access the events and venues required means the van would reduce the amount of 'declines' the students send out island wide. The van purchase would directly impact the students' success and participation. The van would provide a solution to a barrier that has long impaired the Waianae students' exposure and activities off of the Leeward Coast.

3c. Describe the Grant Activity scope of services and outcomes, including how these services and outcomes directly benefit the target population for the Grant. *(3,000 character count limit)*

If the Grant Activity is in the area of Public Service, begin with a statement of the number of individuals (seniors, persons with disabilities, children, domestic violence victims, homeless persons, persons suffering from substance abuse, persons suffering from mental health issues, other) that the Grant Activity will directly benefit during the Grant Term.

If the Grant Activity is in the area of Arts, Culture, Community/Economic Development or Environment, begin with a statement as to how the Grant Activity contributes to the well-being and life quality of a local, low to moderate income, community (e.g. creation/development of community organization; provision of planning, organizational support, and technical assistance to organizations; provision of financial literacy programs/services; provision of micro-enterprise/business training; provision of cultural/environmental support programs; other) and provide the approximate population size for that community.

ISSUE BEING ADDRESSED: The funding requested will support the purchase of a new vehicle under equipment needs and will provide a necessary public service to the residents of Waianae (students) which is a socio & economically distressed population in a rural and federally designated community of poverty.

3d. Clearly state timelines, measurable milestones and/or specific events tied to the Grant Activity's objectives, or other performance measures appropriate to the desired outcomes. *(3,000 character count limit)*

TIMELINE: Year One:

Month one: Procure and purchase a Commercial 12 passenger Van.

Month two - twelve: Utilize Van for fieldtrips, cultural excursions, conferences, college campus tours, and various program related site visits. Such fieldtrips and site visits over the year as examples of Van requirement would be: attending the Native Hawaiian Education conference, Hawaii convention center; Academic Institution campus visits to: Kapiolani Community College, Hawaii Pacific University, University of Hawaii at Manoa, Leeward Community College, Chaminade University, Windward Community College, YMCA Camp Erdman, Kualoa Ranch, Wailuku fishponds, Waipahu plantation village, Island wide Heiau sites, lo`i patches, Ka`ala farms, Kolona Ranch, John A Burns School of Medicine, UH West Oahu, Kroc Center, etc.

The program design and curriculum enrichment focuses on the development of a strong sense of self, confidence, leadership and pride as just as an important fundamental as the academic course of studies the students are enrolled in for the program.

3e. If the Grant involves a partnership, provide a description of each partner's role. (*2,000 character count limit)*

N/A

4. Describe with substantiating data the experience of the organization implementing the Grant Activity (including past performance of activities similar or related to the Grant Activity) and qualifications to implement this Grant Activity, including: (i) strengths and weaknesses in relation to the Grant Activity; and (ii) capacity and resources to achieve the stated outcomes (e.g. plan, leadership, staff size and abilities, facilities, community relationships). *(6,000 character count limit)*

PAST PERFORMANCE/EXPERIENCE: For over twenty years, the Waianae Health Academy has been providing the community of Waianae the opportunity to gain highly employable skills towards high-wage attainment at home in their own community. WHA recognizes that literature on at-risk student populations and indigenous populations suggests several approaches to better accommodate the needs of students who come from a socio-economic and cultural background outside that of mainstream America. This is the exact reason that the framework of WHA has had such immense success rates for over two decades in offering programs to Native Hawaiians in Waianae. The cultural inter-connectedness between delivery of educational services and WHA operations has successful bridged a gap where Native Hawaiians in "traditional" mainstream education were at-risk for not succeeding. The Waianae Health Academy also houses programs for teens along the Leeward Coast in two programs: Youth Health Corps, and CollegeNOW.

(i) STRENGTHS:

(a.) WHA has a proven successful track record of creating meaningful and employable skills training in Health Careers in the Waianae community for over 20 years.

(b.) The WHA understands and operates in direct relation to the Needs of the community and to the economic and employment trends within the State of Hawaii.

(c.) WHA has a highly diverse and qualified staff already trained and with extensive experience in delivering the scope of services to be provided via the funding.

(d.) WHA has the infrastructure and partnerships in place to carry out the outcomes of the grant.

(e.) WHA is a vessel for the Native Hawaiian population (and for those in need) to access higher education in their home community as a means of personal, family and community change.

(ii) CAPACITY/RESOURCES:

(a.) WCCHC Organization: WHA as a program of WCCHC maintains the benefits of having a strong organizational system in place and a network of internal support for

operations and assistance. WCCHC has an internal 'Organization Chart' for WHA structure and staffing reference (please see attached WCCHC org. chart doc.)

(b.) STAFFING: WHA has extensive experience training all required staff and in all associated logistics required for grant programming and operations. All staff has previous experience in working with the Waianae community and in working with the needs of this diverse population.

(c.) FACILITIES: WHA currently has office space, 2 classrooms and a computer lab located at 86-260 Farrington Hwy, Waianae, HI 96792 and is leasing the space at the cost of $0 as arranged via a community-based education partnership with the University of Hawaii, Leeward Community College. All offices, classrooms, and computer lab are available for the commencement of this grant funding.

(d.) COMMUNITY RELATIONSHIPS: WCCHC and the WHA both are located in the Waianae community and have a specific mission to serve the residents of. The services which are provided by the WHA programs are all designed for the community and towards the betterment of the lives of its families. The WCCHC/WHA partners at all levels of community from individual citizens, neighborhood boards, schools, churches, and government and has a deep understanding that it is vital for all levels of community to be valued, respected and inter-connected.

With all of these indicators considered, it is clear that continued services and exceptional program impact, execution and success will rely on the purchase and inclusion of a Van for continued expansion and providing the support for the community needs.

5. Describe the plan of the organization implementing the Grant Activity to sustain the activities after the requested funds are exhausted. *(2,000 character count limit)*

The Waianae Health Academy education program has been operating on state and federal grants for more than 20 years. Grant funding will continue to be sought after to support the WHA operations in the Waianae community.

The WHA as a program of the WCCHC will seek the support of the Board of Directors in creating a continuance in trainings after the grant funding expires. The Waianae Health Academy's ability to purchase this piece of equipment with a successful award would create a secure and reliable source of transportation that otherwise would not be provided to the residents and students. With the addition of a vehicle for transportation in the program the benchmarks for curriculum success will be carried out and met. The design of the hands-on and experiential learning specifically catered to the learning styles of Native Hawaiians has been the cornerstone of the WHA for over 20 years. The purchase of the Van would be able to carry on providing these services for many years into the future of the program.

6. Describe how the Grant Activity will be funded. *(1,000 character count limit)*

There is no current funding available to purchase a Van for the programs' necessary delivery of services. An award of funding from the City will enable WHA to purchase a Van for the first time in the program's history. The Grant Activity for the program will have an initial purchase of a 2013 Nissan Commercial Passenger Van and will be carried out via the successful Grants in Aid funding award. This Van purchase will permit the program to aid the students' success in visiting college campuses, cultural fieldtrips, education resources, conferences, etc. The Van transporting the students will better give students exposure to future opportunities in the area of healthcare careers and without the Van they will not have access to these opportunities. Without this award the grant and program activities will not be able to operate at all, and the lack of transportation will continue to be a barrier for the students in rural Waianae seeking to further their education and employment.

SECTION IV
GRANTEE EXPERIENCE WITH DEPARTMENT OF COMMUNITY SERVICES GRANTS

Identify the DCS administered grants undertaken by Grantee (or Fiscal Sponsor) in the last five years (To be verified by the City).

Grant Activity Name & Contract #: School Based Dental Project for Low-Income Students: #CT-DCS-140014

Grant Period: 1/1/14 - 12/31/14 Grant Amount: $87,887.25

Grant Purpose: Provide essential dental services for low-income students in need.

Grant Activity Status: X Underway ☐ Completed ☐ Canceled

Administrating Division: Dental Department

Grant Activity Name & Contract #: Emergency Solutions Grants: #CD-DCS-1300151

Grant Period: 4/1/13 – 4/30/14 Grant Amount: $222,168

Grant Purpose: Homeless Prevention and Rapid Housing

Grant Activity Status: X Underway ☐ Completed ☐ Canceled

Administrating Division: Community Health Services

Grant Activity Name & Contract #: CDBG Emergency Medical and Disaster Preparedness Project: #CD-DCS-0700150

Grant Period: 12/17/07 – 5/16/14 Grant Amount: $1,197,066

Grant Purpose: Construction Of Emergency Medical Services Building

Grant Activity Status: X Underway ☐ Completed ☐ Canceled

Administrating Division: Administration

Grant Activity Name & Contract #: Specialized Homeless Services – Outreach: #CT-DCS-1100300

Grant Period: 5/24/11 – 5/23/12 Grant Amount: $48,500

Grant Purpose: Homeless Outreach

Grant Activity Status: ☐ Underway X Completed ☐ Canceled

Administrating Division: Community Health Services

Grant Activity Name & Contract #: Special Needs Assistance Program (SNAP): #CT-DCS-1100299

Grant Period: 5/24/11 – 5/23/12 Grant Amount: $65,000

Grant Purpose: Provide Intensive Case Management To Homeless

Grant Activity Status: ☐ Underway X Completed ☐ Canceled

Administrating Division: Community Health Services

Grant Activity Name & Contract #: Dental and Ancillary Service Construction Project: #CT-DCS-1000106

Grant Period: 9/15/09 - 9/14/12 Grant Amount: $1,536,300

Grant Purpose: Construction Of Adult Medical and Pharmacy Building

Grant Activity Status: 0 Underway X Completed 0 Canceled

Administrating Division: Administration

THE FOLLOWING PAGES SHALL BE DETACHED FROM THE RGP DOCUMENT AND SUBMITTED.

APPENDIX F: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2015

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts including spaces. Recommended fonts: Arial, Times Roman, Helvetica. Recommended font size: 12 point.

SECTION I
SUMMARY

Grantee Legal Name:	Waikiki Community Center
Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
Grant Activity Name:	Malama Senior Services

Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

The mission of Waikiki Community Center (WCC) is to care for the people of Waikiki through quality programs and services. Incorporated in 1978, WCC was established by community residents. WCC remians uniquely positioned as the only community center within Waikiki, serving a diverse population through its 3 major programs: Senior Program, Community Programs and Early Childhood Education.

Briefly describe the Grant Activity and need being filled. *(400 character count limit)*

More than 25% of Waikiki residents are over the age of 60 years old. Eighty-two percent (82%) of seniors live alone, with an older spouse, live on fixed income and do not have adequate support systems when they become frail. WCC provides case management and evidence-based programs to prevent social isolation and premature decline in health resulting in unnecessary, costly long term care.

Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

WCC will organize/implement 70 recreational, educational and health & wellness activities and classes for seniors age 60+ in Waikiki and surrounding areas. A minimum of 700 seniors will participate in these classes and activities during the year. WCC will also provide case management, counseling & referrals for 400 seniors to assist those in need of intervention to obtain appropriate services.

Council District
(Check all districts that will benefit from the Grant Activity. Provide the amount requested per district).

☐ District 1 $	☐ District 2 $	☐ District 3 $
☒ District 4 $75,000	☐ District 5 $	☐ District 6 $

☐ District 7 $	☐ District 8 $	☐ District 9 $
Total Amount Requested (Minimum of $25,000):	$75,000	

Type of Grant Activity:		
☐ Arts	☐ Culture	☐ Community Development
☐ Economic Development	☐ Environment	☒ Public Service - Seniors
☐ Public Service - Children	☐ Public Service - Disabilities	☐ Public Service - Homeless
☐ Public Service – Domestic Violence	☐ Public Service – Substance Abuse	☐ Public Service – Mental Health
☐ Public Service – Other (describe):		

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; and (iv) has the requisite skills and knowledge to assert the foregoing certification.

Signature of Grantee (Fiscal Sponsor) Officer

Date: 12/17/13

Printed Name and Title: Caroine Hayashi, Executive Director

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned Vice Chairman of the Board of Waikiki Community Center ("Grantee") hereby certifies that Caroline Hayashi (name), Executive Director (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts.

Barbara Campbell
Chairmanship effective 1/1/14

Barbara A Campbell
(signature)

Barbara A Campbell
(Print name)

STATE OF HAWAII)
)
CITY AND COUNTY OF HONOLULU)

On this 16th day of December, 2013, before me appeared Barbara A. Campbell, personally known to me, who, being by me duly sworn, did say that he/she is the Vice Chairman of Waikiki Community Center and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said Vice Chairman acknowledged said instrument to be the free act and deed of said corporation.

DORINDA DUNLAP NOTARY 2000-437 PUBLIC STATE OF HAWAII

Dorinda Dunlap
Notary Public, State of Hawaii
My Commission expires: Dorinda Dunlap September 15, 2016

DORINDA DUNLAP NOTARY 2000-437 PUBLIC STATE OF HAWAII

Doc. Date: undated # Pages 1
Name: Dorinda Dunlap 1st Circuit
Doc. Description: Authorization to Assign Authority.
Dorinda Dunlap 12/16/13
Signature Date

NOTARY CERTIFICATION

SECTION III
GRANT ACTIVITY INFORMATION

1. Provide a brief summary description of the problem being addressed, including the population, target group size and attributes, and applicable geographic area. *(2,000 character count limit)*

Waikiki has one of the highest concentrations of seinors in Honolulu County, with 25.4% of its residents in the 60 and older category, more than 8,000 seinors. Eighty-two percent (82%) of seniors live alone or with an equally older spouse, live on fixed income and have little or few family members to serve as a support system. The target population to be served is the older adult population, age 60 and older, who live in Waikiki and surrounding areas, targeting census tracts 18.01, 180.02, 19.01, 19.02, 20.01 and 20.02.

The typical participant is female, age 74 years, on a fixed income and living alone in an apartment without relatives nearby. WCC's senior program provides a well-rounded program of services and opportunities for the maintenance of the physical, mental and social well-being so that seniors can experience a good quality of life with the ability to remain living independently in the community. In addition, preventing premature institutionalization and illness in seniors save the state and city tens of millions of dollars annually.

When seniors encounter physical and emotional changes that impact their ability to live independently, such as the onset of health problems or death of a spouse, elders may become confused, lonely, and/or unfamiliar with how to access services and support. WCC's current support services for Waikiki's older adults provides them with needed counseling, case management and coordination of services.

2. Describe the need for this Grant Activity and provide the data to justify the Grant Activity. *(4,000 character count limit)*

State and county wide, senior services will continue to become more critical priority as we have one of the fastest-growing populations of seniors in the country. Between 1990 and 2012, the number of elderly aged 75 and older increased 47 percent nationally compared to a 116 percent increase in Hawaii. (US Census) In addition, the US Census Bureau projects that by 2030, 23.3% of Hawaii's population will be 65 years of age or older (currently at 15.1%) as compared to the U.S. population of the same age, projected to be 19.6% of the population.

In Waikiki, senior services continue to be an immediate priority as more than 25% of Waikiki residents are over the age of 60. Waikiki has one of the highest numbers of senior citizens per area density on Oahu and it is higher than the percentage of seniors statewide (15.1%). Eighty-two percent (82%) of seniors live alone or with an equally older spouse, live on fixed income and have little or few family members to serve as a support system when they become frail. Many of these seniors rely on WCC's programs and activities for support thus preventing social isolation and premature decline in health resulting in unnecessary, costly long term care.

Building and maintaining informal support systems for older adults is especially challenging in a community such as Waikiki. Elders live in Waikiki's dense community of high rise condominiums and apartment buildings among a diverse, often transient population. There is no community newspaper or means of community-based information sharing. Common outreach efforts, such as going door-to-door, are nearly impossible when 95% of residents live in secured buildings. Word of mouth, multiple contacts and ongoing relationship-building over time with resident managers, community leaders and residents themselves become key strategies in identifying elders in need of assistance. As a result, many elders become increasingly isolated from receiving support.

Studies by the National Council on Aging, National Institute of Senior Centers and other aging experts demonstrate that a three-pronged approach to wellness among older adults that address the whole person – physical, cognitive and emotional/social - directly impact their ability to maintain their health and capacity for independently living. This research has also shown that moderate physical fitness can lower the risk of stroke; cognitive stimulating activities reduce the risk of Alzheimer's disease; and emotional security found through strong friendships reduces loneliness, a risk factor in developing dementia. Preventing premature institutionalization and serious health issues can save the state and county an average of $112,000 per person in long term care costs each year. This 3-prong approach includes engaging in physical activity, new learning (or cognitive stimulation) and social connectivity. WCC provides physical fitness, educational and recreational classes and activities to enable these seniors to maintain and strengthen their cognitive, social, emotional and physical health in an evidence-based preventative model for successful aging and independent living.

WCC utilizes grant funding to help defray the cost of its staff, class instructors and other activity costs. WCC maintains a small and efficient staff that works together to implement more than 70 classes and activities per month for seniors. WCC's senior programs and services constitute the majority of its activity in terms of volume and numbers of participants and funding allows it to continue to subsidize class and activity fees. In addition, the past, most classes were taught by senior volunteers. As WCC's senior class instructors have aged WCC has utilized qualified, paid instructors. WCC has utilized grant funding to help pay instructors to continue to subsidize the fees for these classes.

3a. Provide a description of the Grant Activity. *(1,000 character count limit)*

Malama Senior Services will maintain the current continuum of services for the many older adults who live independently in the community without ideal support systems, such as family. The program has two major components: 1) Evidence-based activities and programs, such as physical exercise, educational seminars and recreational activities, which support lifelong learning, physical and emotional health, and independent living; and 2) needed support services through professional

assessment and case management services for those who grow vulnerable, isolated or frail.

WCC staff will plan, implement and coordinate more than 70 classes and activities each month geared towards the needs of seniors. During the project year, at least 700 adults, age 60 and over, will participate in these programs.

A case manager will assist 400 seniors through counseling, case management, information and assistance services with follow up as needed.

3b. Explain how and why you chose this approach to the problem or opportunity. *(2,000 character count limit)*

WCC provides physical fitness, educational and recreational classes and activities to enable these seniors to maintain and strengthen their cognitive, social/emotional and physical health in an evidence-based preventative model for successful aging and independent living. Results from national studies by the National Council on Aging, National Institute of Senior Centers and other aging experts demonstrate that this 3-pronged approach to wellness among older adults directly impact their ability to maintain their health and capacity for independently living, saving the state and city an average of $112,000 per person in long term care costs each year. This research has shown that moderate physical fitness can lower the risk of stroke; cognitive stimulating activities reduce the risk of Alzheimer's disease; and emotional security found through strong friendships reduces loneliness, a risk factor in developing dementia.

In regard to case managerment, elderly residents often rely on friends for information on elder issues and services. Sometimes this information is incomplete. In recent years, WCC has identified a growing number of seniors who suffer from increased health problems and/or have difficulty managing life changes, such as death of a spouse and isolation. Because many of Waikiki's seniors are alone and have limited knowledge of existing community-based services, they have difficulty understanding how to access and secure appropriate services amidst the often confusing eligibility requirements.

Therefore, as part of WCC's continuum of services for elders, WCC provides information and assistance, counseling and case management services. Typical needs have included housing assistance for seniors pushed out of Waikiki's high rental market, in-home and caregiver assistance, medical, legal and financial questions, landlord/tenant issues, translation of documents, injury/illness rehabilitation and issues involving death and other changes in family dynamics

3c. Describe the Grant Activity scope of services and outcomes, including how these services and outcomes directly benefit the target population for the Grant. *(3,000 character count limit)*

If the Grant Activity is in the area of Public Service, begin with a statement of the number of individuals (seniors, persons with disabilities, children, domestic violence victims, homeless persons, persons suffering from substance abuse, persons suffering from mental health issues, other) that the Grant Activity will directly benefit during the Grant Term.

If the Grant Activity is in the area of Arts, Culture, Community/Economic Development or Environment, begin with a statement as to how the Grant Activity contributes to the well-being and life quality of a

local, low to moderate income, community (e.g. creation/development of community organization; provision of planning, organizational support, and technical assistance to organizations; provision of financial literacy programs/services; provision of micro-enterprise/business training; provision of cultural/environmental support programs; other) and provide the approximate population size for that community.

Waikiki Community Center will provide the following services:

- Provide a minimum of 80 activities throughout the year that address seniors' physical, cognitive and emotional well-being including classes, educational talks, social activities and outings for a minimum of 700 seniors.
- Provide case management, information and referral services and counseling to a minimum of 400 seniors.

Activities: WCC will organize and implement recreational, educational and health and wellness activities and classes for adults, age 60 and above, in Waikiki and surrounding neighborhoods. These activities may include health education, information and screenings, social events, fitness and wellness classes, outings, etc. A minimum of 700 seniors will participate in a minimum of 80 of these classes and activities during the year. This evidenced-based approach to wellness in seniors addresses the cognative, social/emotional and physical shown to prevent premature institutionalization and increasing capacity for independent living.

Examples of current/recent activity include: Physical Health & Wellness Classes – yoga, low-impact aerobics, pilates, tai chi, hula, tap, line dancing; Educational Talks & Outings – educational talks on topics such as Alzheimer's Disease & Dementia, fall prevention in seniors, getting your affairs in order, preventing/eradicating bed bugs and other pests using common household products and recent educational outings include trips to Mauna `Ala Royal Mausoleum, Washington Place, the Office of Hawaiian Affairs to touch and learn about ancient Hawaiian artifacts, neighbor island trips to Hilo and Kauai; Social Interaction/Cognitive Stimulation – many activities provide opportunities for both cognitive stimulation and social interaction such as music like ukelele classes, scrabble, bridge, French class, arts/crafts classes as well as some volunteer driven outings like the Lunch Bunch group, that selects a place to have lunch monthly with a volunteer host.

Case Management/Information & Referral - WCC will provide information and assistance, counseling and case management for a minimum of 400 seniors to assist senior to identify their concerns, consider effective solutions and find reliable resources to support their independent living in the community. A case manager will conduct assessments to identify needs, assist frail senior adults to secure appropriate services, such as money management, housing, respite care, transportation, etc., from community agencies and help them effectively manage multiple services. Staff will also provide information and referral services on a day-to-day basis through its other services such as WCC's emergency food bank, where staff often find seniors that are food insecure. Senior in need often have multiple issues that are coordinated through case management.

3d. Clearly state timelines, measurable milestones and/or specific events tied to the Grant Activity's objectives, or other performance measures appropriate to the desired outcomes. *(3,000 character count limit)*

Conduct 80 recreation, education, and social activities and classes for 700 seniors (on-going, 55 – 60 senior participants per month)

Provide 400 client assessments, information & assistance, counseling and case management services (on-going, 30-35 clients per month)

Identify/update available services and facilitate connection with services (1st quarter, on-going)

Contact resident managers, churches, and community organizations for outreach and marketing of programs and services (Quarters 1-2, On-going)

Maintain monthly contact with clients to ensure quality of services and identify additional services as needed (monthly, contact all clients in regular case management case load)

Hire and supervise class instructors (On-going)

Conduct client satisfaction surveys for quality assurance and project evaluation (quarterly)

Provide program reports to stakeholders (monthly/quarterly/ annually)

3e. If the Grant involves a partnership, provide a description of each partner's role. (*2,000 character count limit)*

This project does not involve formal partnership. However, as it has for many years, WCC will continue to work with other human service agencies and government agencies including those that reside on our property such as the Waikiki Health and others that provide complementary/additional services such as Catholic Charities. WCC staff regularly refers clients to a variety of other agencies such as these, which allows us to facilitate the wide range of client needs.

4. Describe with substantiating data the experience of the organization implementing the Grant Activity (including past performance of activities similar or related to the Grant Activity) and qualifications to implement this Grant Activity, including: (i) strengths and weaknesses in relation to the Grant Activity; and (ii) capacity and resources to achieve the stated outcomes (e.g. plan, leadership, staff size and abilities, facilities, community relationships). *(6,000 character count limit)*

Waikiki Community Center has operated its Senior Program for older adults in Waikiki since 1978. Over the past 35 years WCC has built relationships of trust with other organizations, businesses, community groups and clients. WCC has become known within the community as a place where seniors learn new skills, participate and socialize with others to minimize social isolation and maintain their emotional,

physical and cognitive health and avoid premature institutionalization and long term care.

Program Experience: Over the past several years, WCC has served more than 4,000 seniors through its wide range of classes and activities and case management and couseling. In 2012, WCC served more than 1100 unduplicated adults, age 60 or over, in activities like those proposed in this request for proposal including engaging over 650 seniors in health & wellness, exercise, recreational, and education/training activities and 455 seniors with case management, information assistance and referral services. In 2013, based upon year-to-date data, WCC is projected to serve almost 2,500 seniors, including 2,270 in health & wellness, exercise, recreational and educational activities and 190 seniors with case management and information assistance. In both years, WCC provided more than 70 different activities for seniors. Therefore, WCC has a proven track record of delivering services to the target group and meeting the numbers and outcomes projected.

Administrative Experience: Administratively, WCC has successfully managed several projects of similar size and magnitude including Grants In Aid contracts with the State Department of Health's Executive Office on Aging for the past seven years to provide the services WCC is proposing in this Grant in Aid propsal - senior health and wellness, recreational and case management services; a $506,000 City and County Department of Community Services contract for various facility system upgrades; and a $230,000 State Capital Improvement Project contract for roof and gutter repair. WCC has experience working with a variety of government agencies on projects and is familiar with administrative and financial requirements such as the reimbursement process, types of documentation required, programmatic and financial reporting, and tracking beneficiary/service data.

Leadership/Staff Experience: From 2010-2012, WCC had an interim Executive Director. In January 2013, the board hired a new, permanent Executive Director with substantial nonprofit management, program development and fund raising experience. The new Executive Director formed a team of staff that has substantial experience planning, managing and implementing the various aspects of the Malama Senior Services Program. With this team that consists of a combination of new staff skills and existing staff institutional knowledge, skills, and relationships, WCC is projected to serve double the number of seniors through activities and services this year as compared to 2012. An example of new skills brought on through new staff include the addition of a Projects and Volunteer Manager position. This staff person has experience in human resources and volunteer management and has been able to idenfity, recruit and effectively manage/retain qualified volunteer and paid instructors for new classes. For the past few years, as WCC's traditional volunteer instructor base began to diminish, a key factor that had been limiting the number of participants was finding qualified replacements for these instructors and those to lead new classes that senior had been requesting. Therefore, recruiting new instructors has been key in increasing senior participation.

An example of valuable existing staff resources that has been further leveraged is WCC's Community Relations Director. This position has been filled by Jeff Apapka

for more than 20 years. Mr. Apaka started with WCC under its founding Director and has a long and rich history in Waikiki, where he has been a resident for more than 20 years, as well as the Center and Hawaii. He is the son of entertainer Alfred Apaka and the grandnephew of one of Queen Liliuokalani's three hanai children, Lydia Aholo. Mr. Apaka's job includes planning and implements the many outings and educational talks and activties for seniors. His knowledge of and connection to Hawaiian history as well as his vast community connections has enriched the programs for the seniors. For example, on a recent outing to Washington Place he was able to recount his memories of his great aunt and also was to arrange for Aaron Mahi to play the Queen's compositions on the Washington Place piano; At Mauna `Ala senior were able to go down into the crypt; and at the Office of Hawaiian Affairs, senior were able to actually handle ancient Hawaiian artifacts.

Facility: WCC is located on a one-acre facility and has a variety of spaces that can accommodate a wide variety of activities. First floor spaces in the main building can be accessed by those who are physically disabled.

Challenges: WCC's greatest challenge is that it has gone through several years of operational deficits. This issue was addressed by stablizing leadership on both the board and staff levels and ensuring that WCC leverages all of its opportunities to raise income from a variety of sources. As mentioned above, the organization has been through a transition over the last executive staff leadership. Leadership on the board level has also transitioned - half of the current board are new members that have served for less than a year. The board has provided both fundraising support as well as expertise in areas such as facilities management that has allowed WCC to increase its sources of income. This board support as well as the new Executive Director's fundraising experience has resulted in the a projection of an operational surplus for the first time in several years.

5. Describe the plan of the organization implementing the Grant Activity to sustain the activities after the requested funds are exhausted. *(2,000 character count limit)*

WCC is working towards increasing the number of sources of income for its programs, including the Malama Senior Services program, and becoming more self-sustaining. In the past, WCC has relied heavily on earned income from some of its other programs such as its preschool. When the state funding source that subsidized preschool tuition was virtually eliminated in 2009, WCC struggled to find new sources of income.

WCC's new Executive Director has extensive fundraising experience and has started to raise programmatic grant funds from new private sources. In 2013, WCC received funding from five new private foundation sources. In addition, WCC's board, half of whom are new members, are active fundraisers. This year, WCC's annual fundraiser that is sponsored by the board, Na Mea Makamae o Waikiki, raised a recording-breaking amount and netted more than $30,000 more than budgeted. In the next several years, WCC is committed to continuing to leverage opportunities for both more diverse fundraising and for increasing its earned income.

6. Describe how the Grant Activity will be funded. *(1,000 character count limit)*

The activities described in this proposal will be funded by a combination of public and private funds. In addition to the proposed funding through the City and County, WCC will request funding through the State of Hawai`i's Grant in Aid process. WCC has received $60,000 in State GIA funds for its Senior Program in fiscal years 2005 to 2009 and 2011 to 2013. In addition, WCC will apply for private grants from the Hawaii Hotel Association Foundation and the HMSA Foundation. WCC has received $10,000 the Hawaii Hotel Association every year it was eligible since 2006. The HMSA Foundation would be a new source of funding.

SECTION IV
GRANTEE EXPERIENCE WITH DEPARTMENT OF COMMUNITY SERVICES GRANTS

Identify the DCS administered grants undertaken by Grantee (or Fiscal Sponsor) in the last five years (To be verified by the City).

Grant Activity Name & Contract #: Electrical Replacement Project/CT-DCS-1200079
Grant Period: 10/10/11-9/30/13 Grant Amount: $506,300
Grant Purpose: Correct eletrical deficiencies, increase electrical energy efficiency, provide electrical infrastructure to bring facilities into compliance with City building codes.
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: Department of Community Services

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

GRANTEE EXPERI
COMM. SERVICE
Waikiki Commun

THE FOLLOWING PAGES SHALL BE DETACHED FROM THE RGP DOCUMENT AND SUBMITTED.

APPENDIX F: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2015

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts including spaces. Recommended fonts: Arial, Times Roman, Helvetica. Recommended font size: 12 point.

SECTION I
SUMMARY

Grantee Legal Name:	Winners at Work, Inc.
Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
Grant Activity Name:	Community Inclusion Project

Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Winners at Work, Inc., the parent corporation of Abilities Unlimited (AU), began in 1983 as a demonstration project in community-based services for people with disabilities. Today, two main programs make up AU – the Medicaid Waiver Program, commenced in 2003, and the Employment Program, commenced in 1991. AU's mission is: Building inclusive communities that empower individuals with disabilities.

Briefly describe the Grant Activity and need being filled. *(400 character count limit)*

AU proposes to create its Community Inclusion Project (CIP), aimed to help individuals with disabilities to participate in inclusive, community-based activities with the community, rather than apart from the community. The creation and implementation of the CIP is consistent with AU's commitment to inclusion, despite the historical and current trend to segregate individuals with disabilities.

Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

The CIP will assist individuals with disabilities to participate in 7 community-based activities per week for 48 weeks, totaling 336 activities over a year. A minimum of 4 individuals will participate in each of the 336 activities, resulting in the participation of 1,344 duplicated individuals in a community-based activity over the course of one year, or an average of 112 per month.

Council District
(Check all districts that will benefit from the Grant Activity. Provide the amount requested per district).

☐ District 1 $	☐ District 2 $	☐ District 3 $
☐ District 4 $	☐ District 5 $	☐ District 6 $

☒ District 7 $55,518.00	☐ District 8 $	☐ District 9 $
Total Amount Requested (Minimum of $25,000):	$55,518.00	

Type of Grant Activity:		
☐ Arts	☐ Culture	☐ Community Development
☐ Economic Development	☐ Environment	☐ Public Service - Seniors
☐ Public Service - Children	☒ Public Service - Disabilities	☐ Public Service - Homeless
☐ Public Service – Domestic Violence	☐ Public Service – Substance Abuse	☐ Public Service – Mental Health
☐ Public Service – Other (describe):		

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; and (iv) has the requisite skills and knowledge to assert the foregoing certification.

Karen Mukai

Signature of Grantee (Fiscal Sponsor) Officer

Printed Name and Title: President/COO, Karen Mukai

12/17/13

Date

CERTIFICATE OF THE BOARD OF DIRECTORS
AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned Officer of the Board of Winners at Work, Inc. ("Grantee") hereby certifies that Karen S. Mukai (name), President & COO (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts.

Karen S. Mukai
(signature)

Karen S. Mukai
(Print name)

STATE OF HAWAII)
)
CITY AND COUNTY OF HONOLULU)

On this 17th day of December, 2013, before me appeared Karen S. Mukai, personally known to me, who, being by me duly sworn, did say that ~~he~~/she is the President & COO of Winners At Work, Inc and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said she acknowledged said instrument to be the free act and deed of said corporation.

JUDY MATSUMOTO NOTARY PUBLIC No. 04-568 STATE OF HAWAII

Judy Matsumoto
Notary Public, State of Hawaii

My Commission expires: 10/03/2016

Doc. Date: DEC 17 2013 # Pages 1
Name: JUDY MATSUMOTO 1st Circuit
Doc. Description: Certificate of the Board of Directors Authorization of Assign Authority
Judy Matsumoto DEC 17 2013
Signature Date

NOTARY CERTIFICATION

JUDY MATSUMOTO NOTARY PUBLIC No. 04-568 STATE OF HAWAII

FISCAL SPONSOR

The Fiscal Sponsor is a nonprofit organization that assumes legal, financial and programmatic responsibility for the activities of groups or individuals engaged in work that furthers the fiscal sponsor's mission and their own respective purposes. The Fiscal Sponsor is called the Grantee in this Grant Proposal. The City's legal relationship is with the Grantee, and the City will disburse grant funds to the Grantee. The Sponsored Organization is the organization under this Grant Proposal that the Grantee (Fiscal Sponsor) chooses to support to implement the Grant Activity.

Accordingly, if the Grantee is a Fiscal Sponsor, the following should be completed by both the Grantee (Fiscal Sponsor) and the Sponsored Organization. By initialing and signing below, the Grantee (Fiscal Sponsor) and the Sponsored Organization indicate they have reviewed and come to an agreement regarding each of the following items:

Grantee/Fiscal Sponsor Initials	Sponsored Organization Initials	Agreed upon items
		Response herein to Section III Question 1
		Response herein to Section III Question 2
		Response herein to Section III Question 3
		Response herein to Section III Question 4
		Response herein to Section III Question 5
		Response herein to Section III Question 6
		Grant Activity Budget/Funding (Exhibit A)
		Grant Activity Preliminary Schedule of Budget, Services/Outcomes and Timeline (Exhibit B)

In addition to the foregoing, the Fiscal Sponsor and the Sponsored Organization each hold the CITY harmless and will defend and indemnify the CITY and its officers, employees, and agents, individually and in their official capacities, from all claims of liability for damages arising directly or indirectly from each entering into a Fiscal Sponsorship Agreement with the other.

The undersigned also attach hereto requirement documents regarding Fiscal Sponsorship, as detailed in Section V.

_____ _____

Signature of Grantee (Fiscal Sponsor) Officer — Date

Printed Name and Title:

_____ _____

Signature of Sponsored Organization Officer — Date

Printed Name and Title:

SECTION III
GRANT ACTIVITY INFORMATION

1. Provide a brief summary description of the problem being addressed, including the population, target group size and attributes, and applicable geographic area. *(2,000 character count limit)*

The U.S. Supreme Court's 1999 ruling in Olmstead v. L.C. provides for the right of individuals with disabilities to live in their community, in part by requiring public agencies to administer programs "in the most integrated setting appropriate to the needs of qualified individuals with disabilities." The Court found that institutionalization severely limits a person's ability to interact with family and friends, to work, and to make a life for him/herself.

While Olmstead was a major step in the right direction, it is apparent that there still exists residual discrimination to individuals with disabilities. This is evident by the fact that, according to a recent study by Research in Autism Spectrum Disorders, children with Autism were 28 times more likely than typical kids to contemplate or attempt suicide, and those who were bullied or teased were among those at highest risk.

The history of institutionalization has also resulted in a lack of inclusive services for individuals with disabilities, even to this day. While the Olmstead decision did shift most individuals from institutional to community-based care, this shift cannot be confused as achieving true inclusion for individuals with disabilities. Many of the 44 Medicaid Waiver providers on Oahu conduct the vast majority of their activities within the confines of their office building or facility, a relatively insignificant divergence from the care during the institutionalization era.

According to the 2009 American Community Survey, 11.8% of persons in Hawaii ages 5+ reported having some type of disability. According to a study performed by the Hawaii State DOH, findings suggest that Filipinos may be experiencing more severe levels of disability than most other ethnicities in Hawaii. This suggests that there is an unmet need to better serve individuals with disabilities especially in District 7 – the district where Hawaii's highest concentration of Filipinos reside.

2. Describe the need for this Grant Activity and provide the data to justify the Grant Activity. *(4,000 character count limit)*

Need for inclusive, community-based activities:

Rather than participating in inclusive activities in the community with the rest of the community, many Medicaid Waiver Program providers (programs that serve individuals with developmental disabilities) provide services strictly within the four walls of their facility. This need for more inclusive, community-based activities is well-documented by the law in Olmstead, the ADA, and the creation of the Medicaid Waiver Program. This sentiment is also well-backed by statistical data. According to the National Core Indicators (NCI) findings for Hawaii, 54% of individuals with intellectual and developmental disabilities reported that they went out for entertainment only 1-2 times in

the past month. The percentage of individuals who went out for entertainment 0-2 times in the past month, though undocumented by this study, is surely greater than 54%. Similar data that points to the same conclusion is available online, but will not be reported here due to space constraints.

Need for accessible transportation to the community:

Perhaps the most significant barrier for participants is finding accessible and reasonable transportation to and from the community. According to Paratransit, Inc., the managers of the Handi-Van Eligibility Center, "The law recognizes...that some persons with disabilities are not able to use fixed route services even if these services are fully accessible. The law also acknowledges that some fixed route systems may not be fully accessible."

Consistent with this view, AU recognizes that it is unreasonable to expect many of its Handi-Van-eligible participants to use the public bus system due to accessibility and/or safety issues caused by physical and/or cognitive impairment. While Handi-Van is an alternative, Handi-Van is not an effective service to transport individuals with disabilities for short trips to community activities. This is primarily due to the fact that Handi-Van is notoriously seldom on time, and there is never a guarantee that the reservation will be accepted. This is not an exaggeration.

The safest, most accessible, most reasonable alternative to Handi-Van and public bus is a wheelchair accessible van, which AU will be able to purchase if funded for the CIP. Scheduling and promptness would not be an issue, as it is for Handi-Van. Safety risk would also be minimized, as participants would not have to walk to the bus stop or ride the bus in a crowded environment.

Need for community acceptance of individuals with disabilities:

The nation's history of institutionalization has resulted in residual discrimination and a lack of understanding of individuals with disabilities that is still prevalent today. This discrimination begins in one's youth, in the form of teasing and bullying, and continues into adulthood, in the form of continued bullying and employment discrimination.

As mentioned, children with Autism are 28 times more likely than typical kids to contemplate or attempt suicide, and those who were bullied or teased were among those at highest risk. According to the National Center on Secondary Education and Transition (NCSET), "Labeling and separating students based on athletic or academic aptitude provides an atmosphere ripe for support of bullying, teasing, and development of cliques. Continued non-participation by students with disabilities in general education classes, mainstream educational clubs and organizations, and athletic programs perpetuates a lack of understanding and interaction among students with and without disabilities." For many individuals with disabilities, the finding that separation fosters bullying translates into post-secondary school life, as well. The logic follows, that as long as Medicaid Waiver Program providers continue to separate participants from the

rest of society, our society will continue to be slow in progressing beyond discrimination.

3a. Provide a description of the Grant Activity. *(1,000 character count limit)*

The CIP will consist of 7 regular weekly activities for individuals with disabilities. These inclusive, community-based activities include: Sports Clinic at a neighborhood park, Dance Class at Makiki Park, Yoga at Makiki Park, Tennis at Kalakaua Park, Gardening at Foster Botanical, Market Shopping at Costco, and a City & County Parks & Recreation class to be chosen by participants.

Participants will be supervised on a 1:4 staff to participant ratio. AU's staff will prepare and implement structured curricula and will assist participants in attaining their particular goals, identified by the participant and their circle of support. Common goals include: Job readiness, socialization, and fitness.

Each participant will be transported to and from activities on an ADA-accessible van. This van will provide participants with reasonable transportation and offer participants and their guardians the peace of mind that they will be accessing the community in a safe, reliable manner.

3b. Explain how and why you chose this approach to the problem or opportunity. *(2,000 character count limit)*

AU chose to create the CIP to address the unfortunate fact that individuals with disabilities still lack access to true inclusion in their community. This decision to create such a project stemmed from AU's recognition of the following: (1) Many current participants expressed a desire to engage in inclusive, community-based activities in place of facility-based activities; (2) the community-at-large still lacks acceptance and often discriminates against individuals with disabilities, due to a lack of knowledge and understanding of this historically segregated population; (3) AU is committed to establishing itself as the most inclusive, community-based Medicaid Waiver Program provider in the state.

In recognition of these 3 points, AU chose to specifically shape the CIP into a comprehensive, wrap-around service that goes far beyond simply requesting its participants to go out and inject themselves into the community. The comprehensive nature of this proposed project will provide the participants with a structured and well-planned schedule of inclusive, community-based activities that appeal to diverse interests of the participants. The comprehensiveness of this project will also provide the participants with safe, accessible, and efficient transportation to and from these activities in an ADA-accessible van. Furthermore, the comprehensive nature of this project will ensure that the participants are supervised by a trained staff member who

will ensure their safety, facilitate further activity and inclusion at the activity site, and measure the participants' progress.

While it may have been easier, from a service perspective, to inject the participants into the community by simply requesting that they leave AU's office, take the city bus, and introduce themselves to the community, AU chose to put them in a safe and effective position to succeed and thrive in the community, via the CIP.

3c. Describe the Grant Activity scope of services and outcomes, including how these services and outcomes directly benefit the target population for the Grant. *(3,000 character count limit)*

If the Grant Activity is in the area of Public Service, begin with a statement of the number of individuals (seniors, persons with disabilities, children, domestic violence victims, homeless persons, persons suffering from substance abuse, persons suffering from mental health issues, other) that the Grant Activity will directly benefit during the Grant Term.

If the Grant Activity is in the area of Arts, Culture, Community/Economic Development or Environment, begin with a statement as to how the Grant Activity contributes to the well-being and life quality of a local, low to moderate income, community (e.g. creation/development of community organization; provision of planning, organizational support, and technical assistance to organizations; provision of financial literacy programs/services; provision of micro-enterprise/business training; provision of cultural/environmental support programs; other) and provide the approximate population size for that community.

The CIP is a Public Service Grant Activity that will serve individuals with disabilities. The CIP will assist participants to partake in 7 community-based activities per week for one-hour each on a weekly basis for 48 weeks, totaling 336 community-based activities over the year. A minimum average of 4 individuals will participate in each of the activities, resulting in the participation of 1,344 duplicated participants. The CIP will serve, at a minimum, 4 unduplicated individuals over the course of one year, though this number will likely be much greater.

Each participant in the CIP will receive transportation to and from each activity on an ADA-accessible van. Participants will be supervised on a 1:4 staff to participant ratio and will engage in structured curricula for the activities. The supervising staff members will be tasked with multiple duties, including general supervision, fostering participants' progress on their goals, logging Attendance Sheets, and tracking progress on Program Data Sheets.

The success of the CIP will be based on a primary measurement tool – Attendance Sheets – and a supplementary measurement tool – Program Data Sheets. Attendance Sheets will verify that the activities proposed here are being held and that a minimum average of 112 clients per month participate. The Program Data Sheets will measure the participants' goals. AU will report these Attendance Sheets and Program Data Sheets monthly and will adhere to HIPAA.

For purposes of this grant's monthly reporting requirements, Attendance Sheets will be the only tool to measure the grant's official outcomes, measuring the following outcome: Whether the CIP conducts activities for an average of 112 duplicated individuals per month.

Program Data Sheets, while valuable data to track to guide staff members in assisting participants, will be considered a form of supplementary data, unrelated to the official grant outcomes. The reason for this decision is because Program Data Sheets will sometimes reflect regressions in progress – due to extrinsic circumstances like new medication or other disability-related factors – and this regression should not be an indication of the CIP's success.

The CIP will directly benefit individuals with disabilities. While each of these goals can technically be taught in an office setting, each of these goals can be more effectively taught in the community. In addition to the fact that the CIP will assist the participants in reaching their documented goals, the CIP will also rehabilitate the community – a secondary, unofficial target population. As previously discussed in this proposal, the act of separating perpetuates negative perceptions of individuals with disabilities. The CIP's effort to shift away from separating will help to change these negative perceptions and create a higher quality life for the participants.

3d. Clearly state timelines, measurable milestones and/or specific events tied to the Grant Activity's objectives, or other performance measures appropriate to the desired outcomes. *(3,000 character count limit)*

AU's CIP will assist individuals with disabilities to participate in 7 community-based activities per week. These activities will run for approximately one-hour each on a weekly basis for 48 weeks, resulting in a total of 336 community-based activities over the course of one year. This translates to a timeline of an average of 28 activities per month.

A minimum of 4 individuals with disabilities will participate in each of the 336 community-based activities, resulting in the participation of 1,344 duplicated individuals with disabilities in a community-based activity over the course of one year – an average of 112 duplicated individuals per month. The reason why the measure will be based on an average of 112 duplicated individuals per month (emphasis on "average") is because AU's activities occur on a regular weekly schedule and may be affected by holidays, and some months will have more weekdays than others.

Consistent with the timeline set in Exhibit B, milestones will be based on whether the CIP conducts activities for an average of 112 duplicated individuals per month. AU will utilize the aforementioned Attendance Sheets as its measurement tool.

3e. If the Grant involves a partnership, provide a description of each partner's role. (*2,000 character count limit)*

The Community Inclusion Project does not involve a partnership.

4. Describe with substantiating data the experience of the organization implementing the Grant Activity (including past performance of activities similar or related to the Grant Activity) and qualifications to implement this Grant Activity, including: (i) strengths and weaknesses in relation to the Grant Activity; and (ii) capacity and resources to achieve the stated outcomes (e.g. plan, leadership, staff size and abilities, facilities, community relationships). *(6,000 character count limit)*

Experience:

In its most general sense, AU has been serving individuals with disabilities across the island of Oahu since 1983. AU currently serves 2 identifiable populations: (1) individuals with disabilities referred from the Division of Vocational Rehabilitation (DVR) and (2) individuals with developmental disabilities referred from the Developmental Disabilities Division (DDD). AU's services directed toward both of these populations are closely related to the CIP, as they both involve the task of assisting individuals with disabilities to be included in the community.

To assist individuals referred by DVR, AU provides individualized counseling sessions and classes to prepare them for competitive employment. Once the individual obtains a job, AU provides on-the-job support until the individual can work independently. AU has provided employment services for job seekers with severe disabilities through its contracts with DVR since 1991. Within the last two-year contract period with DVR, AU achieved 133% of its contracted employment output goals and established itself as Hawaii's leader in rehabilitating individuals with disabilities referred from DVR in positions of competitive employment.

In its effort to help individuals with disabilities to access the community and learn independent living skills, AU provides its DDD-qualified participants with a Direct Support Worker (DSW), who works 1:1 or 1:4 with the participants, depending on what is prescribed by DDD. AU has been providing these participants with services since 2003, but is now committed to developing more community-based services for its participants via the CIP.

Qualifications:

As an agency, AU has been authorized by the DOH as a Medicaid Waiver Services Program provider and possesses a provider agreement with the DHS since 2003. All 59 DSWs, as well as the 5 Service Supervisors on staff meet the standards set out by DOH, which include a criminal history check, APS and CPS checks, CPR/First Aid Training, TB clearance, and Medicaid Waiver training. Service Supervisors are required to have their Bachelor's Degree, as well.

Strengths and weaknesses in relation to the Grant Activity:

AU's strength in relation to the CIP is its experience in working with individuals with disabilities. AU's experience is highlighted in depth above in its explanation of its services to the 2 aforementioned populations.

Through this experience, AU has developed a related strength – a hard-working, compassionate staff of well-trained individuals from a variety of identities and backgrounds. The staff's diversity includes a balance of genders, a range of ethnicities, and a range of ages. This diversity provides participants with a wide variety of staff members to trust, relate to, and choose as role models. Furthermore, 29% of AU's staff are persons with disabilities. This experiential expertise has been found to be especially effective in motivating and inspiring participants.

AU's strength in relation to the CIP also rests in its ability and experience in forging partnerships with the community. This strength has aided in AU's ability to get its participants involved in the community.

AU's weakness in relation to the CIP is in the fact that it cannot foresee the unpredictable consequences that may come with assisting participants in participating in the community. There is a reason why the majority of the 44 Medicaid Waiver Program providers on Oahu do not provide their participants with inclusive, community-based activities, and this is because it is not easy to manage. Due to the sometimes unstable, anti-social tendencies of some of the participants with severe disabilities and behavioral issues, there is always risk involved when taking them out into the community. While AU is not fully prepared for these unforeseen consequences, it will mitigate the chance of them occurring by providing tight supervision, frequent training sessions, and using sound judgment in avoiding situations that may escalate.

Capacity and resources to achieve the stated outcomes (e.g. plan, leadership, staff size and abilities, facilities, community relationships):

AU possesses the necessary capacity and resources to implement the CIP. AU has planned for the CIP for the past two years by gradually conducting more inclusive, community-based activities every semester. This proposal is the culmination of these two years of planning, and AU's staff is equipped and ready to officially begin the CIP to the extent that is proposed here.

In terms of leadership, the CIP will be overseen by a number of staff members, each of whom hold extensive experience in the field. The President/COO will provide executive leadership, the VP of Programs will provide general programmatic leadership, and the VP of Finance will provide fiscal oversight. Each of these individuals possess years of successful oversight of contracts with state agencies such as DOH and DHS, federal contracts like the AmeriCorps program, and various foundation grants. AU currently has a staff of 59 DSWs and 15 full-time management staff members, and as previously mentioned they bring a diverse set of abilities and identities to the service delivery.

In terms of facilities, AU entered into a legal collaboration known as DiverseAbilities (DA) in 1977 with ATRC, HCIL and UCPH who all serve individuals with disabilities. DA designed 15,000 sq. ft of office and training space to be occupied by all entities of the collaboration. The building is fully ADA-compliant. The space is recognized as a model of accessibility for individuals with disabilities. This will serve as the meeting place for

activities.

In regards to community relationships, AU has forged relationships at A`ala Park, Pu`unui Park, Kalakaua Park, the City & County Parks and Recreation program, Makiki District Park, and Foster Botanical Garden. These relationships will provide AU with community activity sites to implement the CIP.

5. Describe the plan of the organization implementing the Grant Activity to sustain the activities after the requested funds are exhausted. *(2,000 character count limit)*

The CIP is a sustainable program, as long as AU maintains the following: (1) Its relationships with its community partners, (2) its relationships with its participants, and (3) its wheelchair-accessible van.

In this inaugural year of the CIP, AU will be sure to continuously improve its relationship with its community partners, including A`ala Park, Pu`unui Park, Kalakaua Park, Makiki District Park, the City & County Parks and Recreation program, and Foster Botanical Garden. Through regular contact and demonstration of responsibility and respect to the community partners, AU will keep these relationships positive so that the CIP is welcomed to use their facilities in the subsequent years. AU staff will contact representatives from these community partners at least twice per month to maintain this relationship.

AU will also maintain its relationship with its participants so that there continues to be participants to serve in the future. Participant satisfaction will be largely dependent on AU's ability to respond promptly to its Participant Satisfaction Surveys and provide quality service to its participants, in the form of quality DSWs, quality activities, and offering a high level of individuality, freedom of choice, and safety. Maintaining strong relationships with participants will also require the maintenance of strong relationships with the participants' case managers, family, and circle of support. AU's staff of Service Supervisors engages in monthly, often weekly communication with these sources.

Finally, AU will maintain its wheelchair accessible van, which, as explained in this proposal, is an integral part of the CIP's implementation due to the inaccessibility of the public bus and the unreliable nature of the Handi-Van. The maintenance and upkeep of the van will come out of AU's funds, and this van will be utilized for many years to come.

6. Describe how the Grant Activity will be funded. *(1,000 character count limit)*

The funds awarded from the Grants-In-Aid fund will cover the cost of the ADA-accessible van, which will be used in direct service to the CIP participants. This van will provide CIP participants with transportation to 336 inclusive, community-based activities per year, transporting 1,344 duplicated individuals with disabilities. The cost of the van will be financed over the 12-month course of the grant period. The staff wages

associated with the CIP will be funded through other sources, as will any equipment or supplies that are purchased for the activities.

SECTION IV
GRANTEE EXPERIENCE WITH DEPARTMENT OF COMMUNITY SERVICES GRANTS

Identify the DCS administered grants undertaken by Grantee (or Fiscal Sponsor) in the last five years (To be verified by the City).

Grant Activity Name & Contract #: Work-Life Development Program, pending Contract #
Grant Period: FY14 Grant Amount: $51,106.64
Grant Purpose: To provide paid internships and recreational activities for individuals with disabilities
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: Office of Special Projects

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

Grant Activity Name & Contract #: _____
Grant Period: _____ Grant Amount: _____
Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

THE FOLLOWING PAGES SHALL BE DETACHED FROM THE RGP DOCUMENT AND SUBMITTED.

APPENDIX F: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2015

73

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts including spaces. Recommended fonts: Arial, Times Roman, Helvetica. Recommended font size: 12 point.

SECTION I
SUMMARY

Grantee Legal Name:	Young Men's Christian Association Of Honolulu
Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
Grant Activity Name:	YMCA Of Honolulu - Kalihi Branch "Ho`okupa`a Teen After-School Program" and "Kauhale After-Care Program"

Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

The YMCA of Honolulu, founded in 1869, is a fellowship dedicated to putting Christian principles into practice through programs that build healthy spirit, mind and body for all. Every year, the YMCA serve over 100,000 children, teens, and adults promoting its core values of caring, honesty, respect and responsibility while focusing on Youth Development, Healthy Living and Social Responsibility.

Briefly describe the Grant Activity and need being filled. *(400 character count limit)*

Demand for after-school programs exceeds the supply, and access to quality out-of-school-time activities is especially limited. The YMCA will address this need by providing After-Care & Positive Youth Development Activities to increase protective factors for Children and Teens who are at risk for or involved in Substance Abuse, Truancy, Teen Pregnancy, Juvenile Delinquency/Illegal activities.

Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

530 youth will participate in the Kauhale After-Care & Ho`okupa`a After School Program. Teens will have opportunities to:
- Have a safe place to spend their after school hours in adult supervised programs
- Have the opportunity to gain knowledge of a healthy & productive life, and be involved in leadership development & social responsibility
- Receive After-Care & Relapse Prevention Services

Council District
(Check all districts that will benefit from the Grant Activity. Provide the amount requested per district).

☐ District 1 $	☐ District 2 $	☐ District 3 $

☐ District 4 $	☐ District 5 $	☒ District 6 $100,000.00
☒ District 7 $100,000.00	☒ District 8 $75,000.00	☒ District 9 $75,000.00
Total Amount Requested (Minimum of $25,000):	$350,000.00	

Type of Grant Activity:		
☐ Arts	☐ Culture	☐ Community Development
☐ Economic Development	☐ Environment	☐ Public Service - Seniors
☒ Public Service - Children	☐ Public Service - Disabilities	☐ Public Service - Homeless
☐ Public Service – Domestic Violence	☒ Public Service – Substance Abuse	☐ Public Service – Mental Health
☐ Public Service – Other (describe):		

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; and (iv) has the requisite skills and knowledge to assert the foregoing certification.

Michael Broderick

Signature of Grantee (Fiscal Sponsor) Officer

Printed Name and Title: Michael F. Broderick, President & CEO

12/18/13

Date

CERTIFICATE OF THE BOARD OF DIRECTORS
AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned Chair of the Board of Directors, YMCA of Honolulu ("Grantee") hereby certifies that Michael F. Broderick (name), President & CEO (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts.

(signature)

Lance Wilhelm, Chair, Board of Directors
(Print name)

STATE OF HAWAII)
)
CITY AND COUNTY OF HONOLULU)

On this 19th day of December, 2013, before me appeared Lance Wilhelm, personally known to me, who, being by me duly sworn, did say that he/~~she~~ is the Chair, Board of Directors of YMCA of Honolulu and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said Lance Wilhelm acknowledged said instrument to be the free act and deed of said corporation.

PAMELA M. KAGAWA NOTARY PUBLIC 83-286 STATE OF HAWAII

Pamela M. Kagawa
Notary Public, State of Hawaii

My Commission expires: 12-26-14

Doc. Date: 12-19-13 # Pages 1
Name: Pamela M. Kagawa 1st Circuit
Doc. Description:
Certificate of the Board of Directors - Auth. to Assign Authority 12-19-13
Signature Date

NOTARY CERTIFICATION

PAMELA M. KAGAWA NOTARY PUBLIC 83-286 STATE OF HAWAII

FISCAL SPONSOR

The Fiscal Sponsor is a nonprofit organization that assumes legal, financial and programmatic responsibility for the activities of groups or individuals engaged in work that furthers the fiscal sponsor's mission and their own respective purposes. The Fiscal Sponsor is called the Grantee in this Grant Proposal. The City's legal relationship is with the Grantee, and the City will disburse grant funds to the Grantee. The Sponsored Organization is the organization under this Grant Proposal that the Grantee (Fiscal Sponsor) chooses to support to implement the Grant Activity.

Accordingly, if the Grantee is a Fiscal Sponsor, the following should be completed by both the Grantee (Fiscal Sponsor) and the Sponsored Organization. By initialing and signing below, the Grantee (Fiscal Sponsor) and the Sponsored Organization indicate they have reviewed and come to an agreement regarding each of the following items:

Grantee/Fiscal Sponsor Initials	Sponsored Organization Initials	Agreed upon items
		Response herein to Section III Question 1
		Response herein to Section III Question 2
		Response herein to Section III Question 3
		Response herein to Section III Question 4
		Response herein to Section III Question 5
		Response herein to Section III Question 6
		Grant Activity Budget/Funding (Exhibit A)
		Grant Activity Preliminary Schedule of Budget, Services/Outcomes and Timeline (Exhibit B)

In addition to the foregoing, the Fiscal Sponsor and the Sponsored Organization each hold the CITY harmless and will defend and indemnify the CITY and its officers, employees, and agents, individually and in their official capacities, from all claims of liability for damages arising directly or indirectly from each entering into a Fiscal Sponsorship Agreement with the other.

The undersigned also attach hereto requirement documents regarding Fiscal Sponsorship, as detailed in Section V.

Michael Broderick — 12/18/13

Signature of Grantee (Fiscal Sponsor) Officer — Date

Printed Name and Title: Michael F. Broderick, President & CEO

Signature of Sponsored Organization Officer — Date

Printed Name and Title: Not Applicable.

SECTION III
GRANT ACTIVITY INFORMATION

1. Provide a brief summary description of the problem being addressed, including the population, target group size and attributes, and applicable geographic area. *(2,000 character count limit)*

Teens in Hawaii are at high risk for substance abuse, juvenile crime and teen pregnancy, particularly during after-school hours! Public/Private Ventures, a social research group, released the following national study: "Research has shown that 3 p.m. to 6 p.m. are the peak hours for youth to commit or be victims of crimes and to smoke, drink or do drugs. Afterschool programs can keep youth out of trouble, improve school attitudes and behavior, strengthen social networks, teach new skills and improve self-confidence by offering safety, structure, supportive adults and exposure to new and different experiences. Conversely, youth without adult supervision after school are at risk for academic and behavior problems. However, the demand for after-school programs exceeds the supply, and access to quality out-of-school-time activities is especially limited in low-income communities."

The target population includes a total of 530 middle and high school-aged adolescents participating in the YMCA's integrated Kauhale After-Care Program and Ho'okupa'a Teen After School Program, a positive youth development program. This integrated program includes both youth who are being discharged from the Kalihi Y substance abuse treatment program and youth from the targeted geographic areas who are interested in participating in this community-based, after-school program.

This integrated program will serve youth from middle schools and high schools located across 4 districts on the island of O'ahu: District 6 – Roosevelt H.S., Stevenson, Kawananakoa, Central Middle, Aiea H.S., Aiea Intermediate, and Moanalua Middle; District 7 – Farrington H.S., Moanalua H.S., Kalakaua and Dole Middle Schools; District 8 –Waipahu H.S., and Waipahu Middle; and District 9 –Campbell H.S., and Ilima Middle. Youths will also be referred to the program from the Judiciary, where the Kalihi YMCA also provides substance abuse treatment services to youth residing from Aiea to Ewa Beach, and Waipahu to Waipio.

2. Describe the need for this Grant Activity and provide the data to justify the Grant Activity. *(4,000 character count limit)*

The YMCA of Honolulu – Kalihi Branch proposed grant activity addresses two significant needs for youth in Hawaii: (a) effective adolescent substance abuse treatment services including follow-up aftercare programs that are located in the communities and schools where students live; and (b) positive youth development activities provided after school and on weekends in communities where youth live that are easily accessible and available at times outside of the school day and on weekends when youth may be more vulnerable to risky behaviors and unhealthy situations, particularly in neighborhoods where resources and supervised activities that support health and wellness for developing adolescents are not readily available. When these two activities are coordinated as proposed in this project, they provide community-

based resources that are difficult to develop and rarely provided :

– Substance abuse aftercare programs for youth in which youth discharged from their treatment program can receive follow-up services as part of their discharge plan that are appropriately adult-supervised;

– All services and activities provided in the context of positive youth development activities that include youth from the community, many of whom serve as positive role models and as social networks for supporting the integration of youth from treatment programs back to positive community involvement.

The 2003 Hawai`i Student Alcohol, Tobacco, and Other Drug Use Study: Adolescent Prevention and Treatment Needs Assessment (Pearson, 2003) reported a significant increase in ATOD use and other antisocial behaviors among students in Hawai'i that starts during the middle school years (grades 6-8). For example, in this report 13.2% of 6th graders reported alcohol use compared to 36.8% of 8th graders, 59.1% of 10th graders, and 72.5% of 12th graders. Any use of marijuana was 1.5% among 6th graders, but increased to 12.1% among 8th graders, 30.5% among 10th graders, and 44.4% among 12th graders. Similar patterns of increased use starting during the middle school years were found in every other drug category.

The Hawaii Student Alcohol, Tobacco, and Other Drug Use Study: 2007-2008 Comprehensive Report and the Alcohol and Drug Treatment Services Report: Hawaii, 10-Year Trends (2003 – 2012) published by ADAD indicate that the City and County of Honolulu experienced an increase of 9.7% of adolescents admitted into ADAD substance abuse treatment programs between 2008 and 2012. In 2012, approximately 4,511 adolescents in grades 6-12 attending public schools in the C&C of Honolulu required substance abuse treatment, but only 1,419 (31.4%) were admitted to ADAD treatment programs. Of the adolescents admitted into treatment, only 32.7% completed the treatment program with no drug use. The remaining 67.3% either completed the program with some drug use (19.4%), left before completing the program (26.3%), or were discharged for non-compliance with rules (7.9%), or were transferred to another program or incarcerated (13.4%).

Research studies have shown that youth who do not participate in after school activities and are left unsupervised from 3:00 p.m. to 7:00 p.m. are significantly more likely to drink alcohol, smoke, use drugs, get into trouble, engage in sex, get into fights, and skip school. Nationally, teens not supervised after school are six times more likely to be "D" students than those who participate in supervised activities. Among youth in middle school (6th through 8th grade), 54% report low community opportunities for positive involvement; 41% report exposure to ATOD use in the community; 50% in the family, and 33% among their peers. Among middle school youth, nearly 42% of the students report low school commitment while half (50%) indicates poor academic performance. Youths who reach high school with serious educational deficiencies have high dropout rates and are more likely than the general population to turn to crime.

3a. Provide a description of the Grant Activity. *(1,000 character count limit)*

The Kalihi YMCA will provide a "school's out" Ho`okupa`a Teen Program to middle and high school students in targeted areas. The program operates between 2:30 and 7:00 pm Monday through Friday, and 8:30 a.m. to 1:00 p.m. on Saturday at the Kalihi and Leeward YMCAs. Services are also provided during the school intersessions and summer vacation. In addition, the Kalihi YMCA will offer an after-care program for youth discharged from its substance abuse treatment programs. Without appropriate after-care programs, the youth is at risk for regressing from treatment gains and more vulnerable to relapsing. Achievement of both (a) the maintenance of a substance free life; and (b) the development and strengthening of personal and social assets are essential for youth to achieve recovery and to transition successfully from adolescence to emerging adulthood. Unfortunately, there is a dearth of after-care programs for adolescents discharged from treatment programs in Hawaii.

3b. Explain how and why you chose this approach to the problem or opportunity. *(2,000 character count limit)*

The Kalihi YMCA has focused on creating community-based, youth-centered, positive youth development programs that support youth on their journey to becoming healthy, positive members of our community for over sixty-seven years. The quality that Kalihi YMCA brings to the treatment of substance abuse among youth is driven by the YMCA's core mission of building healthy spirit, mind, and body for all, with the focus on positive youth development, healthy living, and social responsibility. The Kalihi YMCA provides school-based substance abuse treatment programs that integrate treatment youth into positive youth development programs with other youth in the community in activities emphasizing healthy living skills, leadership, community service, and adult-supervised recreational activities. We embrace a place-based approach based on the foundation of personal relationships and program experiences earned over decades of partnerships with people working and residing in the communities. This place-based approach recognizes the importance of appreciating ethno-cultural differences, unique social histories, socioeconomic characteristics, multi-ethnic and cultural mixes, and physical environments where the youth reside and attend school.

Thus, the focus of this initiative is to strengthen the programming and coordination around the transition of youth from our substance abuse treatment program to an after-care program that emphasizes developing the youth's gifts, strengths, and resiliency characteristics. The Kalihi YMCA fully utilizes the best practices from research on treating youth with substance abuse problems, as well as incorporates programs and practices we have developed and tested over an extended period of time in working with youth from dysfunctional families, challenging neighborhoods, and often from marginalized situations including poverty, academic difficulties, and communities lacking important resources for developing healthy children and families.

3c. Describe the Grant Activity scope of services and outcomes, including how these services and outcomes directly benefit the target population for the Grant. *(3,000 character count limit)*

If the Grant Activity is in the area of Public Service, begin with a statement of the number of individuals (seniors, persons with disabilities, children, domestic violence victims, homeless persons, persons suffering from substance abuse, persons suffering from mental health issues, other) that the Grant Activity will directly benefit during the Grant Term.

If the Grant Activity is in the area of Arts, Culture, Community/Economic Development or Environment, begin with a statement as to how the Grant Activity contributes to the well-being and life quality of a local, low to moderate income, community (e.g. creation/development of community organization; provision of planning, organizational support, and technical assistance to organizations; provision of financial literacy programs/services; provision of micro-enterprise/business training; provision of cultural/environmental support programs; other) and provide the approximate population size for that community.

The Kalihi YMCA will provide the Kauhale After-Care Program and Ho'okupa'a Teen After School Program, serving 180 and 350 youth respectively, for this grant. The Kauhale After-Care Program incorporates practice-based evidence developed by the Kalihi YMCA staff for youth who have been successfully discharged from the Kalihi YMCA School-Based Substance Abuse Treatment Program and are being referred for follow-up after-care based on a discharge plan mutually developed with the treatment counselor. This Kauhale After-Care Program is integrated with the Ho'okupa'a Program, a positive youth development program also developed by the Kalihi YMCA staff for youth living in communities or neighborhoods where such community enrichment programs are limited or not available. Youths participating in the Kauhale After-Care Program will also participate in the Ho'okupa'a Program. The Ho'okupa'a Teen After School Program is a community-based positive youth development program consisting of adult supervised after-school and weekend activities for youth in targeted communities where such community enrichment resources are limited for youth. Youth in the Kauhale After-Care Program will have many opportunities to participate in activities with other youth from the community, interacting with peers who may represent positive role models and support systems or networks for youth discharged from the treatment program and reintegrating back into the community.

KAUHALE AFTER CARE PROGRAM:

- 12-week program providing substance abuse after-care services and activities for teens in the community when school is out.
- Tobacco, alcohol, and drug free environment during the after school hours.
- Weekly tobacco, alcohol, and drug relapse prevention and education classes and group sessions.
- YMCA of USA's 40 Assets Assessment Survey and Service Plans (Intervention Services)
- Healthy cooking classes
- Healthy fitness classes and groups
- Community service and volunteer opportunities
- Peer mediation and tutoring
- Outcomes
- All teens seeking after care will have the opportunity to participate in drug-free program through the Ho'okupa'a school's out program at the Kalihi and Leeward Ys.
- All teens seeking after care will have the opportunity to create a relapse prevention plan.

HO'OKUPA'A TEEN AFTER SCHOOL PROGRAM:

- Join a Supervised Club, Class, or Program facilitated by the Kalihi YMCA.
- Ho`okupa`a Teen After School Program
- Ho`okupa`a Teen Intersession Program

- Summer STRIVE Program
- Teen Drop In Center
- Ukulele Class
- Arts and Crafts
- Kajukenbo Class
- Late Night Basketball League
- Youth In Government
- Hiroshima Exchange

Outcomes

- All teens in Council Districts 6, 7, 8 and 9 will have a safe place to spend their after school hours in adult supervised programs.
- All teens will have the opportunity to gain knowledge of a healthy and productive life.
- All teens will be exposed to activities geared towards leadership development and social responsibility.

3d. Clearly state timelines, measurable milestones and/or specific events tied to the Grant Activity's objectives, or other performance measures appropriate to the desired outcomes. *(3,000 character count limit)*

KAUHALE AFTER-CARE PROGRAM: 12-week continuum of services for 180 middle & high school youth clinically discharged from substance abuse treatment program and resides or attend schools in Districts 6, 7, 8 & 9.

Milestone 1: Each quarter (90 days) of contract period 45 youth discharged from a substance abuse program are referred to Kauhale After-Care Program.

Objective 1: 180 youth (100% of target group) discharged from substance abuse program in Districts 6, 7, 8 & 9 are referred to Kauhale After-Care Program.

Milestone 2: Each quarter 36 of the 45 youth (80%) to participate in program activities 1-2 times per week (12-18 sessions).

Objective 2: 144 of 180 youth to participate in program activities 1-2 times per week (12-18 sessions).

Milestone 3: Each quarter 32 youth (70%) will not resume or increase their alcohol/drug use while in the after-care program.

Objective 3: 126 of 180 youth will not resume or increase their alcohol/drug use while in the after-care program.

Milestone 4: Each quarter 36 youth (80%) will learn relapse prevention skills create a discharge plan.

Objective 4: 144 of 180 youth will learn relapse prevention skills and create a discharge plan.

Measurement Tools: Kauhale Registration, Attendance/Direct Service Logs, Relapse Prevention Plan, Agency Survey.

HOOKUPAA AFTER-SCHOOL PROGRAM: 350 teens from Districts 6, 7, 8 & 9 to participate in Positive Youth Development activities in a safe & encouraging environment supervised by adult role models. See Exhibit B for specific Outcomes & Timeline per District.

Milestone 1: Each quarter (90 days) 87 to 88 youth will register and participate in the Hookupaa School's Out Program.

Objective 1: 350 youth (100% of Target Group) will register and participate in the Hookupaa School's Out Program.

Milestone 2: Each quarter 70 of the 88 youth (80%) will complete a structured class or program curriculum.

Objective 2: 280 of 350 youth will complete a structured class or program curriculum.

Milestone 3: Each quarter 56 of the 70 youth (80%) completing Beloved Community classes will identify 3 places & 3 people that provide support in their community.

Objective 3: 224 of 280 youth completing Beloved Community classes to identify 3 places & 3 people that provide support in their community.

Milestone 4: Each quarter 42 of the 70 youth (60%) youth completing Healthy Together curriculum to complete pre/post fitness test and able to prepare 2 healthy wellness meals.

Objective 4: 168 of 280 youth completing Healthy Together curriculum to complete pre/post fitness test and able to prepare 2 healthy wellness meals.

Milestone 5: Each quarter 66 of the 88 youth (75%) to plan/implement community awareness/service projects or involved in YMCA Teen Council.

Objective 5: 264 of 350 youth to plan/implement community awareness/service projects or involved in YMCA Teen Council.

Measurement Tools: Registration/Attendance & Service Logs, Pre/Post Fitness Test, Agency Survey.

3e. If the Grant involves a partnership, provide a description of each partner's role. *(2,000 character count limit)*

Not applicable.

4. Describe with substantiating data the experience of the organization implementing the Grant Activity (including past performance of activities similar or related to the Grant Activity) and qualifications to implement this Grant Activity, including: (i) strengths and weaknesses in relation to the Grant Activity; and (ii) capacity and resources to achieve the stated outcomes (e.g. plan, leadership, staff size and abilities, facilities, community relationships). *(6,000 character count limit)*

The YMCA of Honolulu was founded in 1869 and incorporated under the laws of the Kingdom of Hawai'i in 1882. Every year, we serve more than 100,000 individuals in a variety of programs. YMCA programs and services are open to children, teens, women and men of all ages, faiths and backgrounds. In all our programs, we promote our core values of caring, honesty, respect and responsibility. We are a fellowship of people helping each other to learn, grow and improve our own lives as well as the lives of others. Our programs and services center around three areas of focus: Youth Development, Healthy Living and Social Responsibility.

The YMCA of Honolulu — Kalihi Branch, is located in the heart of West Honolulu serving all neighborhoods in this highly diverse community since 1946. The Kalihi YMCA has also served many other communities on Oahu, including over twenty-five years of experience in working with youth at risk for serious behavior problems related to substance abuse, poor school performance and family problems in the 4 districts targeted in this grant, providing (a) school-based substance abuse prevention and treatment services; and (b) and community-based positive youth development programs.

The Kalihi YMCA, through its Kauhale program, has extensive experience in providing adolescent school-based substance abuse treatment services in Hawai`i's public schools under contracts with the State of Hawai`i Department of Health, Alcohol and Drug Abuse Division (ADAD). The Kalihi YMCA has been working with ADAD for over 20 years in providing prevention and treatment programs for youths experiencing substance abuse problems. Over the past four years (July 2008 to June 2012), the Kalihi YMCA has provided school-based substance abuse treatment programs to 2,758 youths in public high schools and middle/intermediate schools on Oahu through contracts with ADAD.

Over the past five years, Kalihi Y staff have developed a number of program components that, taken together, form our Ho`okupa`a Teen Program. The components of the Ho`okupa`a Teen Program target middle and high school youth between the hours of 2:30 pm to 7:00 pm Monday through Friday, and 8:30 a.m. to 1:00 p.m. on Saturday. Services and activities are also provided during the school intersessions and summer breaks. In addition, the Ho`okūpa`a program will have the Kauhale After Care program added as a component in 2014.

The strengths of the Kauhale program are grounded in the knowledge, skills, and long-term experience of the Kalihi YMCA in the delivery of effective substance abuse treatment programs for youth in schools and across diverse communities. Just as critical are the strong relationships that have developed between Kalihi YMCA administration and staff, and the school administrators, counseling staff, and teachers at the many schools we work in. Conducting effective substance abuse treatment

programs in school settings requires a high level of trust between treatment providers and school personnel. A relationship of trust ensures that confidentiality will be maintained for those youth receiving services, and will lead to greater understanding and confidence on the part of school personnel as they make referrals for evaluation, coordinate treatment activities with school schedules and ensure class requirements are met. These things are done so that youth are able to receive treatment that does not interfere with, but instead supports their academic performance.

5. Describe the plan of the organization implementing the Grant Activity to sustain the activities after the requested funds are exhausted. *(2,000 character count limit)*

The YMCA of Honolulu – Kalihi Branch is committed to sustaining and strengthening the coordination and integration of our school-based substance abuse treatment program with the Kauhale After-Care Program and Ho'okupa'a Teen After School Program. As stated previously in Section 2. Need for this Grant Activity, there is a great need for substance abuse aftercare programs for youth in which youth discharged from their treatment program can receive follow-up services as part of their discharge plan that are appropriately adult-supervised and provided in the context of positive youth development activities that also include youth from the community, many of whom serve as positive role models and as social networks for supporting the integration of youth from treatment programs back to positive community involvement.

Funds utilized from this grant to support additional personnel and infrastructure development in order to provide this coordinated and comprehensive program will be sustained in future years through a combination of redirecting existing YMCA resources, modifying job responsibilities of existing staff, seeking new sources of funding through other granting sources and fund-raising initiatives, and developing new community partnerships and collaborations.

Research is clear that a coordinated and comprehensive system of substance abuse treatment, starting with positive youth development programs especially in high need communities, to community-based treatment programs coordinated by and integrated with aftercare programs that serve to both sustain treatment gains as well as build individual resiliency characteristics, are necessary to support youth into increased health and wellness as emerging adults. This type of comprehensive system of care is client-centered and client friendly, more effective in terms of creating positive outcomes, is cost-efficient, and represents the direction that our overall health care system is moving toward, including the YMCA.

6. Describe how the Grant Activity will be funded. *(1,000 character count limit)*

This Grant in Aid will allow the Kalihi YMCA to staff four full-time positions to provide the Kauhale After-Care Program and Ho'okupa'a Teen After School Program to a total of 530 teens. This will also allow a continuum of services to adolescents starting with the Ho'okupa'a positive youth development program in high need communities, and then on

to the Kauhale After Care program for teens discharged from the school and community-based substance abuse programs of the YMCA.

The program proposed through this GIA is unique in the state of Hawaii. According to the:

- "FY14 Grant In Aid Fund of the Honolulu City Council" dated July 31, 2013;
- The Department of Health's Alcohol and Drug Abuse Division's list of Treatment Programs from 2010-2013;
- And the SAMHSA National Directory of Drug and Alcohol Abuse Treatment Programs 2012, there is no current funding for substance abuse after-care services for adolescents.

The Kalihi YMCA hopes to change that fact by submitting this proposal

SECTION IV
GRANTEE EXPERIENCE WITH DEPARTMENT OF COMMUNITY SERVICES GRANTS

Identify the DCS administered grants undertaken by Grantee (or Fiscal Sponsor) in the last five years (To be verified by the City).

Grant Activity Name & Contract #: CT-DCS-1300136
Grant Period: 01/13-01/14 Grant Amount: $150,000
Grant Purpose: Weed and Seed
Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
Administrating Division: Office of Special Projects, GIA

Grant Activity Name & Contract #: CT-DCS-1200153
Grant Period: 01/12-01/13 Grant Amount: $125,000
Grant Purpose: Weed and Seed
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: Office of Special Projects, GIA

Grant Activity Name & Contract #: CT-DCS-1100148
Grant Period: 02/11-02/12 Grant Amount: $110,000
Grant Purpose: Weed and Seed
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: Office of Special Projects, GIA

Grant Activity Name & Contract #: CT-DCS-1100039 (Sub-contract via Susannah Wesley Community Center)
Grant Period: 09/10-10/11 Grant Amount: $117,309
Grant Purpose: Kalihi Palama Drug and Alcohol Prevention Program
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: MOA with Susannah Wesley Community Center

Grant Activity Name & Contract #: CT-DCS-1000075
Grant Period: 08/09-11/10 Grant Amount: $250,000
Grant Purpose: Weed and Seed
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: CDBG

CITY COUNCIL
CITY AND COUNTY OF HONOLULU
HONOLULU, HAWAII
CERTIFICATE

RESOLUTION 14-138

Introduced: 06/17/14 By: ERNEST MARTIN (BR) Committee: BUDGET

Title: RESOLUTION AUTHORIZING THE DIRECTOR OF THE DEPARTMENT OF COMMUNITY SERVICES AND THE DIRECTOR OF THE DEPARTMENT OF BUDGET AND FISCAL SERVICES TO ENTER INTO GRANT AGREEMENTS TO BE AWARDED AND FUNDED BY MONIES FROM THE GRANTS IN AID FUND.

Voting Legend: * = Aye w/Reservations

06/25/14	BUDGET	CR-200 – RESOLUTION REPORTED OUT OF COMMITTEE FOR ADOPTION.
07/09/14	COUNCIL	CR-200 AND RESOLUTION 14-138 WERE ADOPTED. 9 AYES: ANDERSON, CHANG, FUKUNAGA, HARIMOTO, KOBAYASHI, MANAHAN, MARTIN, MENOR, PINE.

I hereby certify that the above is a true record of action by the Council of the City and County of Honolulu on this RESOLUTION.

BERNICE K. N. MAU, CITY CLERK

ERNEST Y. MARTIN, CHAIR AND PRESIDING OFFICER