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APPENDIX A: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2018

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. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Pacific and Asian Affairs Council
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	High School Global Education Program

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

Established in 1954, PAAC's mission is to promote greater awareness and understanding of foreign affairs with special attention on engaging Hawaii's students to become leaders with a broader understanding of their place in the world. PAAC has served more than 88,000 high school students statewide, many of whom are free or reduced lunch recipients/attend Title I Schools in Hawaii.

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

After-school global studies and Mandarin classes, service projects, conferences, an academic competition and a leadership program will focus on global issues while providing students a safe, stimulating environment to understand the importance of developing global perspective and prepare them for a more interconnected world. Many activities are not offered by schools/other organizations in Hawaii.

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

Program will reach 1100+ high school students in 10+ Title I public & charter schools. Students will gain knowledge of global issues, increase inter-cultural understanding, obtain credits to graduate, improve their community, enhance leadership skills, learn Mandarin Chinese & meet high school content standards. 190 teachers involved in PAAC will influence 23750+ students during the school year.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $20835	☒ District 2 $20835	☒ District 3 $6945
☒ District 4 $6945	☒ District 5 $6945	☒ District 6 $20835
☒ District 7 $13880	☒ District 8 $13890	☒ District 9 $13890

H. Total Amount Requested (Minimum of $25,000 / Maximum of $125,000):	$125000

I. Type of Grant Activity (pick ONE category that most reflects Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☒ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

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: Niki Shishido, Executive Director

11/14/2016
Date

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem / issue, and target population are effectively validated. The description must include how the public services target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate income areas.

1. Provide substantive data and other quality information to show the issue is a priority need of the community. *(3,000 character count limit)*

It is clear that the world is becoming more interconnected and interdependent than ever before. Interactions between people of different countries through travel, trade, knowledge exchange, and communication are all more convenient and faster than we have ever seen. Impossibilities of the past for many Americans – traveling to Cuba, becoming the world's 2nd largest economy after China, pandemics like Ebola, climate change – are now proving to be realities and changes that we as a country have to face. We must prepare our youth for a world where familiar politics, economic assumptions, and issues are being replaced by new realities. Hawaii State Legislature has recognized this importance by adopting International Education Resolutions HCR315 and SCR173: "With today's increasingly complex international trade relations, concern for the preservation of our global environment, and the constant goal of world peace, the promotion and support of international education becomes increasingly important to our national security, foreign policy, economic competitiveness, and capacity for tolerance." Teaching global education is not a new concept, but the NEED NOW is for greater urgency to take action and properly provide this global dimension to our youth.

It is no shock that students from lower-income families tend to attend poorer quality schools: Hakipu'u Learning Center where 66.67% of students qualify for free and reduced lunch, received an 'F' grade ranking by Honolulu Business Magazine's April 2015 "Grading the Public Schools" report. Other examples are Nanakuli High & Intermediate, ranked 56th of 67 receiving a grade of 'D'. Nanakuli is a Title I school with 72.29% of students enrolled in free and reduced lunch program (schools qualify for Title I federal funding by having at least 40% of students enrolled in free and reduced lunch program). Waianae High School came in at #53/67 with 68.98% students enrolled, receiving a 'D' grade. Many times in lower ranked/Title I schools, programs like global studies cannot be solely supported by the school alone. PAAC has witnessed students from Title I schools who found excitement and inspiration to learn through our activities. Through global studies, or learning a language, students were motivated to get serious about academics, go to college, connect and find pride in their own culture, travel and work abroad. After-school classes provide a safe, productive environment to keep students interested and focused on school and give them the chance to earn .5 credits/semester to aid in on-time graduation. Participation in PAAC activities increases the student's chance to earn academic/travel scholarships through PAAC. Regardless of whether the student is in a grade 'F' or grade 'A' school, developing global competence will help to put them on par with their peers throughout our state, country and other top countries to allow them to understand, empathize, analyze and have a voice in the future of our world.

2. Provide a thorough analysis of the community's priority need / problem and its impact on the community. *(3,000 character count limit)*

According to "Mapping the Nation: Linking Local to Global", a 2013 project by the Asia Society, Hawaii's changing demographics and economic opportunities show we are more global than ever: 26% speak a language other than English at home, 44% of tourism dollars are spent by international tourists, and more than one of every five jobs are related to international trade. However, when it analyzes how we are preparing our students for a global future, it concludes

that our schools cannot yet meet community needs and workforce demands. This is based on the fact that less than 1% of Hawaii's high school students take part in study abroad programs. Additionally, 21 of the top 25 industrialized countries begin foreign language instruction in elementary school while in comparison, Hawaii State Department of Education (DOE) makes "World Language" an elective for graduation pitting it against "Fine Arts" or "Career and Technical Education" as other choices. As stated by the Star-Advertiser in a July 2014 article, "numbers [of public high school students studying Mandarin] are still small given China's growing importance to Hawaii's economy..."

Additionally, "Global Studies" is not offered in public school Social Studies curricula. Some schools have obtained authorization to become International Baccalaureate (IB) World Schools. As described on the Hawaii State DOE website, "IB aims to develop inquiring, knowledgeable and caring young people who help to create a better and more peaceful world through intercultural understanding and respect." However, only five Hawaii schools have achieved this status, two are high schools: Campbell and Kaiser.

Outside the DOE, other organizations that promote global education include the East-West Center, Japanese Cultural Center of Hawaii, Hawaii's Plantation Village, Honolulu Museum of Art, Polynesian Voyaging Society, Model United Nations and the Wo International Center. However, none of these programs focus as intently on serving Oahu's public high school population with access to year-long programs based on and around global issues/topics like PAAC.

The effect of a more globally competent community, starting with youth, can greatly impact not only the individual student by planting a seed that develops the student's self-worth and betters understanding of their place in the world, but can also develop pride in the community around these students through their pursuit of higher education and their competitiveness with local, national and international peers. Tourism, as Hawaii's top industry, relies on boosts from international tourists from China, Japan, Korea, Australia, etc. Global education develops many skills, ie: international awareness, appreciation of cultural diversity, foreign language proficiency, and high-level thinking; and can create a better overall service industry that is more prepared for international clients.

Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. *(1,000 character count limit)*

The proposed grant activities will serve 1,160 students in public high school and charter schools from nine Oahu districts, including 10 Title I schools. Our afterschool and out-of-school programs include: 1) After-School Global Studies Classes "Connect to the World", 2) Global Action Projects (GAPs) - service learning projects, 3) After-School Mandarin Chinese Language Classes, 4) inter-school student conferences, 5) Academic WorldQuest competition, and 6) Global Leadership Program. These activities employ creative and innovative educational methodologies in global education, such as experiential learning, simulations, role-play, project-based learning and service learning to help students effectively foster appreciation for cultural diversity, develop leadership and critical thinking skills, increase their global perspective and understand principles of conflict resolution and alternative futures in an interconnected world. These activities occur within the time frame of the Hawaii State Department of Education academic school calendar year.

B. Describe the proposed plan

1. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(2,000 character count limit)*

PAAC activities are unique and support the urgency of exposing Hawaii's youth to global issues/international affairs.
After-School Global Studies Class: Hawaii public high schools do not offer Global Studies class. Class shows multiple perspectives and enhances critical thinking/decision-making skills with focus on global issues. It is a productive after-school activity and a way to earn .5 credits/semester to aid on-time graduation.

Global Action Project: Community service is integral in after-school class to link the study of a global issue to a local issue, help students realize the impact of their actions, press significance of civic responsibility and instill that making a change in the world starts with them.

After-School Mandarin Chinese Class: To get more students to study Mandarin Chinese as it is underrepresented in Oahu public high schools despite being a critical language for Americans to learn. Foreign language learning enhances cross-cultural communication and can help business development.

Inter-School Conferences: To expose students to global issues to provide better understanding of its complexities and enable practice of leadership and negotiation skills. They are rare chances for Hawaii public, charter, and private school students to collaborate in a non-competitive arena. To have students meet professionals, learn industry specific opportunities/challenges, and understand skills/education needed to pursue careers.

Academic WorldQuest: An exciting quiz game to enhance international education. Winning team earns a trip to Washington, DC to represent Hawaii in the national competition.

Global Leadership Program: A chance for students to improve leadership skills i.e. effective communication, appreciation for diversity, public speaking, goal setting, accountability, and conflict resolution. Goal: to develop global citizens who are informed about global issues, empowered to make a difference, and who feel connected with others around the world

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

PAAC's High School Global Education Outreach Program will serve approximately 1,200 high school students, aged 13-18, in 25 high schools across nine Oahu districts. PAAC will serve approximately 720 students in 10 Title I high schools through our activities.

Our primary goal is to assist Hawaii youth, especially those from marginalized backgrounds who do not have adequate opportunities to develop the skills, knowledge and perspectives needed to succeed in a global age. The following are specific outcomes that PAAC expects to see from the High School Global Education Outreach Program. Each of these objectives are evaluated with measurable benchmarks:

1) Students will have increased knowledge and understanding of global issues.
2) Students will have increased inter-cultural understanding and foster an appreciation for diversity.
3) Students will obtain credits needed to graduate.
4) Students will apply knowledge of issues and participate in global action projects to improve their community and the world.
5) Students will enhance leadership, negotiation, decision-making, communication, critical thinking, and conflict resolution skills.
6) Students will learn Mandarin Chinese a designated critical language by the U.S. Department of State.
7) Students will meet the Hawaii State Department of Education Social Studies Content Standards in the following areas:
* Political Science/Civics Content Standards: Global Cooperation, Conflict, and Interdependence; Citizenship/Participation; Political Analysis.
* Economics Content Standards: Economic Interdependence.
* Cultural Anthropology Content Standards: Cultural Systems, Cultural Diversity and Unity; Cultural Dynamics/Change and Continuity.

We ensure quality deliverance of our educational services by conducting program evaluations throughout the year and revising future services based on the compiled feedback. The success of the program can be measured by quantitative measures (numbers of persons attending) and qualitative measures (depth of experience for individual attendees). Techniques also include soliciting verbal and written feedback from school principals, teacher evaluations, and conducting pre- and post-tests with participating students.

3. Provide an action plan to achieve the stated measureable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

AFTER-SCHOOL GLOBAL STUDIES CLASS "CONNECT TO THE WORLD" and GLOBAL ACTION PROJECT (GAP)
Actions: Develop curriculum, recruit students, hire/train teachers, conduct/analyze pre/post-class tests, contact organizations for GAP, order bus and food for GAP.
Partnerships: Hawaii State Department of Education (DOE) provides classrooms. Schools/teachers recruit students. Teachers teach class; guide students to do one GAP each semester; chaperone students to PAAC events.
Measurable milestones: 336 classes held twice/wk for 1.5 hours/session; 120 students per semester will enroll at seven schools (Aiea, Campbell, Kaimuki, Kaiser, Nanakuli, Roosevelt & Waipahu High Schools); 100 students from these 7 schools will participate in a GAP each semester.

AFTER-SCHOOL MANDARIN CHINESE CLASS
Actions: Develop curriculum, recruit students, hire/train teachers, conduct/analyze pre/post-class tests, design cultural activities.
Partnerships: DOE provides classrooms. Schools/teachers recruit students. Teachers teach class, chaperone students to cultural and PAAC events.
Measurable milestones: 112 classes held twice a week for 1.5 hours/session; 40 students per semester will enroll in classes at two schools (Farrington and Mililani High Schools).

INTER-SCHOOL CONFERENCES
Actions: Select topic/design activities; reserve venue; secure facilitators, career guests, and

speakers; prepare materials; manage registration; order buses and food; collect/analyze student evaluations.
Partnerships: Experts help develop content, facilitate activities, and present as speakers or career guests. DOE, schools, and teachers recruit and chaperone students.
Measurable milestones: Fall Conference - 250 students from 18 schools; Spring Conference - 150 students from 18 schools.

ACADEMIC WORLDQUEST
Actions: Select topics, assemble question writing committee, manage registration, solicit prizes, recruit volunteers, confirm emcee and judges, order food, make answer sheets, finalize questions/PPT, press release; invite PAAC Board of Governors (BOG), DOE officials, and Honolulu Mayor to attend; determine winner, collect /analyze student evaluations.
Partnerships: PAAC BOG and DOE officials invited to join question writing committee and attend as judges. Companies provide prizes. Schools and teachers recruit teams; coach students for competition; and chaperone students to event.
Measurable milestones: 250 students from 26 schools will participate in competition.

GLOBAL LEADERSHIP PROGRAM
Actions: Market program; assemble selection committee; evaluate/interview applicants; select cohort; recruit facilitators; design camp, workshops and activities; coordinate student conference roles; final project development; arrange transportation; order food; conduct evaluation.
Partnerships: Experts help develop content, facilitate activities, present as career guests, mentor students. DOE, schools, and teachers market program and chaperone students.
Measurable milestones: 15 Oahu students selected.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

The majority budget covers Direct Service to Clients Positions and Fringe Benefits - $81,781.73. The development, implementation, quality assurance and improvement of our our programs rely on PAAC staff and teachers to be successful. Staff and teachers are highly qualified, dedicated and passionate to provide quality service to students. This accounts for salary percentages of one High School Program Director (80%); High School Study & Competition Coord (30%); one After-School Class/Global Action Project (GAP) Coordinator (50%); and four After-School Class Teachers (15% each).

Administrative/Supervisory Positions and Fringe Benefits is $22,007.57 of the proposal. This accounts for partial salaries of one Executive Director and one Development Director. The Executive Director commits 20% of her time on supervisory and administrative tasks to support the operation of all PAAC grant activities including guiding the direction of programs, evaluating their impact and efficacy, working with the Board of Governors and other community members to constantly improve programs, etc. The Development Director commits 20% of her time on administrative tasks to support grant activites in the form of fund seeking, grant writing, etc.

Program Activities Supplies are used for after-school classes, inter-school conferences, Academic WorldQuest competition and Global Leadership Program and include: curriculum materials, certificates, poster board, copy and colored paper, cardstock, chart paper, glue sticks, markers, scissors, pens, pencils, scantrons, paper plates, cups, napkins, cutlery, totaling $1,200 for 12 months at $100 per month.

Other costs include program costs for the Global Leadership Program which spans 9 months and will cost $15,000 to implement, inclusive of venue, leadership camp, honorariums, curriculum development, supplies, snacks, etc. Inter-school conferences will cost $5,000 to pay

for venue, snacks and supplies.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Grant activities are based on the Hawaii State Department of Education (DOE) school calendar (July – May). GIA grant monies will not be used for necessary planning prior to grant period.

July 2017: Develop calendar for school year including major event dates, after-school class curriculum and Global Leadership program activities and workshops. Work with DOE to obtain permission for after-school classes at schools.

Aug. 2017: Hire and train after-school class teachers. Conceptualize, plan, and track expenses (ongoing) for fall conference and Academic WorldQuest. Secure fall conference venue. Market Global Leadership Program.

Sept. 2017: Begin after-school fall classes. Conduct pre-test with students. Work with DOE, schools, & teachers to coordinate logistics of fall conference and Academic WorldQuest. Contact community partners to find facilitators, guest speakers, volunteers, and prize sponsors for events. Contact organizations for Global Action Projects (GAPs). Global Leadership Program interviews and selections made.

GRANT PERIOD BEGINS
Oct. 2017: Continue coordinating conference logistics. Invite PAAC Board of Governors, DOE, and Honolulu Mayor to attend fall conference and Academic WorldQuest. Leadership retreat for Global Leadership Program participants.

Nov. 2017: Fall conference and Academic WorldQuest are held. Promote spring conference. After-school class students participate in GAPs. Full-day workshop for Global Leadership Program and participation in fall conference.

Dec. 2017: Conduct after-school class post-test and evaluations. Send thank you letters to partners and sponsors. Write newsletter articles and finalize budget of fall activities. Conceptualize, plan logistics, and contact community partners for spring conference.

Jan. 2018: Complete evaluation analysis of fall activities for reports. Develop class curriculum for spring classes and conduct teacher training. Continue planning spring conference and track expenses (ongoing).

Feb. 2018: Begin after-school classes. Conduct pre-test with students. Plan GAPs. Work with community partners on finalizing spring conference plan. Global Leadership Program full-day workshop.

March 2018: Spring conference and GAPs take place. Global Leadership Program participants take on leadership roles at spring conference.

April 2018: After-school classes end. Teachers conduct after-school class post-test and evaluations. Send thank you letters to community partners. Write newsletter articles about spring activities. Finalize budget for spring semester activities. Global Leadership Program

participants implement final projects and attend end of year workshop/celebration.

May 2018: Complete evaluation analysis of spring conference, after-school classes and Global Leadership Program.

June 2018: Select topic, date, and research venues for fall conference for the following school year.

July – Sept. 2018: Same as July – Sept. 2017. City GIA Final Report due.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

Since 1954 PAAC has brought global education to more than 88,000 high school students statewide, with 2,000 students in the last school year. Major accomplishments during the 2015-1 school year include: After-School "Connect to the World" classes at 8 high schools; more than 100 students participating in Global Action Projects (GAPs) per semester; Mandarin Chinese classes at Farrington and Mililani High Schools serving 30 students; Inter-school conferences on "Microfinance" and "Homelessness" in the fall and spring semesters serving 200 plus students from 18 schools; satellite fall and spring conferences at six schools serving more than 1,000 students on Oahu, Maui, Lanai and Molokai; and Academic WorldQuest with over 200 students from 24 schools on six islands.

PAAC High School Global Education Outreach Program has consistently demonstrated that it meets program goals of raising students' awareness of global issues. Every year, nearly 100% of students respond that they are not only more aware of international issues, but also think more critically about world events. Over 90% of student participants from 2015-16 school year said they would participate again in PAAC's activities. Additionally, students involved in PAAC activities have a greater chance of earning need and merit-based academic and travel scholarships to aid in college tuition or pay for study tour tuition coordinated through PAAC to countries such as China, Japan, Korea, New Zealand, Philippines, or Vietnam.

Success of the program has not gone unnoticed. PAAC was awarded the prestigious Carol Marquis Award by its national affiliate, the World Affairs Councils of America, in February 2003. This award was given to PAAC for demonstrating the most innovation and growth in international education at the high school level.

As we look back at PAAC's High School Global Education Outreach Programs and its rich history, we are proud of its resilience, consistency in its activities, relationship with the community, and commitment to its unchanging mission, especially as many reports continue to reveal the urgency for global education in the 21st century.

With six decades of experience in leading Hawaii to address critical global issues with high school students, our programs have become a stable pillar of the community. The Hawaii State Department of Education, schools, teachers, students, families, and countless PAAC alumni through many generations have provided us with positive feedback and expressed their appreciation for PAAC's work. Alumni have credited part of their current professions and success to their involvement with PAAC when they were in high school. As such it is imperative that PAAC remains viable as a convener, facilitator, and educator of all things international for

today's youth and the future of Hawaii.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Looking forward PAAC has much to anticipate, we will continue to run our core programs, continuing to serve significant numbers of at-risk students, helping them to stay in school and make positive academic and life choices while exposing them to the world.
PAAC has an excellent reputation with the DOE, schools, teachers, students, families, volunteers, and community organizations and businesses. Community relationships run deep in PAAC's High School Global Education Outreach Programs. Some of our partners have been with us for as many as 60 years. We work closely with them to ensure that our programs continue to be effectively monitored, evaluated, and refined to promote a more profound understanding of global issues among Hawaii's youth. Every year, we collaborate with more than 50 community organizations to enrich PAAC's curriculum, bring guest speakers, and implement Global Action Projects (GAPs).

The DOE provides us with the facilities to operate PAAC's afterschool classes at their respective school campuses. The schools help us recruit teachers and students for PAAC's activities. DOE teachers participate in our programs by teaching the after-school classes, as well as guide, plan, and help students implement their GAPs. Teachers also chaperone students to PAAC's out-of- school activities. Annually, over 60 volunteers consisting of current and retired teachers and school administrators, PAAC students and alumni, college students, PAAC board members, and individuals from the community also participate in our programs in different capacities. Further, the generosity of the East-West Center has allowed our office location to be our home at no cost for over ten years.

Leading our team is Niki Shishido, Executive Director. Niki has 10+ years of experience in business administration and global education. Merle Grybowski, PAAC's Afterschool Class/GAP Coordinator, has worked for the DOE as a social studies teacher for over 30 years. Her relationship with the schools, teachers, and community partners contributes to the sustainability of our programs. Jason Shon, High School Director, has experience coordinating programs and work internationally. High School Program Travel & Academic Competition Coordinator, Erica Nakanishi-Stanis coordinates the annual Academic WorldQuest competition. Ana Reidy, Special Events & Communications Officer supports the fall and spring conferences, and Academic WorldQuest. As a PAAC alumni Ana has personally witnessed the impact of the high school program on her life, and is today one of our most crucial advocates.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

PAAC's High School Global Education Programs are sustained through a combination of approaches. PAAC constantly seeks new funding sources, revising and evaluating our fundraising efforts. We meet funding challenges every year as they come. When funding falls short, we adjust accordingly internally to ensure continued high standards are provided to

students. We diversify and develop income streams to their fullest in order to not rely on one in particular.

PAAC sends out montly and annual membership renewals to more than 400 PAAC mailing list members. We utilize social media tools such as Facebook, Twitter, and crowd-funding campaigns to raise awareness and funds. Student and volunteer recruitment is also conducted throughout the year to ensure that our services continue to reach as many students as possible.

While we recognize that securing funds is essential, such an approach is not the only strategy to sustain our grant activities. PAAC's plan is to eventually hand over some activities to the DOE, schools, teachers, and students to help coordinate and manage financially. For example, Farrington High School Alumni Association now covers partial funds to continue operating the Mandarin Chinese class at their school. PAAC will try to continue this model at different schools, i.e. Mililani High School where PAAC is pushing to have the Mandarin Chinese class accepted to the regular-school day.

Every year, nearly 100% of students respond that they are not only more aware of international issues, but also think more critically about world events. With such a strong impact, we have been very successful in reaching 2,000 students at 26 high schools during the course of one school year. Many PAAC students are the first in their family to go to college, inspired by PAAC activities to explore the world. All students continue to uphold PAAC's mission by initiating, planning, fundraising, and implementing globally-minded projects to educate themselves and their peers.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

PAAC is certain that our high school activities will continue to meet the highest standards beyond the grant period, as we have for the past 62 years. PAAC's distinguished Board of Governors link us to many sources for financial and in-kind support. They also ensure that we achieve our annual measurable outcomes and that we remain financially stable in the long-term through careful planning and spending.

With more than 60 years of combined experience in education, management, and fundraising, PAAC's highly qualified staff will continue to work hard to provide excellent academic services to Hawaii students beyond the grant period. PAAC's Executive Director and Development Director are directly responsible for expanding and improving fundraising, maintaining existing and acquiring new sponsors, and for pursuing grant opportunities and in-kind donations with support from the Board. PAAC's Administrative Officer and Community Relations Coordinator focus on sustaining existing members and acquiring new members through membership drives, social media campaigns, and special events. Our High School Director and Afterschool Class/Global Action Project (GAP) Coordinator works closely with the Hawaii State Department of Education (DOE), schools, teachers, and students throughout the school year to ensure that our partners stay engaged and informed, and that our activities are implemented efficiently, effectively, and in a timely manner.

The solid relationships we have built over 62 years in the community are also critical to our success beyond the grant period. The DOE continues to provide us with in-kind administrative and program space at school sites. Schools and teachers are committed to PAAC to recruit, teach, guide, and chaperone students. The East-West Center continues to provide us with office space.

Community organizations and experts from a variety of sectors remain our partners to develop curriculum, participate as guest speakers, and offer GAPs.

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SECTION I
SUMMARY

A. Grantee Legal Name:	Palama Settlement
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Collected Stories from Chuuk

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

Palama Settlement is a private, non-profit, community-based social service agency that has served the low-income communities of Honolulu's Liliha/Palama since its establishment in 1896. Palama Settlement partners with those who have the greatest needs in our community empowering them to enhance their well-being through education, health and recreation.

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

Many of the participants of Palama's afterschool programs are Chuukese and from homes where English is not spoken. As they assimilate to Western culture, they are abandoning their rich cultural heritage. This project proposes to perpetuate the Chuukese culture while increasing literacy in the homes.

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

500 copies of a Chuukese storybook will be created and distributed. 100 children and adults will take part in reading and book discussion; 80% will be able to identify a cultural value of the story; 80% non-Chuukese will report they have learned something new about Chuukese culture; 80% of children will report learning a new vocabulary word and 50% of children will report use of the book at home.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1 $	☐ District 2 $	☐ District 3 $
☐ District 4 $	☐ District 5 $	☐ District 6 $
☒ District 7 $42,342.58	☒ District 8 $10,585.64	☐ District 9 $

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Palama Settlement is a private, non-profit, community-based social service agency that has served the low-income communities of Honolulu's Liliha/Palama since its establishment in 1896. Palama Settlement partners with those who have the greatest needs in our community empowering them to enhance their well-being through education, health and recreation.

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

Many of the participants of Palama's afterschool programs are Chuukese and from homes where English is not spoken. As they assimilate to Western culture, they are abandoning their rich cultural heritage. This project proposes to perpetuate the Chuukese culture while increasing literacy in the homes.

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

The long-term outcome is to perpetuate Chuukes culture by creating and distributing 500 picture storybooks. Short-term outcomes are to increase literacy and family engagement in literacy by enlisting 20 Chuukese families in 4 folktale-sharing-events, edit/illustrate/pring the books and conduct 5 reading events in Kalihi and 1 in Waipahu with a total of 100 children/adults.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1 $	☐ District 2 $	☐ District 3 $
☐ District 4 $	☐ District 5 $	☐ District 6 $
☒ District 7 $42,344.00	☒ District 8 $10,585.00	☐ District 9 $
H. Total Amount Requested (Minimum of $25,000 / Maximum of $125,000):	$52,929.00	

UPDATED/REVISED

H. Total Amount Requested (Minimum of $25,000 / Maximum of $125,000):	$52,928.22

I. Type of Grant Activity (pick ONE category that most reflects Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☒ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

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: Earl Fusato

Date

I. **Type of Grant Activity (pick ONE category that most reflects Grant Activity):**		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☒ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

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Signature of Grantee (Fiscal Sponsor) Officer

Date: 11/11/16

Printed Name and Title: Earl Fusato
EXECUTIVE DIRECTOR

UPDATED/REVISED

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem / issue, and target population are effectively validated. The description must include how the public services target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate income areas.

1. Provide substantive data and other quality information to show the issue is a priority need of the community. *(3,000 character count limit)*

Since the signing of the Compact of Free Association (COFA) Act in 1986, nearly 30% of the COFA nationals, or Micronesians as they are more commonly known, have freely and legally traveled, settled and worked in the United States. It is estimated that some 15,000 COFA nationals have since settled in Hawaii. These numbers are expected to grow as the economies of the COFA nations continue to decline and with the uncertain outcome of the Compact's renegotiation in 2023. Of the COFA nations, a large number of residents from the Chuuk Islands of the Federated States of Micronesia (FSM) have settled in the immediate neighborhood of Palama Settlement (Palama), due to the availability of low income housing in the area. In addition to the need for crucial medical services not readily available in FSM, migration to Hawaii is reportedly also for better education. The four elementary schools in the Palama neighborhood (Likelike, Kaiulani, Lanakila and Kauluwela) report a high percentage of Micronesian students. In the 2014-2015 school year, Kaiulani School, with an enrollment of 385 students, reported 28.8% of the students as Micronesian, and Likelike School, with 364 enrolled, reported 26.9% (2014-2015 School Status and Improvement Report). This compares to 4.2% of the 180,895 students enrolled statewide (2015 Superintendent's Annual Report). The four area schools also report an average of 31% of their students with limited English proficiency, in comparison to the 7% reported statewide. These schools, like Palama, are located in a community with the State's most densely populated low-income housing projects. The percentage of people residing in the area who fall below the poverty level is 22%, compared to 10.5% of the population residing in Honolulu as a whole (Citydata.com). Of the residents in the Mayor Wright Homes census tract, located diagonally across from Palama, and whose children attend Likelike and Kaiulani Schools, 57% are living in poverty. This is the second highest rate in the State (Hawaiinewsnow.com). Children residing in these housing complexes are frequently exposed to violence, substance and alcohol abuse, and gang related activities. The overall crime rate in Kalihi Palama is 59% higher than the national average and is safer than only 11% of the cities in Hawaii (areavibes.com). Children in Hawaii who live in poverty lag behind the State's 82.4% high school graduation rate, with 78.2% achieving this goal (governing.com).

2. Provide a thorough analysis of the community's priority need / problem and its impact on the community. *(3,000 character count limit)*

As the newest arrivals to Hawaii, the Micronesian students are the targets of negativity, discrimination and belittling jokes due to their different cultural values, mannerisms, dress and difficulty in school. Language barriers often lead to years of catching up in school, placing youth at-risk of truancy, school failure and delinquency as they fall further and further behind. As a result, the youth are beginning to abandon their rich cultural identities, their language and values of respect, and family to fit in to the western culture. But strong ethnic identities have been identified as an individual protective factor while a sense of community and supportive friends or neighbors identified as environmental protective factors (Waller, M. 2001). In a 2008 study of Risk and Protective Factors of Micronesian Youth in Hawaii (Okamoto, Scott K. et al.), the authors discussed how the Micronesian youth participants identified cultural knowledge and practices and their participation in programs that promoted this knowledge could prevent

adverse health consequences such as alcohol and substance use and school violence. The majority of the children who utilize Palama's afterschool drop-in programs are children of recently migrated Chuukese families, most of who reside in Mayor Wright Homes. In the past two years 83% of the students attending Palama's afterschool tutoring program, Ho`opa`a Kakou, were Micronesian - Chuukese in particular. These students rely on the program for homework assistance because their parents have limited English skills and are unable to provide help at home. A common complaint of immigrant families across the nation is that education is not valued because of the lack of parental involvement in school activities and their child's academics. Culturally, the Chuukese rely on educators as the experts to teach without interference from home. This combined with the limited English proficiency of the children result in them lagging in literacy and school achievement. English Language Arts/Literacy rates of students in the 3rd, 4th and 5th grades at Kaiulani and Likelike Schools fall below the state average. Kaiulani School reported 11% of their 3rd graders meeting Hawaii State Standards, as compared to 47% statewide. Although the percentage of students meeting the Standards increased in the upper grades, still only 35% of the 5th graders met the Standards as compared to 54% statewide (2014-2015 School Status and Improvement Report). In a 2013 report, the Annie E. Casey Foundation confirmed the urgency that children develop proficient reading skills by the third grade, "especially those living in poverty and impoverished communities". The report supported the correlation between reading deficiencies and long-term social consequences including future earning potential. Bolstering the knowledge and pride of the rich cultural heritage of the Chuukese may play a key role to improving the long-term well-being of the children.

Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. *(1,000 character count limit)*

Folktales will be collected from Chuukese families residing in the Kalihi-Palama neighborhood and whose children attend Palama's afterschool program, or the Hawaii Literacy program at Mayor Wright Homes. Gatherings at each location will be conducted to collect stories and a $25 grocery gift card incentive will be awarded to those who provide a story. Six of the stories will be selected based upon length and content appropriate for early readers. The stories will be translated into Chuukese (dialect of the lagoon) and English. The English translation will be edited to the 3rd to 5th grade reading levels. Vocabulary words and discussion questions will accompany each story. An illustrator will be hired to produce two illustrations for each story. Five hundred copies of the book will be printed and distributed to children in the Palama and Mayor Wright Homes programs and to area schools/libraries. Book readings and discussions will be conducted in the Kalihi-Palama and Waipahu areas.

B. Describe the proposed plan

1. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(2,000 character count limit)*

This project proposes to reconnect the Chuukese children to their cultural heritage through a picture storybook of stories collected from their families. Chuukese children who reside in the Hawaii and the Kalihi-Palama community are pressured to abandon their cultural identity and assimilate to the West when subjected to discrimination, bullying and belittling jokes about their culture. They are additionally bombarded daily by Western influences (dress, language, food, technology, etc.). Studies have shown, however, that strong cultural identity helps with the recognition of positive traits of a culture, minimizing the denigrating and stereotypic beliefs of the community. As in many native cultures, storytelling in Chuuk was used to pass down knowledge, traditional skills, values and history of the people (Rayphand, LJ. Diss. UH Hawaii, 2014). This included the creation of the islands, genealogy, scared knowledge and respect.

Stories such as these are the essence of a culture and storytelling the heart of cultural identity (Scroggie, 2009). Folktales and stories are the oldest accounts of how life was, how people lived and the values that shaped behaviors. It is the "roots" that helps to build personal identity (Scroggie, 2009). Hobsbawm (1994) identified literature that processes, regenerates, dramatizes and narrates daily life as one of four criteria that play a dominant role in identity formation. As an oral tradition, there is a limited number Chuukese stories and folktales in print, but the demand in Hawaii is high (B. Bess, personal communication) because of the increasing numbers of Chuukese children in the school systems. Captured in illustrated books, these stories will also introduce children of other ethnic backgrounds to the culture and values of their Chuukese peer. By creating a book in the 3rd to 5th grade reading levels, early readers will be able to increase their literacy skills with material that is relevant to their culture.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

The proposed project is intended to sustain the improvement of the well-being and quality of life of the Chuukese community, most of who are employed in low-waged jobs due to language barriers and employable skill levels. The creation of a storybook of Chuukese folktales/stories will help to sustain the Chuukese culture and bring better awareness to children of other ethnicities of the cultural values and traditions of a growing community that is greatly misunderstood and disparaged. Outcomes include the cultivation of the storytelling tradition which in today's technological urbanization is fast becoming a lost art. Following the capture of stories and the book production, parents will be engaged in storytelling by reading or retelling of the book's stories. Historically, storytelling in Chuuk was the dominant means of transmitting knowledge and wisdom due to the lack of a systematic writing system. Non-Chuukese children in Palama's and Hawaii Literacy's tutoring programs will also gain understanding of the Chuukese culture through their exposure of the book. Active engagement of parents in their children's education and literacy through their story contribution and storytelling is an additional project outcome. Children will also be encouraged to read the English translation to their parents. Traditionally, Chuukese parents rely on the school system to teach; however, this project will encourage their participation through cultural means. A third outcome is to increase the literacy skills of Chuukese children who are English Language Learners through a culturally relevant storybook at the 3rd to 5th grade reading level. Stories from the Chuuk homelands are culturally relevant and designed to create and capture interest in the reading material. Vocabulary words and discussion questions at the end of each story are intended to promote understanding of the basic concepts of the story and critical thinking; elements essential to basic literacy skills. Measures: 1) Upon completion of the book, one hundred children and parents will participate in the reading or retelling of the book's stories; 2) At least 80% of the children reading the book will be able to identify a cultural value in one of the book's stories; 3) At least 80% of non-Chuukese children will report that they have learned something new about the Chuukese culture; 4) At least 80% of the children will report that they have learned one new vocabulary word from each of the book's stories; 5) At least 50% of the children will report use of the book or retelling of the stories at home.

3. Provide an action plan to achieve the stated measureable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

To collect the stories, a part-time Outreach and Cultural Specialist fluent in English and Chuukese and familiar with the cultural traditions and protocols of the Chuukese will be hired by Palama. This Specialist will assist in marketing the project and conducting outreach to enlist families of the children in Palama's and Hawaii Literacy's programs to provide the folktales/stories. The stories will be either recorded orally or in printed format at two evening and two weekend events held at Palama and Mayor Wright Homes (four total). Refreshments at the story gathering events and a $25 grocery gift card to each family who donates a story will serve as incentives. Stories that are collected in the Chuukese language will be translated to English by the Specialist. A contracted Editor will assist with the assessment of the stories and as a team (Palama staff and Editor) select six stories for publication in the book. The selections will be based on story length and age appropriateness. The Editior will edit the stories to the third to fifth grade reading levels, each no longer than four pages. Four to five vocabulary words in both English and Chuukese will be selected and three to four discussion questions created and printed at the end of each story. The questions will focus on cultural traditions and values represented in the story. Palama's Specialist will re-translate the edited stories to Chuukese as both the English and Chuukese versions will be part of the book. A contracted Illustrator will provide two illustrations for each of the stories. The illustrations will be reviewed by the Specialist for cultural accuracy before finalizing by the artist. Five hundred copies of the finished product will be printed for distribution to the community at no-cost. At least one hundred copies of the books will be distributed to children attending Palama's and Hawaii Literacy's tutoring program. Distribution will be done during celebration events, with two scheduled at each of the two sites. Book reading events will also be held at the Parents and Children Together (PACT) teen center at the Towers at Kuhio Park and the Weed and Seed Safe Haven in Waipahu. The goal is to distribute 25 books at PACT and 100 at the Safe Haven. Both parents and children will be invited to the event where the stories will be read, vocabulary and questions discussed. A total of 100 children and adults will be administered the five question measurement outcomes surveys, either in written format or conducted as interviews to determine if the outcomes were met. The remaining copies of the book will be distributed to Kalihi area elementary schools and public libraries.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

The proposed budget provides for the hiring of a part-time, 20 hour per week, Outreach and Cultural Specialist staff. Qualifications include the ability to speak, read and write in both Chuukese and English and have strong knowledge of Chuukese culture, protocols, customs and traditions. This Specialist will serve to conduct outreach in the community to recruit families to donate stories to the book and to participate in the book readings; serve as the translator for the families and for the stories. The Specialist will also review the illustrations for cultural appropriateness and to translate during the outcome measurement survey sessions. A monthly bus pass ($60/month) is included for transportation costs if necessary for the Specialist. The Program Administrator (PA) will devote 20% of the time as an active participant in the book gathering and reading events in the community. As the overall project coordinator, the PA is responsible for the contracts with the Editor, Illustrator and printers ensuring their adherence to contract deliverables, timelines and cost. The PA will also monitor the budget, and complete and submit reports to the City on a timely basis. Distribution of the books to community schools and libraries will also be the responsibility of the PA. Palama's Business Office Manager will devote 10% of the time on payroll and ensuring that proper documentation accompanies project

expenditures. Payroll taxes and benefits are allocated proportionately to full-time equivalence of these three staff. The Editor will be responsible for editing the English translated stories to the third to fifth grade reading levels, select vocabulary words from the stories and create discussion questions that focus on Chuukese cultural values and traditions. The Illustrator will create two illustrations per story that are culturally appropriate and assist with the layout of the illustrations. The illustrations will require research so that the dress, living environment, animals, fauna, etc. are appropriate to the Chuuk Islands. The printers are responsible for final layout of the book and printing of 500 copies. Program supplies include $25 grocery gift cards to each family that contributes a story, whether used in the book or not. This serves as an incentive for families to donate their stories. Twenty (20) gift cards are budgeted. Supplies also includes refreshments for the story gathering and book reading events at $75 per each of 10 projected events. This includes two each story gathering events at Hawaii Literacy's Mayor Wright Homes (MWH) location and at Palama. Story reading events include two each at MWH and Palama, and one each at PACT's Teen Center and at the Waipahu Safe Haven. Refreshments are budgeted for up to 25 individuals and may include items such as canned drinks, sandwiches, chips, fruit, etc. Consumable office supplies include pens, notebooks, stapler, file folders, flyers (paper and printing), printer toner, etc.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Of vital success to the project is the hiring of a part-time Outreach and Cultural Specialist fluent in English and Chuukese and familiar with Chuukese customs and traditions. This would be the primary goal in the first month of the project, extending into the second month if needed. Simultaneous with the hire, marketing would be initiated for story donation from Chuukese families through outreach in the community to the homes of children attending Palama's and the Hawaii Literacy's tutoring programs. Story gathering events, two each at the Palama and Hawaii Literacy's Mayor Wright Homes sites would be scheduled for months two and three, with a goal of collecting at least fifteen stories by month three. A $25 grocery store gift card incentive will be awarded to each family who donates a story whether it is used in the book or not. Refreshments will also be served at these events. In the fourth and fifth months, a selection of six stories for the book would be made and these stories transcribed and translated to English. By the sixth month, the selected stories would be edited to the third to fifth grade reading levels and provided to the Illustrator for drafts. During the seventh month the stories would be retranslated to Chuukese to align with the edited English versions. Vocabulary words and discussion questions will also be decided upon. Final illustrations from the artist would be due at the end of the seventh month enabling layout design and printing by the end of the eighth month. In the final four months of the project, books will be presented to students and their families at celebration events at Palama and Mayor Wright Homes. During these events, refreshments will be served and the stories will be read in both English and Chuukese. The vocabulary and questions will also be discussed. Depending on the ages of the children and language proficiency of the families, outcome measurements may be taken in written format or group discussions or individual interviews. Families will be encouraged to read the books at home and the children queried if the stories had been shared at home. Also, during months ten to twelve, reading events will be conducted at the PACT teen center in the Towers at Kuhio Park and the Safe Haven in Waipahu. The goal is to reach and distribute a copy of the book to 100 total families at the reading events. Book distribution to Kalihi schools and libraries and Waipahu schools will take place during the eleventh and twelfth months of the project.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related

activities to achieve the proposed outcomes. *(3,000 character count limit)*

In 2012, Palama received a family literacy grant in which 300 copies of a picture storybook of six Chuukese folktales were produced. The grant activities involved collection of the stories, its translation, edit, illustration, print and distribution to Palama's participants and schools and libraries in the neighborhood. Research of the project proved that there was little in print available in Hawaii or in Chuuk of folktales for young readers. As a child, Palama's Program Administrator had been inspired and intrigued by children's picture story books written in the language of her grandparents from Japan. The resulting a project was intended to provide Chuukese children with similar experiences and their parents the same pride in sharing a piece of their culture. When collecting the stories it was evident that individuals from the community were eager to share their stories from Chuuk. Several of the stories were lengthy audio recordings by storytellers and required professional translation. A consultant was able to successfully edit the lengthy translated stories to the third grade reading level, with each story between three to four pages long. The translated stories originally appeared to the Western eye as inappropriate for young children with ghosts, lost children and a mother dying among the narratives. The editor, however, composed discussion questions which drew attention to the morals and values of the stories, such the outcome of children not listening to their elders. An artist that had been working with the Hawaii Potters Guild's pottery classes at Palama was contracted for the illustrations. Because most of the students in the pottery classes were Chuukese, she had familiarity of their appearance, mannerisms and dress. She conducted further online research of Chuuk to gain a better understanding of the foliage, island habitat, animals and traditional dress. To print the books, several printers were contacted for pricing. Hagadone Printing Company offered professional layout and design of the books and a competitive pricing structure. Raw manuscripts and digitalized hand drawn pictures were turned into a colorful book. Chuukese children, as well as adolescents displayed interest and surprise of the final product as most had never before seen stories from their homeland in print. Books were distributed to Kalihi-Palama neighborhood elementary schools and libraries and to the Pacific Collection at the University of Hawaii's Hamilton Library. More recently Bess Books, a local based publishing company, called to inquire about the book after having received a copy. They commented on the increasing request for books such as this in the local classrooms. This proposal goes a step further by conducting book reading events to share the Chuukese culture.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Palama's personnel are well-trained through in-service and community workshops about the Compact of Free Association and the resulting reasons for the large migration of Micronesians to the United States. In-service trainings have also focused on the traditions and cultural values of the Chuukese and Marshallese and how to provide services that are culturally sensitive. With a large population of Chuukese participants in Palama's programs, the staff are additionally well experienced with the difficulties they face assimilating to school, the workforce and the expectations of life in Hawaii. Strong partnerships with Kalihi-Palama non-profit agencies has established trust within the community. This includes a partnership with Kokua Kalihi Valley's Roots Program and the Hawaii Literacy in the presentation of an ulu festival in Mayor Wright Homes. The highlight of the festival was the pounding and distribution of kon, a traditional and highly valued Chuukese breadfruit staple. Late Night Basketball and the 808 Jr Chef

Showdown is a partnership shared with Parents and Children Together (PACT). A proposed book reading at the Weed and Seed Waipahu Safe Haven site is due to Palama's involvement with the Weed and Seed and the Nations of Micronesia (NOM). NOM is a committee that meets to discuss and develop action plans on issues that impact the Micronesians. Palama's involvement includes participation in healthcare meetings and hosting an enrollment site during the 2015-2016 open enrollment period of the federal healthcare marketplace. At present, Palama does not have a staff to conduct the outreach and story gathering, but because of its critical role, filling this position will be a priority if awarded this grant. Both the Business Office Manager and Program Administrator have long work histories with Palama and have worked together on the family literacy grant, a Community Development Block Grant (CDBG), a previous City Grant in Aid and State contracts. The Program Administrator was the principal coordinator responsible for the reports and billing of these grants. She was also actively involved in the family literacy grant by coordinating the gathering the stories, arranging for the translations, and worked closely with the artist, editor and printing company for production of the final book. Palama, as well as its partners, have on-site facilities where story donation and book readings will occur. The Hawaii Literacy Program in Mayor Wrights Home is centrally located in the former Tenant Association Unit and is known to all of the children as the library. PACT's teen center is conveniently located in the former Kuhio Park Terrace, and the Safe Haven in Waipahu's low-income housing district. All partners have worked extensively with the Micronesian community. The Editor is eager to work on another story book, as is the illustrator who currently conducts watercolor classes for the young children at Palama.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

As printed material, the proposed storybook will have a long shelf life that will continue to contribute to the awareness of Chuukese culture, as well as to promote literacy of the children. This will foster cultural awareness of not only Chuukese children who in the future may begin to lose their cultural identify as they more closely adapt to the traditions of the West, but to their future generation. This would also impact the anticipated influx of children and families who migrate from Micronesia. The book is also intended to sustain cultural understanding and acceptance by non-Chuukese residents through its availability in neighborhood schools' and public libraries. The distribution of the book in key communities with a high percentages of Chuukese children in the schools supports the probability of sustained use. Palama's and the Hawaii Literacy's afterschool program will maintain copies for use in literacy tutoring. With copies of the English and Chuukese language books in the home, the goal is that family literacy will also endure. The next step to expand the activity beyond the grant period is to secure funding and technical assistance to digitalize this and the previous storybooks for broader use. As a free access e-book, the residents of the states in which the Chuukese are settling and those still residing in the islands will have ease of access to the material. In a 2014 study of 30 Chuukese nationals residing in Hawaii and in Chuuk, (Rayphand, LJ. Diss. UH Hawaii, 2014) 27 of the respondents strongly agreed that it was important to start writing and publishing Chuukese materials on the internet, and all 30 strongly agreed that they would be very interested to read Chuukese material if published on the internet.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

The greatest challenge to expand sustainability of this project would be to secure the professional services and funding to digitalize the storybooks to e-book format. Both the book's Editor and

Illustrator, as well as community partners, are strong advocates to increase and sustain cultural awareness, literacy and family engagement of the Chuukese populations both in Hawaii, nationally and internationally. The intent is not to profit from the sale of the books, but to make it more readily available so that its impact would be sustained. Thus funding through grant offerings would be a primary objective. This could be conducted through local as well as national funding for the arts, and/or literacy type of grants, or internal fundraising campaigns for the specific project. As an example, at Palama's annual gala, guests are able to donate to specific programs through a "wishing tree" designation. It has become evident over the years that many guests prefer to donate to specific programs especially to those that support literacy. Palama's added fundraising efforts include an annual direct mail appeal and quarterly newsletters through which specific designations are also possible. With secured funding the e-books would be available on Palama's website as well as on other websites that maintain the integrity of the book and of the Chuukese culture.

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APPENDIX A: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2018

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. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Parents And Children Together
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	After School Services for At-Risk Youth in Puuwai Momi

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

Parents And Children Together (PACT), est. in 1968, is one of Hawaii's leading non-profit human service providers with a comprehensive array of prevention & treatment services. PACT's mission is to promote & support healthy individuals, families & communities by creating opportunities for them to identify & address their own strengths, needs, and concerns and successfully realize their potential.

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

Comprehensive afterschool services for underserved youth living in the at-risk community of Puuwai Momi, home to nearly 400 children from 5 to 17. PACT is one of 2 youth service providers in the area & the only one providing comprehensive services. Program activities focus on academic support; recreation/fitness; hydroponics/gardening, youth development/skill building, career & college readiness.

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

Target population is 200 at-risk youth, 6-18 years, who live in & around Puuwai Momi and are at-risk for educational failure & early participation in risky behaviors (drugs, crime, etc.). The majority are in ethnic groups overrepresented in the Juvenile Justice system. Outcomes include: improved school performance; positive change in skills, attitude & behaviors; and improved social & life skills.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1 $	☐ District 2 $	☐ District 3 $
☐ District 4 $	☐ District 5 $	☐ District 6 $
☒ District 7 $106,024	☐ District 8 $	☐ District 9 $

H. Total Amount Requested (Minimum of $25,000 / Maximum of $125,000):	$106,024

I. Type of Grant Activity (pick ONE category that most reflects Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☒ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

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: Ryan Kusumoto, President & CEO

November 8, 2016
Date

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem / issue, and target population are effectively validated. The description must include how the public services target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate income areas.

1. Provide substantive data and other quality information to show the issue is a priority need of the community. *(3,000 character count limit)*

Puuwai Momi is a State public housing community with 296 occupied housing units and a population of 1,059 low-income tenants in Aiea, Oahu. The complex is bordered by Aloha Stadium, Halawa stream, Kamehameha Highway, and the Liliuokalani–E/H-1-W. There are also a number of other low-income apartment complexes surrounding Puuwai Momi. The location is not a pedestrian community and the public schools – Aiea Elementary, Middle, and High School – are not within convenient walking distance.

According to recent HPHA data, of the 1,059 residents, 45% (473) are children/youth from 0–17 years old and 37% (392) are in the 5-17 years age range of the target population. The top three ethnic groups are Native Hawaiian/Pacific Islanders (75%), Asians (15%), and White (13%). About 95% of the tenants are of extremely low-income to low-income (30% - 80% of the median family income).

Puuwai Momi resident statistics mirror those of its census tract (75.04), the Aloha Stadium area, which is part of the larger 96701 community. About one-third of the residents in the tract are foreign born (American Community Survey 2013). The average family household size is larger than the county average (4.87 persons v. 3.58). There are two times more female-headed households (25.3%) than the county (12.3%) and more children per household. This area has less high school, college, or higher degree graduates than in the county.

Unemployment of civilians in the census tract is 6.4%, which is on par with the county rate at 6.1%, but higher than the entire 96701 area (3.9%). The median family income is significantly lower and there is a higher rate of households in this census tract receiving SSL (12.5%), cash public assistance (10.6%), and SNAP benefits (29.3%) than in the county (3.7%, 3.4%, and 8.6%). There are more families with children under 18 living under the poverty level (32.4%) than in 96701 (8.0%) and the county (10.2%). Female-headed households with children under 18 years living under the poverty level are significant at 61.3% (24.8% in 96701 & 30.2% in the county).

Children living at Puuwai Momi attend Aiea Elementary. The school has a diverse, multi-cultural student population with many students who migrated from the Outer Pacific Islands and learn English as a second language. The top most ethnicities are: Samoan (23.4%), Native Hawaiian (22.6%), Micronesian (21.5%), and Filipino (16.7%) – all of which are over-represented in the State Juvenile Justice system. In the 2013-14 school year, 81.1% (297) received free or reduced-cost lunch, 17.2% (63) were of limited English proficiency, and 12.8% (47) were enrolled in Special Education programs. Reading and Math proficiency scores in grade 3 were significantly lower compared to the State average at 19% c.f. 65% (reading) and 11% c.f. 63% (math), respectively (educators use grade 3 as a milestone for children acquiring basic reading literacy).

2. Provide a thorough analysis of the community's priority need / problem and its impact on the community. *(3,000 character count limit)*

Once bussed home from school, the children and youth of Puuwai Momi are isolated at the housing. Although Makalapa Park is nearby, there are no organized activities at the park and children would need adult supervision because of homeless people or loiterers at the park. A community survey conducted by the City and County of Honolulu for the rail transit project (December 2014 Halawa-Aloha Stadium Community Survey) found that 6 in 10 Halawa residents used the neighborhood parks occasionally but few felt safe using the parks after dark or when homeless people were present. One-third to almost half rated the quality of the parks as "poor." Many respondents wanted improved car parking, sidewalks, and parks and adding street lighting and crosswalks.

A search of the AUW 211 community resources database indicates that there are no other children/youth services and activities within a five-mile radius from the housing, except for a Honolulu Community Action Program afterschool STEM program and PACT's Community Teen Center program on the property. For example, there is a 4-H youth program in Pearl City, Adult Friends for Youth near the airport, and the Kalihi YMCA, Susannah Wesley Community Center, and Kokua Kalihi Valley in Kalihi – 3 to 6 miles or more from Puuwai Momi. The Stadium Mall, which has an ice skating rink, is about one mile away, but is best accessed by bus or car and the rink requires a fee to skate.

The relative isolation of Puuwai Momi, dearth of free children/youth activities, the distance from their schools and lack of transportation which prohibit participation in afterschool activities, and the fact that most resident families live under a high level of poverty, with a larger number of single family households headed by women, and a proportionately large population of children/youth – are a mix of risk factors that create a vulnerable, children/youth population at risk for involvement in risky behaviors such as early sexual activity, teen pregnancy/fatherhood, sexual abuse, drinking, smoking, exposure to illicit substances, gang activity, prostitution, and academic failure.

The impact of not providing comprehensive afterschool services for youth at-risk increases the likelihood that they will engage in some risky behavior(s), which can lead to school absenteeism, academic failure, and dropping out. Afterschool hours when children/youth are not engaged in supervised activities is a period of high risk and exposure to risky behaviors.

Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. *(1,000 character count limit)*

Comprehensive services and activities will be provided at Puuwai Momi during out-of-school time from Tuesday through Friday (2 to between 6 & 8 pm – depending on the availability of the hall) and on Saturdays (10:30 am-5 pm), with longer center hours provided during school breaks and intersessions.

Program activities fall within three components: 1) Academic Enrichment & Support (daily study hall/homework help, computer lab, and intersession & summer enrichment activities); 2) Sports, Fitness, & Recreation (daily recreational activities in the drop-in center include music, games, sports, arts & crafts, computer lab), health/fitness activities including 30 minutes or more of daily fitness activities, nutrition/cooking, & hydroponic gardening; & 3) Youth Development/ Skill Building (social/life skills development, leadership, career exploration and community service/service learning). Services are provided by caring, competent staff in a safe and appropriately structured environment.

B. Describe the proposed plan

1. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(2,000 character count limit)*

Research shows that youth are at the highest risk for participation in substance abuse, violence, crimes, and other risky behaviors during afterschool hours. Youth are also at greatest risk for being victimized during these hours and, when left unsupervised, are more likely to experience school failure. The three critical elements of afterschool programs are: 1) supervision by competent, caring adults; 2) enriching experiences and opportunities for positive social interaction; 3) activities that improve academic achievement; and 4) activities to engage the entire family. Additional important elements are: safe, structured and accessible environments with services close to home, partnerships with other organizations, clear goals and effective program management, and linkages between school and program staff. All of these critical elements are present in PACT's youth services.

PACT Teen Program services were developed using the best-practice principles of Positive Youth Development (PYD) and the resiliency model with services/activities designed to mitigate the effects of identified risk factors (e.g., exposure to drugs and alcohol, academic failure, family conflict, low parent involvement, etc.) while enhancing protective factors (commitment to school, building healthy relationships and positive beliefs and values, etc.). Community Teen Program services provide opportunities for youth to develop the skills, attitudes, abilities, and behaviors to successfully transition to adulthood.

Funding through this GIA will enable PACT to maintain the current minimal staffing pattern for adult staff, add positions for one youth from the Puuwai Momi community, and maintain the hours open each week allowing PACT to meet the needs of the youth and the community. Adding the youth position increases our capacity to provide services in addition to providing quality first jobs for at-risk youth.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

Individuals to be Served. A minimum of 200 youth from Puuwai Momi will participate in services through GIA funding.
Outcomes. Three outcomes have been selected that will measure the success of the proposed activities. These are:
1) 75 out of 100 youth participating in academic enrichment and support activities will improve their school performance or maintain an already high level of performance as verified by report cards.
2) 95/120 youth participating in enrichment & recreational activities will demonstrate a positive change in attitude & behaviors as measured by pre/post assessments, youth self-report and/or staff observation.
3) 45/60 youth participating in youth development & skill building activities will demonstrate increased social, life, or other skills as measured by pre/post assessments, youth self-report

and/or staff observation.

Alignment with GIA Purposes and Priorities. The GIA purposes and priorities clearly state that funding is to be used for target populations deemed to be most vulnerable, who are socially and economically disadvantaged. The youth who live in Puuwai Momi definitely meet those criteria. As stated above, this community has many needs including, larger numbers of children and families living in poverty, large numbers of immigrants and single parent homes, and low educational attainment, etc.

Benefit to Target Population. Youth will benefit from participating in GIA activities and achieving the proposed outcomes in the following ways:

Academic Enrichment & Support: School success is one of the most important measures of the Teen Program's success and a large percentage of staff time & energy is placed on these activities: daily study hall & homework help, computer lab, math and reading fundamentals; and academic enrichment activities during school intersessions and summer breaks.

Sports, Fitness & Recreation: Youth need to spend their after school "free" hours engaged in positive activities. The Teen Center is a safe, positive environment where youth can participate in a variety of supervised activities designed to build skills, promote pro-social relationships with peers & adults, and expand the experiential base of the program participants. The drop-in center provides a wide variety of positive activities on a daily basis.

Youth Development & Skill Building: This component includes a variety of activities including: Youth Leadership & opportunities for leadership development in youth who are not traditional leaders in school and have not had many opportunities to develop these skills; College and Career Readiness – age-appropriate activities will focus on career exploration, goal setting, and skill development; and Social & Life Skills – which includes both structured group activities and more informal teaching opportunities that occur in daily activities.

3. Provide an action plan to achieve the stated measureable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

The three performance targets proposed will be tracked and monitored to measure the success of the proposed activities and services.

Prior to the beginning of each quarter of the program year, staff will plan the activities and services to be conducted during the quarter that will enable PACT to meet quarterly targets for the performance targets. This will include three steps – planning, implementation, and evaluating.

A. Planning. Staff will identify the activities to be implemented during the upcoming quarter and will include activities to address all three outcome areas. Staff will complete a Teen Program Activity Planning Form for each activity that includes the following steps:

1. Identification of:
   a. learning objectives
   b. target group (number, age, etc.)
2. Select the activities, curriculum, etc.
3. Plan strategies to recruit and maintain youth participation in activities
4. Select or develop appropriate evaluation methods (pre/posttests, observation checklist, etc.)

5. Develop supply list and budget
6. Submit a purchase request
7. Schedule the time and place for implementation.

B. Implementation. After the Activity Planning Forms have been submitted and activities for the quarter have been coordinated and assigned, staff will:
1. Purchase/gather the necessary supplies
2. Recruit youth participation
3. Implement the activity
4. Track youth participation
5. Revise plans and make necessary adjustments, as needed.

C. Evaluation. Teen Program staff are committed to a strong program evaluation component to ensure successful attainment of outcomes for youth. In addition to active participation in the PACT's Performance Quality and Improvement process, specific program evaluation efforts include:

1. Process or Output Evaluation. Is the program being implemented as planned? Data collection includes documentation of what the program does by maintaining accurate and organized records on program activities: who, what, when, where, and how much – e.g., number of youth enrolled and number of youth participating in specific activities.

2. Outcomes Evaluation. Does the program work and is participants' behavior changing as expected? Data collection includes documentation of increased knowledge, changed attitudes or behaviors, etc. Staff will administer appropriate outcome evaluation instruments (pre- and post-tests, follow-up surveys with youth, document youth self-reports, conduct staff observations of youth, and analyze school data, and youths' report cards to assess achievement of the program outcomes.

3. Formative Evaluation. Data collected will be systematically analyzed and used to improve programs and services. This will include comparing the process evaluation data to program outcomes to make program improvements such as: conducting more or different activities; increasing the number of youth attending activities; increasing the ability to reach specific (age) groups; and, changing program content.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

The proposed budget of $106,024 per year is based on a cost reimbursement pricing structure, which estimates the actual cost of delivering daily services and activities to youth and families residing in Puuwai Momi and the surrounding area. Costs are based on PACT's 26 years of experience in providing services to at-risk youth and families.

Direct program expenses will cover the costs directly related to providing the proposed services. These include supplies needed to implement planned activities and services (paper, pens, books, games, equipment, etc.). Additionally, three laptop computers for use in a youth computer lab will be purchased with GIA funds. (More than half of the current lab computers are approximately 10 years old and have virtually no functionality left). The other major direct service expenses are program activity supplies, which include items that directly benefit the youth, which include: recreational equipment, hydroponic gardening equipment and supplies, kitchen supplies and food for cooking classes, participation incentives such as field trips (transportation and admission costs) to reward youth for completing an activity or meeting a goal.

These costs are based on existing leases and contracts, current market rates, and historical costs. To ensure best purchasing practices, the agency's procurement policies require that all purchases are analyzed to determine the need and possible alternatives, including but not limited to: (1) an analysis of lease versus purchase alternatives; (2) cost or price analysis from verbal and written quotes; (3) required three written bids for all procurements in excess of $25,000; and (4) a positive effort to use small businesses, minority-owned firms, and women's business enterprises. Any shared costs are allocated per the agency's "Allocation Methodology of Joint Costs" and, since PACT does not have a federal indirect cost rate, the cost of agency-wide administrative support is charged directly to the contact per the agency's "Allocation Methodology for Administration Cost.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Projected Annual Timeline. The following activities have been identified as key to achieving the proposed outcomes. Additional information is included in Schedule IV.

Program Design/Planning:
• The initial planning process will begin upon receipt of notification that GIA grant funds have been awarded. The process will further develop the three primary program components and will be based on that activities and services proposed herein.
• On-going planning activities will take place year-round – primarily in the month prior to the beginning of each new quarter. That quarter's activities will be planned in detail including: logistics (who, what, when, where), recruitment strategies, individual sessions, and evaluation plans.
• Activities will be coordinated to ensure that annual projections for outcomes in all three components will be met.

Program Implementation:
• The outreach and recruitment strategies identified in the planning process will be implemented.
• Implementation of activities in the three primary components
  - Academic Enrichment and Support
  - Sports, Fitness, and Recreation
  - Positive Youth Development and Skill Building

Program Evaluation will take place at least quarterly and more frequently as deemed necessary.
• Outputs Evaluation. Participation in all activities implemented with GIA funds will be tracked – including Drop-In Center, study hall, and all large and small group activities.
• Outcomes Evaluation. The strategies identified in the planning process will be implemented. These have typically included: pre/posttests, staff observation checklists, surveys, and self-report. These strategies will take place upon completion of the group/activity. Results will be analyzed and included in program reports to the City and County.
• Formative Evaluation is designed to continuously assess and improve the quality of programs and services and involves collecting data on achievement of outputs and outcomes on addition to input from staff and youth on what worked and what didn't, etc. Data will be systematically analyzed and used to improve services.

Program Management is an ongoing process and will include:
• Hiring of staff. Recruitment for vacant positions will begin upon receipt of notification to proceed and as new vacancies occur.
• Determination of staff training needs will occur at least annually.
• Implement staff development plans. Job training will take place on an on-going basis and staff

participate in relevant conferences and workshops as the opportunity arises.
• Formal individual supervision of staff will occur at least monthly and more frequently if needed. More informal supervision takes place on an on-going basis. These are supplemented by regularly scheduled staff meetings.
• Monitoring of budgets and expenditures will occur monthly using the monthly variance report generated by the fiscal office.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

PACT's Community Teen Program has been providing quality youth services since 1990 in the Kuhio Park Terrace Community (KPT) in Kalihi and expanded to the Puuwai Momi Community in August 2005. In the past 26 years, a comprehensive continuum of quality youth services has been developed to meet the unique needs of each of these communities. Teen Program services in general and the services proposed herein are in alignment with PACT's mission and vision as is the positive youth development model (PYD) on which Teen Program services are based.

Program activities and services have been developed using the principles of PYD and resiliency, and are designed to reduce or enhance identified risk and protective factors and provide opportunities for youth to develop the skills, attitudes, abilities, and behaviors to become active, vital members of their community and successfully transition to adulthood. PACT defines prevention with a broad brush and believes that by providing youth with opportunities to develop skills, abilities, etc. will help prevent their participation in many risky behaviors—i.e., substance abuse, violence, early sexual activity, etc. Proposed activities fit within the structure of the Teen Program's comprehensive logic model and staff have developed performance targets to track growth and progress of the designated components.

Program staff have experience, knowledge and understanding of the Puuwai Momi community; experience developing and coordinating youth activities; and knowledge and experience applying best practice models, including the youth development and resiliency models.

In the 2016 program year, the Teen Program met or exceeded our self-identified key outputs and outcomes as reported in our final quality report for the year. Achievements included:

- 630 youth (140% of projected numbers) participated at both sites & schools during the year;
- 263 youth participated in the various curricula offered;
- 208 youth of these youth demonstrated an improvement in knowledge, skills, or attitudes;
- 142 youth participated regularly in study hall activities.

The program also successfully achieves contractual outputs and outcomes with 81% of outcomes and 88% of outputs achieved in 2013; 88% of outcomes and 96% of outputs achieved in 2014; 70% of outcomes and 86% of outputs achieved in 2015; 88% of outcomes and 100% of outputs achieved in 2016.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

PACT has earned the community's trust with nearly 50 years of relationship-building and service delivery experience. PACT's Community Teen Program started in 1990 providing gang prevention services and supervised alternative activities in the high-risk community of KPT. In 2005, Teen Program services expanded to the Puuwai Momi Housing Project. PACT, in general, and the Teen Program, specifically, has an excellent track record in meeting contractual outcomes. This is accomplished through the organization's quality assurance program which involves all levels of staffing.

The Teen Program is led by a program director with more than 26 years of experience. Puuwai Momi is directly supervised by a supervisor with over 15 years of experience, who also provides direct services. The site will be additionally staffed with two project specialists with assistance from a youth specialist and one youth intern. Proportional shares of all adult staff will be funded through GIA funds. The youth position will be fully funded by the GIA.

The finance function of Parents and Children Together is overseen by a Controller who leads the fiscal office in its function to provide accurate budgeting, financial management, compliance and reporting for PACT and each individual program, contract, and funder. She has over 40 years in accounting and financial management both in the private and public sectors. PACT's accounting system is set up to provide methods to identify, assemble, analyze, classify and report financial transactions and to maintain accountability for the related assets and liabilities.

Youth services at Puuwai Momi are provided in the Makalapa Community Center, adjacent to the housing complex. The Honolulu Community Action Program (HCAP) permits PACT to use the large hall during out-of-school hours rent free. The facility is not fully ADA compliant, but grandfathered in. Staff can assist clients with entering the building but once they are in the building, the program space and upstairs bathrooms are accessible. Services are also located adjacent to the Makalapa Neighborhood Park which is used to conduct outdoor activities.

PACT has an excellent record coordinating and collaborating. Program staff have forged strong working relationships with programs in the public and private sectors and the program is currently involved in many collaborative efforts. Partnerships include: other PACT programs, schools, other youth-serving organizations (YMCA, Susannah Wesley Community, Palama Settlement, etc.), and other community-based organizations and individuals, including Hawaii Youth Services Network, UH Cooperative Extension Service, and Na Kama Kai, an environmental awareness organization that promotes participation in water sports and learning cultural-based skills. A key partnership for the Puuwai Momi site is with HCAP's STEM program. The two programs work have worked together for the past two years to provide enhanced services for youth at Puuwai Momi.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

PACT will continue to actively seek federal-, state-, and county-level government and national and local private funding opportunities to support the Community Teen Program at Puuwai Momi. In addition, PACT holds an annual evening fundraiser and Keiki Day newspaper sale which raises unrestricted funds to supplement programs and operations that have funding gaps.

In the past decade, funding for youth development and prevention programs has shrunk significantly, and we anticipate continued shrinkage in prevention programming. Parents' unmet demand for afterschool programs is 26%. Our service is a vital community asset that works with the families in Puuwai Momi to support their unique needs in dealing with poverty. In Hawaii, about 20% of children are unsupervised after school and must look after themselves. Our work greatly decreases the future and long-term impacts of leaving children and youth unattended afterschool and at-risk and reduces the cost of expensive intervention. For every dollar spent on programs like the PACT Community Teen Program at Puuwai Momi, our city could save $9-$13 in remediative costs down the road.

The State Office of Youth Services was a primary funder of these programs but has changed its focus on reducing the population of incarcerated juvenile offenders through rehabilitation and treatment programs, in parallel with the State Judiciary which has undertaken reform of the Juvenile Justice system. At the federal level, funding for youth has emphasized community-level collaborative models, STEM and environmental education, and early job exploration and training opportunities.

PACT has been a long-time advocate of Hawaii's most vulnerable populations, including youth at-risk, and will continue to work in partnership with other service providers to educate policy makers and funders about the value and importance of placing more funding towards positive youth development activities, such as our Community Teen Programs.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

PACT has had a presence in the Puuwai Momi community for the past 10 years and is committed to maintaining that presence into the future. Through funding ups and downs, we have maintained services to the greatest degree possible. We have also been able to maintain key staff members which provide important continuity for the children and youth participants, as well as continuity for the community as a whole. PACT has the expertise, space, staff, equipment, relationships with the client families, partnerships, and participants to run a successful program – and the commitment to do so.

PACT has a fund development department and a designated grant writer who continually seeks new funding opportunities to maintain important programs and services like the youth program at Puuwai Momi. The staff in this department closely monitor funding trends, look for new funding sources, establish and maintain relationships with funders, and maintains a library of current community and population assessments completed by public and private entities. All of these initiatives help to inform the agency's grant seeking and grant making efforts.

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APPENDIX A: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2018

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. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Poi Dogs & Popoki (PDP)
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Cat Sterilization on Oahu.

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

PDP was incorporated in 2009 to provide pet owners and caregivers with the resources and tools to address animal welfare challenges in communities across Oahu. Our mission is to improve the quality of life of pets and their people by providing access to affordable veterinary care, spay and neuter services, microchip identification, and other rescue support for stray and abandoned animals.

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

Large numbers of unsterilized cats and dogs continue to reproduce in homeless camps and in Oahu beaches and parks. Spay and neuter is the only long term humane solution to managing pet overpopulation and addressing environmental concerns. PDP will provide sterilization services for feral, stray and owned animals in targeted areas to reduce populations and preserve our ecosystem.

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

PDP will help 200 homeless pet owners living in homeless camps and on Oahu beaches and parks. 250 dogs and 1200 cats will be sterilized. Each animal will receive microchip identification, flea treatment, dewormer, and vaccination to reduce pests and the spread of disease.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $12,305	☒ District 2 $12,305	☒ District 3 $12,305
☒ District 4 $12,305	☒ District 5 $12,305	☒ District 6 $12,305
☒ District 7 $12,305	☒ District 8 $12,305	☒ District 9 $12,305

H. Total Amount Requested (Minimum of $25,000 / Maximum of $125,000):	$110,750

I. Type of Grant Activity (pick ONE category that most reflects Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☒ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

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: Alicia Maluafiti, President

11-10-16
Date

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem / issue, and target population are effectively validated. The description must include how the public services target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate income areas.

1. Provide substantive data and other quality information to show the issue is a priority need of the community. *(3,000 character count limit)*

Hawaii has the largest homeless population per capita in the country. About 5 to 10 percent of the nation's estimated 3.5 million homeless people have at least one pet. In areas like Hawaii and year-round warm climate, the figure is as high as 24 percent. With 7,500 homeless here on Oahu, it is estimated that 1,800 dogs and cats are living with them because homeless shelters don't allow animals. In fact, only one new shelter at Sand Island allows pets. Most pet-owning homeless families choosing to stay with their four-legged friends live on our beaches and in our parks, on our streets and in tent camps, under freeway overpasses and on vacant land.

Many stray dogs and cats including feral cats congregate around and within homeless camps at Oahu beaches and parks because that is their primary food source. While the homeless may not always claim these strays as their own, they nevertheless care for them as best they can. Unfortunately, because most are not sterilized, flea treated or vaccinated, they give birth to litter after litter of puppies and kittens, often covered in fleas and ticks, and spreading very contagious diseases like Parvo virus. The cycle of pet overpopulation continues unfettered.

Recent news reports from camp sites in Wahiawa, Sand Island and Neal Blaisdell Park highlight some challenges with dogs of the homeless running off leash and attacking passerbys as well as other animals. The sheer numbers of these unsterilized animals and the behaviors that arise including barking and odors create unpleasant conditions within our beaches and parks. Families are hesitant to visit local areas due to the presence of homeless camps. Communities across the island have complained about the homeless at these sites but to address their housing challenges means addressing their pet needs as well. Homeless families need pet-friendly shelters but to successfully transition to a shelter means these pets need to be sterilized, microchipped, flea treated and vaccinated.

An estimated 300,000 community or feral cats thrive on Oahu, according to the Hawaiian Humane Society. Free-roaming or stray cats are considered by some to be a nuisance and invasive species endangering our wildlife and marine life. They populate (and re-populate) our beaches and parks, especially those areas with homeless campsites. For the homeless, these cats are society castaways and a permanent reminder of their own existence to fend for themselves. So these homeless cats are often fed and cared for by the homeless – along with the dogs.

While dogs may typically breed once a year, cats go into heat up to three times a year. Lacking a natural predator and combined with Hawaii's warm climate, one unsterilized female and her offspring will give birth to 400,000 kittens in 10 years. Addressing the feral cat colonies at our beaches and parks requires engagement with the homeless so that they can become part of the solution and not contributors to the problem.

2. Provide a thorough analysis of the community's priority need / problem and its impact on the community. *(3,000 character count limit)*

The public continues to express frustration at the homeless living on our beaches and in our parks. It makes it difficult for kama'aina to enjoy the best part of our island community with their ohana. The homeless exacerbate the problem and the negative perception by the public by allowing animals to roam unsterilized, without identification, and lacking in basic veterinary care which puts people and other animals at risk. But no matter how many shelter beds or affordable units are made available, the homeless people will not move unless their pets can come with them and the problems will continue.

The state of our beaches and parks is dismal, but the presence of the homeless with unsterilized animals which go unchecked means a growing population of dogs and cats. Spaying and neutering these animals will put a stop to pet overpopulation. Providing simple veterinary care including flea and tick treatment, deworming, and vaccinations will reduce the prevalence of these pests and other contagious diseases. During many of the sweeps by HPD, animals get lost or left behind. Microchipping pets will play an important role in making sure that pets are returned to their homeless owners.

Getting the homeless off our beaches, out of our parks and into housing is not an easy solution. Current state housing programs require pets of residents to be sterilized, chipped, and vaccinated. This very basic expectation should be embraced by shelters and the City's housing programs as well as landlords who might consider offering pet friendly rentals. PDP will better prepare the homeless to make the transition to housing with their pets by providing subsidized services while at the same time curbing the overpopulation challenges.

One benefit of spay and neuter is that it reduces aggression in dogs. Park users have complained about dogs of the homeless attacking them as they pass by. Dogs will also be less interested in roaming and looking for a mate so they will stay closer to the campsites and less of a danger to the public. For cats, they will be less inclined to spray, fight and yowl which is a loud part of the mating process. Overall – urine odors are less pungent in sterilized animals.

For years, animal welfare groups have rescued litters of puppies and kittens sick and dying at Oahu beaches and parks and found most often amongst the many homeless camps. Canine parvo virus is very contagious and prolific at beaches and parks. Its take years for the virus to die. But the best way to begin the "clean up" process is to vaccinate dogs and cats found amongst the camps in addition to sterilization. It is also a more affordable alternative to euthanasia and/or treatment of parvo. To aid communities is taking back their parks and beaches requires helping the pets of the homeless and stopping the breeding (and dying) cycle. And through attrition, we will be able to better manage the stray and feral cats and dogs living homeless lives alongside their human companio

Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. *(1,000 character count limit)*

PDP will schedule monthly spay and neuter clinics at City beaches and park facilities in low income and rural areas with established homeless camps and feral cat colonies. The Big Fix is a mobile clinic providing sterilization services across the island. Sites would include Waianae, Nanakuli, Ewa Beach, Wahiawa, Laie, Kaneohe, Waimanalo, Sand Island, Hawaii Kai, Neal Blaisdell, and Kakaako.

PDP will work with social service providers, city staff, and area community leaders including

neighborhood board members to disseminate flyers inviting homeless families to sterilize their pets. Following the appointment, the family will receive a free bag of dog or cat food. Pets will also receive subsidized 1) spay/neuter, 2) pain medication, 3) microchip identification, 4) flea/tick treatment, 5) deworming, and 6) vaccination. Cats will be trapped, sterilized and released. Bringing services to the homeless camps will ensure participation and compliance and build trust.

B. Describe the proposed plan

1. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(2,000 character count limit)*

PDP has been operating The Big Fix since March 2014 to specifically address the community's need for affordable spay and neuter services. Clinics are hosted across the island in rural, underserved and at risk communities. More than 90 percent of owners helped by PDP have confirmed that without The Big Fix, they could not sterilize their pet. Because of our mission, we turn no one away even if it means we subsidize the cost. This includes the homeless families that we see at the beaches and parks, the seniors on fixed incomes, the native Hawaiians on homestead in Waimanalo and Waianae who often have large numbers of unsterilized animals, the colony caregivers who feed the cats, and the people that have opened their hearts and homes to rescue animals but cannot afford the private vet fees.

To reach the people that need the most help – especially the homeless, we must go to them by parking our mobile clinic within the beach or park and in sight of the homeless camps. Traditionally, these are the communities where many of our island's homeless live and where our animal welfare challenges begin. Targeting communities that need the most help will address the conflicts that exist between people that care for these animals, and the neighbors, residents and visitors that see them as pests. Once the public understands that something is being done to control these populations, they can embrace sterilization as a critical long term solution. The public wants a response and The Big Fix gives them that by ending the breeding and reducing the population.

In 2016, The Big Fix will sterilize more than 5,000 animals on Oahu. Because of its mobility, it is the logical solution to addressing pet overpopulation within the homeless community who live and care for these animals on our beaches, in our parks, and on our streets. While spay and neuter is a humane and compassionate response, it is also a safety imperative for the public who share this island alongside the homeless.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

Outcome 1: Help 200 homeless pet owners by providing subsidized spay and neuter services as well as supportive veterinary care at Oahu beaches and parks.

Outcome 2: Sterilize 250 dogs and 1200 cats living at Oahu beaches and parks in Waianae, Waimanalo, Nanakuli, Ewa Beach, Waipahu, Wahiawa, Waialua, Hauula, Kaneohe, Kakaakao,

Sand Island and Hawaii Kai.

Without access to affordable spay and neuter through The Big Fix, the cats and dogs living amongst the homeless families on our beaches and in our parks will continue to breed. The next sweep through camps by HPD will result in 1) an increase in loose and stray dogs and cats as their owners are forced to move without them, or 2) the capture of some animals by animal control and their ultimate euthanasia because they will be considered unadoptable. This costly response by the City is a financial burden to animal control and displaces funds that could and should be used servicing real community concerns and issues. It also does not little to help bridge the trust gap with the homeless. Our best response is to provide the homeless with the necessary care for their pets and the other animals that they care for and properly manage breeding, pests, and disease. This solution also prepares the homeless and their pets for pet friendly housing should it become available and makes them a more viable and responsible tenant and pet owner.

For City parks and beaches, sterilization is the only cost effective long term solution to reducing cat populations. Trap-Neuter-Return (TNR) with The Big Fix will reduce populations via adoption of kittens and "friendlies", minimize roaming, yowling or fighting (typical mating behaviors), minimize marking and with significantly less odor, reduce disease and pests, and reduce nuisance calls. TNR is the humane and compassionate solution. Without TNR, the homeless will continue to feed and care for the cats, allowing their numbers to increase unchecked.

3. Provide an action plan to achieve the stated measureable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

August 2017: Meet with elected officials, community and business leaders, and social service agencies to identify recreation areas and beach parks with homeless camps within each of the nine council districts on the island of Oahu. Include representatives from City Parks/Rec department. Select targeted areas for spay and neuter efforts. Coordinate quarterly calendar of clinic dates, times and locations beginning October 2017. Confirm site availability and compliance with Park/Beach permitting mandates.

September 2017: Prepare policies and procedures providing subsidized services for homeless pet owners. Review tracking protocols for reporting. Develop marketing and promotional flyers for dissemination through social service agencies and posting in communities. Attend neighborhood board meetings for announcement of spay/neuter and veterinary care options. Identify potential volunteers to assist with trapping within homeless campsites, beaches and parks, including cat colony caregivers, feeders.

October 2017: Schedule quarterly calendar of clinics. Ensure appropriate supply of microchips, flea treatment, dewormer, and vaccines. Prepare detailed pet health record for each pet. Secure additional staffing if necessary and schedule veterinary staff. Recruit volunteers to support clinics including mass trapping efforts (both dogs and cats). Secure trapping materials and supplies.

Ongoing: Coordinate quarterly calendar of events at least 30 days prior to first of each quarter. Based on availability of sites, schedule ongoing monthly Big Fix dog and cat sterilization clinics. Continue production of promotional materials and announcements. Implement protocols for identifying subsidy for qualifying pet owners. Update microchip database for all spay and neuters – pets and feral animals. Prepare and submit monthly reports.

Milestones:
1. The Big Fix Calendar - monthly calendar of clinic dates and locations
2. The Big Fix promotional flyers - monthly distribution to agencies, parks, recreation centers, satellite city halls, and the media
3. The Big Fix data base - tracking software to provide monthly reports of homeless families receiving support and beaches and parks identified for TNR and spay/neuter clinics.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

The budget requested for this grant allows PDP to subsidize the costs of sterilization and veterinary care for homeless pet owners as well as address the pet overpopulation arising from the homeless camps on Oahu beaches and parks.

Our fee schedule was established to try to cover most of the surgical expenses so the budget for this proposal includes veterinary staffing costs of $67,500 to sterilize 1450 animals. The Big Fix expects to sterilize 7,000 animals per year. So this portion of the budget covers approximately 20 percent of the cost for veterinary staffing including a licensed veterinarian, vet technician, and vet assistant. PDP volunteers provide support at clinics to minimize administrative costs and keep overall costs affordable for most families.

PDP requests $36,000 to help underwrite the cost for flea treatment, dewormer and vaccines which averages at $25 per animal. Traditionally, with a health check at a for-profit veterinary hospital, this would cost a pet owner more than $100. These wellness services are integral to ensuring that pests and disease are minimized on Oahu beaches and parks and within homeless camps. These areas become safer for other pet owners as well as families using the facilities and recreational areas.

Microchip identification is the single most effective strategy for returning lost or stray animals to their owners. The more animals that find their way home, the fewer days they stay at animal control. And the quicker they are returned home, the more space is made available for the next rescue dog or cat. So PDP mandates that all animals sterilized by The Big Fix receive a microchip identification. To microchip 1450 animals will cost $7,250 - just to purchase the microchips from the supplier. In comparison, a private vet will charge an owner $30 to $50 to implant a microchip ID.

The total GIA budget request is $110,750 to focus primarily on pets of the homeless and animals living at our beaches and parks. Our commitment to ensuring that our fees remain affordable require us to fundraise, seek out grants, or secure sponsorships to help subsidize costs.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

PDP schedules Big Fix clinics on a quarterly basis. The schedule is completed at least one month prior to the first clinic. The monthly schedule is then posted on our website, made available to the media for calendar notices, and printed on a flyer for posting at Satellite City Halls, Parks and Recreation facilities, and community organizations supporting spay and neuter efforts. By September 1, 2017, PDP will be posting the clinic schedule for October, November and December 2017. Therefore identification of homeless camps in which to host Big Fix clinics will need to be known by that date.

In August 2017, PDP will work with elected officials, community and business leaders, and social service agencies to identify recreation areas and beach parks with homeless camps

within each of the nine council districts on the island of Oahu. PDP has already been contacted by city and state homeless advocates requesting assistance with pets of the homeless so we are aware of needs in Wahiawa, Waimanalo and Waianae specifically. We will work with community leaders to identify priority areas to target first.

In September 2017, PDP will utilize a new data base to better track and report on the milestones achieved through the project including the total number of families assisted and total number of dogs and cats sterilized. We will also produce an educational and marketing brochure to disseminate to homeless families informing them of the services through the Big Fix. We will need to update staff and volunteers with policies and procedures to ensure that the target population is utilizing the subsidy. PDP staff will expand outreach by attending neighborhood board meetings to announce the services and encourage volunteer engagement by the community to help with trapping and sterilizing cats.

In October 2017, clinics for the homeless will begin. Supplies including microchips, flea treatment, dewormer, and vaccines will be made available. A new pet health record will be produced for homeless pet owners to ensure that they have the necessary documents for possible placement into housing. Trapping assistance will be provided at selected sites to aid in sterilization of cats at homeless sites.

PDP will continue to schedule monthly clinics on a quarterly basis based on the identified target areas recommended through community input. On average, PDP will sterilize 100 cats and 25 dogs per month from each homeless camp beach site or recreational area. Most homeless have multiple pets so we will help at least 20 families per month.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

PDP is the only animal welfare nonprofit to provide affordable community-based access to spay and neuter services for both dogs and cats. While the Humane Society and Oahu SPCA may offer appointments for services, owners must travel to brick-n-mortar facilities. As a "MASH" operation, we contracted with veterinarians to provide reduced-cost sterilization to our nonprofit and took the clinic on the road to communities that needed the most help. From 2010 to 2013, we sterilized 1500 dogs and cats primairly in underserved, at risk and rural communities. Since the Big Fix has been operational, we sterilized 1,500 animals in 2014; 3,000 animals in 2015; and we will sterilize more than 5,000 animals in 2016.

To put these numbers into perspective, the City's Neuter Now program utilizes veterinary hospitals who agree to provide neutering services for a set fee but charge pet owners additional fees for pre and post surgery activity. So instead of $150 for just the Neuter Now certificate, owners pay upwards of $500 to cover the rest of the costs such as blood work, medication, etc. The Big Fix agrees to the fixed price set by Neuter Now and does not include any additional costs. Plus our fees include pain medication, microchip identification, and the protective collar for the head. So we are the more affordable alternative for most pet owners.

While the Big Fix started slowly with just 4 clinics per month, we are now operating from 12 to 14 clinics per month. Currently we have a vet tech and vet assistant on retainer to manage the clinic operations, along with 5 to 8 licensed veterinarians who agree to an hourly fee to work for the Big Fix. Because they are already employed with private veterinary hospitals, they work on

an "as needed" basis and time and schedule permitting. So we - along with our contract staff - retain flexibility. It is also a win-win relationship because they accept reduced pay to hone their surgical skills by spaying/neutering dogs and cats in a high volume setting.

Starting June 1 Big Fix staff will transition to full-time employees with benefits. Staff includes two (2) veterinarians, two (2) veterinary technicians, and one (1) veterinary assistance, as well as one (1) administrative support. A strong volunteer base will continue to work alongside staff to keep costs affordable for families.

The Big Fix is the only reliable high volume, high quality spay and neuter clinic on the island. We are fullfilling a need in the community which is accessible and affordable. To fully address the rising cost of the City's animal control contract, spay and neuter needs to be a priority of not only our city government, but the public. It is not only the fiscally responsible alternative to dealing with pet overpopulation, it is the socially responsible and humane solution to euthanasia. For the homeless, they currently have no other alternative to caring for their pets.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

The Big Fix is a state of the art surgical unit equipped to provide veterinary services on the island of Oahu. Annual sterilization totals have surpassed the Neuter Now program at one-third the cost. A mobile clinic enables PDP to reach the people that need the most help in communities that traditionally are more at risk, underserved and economically disadvantaged. By taking the clinic to them and providing access to affordable spay and neuter services, PDP is directly addressing some of our islands worst animal welfare challenges: overpopulation.

Volunteer President, Alicia Maluafiti, is a former director at the Hawaiian Humane Society and founder/president of the Oahu SPCA. In less than 7 years and under her leadership, PDP now operates a $180,000 mobile clinic and manages a 500+ unadoptable cat sanctuary. PDP also secured a $190,000 state capital improvement grant to purchase a second wellness vehicle in 2017. This year, PDP hosted the third annual West Oahu Pet Walk which raised $25,000 for the Big Fix, and held its 8th Annual 19th Puka charity golf tournament which raised another $20,000 for PDP activities. In 2017, PDP will add one more fundraiser as well as seek funding from PetSmart Charities for wellness support for their second vehicle – The Big Fix II.

PDP works with 6 licensed veterinarians – all of whom have extensive experience in high volume sterilization surgery in Hawaii and on the mainland. While two vets will be joining the Big Fix on a full time basis, PDP will continue to integrate other local vets into the Big Fix schedule as often as they are available so that they can continue in a relief role. PDP's operational director for the Big Fix is 20+ year veterinary technician, Chris Alejo, who manages all clinical aspects of The Big Fix including surgery, equipment, supplies, and medication, as well as policies and procedures to ensure high quality in addition to high volume. Chris also manages all vehicle maintenance issues including water, electrical, engine and generator issues - all which are critical to PDP's long term success in providing mobile spay and neuter services.

PDP relies on volunteers to supplement support for clinics as well as students from the Windward Community College vet tech program. Students and volunteers are not directly

involved in clinical activities but manage clinic-day registration, animal monitoring, set up and breakdown. These options provide the additional capacity to achieve the outcomes while reducing costs to pet owners and caregivers. Fiscal responsibility is critical to PDPs mission. If cost is number one reason why people do not sterilize their animals, then we must operate at the highest efficiency level to keep costs low.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

PDP will continue to service the needs of the homeless families by seeking out financial sponsorship from areas businesses. Beach parks and recreational areas continue to be the site of choice for spay and neuter clinics. With ongoing support by the City & County Parks and Recreation Department, the Big Fix has navigated the permitting process in an affordable and efficient manner. This alleviates a lot of administrative time and resources and enabled PDP to focus on the surgical costs associated with the Big Fix.

PDP's second vehicle, The Big Fix II, will be operational in June 2017. This investment was part of PDP strategic vision for improving access to affordable services in rural and underserved communities and will ensure that services will continue beyond the grant period. We have been contacted by the State housing staff who have implemented mandatory pet policies that include spay and neuter, microchipping and vaccinations. It is likely that The Big Fix will be making monthly visits to state housing locations across the island to better serve the residents who are our target audience.

Finally, PDP has offered TNR as an affordable humane solution to trap-kill strategies being advocated by the State. With 300,000 cats living on the island, we need to act now. And we believe that this is strategic imperative of PDP and requires greater engagement by the broader animal welfare community as well as state and city lawmakers and regulators. Because of the mobility of the Big Fix, we believe the TNR solution will be easier to implement and embrace at beaches and parks around the island.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

PDP has secured sponsorship from businesses interested supporting spay and neuter efforts in their communities. For instance, Petco sponsors the Big Fix at their sites by 1) making a financial donation to PDP, and 2) sponsoring the microchip for any pet owner with a Petco PALS card (a cost of $6). For other sponsors, they might offer a voucher for a $25 discount from the spay/neuter fees through The Big Fix if the pet owner visits their store or makes a purchase. In return, The Big Fix agrees to hand out marketing materials for the sponsor and hang a banner highlighting the sponsor's community contribution to helping reduce pet overpopulation. All money's raised go back to The Big Fix to help subsidize the cost of sterilization for more pet owners in communities that need the most help.

PDP's second vehicle, The Big Fix II, provides a revenue generating operating opportunity to help subsidize the more costly surgical activity of spay and neuter. The wellness vehicle will offer $20 routine health checks that cost pet owners a minimum of $50 at a private veterinary clinic. Prevention activities include dissemination of flea and tick treatment, deworming, and overall wellness support for easily treatable conditions including mange and ringworm, eye and

ear infections, and heart worm. Services are intended to be affordable and accessible to pet owners who in rural and underserved areas.

Trap-Neuter-Return (TNR) has been hailed as the only long term compassionate solution to feral cat colony management. The ability of the Big Fix to roll into a community and sterilize 70 cats in a day provides hope and opportunity to begin addressing this problem and reducing these numbers humanely. Haseko, Monsanto, and DR Horton have sponsored community clinics. We believe others will also see this as an investment. These funds provide fiscal stability for the PDP and ensure that spay and neuter activities remain affordable.

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APPENDIX A: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2018

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. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Project Vision Hawaii
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Better Vision for Keiki - Oahu

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

Project Vision Hawai'i is a locally grown nonprofit with a mission to work in partnership with the people of Hawaii to promote access to better healthcare. Our success in serving vulnerable populations comes largely because: (1) we bring services to access-challenged communities via mobile screening units; and (2) services are always 100% free of charge to participants.

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

PVH estimates that 12,000 low-income students in Hawaii lack the eyeglasses they need to see the chalkboard, read a book or engage in school. Untreated eye disorders often result in delayed reading and poor academic outcomes. Working with public schools and two key partners, PVH will provide vision screenings, exams and glasses to children who need them.

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

PVH will provide 5,000 vision screenings, 500 comprehensive eye exams and 200 glasses to children in low-income elementary schools. PVH will provide lifelong licenses of the EyeSpy 20/20 video game to seven Title I elementary schools across the island, which will significantly reduce the costs of vision screenings in future years.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $37,878	☒ District 2 $35,392	☒ District 3 $19,093
☐ District 4 $	☒ District 5 $5,009	☐ District 6 $
☐ District 7 $	☒ District 8 $3,375	☒ District 9 $24,253
H. Total Amount Requested (Minimum of $25,000 / Maximum of $125,000):	$125,000	

I. Type of Grant Activity (pick ONE category that most reflects Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☒ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

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

November 14, 2016
Date

Printed Name and Title:
Annie Valentin, Executive Director

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem / issue, and target population are effectively validated. The description must include how the public services target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate income areas.

1. Provide substantive data and other quality information to show the issue is a priority need of the community. *(3,000 character count limit)*

PVH estimates that 15,000 students in Hawai'i lack the eyeglasses they need to see the chalkboard, read a book or participate in school. Understandably, untreated eye disorders very often result in delayed reading and poor academic outcomes for children. Students with uncorrected vision problems often avoid reading, suffer headaches, and have trouble focusing on class discussions. These symptoms make affected children less likely to reach the important milestone of reading proficiency by the end of third grade, which makes them more likely to fall behind and eventually drop out of school.

Here in Hawai'i, there are about 12,000 children who need glasses who live in low-income and remote communities. For many of these children, a good education may be their only pathway out of poverty. The problem is access. For a variety of reasons, kids in low-income areas often do not visit an optometrist. For many of these children, lack of access to healthcare is compounded by the deleterious effect poor vision has on education and wellbeing. Simply put, "Children do not have screenings for even basic dental and vision, and these are so often barriers to doing well in school," according to the 2013 Hawai'i County Community Health Needs Assessment.

In 2015, PVH piloted a collaborative project to provide vision screenings and free eyeglass exams and glasses to public school students in Honolulu. Working together, the organizations delivered comprehensive exams and glasses as needed to 627 children at 28 Oahu Title I elementary schools. (Title I is the federal designation for schools in which high percentages of students qualify for free or reduced school lunch.) We have since expanded to Kauai, Maui, Hawaii Island and other areas of O'ahu.

2. Provide a thorough analysis of the community's priority need / problem and its impact on the community. *(3,000 character count limit)*

Access to vision healthcare is part of a larger issue of healthcare disparity in our community. Hawaii has a vast population of individuals who do not have adequate access to healthcare. The barriers to medical and screening care include lack of insurance, language barriers, cultural issues and insufficient income. Project Vision Hawai'i works with children, elderly, homeless individuals, people with disabilities, veterans and very low-income people who, without the support provided by PVH and others, will not get the basic medical care they desperately need.

In general, poor and rural populations in Hawaii face many health problems and require better access to care. In rural areas such as Waipahu on O'ahu and Ka'ū on Hawai'i Island, for example, up to 29.4% of the population is in poor health, according to the Health Behavioral Risk Factor Surveillance System. For low-income people living in remote areas, health problems exacerbate because individuals with lower health statistics also face access to care challenges.

Regular doctor visits, preventative care and health screenings are often delayed until individuals are seriously ill; at this point their health challenges are much more difficult (and expensive) to solve. The physical and fiscal costs of health care mount for people who lack the fundamental

resources for preventative and ongoing care.

For these reasons, PVH is dedicated to serving and supporting statewide health screenings for the most vulnerable populations in Hawai'i. Project Vision Hawai'i is a vehicle, literally and figuratively, to better access to health and vision care. We drive our RVs right to schools in need, partner with the health centers and agencies in the area, and introduce people to health care professionals who can help them immediately, at no charge.

Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. *(1,000 character count limit)*

Project Vision Hawai'i will work collaboratively with schools and nonprofit organizations to provide 5,000 vision screenings, 500 comprehensive eye exams and 200 glasses to children in low-income elementary schools.

PVH has two key partners in this effort, VisionQuest 20/20 and Vision to Learn. VisionQuest 20/20 brings an innovative video game, EyeSpy 20/20, which is an effective screening tool. This game allows screenings of large numbers of students at a very low cost. Through this funding, PVH will provide lifelong licenses of the EyeSpy 20/20 video game to seven Title I elementary schools across the island, which will significantly reduce the costs of vision screenings in future years. For students referred for follow up eye exams, Vision to Learn brings comprehensive exams directly to the schools and provides glasses to children who need them.

B. Describe the proposed plan

1. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(2,000 character count limit)*

Hawaii is one of eight U.S. states without a vision screening program in its public schools. In 1989, schools were mandated to provide vision and hearing screenings for all students. This worked fairly well until funding for public school screenings was cut in 1997. Sensory screening for children is an important public health function, according to the American Journal for Preventative Medicine. Vision screenings are integral to the educational system because the ability to see affects academic performance and thereby affects one's entire life. Yet, without funding, these essential screening may not occur, putting thousands of children at risk.

The risk to educational outcomes heightens in poor and underserved areas. Research shows that low-income children and those living in rural locations are much less likely to have vision screenings. Overall in the U.S., there is a lack readiness, resources and expertise necessary to provide appropriate education and health promotion to children. Further, it is estimated that 40% of children who fail vision screenings do not receive the appropriate follow-up care.

Project Vision has the experience, relationships and resources to respond to these community needs. We physically drive to target areas, bringing trained technicians, physicians and vision screening software to public schools. Working with innovative technology and impactful partners, PVH is able to screen a large numbers of children at a low cost. We are building momentum and expanding our reach every year. For 2016, we expect to screen 5,000 public school students and provide over 1,000 glasses children who need them. We are also pursuing policy change, having proposed legislation to support comprehensive screening standards to ensure all participating schools (and children) receive quality screenings and follow up care. PVH has established mechanisms to track this quality control effort and accumulate data that will compel further legislative support.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

The measurable outcomes are:

1. 5,000 students in low-income public schools will be vision screened.

2. Seven O'ahu public schools will be provided EyeSpy licenses for lifetime access to vision screening technology.

3. 500 students will be referred to Vision to Learn for comprehensive eye exams.

4. 200 free glasses will be provided to students who need them.

These outcomes align with the purpose and priorities of GIA because the project will directly benefit low-income children on O'ahu. All of the target schools are Title I, which is a designation for schools with high percentages of families who qualify for free or reduced school lunch (FRL). For 2017-18, our preliminary list of target schools each have between 60% to 90% students who qualify for FRL. For families grappling with the high costs of housing and/or lacking insurance, the expense of an eye exam and glasses is prohibitive. PVH seeks to overcome this barrier and provide the students with vision support, so they can learn and progress academically.

Based on our initial research, 23 Title I schools are targeted due to high need for services, rural location and/or high levels of low-income families. These are among the poorest elementary schools in the state including Ka'ahumanu (70% FRL), 'Aiea (86% FRL), Kahalu'u (80% FRL) and Wai'anae (90% FRL). The estimated number of students to be served for the proposed Honolulu City Council Districts are provided here. (These estimates correspond with the funding allocations by District on page 2 of this application.)

District 1 – 1,515 students to be screened
District 2 – 1,416 students to be screened
District 3 - 764 students to be screened
District 5 – 200 students to be screened
District 8 – 135 students to be screened
District 9 – 970 students to be screened

This is a preliminary list, which may change prior to the project start date. PVH will strive to serve students in each District as proposed. We expect to provide screenings in 23 schools, but only seven schools will receive EyeSpy20/20 licenses through this grant from the City. Several schools already have the software licenses and PVH will seek other grants for the remaining licenses to complete this project.

3. Provide an action plan to achieve the stated measureable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Project Vision Hawai'i will provide 5,000 initial screenings for elementary school children using the EyeSpy 20/20 vision screening software. PVH has a mobile clinic already equipped on O'ahu and only requires funding for the provision of the screenings, exams and glasses to launch this effort in the target schools. We have agreements with HIDOE to conduct screenings and established protocols for working with children in underserved areas.

Funding from the City and County of Honolulu Grant in Aid will be used to purchase a lifetime license of vision screening software called EyeSpy 20/20 in seven different school complexes on O'ahu. This investment will pay off for years to come. Once the EyeSpy 20/20 software is installed at each school, the software is available free of cost for a lifetime. Therefore, PVH can provide future screenings at much lower cost after this initial investment.

Driving our mobile clinic to the partner schools, PVH will oversee vision screenings on-site using the EyeSpy 20/20 video game. We typically screen students in grades K, 1, 3 and 5, which comprise about 42% of total enrollment in an elementary school.

As students are referred for follow-up care based on their initial screenings, Vision to Learn will deliver free exams and glasses as needed to about 500 referred students. Their mobile clinic, staffed with a trained optometrist and optician, will travel to school campuses and provide comprehensive eye exams to the referred students on site. If they need glasses, students will choose frames from a wide sample of styles and colors. In a follow-up visit, Vision to Learn will host a "glasses party" where the eyeglasses are given to students in a fun group setting. The "glasses party" helps to reduce stigma to glasses-wearing and encourages students to care for their glasses and wear them as prescribed.

Various collaborating entities will come together to make sure this project is fulfilled. Better Vision for Keiki will continue to be overseen by the Hawaii Vision Screening Task Force. Project Vision Hawaii will work with UH Hawaii Keiki Nurses, Public Health Nurses and School Health Aids to coordinate this series of vision screenings. PVH will coordinate with Lion's Clubs, Boys and Girls Clubs, Native Hawaiian Health Systems, Salvation Army, and other local organizations. PVH will work with HIDOE to create agreements with various stakeholders to conduct screenings in schools. PVH will implement age-specific protocols for screenings and follow-up, which are followed by all organizations contributing to this project.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

The proposed grant amount of $125,000 will be allocated to three staff positions, tax and fringe benefits, EyeSpy 20/20 license fees, office rent, screening supplies, RV expenses and accounting services.

The lead staff person for this project is the Executive Director, Elizabeth "Annie" Valentin. She has overseen the Better Vision initiative since 2014 and has been the driving force behind its expansion. Annie will be responsible for relationships with HIDOE, partner schools, community partners. She is the problem solver who will monitor project outcomes, budget and schedule. The Executive Director position salary is $72,000, allocated at .25 FTE, plus tax and benefits.

The Director of Operations will work closely with staff members and monitoring daily screening

and service activities. She will check in daily with school staff members to ensure quality service and adherence to protocols. This position will handle any challenges that arise due to staffing or resource deficiencies. The salary for Director of Operations is $52,000, allocated at .30 FTE, plus tax and benefits.

The Community Outreach – Maui staff person will work directly with each school to secure partner agreements, schedule screenings and follow-up, and assists with distribution of glasses. He or she will collect student and school level data and prepare monthly reports for this contract. The position will also coordinate distribution and collection of consent forms, and will disseminate information about the program throughout the process at each school. This position is paid $20/hour for 30 hours per week, or about $2,400 per month.

The EyeSpy 20/20 license fee is a key line item in the proposed budget. These software licenses are provided to schools for $5,000 each. They are lifetime licenses, available to upgrade at no cost, and will enable each school to host screening each year after the initial fee is paid. In fact, several of the proposed schools for 2017-18 already have their licenses, so the expense of screening is only about $620 for supplies for these schools. This expense is allocated in the proposed budget as follows: $620 x 23 schools x 50% allocated to GIA.

The screening supplies for seven schools are listed in the budget. The budget also include line items for office rent and RV mileage and parking, which are allocated at 75%, and accounting services at $145.88 per month.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

October – November 2017
- Secure schools and complete license agreements for screening software.
- Distribute literature and consent screening forms to families in target schools.
- Complete necessary staff and volunteer training

November 2017 – January 2018
- Conduct initial screenings and provide results
- Provide referrals for students who need comprehensive exams

February – April 2018
- Work with Vision to Learn to complete eye exams

April - May 2018
- Distribute glasses and host glasses parties

June – July 2018
- Schools on summer break / no services provided
- Compile data and assess project internally
- Conduct project recap with staff members and plan for following year

August – September 2018
- Complete remaining eye exams and distribute glasses
- Begin relationship building and outreach to schools for 2018-19 school year

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

PVH is a locally grown nonprofit organization dedicated to improving access to healthcare for vulnerable populations. PVH brings to local communities three mobile screening units (soon to be four), which are literal and figurative vehicles for access to preventative health services.

Our success in reaching some of the most at-risk populations comes largely because of two unique components of PVH: (1) we bring health services directly to access-challenged communities via mobile screening units; and (2) services are always 100% free of charge to participants.

PVH is uniquely qualified to provide free quality vision services to low-income people.

- In 2016, PVH projects we will screen a record number of 15,000 individuals across the state, over 5,000 of whom were low-income children.

- We are the only mobile health screening unit in Hawai'i targeting communities with access to care issues such as lack of insurance, geographic challenges, cultural barriers and limited or no income.

- Better Vision for Keiki is overseen by the Hawai'i Vision Screening Task Force, ensuring compliance to established protocols and accountability for quality and integrity of service.

Our partners have proven track records as well. Vision to Learn has provided eyeglasses for over 40,000 children in the U.S. The organization focuses on serving socially and economically disadvantaged children and minorities. Of the population served by Vision to Learn, 89% are kids who live in poverty and 87% are ethnic minorities. Vision to Learn has documented the benefits of their program model through scientific study. Researchers found that providing glasses to young students improved their quality of life, quality of education and helped them attain higher grades. For children served by Vision to Learn in California, the average GPA in math and reading (among all students in the schools) improved after glasses were distributed, according to researchers at UCLA Mattel Children's Hospital.

VisionQuest 20/20 is a national nonprofit with a proven, tested product. It is the world's only completely automated, subjective vision screening method. The software assesses threshold vision acuity, color vision, and stereopsis. Once the EyeSpy 20/20 is installed at a school it can be deployed to vision test hundreds of children. The software does not require a trained technician, as it is fast and easy to use. This product was independently certified by a medical validation study which concluded that the results of the EyeSpy 20/20 examination do not differ significantly from those of a professional eye examination.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

PVH has the knowledge, staffing, resources, equipment and strong relationships across various sectors to fulfill this project. As we have been implementing VisionQuest software in schools

since 2015, we have the institutional knowledge to handle all the details of these processes. We work primarily in remote and economically disadvantage communities, so we understand the cultural norms and social challenges that will be involved in the proposed work.

Our resources are aligned with the proposed project. The Project Vision RV on O'ahu is a comprehensive mobile testing facility that can travel to all areas where services are needed. We have a written policy to collaborate with doctors with ADA-compliant offices in order to meet the needs of students with disabilities. PVH has standards and systems for data management as well. We collect and maintain data from screenings and services within a HIPAA-compliant database (Health Insurance Portability and Accountability). This system allows us to track and evaluate projects and generate HIPAA-compliant reports. PVH also conducts both process and outcome evaluations using both quantitative and qualitative data.

Through our work since 2007, PVH has developed strong relationships with community leaders and stakeholders throughout various sectors on O'ahu. We are part of the Hawai'i State Vision Task Force, interacting with leading professionals in the field. We work with state departments including HIDOE and the Department of Health, and have relationships with people at all levels. We work closely with school administrators and faculty. PVH also has ties in the business community. Many local companies support our work, and RVs are sponsored by private organizations who benefit from advertising on our mobile units.

PVH has the staff capacity to fulfill this project. Our Executive Director, Annie Hiller, has overseen Better Vision for Keiki since its inception. She understands every facet of the project and knows how to continue to scale this effort to reach more children efficiently and effectively. Due to her leadership and fiscal controls, PVH is able to devote 90% of its resources to direct service.

Staff members and contract service providers are adequately trained and licensed. Everyone involved follows the policies that protect patient privacy, ensure quality service and guarantee the safety of the people we serve. PVH follow protocols and system put in place by the Hawai'i State Vision Task Force to ensure the highest quality of care.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

As long as Hawai'i lacks dedicated public funding for vision screenings in elementary schools, PVH will continue to screen as many children as we can, while raising money to support this work. This year, we are diversifying the revenue sources of PVH by pursuing out of state and private funding and launching an annual fundraising event. We are also working with the Department of Health and legislators to pursue federal funding, which would allow PVH to dramatically scale up this effort.

Looking beyond financially sustaining our direct services, PVH is addressing policy and funding issues that affect access to care. Our long-term goal is to collect data and community support sufficient to influence legislation to reinstate the vision screening program that was mandated by law in 1989 and defunded in 1996. Hawaii is one of just eight U.S. states without a vision screening program, and PVH hopes to change this. Through this project and others throughout the state, Project Vision Hawai'i is building participation, region by region, and intends to show how vision screening and follow up care can change the course of a child's life.

Through Better Vision for Keiki and other screening programs, Project Vision Hawaii is building participation and collecting data to show how vision screening and follow up care can improve educational outcomes. As we share data and success stories, the program is naturally taking hold in numerous communities across the state. With data in-hand that proves the importance of vision screening, PVH will pursue legislation to ensure all children in Hawaii have access to vision care they need to be successful in school.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

Everyone involved with PVH is part of the effort to financially sustain and expand programs and pursue public policy to address vision screening in Hawai'i. Staff members at all levels contribute to cultivating funders, securing grants and donations and reporting the results of our projects. This work includes Community Outreach staff members who collect and enter data throughout each phase of the process. Our Director of Community Health spends time in the communities, identifying partners and potential funders. Our Director of Operations handles reporting and managing budgets and contracts and our Executive Directors is constantly pursuing funders and exploring collaborations. The planned fundraising event will be an "all hands on deck" affair, involving staff, volunteer and board members.

Our board members are a valuable resource supporting sustainability as well. They help us make connections and find new leads for donations, grants and partnerships. They also oversee the strategic vision of PVH by monitoring and supporting our organization as we continue to grow.

As evidenced in this proposal, Project Vision Hawaii is an integral part of the safety net supporting children who lack adequate healthcare. By targeting low-income children, PVH is helping eliminate disparities in access to care. Vision problems are acute for large swaths of geographic and socioeconomic groups, representing thousands of children in Hawaii. Through support from the City and County of Honolulu and many others, PVH will continue to pursue health equity and better quality of life for all.

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APPENDIX A: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2018

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. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Re-use Hawai'i
B. Is Grantee a Fiscal Sponsor?	Yes No√
C. Grant Activity Name:	Re-use Hawai'i Waste Reduction and Redistribution

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

Re-use Hawai'i is an environmental nonprofit organization established in 2006 with vision to reduce waste through building material reuse and recycling. The mission of Re-use Hawai'i is to preserve our natural resources, provide an affordable building material source through alternatives to demolition, and to sustain Hawaii's fragile island ecosystem.

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

The Re-use Hawai'i Redistribution Center is one of two programs that Re-use Hawai'i utilizes to fulfill its mission. This program redistributes landfill-bound materials salvaged by the organization's Deconstruction Program, and makes it available to the community; reducing waste and minimizing the need for CO2 producing imports. This program reduces the 1.8m tons of waste produced on Oahu annually.

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

Re-use Hawai'i will divert an average of 45 tons of construction & demolition waste from the waste stream per month, will provide affordable building materials to a 18,600 community members during this grant period, and reduce green house gas emissions by 55 tons through lumber redistribution.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

District 1 $ 12,842	District 2 $	District 3 $
District 4 $	District 5 $ 12,842	District 6 $ 12,842

District 7	District 8	District 9
$ 12,843	$	$
H. Total Amount Requested (Minimum of $25,000 / Maximum of $125,000):	$ 51,369	

I. Type of Grant Activity (pick ONE category that most reflects Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
A. Public Service – Seniors	B. Public Service - Children	C. Public Service - Disabilities
D. Public Service – Homeless	E. Public Service – Domestic Violence	F. Public Service – Substance Abuse
G. Public Service – Mental Health	H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
A. Arts	B. Culture	C. Community Development
D. Economic Development	E. Environment √	

GRANTEE'S CERTIFICATION AND SIGNATURE

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:

Date

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned SECRETARY of the Board of RE-USE HAWAII ("Grantee") hereby certifies that 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 & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

CHRIS BENNETT
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned SECRETARY of the Board of RE-USE HAWAII ("Grantee") hereby certifies that Quinn Vittum (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, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

CHRIS BENNETT
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this _____ day of NOV 14 2016, 201__, before me appeared Chris Bennett, personally known to me, who, being by me duly sworn, did say that he/she is the Secretary of Re-Use Hawaii 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 he acknowledged said instrument to be the free act and deed of said corporation.

Yvonne Kunitake
Notary Public, State of Hawaii

My Commission expires: 04/11/2019

Doc. Date: NOV 14 2016 # Pages _____
Name: _____ First Circuit
Doc. Description: Certificate of the Board of Directors No Obligations in Arrears
Yvonne Kunitake NOV 14 2016
Signature Date

NOTARY CERTIFICATION

YVONNE KUNITAKE NOTARY PUBLIC No. 99-153 STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem / issue, and target population are effectively validated. The description must include how the public services target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate income areas.

1. Provide substantive data and other quality information to show the issue is a priority need of the community. *(3,000 character count limit)*

The island of Oahu currently imports over 16 million tons of material and produces 1.8 million tons in waste annually. A 2009 study conducted by the Yale Center for Industrial Ecology titled, "*Linking Waste and Material Flows on the Island of Oahu, Hawai'i: The Search for Sustainable Solutions*", illustrates Oahu's dilemma of import reliance, waste production, and a need for sustainable solutions. The data provided by this study shows that construction and demolition was the single largest source of waste generation on the island of Oahu, producing 600,000 tons of debris annually, making up 30% of the overall waste stream.

A study conducted by the South Pacific Regional Environment Program identifies the Islands of the Pacific as some of the most susceptible to the effects of climate change. Their research illustrates the impacts of rising sea levels on island populations, and social structures of those islands. In this research, those first impacted are low-income communities with few options to counter the effects of climate change or relocate.

Due to our distance from our sources of building materials and other products, Oahu receives most of these products from freight shipping. This shipping is estimated to account for over 84% of the global impact of CO2 emissions of the transport sector. Through our imports, Hawai'i contributes to the global effects of our changing climate.

Re-use Hawai'i was born out of the need to address Oahu's issues of waste. Using traditional demolition methods, 100% of a structure becomes construction waste; and is then dumped into the construction and demolition landfill. Re-use Hawai'i's mission of preserving the resources and ecosystems of Hawai'i is rooted in the fact that our construction and demolition practices must change and prioritize sustainability. As an island community, landfill space on Oahu is finite. Construction and demolition debris can be turned into an affordable community resource instead of filling our landfills and creating harmful CO2 emissions through incineration; and we can reduce our waste production through the practice of reusing material.

2. Provide a thorough analysis of the community's priority need / problem and its impact on the community. *(3,000 character count limit)*

Reducing C&D waste is beneficial to the community in several ways. The demand for more landfill space only serves to complicate an already serious issue of land use in Hawai'i. In addition to the land itself, landfill space impacts the health of the communities in which they exist. This takes a disproportionately higher toll on moderate to low income areas of the island.

The private PVT landfill for construction and demolition waste on Oahu is located in Nanakuli on the Waianae coast. In their 2012 article published in Anthropology News from the American Anthropological Association titled "*Landfill in Paradise, Politics of Waste Management and Environmental Justice in Hawai'*", Rachel Harvey and Annette Koh reported that "From an environmental justice viewpoint Waianae has a poverty rate double the island average and is home to Oahu's largest Native Hawaiian population." Harvey and Koh went on to state that "Most local politicians acknowledge that Waianae has shouldered the burden of waste disposal for Oahu." They also sited that Nanakuli residents have complained about the construction debris including asbestos dust and other toxins blowing from the PVT landfill into their community. The more waste that is diverted from the PVT landfill, the greater the opportunity to advance the standard of living for this community.

The Waimanalo Gulch landfill is also located in Nanakuli. This landfill is where the state houses its municipal waste. 2011 saw the overflow and spilling of medical waste from this landfill into the ocean surrounding this predominately Native Hawaiian community. This incident illustrates the impact and dangers of landfills and how their disproportionate placement in low-income communities directly effects vulnerable populations.

Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. *(1,000 character count limit)*

This grant will be used to fund 5% of the annual cost of the Re-use Hawai'i Waste Reduction and Redistribution Program. This program diverts landfill-bound material from Oahu's landfills by making material, salvaged by our Deconstruction Program, available to the community for reuse.

The Re-use Hawa'i Redistribution Center is located in Kaka'ako. This 40,000 square foot facility is staffed by 11 full time and four part time employees. This program provides community members across Oahu with building material at a vastly discounted rate. For every ton of lumber redistributed through this program, we avoid 2.2 tons of CO_2 entering out atmosphere.

The Redistribution Center also houses the organization's monthly community workshops. These workshops educate the community on Oahu's waste issues and provide the skills needed to participate in the solution. Through this program, we also provide tours for schools and organizations interested in learning about waste diversion and sustainability.

B. Describe the proposed plan

1. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(2,000 character count limit)*

The Yale Center for Industrial Ecology's study of the Oahu waste stream outlines a number of solutions to the island's waste problem. One of those solutions being the increased recovery of useful construction materials that would otherwise be dumped at the PVT Landfill. The study estimates that this method of waste reduction has the potential to reduce construction and demolition waste by 65-125,000 tons per year. This grant activity was chosen not only because of its potential impact on waste production, but also on its potential to reduce Oahu's reliance on the importing of new construction materials. Re-use Hawai'i is founded on the belief that the construction industry on this island can and must incorporate sustainable practices in order to ensure the preservation of the land and resources of Oahu.

The salvaging and reuse of lumber through deconstruction is already being enacted on large scales in many other states. Reusing salvaged materials reduces CO2 emissions created through the milling of lumber and its transportation. The island's of the pacific have been some of the most quickly affected by our changing climate. As land becomes even more of a luxury, this shift in societal pressures will undoubtedly disproportionately effect low-income communities, as in the case of our landfills.

This program was also chosen for its scalability. The greater number of individuals salvaging material, the larger the storage space, and the more people participating in the reuse of material, the more waste that can be reused. With over 450 full demolition projects occurring each year, there is much opportunity for more waste to be diverted. The practical methodology allows for growth and is designed to be adopted by others in order to maximize the diversion of waste.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

The Re-use Hawai'i Redistribution Center is an integral part of the way that the organization accomplishes its mission of waste diversion. The waste issue is one that impacts all of Oahu's residents. Through this program, salvaged materials are redistributed for reuse within the community. This directly impacts low-income communities living near landfills and those who may not be able to afford the high costs of new material. Additionally, by reducing C&D waste the need to locate a new landfill space is reduced and could ultimately be eliminated by implementing greater reuse and salvaging practices. The need to locate a new landfill for C&D waste is likely to have a greater impact on low to moderate income areas.

Each year Re-use Hawai'i diverts an average of 500 tons (1-million pounds) of building materials from the waste stream on Oahu. Re-use is on track to divert more than this in the coming year. Re-use Hawai'i tracks its waste diversion on a monthly basis. For the coming year, Re-use anticipates that waste diversion will increase to a minimum average of 45 tons of waste per month.

In addition to our waste diversion, an outcome of this grant activity will be a monthly reduction in CO2 emissions of 55 tons per month.

In 2016 over 16,000 people on Oahu bought salvaged building materials at the Re-use Hawai'i Redistribution Center. Re-use Hawai'i plans to increase this to 18,500 community members in the coming year. Re-use Hawai'i will serve 1,550 community members each month through the Waste Reduction and Redistribution Program.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

The Re-use Hawai'i Redistribution Center has been in operation now for eight years. The grant activities in this proposal represent a continuation of the activities that this program currently maintains. The plan for achieving the outcomes stated above is to maintain the operations of the organization at the present scale. The measurable outcomes of 45 tons of waste diversion per month, 1,550 program users per month, and a monthly reduction in CO_2 emissions of 55 tons will be achieved in the following ways:

1) The Re-use Hawai'i Deconstruction Program has historically operated with 3 crews performing deconstruction projects on a monthly basis. This program has recently expanded to 4 continuously operating crews. Each crew completes 2 full house deconstruction projects on average per month. The Deconstruction Program is the primary way that the Redistribution Center obtains salvaged building materials. The performance of these deconstruction projects is what drives the organization and allows the it to redirect any material away from the landfill. Maintaining 4 crews represents the organization operating at full capacity. This will drive our maximum material redistribution.
2) A continuation of current outreach efforts of the organization to increase awareness and program utilization through social media, conducting tours, and through the Re-use Hawai'i Community Workshop Program. Each Community Workshop is held on the first Saturday of each month. Tours are conducted upon request. Social media engagement and outreach is maintained on a constant basis.
3) An increase in outreach through our partnership with Ad2 Honolulu. Re-use Hawai'i was selected as the 2017 recipient of its yearly public service campaign. This campaign will include a fully developed TV, radio, and print campaign at no cost to the organization. This push in awareness will be a driving factor goals of number of people served and amount of material redistributed. This campaign is focused on reaching the organization's core demographic and driving them to greater reuse of material.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

Having operated for eight years, the Re-use Hawai'i Redistribution Center is well established amongst the Honolulu community. This program has proven its ability to provide a great service to the Oahu community through the efforts of a small, yet dedicated team. The annual budget for this program is based on the prior 7 years of operations. The outcomes identified in this proposal represent a modest increase over what has already been accomplished in each of the prior years.

The total budget for the Re-use Hawai'i Waste Reduction and Redistribution Program is $854K for the year. Currently the organization is able to cover approximately 95% of its total costs for all of its programs as well as for the administration of the organization directly from program revenues. This proposal is asking for the funding of 5% of the annual cost of the Waste Reduction and Redistribution Program budget by the City and County of Honolulu. These funds will allow the organization to bridge its overall operating deficit for the year. Doing so will facilitate the continued fulfillment of Re-use Hawaii's mission to divert waste.

The main source of funding for this deficit has historically been through small foundation grants. This has often been both time consuming and distracting for the organization. This funding and the proposed spending of these funds will allow the organization to direct time to the implementation of our Ad2 Honolulu Public Service Campaign; improvements within the Redistribution Center personnel and services; management of material from our Community Pick-up Program; and other long awaited operational improvements. With an ability to redirect energy towards improving the organization, we will be able to reach our goals of waste reduction, emissions reduction, and community members served.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Over the course of the fiscal year (Oct - Sept), Re-use Hawai'i will be able to achieve the identified outcomes in this proposal. The progress will be monitored monthly, and management will analyze and adjust its strategies to ensure that these goals are met.

The Re-use Hawai'i Waste Reduction and Redistribution Program operates at a consistent scale from month to month. Each month Re-use Hawai'i will divert an average of 45 tons of building materials from the waste stream, will serve an average of 1,550 community members per month, and will avoid 55 tons of CO_2 emissions per month.

June 2017 will see the finalizing of the creative materials for the previously mentioned ad campaign in partnership with Ad2 Honolulu. In August of 2017, television, radio, and print space will be secured in time for a late fall/early winter 2017 rollout of the campaign. The projected in flow of Redistribution Center users will be during the winter of 2017 into the spring of 2018. This will drive our increase in users thorough the year. Fall of 2017 will include staff training and hiring to accommodate this surge in program users. There will be bi-monthly meetings between the Executive Director and Redistribution Center management staff addressing our current capacity to complete these goals, as well as performance check-ins.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

In the 10 years that the Re-use Hawai'i Deconstruction Program has been in operation, Re-use has successfully completed over 400 deconstruction projects island-wide. In the nine years that the Re-use Hawai'i Redistribution Center has been in operation, it has redistributed over 4 million dollars of salvaged building materials back into use by the community. These combined activities have resulted in the successful diversion of over 7 million pounds of waste that would otherwise have ended up in the landfill.

Re-use Hawai'i is an established environmental nonprofit organization with an impressive track record of success in fulfilling its mission of waste diversion through building material reuse and recycling. Over the past nine years, Re-use Hawai'i has served over 28,000 unique users through its Redistribution Center.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Re-use Hawai'i has been in operation for 10 years. Its Redistribution Center has been in operation for eight of these years. Re-use Hawaii's operates out of a 40,000 square foot facility based in Kaka'ako.

The Redistribution is run by a Warehouse Manager and an Assistant Manager, and is also staffed by 11 full time and four part time staff members. The Re-use Hawai'i Deconstruction Program employs 12 full time staff. A staff of five people handles all administrative duties of the organization and is comprised of an Executive Director, a Chief Financial Officer, a Deconstruction Project Developer, a Communications Coordinator, and an Administrative Coordinator.

Quinn Vittum, the Executive Director and co-founder of Re-use Hawai'i, has more than 15 years of experience running reuse organizations and is an innovator in the deconstruction industry. Chief Financial Officer Daniel Murren has been with Re-use Hawai'i since its founding and has worked in the accounting field for nearly 20 years. Daniel has experience in both for-profit companies and nonprofit organizations.

Our Redistribution Center management team is made up of individuals of varying backgrounds. Warehouse Manager, Michael Dube has over 35 years experience in the building industry which allows him to asses the needs of our customers and the value of our material. Assistant Warehouse Manager, Carolyn Murren has over 20 years in executive level management in the marketing industry. Her skills make her a great asset in personnel development as well as building awareness through marketing.

Over the course of its eight years in existence, Re-use Hawai'i has been able to cover 95% of its costs directly from program revenues leaving only 5% to be fundraised. Most of the funds raised over the past eight years have come from private foundation grants and individual donations.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community
1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)* Re-use Hawai'i has proven to be a sustainable organization through its operation and growth over the last 10 years. The revenue generating streams of Re-use Hawai'i allow for income that is not often available to other mission based organizations. Though the costs associated with the operation of both the Deconstruction and Redistribution Center are high, this revenue has historically allowed the organization to fund 95% of its total costs. The Re-use Hawai'i team is driving the expansion of its programs in order to ultimately become 100% self-sustaining, and no longer reliant on fundraising efforts. Our efforts to build awareness through our partnership with Ad2 Honolulu and other outreach efforts will be the driving forces to do this. Re-use Hawai'i plans to continue using its revenue streams to fund its community resource redistributing programs.
2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)* Re-use Hawai'i employs over 30 staff members, many of which are experts in the construction and deconstruction fields. The organization's proven success is due to the structure and the self-sustaining design of its Deconstruction and Redistribution Center. The revenue that the organization is able to generate through its waste diversion efforts has historically allowed Re-use Hawai'i to fund 95% of its own operating costs, leaving only 5% to be fundraised through outside sources. Re-use Hawai'i has also been able to build lasting partnerships with organizations such as the Clif Bar Family Foundation, Matson Foundation, Kosasa Family Foundation, Atherton Family Foundation, Cooke Foundation, HECO, Ward Village Foundation, and The Ulupono Initiative. Many of these connections have been facilitated by the Hawai'i Community Foundation. These partnerships have allowed the organization to thrive and continually expand its abilities to fulfill the mission of waste diversion and resource preservation.

UPDATED/REVISED

APPENDIX A: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2018

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. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Re-use Hawai'i
B. Is Grantee a Fiscal Sponsor?	Yes No√
C. Grant Activity Name:	Re-use Hawai'i Waste Reduction and Redistribution

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

Re-use Hawai'i is an environmental nonprofit organization established in 2006 with vision to reduce waste through building material reuse and recycling. The mission of Re-use Hawai'i is to preserve our natural resources, provide an affordable building material source through alternatives to demolition, and to sustain Hawaii's fragile island ecosystem.

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

The Re-use Hawai'i Redistribution Center is one of two programs that Re-use Hawai'i utilizes to fulfill its mission. This program redistributes landfill-bound materials salvaged by the organization's Deconstruction Program, and makes it available to the community; reducing waste and minimizing the need for CO2 producing imports. This program reduces the 1.8m tons of waste produced on Oahu annually.

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

Re-use Hawai'i will divert an average of 45 tons of construction & demolition waste from the waste stream per month, will provide affordable building materials to a 18,600 community members during this grant period, and reduce green house gas emissions by 55 tons through lumber redistribution.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

District 1 $ 12,842	District 2 $	District 3 $
District 4 $	District 5 $ 12,842	District 6 $ 12,842

District 7	District 8	District 9
$ 12,843	$	$
H. Total Amount Requested (Minimum of $25,000 / Maximum of $125,000):	$ 51,369	

I. Type of Grant Activity (pick ONE category that most reflects Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
A. Public Service – Seniors	B. Public Service - Children	C. Public Service - Disabilities
D. Public Service – Homeless	E. Public Service – Domestic Violence	F. Public Service – Substance Abuse
G. Public Service – Mental Health	H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
A. Arts	B. Culture	C. Community Development
D. Economic Development	E. Environment √	

GRANTEE'S CERTIFICATION AND SIGNATURE

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.

A. Quinn Vittum

Signature of Grantee (Fiscal Sponsor) Officer

12/14/16

Date

Printed Name and Title:

Adam Quinn Vittum, Executive Director

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APPENDIX A: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2018

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. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Samaritan Counseling Center Hawaii
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Survivors Transition Program

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

Samaritan Counseling Center Hawaii has been providing comprehensive, quality mental health services to Oahu since 1989. We offer counseling to individuals, couples, and families, with a holistic approach that is sensitive to clients' spiritual traditions. Counseling is available to everyone regardless of their ability to pay, through insurance, sliding scale fees, and the Client Assistance Fund.

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

The Grant Activity will provide six counseling sessions to families to cope with the sudden death of a loved one from violence or accident. The sessions will focus on the fundamental question of "how can we forgive and move on to the next stage in our lives?" The grant addresses the rising incidence of violence on Oahu and the need to work with victims who are left to reconcile violent crimes.

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

The Grant Activity will serve an estimated 60 individuals and families who are survivors of violent crimes, such as suicide, accident, or murder. Survivors will have a clear understanding of how they can successfully move their lives in a positive direction following trauma; and the support they can realistically expect from outside agencies, their family support network, and their church.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $4,800	☒ District 2 $4,800	☒ District 3 $4,800
☒ District 4 $4,800	☒ District 5 $4,800	☒ District 6 $4,800
☒ District 7 $4,800	☒ District 8 $4,800	☒ District 9 $4,799

H. Total Amount Requested (Minimum of $25,000 / Maximum of $125,000):	$43,199

I. Type of Grant Activity (pick ONE category that most reflects Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☒ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

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.

Andrew Bates

Signature of Grantee (Fiscal Sponsor) Officer
Printed Name and Title: Andrew Bates
President, Board of Directors

11/14/2016
Date

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem / issue, and target population are effectively validated. The description must include how the public services target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate income areas.

1. Provide substantive data and other quality information to show the issue is a priority need of the community. *(3,000 character count limit)*

During 2015, violent crimes increased by 7% in Honolulu, according to the Honolulu Police Department "Annual Report 2015" (pg 34). The Office of the City and County Prosecutor has identified the problem of assisting families who have lost a loved one to violence. They have secured a federal grant for $50,000 to assist these people. The Survivors Transition Program will provide a supplemental counseling alternative that includes an interfaith, spiritual component for the Prosecutor to offer in implementing this important program. This supplementary grief counseling program will ensure that people who have a desire to discuss, discover, and/or utilize their spiritual foundation to recover from sudden trauma will have access to that specific approach.

The number of people who believe in a "Higher Being" is 92% of the American population, while the number of people practicing therapy who believe in a "Higher Being" is 24%, according to the research of Kenneth Pargament in "Spiritually Integrated Psychotherapy." When an individual or family loses a loved one violently, counseling with a spiritual component is frequently requested. Religious belief is the context for understanding the meaning of death, for the hope which comes after death, and the source of comfort and care for those who are bereaved (Colin Parkes, "Theology of Suffering and Death," 2012, pg 101).

2. Provide a thorough analysis of the community's priority need / problem and its impact on the community. *(3,000 character count limit)*

The impact of violence on the community and survivors is devastating if forgiveness and reconciliation are not addressed. A cycle of revenge and retribution are the worst possible outcomes. Depression and a feeling of helplessness can render a family dysfunctional. There is an increased dependence on others, a higher risk of violent behavior, increased isolation, and a decline in health when feelings are not addressed and resolved.

Faith and spirituality are important in the crisis of a sudden violent death such as suicide, accident, and murder, according to Kenneth Doka in "Spiritual Crisis of Bereavement" (1993, pg 185). "Faith with its rituals can be a powerful elixir at times of loss. Its rituals can provide structure and succor. Its beliefs can offer comfort and conciliation." Grief counseling that is sensitive to spiritual needs can help survivors in four areas: to accept the reality of the death, to experience the pain of grief, to adjust to an environment in which the deceased is missing, and to emotionally relocate the deceased and move on with life.

Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. *(1,000 character count limit)*

Samaritan Counseling Center Hawaii proposes a Survivors Transition Program. The program will be a referral based six-session intervention and treatment program for individuals and families that may include caregivers, caseworkers, and clergy. Grief counseling sessions will explore the multiple issues surrounding the realities of violent unexpected death. The

fundamental question to be answered will be "How can will forgive and move on to the next stage in our lives?" The sessions will provide a safe and secure environment for all to discuss the difficult issues of forgiveness and destructive violent behavior (from a loved one and a perpetrator). The sessions will guide a course of action that frees an individual to move ahead in their life.

The primary referral for this program would be the City & County of Honolulu's Prosecutor's Office. Additional referrals for this program will come from marketing the six-session program to agencies the Center already has relationships with that provide triage and case management services for grieving individuals. Those groups currently include social service agencies, Home Health agencies, Hospice organizations, private practice Therapists, Hospital case management staff, clergy, and Church Lay leaders.

Once an appropriate referral is made or the individual in question requests grief counseling, the Center will assign a dedicated therapist, who will schedule an introductory appointment. The sessions are designed to be adaptable to each person or family situation. The Center will coordinate with the support network to schedule times and locations for the sessions, if appropriate. The sessions can occur at the individual's home, at a church, or at one of the Center's five locations on Oahu. This provides the client with the option of not traveling for care. The administrative staff will schedule follow-on visits and coordinate with other supporting agencies as needed to ensure the integrity of the team approach. Referring agencies can utilize the program at no cost to them or the client.

The content of the sessions is to clearly define the need and methods to forgive. Once the six-session program is completed and should the individual/family desire additional mental health services appropriate health insurance resources will be utilized. The goal of the program is to provide a safe platform for survivors and family to make rational decisions about the viable options open to them in the future.

B. Describe the proposed plan

1. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(2,000 character count limit)*

Samaritan Counseling Center Hawaii has been serving the community for over twenty-five years. Our hands-on experience clearly indicates a need and desire by grieving individuals and their families to look deeply into themselves to find forgiveness, and the will to move on into the future with a positive focus.

There are two compelling reasons the Center has chosen to focus on "survivors" of violent crimes. The first reason is that our mental health professionals have heard time and again from clients about feeling powerless, guilty, and angry about the sudden and violent loss of a loved one. They frequently express fears of the unknown, lack of knowledge about "what is next?" The second reason is the need to repair broken relationships that can impact the whole community and prevent destrutive cycles of revenge.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a

statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

There are two measurable outcomes of the Survivors Transition Program. The first outcome is the number of client referrals per month that will be tracked and reported. The second outcome is a survey provided at the conclusion of the sessions that will measure the quality and content of the sessions. For example, at the conclusion of the six sessions, the family may require additional care.

Based on the amount of the funding and the overhead costs associated with managing and measuring the program, the Center estimates that 60 "survivors" spread across Oahu can receive this six session program in one year.

3. Provide an action plan to achieve the stated measureable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Once the Center has received funding, a brochure with a description of the Survivors Transition Program will be circulated to all current referring agencies and churches. Program staff will schedule informational briefings with church and agency leaders in each Oahu District about the program. An NPR radio interview will be set-up and staff will promote the program at Sunday church services in the announcement sections.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

The Survivors Transition Program will serve an estimated 60 individuals and families, based on the current and projected homicide rate, and the number of people activity seeking counseling with a spiritual component.

Mental health is a continual process, and requires commitment and trust by both individuals and counselors. Samaritan Counseling Center Hawaii is committed to helping individuals a minimum of 4-6 times over the course of several weeks. The Center's already below-market counseling rates will be discounted to $120 per counseling session or $720 for six sessions for each individual or family. The Grant Initiative would help the Center serve an additional 60 clients who otherwise might not receive any care.

Included in the fee for counseling sessions are overhead costs, including administrative salaries and benefits, mileage and parking, cell phones and fees, office supplies, printing and postage, telecommunications, and consumable supplies. The cost for rent is calculated at 10% of the organization's annual total, based on 2014 and 2015 monthly costs. The annual cost for one part-time counselor is estimated to be $34,500.

Clients who need further counseling may continue to receive services through the Grant Initiative or through the Center's Client Assistance Fund, which subsidizes care regardless of a client's ability to pay.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Month 1: Hire a dedicated counselor who will oversee the program and coordinate counseling services. Create and distribute outreach and marketing materials. Announce the Grant Initiative online and through local news outlets.

Month 2: Begin public relations campaign and community outreach. Present the initiative to churches and community agencies. Hold public workshops promotiing the Grant Initiative.

Months 3-12: Provide counseling services to individuals and families. Assess outcomes through survey reports and clinical data.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

2006-2010. Through HMSA Foundation funding, Samaritan Counseling Center Hawaii provided onsite therapy for women residing at the UCC Transition House, a long-term temporary residential shelter for survivors of domestic violence. Over the course of 1,095 counseling hours, the Center was able to help 35 women, many with children, cope with their emotions and rebuild their mental health.The lessons they learned during counseling were useful tools as they re-entered the community and the workplace, at no cost to these women.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Samaritan Counseling Center Hawaii has provided counseling services for over 25 years, with strong connections to Oahu's faith communities. Our leadership includes an Executive/Clinical Director and Administrative Director who oversee all aspects of the Center's operations. Our staff's professional credentials include Psychologists, Licensed Marriage and Family Therapists, Licensed Clinical Social Workers, an ordained deacon, and an ordained minister. All are able to provide general counseling, including individual issues such as depression, anxiety, and grief.

Our revenues are based on commercial and government health insurance reimbursements, as well as grant funding and donations. These revenue sources support our operations and subsidize a Client Assistance Fund for low-income, fixed-income, or unemployed clients. Our mission is to provide services for everyone who seeks counseling, regardless of their ability to pay.

We have offices in community church propoerties around Oahu, including First United Methodist Church in Honolulu, Honpa Hongwani Mission of Hawaii in Nuuanu; Waiokeola Congregational Church in Kahala; Windward United Church of Christ in Kailua; and Our Lady of Sorrows Catholic Church in Wahiawa.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

Samaritan Counseling Center Hawaii has been in operation continuously since 1989, providing professional and affordable counseling to Oahu communities. We have strong connections to

faith communities, and continue to build relationships with community agencies and organizations. We continuously review new grant opportunities and host a bi-annual fundraising event to raise money for our Client Assistance Fund, which subsidizes low-income, fixed-income, and unemployed clients.
2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)* After the Grant period, Samaritan Counseling Center Hawaii would maintain a dedicated therapist for referral on a case-by-case basis. The dedicated therapist would be supported by staff counselors and funded through private insurance and individual donations. In addition, administrative staff would assist in creating marketing and community outreach programs.

UPDATED/REVISED

APPENDIX A: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2018

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. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Samaritan Counseling Center Hawaii
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Survivors Transition Program

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

Samaritan Counseling Center Hawaii has been providing comprehensive, quality mental health services to Oahu since 1989. We offer counseling to individuals, couples, and families, with a holistic approach that is sensitive to clients' spiritual traditions. Counseling is available to everyone regardless of their ability to pay, through insurance, sliding scale fees, and the Client Assistance Fund.

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

The Grant Activity will provide six counseling sessions to families to cope with the sudden death of a loved one from violence or accident. The sessions will focus on the fundamental question of "how can we forgive and move on to the next stage in our lives?" The grant addresses the rising incidence of violence on Oahu and the need to work with victims who are left to reconcile violent crimes.

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

The Grant Activity will serve an estimated 60 individuals and families who are survivors of violent crimes, such as suicide, accident, or murder. Survivors will have a clear understanding of how they can successfully move their lives in a positive direction following trauma; and the support they can realistically expect from outside agencies, their family support network, and their church.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $4,800	☒ District 2 $4,800	☒ District 3 $4,800
☒ District 4 $4,800	☒ District 5 $4,800	☒ District 6 $4,800
☒ District 7 $4,800	☒ District 8 $4,800	☒ District 9 $4,799

H. Total Amount Requested (Minimum of $25,000 / Maximum of $125,000):	$43,199

UPDATED/REVISED

I. Type of Grant Activity (pick ONE category that most reflects Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☒ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

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 Augustin

Signature of Grantee (Fiscal Sponsor) Officer
Printed Name and Title: Gary Augustin, Executive Director

12/13/2016
Date

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APPENDIX A: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2018

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. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Samaritan Counseling Center Hawaii
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Senior Living Transition Program

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

Samaritan Counseling Center Hawaii has been providing comprehensive, quality mental health services to Oahu since 1989. We offer counseling to individuals, couples, and families, with a holistic approach that is sensitive to clients' spiritual traditions. Counseling is available to everyone regardless of their ability to pay, through insurance, sliding scale fees and the Client Assistance Fund.

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

The Grant Activity will provide six counseling sessions to seniors and their support "network" to examine the circumstances surrounding a senior's current and future housing requirements. The sessions will focus on the fundamental question: "What support will it take to keep the senior in their home?" The need addresses the affordable housing shortage and lack of senior transition beds on Oahu.

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

The outcome of Grant Activity will be 210 low-income seniors across all Oahu districts who will clearly understand what they need to do to successfully stay in their home and what they can realistically expect from outside agencies, their family, and their church. The activities associated with providing the six counseling sessions include marketing, reporting, and developing a follow-on program.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $11,917	☒ District 2 $11,917	☒ District 3 $11,917
☒ District 4 $11,917	☒ District 5 $11,917	☒ District 6 $11,917
☒ District 7 $11,917	☒ District 8 $11,917	☒ District 9 $11,918

H. Total Amount Requested (Minimum of $25,000 / Maximum of $125,000):	$107,254

I. Type of Grant Activity (pick ONE category that most reflects Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☒ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☒ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

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.

Andrew Bates
Signature of Grantee (Fiscal Sponsor) Officer
Printed Name and Title: Andrew Bates
President, Board of Directors

11/14/2016
Date

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem / issue, and target population are effectively validated. The description must include how the public services target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate income areas.

1. Provide substantive data and other quality information to show the issue is a priority need of the community. *(3,000 character count limit)*

The Elderly Affairs Division of the Department of Community Services published The Four-Year Area Plan on Aging in October 1, 2011. This extensive Plan documents elderly demographics, agencies that serve the elderly, and elderly needs in Hawaii. As a result of this extensive study, five goals were established by the agency. Goal number two is " Enable older adults to remain in their homes with a high quality of life for as long as possible through the provision of home and community-based services, including supports for family caregivers".

There is an increasing lack of suitable housing options, as the percentage of the population over 60 years old increases. The report estimates over 33% of the population over 60 years old lives alone. It is estimated that there are over 20,000 single seniors living alone on Oahu today. The Elderly Affairs report provides all the details needed to substantiate this section of the application.

Samaritan Counseling Center Hawaii has been serving seniors in the community for over 25 years. Our hands-on experience over the years clearly indicates a need and desire by seniors and their families for them to remain in their homes. Historically, over 60% of the cliental of Samaritan Counseling Center Hawaii is over 55 years old.

2. Provide a thorough analysis of the community's priority need / problem and its impact on the community. *(3,000 character count limit)*

The impact on the community and the senior is devastating over the long term when intervention and viable solutions are not sought early on. There is an increased dependence on others, higher risk of falling/injury, increased isolation, decline in health when repairs are not made to the home, decline in remaining abilities because of inadequate human-environment conditions, and finally, forced relocation. For community members these conditions normally result in a crisis situation where choices are limited and outcomes are needlessly costly and frequently unfavorable for the senior and the family.

The impact of ignoring this building crisis is homeless seniors and families stuck caring for severely disabled family members that will cost them time and money they do not have. There are simply not enough bed spaces available in the community to accommodate a bulging senior population. Preventive measures are one of the numerous options needed to address the coming "white wave" of seniors in the next decade.

Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. *(1,000 character count limit)*

Samaritan Counseling Center Hawaii proposes a Senior Living Transition Program. The program will be a referral based six-session preventative treatment program for individuals that can include families, caregivers, caseworkers, and possibly clergy. The course of the treatment will explore the multiple issues surrounding the realities of seniors transitioning into the senior landscape on Oahu. The fundamental question to be answered will be "what will it take to keep

the senior in their home?" The sessions will provide a safe and secure environment for all to discuss the difficult issues of housing, transportation, healthcare, communication, and shared expenses.

Referrals for this program will come from marketing the six-session program to agencies the Center already has relationships with that provide triage and case management services for seniors. Those groups currently include social service agencies, Home Health agencies, Hospice organizations, private practice Gerontologists, Hospital case management staff, clergy, and Church lay leaders.

Once an appropriate referral is made or the senior in question requests the service, the Center will assign a dedicated provider and arrange an introductory appointment. The sessions are designed to be adaptable to the senior's situation. The Center will coordinate with the senior's support network to schedule times and locations for the sessions. The sessions can occur at the senior's home, at a church, or at one of the Center's five locations on Oahu. This provides the senior with the option of not traveling for care. The administrative staff will schedule follow-on visits and coordinate with other supporting agencies as needed to ensure the integrity of the team approach. Referring agencies can utilize the program at no cost to them or the client.

The content of the sessions is to clearly define the transition alternatives and projected timelines for seniors and their family members. Once the six-session program is completed and should the senior/family desire additional mental health services, appropriate health insurance resources will be employed. The goal of the program is to provide a safe platform for seniors and family to make rational decisions about the viable options open to them in the future.

B. Describe the proposed plan

1. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(2,000 character count limit)*

There are two compelling reasons the Center has chosen to focus on senior transition options. The first reason is that 55% of the cliental of the Center is between 55-70 years old. Our mental health professionals have heard time and again from clients about the fears and concerns of moving from their homes into transition facilities, relatives homes, and long-term care hospitals. They frequently express fears of the unknown and lack of knowledge about "what will be done to them". The second reason the Center is developing the Senior Living Transition initative is the need to keep seniors in their homes as long as possible because of the lack of bed space in the community. The affordable housing shortage on Oahu, combined with the rising percentage of the population being seniors, makes this approach a community imperative.

No agency on Oahu knows the need for seniors to stay in their homes better than the Department of Community Services. The Center chose this grant because of the synergy we will have with the Elderly division of the Department of Community Services as a long-term partner and resource.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being

and quality of life of local communities, especially low to moderate income areas.

There are two measurable outcomes of the Senior Living Transition Program. The first is the number of client referrals per month that will be tracked and reported. The second outcome will be a survey provided at the conclusion of the sessions that will measure the quality and content of the sessions. For example, it may be that at the conclusion of the six session program it is determined that the senior leave their home. This would only occur if all the options available were exhausted and the move was in everyone's best interest. How that decision was arrived at and the mechanics of the scheduling and appointments will be measured and reported.

Based on the amount of the funding and the overhead costs associated with managing and measuring the program, the Center estimates 210 senior spread across Oahu can receive this six session program in one year.

3. Provide an action plan to achieve the stated measureable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Once the Center has been allocated the funding, a brochure with a description of the Senior Living Transition Program will be circulated to all current referring agencies and churches. Program staff will schedule informational briefings with church and agency leaders in each Oahu District about the program. An NPR radio interview will be set-up and staff will promote the program at Sunday church services in the announcement sections.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

The Senior Living Transition Program could serve 210 seniors who otherwise might not receive any counseling or care. Commitment and trust will be built over the six-session program. The Center's already below-market counseling rate of $150 per counseling session will be adjusted to the Medicaid reimbursement rate of $85 per counseling session, or $510 for six sessions for each senior and their family.

Included in the fee for counseling sessions are overhead costs, including administrative salaries and benefits, mileage and parking, cell phones and fees, office supplies, printing and postage, telecommunications, and consumable supplies. The cost for rent is calculated at 35% of the organization's annual total, based on 2014 and 2015 monthly costs. The annual cost for two part-time counselors is estimated to be $75,000.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Month 1: Hire two counselors who will oversee the program and coordinate counseling services. Create and distribute outreach and marketing materials. Announce the Grant Initiative online and through local news outlets.

Month 2: Begin public relations campaign and community outreach. Present the initiative to churches and community agencies. Hold public workshops promoting the Senior Living Transition Program.

Months 3-12: Provide counseling services to individuals and families. Assess outcomes through survey reports and clinical data.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

2006-2010. Through HMSA Foundation funding, Samaritan Counseling Center Hawaii provided onsite therapy for women residing at the UCC Transition House, a long-term temporary residential shelter for survivors of domestic violence. Over the course of 1,095 counseling hours, the Center was able to help 35 women, many with children, cope with their emotions and rebuild their mental health.The lessons they learned during counseling were useful tools as they re-entered the community and the workplace, at no cost to these women.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Samaritan Counseling Center Hawaii has provided counseling services for over 25 years, with strong connections to Oahu's faith communities. Our leadership includes an Executive/Clinical Director and Administrative Director who oversee all aspects of the Center's operations. Our staff's professional credentials include Psychologists, Licensed Marriage and Family Therapists, Licensed Clinical Social Workers, an ordained deacon, and an ordained minister. All are able to provide general counseling, including individual issues such as depression, anxiety, and grief.

Our revenues are based on commercial and government health insurance reimbursements, as well as grant funding and donations. These revenue sources support our operations and subsidize a Client Assistance Fund for low-income, fixed-income, or unemployed clients. Our mission is to provide services for everyone who seeks counseling, regardless of their ability to pay.

We have offices in community church propoerties around Oahu, including First United Methodist Church in Honolulu, Honpa Hongwani Mission of Hawaii in Nuuanu; Waiokeola Congregational Church in Kahala; Windward United Church of Christ in Kailua; and Our Lady of Sorrows Catholic Church in Wahiawa.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

Samaritan Counseling Center Hawaii has been in operation continuously since 1989, providing professional and affordable counseling to Oahu communities. We have strong connections to faith communities, and continue to build relationships with community agencies and organizations. We continuously review new grant opportunities and host a bi-annual fundraising event to raise money for our Client Assistance Fund, which subsidizes low-income, fixed-income, and unemployed clients.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

After the Grant period, Samaritan Counseling Center Hawaii's counselors would be available for referral on a case-by-case basis. Clients who need further counseling may continue to receive services through the Senior Living Transition Program, private insurance, or the Center's Client Assistance Fund, which subsidizes care through grants and donations.

UPDATED/REVISED

APPENDIX A: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2018

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. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Samaritan Counseling Center Hawaii
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Senior Living Transition Program

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

Samaritan Counseling Center Hawaii has been providing comprehensive, quality mental health services to Oahu since 1989. We offer counseling to individuals, couples, and families, with a holistic approach that is sensitive to clients' spiritual traditions. Counseling is available to everyone regardless of their ability to pay, through insurance, sliding scale fees and the Client Assistance Fund.

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

The Grant Activity will provide six counseling sessions to seniors and their support "network" to examine the circumstances surrounding a senior's current and future housing requirements. The sessions will focus on the fundamental question: "What support will it take to keep the senior in their home?" The need addresses the affordable housing shortage and lack of senior transition beds on Oahu.

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

The outcome of Grant Activity will be 210 low-income seniors across all Oahu districts who will clearly understand what they need to do to successfully stay in their home and what they can realistically expect from outside agencies, their family, and their church. The activities associated with providing the six counseling sessions include marketing, reporting, and developing a follow-on program.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $11,917	☒ District 2 $11,917	☒ District 3 $11,917
☒ District 4 $11,917	☒ District 5 $11,917	☒ District 6 $11,917
☒ District 7 $11,917	☒ District 8 $11,917	☒ District 9 $11,918

H. Total Amount Requested (Minimum of $25,000 / Maximum of $125,000):	$107,254

UPDATED/REVISED

I. Type of Grant Activity (pick ONE category that most reflects Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☒ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

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 Augustin

Signature of Grantee (Fiscal Sponsor) Officer
Printed Name and Title: Gary Augustin, Executive Director

12/13/2016
Date

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APPENDIX A: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2018

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. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	SeniorCare Foundation
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Affordable Senior In-Home Care Services

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

The SeniorCare Foundation was established in Waipahu, Hawaii on October 28, 2013 and was granted a 501©(3) tax-exempt status on September 9, 2014. Its Mission is to educate, support, and provide affordable senior in-home care services allowing seniors to live independently in the comfort of their own home and community, instead of an assisted living complex or nursing home.

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

The SeniorCare Foundation aims to serve Waipahu and Central Oahu, with a population of 98,713 in 2013, of which 10,604 are seniors with a median household income of $80,364. The seniors targeted are those who badly need in-home services but cannot afford to pay fully for them. The Grant will help pay for those services.

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

In our focus area, the average rate of non-medical caregiver services is $24/hr and that of medical caregiver services is $26/hr. Our Foundation's pricing is $24/hr for non-medical services and $26/hr for medical services, of which only one-half is paid for by the senior client. For 2018, we are asking for a $125,000 grant to help pay for 4 senior clients for one-year in-home caregiver services.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1 $	☐ District 2 $	☐ District 3 $
☐ District 4 $	☐ District 5 $	☐ District 6 $
☐ District 7 $	☒ District 8 ~~$62,500~~ 62,400	☒ District 9 ~~$62,500~~ 62,400

H. Total Amount Requested (Minimum of $25,000 / Maximum of $125,000):	~~$125,000~~ 124,800

I. Type of Grant Activity (pick ONE category that most reflects Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☒ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

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: Firmo Dayao, Executive Director

11/14/2016
Date

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem / issue, and target population are effectively validated. The description must include how the public services target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate income areas.

1. Provide substantive data and other quality information to show the issue is a priority need of the community. *(3,000 character count limit)*

SeniorCare Foundation offers its in-home care services to Seniors with gross income of $18,000 to $30,000 a year. In 2013, ESRI reported that there were 481 Seniors aged 65 years and above, with income of $15,000 to $35,000, who live within a one-mile radius of Waipahu, and 1440 Seniors, aged 65 years and above, with income of $15,000 to $35,000, who live within a three-mile radius of Waipahu.

The demand for affordable in-home care services is great in Leeward and Central Oahu., but the supply is very limited. Most family members are getting involved in caregiving, even without proper training and instruction.Thus, in 2013, then Governor Neil Abercrombie requested for the Executive Office of Aging to expand the state's healthcare and social support resources, according to Hawaii NewsNow, dated January 20, 2014.It further reported, "We're heading for a perfect storm, there are record numbers of people going to become seniors, as described by Representative Gregg Takayama for Pearl City, Waimaly, and Pacific Palisades. House Bill 1713 asks for $500,000 to launch an awareness campaign to educate seniors about the need to save for long-term care.

According to the U.S. Census Bureau released on June 26, 2016, the elderly population, those 65 years and above, accounted for 16.5% of the total population of Hawaii in 2015. This segment of the population grew from 195,138 on April 1, 2010 to 236,914 on July 1, 2015, an average annual growth rate of 3.8%. The elderly population in Hawaii grew about 4 times faster than the total population which increased over the same time period by 1.0% annuanly.. One of the highest percentage of seniors is living in the city and county of Honolulu, with 16.2% of the population, or a total of 161,791.

With this growing number of seniors, the problem of providing affordable in-home care services would become acute in the next few years. Our mission is to provide affordable senior in-home services allowing seniors to live independently in the comfort of their home and community. The average annual cost of one nursing home resident in Hawaii is $141,310 (private room). The average annual cost for non-medical in-home care is $49,920. From those figures, one could see that in-home care is much more cheaper and more affordable to low-income seniors.

Our Foundation provides in-home care for either medical or non-medical clients. These services would include seniors seeking personal care, assistance , companion, transportation and home maker services, as well as medical care services. Aside from the cheaper price for care, the biggest advantage of in-home care for seniors is that it allows older adults to age in place and avoid making the move to an institution. At home, a senior feels most comfortable with the environment.

2. Provide a thorough analysis of the community's priority need / problem and its impact on the community. *(3,000 character count limit)*

Waipahu and its surrounding communities are the focus areas of the Foundation's activities. The current population of Waipahu within a one-mile radius is 30,459, and this increases to

98,713 within a three-mile radius. The average annual growth rate in population has been minimal. Similarly, households followed suit, with 7,929 within a one-mile radius and 26,611 within a three-mile radius. The median household income was reported at $84,394 within a one-mile radius and $78,601 within a three-mile radius. Within a one-mile radius, 6.9% earn less than $15,000 a year, 18.1% earn between $50,000 and $74,999, 41.8% earn between $100,000 and $149,999.

In 2013, ESRI reported 45% of the householders within a one-mile radius consist of householders aged 55 or more, consisting of 10,604 seniors with a median household income of $80,364. The household income is expected to growe 2.67% in the next five years. Further, within a three-mile radius, the senior population is expanded to a total of 32,095 in 2013, consisting of 44% of the total population with a median income of $78,271.

Focusing specifically on the household income base in a one-mile radius, there are 823 seniors aged 55 to 65 earning more than $100,000 a year; there are 403 seniors aged 65 to 74 earning more than $100,000 a year. Within a three-mile radius there are 2,641 seniors aged 55 to 65 earning more than $100,00o a year; there are 1,190 seniors aged 65 to 74 earning more than $100,000 a year; and there are 659 seniors aged 75 or more earning more than $100,00 a year.

With the increasing number of seniors and the elderly in our focus area and the high price of caring, the burden of caregiving falls primarily on the family. As a result, a significant percentage of family caregivers report feeling burdened. According to various studies, more than two-thirds of caregivers report having physical difficulties (caregiving requires too great a physical effort and adversely affects their health), more than two-thirds report that their social and leisure activities have suffered (caregiving leaves the caregivers little time for themselves or their family), over 90% of caregivers report emotional stress (caregiving increases tension in the caregiver's own home, or the relative's condition worries and upsets the caregiver).

Special mention has to be made here regarding the spouses of the senior. The burden on spouses who serve as caregivers is greater than that on children. Not only are spouse themselves older, and in some cases suffer from poor health or physical difficuties that make it hard for them to provide care, but also their sense of commitment seems to be deeper; and their physical proximity to the elderly person means they are more exposed to his need for assistance. Some studies have also found that when the primary caregiver is the spouse, other family members are less involved in caregiving.

Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. *(1,000 character count limit)*

The goal of SeniorCare Foundation is to improve the quality of a senior's lifestyle by education, supporting, and providing affordable in-home care services, where family, friends and charitable organizations can donate/support a loved elderly's ability to obtain and secure life in their own home. In the next three years, our objective is to engage 20 new clients in 2017, 18 clients by 2018, and 21 new clients by 2019.

Our care services to a senior client are designed to help seniors remain in their home through a low-cost plan. Our typical low-cost plan charges $24.00 an hour for in-home care services. For an 8-hour care a day, the client is charged $192.00/day, or $960.00 for a five-day week, or $49,920 for a 52-week year. However, the client only pays one-half or $24,960 for a yearlong of care services. The other half ($24,960) will be paid by grants, donations or gifts.

We are asking for a grant of $125,000 to pay for the yearlong care of four seniors, 2 from Council District 8 and 2 from Council District 9. These four new clients wil be part of the 18 clients that we aim to engage in 2018. Each new client pays from his/her pocket one-half of $49,920 for a one-year in-home care. Thus, the one-year care of 4 clients would be $99,840.

These four new clients will be selected based on two important factors: economic hardship and the seriousness of the physical/mental health of the client. To determine who these four beneficiaries would be, we will depend on the professional advice of a social worker and of medical professionals. The grant that we are applying for will be spent for the care of four seniors from October 1, 2017 to September 30, 2018.

B. Describe the proposed plan

1. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(2,000 character count limit)*

SeniorCare Foundation aims at filling the need of Seniors in the Waipahu and neighboring areas for affordable in-home care. Families who are currently burdened in taking care of their elderly loved ones need trained personnel to assist them in this chore at an affordable price. This is especially true if one considers the cost of elderly care in nursing homes and/or other facilities: According to a report by Genworth Financial Services, the 2016 annual average cost of elderly care in Hawaii is as follows: $49,920, annual cost of in-home care; $129,595, annual cost of nursing home care (semi-private room); and $141,310, annual cost of nursing home care (private room).

Our Foundation's mission of providing affordable in-home care to the elderly brings numerous benefits to the family and to the community as a whole. Several studies have found that the overwhelming majority of seniors - 89 percent, according to an AARP survey, for example - want to age in their own homes for as long as possible. The decision-makers in their lives, usually spouses or other family members, support this choice 76 percent of the time, according to a survey sponsored by Home Instead Senior Care.
Many of those who age at home reach a point when they need more assistance than family members, friends or neighbors can provide. The assistance they require is often practical and nonmedical, including help with housecleaning, preparing meals, shopping, running errands, making trips to the doctor and being reminded to take medications. Even those suffering from early stages of Alzheimers's disease or dementia can function well when they receive such

nonmedical in-home care. Moreover, in-home care benefits a senior who has more needs than family members can provide due to work, or need time away from care responsibilities. In-home care professionals can help families to avoid missing family time, children's activities, and declining career opportunities.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

Our grant request of $125,000, if approved, would help pay for four in-home care elderly clients for a whole year: 8 hours a day, 5 days a week, 52 weeks a year. Two of these prospective clients wil come from District 8 and the other two will come from District 9. The two most important factors to be considered would be: economic hardship and gravity of the need for in-home care based on physical or mental health. In choosing these four beneficiaries, we would depend largely on the professional guidance and input of a social worker and a medical professional whose services will be engaged by the Foundation.

We believe that the grant money of $125,000, if granted, would be in line with the objectives of the Grants in Aid Fund to provide services to seniors who are deemed by the City and County of Honolulu to be one of the most vulnerable segment of our community.

Our low-cost plan for seniors is a program whereby the client pays one-hslf of the annual cost of care from his/her resources and the other half would be provided by the Foundation from grants, donations and fundraising activities. Hence, for the total annual cost of $49,920, the elederly client only pays $24,960 for a yearlong in-home care.

3. Provide an action plan to achieve the stated measureable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

To achieve our stated goal of finding and choosing the four qualified elderly beneficiaries of a yearlong in-home care, herunder is our action plan:
New Business Acquisition Strategies and Tactics:

a. Exceed SeniorCare Foundation (SCF) quota.
   Send no less than 50 letters of introduction to new prospects each week, make no less than 50 cold calls of introduction to new prospects each week, make no less than 20 face-to-face contacts with new prospects each week, create no less than 10 proposals each week, make no less than five presentations each week;
b. Increase awareness in the marketplace of SCF services and solutions.
   Join and participate in no less than three professional associations and organizations that our best prospects and customers belong to, attend any and all trade shows and conventions that our best prospects and customers attend, purchase the mailing list of these associations

and organizations and send either a postcard or a letter of introduction, on a regular basis contribute articles and white papers that address the interest and concerns of this population.

c. Increase awareness in the community of SCF services and solutions.
Attend all Chamber of Commerce networking events, volunteer to speak at no less than 12 various organizations in Waipahu and neighboring communities that have an interest in our service and solutions, volunteer time at three nonprofit organizations, join and participate in no less than three networking groups;

d. Obtain referrals from all SCF new clients.
Within 30 days of delivering our service and solutions, our caregivers will ask each of our new clients for at least three names and phone numbers of someone they personally know who may have a use for our services and solutions.

Existing Client Business Strategies and Tactics

a. Create a touch-point program.
Contact each of our existing clients no less than once per month with a new idea they cannot get from anyone else. create a noteworthy monthly newsletter, create a user-group within our existing customer base, create some sort of Web-based seminar series for our existing clients, take at least three existing clients to lunch each month and invite a new prospect to join us;

b. Prospect within our existing client base.
Knock on no less than three new doors, departments ad divisions within each of our existing clients' contacts to introduce us to one other person within their organization, personally meet the top executive at each of our existing clients' businesses.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

Our request for a grant of $125,000 will help 4 in-home care patients receive non-medical care 8 hours a day, five days a week, for 52 weeks. This grant will certainly alleviate the burden of the Seniors' family and relatives to care for their loved ones at home, sometimes jeopardizing their continued employment and taking away so much time for their own families.

If approved, the grant money will pay for one-half of the yearlong in-home care cost, with the other half to be paid by the client or his/her family. The grant money will pay for the direct service to clients positions and will also pay 22.2% of the wages of the administrative/supervisory positions, and 22.2% of other costs, such as office rent, office utilities, etc.

The computation of the 22.2% share allocated to the GIA money is based upon the fact that in 2017 and 2018 we will have an average of 18 clients under our care that would include the four clients who would be the beneficiaries of this grant. Hence the 4 clients would be 22.2% of the 18 clients under our care.

It is to be noted that our employees, including the Executive Director, Program Supervisor, and the certified caregivers are all independent contractors or 1099 employees. Thus these contractors do not receive any fringe benefits from the Foundation.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Project	Completion Date

a. Website - Overhaul and Improvement	March 30, 2017
b. Launch Facebook page	March 30, 2017
c. Launch YouTube subscription	March 30, 2017
d. Launch Twitter subscription	March 30, 2017
e. Business cards overhaulimprovement	April 30, 2017
f. Newsletter Template Design	April 30, 2017
g. Brochure overhaul/Improvement	April 30, 2017
h. Press Release Template	April 30, 2017
i. Advertising content for newspapers	April 30, 2017
j. Select venue for Ads/Frequency	April 30, 2017
k. Radio Advertising content	April 30, 2017
l. Select venue for radio/frequency	April 30, 2017
m. Press release on Grant beneficiary search	May 15, 2017
n. Launch of Search for Grant beneficiary	May 30, 2017
o. Decision on beneficiaries of Grant	August 15, 2017
p. Class 1. In-home Care for Families	September 1, 2017
q. Class 2. In-home Care for Families	October 1, 2017
r. Class 3. In-home Care for Families	November 1, 2016
s. Names, Emails, Adresses Collection	Daily
t. Chrostmas Cards	December 1, 2017

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

Hiroko Nakasone, the Founder and Chairman of the Board of SeniorCare Foundation, has more than 15 years of experience caring for the elderly in their own homes and has been successful in caring for up to 35 in-home care clients as a former owner of the Hawaii franchise of "Home Helpers", a national for-profit in-home care company. She had hands-on experience in caring for her husband at home who needed in-home care due to illness before he died in 2004. It was when Mrs. Nakasone owned and operated the Hawaii franchise of "Home Helpers" that she realized and decided to organize and establish the nonprofit SeniorCare Foundation in Waipahu because she saw first-hand the difficulties of some families to provide in-home care for their elderly, either because of their financial circumstances or the time constraints due to their work and family obligations.

Aware of the fact that familiar surroundings of home, family and pets can be of enormous comfort to people who are no longer able to care for themselves due to an illness such as Alzheimers, or due to old age, Hiroko Nakasone has made it a priority when she founded SeniorCare Foundation in 2013 that she only employs caregivers who have their Personal Support Worker (PSW) or Health Care Aide (HCA) certification. Many of those whom Mrs. Nakasone have hired were part of the medical field in their home country, as a nurse or

physiotherapist and if not certified have many years of experience in caregiving.

Currently, Hiroko Nakasone continues to provide personal visitation and assistance care to Seniors with basic daily needs in Waipahu and neighboring communities. She also volunteers at "Helping Hands", a community nonprofit organization with a humanitarian mission, is a member of the Honolulu Japanese Chamber of Commerce and is an active member of the Church of Jesus Christ of Later Day Saints.

Hiroko Nakasone has trained many in-home caregivers in the main duties of providing care to the elderly, such as personal care (bathing, getting dressed, taking a walk), friendly visiting, vital continuity (making sure the client tkes medication, and assistance in getting to a doctor's appointment), and housekeeping duties (laundry, cooking, and keeping the home clean).

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

a. Past History.
Hiroko Nakasone, the Founder and CEO of SeniorCare Foundation, has more than 15 years of hands-on experience in caring for the elderly in their own homes and has been successful in caring for up to 35 clients as owner and operator of "Home Helpers. She has received many compliments for her excellent customer service and high quality caregiving.

b. Organizational Knowledge.
Hiroko Nakasone, the CEO, has more than 15 years of experience in the operations of caring for the elderly in their own homes;
Firmo Dayao, the Executive Director, has 25 years of experience in executing business plans, sales and marketing, and performing executive functions in both government and private enterprises.
Dennis Bunda, the Business Consultant and Advisor, has over 30 years of experience in Community and Government, related to non-profit foundations.
With this combined experience, we expect to engage 20 new clients in 2017, 18 new clients in 2018, and 21 new clients in 2019.

c. Staffing.
We expect to hire one registered nurse, one medical doctor, and increase our certified nurse assistants to 16 in 2017. We expect to add 11 certified nurse assistants in 2018, and an additional 15 in 2019.

d. Fiscal Resources.
We expect to achieve an effective gross revenue of $588,750 in 2017, $854,500 in 2018, and $1,156,000 in 2019, with approximately 85% in in-home care service revenues, and 15% in non-profit foundation grants/donations through fundraising sources such as mailers, professional fundraisers, crowd-funding, matching donation programs, fundraising events/ classes, email/website creation strategies, and existing client family donations.
Contributions can also include bequests, and can be made to family, friends, institutions or charities. Bequests include the act of giving personal property or money such as stocks, bonds, jewelry and cash left to an individual or organization through the provisions of a will or estate plan. When real estate is left through a will, it is correctly called a "devise".

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APPENDIX A: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2018

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. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. **Grantee Legal Name:**	Sounding Joy Music Therapy, Inc.
B. **Is Grantee a Fiscal Sponsor?**	☐ Yes ☒ No
C. **Grant Activity Name:**	Music Therapy for A Better Life

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

Sounding Joy Music Therapy, Inc., established in 2002 as a 501(c)(3) agency, promotes and provides music therapy (MT) in Hawaii. Our mission is to enhance public awareness of benefits of MT, improve accessibility to MT, and advance MT research. It's the only agency in Hawaii to render MT by Board Certified Music Therapists, and has served 15,000+ locals, receiving high recognitions (Attachment #1).

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

The Grant Activity is to provide the disabled, economically and/or socially disadvantaged, with quality MT services. Their need for receiving MT is eminent, evidenced by our organization's growing waiting list, which will be filled through GIA grant. MT will impact not only the affected individuals but also their communities as MT enriches and sustains social life, empowering cultural identities.

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

100 people with disabilities (35 children, 25 adults, and 40 elderly in long-term care) will receive 18 weekly MT sessions rendered by Board Certified Music Therapists in various districts on Oahu to improve their quality of life. First, individualized goals and objectives are set for each client, and 80% of all clients will achieve them during the 18 weeks, which measures the successful outcomes.

G. **Council District**
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $11,500	☒ District 2 $33,740	☒ District 3 $28,170
☒ District 4 $17,070	☒ District 5 $11,310	☐ District 6 $
☒ District 7 $11,310	☐ District 8 $	☐ District 9 $

H. Total Amount Requested (Minimum of $25,000 / Maximum of $125,000):	$113,100

I. Type of Grant Activity (pick ONE category that most reflects Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☒ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

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: Keiko Kajiwara, President

11/10/2016
Date

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem / issue, and target population are effectively validated. The description must include how the public services target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate income areas.

1. Provide substantive data and other quality information to show the issue is a priority need of the community. *(3,000 character count limit)*

Hawaii is one of the most underserved States with MT in the nation, shown by the data (Att. #2) collected by American Music Therapy Association (AMTA). Currently, the only grant-supported MT programs in Hawaii, available to people in need is from the Department of Human Services (Att. #3). This program targets at-risk youths of ages 10 and up, serving merely about 100 teens a year. Our waiting list shows, this funding is far inadequate to respond to the vast community's needs for MT that exist in Hawaii (Att. #4). Health insurance doesn't cover MT services, or the Department of Education in Hawaii neither provides MT as a related service of Special Education. These situations make Hawaii's vulnerable people difficult to receive MT when they really need it.

The goals of MT is to achieve people's psycho-social-emotional rehabilitation, developmental, cognitive, physical, and neurologic improvements, behavioral modifications and adaptations, and etc.. Utilizing music as a tool in the therapeutic process is so unique and fun, which many disabled people appreciate and experience as strong motivation to succeed. The unique methods and outcomes of MT also attract those clients who are not responsive to mainstream therapies and treatments, providing them with breakthrough and much anticipation. Music can also be used in therapy as cultural pride and identity in ways no other media would do. For this reason, many requests for MT services come from the geographic areas where indigenous culture and values are pre-dominant, where unfortunately people often are economically disadvantaged. Another factor to make the needs for MT even greater is that Hawaii has one of the fastest-growing elderly populations in the nation. Research strongly agrees that this population benefits significantly from MT in terms of social, cognitive, and emotional support, maintaining functioning, and care in the end of life (Att. #5). In fact, the U.S. congress recommends MT as one of the mandatory activities for senior care. Sadly, only one nursing home in Hawaii is currently offering their residents MT services, compared to, for example, the State of California, where dozens of senior facilities provide MT services by more than 80 Board Certified Music Therapists (MT-BCs) (Att. #6, a survey by AMTA). Lastly, there also is a shortage of MT-BCs in Hawaii where only 8 MT-BCs work, compared to more than 6,000 MT-BCs work on the mainland. All these factors mentioned above have contributed to accumulate clients on our waiting list over the years. (Currently, about 280 people with disabilities and special needs, who mostly have low income, are on the list.) Grants in Aid will provide MT to those on the waiting list and their communities as a priority. We believe this grant will touch and transform many lives in Hawaii, who struggle with their daily lives, through giving them much awaited access to MT services.

2. Provide a thorough analysis of the community's priority need / problem and its impact on the community. *(3,000 character count limit)*

As our attached waiting list (Att. #4) shows, the target population of this Grant Activity is the individuals with disabilities and their communities, who have no financial resources to afford MT. Through our organization's decade-long services to those individuals and communities, we see their multiple issues with developmental, physiological, psycho-social-emotional, spiritual, and/or

economical well-being. They are extremely vulnerable to maintaining their quality of life. As a courtesy, our organization conducted free intake for those individuals and families on the waiting list, and identified their specific needs, possible therapy goals, and expected benefits that can be obtained through MT, but not through other therapeutic media and tools. For all these reasons, it is even more frustrating for them not being able to afford MT. In case of people with regressive illnesses and disabilities, the longer they are put on the waiting list, the more the negative impact on their lives would occur. Especially for small children, whose developmental potentials will diminish quickly year by year, this adversity is greater. The disabled adults who need to be independent to live their lives fully, and the seniors, who become more and more dependent as they age, nearing the end of life, all will be affected negatively by unreasonably waiting for their much needed MT services. Giving MT to them as soon as possible with this proposed Grant Activity is so indispensable. The benefits are not just for those who directly receive MT. The positive changes occurring in the clients' lives as the result of this Grant Activity would ease the burden of caregivers and give much hope to parents, families, teachers, friends and extended support circles. The benefits of MT actually felt and seen by people greatly enhance the public awareness of MT and thus increase their communities' understanding and support for MT in Hawaii. This evidence-based observation; how this Grant Activity impacts people's quality of life on the individual and community levels, will further contribute to people's better accessibility to MT.

This Grant Activity also helps Hawaii's rich cultural heritage of music, to be recognized as a special therapeutic tool to respond to the needs of indigenous communities. This will recover the cultural pride and identity of the community as a positive source of independent living. The economical and social needs of disabled people in those indigenous communities are even greater, as often mainstream services are culturally difficult to respond. It creates a vicious circle of poverty and dependency of disabled people in those communities. MT with its culturally sensitive, creative approach will reach many individuals of those communities and motivate them for independency and pro-social life.

As explained above, the proposed Grant Activity will make significant impact on disability communities effectively responding to their priority needs and issues.

Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. *(1,000 character count limit)*

The Grant Activity is to provide MT services to people with disabilities, who are economically and socially disadvantaged, and otherwise can't afford MT. The participants will receive weekly MT sessions rendered by MT-BCs for 18 weeks. MT aims at facilitating people's self-expression, self-empowerment, communication, and socialization, utilizing therapeutic musical activities. MT serves as catharsis to express person's inner feelings, creating fun healing environments, and improves people's quality of life. The expected outcomes of MT are: Improved cognition and learning, enhanced physical and mental state, increased self-esteem, enriched family and social life, stress and pain reduction, independency, and etc. During MT intake process, individualized therapy goals are set for each participant, and then weekly MT sessions will proceed. All the sessions will be documented, and the participants' progresses are periodically evaluated by MT-BCs to assist them in achieving their goals.

B. Describe the proposed plan

1. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(2,000 character count limit)*

MT is an evidence-based practice, especially helpful for people when their words and actions are limited. It gives the client with disabilities more avenues to relate and communicate verbally, physically, and emotionally. Our target populations of this Grant Activity are people with physical, psychological, emotional, and/or social disabilities whose quality of life is affected. For disabled children, the strength-based, multi-sensory approach of MT is effective to respond to their specific needs of growth, for adults, MT empowers them when they struggle with disability-related hardships in their lives, and for elderly, MT helps to validate and dignify their life when aging makes living even harder. Research agrees that MT with its unique, creative, culturally and age appropriate interventions, gives disabled people tools to explore themselves in ways no other media would do. Also, MT is the field in which therapists (MT-BCs) are trained under nationally uniformed educational and professional standards and ethics. Our organization only employs qualifying MT-BCs, who provide our clients with at-most professional care and services.

As stated before, Hawaii is underserved by MT. It is also evidenced by our growing waiting list. The proposed Grant Activity responds to the needs of Hawaii's people and communities for MT services. The benefits of MT to these people and communities are already assessed by our courtesy intake services. When this grant is awarded, many disabled individuals and their communities will have new avenues to explore their potentials, that may have never been touched before, and improve their quality of life. MT research supports this benefit, and our organization has been witnessing it in our decade-long MT practices. And most of all, our clients know it at best. Furthermore, Hawaii is a place, where music is a pride of indigenous culture. MT helps disabled people in indigenous communities to re-discover and strengthen their cultural value.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

The proposed Grant Activity is aligned with the purposes and priorities of the GIA grant, because it serves individuals with disabilities and their families through Arts as therapeutic media, who are economically and socially disadvantaged (mostly low-income individuals & families), for the betterment of their lives . The provided MT services will benefit the target population in multi folds. The children with disabilities will develop more healthy growth through multi-sensory interventions of MT, and enhance their learning, creativity, and social life. The disabled adults and seniors will improve or maintain their psycho-social, emotional and physical functioning, motivated by fun MT interventions, which sustain their independency to the fullest. The witnessed benefits to the participants will create positive outlook among their families and communities, mutually sustaining to improve for a better life.

During this grant term, 100 individuals with disabilities will receive minimum of 18 weekly MT sessions provided by MT-BCs to improve their quality of life. Those individuals are:

35 children with developmental and other disabilities (10 children each in District 1, 2, and 3, and

5 children in District 4), 25 adults with various disabilities (5 adults in District 3, and 10 adults each in District 5 and 7), and 40 elderly in long-term care (20 elderly in District 2, 10 elderly each in District 3 and 4).

In the beginning of MT service, MT-BC establishes individualized MT goals and objectives for each of his/her clients, based on the client's needs and strength assessed in their intake sessions. We expect at least 80% of all clients will achieve their goals and objectives as measurable outcomes of the proposed Grant Activity.

Here is how we measure the outcomes: During the grant term, each weekly MT session is documented for each client by MT-BC. This document is called MT Session Report (Att. #7). Periodically, the MT-BC also files MT Progress Report (Att. #8), narrating the client's progress towards his/her goals and objectives. The goals and objectives may be reevaluated and modified by the MT-BC, when considered unrealistic, during the service term. At the end of the term, the MT-BC files the Termination Report (Att. #9), evaluating the outcomes of each client's progress. In addition, the client's feedback (Att. #10) (or his/her representative's feedback, if necessary) is also collected in the middle and the end of the service term. We also expect 80% of all client's feedback shows at least 75% satisfaction in their rating.

We eagerly anticipate to achieve those numbers, because the strength-oriented, client-centered, multi-sensory, fun, holistic interventions of MT will strongly motivate the disabled clients and their families to achieve their goals and objectives. We have a proven record to support the significance of MT rendered by qualifying MT-BCs, and the collected data will prove enhanced quality of life of the target population.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

In the first month of the grant term, our organization will reconnect with individuals and agencies of the target population on our waiting list. We also plan to advertise proposed MT services through our website, social media, and email lists. As soon as our clients are reached, we will start registration process, open until the 7th month of the grant term or we reach the maximum client capacity, whichever is earlier. The registration process involves: Scheduling client's interview and/or a meeting with the agency, conducting assessment, signing the agreement, placement of the client, and scheduling weekly MT sessions.

When weekly MT sessions begin, most clients will be placed in groups. A disability-sensitive group setting is ideal to elicit active social interactions, which would prevent people's withdrawal and encourage communication. For the first few weeks, the MT-BC will focus on establishing the individualized goals and objectives for each client. It is the first, most important tasks for MT-BCs in terms of evaluating the outcomes of the Grant Activity. Because those goals and objectives become the core measurement tools for overall evaluation. For example, the goals and objectives for a person with speech impairment could look like:

Goal: To improve the client's speech
Objectives: 1) Using a single syllable, the client will sing the melody in pitch for at least 2 minute-long.
2) Using a familiar song, the client will sing, filling in omitted words of the lyrics 3 out of 5 times.

The goals would be set in any areas of human functioning, such as motor, cognitive, psychological, emotional, social, and etc., depending on the needs and strengths of the person.

The objectives are the milestones that would measure the progress towards the goal attainment. They should be reasonable and realistic, in order for the clients to experience a success, which motivates them to achieve their goals.

Once the goals and objectives are set, the MT-BC will structure MT sessions by choosing effective activities and interventions that help the goal attainment of each client. Along with the structured activities, spontaneous musical expressions are also encouraged in order for natural "musical dialogues" to take place between the group members and the MT-BC. It creates new paths of nonverbal communication. This approach especially is effective for those whose communicative functioning is affected. The more the clients become expressive and spontaneous, the more new paths of communication would be obtained. The role of MT-BC is to support and facilitate the clients' exploration in active, social, psycho-emotional, physical and spiritual involvement with self and others.

During the minimum of 18 weekly MT sessions, conducted by skilled MT-BCs, at least 80% of all clients are expected to achieve their goals and objectives. The creative, multi-sensory, individualized MT approach is our core concept of how we achieve the outcomes of the proposed Grant Activity.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

The Grant Activity will be funded by the combination of the pending funds (Sounding Joy's cash reserve and donations from the public) and funds requested from this GIA grant. We will not charge the clients nor their facilities for the proposed MT services, so no program income will be generated.

Direct Salaries/Wages and Fringe Benefits: $75,392.08. The direct MT service providers of the proposed programs are 4 MT-BCs. With this cost, they will give the intake and MT weekly sessions to total of 100 people with disabilities. This work also includes: Setting MT goal and objective, filing the required clinical documentations, and advising and recommending adaptable MT interventions for the clients to continue by themselves.

Administrative Salaries/Wage and Fringe Benefits: $33,436.54. The salary and fringe benefits for the program supervisor and the program coordinator will deliver their supervisory, advisory work of the proposed program, coordination with the facilities, assistance and completion of the clients' registration and intake processes, and filing all the required reports to the grantor.

Professional and Contractual Fees: $750.-. It is about 50% of the current, total accounting costs of the organization. Our program finance will be reviewed by CPA to be in compliant with the RFP requirements.

Other Costs of the proposed MT services are:
Office Rent: $703/month. It is about 60% of the total office rent of the organization. This budged is necessary as all 4 MT-BCs and 2 administrative staff will work in the office for session planning, reports, meetings, and etc. The office will also be used for conducting some MT sessions.

Consumable Office Supplies: $57/month. It is about 60% of the total office supplies of the organization. This would purchase essential materials for the Grant Activity, e.g., papers, printer inks, DVDs & CDs (archiving session videos and recordings), and etc.

Program Activity Supplies: $30/month will maintaining/replacing old musical instruments, and

$356.83 will purchase a video camera to record MT sessions for clinical purposes.

Mileage and Parking: $180/month. This will cover the program coordinator's and MT-BC's mileage and parking costs for on-site services and sessions.

Postage: $48.- It is about 80% of the annual postage cost of the organization. This will pay for any postage of Grant Activity related mailings.

Liability Insurance: $465.60. It is about 80% of our current liability insurance annual premium cost. This is necessary to cover Sounding Joy's office and other on-site locations which will be used for the program activities, and all staff's personal vehicles, which will be driven for the proposed on-site sessions and services.

Telecommunications: $76/month. It is about 80% of the total telephone & internet costs of the organization. This will allow all the necessary communications between staff, clients, facilities, volunteers, and other essential personnel of the GIA grant activities.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

By October 31, 2017, our organization's program coordinator with the assistance from the contact persons and agencies on our waiting list will identify the clients of our proposed MT services. The client's registration will now start and run until April 30, 2018, or we reach the maximum client capacity, whichever is earlier. Then, the coordinator arranges with the MT-BCs and the clients/agencies to set dates for interviews/meetings. All the interviews/meetings will be completed by the MT-BCs, and the registration documents (Att. #11) are reviewed and signed by the client within a month from the date of the initial contact. Then, the coordinator together with the MT-BC will place the client in an appropriate group, and schedule weekly MT sessions.

The weekly MT sessions will begin as soon as a group (minimum of 2 clients) is formed. The latest group should begin by mid May, 2017, to complete their term within the grant term. In the first few weeks of starting weekly MT sessions, the clients' individualized goals and objectives are set. All the session reports will be completed after each session. Most of the sessions will be videotaped for the MT-BCs and the program supervisor to review and evaluate their work. When the session activities appear not to be effective, or the goals and objectives seem not to be relevant to the client, the MT-BC would reevaluate and adjust them. Thus, the MT-BC will self-check and provide the best environment for the client to succeed in the program.

During the grant term, the program supervisor will submit monthly reports and invoices to the City. The supervisor reviews all the filed reports by the MT-BCs, any feedback from the communities, and program expenditures each calendar month. The supervisor also examines the overall progress of the Grant Activity, based on the findings from those documents. If needed, necessary adjustments and improvements to any elements of our work are made, advised by the program supervisor. Thus, we control the integrity of the proposed Grant Activity and its purpose, facilitating for its successful outcomes.

In the mid-term, around the 9th weekly MT session, the progress reports and the client's feedback are filed. The program analysis and evaluation will be done by the supervisor based on those documents and input from the coordinator, the MT-BCs, and the clients. At this time, a rough estimate for the goal attainment of each client is made, and necessary actions are taken, in order for all clients to reach their desired outcomes in the program.

In the final-term, around the 18th MT session, the termination reports and the client's final

feedback are filed. After all the clients complete their terms, the final program analysis and evaluation are done by the supervisor, based on those documents and the input from the coordinator, the MT-BCs, the clients, and the communities. We expect to reach and validate the desired outcomes of the Grant Activity by the end of the grant term.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

Sounding Joy Music Therapy, Inc. (Sounding Joy) has a proven record of serving disadvantaged individuals and families through MT over the past 13 years. Its outstanding public service is praised by not only by our clients, families, communities, and professional colleagues, but also by local legislators and law makers, who consider Sounding Joy a benefit to Hawaii (Att. #1). Since its establishment, Sounding Joy has provided more than 1,800 individuals of all ages with MT, and educated more than 10,000 people about MT in Hawaii. Sounding Joy tirelessly collaborates with hundreds of local, national and international agencies for improving people's affordability and accessibility to MT in Hawaii.

Sounding Joy's priority mission is to serve people with special needs and disabilities through MT. Our current largest MT program, funded by the State Department of Human Services, targets teens with disabilities and special needs. One of the largest statistics taken in 2011 from this program (about 332 youths) demonstrated the overall success rate with more than 85% goal attainment and less than 5% drop-out. (Att. #12). The statistics also suggests how much our MT program motivates the clients to participate and achieve their goals. This program continues to successfully serve hundreds of at-risk youths and their families and communities in Hawaii.

Our other MT program offered to the disabled, funded by the State Foundation on Culture and the Arts since 2005, continues to enhance many lives, too. We have also served Hawaii's indigenous communities in low-income area with the same program design and concept with this proposed activity. The program was funded by the Hawaiian Tourism Authority, and significant outcomes of the program were achieved as preserving and promoting Hawaiian and Pacific-Island culture contributed to their quality of life.

Each of the MT programs offered by our organization is designed to respond to the specific needs of the target populations and the priorities of the grantors, therefore differs in length and settings. But, the core concept of the MT, utilizing the therapeutic power of music, remains the same with all programs. Moreover, the field of MT is regulated by professional ethics and codes, and the therapists are trained by the uniformed standards. By employing only those qualifying MT-BCs, our organization maintains the quality of service, ensuring the desired outcomes of all programs.

We can boast the success stories of our MT programs and ensure the achievement of the proposed outcomes of our service, but not yet completely. Because Sounding Joy's ultimate goal is to provide each client with MT, regardless their financial, economical, or any other disadvantageous status to improve their quality of life. We have been making progress towards this goal surely, but will make a significant advancement with GIA funding, giving the much needed access to MT to those who mostly have low-income and cannot afford it otherwise.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR

Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Since its establishment in 2002, Sounding Joy has collaborated with hundreds of public and private agencies, delivering our services to more than 15,000 residents in Hawaii. Our staff has a combined 60-year-plus experience in MT services to people with disabilities and special needs. Our quality MT programs are highly regarded as one-of-a-kind, making a significant difference in people's lives through the therapeutic applications and the power of music. The local agencies with whom we plan to collaborate in this proposed activity are: 4 nursing homes, 2 schools, 2 daycare facilities, 1 university, 1 hospital, and 1 homeless shelter. Our current working relationships with them are excellent, and so many clients will be referred by those agencies to our program along with those by our organization, and benefit from the program.

For the quality control of all our MT activities, Sounding Joy also complies strictly with the code of ethics and professional standards set by American Music Therapy Association and Certification Board for Music Therapists, the only national organizations regulating the field of MT in the U.S. Most importantly, we only hire those with MT credentials (MT-BC) as clinical staff, because their special skills are essential to build an effective MT program and deliver the targeted therapy goals. Four MT-BCs will work in this proposed activity. They all have experiences in serving people with disabilities through MT more than 5 years and achieved all the desired outcomes of our MT programs. They are the power house of our clinical success and will help our clients to reach their goals and objectives to the maximum capacity.

The proposed Program Coordinator has over 6 years of experiences in our organization, collaborating with agencies and individual clients. She has successfully managed the referrals and intake/interview process of our MT programs, and possesses excellent communication skills. She also is a MT-BC, so her clinical knowledge is extremely helpful as she advise the clients on their placement in appropriate groups to create the best possible therapeutic environment for them.

The proposed Program Supervisor also is a MT-BC, an experienced senior clinician with more than 20 years of clinical and 16 years of supervisory work in MT field. She has not only successfully supervised the staff, but also MT interns. She also heads the organization's fundraising, public education and development of MT degree course for the sustainability of MT in Hawaii. With her versatile experiences in MT field, the supervisor will make the most appropriate decisions and changes to structures and elements of the proposed activity, when needed for producing targeted outcomes.

With Sounding Joy's proven record, highly trained and experienced clinical, administrative and supervisory staff, and a long history of working with community members in human service area in Hawaii, Sounding Joy is more than adequate to achieve the outcomes of the proposed Grant Activity.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

To facilitate our sustainability, Sounding Joy always invites possible supporters, grantors, and donors to observe the MT sessions of our programs. When they witness the undeniable benefits of MT, they morally and materially will support our organization's mission. We also plan to make a video documentary of this proposed Grant Activity, which we will use for the further promotion of our MT programs and for own fundraising efforts.

We also encourage the agencies/facilities, received our grant-supported MT, to consider self-budgeting for MT after the grant service ceases. This proposed Grant Activity is designed for us to have wrap-up meetings with referring agencies and facilities to evaluate the benefits to the participants and the cost-effectiveness of MT. Increasing number of agencies and facilities that offer MT services in Hawaii is a long-term benefit to the community.

The MT sessions of this proposed Grant Activity give its participants a rich resource for them to learn. In the sessions, the MT-BCs will demonstrate MT activities that can be adapted by the participants and their families/care circles into their daily lives. This skill adaptation would sustain and expand their earned benefits beyond the program term and make life-long impacts on themselves and their communities. Witnessing positively changed lives of people with disabilities and disadvantaged communities through MT will increase the public's interests and support for MT, and boost people's morale for Arts as a powerful therapeutic medium.

An additional, important benefit to our communities: For the first time in Hawaii, a local university is considering to establish MT degree program. (There are more than 70 universities on the mainland offering MT degree programs.) The proposed MT sessions will also serve as MT practicum sites for the students in this MT degree program. Producing more MT-BCs in Hawaii is also an essential factor for the sustainability of MT services in our communities.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

To carry out the proposed program beyond the grant period, it is essential to recruit possible supporters and promoters of the program. Sounding Joy will utilize our highly motivated volunteers, who already have witnessed the benefits of MT, to invite their community members to observe our MT sessions. In the past, they have successfully organized many advocacy and fundraising activities. They are capable to elicit moral and financial support for our programs. The visitation to MT sessions will be arranged by our Program Coordinator in compliance with the clients' privacy.

Secondary, it is also important for the collaborating agencies/facilities to implement MT to serve their clients beyond the program term. Our Program Supervisor has educated the public about the benefits of MT and its cost-effectiveness vigorously for the last 16 years in Hawaii. As a result, more than 30 local agencies now offer MT to their clients. This educational effort will continue to recruit many agencies/facilities that will consider self-financing and implementing MT services beyond this grant term.

Finally, for the benefits of the program to be carried beyond its term, the MT-BCs will demonstrate adaptable, self-sustainable activities during their weekly MT sessions. The participants will be advised to use those activities at home or wherever appropriate outside the therapy sessions, and give feedback to the MT-BCs. Through this method, most effective activities will be identified for each client at the end of the program that will be recommended in the termination report. The program coordinator will follow up with the participants on adaptation of the recommended activities to make sure their earned benefits sustain.

Since all above mentioned tasks will be done through our organization's existing man power,

skills and duties of current job descriptions, no special training or funds are needed for these plans to be delivered successfully.

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APPENDIX A: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2018

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. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Special Olympics Hawaii Inc.
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Building a Culture of Health & Fitness

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

Established in 1968, the mission of Special Olympics Hawaii (SOHI) 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 and healthy habits,demonstrate courage and participate in the sharing of gifts, skills and friendships with their families and the community.

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

Through Healthy Athlete initiatives, our 2018 Leadership Health Conference, pre-school Play Days, and Summer Games training and competition, SOHI is building a culture of health and fitness throughout our organization with a firm commitment to educate and motivate athletes, partners, coaches, family members and volunteers regarding the ongoing health crisis facing individuals with disabilities.

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

SOHI will promote health and fitness for individuals with ID as we serve 200 athletes at Healthy Athlete, provide 25 medical exams at MedFest, educate 100 athletes, coaches, family members and volunteers at our Leadership Health Conference, engage 1200 pre-schoolers at 4 Play Days, and serve 500 athletes and partners who will practice and train to qualify and compete in Summer Games.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $22,125.00	☒ District 2 $6,375.00	☒ District 3 $19,625.00
☒ District 4 $10,625.00	☒ District 5 $15,375.00	☒ District 6 $13,375.00
☒ District 7 $11,875.00	☒ District 8 $11,500.00	☒ District 9 $14,125.00

H. Total Amount Requested (Minimum of $25,000 / Maximum of $125,000):	$125,000.00

I. Type of Grant Activity (pick ONE category that most reflects Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☒ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

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 and CEO

11.3.14

Date

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem / issue, and target population are effectively validated. The description must include how the public services target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate income areas.

1. Provide substantive data and other quality information to show the issue is a priority need of the community. *(3,000 character count limit)*

Health has a substantial impact on the quality of life for people with ID. Despite severe need and higher health risks, people with ID are denied health services and have limited access to health interventions. There is a misconception that the poor health of people with ID is unavoidable because it is an inherent part of their disability; yet research has shown that it is a result of a breakdown in health education, health promotion, and health care.

People with ID face significant barriers accessing health care and have lower rates of preventative health practices, such as dental hygiene, physical activity, preventive screening, and management of chronic conditions. People with ID often struggle to find a doctor that knows how and is willing to treat them and, once they get to a doctor's office, challenges with communication and provider knowledge about ID can create additional barriers. The majority of health care professionals are not educated on how to treat people with ID. In one study, 56% of medical students in the United States reported that graduates were "not competent" to treat people with ID.

The majority of premature deaths for people with ID are due to a lack of health care access and utilization. People with ID die younger than the general population (average of 13 years for men, 20 years for women) The majority of the premature deaths were due to delays or problems investigating, diagnosing, and treating illnesses and with receiving appropriate care, while people in the general population who died prematurely passed away due to lifestyle factors. Despite these challenges, most people are unaware of health disparities that exist with 68% of people believing those with ID receive the same or better health care than others.

People with ID and their families typically fall at the bottom of the economic spectrum (Emerson, E, Disability Rights International Country Reports, 2007). 55% of all SOHI participants are adults who meet HUD's definition of severely disabled and 75% qualify as low- to moderate-income according to 2015 HUD guidelines. 377 of SOHI's school age children attend 18 Title 1 schools. These facts further inhibit the ability of this vulnerable population to receive adequate healthcare; a universal need.

On a typical team of 10 athletes, 6 are overweight and at risk for chronic health conditions, 3 have hearing issues, 4 have tooth decay and 1 needs urgent help, 4 need eyeglasses and 2 have eye disease, 2 have bone density issues, 5 have significant problems with flexibility and 4 with balance, placing them at risk for injuries. Use of medications impacts weight, physical limitations reduce the ability to exercise, and sadly, athletes lack the knowledge needed to make health decisions.

Sources: Bainbridge, D. 2008. Antecedents and impacts of participation in SO Healthy Athletes; Susan M. Havercamp, Ph.D., Haleigh M. Scott, M.A. The Ohio State University Nisonger Center, DOI: http://dx.doi.org/10.1016/j.dhjo.2014.

2. Provide a thorough analysis of the community's priority need / problem and its impact on the community. *(3,000 character count limit)*

People with ID experience chronic health problems due to insufficient care, poor nutrition and sedentary lifestyles. They are left out of routine childhood vaccinations. They are much less likely to be offered screening tests, such as mammograms, that everybody else gets. Due to their substantially lower bone density, people with ID have to cope with increased bone fractures throughout their lives and they are 33.9% more likely to be obese.

All this is exacerbated by lack of accessible ongoing sports and recreation programs that stress fitness, skill development and quality coaching and competition. Despite the social, financial or other demographic barriers, every individual deserves and needs the chance to be physically active and learn how to embrace a healthy lifestyle.

SOHI's analysis of the community need for health education, fitness training and improved health access for those with ID is supported by our experience with and feedback from health care providers, family members, athletes and coaches:

After participating in Healthy Athlete, 72.7% of health care professional volunteers said that they would seek out more patients with ID. Health care professionals reported improvements in competency and confidence in treating patients with ID. 91% of participants agreed that the training improved their ability to communicate with people with ID.

Family members play a key role in the health of our athletes, and efforts to engage family members through Family Health Forums at conferences have proven successful. A survey conducted after these forums found that 94% of participants agreed that the health of their family would improve as a result of participating.

SOHI is training some athletes to be Athlete Advocates for other Special Olympics athletes and have found this to be a powerful tool in improving the advocate's health and the health of their peers and families. The advocates have demonstrated improvements in self-efficacy, physical activity knowledge, health knowledge and advocacy. 81% of Special Olympics athletes liked receiving health coaching from their peer. Athlete leadership in health will be emphasized within SOHI's Healthy Community program (working to reduce health disparities and increase access for those with ID) and at our Leadership Health Conference.

Coaches who have attended Special Olympics Clinics including a health component have implemented techniques and have seen an increase in the health knowledge of their teams. Some teams now get together to walk or train outside of practices and use social media as a means to provide tips and encouragement.

By educating our extended community of families and volunteers, SOHI addresses the need for those with ID to receive services that will greatly improve their quality of life, confidence, and ability to make healthy choices. By creating a Healthy Community, Special Olympics can make in impact on Oahu's neediest and underserved intellectually disabled population.

Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. *(1,000 character count limit)*

225 athletes with ID will receive medical exams at Medfest and/or attend our Healthy Athlete Venue visiting 6 stations: health promotion, fit feet, special smiles, fun fitness, healthy hearing and opening eyes. Participants will receive education, exams, and obtain referrals for urgent

health needs. Both athletes and clinicians overcome fears and gain confidence in the process.

1200 pre-schoolers with ID will participate in pre-sports skills at Play Day stations. Teachers and parents receive instruction and community connections are made between parents and among the youngsters who are often socializing and attempting fitness tasks for the first time.

100 athletes, family members, volunteers and coaches will attend our Leadership Health Conference focusing on athlete health challenges and solutions, and creating a Healthy Community.

500 athletes and partners will compete at Summer Games in Softball, Track and Field, Swimming and Power lifting following 3 months of sports and fitness training.

B. Describe the proposed plan

1. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(2,000 character count limit)*

People with ID should have the same opportunities to be as healthy as people without ID. SOHI is building a Healthy Community to increase access to health care and improve the health status of those with ID.

Healthy Athlete participants receive exams which identify critical, acute problems and referrals for follow up care. Currently most problems are not identified early. Those without a medical home for preventive care overuse emergency rooms when they are forced to seek help. Teachers struggle to teach students suffering from undiagnosed health concerns that cause behavior issues such as lack of concentration and absenteeism. Complications like these lead to increased costs for the State and chronic issues for the person with ID and they can begin a spiral into isolation and inactivity. Healthy Athlete works to change this dynamic.

Parents of a child with ID who have social support experience better mental health and positive parenting interactions with their child. Play Days engage children with ID between the ages of 2 and 7 in a sport and play program with a focus on activities that are important to mental and physical fitness and growth, as children with ID often experience challenges developing motor skills. The program benefits the child and the family, raises expectations, forges relationships, fosters support networks, and builds crucial skills for young children.

By targeting health and fitness topics at our Leadership Health Conference SOHI will provide resources, training and support for volunteers, coaches, athletes, and family members in a focused effort to step up awareness and action in combating health issues and inspiring fitness as a way of life for those with ID.

As an organization that seeks to empower people with ID to achieve their personal best in all aspects of life, both on and off the playing field, Summer Games provide an opportunity for people with ID to demonstrate excellence and test their physical fitness and training.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a

statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

1800 individuals will be served through Building a Culture of Health & Fitness. Because we are encouraging family, volunteer and unified partner participation to promote a cultural change, approximately 200 of these individuals will not have ID. The remaining 1600 will be individuals with ID of all age ranges and abilities. Through post event surveys and on –site observation and communication, SOHI can confirm these measurable outcomes:

1. Chronic health concerns prevent individuals with ID from participating in their community. They are not fully engaged in life activities if hearing and vision issues are treated. If dental disease is present eating can be painful. Undiagnosed and untreated health problems decrease self-esteem leading to social isolation and poor employment potential. These issues affect the greater community causing increased health costs for all and diminished health for those with ID. Healthy Athlete/Medfest provide education, exams and confidence.

Outcomes: Clinicians and athletes will become more comfortable with each other and athletes with ID will be encouraged to seek preventive treatment. 200 athletes will receive exams and education in the 6 disciplines. Referrals for serious health concerns will be acted upon. 25 free medical exams will be provided so athletes may participate in SOHI. (These 225 individuals are duplicated as Summer Games participants).

2. Health and fitness will be introduced to young athletes, their parents and teachers at Play Days. By starting early in life, preschoolers with ID can break the trend of isolation and inactivity that permeates the current culture of disability.

Outcomes: 1200 participants will attend 4 Play Days. Expectations of the abilities of children with ID will be raised and parents and teachers will be encouraged to continue fitness play on a regular basis. Attendees will recognize they have a long term support network available through SOHI.

3. Our Leadership Health Conference will tie in health issues specific to those with ID. We will provide tracks on fitness education and nutrition that can be implemented at practices on the field, at home and with peers.

Outcome: 100 conference attendees will increase their knowledge about health issues for those with ID and will have resources to address critical concerns. They will learn about the benefits of health and fitness achieved through exercise and nutrition and how to work toward a healthy life style.

4. Summer Games is a 3 day event including multiple sports and specialized venues and providing a real Olympic-type experience for athletes. Athletes must qualify to compete and competitions are spirited. Athletes must overcome fears and the thrill of the event to give their best effort in competitions.

Outcomes: 500 athletes and partners attending Summer Games will have the resources to perform at their personal best following fitness and sports training and an understanding of the impact a healthy life style.

3. Provide an action plan to achieve the stated measureable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

*Milestone: 4 Play Days will serve 1200 children with ID ages 2-7.
At Play Days SOHI collaborates with DOE APERTS (Adaptive Physical Education Resource Teachers) who partner with SOHI to recruit schools to attend the four events. SOHI volunteers will be recruited with approximately 200 coming from middle and high schools along with hundreds of military personnel. SOHI will hold a warehouse day to prepare the specialized equipment required for Play Days (often miniaturized versions of items such tread mills) and load trucks to transport equipment to the site. Volunteers arrive early to assemble equipment and receive assignments and training. Teachers will be in contact with our VP of Areas and Outreach for planning details including event shirt orders and transportation.

*Milestone: SOHI will hold a Leadership Health Conference in March 2018 for 100 athletes, family members, coaches and key volunteers.
The SOHI staff will host this event with preparations in full swing by November 2017.
The conference will be held at Ala Moana Hotel who will assist with logistics and planning. Speakers are recruited early and travel arrangements will be secured. Track content will be developed by presenting Staff members, athlete advocates and our Ohana Task Force, who will lead the family forums. Our conference message of health and fitness will be finalized and implemented by our Healthy Community Manager, our VP of Sports and our VP of Areas and Outreach.

*Milestone: Summer Games will take place in June 2018 with 500 Oahu athletes and partners attending. SOHI's primary Summer Games partner is the University of Hawaii. SOHI literally takes over the dormitories, eating facilities and lower sports campus for 3 days. This requires extensive planning with the University of Hawaii over several months time to secure facilities, keys, meals, and details such as breaking down the pitcher's mound so we can hold Opening Ceremonies safely. Volunteer recruitment begins in March but several of our volunteer corporate groups such as Matson, know about our event, their role, and have supported us for years. We hold a warehouse day one month prior to the event to prepare and organize equipment and inventory supplies, One week prior to Summer Games set up begins at the University of Hawaii including tents, food delivery, and field maintenance.

*Milestone: Healthy Athlete will take place in June 2018 at Summer Games with 200 Oahu athletes attending. Our partners include Vision Bus Hawaii, Dental Lifeline Network, and Federally Qualified Health Centers, University of Hawaii Dental Hygiene School, Lions Club and individual physicians who staff the event and coordinate with SOHI's Healhty Community Manager for preparations and planning. Equipment is inventoried and organized at a warehouse day event with partners and additional day of volunteers are recruited. MedFest will take place in February with 25 athletes receiving free medical exams from Kaiser Permanente staff.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

SOHI provides all of our programs 100% free to all participants. Our primary target client is individuals with intellectual disabilities. Athletes with ID greatly benefit from family involvement, connecting with their coaches, unified partners, and to the greater community through our volunteers. This social system is vital in maintaining the quality of our services and the physical, mental, emotional and spiritual health of our athletes.

We are asking for salary, benefits and health insurance for our Vice President of Area Services and Outreach. With our small staff and large workload, even our senior staff members are hands on with the athletes. Salary is for 6 months through the planning and implementation of Play Days and the Leadership Health Conference, which are primarily the responsibility of this position.

We are asking for just 3 months of salary for our Healthy Community Manager during the time she is planning for and implementing Healthy Athlete. Throughout the year this position is responsible for numerous health initiatives, including Medfest, helping athletes to follow up on physician referrals, and athlete and physician education.

Office rent is requested for a six month period at 15% of the monthly rate which is the amount of space required by our salaried positions for which we are requesting funding. We are also asking for six months of our Cloud email storage expenses.

Summer Games is our premiere event requiring extensive tenting, chairs and tables, truck rentals to move equipment and audio visual rentals for award venues, opening ceremonies, and staff communication. Requested costs include personnel fees for the University of Hawaii who must pay weekend staff during our event including grounds keepers, parking attendants, custodial staff and stadium staff.

Participant shirts are always a large budget item for SOHI, even though we have a solid partnership with Certified Hawaiian, also a sponsor, who provide shirts at a discount.
This is not only a safety measure (as we can easily identify who belongs at the event), but the children and athletes will have the shirt as a prize and incentive, as will our volunteers. We will need shirts for Play Days and Summer Games and Polos for our Leadership Health Conference.

Transportation on busses to and from Play Days, with over 100 schools participating from the Windward, Leeward, Central and Honolulu districts is necessary for our 1200 participants.

At SOHI's Leadership Health Conference taking place over 2 days we need to cover costs for meals and 6-8 conference rooms as well as hotel rooms for speakers and staff.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

SOHI's grant deliverables involve a great deal of planning, recruitment, and logistical preparation months prior to the actual event. Each event requires the moving of equipment from our warehouse and from vendors to the host site. Meals, housing, and transportation for participants throughout the Play Days, Leadership Health Conference, Summer Games and Healthy /Medfest are critical components to the success of each event. Volunteers including medical clinicians and training experts and facilities must all be confirmed well in advance of the event date. Staff meets numerous times before each event to ensure all areas are considered and every detail managed. Our athletes deserve our best.

November 2017
Planning begins for Play Days and recruitment for participants begins
Planning and recruitment for Leadership Health Conference

December 2017
Planning for Play Days continues

Planning and recruitment continues for Leadership Health Conference

January 2018
Planning for Play Days continues
Planning for Medfest begins
Planning for Leadership Health Conference continues

February 2018
Practice begins for Summer Games Athletes- month 1
MedFest takes place with 25 medical exams taking place
Leadership Health Conference logistics and planning
Planning for Play Days logistics
Planning for Summer Games
Planning for Healthy Athlete begins-recruitment of clinicians

March 2018
100 participants attend Leadership Health Conference
Warehouse Day takes place for Play Days
1 of 4 Play Days held with approximately 300 attendees
Planning for Summer Games continues-logistics
Planning for Healthy Athlete continues- recruitment and logistics
Practice and training for Summer Games Athletes – month 2

April 2018
3 Play Days held with approximately 900 attendees
Planning for Summer Games continues-logistics
Planning for Healthy Athlete continues- recruitment and logistics
Practice and training for Summer Games Athletes – month 3

May 2018
Planning for Summer Games continues-logistics/warehouse day
Planning for Healthy Athlete continues- logistics/warehouse day
O'ahu Area games held as pre-qualifying event for Summer Games athletes

June 2018
Summer Games 2018 with 500 athletes Oahu athletes attending
Healthy Athlete Event with 200 Oahu athletes attending

**Attendees to Healthy Athlete and Medfest are athletes who will be competing at Summer Games. However, this is a very different service SOHI is providing and the services are not duplicated. We want to track these numbers separately, not only for our records but also to allow the community to see the impact of the services we are providing, including the City and County of Honolulu. We are delivering 2025 unduplicated services to 1800 unduplicated individuals.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

Since 1968, SOHI has hosted and facilitated innumerable events. Our annual State Games serve over 5000 people including athletes, partners, family members and volunteers and we host 45 local and regional competitions annually. We hold 3-4 large fundraisers annually which require the coordination of many working pieces. We are very used to managing transportation, facility needs, meals and meal distribution for thousands, logistics, volunteer management, and health and educational venues and conferences.

Play Days (since 2006 with DOE participation), Healthy Athlete (since 2008), Leadership Conferences (12 since 1968) and Summer Games (since 1968) have been part of SOHI programming in different capacities as we grow to meet the needs of our athletes. With our expertise in planning and implementation, SOHI can make any event work and work well. The staff and key volunteers react quickly and efficiently to any unforeseen challenges and generally, our athletes and families are completely unaware of any bumps in the road. We have never held an event that has been unsuccessful and have used stakeholder feedback, continued staff input and education, and participant surveys to improve our services every year.

SOHI is recognized as a model for Summer Games execution throughout the Special Olympics organization. The Harris Poll recently named Special Olympics as the top disability organization. Special Olympics Hawai'i was awarded a 4 star rating from Charity Navigators. This rating verifies that SOHI adheres to sector best practices, executes our mission in a financially sufficient way and demonstrates a commitment to transparency and accountability. Our consistent performance through the years has given us a strong foundation that can meet and exceed the potential and challenges our events demand.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

SOHI has an Oahu Staff of 8 fulltime employees and 2 part time athletes. While each Staff member has specific duties, all Staff come together for events such as Summer Games. Our Healthy Community Manager and our Vice President of Areas and Outreach are directly, hands on with our athletes, our coaches and their families on many levels including their sports abilities and family challenges. Our Senior Staff has been with SOHI for over 60 years combined and have served at Special Olympics National and World Games as well as advisory, financial and rules committees for Special Olympics International.

Our long term relationships with the University of Hawaii, Joint Base Pearl Harbor Hickam, Schofield, and Kaneohe Marine Corp Base, the Department of Education, the Parks and Recreations Department, Kamehameha Schools, Iolani School and more, make it possible for SOHI to count on having the facilities we need not only for Games but for trainings and events such as Coaches Clinics, Play Days and more.

SOHI has dedicated corporate partners who provide sponsorships, volunteers, fundraising assistance, board members and public relations. Some of these include Par Hawaii, Hawaii News Now, the Law Enforcement Torch Run, Walmart and First Hawaiian Bank.

Our key volunteers, whom we refer to as our Games Management Team, all have over 5 years experience with Special Olympics events, and many have 20 years or more. These volunteers

know our programs, our athletes, our specific event requirements very well and are trusted for their decision making abilities and dedication.

Our community network includes over 19,000 family members and 9000 volunteers. Our dedicated Board of Directors bring additional value to our programming, financial viability and internal capacity. Our goal to build a Healthy Community will extend our outreach and increase services over the next 3-5 years.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

While programs in this grant have been implemented at SOHI for several years it is imperative that we stay current, expand and progress. More than ever, our programming must include a well developed health and wellness component. In the past we focused on sports opportunities for those with ID. We then realized Unified Sports would have a dramatic effect on the everyday inclusion and acceptance of our athletes and that become our focus. In the past year we have become more and more aware that our athletes face enormous health challenges that no one else is addressing and so… it has to come from Special Olympics. This fundamental change in the culture of our organization and our athlete families is where our expansion will come over the next several years as we develop referral networks, implement fitness programming, find new resources and partners, and motive and activate athletes and families.

We have sustained Play Days, our Leadership Conferences, Summer Games and Healthy Athlete through fundraising and grants, partnerships, vendor relationships and a broad volunteer base in past years. We will continue to meet our core mission and move toward a comprehensive Healthy Community. These services will benefit the City and County of Honolulu by providing a higher quality of life for individuals with intellectual disabilities and their families, by reducing emergency care visits, by providing preventive health, by offering fitness, sports and nutrition training which will lead to improved healthy choices by our athletes, and through awareness and treatment of chronic health conditions.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

SOHI's revenue stream is diverse and we persist in finding new funding opportunities. Our multiple fundraising events supplement revenues received from corporate sponsors, granters, individual giving, marketing campaigns, and partnerships. We have had great success launching icon campaigns and have increased in-kind support in the past two years. Each year we must determine where best to apply our funding to achieve current goals and our strategic plan. Health will remain a priorty for the next several years as we focus on improving services and education.

Of our 8 fulltime staff, 3 have been with us over 20 years, 1 for 10 years, 1 for 8 years, 1 for 5 years and 2 just under 2 years. Our Staff has vast knowledge of and experience with our target population and understands their needs and those of their families. Our expertise in sports, sports training and fitness, competitions and coaching, is demonstrated in every practice held and every medal won. The longevity of our Staff speaks to our determination to serve those with ID and our extensive community support brings a diversity of experience and imagination that we are always grateful to have. SOHI has met and conquered numerous challenges and has continued to move forward, increasing services and the number we serve.

SOHI's 50th Anniversay will take place in 2018, the year these grant deliverables will be accomplished. We anticipate providing services for another 50 years!

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APPENDIX A: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2018

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. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Spirit of Aloha
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Spirit of Aloha Community Programs

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

Spirit of Aloha Community Programs is managed by the Spirit of Aloha 501c3 non-profit. Spirit of Aloha is operated by the New Hope Christian Fellowship, based in Honolulu, Hawaii. Spirit of Aloha was established in 2004 to raise funds and conduct programs focused on community outreach that widened the scope of public service work supported by New Hope ministries.

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

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

Four outreaches will be conducted once-a-quarter. 125 Kokua feeding program participants will receive ongoing assistance and direction to service providers. 8000 inmates, seniors, homeless, and veterans will receive food, transitional support, and group activities. A participant needs and progress assessment will be conducted annually to provide to partner agencies and measure program success.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1 $	☐ District 2 $	☐ District 3 $
☐ District 4 $	☐ District 5 $	☒ District 6 $
☒ District 7 $	☒ District 8 $	☒ District 9 $
H. Total Amount Requested (Minimum of $25,000 / Maximum of $125,000):	$124,759.00	

I. Type of Grant Activity (pick ONE category that most reflects Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☒ H. Public Service – Other (describe): Current and former inmates, homeless and disabilities services	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

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

Printed Name and Title:

KENNETH G. SILVA
VICE-PRESIDENT

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem / issue, and target population are effectively validated. The description must include how the public services target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate income areas.

1. Provide substantive data and other quality information to show the issue is a priority need of the community. *(3,000 character count limit)*

Spirit of Aloha Outreaches was founded in 2004 to raise funds and build programs focused on community outreach that widen the scope of public service work supported by New Hope ministries. There continues to be a growing need for these programs particularly in the organization's main Sand Island location in the distric of Kalihi. Kalihi lies in the shadow of five federal housing projects that welcome a steady stream of new immigrants and other residents challenged on multiple fronts by a disproportionate amount of poverty and crime against the backdrop of pressures to assimilate into a new culture.

In the surrounding community 23.6% of adults have not completed a high school diploma, more than double the state average. In the Kalihi community, 14.3% of adults are college graduates, compared to 29.4% across the state. As a result, households also earn on average 10% less than the state median household income. These economic and social challenges place stress on families to navigate life in urban Honolulu, a city with the second highest cost of living in the United States.

2. Provide a thorough analysis of the community's priority need / problem and its impact on the community. *(3,000 character count limit)*

The City and County of Honolulu Homeless Point-in-Time Count 2015, Downtown Honolulu, cites that in there are 4,903 homeless on Oahu. Of that amount, 38% of unsheltered homeless are located in Downtown Honolulu (between Salt Lake and Piikoi). The Sand Island community and the services provided by Spirit of Aloha Outreaches lie at the epicenter of this district.

Furthermore, this same study indicates the vulnerable populations who are homeless include veterans, families with children, and Native Hawaiians. Research conducted by the National Alliance to End Homelessness shows that, for chronically homeless individuals, stable housing coupled with supportive services is the solution to the problem of chronic homelessness. Spirit of Aloha Outreaches address the needs with social support services for a variety of vulnerable populations who are at high-risk for homelessness including veterans, people with disabilities, single parent families, and the working poor. Those recently released from prison and young adults who have been emancipated (or aged-out) from the foster care system are also at increased risk, and are part of the outreach conducted by The Spirit of Aloha Outreaches.

New Hope established Spirit of Aloha Outreaches to address the growing need for social services in the Sand Island Community. On a daily basis, people find their way to the New Hope facility to request food and other aid needed to subsist day-to-day, but also seek information on a variety of services to become functional, working, and housed members of society.

Spirit of Aloha Outreaches are aligned to address the priority needs by providing food/clothing, counceling, a resource and connector to other service agencies, job coaching, and peer enrichment activities. Through its facilities on Sand Island, New Hope provides space and an

administrative base of operations, and has built a network of volunteer and community partnerships to conduct outreach programs in the Downtown Honolulu area. No other agency or non-profit in or around the Sand Island community provides as comprehensive a scope of social services in this highly distressed district.

Spirit of Aloha Outreaches' organized effort to build a network of volunteer labor that contributes administrative support, supplies and equipment has established a foundation for social service work that has made a positive impact on people's lives. Current staff, and programming have grown insufficient to support the need to provide services that provide next steps for hundreds of participants and their transition back into permanent shelter, jobs, or other forms of rehabilitation.

Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. *(1,000 character count limit)*

The Grant Activity supports three key Spirit of Aloha Outreaches areas: 1) The Prison Ministry, 2) the Kokua Pantry providing assistance to the homeless, and 3) Hope Outreach Programs - a collection of social services for veterans and seniors, youth with disabilities, and community maintenance projects for the Sand Island community.

1)The Prison Ministry coordinates volunteers for every prison facility on Oahu (men, women, federal, juvenile) with group activities, peer support through group discussions and job placement services upon release from prison. One Saturday a month video visitation is conducted for families that have loved ones incarcerated in Saguaro Correctional Facility in Arizona. The "Angel Tree" Program provides Christmas presents for the children of the incarcerated.

2) The Kokua Pantry provides assistance to the homeless population that are in and around Sand Island/Downtown Honolulu. Every Tuesday, the Kokua Pantry volunteers also distribute food at 3 outreach locations. Additional assistance is offered to the homeless by outreach staff who are a resource and provide direction to proper social service agencies that help with housing, addictions, and job readiness. Some financial support is provided to help with day-to-day life needs like getting a bus pass, State ID or driver's license. Plans include housing subsidies.

3) Spirit of Aloha Outreaches produce the "Night To Shine" - an event that focuses on the special needs community by hosting a prom night for teens with disabilities. Partners included ARC Hawaii, Goodwill Industries, Autistic Society, DOE special needs programs and the Special Olympics. Spirit of Aloha Outreaches also hosts informational seminars on Veterans benefits for Military families, and a Social Security Seminar for Seniors. Additionally, programs include clean-up projects to keep the Sand Island community shoreline free from debris and the boat ramp maintained, as well as support clearing invasive plants from the historic fish pond on Mokauea Island. Plans include grafitti abatement along the freeway and at nearby elementary schools.

B. Describe the proposed plan

1. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(2,000 character count limit)*

Spirit of Aloha Outreaches serves to stem the rising tide of homelessness in Downtown Honolulu by addressing the needs of at-risk populations with specific, measureable outreach initiatives that bring both hope and help to some of Oahu's most vulnerable citizens.

1) The prison population in Hawaii continues to grow due to many factors including economic strife, drug addiction, and broken homes. Our purpose is to be a resource for both the inmates and their families through their incarceration, and transition back into society. This ongoing and holistic approach providing family and transition services is critically needed.

2) Spirit of Aloha Outreaches and New Hope Ministries are located at the heart of one of the largest homeless-populated districts on Oahu. The New Hope Ministries has traditionally served food to the homeless, but the needs are varied in order to get someone off the streets. A mix of social services are required to help recover from homelesseness. Spirit of Aloha Outreaches not only provide food and daily supplies, but offer a critical link to the network of agencies involved in providing other human services.

3)Spirit of Aloha Outreaches also address the educational, social, and spiritual enrichment needs for many groups including youth with special needs. The "Night to Shine" event celebrates the uniqueness of each individual guest by providing an unforgettable prom night where all guests are welcomed, valued and loved. Spirit of Aloha Outreaches include providing information to Military families on veteran benefits, and educational seminars for seniors on social security issues. These programs are critical to improving lives, and providing hope and a network of support that takes a "healthier lives, better community" approach. Additionally, in an effort to contribute to the maintenance and safety of the area, the New Hope Canoe club promotes the sport of canoe paddling and holds member beach and Sand Island shoreline clean ups.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

I. Prison Outreach Program reaches over 8500 incarcerated and former inmates transitioning out of the system each year. Outcomes include: a) By December 2018, 12% (1055) of the 8795 participants will demonstrate regular attendance (once a month) in group activities, and/or transitional service programs; b) By December 2018, establish a subsidy program to provide transitional support for 2% of newly-released inmates who have participated in 8 months of Spirit of Aloh Outreaches group activities and transitional support programs to assist the newly released with immediate seed funds needed for basic necessities like a bus pass, deposit on first month's rent, and connection to other social service agencies including employment and drug rehabilitation; c) Provide access to once-a-month video visitations for 165 Hawaii families who have family members in Saguaro Correctional Facility to build connection and share information and emotional support, and provide hope; d) By December 2018, provide 1 "Angel"

Tree Program to distribute Christmas presents to 50% of the children of the incarcerated who have participated in Spirit of Aloh Outreaches counseling programs to assist the family networks who are struggling economically with incarcerated members.

2.The Kokua Pantry provides assistance to the homeless population that are in and around Sand Island/Downtown Honolulu. Outcomes include: a) Provide 2,000 lbs. of food to 135 recipients who have applied and qualify for monthly assistance supplementing their ability to feed their families; b) Provide food distribution (on average 775 meals a month) at 3 other Honolulu locations (Ala Moana, Aala, and River of Life Mission) to 80 - 100 people a week, enabling a point of access to social service support and information; c) Outreaches staff will meet with 90% of all food recipients (to determine and direct them to complimentary social services needed for their continued rehabilitation, job readiness, or transitional assistance.)

3. Spirit of Aloha Outreaches conduct "Night To Shine" - an event that focuses on teens with disabilities by hosting a prom night, a Veterans benefits seminar for Military families, and a Social Security Seminar for Seniors. Additionally, outreach includes clean-up projects for the Sand Island Community. Outcomes include: a) Produce 1 annual "Night to Shine" prom event for 400 youth with disabilities providing an enjoyable shared experience to provide socialization and build confidence; b) Conduct 4 community clean up outreaches annually with 10% of prison and homeless outreach participants to provide positive community benefits with a socialization opportunity; c) Produce 1 annual Veterans Benefits Seminar for military families (between 75-90 people) to ensure they have the necessary information about their benefits; d) Produce 1 annual Social Security Seminar for Senior Citizens (between 75-90) to ensure they have information about their benefits.

3. Provide an action plan to achieve the stated measureable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Prison Outreach - Action Plan for outcome 1a) Monthly, distribute information on meetings to the wardens at 6 correctional facilities on Oahu including Men's, Women's and Youth Correctional Centers. Volunteers scheduled 1 per 200 inmates for each location. Sessions integrate personal journaling. 2-10 volunteers are scheduled for each prison outreach. Action Plan for 1b) October 2018 develop a transition plan for transitional subsidy candidates with 2 key measurements: job readiness, and financial planning. Partner with Department of Public Safety and US Probation and Parole Office to determine eligible transitional assistance candidates. Action Plan for 1c) Host Halawa Prison 15 minute "family video visits" (via telephone video hookup) with their loved one in Saguaro Correctional Facility in Arizona. Schedule 70 inmate group activity sessions each month. 2-8 Volunteers will schedule video sessions for 168 family members. Action Plan for 1d) September 2018 solicit the New Hope membership and general public for donations of presents for children specific to age and need. Group leaders survey families to determine quantities and distribution methods. Schedule distribution between correctional facilities by December 20, 2018.

Kokua Pantry - Action Plan for outcome 2a) b) and c): Coordinator and volunteers collect applications with information on recipient overall need, housing, and socio/economic challenges. Recruit and train volunteers (10-15) for the Kokua Pantry. Organize the receiving and sorting of food, clothing and household items weekly. Pick up and bag "day-old" breads every Saturday morning. Shop for food at the Hawaii Food Bank. Process requests for assistance weekly. Fill out specific requests. Provide "Kokua Food Bag" for "walk-ins" at Ministry Center during weekend services. Provide monthly "Ohana Food Box" on 4th Saturday for families with

continuing food needs. Deliver food to recipients who are unable to pick-up. Service 135 regular recipients monthly, and disperse 1,200 meals monthly at 3 other community locations for homeless.

Community Programs - Action Plan for outcomes for 3a) Partner with the Tim Tebow Foundation, and New Hope Ministries (facility use). Coordinate event attendees with partner organizations; ARC Hawaii, Special Olympics,The Autism Society and Goodwill Industries. Secure 25 volunteers to organize registration, program timeline, security, and standby EMS services, food and decorations. Hold February 2018 event supporting 400 guests ages 16+. Action Plan for 3b) Determine community clean up sites. Schedule quarterly clean ups with site organizers. Recruit volunteers (12) from homeless and prison programs every month. Coordinate transport of supplies and volunteers. Photo document before and after results. Action Plan for 3 c and d) Widen participation by inviting neighborhood organizations such as the Kalihi Business Association, Kokua Kalihi Valley, and Palama Settlement.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

Since its founding in 2004, The Spirit of Aloha Outreaches Programs have provided support for some of Honolulu's most vulnerable citizens. Programs supply basic necessities for the homeless, and information and emotional support for inmates have grown to meet tangential needs like job readiness training, and transitional services. The overall Sand Island community is embraced by outreaches that teach civic responsibility and help with neighborhood maintenance. Youth with disabilities are given an opportunity to celebrate who they are in a safe and accepting place. Outreaches programs strive to help all Hawaii families inclusive of our Military and Senior Citizens and equip them with benefit information, fellowship and hope.

For 12 years these programs have developed via the contributions of many individuals and community partners and now need critical support to continue to meet a growing need. Additional supplies and equipment, and training in best practices are required to professionalize operations, and most importantly, raising funds which will directly benefit each individual served.

Staff: One position is required to oversee the overall management of programs, assessements, budgets. The coordination of volunteers across all programs has become an enormous task. Outreach programs are powered through hundreds of volunteer hours (and this will continue). In 2015 in the Prison Program alone, 22 volunteers contributed over 4118 service hours to provide service in every correctional facility on Oahu. One part-time position is directly providing on-the-ground coordination (Human Resources Coordinator) and support for this position which is critical to ongoing Outreaches operations.

Program Support: The majority of grant activity and request for funding is aligned to direct delivery of services to the people who need it most - homeless and inmate participants. One of the biggest expenses for programs is the purchase of food supplies, and enhancing the range of basic need support such as providing State IDs, bus passes, and initial funds to enter housing.

Equipment: Volunteers have subsidized programs by using personal phones, computers and vehicles. Basic office equipment and field operation supplies are needed for key staff to manage and operate growing programs. For security purposes, participant information should be saved on office-issued equipment.

Outreach Events:The Night To Shine has grown to over 400 participants. Much of this event is supported by volunteer donations, but food, entertainment, and décor is not. Funds are needed

to produce this event, as well as the community clean up projects. Cleaning supplies and volunteer transporation and food are required. These events rely on donations, but funds are needed now to ensure a consistent delivery of services.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Prison Ministry Timeline
- Monthly distribution of counseling sessions (70) schedule to prisons
- Monthly family video visits with Saguaro Correctional Facility in Arizona
- Annual (February 2018) Angel Tree holiday present distribution
- June 2018 - Complete a housing transition subsidy plan
- July 2018 - Complete measurement assessment - % of regular prison group activity participants
- November 2018 - Establish transitional housing subsidy program for released inmates

Kokua Pantry Timeline
- Weekly collection and processing of participant applications
- Weekly organize sorting of food, clothing and other donations
- Every Saturday morning, pick up and bag "day-old" breads
- Weekly, shop for food at the Hawaii Food Bank
- Every weekend, provide "Kokua Food Bag" for "walk-ins" at the Ministry Center
- Every Tuesday, outreach with food assistance to 3 locations - Ala Moana, Aala Park and River of Life Mission
- Monthly, provide "Ohana Food Box" on every 4th Saturday for families with continuing food needs, and drop off to families who cannot pick up

Outreach Programs
- Quarterly Sand Island Community Clean-up Projects
- March 10, 2018 - Produce Social Security Seminar for Seniors
- February 10, 2018 - Produce "Nite to Shine" prom event for youth with disabilities
- August 3, 2018 - Produce Veterans Benefits Seminar for Military Families

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

Since The Spirit of Aloha Outreaches was founded in 2004, there has never been a lapse in programn service delivery for the Sand Island community. In fact, the demand for services has steadily grown. The Kokua Pantry was founded in 2001 prior to the establishment of The Spirit of Aloha Outreaches. In its first month, it hepled between 25-30 homeless. Now, under the management of The Spirit of Aloha Outreaches, The Kokua Pantry services 135 families with regular food subsidies, and over 775 meals are served at 3 extension locations. Similarly, the Prison Outreach was founded in 2007 with 2 volunteer leaders conducting group activities for 20 inmates at Halawa. Today, the Prison Outreach Program reaches over 8,795 inmates in all correctional facilities on Oahu.

The growth in these programs are a direct result of the expertise on the part of The Spirit of

Aloha Outreaches staff and volunteers, sound fiscal and administrative oversight by The Spirit of Aloha Outreaches in order to deliver quality and much-needed support services, maintain those services consistently over time, and develop community partnerships that help to enhance the range of services needed by partipants.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

The Spirit of Aloha Outreaches was established in 2004 to provide hope and help to the distressed and underprivileged community of Hawaii through education and training in skills that will rebuild and restore dignity. It was established to grow and professionalize the social service work begun with New Hope Ministries. The delivery of social services to all people in need grew from this foundation and the Ministrie's organizational knowledge of working with distressed populations for the last 21 years on Oahu. New Hope was founded in 1995 on Oahu by Pastor Wayne Cordeiro. The establishment of the Sand Island campus has allowed New Hope to subsidize The Spirit of Aloha Outreaches by providing fiscal management oversight, initial staffing, volunteer assistance, facilities, and supplies. The Kokua Pantry, and the Prison and Outreach programs would not exist today were it not for this support. As a founding and ongoing partner, New Hope will continue to provide a solid foundation of administrative, volunteer, and fiscal support.

Additionally, The Spirit of Aloha Outreaches and New Hope Ministries have developed a network of partners in the Kalihi and greater Oahu area that ensure that the right expertise and oversight is adhered to in dealing with complex issues, i.e., homelessness, drug addiction, mental health, and others related to the populations for which services are being provided. These network of partners include Hawaii Foodbank, State, City and Federal agencies, legislators, and other NGOs.

In 2013 a PT Coordinator position (Human Resources Outreach Coordinator) was hired by New Hope Ministries to serve as a resource and connector for participants to other agencies (government and NGOs) who need specific help beyond the services provided by The Spirit of Aloha Outreach Programs. This position is partially-funded by New Hope (and formerly) a private donor, but other private funds will be sought to sustain this position into the future.

The Spirit of Hope Outreaches has begun an strategic assessment of all its programs to determine how to grow donations for supplies, and other core operational needs. On an ongoing basis, donations are made to the Kokua Pantry of other basic necessities like food, clothing and other non-perishable goods.

It is this collective web of community volunteers and partners, donation centers, outreach activities, facilities and committed staff that substantiates The Spirit of Aloha Outreaches expertise and its capacity to successfully deliver programming that continues to have a positive impact on the Sand Island and greater Honolulu community.

D. Describe the applicant's sustainability and/or additional long-term benefit to the

community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

The Spirit of Aloha Outreaches will adopt strategies to increase the sustainability of the programs for long-term community benefit. Mainstream resources from housing agencies, income and benefits programs, and service providers have the potential, over time, to shoulder more of the burden of stabilizing housing and addressing the service needs of people who are formerly incarcerated or at risk of homelessness in the Sand Island Community.

The following strategies for program sustainability are:

1. Create a uniform process for targeting assistance that assesses risk of homelessness, assesses strengths and barriers to stable, permanent housing, and prioritizes interventions.
- Assess the risk of homelessness for people in precarious housing situations;
- Assess immediate barriers to stable housing for people who are homeless or at high risk; and
- Prioritize interventions depending on need. The assessments are based on known protective and risk factors, such as support networks, deep poverty, domestic violence, disability, and employment history. Each intake location and program will investigate the use of the same assessment process, so that individuals and families are likely to receive the same intervention, no matter where they present.

2. Create a common set of performance measures for programs. Prioritizing and deciding on primary outcomes will help funnel finite resources into the most effective activites. Prioritize a small number of important outcomes that are used across programs.

3. Create a system of oversight that encourages better outcomes, including: Regular assessments of individual program performance, in order to distribute transitional subsidies.

The current priority to ensure community benefits in addition to delivering services, is to formalize how individuals receiving services are monitored and assessed, and to support a Human Resources Coordinator position that can develop program standards and assessments and manage these forward.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

Oversight for The Spirit of Aloha Outreaches will continue to be administered by New Hope Ministries. As such, base funding, facilities and administrative/fiscal oversight will be supported after the grant period.

Additional funding is currently being sought from private individuals and businesses in a variety of areas including donations to fund support staff, acquire equipment and supplies, and sustain a Transitional Assistance Fund with a permanent housing partnership.

The Spirit of Aloha Outreaches will work alongside others in the neighborhood who desire to make it a safer and better place.

APPENDIX A: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2018

UPDATED/REVISED

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. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Spirit of Aloha Outreaches
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Spirit of Hope Community Programs

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

Spirit of Aloha Outreaches programs are managed by the Spirit of Aloha Outreaches 501c3 non-profit. Spirit of Aloha Outreaches is operated by the New Hope Christian Fellowship, based in Honolulu, Hawaii. Spirit of Aloha Outreaches was established in 2004 to raise funds and conduct programs that widened the scope of community public service work supported by New Hope ministries.

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

Demand has grown to expand community services to the Sand Island and the wider community, with outreach programs including: The Kokua Pantry - homeless support programs; clinics for veterans' benefits and assistance; educational and enrichment programs for youth with special needs; Social Security seminars for senior citizens; prison group activities, and job readiness.

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

Four outreaches will be conducted once-a-quarter. 125 Kokua feeding program participants will receive ongoing asstance, and direction to service providers. Over8000 inmates, seniors, homeless, and veterans will receive food, transitional support and group activities. A participant needs and progress assessment will be conducted annually to provide to partner agencies and measure program success.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1 $	☐ District 2 $	☐ District 3 $
☒ District 4 $6,500.00	☐ District 5 $	☒ District 6 $1,500.00
☒ District 7 $115,000.00	☐ District 8 $	☒ District 9 $1,759.00

H. Total Amount Requested (Minimum of $25,000 / Maximum of $125,000):	$124,759.00

I. Type of Grant Activity (pick ONE category that most reflects Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☒ H. Public Service – Other (describe): Current and former inmates, veterans, homeless, and youth with disabilities.	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

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:

12/14/16

Date

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APPENDIX A: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2018

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. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	St. Francis Healthcare Foundation of Hawaii
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Senior Community Center - Equipment & Furnishings

D. 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.

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

Given Hawaii's aging population, our kupuna need wellness activities that maximize independence, while caregivers need education on learning to care for aged loved ones. The $78,032 purchase and installation of fitness equipment and educational furnishings will enable St. Francis to offer seniors a range of wellness programs, as well as empower family members through caregiver hands-on training.

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

Part of Kupuna Village Senior Community Center, the fitness equipment will serve 100 seniors monthly and be used for exercise classes, as well as weight, strength, flexibility and balance training. The caregiver furnishings will enable St. Francis to offer hands-on training to 100 caregivers each month by offering 10 monthly classes on issues encompassing care for aged loved ones.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1 $	☐ District 2 $	☐ District 3 $
☐ District 4 $	☐ District 5 $	☒ District 6 $78,032
☐ District 7 $	☐ District 8 $	☐ District 9 $

H. Total Amount Requested (Minimum of $25,000 / Maximum of $125,000):	$78,032

I. Type of Grant Activity (pick ONE category that most reflects Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☒ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

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: Jerry Correa, President & CEO

NOVEMBER 9, 2016
Date

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem / issue, and target population are effectively validated. The description must include how the public services target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate income areas.

1. Provide substantive data and other quality information to show the issue is a priority need of the community. *(3,000 character count limit)*

As our kupuna age, the loss of independence is an often difficult and painful process for both seniors and their caregivers. Seniors need opportunities to engage in exercise and wellness activities that enable them to age in place with dignity, while caregivers need ongoing training to learn how best to care for their loved ones.

As Hawaii's population continues to age and our kupuna experience longer life spans due to medical advances, seniors will need programs that encourage healthy and active lifestyles. According to HMSA's Health Trends in Hawaii, 1 in 5 people will be 65 years or older by 2030, compared with 1 in 17 in 1970, representing an unparalleled shift in demographics.

In 2011, the first wave of approximately 80 million baby boomers born between 1946 and 1965 turned age 65. As the baby boomer generation reaches retirement age, the population of seniors aged 85 and over will rise rapidly between 2030 and 2050. According to the University of Hawaii at Manoa's Center on the Family in collaboration with the State Executive Office on Aging, the current life expectancy in Hawaii is 79.8 years.

Studies demonstrate that exercise offers numerous health benefits for older adults. In fact, even moderate physical activity leads to health improvements for frail seniors or those suffering from diseases brought on by aging (National Institute on Aging, 2015).

The National Institute on Aging argues that seniors who remain inactive experience increases in doctor's visits, hospitalizations and medication for various illnesses. Scientists have discovered that when seniors engage in regular physical activity and exercise, they help prevent or delay diseases and disabilities, as well as effectively treat chronic conditions, such as arthritis, heart disease, high blood pressure, or diabetes.

With the anticipated shift in the average age of Hawaii's population, working family members, or seniors themselves will be thrust into the role as caregiver, often with no training or experience. In addition, many family members are unprepared for the range of responsibilities involved with caregiving when their loved ones are discharged from a skilled-nursing facility. Other caregivers who work during the day may have limited time available to keep pace with up-to-date information, or need refresher courses to validate that they are providing proper care for their loved ones.

To meet the needs of Hawaii's aging population, clearly both seniors and their caregivers urgently need a health and wellness center that offers exercise and fitness opportunities, as well as caregiving education.

2. Provide a thorough analysis of the community's priority need / problem and its impact on the community. *(3,000 character count limit)*

With the tremendous growth in the elderly population projected for Hawaii, St. Francis Healthcare's Kupuna Village Senior Community Center will meet the growing needs of seniors

and their caregivers by offering a range of services designed to address health, wellness and education.

The Hawaii Long Term Care Association reported that seniors aged 75 and older grew by 120% in Hawaii between 1990 and 2008, compared to 40% nationwide. Unfortunately, these older adults are not engaging in the type of active lifestyles that lead to health and wellness. The Surgeon General's Report on Older Adults contends that one-third of men, and one-half of women engage in no physical activity by the age of 75, even though loss of strength and stamina is partially attributed to a decrease in physical activity.

The Surgeon General maintains that physical activity significantly impacts the health of older adults by helping maintain their ability to live independently, while reducing their risk of falling or fracturing bones. Regular exercise reduces the risk of death from coronary heart disease, and leads to a decreased incidence of high blood pressure, colon cancer, and diabetes. Physical activity also results in reduced blood pressure among older adults suffering from hypertension, an improvement in stamina and muscle strength for seniors with chronic, disabling conditions, controlled joint swelling and pain from arthritis, and healthy maintenance of bones, muscles and joints.

According to the Surgeon General, older adults need aerobic activities, as well as muscle-strengthening exercises, regardless of whether they were previously active or led sedentary lifestyles. Community-based programs, such as those being offered at St. Francis Kupuna Village Senior Community Center, will meet this need for aerobic, strengthening, and flexibility activities, specifically designed for Hawaii's seniors.

Given Hawaii's rising number of senior adults in older age brackets, baby boomers will bear responsibility for caring for these older loved ones (Elderly Affairs Division, 2015-2019). However, since most lack the knowledge and skills required for caregiving, family members often experience high levels of stress resulting from their changing roles, as well as from the level of time commitment necessary to care for their loved ones.

To keep pace with Hawaii's aging population and enable our kupuna to age in place independently as long as possible, Hawaii urgently needs to develop the type of health and wellness services that will be available through our Senior Community Center.

Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. *(1,000 character count limit)*

St. Francis plans to purchase and install fitness equipment and caregiver education furnishings in the Kupuna Village Senior Community Center, which is anticipated for completion by September 2017. The fitness equipment and furnishings will enable 100 seniors each month to engage in fitness activities independently or through classes that target flexibility, strength, cardiovascular fitness, balance, and fall prevention. In addition, the furnishings will enable 100 caregivers each month to participate in up to 10 monthly hands-on training classes covering a range of caregiver topics, including Senior Nutrition, Mobility, Fall Prevention, Home Modifications, Bathing, and Living Wills. Part of an overall $417,157 budget, this request to the City is for a one-time grant of $78,032 toward the cost of the equipment and furnishings.

B. Describe the proposed plan

1. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(2,000 character count limit)*

At St. Francis, allowing seniors to maintain their independence is a priority. Located in the heart of the Liliha campus, the St. Francis Kupuna Village Senior Community Center will offer a wide range of health and wellness programs designed to encourage senior adults to become active partners in living healthier lives to enable them to remain independent and active as long as possible.

In 2015, St. Francis celebrated the grand opening of its three-floor, 119-bed skilled nursing facility designed for patients who are discharged from hospitals and need short-term rehabilitation before returning home. Part of St. Francis Kupuna Village, the skilled nursing facility ensures that patients are fully recovered to prevent readmissions in a hospital setting.

To complement its skilled nursing facility, St. Francis will begin construction on a Senior Community Center and Courtyard in March 2017, with completion anticipated by the end of September 2017.

By co-locating the Senior Community Center at its Liliha campus, seniors will enjoy easy access to appointments with healthcare providers and specialists located at Kupuna Village for one-stop convenience. Their office visits with physicians or outpatient ancillary services, such as x-rays or lab tests will easily blend with scheduled wellness activities, all within a centralized location. With ample onsite parking, seniors may drive to the Center or ride with the convenience of being on the bus line.

Other nearby fitness facilities offer free services for certain Medicare Advantage members, but there are limited physical exercise classes for seniors. Because almost all older people benefit from physical activity, the fitness equipment will enable St. Francis to offer a wide range of health and wellness programs, including an array of classes. In addition, the furnishings will be used to enhance hands-on caregiver training that equips family members with educational resources and tools.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

The fitness equipment and caregiver education furnishings will serve 100 seniors each month through fitness activities and classes, as well as enable 100 caregivers to participate in up to 10 monthly hands-on training classes over a 12-month period.

Once purchased and installed, the equipment and furnishings will yield the following outcomes for seniors and caregivers:

- Seniors will be able to work on conditioning and balance to enhance flexibility, increase energy, and minimize falls through exercise balls, resistance bands, and chair yoga.

- Seniors will be able to work with weights for strength training.
- Seniors will be able to work on exercises to strengthen cardiovascular fitness through recumbent bikes, ellipticals, treadmills, steps, and chair aerobics.
- Seniors will be able to monitor their heart rate and blood pressure.
- Caregivers will be able to attend hands-on training sessions on the role of caregiving.

Directly Benefitting the Target Population:
In line with City GIA priorities, the fitness and caregiver education equipment and furnishings will directly benefit seniors, most whom will be age 62 years of age and older and need wellness services to maintain optimal health. Many of these seniors will be referred by physicians because of their need for general physical activity, or as result of being at risk for diseases or medical conditions, such as heart disease, diabetes, and hypertension. The furnishings will directly serve caregivers, whose family members access programs and services at the Liliha campus.

3. Provide an action plan to achieve the stated measureable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Action Plan
Physicians, qualified non-physician practitioners, or other medical professionals may refer seniors to the Senior Community Center based on a Medicare annual wellness visit. Other seniors served through the Center will be assisted living facility residents, health plan sponsored members, seniors with annual memberships or members from the community who access other services at the Liliha campus.

Once the fitness and caregiver education equipment and furnishings are purchased and fully operational, St. Francis will serve an estimated 100 seniors monthly, as well as 100 caregivers each month by offering 10 monthly classes. The equipment will enable St. Francis to offer the following types of programs:

- Strength, Conditioning and Balance Training with fall prevention being the major goal
- Exercise classes to improve joint movement, cardiovascular fitness, safe falling
- Chair Yoga, a gentle form of yoga practiced while sitting on a chair or standing using a chair for support
- Tai Chi, involving slow, controlled and low-impact movements tailor-made for seniors
- Caregiver Education, included classes on Senior Nutrition, Mobility, Fall Prevention, Home Modifications, Bathing, and Living Wills

Measurable Milestones
- Signed contract with deliverables for fitness and caregiver education equipment and furnishings

- Fitness and caregiver education equipment and furnishings installed

- Fitness and caregiver education equipment and furnishings implemented within Senior Community Center

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

Part of an overall $417,157 budget, St. Francis is requesting City GIA funding toward the cost to purchase and install fitness equipment and caregiver education furnishings for the Kupuna

Village Senior Community Center, estimated at $78,032.

Budgeted Equipment $5,000/unit and over totaling $51,100
Audio Visual Company overhead ceiling speaker sound system with microphones ($6,700/unit x 3 multi-purpose rooms = $20,100)
Ellipticals with moving arms and adjustable ramp ($7,300/unit x 2 - $14,600)
Treadmills ($8,200/unit x 2 = $16,400)

For Caregiver Training Equipment less than $5,000/unit, St. Francis has budgeted $12,880
65" Sony XR-X93OD LED TVs ($2,500/unit x 3 = $7,500)
Full motion wall mounts ($60/unit x 3 = $180)
Wireless BOSE sound bars ($300/unit x 3 = $900)
FloWater water dispenser ($300/unit x 3 = $900)
6' x 18" wide foldable training tables ($80/unit x 30 = $2,400)
Table storage caddy ($100/unit x 10 = $1,000)

For Cardiovascular Fitness Equipment less than $5,000/unit, St. Francis has budgeted $11,909
Recumbent Bikes ($3,900/unit x 2 = $7,800)
Lightweight stackable chairs for chair yoga ($60/unit x 60 = $3,600)
Chair caddy – to easily store and move chairs ($70/unit x 6 = $420)
Plyobox – metal gradual 12" step ($89/unit x 1 = $89)

For Strength/Flexibility Equipment less than $5,000/unit, St. Francis has budgeted $1,693
Dumbbells – set of 1 lb. to 10 lbs. ($180/unit x 1 = $180)
Kettle Bells – set of 10 lbs. to 50 lbs. ($695/unit x 1 - $695)
Exercise Balls ($30/unit x 2 = $60)
Exercise Mats for sit ups or other stretching exercises ($25/unit x 20 = $500)
Resistance Bands – flat, medium, heavy, and x-heavy ($15/set x 6 - $90)
Resistance Bands – 4' cable set 3 ($28/set x 6 - $168)

For Fitness Monitoring Equipment less than $5,000/unit, St. Francis has budgeted $450
Polar H7 strap style Heart Monitors ($80/unit x 3 = $240)
Omrion Blood Pressure Monitors ($70/unit x 3 = $210

Non-GIA Funded Expenses totaling $339,125
$237,500 represents the salaries and benefits for the Senior Community Center Manager, Caregiver Training Manager, licensed staff to give assessments or monitor physician-ordered care plans, and clerical support.

$50,000 for professional and/or contractual services includes the cost to contract with fitness and caregiver trainers.

$15,000 represents $5,000 for caregiver training materials and $10,000 for fitness supplies and training materials.

$36,625 is the cost for caregiver training and curriculum through Schmieding.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Construction of the new Senior Community Center is expected to be completed by September 2017.

Timeline for Fitness Equipment and Caregiver Education Furnishings	
Selection of supplier for equipment and furnishings	Oct 2017
Purchase and installation of equipment and furnishings	Nov 2017
Serving seniors and caregivers with equipment and furnishings	Dec 2017 - Sept 2018

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

St. Francis Healthcare System of Hawaii has and continues to be at the forefront of preparing to meet the needs of Hawaii's growing elder population. St. Francis is a recognized leader in home- and community-based care, a sector of the healthcare continuum that has emerged as the single most important area of growth to meet the needs of older adults.

The Sisters of St. Francis and their staff have been caring for Hawaii's people since 1883. In the spirit of St. Francis of Assisi's legacy of concern for the sick, the homeless, and the abandoned, St. Francis reaches out to those at the margins of society, hoping to bring peace, comfort, and friendship to those who need it. 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 kindness, respect, and concern.

As part of an extensive 20-year strategic plan, St. Francis Healthcare System divested its two acute hospitals in January 2007, specifically to focus on home- and community-based care primarily for older adults. The hospital assets at the East and West campuses were returned to St. Francis five years later after Hawaii Medical Center filed for bankruptcy twice and subsequently closed. With the sale of the West hospital campus to The Queen's Health Systems in December 2012, St. Francis Healthcare System has launched a new, exciting chapter at its Liliha campus.

St. Francis has been the recipient of federal funds for three projects, the most recent of which was completed in 2015. St. Francis recently celebrated the opening of a three-floor, 119-bed skilled nursing facility designed for patients who are discharged from hospitals and need short-term rehabilitation before returning home. Part of St. Francis Kupuna Village, the skilled nursing facility ensures that patients are fully recovered to prevent readmissions in a hospital setting.

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.

St. Francis also has the experience of overseeing the management and operations of a vibrant, affordable senior independent living community. Franciscan Vistas Ewa, a 149-unit complex that is 100 percent leased, features amenities typically found only in luxury living centers. St. Francis will leverage its experience from these two facilities in Ewa Villages to build on this success at the Liliha campus.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Following the legacy of Saint Marianne Cope, the Sister of St. Francis have been dedicated to meeting the health needs of Hawaii's people for more than 130 years. The sisters are known for pioneering new services in Hawaii, and have focused recent efforts on meeting the needs of Hawaii's aging senior population.

St. Francis has already celebrated completion of its 119-bed skilled nursing facility to provide quality rehabilitative care to older adults until they are ready to return home. With the opening of a Senior Community Center, scheduled for completion by September 2017, St. Francis will be able to offer a range of wellness and fitness activities designed to keep seniors healthy and fit.

St. Francis Healthcare System's qualified staff have extensive experience in implementing, managing, and bringing similar, major capital projects from conception to completion.

Leslie Lam serves as Vice President of St. Francis Healthcare Foundation of Hawaii, where she is responsible for managing investments, as well as coordinating all fundraising efforts of St. Francis Healthcare System, its entities and programs. Prior to joining the Foundation in 2016, Leslie was Executive Director of American Diabetes Association, where she was instrumental in increasing fundraising net revenues by 14% through a donor cultivation plan that resulted in the establishment of multiple funding streams.

St. Francis Healthcare System of Hawaii is led by President and CEO Jerry Correa, who provides oversight of day-to-day operations covering a broad range of programs and services. Correa also leads the proposed transformation of the Liliha campus into St. Francis Kupuna Village, a one-stop health and wellness center for seniors and caregivers which includes the recently opened skilled nursing facility. Prior to being named President and CEO, Correa served as Chief Operating Officer from 2007 through 2012, where he oversaw operational and financial performance of the different health services and programs.

Lauri Rasmussen serves as Vice President of Operations for St. Francis Healthcare Systems of Hawaii. Lauri oversees asset management and construction of Kupuna Village to ensure that all projects are completed on time and according to specifications. Most recently, Lauri oversaw the successful completion of the 119-bed skilled nursing facility, which was opened in 2015. As Vice President of Operations, Lauri is responsible for the administrative functions that include information technology and communications, facilities and grounds maintenance, risk management, and safety for the organization.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

Most of our fundraising efforts over the past few years have been targeted toward raising the funds to complete construction of the skilled nursing facility and Senior Community Center. We

are now shifting focus to raise the funds necessary for the fitness equipment and caregiver education furnishings to ensure that we can offer health and wellness programs that seniors urgently need to remain active and independent as long as possible. This one-time $78,032 grant request to the City for Grant-in-Aid funds would ensure that the new Center is fully equipped to begin immediately serving seniors and their caregivers shortly after construction is complete.

Once St. Francis installs the fitness equipment and furnishings, additional revenue to sustain programs will be generated through annual membership fees, nominal class fees, Medicare wellness visit claims, and payor/employee sponsorships, in which insurance companies, employers or unions pay membership fees either in whole or in part.

As with all our properties, St. Francis has an ongoing maintenance plan to ensure that the facilities are well maintained in the future, further eliminating the need for funding beyond the grant period. In addition, annual fund raising efforts, volunteer assistance, and the generous donations of individuals and friends of St. Francis will ensure the longevity of programs and services at the Senior Community Center.

A $78,032 award through City Grant-in-Aid funding will enable St. Francis to equip the Senior Community Center with a range of fitness equipment and caregiver training furnishings to meet the health and wellness needs of Hawaii's aging senior population and their caregivers for years to come.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

St. Francis has effective policies in place, with clear guidelines to ensure that all financial commitments are appropriate, adequately authorized, and sustain the organization in future years. St. Francis continues to offer programs and services that enable it to deliver on its mission in a sustainable manner.

The programs and services of the Senior Community Center will be supported, in part, by monthly membership fees from participants, fees for events and classes, Medicare reimbursements for annual wellness visits, sponsoring payors, and the generous donations of philanthropic partners.

St. Francis Healthcare Foundation Vice President Leslie Lam brings with her a wealth of experience in fund development programs, including special events, donor cultivation events, major gifts and planned giving. Her expertise in developing and implementing annual comprehensive and strategic donor steward programs will enable her to assist St. Francis with cultivating major gift and legacy donors to further increase ongoing support for programs and services.

St. Francis has recruited community volunteers who will assist the Senior Community Center by providing check-in assistance, answering phones, and monitoring activities to reduce the cost involved with hiring unnecessary office staff.

Patty Martin will oversee the Senior Community Center's Wellness and Caregiver programs. As a professional administrator and manager, Patty has extensive organizational and administrative

capabilities, as well as direct experience in policy development and implementation.

To ensure longevity, The Senior Community Center will have access to an Advisory Group for strategic consultation. The Advisory Group includes Dr. Kore Liow, Director of Hawaii Pacific Neuroscience and Dr. Bruce Katsura, who specializes in Physical Medicine and Rehabilitation, as well as an occupational therapist, psychiatrist, nutritionist, geriatrician, and a St. Francis Healthcare System physician and nurse practitioner.

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APPENDIX A: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2018

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. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Surfrider Spirit Sessions
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Surfrider Spirit Sessions (SSS) Core Mentoring Program & Junior Mentor Program

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

SSS' mission is to deliver holistic ocean-based experiential mentoring programs to at-risk and adjudicated youth. Created in 2006 at the request of Hawaii Family Courts, SSS makes reform and good citizenry cool and achievable using surfing as a life metaphor, teaching Hawaiian culture and environmental awareness, and providing acommunity-based, motivational pathway for greater life success.

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

Grant activities inlude individual/group mentoring in 8-week cycles in 4-hour sessions that include talk-story circles, yoga, surfing, lunch, journaling, teaching activities, job readiness skills, and beach clean-ups. SSS fills a need working with this challanging population, providing substantial return considering the societal cost for each dropout who later turns to a life of crime or drugs.

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

Expected outcomes included reduced recidivism, truancy, and drug use; increased self-efficacy; improved life skills (i.e job readiness and participation in cultural and community activities). Measures include data from parents and probation officers. SSS works with 65-75 youth, ages 13-18, exhibiting behaviors including runaway, truancy, theft and susbstance abuse in 5-6 core programs annually.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $12,500	☒ District 2 $9,000	☐ District 3 $
☒ District 4 $9,000	☒ District 5 $8,000	☒ District 6 $8,000
☒ District 7 $11,500	☒ District 8 $9,000	☒ District 9 $8,000

H. Total Amount Requested (Minimum of $25,000 / Maximum of $125,000):	$75,000

I. Type of Grant Activity (pick ONE category that most reflects Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☒ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

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 Sizemore

Signature of Grantee (Fiscal Sponsor) Officer
Printed Name and Title: Connie Sizemore, Executive Director

11/12/16

Date

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned President of the Board of Directors, Surfrider Spirit Sessions ("Grantee") hereby certifies that 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 & County of Honolulu, a municipal corporation of the State of Hawaii.

Karen M Radius
(Signature)

Karen Radius
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned President of the Board of Directors, Surfrider Spirit Sessions ("Grantee") hereby certifies that Connie Sizemore (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, including but not limited to the delegation of signing authority to another employee of the Grantee.

Karen M Radius
(Signature)

Karen Radius
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 12th day of November, 2016, before me appeared Karen Radius, personally known to me, who, being by me duly sworn, did say that he/she is the President of the Board of Directors, Surfrider Spirit Sessions 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.

Francis Zuckerman NOTARY PUBLIC Comm. No. 16-55 STATE OF HAWAII

Notary Public, State of Hawaii

My Commission expires: 14 Feb 2020

Doc. Date: UNDATED # Pages 22
Name: FRANCIS ZUCKERMAN 1st Circuit
Doc. Description: GRANTS IN AID APPENDIX A: GRANT PROPOSAL - CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGI IN APPEAR

Signature 12 NOV 2016 Date
NOTARY CERTIFICATION

Francis Zuckerman NOTARY PUBLIC Comm. No. 16-55 STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem / issue, and target population are effectively validated. The description must include how the public services target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate income areas.

1. Provide substantive data and other quality information to show the issue is a priority need of the community. *(3,000 character count limit)*

Hawai'i's Juvenile Justice System is overwhelmed with over 4,628 referrals for juveniles cases in 2014-15, under the supervision of fewer than 65 probation officers (POs). Decreases in state funding have led to staffing cuts and have increased already heavy caseloads. Hawai'i's female juvenile arrest rate is nearly 50% higher than the national average and 77% of female and serious juvenile offenders in Hawai'i have failed academically- 81% are chronic truants and 83% have negative peer groups.

Furthermore, 95% of adjudicated youth drop out when re-entering school. Dropouts are more likely to be unemployed, live in poverty and in poor health, and are 8 times more likely to wind up in jail costing Hawai'i taxpayers an average of $152,000 annually. NPR reports it now costs $192,000 to incarcerate one youth for one year. The cost to society for each dropout who moves to a life of crime or drugs is between $1.7 and $2.3 million, not to mention a bleaker outlook for our community's future. HPD arrests of juveniles in 2015 on Oahu reported 4,267 arrests, of which 1,449 were runaways.

Surfrider Spirit Sessions work with some of the "toughest" kids, whose challenges run deep, and for whom more accessible programs are insufficient. These teens have been identified by the courts as likely to wind up incarcerated as adults if they do not turn their lives around immediately. Hence, our mentoring groups are highly targeted and intimate, and our intensive client focus is successful. We work with at-risk, adjudicated and socially disadvantaged youth aged 13-18, many referred by Hawai'i Girls Court, KPP, Susanna Wesley Foundation, Hawai'i Juvenile Drug Court, and Family Court. 50% of our students are from single parent families and 42% live in low–income households. The majority of our referrals are from economically depressed or rural communities such as Kalihi, Waipahu, and the Waianae Coast.

That said, these youth are a substantial part of Hawai'i's future. By providing each youth with a caring, volunteer adult mentor from our community, one who is consistent and non-judgmental, our youth are better able to see a brighter future. They not only learn the necessary skills to be more successful, they find their inherent value as an individual and as positive contributor to our community, one that involves their active pro-social participation.

"I've never seen anything like this. These kids NEVER smile. They don't think there is anything good in life that can come without drama or trauma, and they don't think they can be anything better than someone 'surviving." Now I see them laughing, talking about surf and saving turtles, and they're hanging out with lawyers, doctors and engineers. They can't help but to see life differently. Their goals are changing. Their lives are changing. They are changing."
~ Judge Karen M. Radius, Presiding Judge, Hawai'i Girls Court (ret.) and SSS Board President

2. Provide a thorough analysis of the community's priority need / problem and its impact on the community. *(3,000 character count limit)*

Mentor programs specific to at-risk youth have shown that a relationship with a reliable, caring adult who nurtures the youth's positive growth and development is key to helping to break the chain of criminal activity. Delinquent and high-risk youth who are mentored are 58% less likely to be rearrested, 33% less likely to hit someone, 70% less likely to initiate drug use, and 27% less likely to initiate alcohol use. Mentored youth skip half as many days of school as those who do not receive mentorship from a caring, responsible adult.

Surfrider Spirit Sessions is one of the few programs in the state with the skills and resources to successfully work with and motivate the this "at-risk" population of youth involved in the Juvenile Justice System. According to the Courts, the youth referred to SSS need to make drastic life changes in the next 12-24 months or they run a high risk of becoming incarcerated.

Surfrider Spirit Sessions is here because our youth ask us to be here. Despite initial referrals coming by way of judges, probation officers, youth agencies, and counselors, more than 50% of our youth participants ask to repeat the program, and more than 75% want more of our services. Two aspects of our program included in the Grant Activity include the SSS Junior Mentor Program and Community Service Events allowing youth to return to work with SSS as they use their newly learned leadership skills to give back to the program and the community at-large.

Surfrider Spirit Sessions provides an overall public benefit addressing our community's current need by providing at-risk, socially disadvanataged and low income family youth a therapeutic supervised extracurricular activity while supporting sustainable positive change and by helping them develop the skills and determination to have a positive impact on Hawai'i's future.

"Because of Spirit Sessions I have had nearly perfect attendance, better grades, better relationships with others, and a more positive outlook on life. I am happy with my experience in SSS because...it has given me so much, being with so many amazing positive people and being able to surf, it is something to look forward to every week. SSS could be improved by reaching out to even more youth, so that kids don't even enter the court system."

Joyce, age 17, Former Junior Mentor Manager

Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. *(1,000 character count limit)*

SSS provides mentoring through ocean-based activities using surfing as a thematic basis for activities and lessons. The mentoring program is designed to provide evidence based gender responsive and trauma informed programing. Teens paired with volunteer adults participate in theme discussions, surfing or other ocean-based activities, journaling, lessons on environmental science or Hawaiian culture and beach clean ups. Nurturing relationships develop as teens learn to trust and accept support discovering new perspectives with a sense of belonging among mentors and staff.

SSS teaches job readiness skills and our mentor network provides access to job opportunities. Select students may also return as Junior Mentors assisting staff on the beach and at events and supporting their peers.

Youth serve as role models on Community Service Days as they mentor younger children.

Students gain newfound identities as empowered, environmentally and culturally conscious individuals in a supportive and desirable community. Most notably, SSS allows students to see brighter possibilities for their futures and to develop usable skills and resources to reach their higher aspirations.

Often mentors report back how positively they were affected by these youth and the program and how easily they were able to relate to youth in and out of the water. Many of these relationships last beyond the initial 8 week period, providing lasting support for program youth.

"I am inspired by the stories of life hardships shared by the young men in our group sessions. This is the first program where I have had a chance to witness youth sharing significant life disadvantages that most people would be too embarassed to expose to others. I am buoyed by the resilience of the human spirit that these young men demonstrate. This is what we need in a world of ever widening gaps between the haves and the have nots."

Greg Lui-Kwan, SSS Mentor and Volunteer

B. Describe the proposed plan

1. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(2,000 character count limit)*

Surfrider Spirit Sessions chose this approach because it is:

COST-EFFECTIVE COMMUNITY-BASED:
SSS leverages many hours of dedicated volunteer time to mentor under-served youth, filling critical gaps in a juvenile justice system that is severely under-resourced. Through exchange of reports on individual youth, Spirit Sessions give Probation Officers and counselors greater insights to youth and support them in being able to better serve their individual needs. In addition, mentors provide critical support, demonstrate healthy life skills and serve as much needed role models. SSS does what the courts cannot do alone. One youth expressed it this way, "I trust the mentors, because you guys are for real – not like the courts or my counselor or teachers, you don't get paid to be nice to me. I know you really care, I believe what you tell me."

UNIQUE YOUTH APPEAL:
Surfrider Spirit Sessions is highly desirable and among the most popular, relevant, and effective diversion programs available. We're receiving more requests for our services from the courts, other non-profits, and the teens themselves. Many of our teens share the sentiment of one youth, "Surfing is cool. SSS is cool, (they) gave me other things to think about, to see and do. Surfing is just like life, you gotta ride the waves, and learn from your mistakes when you wipe out."

IT WORKS:
Surfrider Spirit Sessions effectively addresses the issue of Hawaii's at-risk and adjudicated youth needing more services with an individualized approach. And SSS works! Based on program evaluations, the youth we serve reduced recidivism by 30%, 85% of youth reported positive shift in ability to trust in peers and adults, 43% of youth experienced increased positive leadership and citizenship skills, 62% of youth experienced a positive shift in healthy living, and 30% of youth acquired job experience, either paid or through internships, obtained through referrals from our mentors and program partners.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

This Grant Activity will serve 65-75 adjudicated and at-risk youth on Oahu, ages 13–18 during the grant period of which a minimum of 15 may be re-referred to the program.

• SSS will conduct 5-6 core programs over the grant period. Youth are directed to SSS by Hawai'i State Family Specialty Courts, The State Department of Human Services, and other youth-serving agencies and agents. Weekly reports of youth status will be exchanged between courts, mentors and staff to provide insights and means to best support youth.

• 50-74 volunteer adult surf mentors are recruited, background checked, trained, and matched with a SSS youth. Each youth will have a dedicated mentor.

• 5-6 Community Service days will be held where SSS youth mentor younger at-risk and vulnerable children, assisting approximately 100 additional youth.

• At least one special Surf Ohana event to be held to help maintain mentor-mentee relationships outside of the program. Each session will include youth/mentor exchanges focused on strengthening life skills such as communication and job seeking.

OUTCOMES:
SSS statistically administers pre & post retrospective survey based on validated measurements including Rosenburg's Self-Esteem assessment and a 5 point Likert Scale, and additional feedback from qualified assessments are collected from probation officers, parents and youth to determine outcomes related to program participation.

• 75%-95% of youth served will report positive shifts in attitude towards education, self-esteem, good citizenship, peer/adult relationships, and healthy living and environmental awareness. Findings should be consistent with results from previous years.

• 20%-25% of youth served will request consideration for SSS Youth Employment Training (Junior Mentor) position. Of these, 5% will be accepted and will successfully complete their internship and be promoted to a staff position as Junior Mentor.

SSS' expected outcomes are aligned with the purposes and priorities of the Grants-in-Aid Fund. Outcomes will display a positive impact on our target population and on our general community.

• Youth will have access to positive social network and actively engage in new positive relationships: develop new healthy perspectives and crucial life skills, increase self-esteem, confidence, self-awareness, promote healthy physical activity and pro-social behaviors, and reduce anti-social behaviors (aggression, theft, substance abuse);

• Youth will be inspired and see new, constructive life-opportunities and re-identify themselves as positive role models, good citizens and leaders in community service events;

• Youth will have the confidence to mentor others and will gain even more confidence from the experience.

• Teens will increase environmental and cultural awareness, engage in caring for our aina (land) and recognize the importance of a healthy ecosystem:

• Teens will have access to internships, pre-employment training and job opportunities.

3. Provide an action plan to achieve the stated measureable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

The action plan to achieve the stated measurable outcomes is the SSS core mentoring program. Each program cycle runs 8 consecutive Saturdays at Waikiki Beach. Sessions are 4-5 hours and include talk-story circles, warm-up yoga, surfing, lunch, journaling, an environmental science or Hawaiian culture lesson, and beach clean-up. Mentors help youth apply their water experiences to life lessons. Themes cover topics such as Commitment, Choices, Being Humble and Respect. As nurturing relationships develop and teens learn to trust and accept support, youth discover new perspectives with a sense of belonging among mentors who are respected professionals from diverse fields in our community.

SSS provides job readiness skills as teens learn to present themselves appropriately, speak to a group and how to complete job applications. Through our mentor network, students access job opportunities, enabling them to become productive, contributing members of Hawai'i. Select students return to SSS as Interns or Junior Mentors who are paid staff responsible for tracking equipment, taking attendance, completing board logs and assisting mini-lessons. Junior mentors help at orientations, event planning and fundraising events.

Youth participate in Community Service Days and serve as role models themselves mentoring younger at-risk youth brought by partner agencies such as Kids Hurt Too/Hawai'i Youth Foster Coalition (youth with grief issues), Next Step Homeless Shelter and Creative Connections (autistic children). SSS students gain newfound identities as empowered, environmentally and culturally conscious individuals who can be a positive influence on others and a contributing member of a desirable community. SSS serves over an additional 100 youth during the year at these special one-day events.

After each 8-week session, youth complete a self pre & post report questionnaire to assess the impact of the program. Results should be consistent with previous program years: 75%-95% of youth served will report positive shifts in self-esteem, good citizenship, peer/adult relationship/trust, and Hawaiian culture/healthy living.

Partnerships:
Essential partnerships with Hawai'i State Family Courts and other nonprofit organizations help identify and direct youth to SSS, provide background checks for our volunteer mentors, and offer support services in the form of counselors and probation officers.

Youth Referral Partners:

Girls Court, Hawai'i State Family Court
Juvenile Drug Court, Hawai'i State Family Court
Probation Officers, Hawai'i State Family Court
Hawaii National Guard Counterdrug Support Program, KOA
Ke Kama Pono Youth Safe House
Hale Kipa
Department of Human Services
Department of Education
Goodwill Industries - Ola I Ka Hana Program
Earned Income Resource Partners:
Iolani School, Special Programs
Queen Liliuokalani Children's Trust
Susanna Wesley Foundation
Mentor Recruitment Partners:
Surfrider Foundation Oahu Chapter
Surf Club at University of Hawai'i

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

The budget in Section III outlines the Surfrider Spirit Sessions program activity costs and salaries associated with running our award-winning mentoring programs. Funds requested are to help support our mentoring activities with materials used during sessions. These include surfboards, leashes, surf wax, additional board rentals, lunches, snacks and beverages, rash guards, sunscreen, journals/pens, storage containers, and first aid kits. These materials are essential to running our ocean-based activities on Waikiki Beach.

SSS programs are funded through a variety of sources including State Funding from the Department of Human Services Office of Youth Services and City and County Grant In Aid. in-kind support from the Hawaii State Judiciary is received in the form of state provided office facilities. Corporations, charitable organizations and private foundations, such as The Woman's Fund of Hawaii, Hawaii Legal Women's Fund and Friends of Hawaii Charities provide annual support and earned income. Lastly, private donors and volunteers provide funds, resources and free labor to reduce the cost of providing the services and to assist in fundraising activities.

SSS has currently secured $151,250 from the State of Hawaii grants and in-kind donations. Furthermore, SSS' multi-pronged funding strategy, that includes additional grant submissions to carefully researched organizations, our upcoming 4th annual Surf To The Turf Golf Tournament Fundraiser, mentor challenge fundraiser, pop-up dinner/art show fundraiser, and fee-for-service work with Iolani School, anticipates additional funds in the future. Our annual golf fundraiser this past February was a huge success with 100 players and six sponsors participating. Pending funds of $102,700 plus $75,000 requested through the GIA provide a total of $328,950 when combined with our secured funds. This figure represents 53.81% of our total operating budget $328,950.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

TIMELINE:

October and November, 2017
- Compile and review outcomes, benchmarks and best practices from 2017 sessions

- Debrief with staff and identify gaps, needs and adaptations for 2017 sessions
- Team Building Day with Staff, Mentors and Jr. Mentors including training and recruitment tactics and processes
- Review effectiveness of materials and resources
- Fall Community Service event to serv 25 youth
- November Surf Ohana event to serve 20 youth

December 2017
- Review and update Mentor and Junior Mentor Manual
- Mentor thank you letters
- Jr. Mentor outreach calls to sponsors, funders, supporters
- Winter Break One-Day Surf Session and Reunion Celebration (past participants, mentors, Jr. Mentors); 25 youth served.

January 2018
- Mentoring Appreciation Month outreach activities
- Ongoing youth and referral agency outreach
- Review and update collection forms (time sheets, work sheets, program themes and activities, job descriptions and procedures)
- Revise and update program forms including performance policies, parental notifications, support forms, etc.)

February 2018
- Mentor Training for new and returning mentors
- Ongoing youth and referral agency outreach
- Outline video projects and photo documentation goals
- Junior Mentor Orientation and Training
- Train Mentors on equipment usage and job training
- Inspect equipment and upgrade or perform maintenance
- Sign up Spring Core Program youth

March to April, 2018
Spring Core Program & Junior Mentor Program
- Serve 20 Youth in 8-week core sessions
- Recruit 20 returning mentors and train new Adult Volunteer Mentors
- Employ 3 Youth Junior Mentors and 2 volunteer Jr. Mentor Interns
- 1 Community Service day where SSS youth, mentor younger at-risk youth
- Ongoing youth and referral agency outreach

May 2018
- Debrief Spring Core Program Session
- Analyze Spring survey data
- Sign up youth for Summer Core Program Session
- Outreach to mentors and youth referral sources
- Sign up mentors

June to July, 2018
Summer Core Program & Junior Mentor Program
- Serve 25 Youth in core sessions
- Recruit 20 returning mentors and train new Adult Volunteer Mentors
- Employ 3 Youth Junior Mentors and 2 volunteer Jr. Mentor Interns
- 1 Community Service day where SSS youth, mentor younger at-risk youth

- 1 Community Service day where SSS youth, mentor younger at-risk youth
- Ongoing youth and referral agency outreach

August 2018
- Debrief Summer Core Program Session
- Analyze Summer survey data
- Sign up youth for Fall Core Program Session
- Outreach to mentors and youth referral sources
- Sign up mentors

September to October, 2018
Fall Core Program & Junior Mentor Program
- Serve 20 Youth in core sessions
- Recruit 20 returning mentors and train new Adult Volunteer Mentors
- Employ 3 Youth Junior Mentors and 2 volunteer Jr. Mentor Interns
- 1 Community Service day where SSS youth, mentor younger at-risk youth
- Ongoing youth and referral agency outreach

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

In 2009, Spirit Sessions received the Ola Pono Award for excellence in promoting safe, healthy and drug-free lifestyles from the Coalition for a Drug-Free Hawaii and the U.S. Department of Education, Safe and Drug-Free Schools and Communities Program.

SSS, now in its 11th year and having served approximately 500 youth in core mentoring programs, has consistently shown positive results and impact on this challenging population. Our desired result is to match or better our previously outstanding impact on the lives of these youth. Over the past years, SSS has consistently shown positive change on a number of indices, including:
- positive shifts in self-esteem (67%- 89%)
- increased interest in citizenship (52% - 84%)
- increased interest in living a healthier lifestyle (87% - 90%)

SSS continues to show significant impact on youth who attend our programs. 2016 statistical analysis indicates the following:
100% of participants reported being able surf after completing the core program;
86% reported feeling proud that they possessed good qualities;
86% reported that they had a positive attitude of themselves, as a result of attendting the program;
78% reported now being able to come up with lots of ways to solve their problems;
86% reported having a trusted adult to go to with their problems;
81% report having positive friends, now that they have attended the program;
75% report enjoying learning about the Hawaiian culture;
83% reported a more positive attitude towards caring for our environmen.

"This program changed my life. The courts told me what NOT to do, but you guys, the staff and

am goin gto be one."
-Jeani, Spirit Sessions student and Junior Mentor, now enrolled in college.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Surfrider Spirit Sessions continues to display the capacity to achieve positive results with at-risk and adjudicated youth. Evidenced by data reported consistently each year, the great outcomes are due to well-designed program activities and staff and mentor interactions and subsequent trusting relationships formed with youth participants. SSS' ability to continue to make a significant impact in their lives comes from a number of variables, including Community Support, Organizational Leadership and Other Resources.

COMMUNITY SUPPORT
SSS has compiled a roster of over 250 trained and experienced volunteer mentors, many of whom have mentored many consequetive years in a row. SSS has strict criteria for qualifying mentors who must commit to 8 consecutive Saturdays, mentor trainings, and be willing to mentor youth outside of sessions. In addition, mentors must clear background checks and have suitable surfing skills. SSS' network runs deep in the community with a variety of professionals volunteering their time and passion. Mentors include teachers, nurses, doctors, lawyers, business owners, financial planners, contractors, marine biologists, human resource specialists, and military personnel. These dedicated and caring mentors are the backbone of our success.

LEADERSHIP
SSS is led by a diverse Board of Directors and Advisory Board members, including business leaders, attorneys, judges, and service providers. Founder and former Executive Director, Cynthia Derosier remains actively involved and provides direct support and consultation to staff and junior mentors. Program Manager, Sam Rodrigues, has over 20 years of experience in social work with Hawaii's Child Protective Services, and has been involved with SSS since the first pilot. Executive Director Connie Sizemore is an experienced nonprofit professional, who has worked with numerous child/youth mentoring and social services programs utilizng outdoor and ocean experiential activities to help "at-risk" transition through a turbulant adolescence.

RESOURCES
SSS operates with an efficient staff of 4 PTE including the Executive Director, Program Manager, 2 Program Coordinators, and Administrative Coordinator. 2-3 Junior Mentors and 3-4 Junior Mentor Interns round out the SSS staff. Each dedicated professional has a supporting part-time job with flexible schedule, allowing availability when needed and a more cost effective structure. In addition, SSS offices are located at 902 Alder Street, the former Juvenile Detention Home. The space is conveniently located close to the Waikiki Beach activity site and provides ample storage of surfboards and general office space. The office facilities are provided by the in-kind sulpport of the Hawai'i State Courts.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

In addition to pursuing numberous grants and donations, SSS is actively seeking to strengthen and diversify its existing funding base and develop alternative means of income generation. This includes: Fee-for-Service Programs, Mentor-Driven Fundraising Competitions, Fundraising Events, Community Partnershis, Program Franchising, Consulting and Corporate Sponsorships.

SSS is strategically planning for diversified funding streams to include sustaining reocurring gifts, planned giving, endowment campaign, private and family foundations, and on-line giving fundraisers and campaigns. Additionally, SSS is persuing partnerships through corporate community outreach to key corporate sectors, including insurance companies, banking, financial services, realtors and the hospitality industry.

Should funds, both secured and pending, fall short of the requested amount, we have several alternative plans. This includes transferring additional staff resources to our income-generating activities until enough income can be secured to continue the full youth program schedule. However, all efforts will be made to maintain the highest integrity of the programs in order to achieve our outcomes and impact, consistent or better than previous years.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

Spirit Sessions's capacity and resources to carry out the Grant Activities beyond the grant period includes continually seeking new grant opportunities and private individual donations, as well as direct furndraising through events and indivudal donation drives. SSS has made great strides in developing a self-sustainability plan. One valuable funding initiative has been the launching of our "Surf to the Turf Golf Tournament" in February 2014. Post event surveys indicate an extremly high level of player and sponsor satisfaction and commitments for future tournaments have been growing. This year, our profits exceeded $16,000 and our 4th Annual "Surf to the Turf" Golf Tournament is scheduled for February 26th.

Furthermore, we anticipate approximately $10,000 in revenue in 2018 from our annual fundraising drive to help sustain the organization. One of these popular drives is our annual mentor fundraising competition, which continues to grow as our mentor dapabase expands. Additionally, our fee-for-service program with Iolani School continues to be successful and we plan to expand to other schools next year.

SSS is fortunate to have very experienced, committed and passionate staff and volunteers. By utilizing community volunteers and volunteer mentors to run our programs, we are able to keep core program costs very low. Future expansion and growth will continue to include the use of volunteers in key mentoring and peer mentoring roles, as well involved special projects and events, including fundraising.

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APPENDIX A: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2018

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. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Sutter Health Pacific Kāhi Mōhala
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Recreational Therapy Playground for Child and Adolescent Psychiatric Patients

D. 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.

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

Kāhi Mōhala's range of behavioral health services includes supervised recreational therapy, which reduces patients' symptoms of anxiety, anger, depression and stress. The Grant Activity will purchase and install a new playground to replace the 33-year-old original equipment. It will provide a durable, secure and challenging play environment for child and adolescent patients' recreational therapy.

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

The new modular playground will create a dedicated child-friendly space for recreational therapy activities that increases patients' outdoor exercise options. Success measures include timely installation of the equipment, which will annually benefit approximately 140 child and adolescent patients, ages 5-17, during their stay at our hospital.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $31,200	☒ District 2 $18,500	☒ District 3 $14,300
☒ District 4 $4,400	☒ District 5 $5,500	☒ District 6 $11,000
☒ District 7 $21,700	☒ District 8 $3,700	☒ District 9 $14,700

H. Total Amount Requested (Minimum of $25,000 / Maximum of $125,000):	$125,000

I. Type of Grant Activity (pick ONE category that most reflects Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☒ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

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

11-9-16

Date

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem / issue, and target population are effectively validated. The description must include how the public services target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate income areas.

1. Provide substantive data and other quality information to show the issue is a priority need of the community. *(3,000 character count limit)*

Established in 1983, Kāhi Mōhala is Hawai'i's only freestanding, not-for-profit psychiatric hospital. Since inception, we've admitted more than 20,000 patients to our 14.5 acre campus in rural Ewa Beach. 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 and tranquil, park-like setting provides specialized care and treatment for children (ages 3-12), adolescents (ages 13-17), and adults (18+) with psychiatric disorders.

Nationally, an estimated 18% of adults and 20% of those under the age of 18 suffer from mental health issues in any given year and attention-deficit/hyperactivity (ADD/ADHD) is the most common disorder for children and adolescents. The demand for local services is growing, while our state's mental health delivery system is under intense pressure. The Child and Adolescent Mental Health Division (CAMHD) Consumer Survey is a system-wide, standardized method of obtaining feedback from families with children involved in the State's mental health system. According to its 2015 survey data, Disruptive Behavior Disorders, Attentional Disorders (ADD/ADHD), Mood Disorders and Anxiety Disorders are the top four diagnostic categories for children and adolescents in Hawai'i. Kāhi Mōhala offers patients with mental health challenges the specialized 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.

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 each successful suicide there are roughly 10 attempted suicides; many lead to hospitalizations and indicate how mental health disorders impact the community.

The heart of Kāhi Mōhala's behavioral health 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). In 2015 Kāhi Mōhala served 476 inpatients (173 adults, 271 adolescents and 32 children) and 202 additional patients in its adolescent partial hospitalization program. Of total inpatient admissions, 75.2% were low to moderate-income patients. Geographically, 67% of the child and adolescent patient admissions were City and County of Honolulu-based, with 31% from the Neighbor Islands and 2% out of state.

2. Provide a thorough analysis of the community's priority need / problem and its impact on the community. *(3,000 character count limit)*

Kāhi Mōhala is well respected for its outstanding comprehensive therapeutic inpatient care program specifically for children and adolescents who receive acute treatment at the hospital

and, when necessary, for an extended period of time. The vulnerable young patients who come to our hospital are often experiencing trauma, as well as violence and poverty in their lives. Kāhi Mōhala helps patients and their loved ones through some of the most difficult experiences they will ever face. Our professional staff is privileged to share in many families' greatest joys — their child or teen surviving and thriving after a life threatening mental health crisis.

Our staff works closely with young patients and their families to support personal growth and behavioral change so that these individuals can reach their full potential and successfully integrate back into home and school. Our goal is to find the least restrictive environment for our patients, where they can grow, learn, thrive and contribute to society to the best of their ability, independent of institutionalized constraints.

An integral component of the treatment offered to school-aged patients is our educational program, which is designed to provide individualized and group instruction. Our professional teachers work in conjunction with the students' current schools for assignments and instructional recommendations to promote a smooth educational transition to and from Kāhi Mōhala. The education staff works closely with the therapeutic team to provide instruction for patients in our on-campus formal classroom.

Equally important is the recreational therapy program, which takes place on-campus at the playground, in the gym, swimming pool, walking trails, and on our unique ROPES Challenge Course that features low and high ropes, with a 31-ft high zip line. Recreational therapy activities are prescribed for patients, according to their age and their individual treatment plans. Physical activity helps patients focus on the immediate moment, rather than their challenges and limitations. Group sports, games and playground equipment, especially for the child and adolescent age group, promote social interaction and encourage patients to have fun. Medical issues may modify a patient's exercise routine, but for most, supervised recreational therapy is the highlight of their day. Recreational therapy also provides patients with positive behavior modeling that prepares them for a smoother re-entry into school, home and the community after they are discharged from Kāhi Mōhala.

Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. *(1,000 character count limit)*

The Grant Activity funding will allow Kāhi Mōhala to purchase and install new ADA compliant playground equipment, ground protective surfacing, and shade to assure that our child and adolescent patients have ample space and a protected environment for open air exercise, fitness and play. The Grant Activity will improve recreational therapy access, safety and increase the options for physical exercise activities for this patient population. The child-friendly modular playground will be used several times a day, seven days a week, for exercise, play therapy, and other positive interactions that allow our child and adolescent patients to work out their youthful energy and strong emotions. The new playground will replace the original playground, which was removed in summer 2016 after 33 years of wear and tear and deterioration from weathering.

B. Describe the proposed plan

1. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(2,000 character count limit)*

The Grant Activity fills a critical gap in our service delivery to the community. When the original playground became obsolete and a safety concern, it was removed. The new playground's

objective is to significantly improve the quality and variety of recreational therapy services offered to our child and adolescent acute and residential inpatient populations. The project is on the highest priority renovation list because it makes such a difference to the recovery process of our child and adolescent patients. Modern playground designs now offer a variety of weather-resistant modules, materials and equipment that were simply not available when the hospital first opened.

Many of our patients are so hampered by their illnesses that they are challenged to perform daily activities that were once routine for them. Recreational therapy draws patients out and brings them together in familiar and fun, yet functional activities. When patients participate, they usually become more alert, social, and engaged in the tasks before them. The new playground will serve as a gathering place for patients to channel their boundless physical and emotional energy and a dedicated child-friendly space to "blow off steam." Regular exercise for our young patients is integral to their health, well-being and recovery. Therefore, the project is an effective method to enhance treatment options, improve patient security during recreational therapy, and promote fitness as a daily habit for patients, long after their release from the hospital.

The environmental quality of the physical operating plant is inextricably linked to our hospital's ability to provide quality health care services for our patients. With a 33 year-old campus, wear and tear on the facilities is inevitable, despite routine maintenance, and ongoing improvements are necessary. Kāhi Mōhala cannot generate enough capital based on our revenues from patient care for all of the improvements, so additional community support is needed.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

The Grant Activity will directly benefit approximately 140 adolescents and children during the last seven months of the grant term, after the equipment is manufactured, shipped and installed during the first five months of the term. These youthful patients who are diagnosed with mental disorders receive care at the hospital, either as acute or residential inpatients. In subsequent years, we anticipate serving 150 or more patients annually, who will be able to utilize the playground for recreational therapy during their stay at the hospital based on their treatment plans. An investment in the infrastructure improvements now will upgrade the playground area with new, state-of-the-art materials and modular equipment to better serve the recreational therapy needs for our patients for years to come.

The playground will encourage, educate and engage vulnerable young patients, who may have fears, challenges and obstacles about many things, including physical exercise and their abilities. Some may need instruction and support in order to use the equipment. In the secure play environment staffed by our mental health specialists, these patients can develop strengths and skills to help them be physically active, to develop healthy habits and more resilience once they leave the hospital and return to home, school and community. Use of the playground can also promote group cooperation, socialization and the chance to be involved with others in something positive and meaningful

At Kāhi Mōhala, treatment programs are responsive to compelling needs in the community and our door is always open to everyone, regardless of race, religion or socio-economic status. Without well-maintained facilities, which comply with state and national hospital accreditation standards, the hospital could be unable to deliver the level of care for our patients, consistent with our program service goals.

3. Provide an action plan to achieve the stated measureable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

The following action plan includes the bidding process, vendor selection, equipment manufacturing, delivery and installation, after the Notice to Proceed has been issued:

Milestone: 2017 October
Three bids for playground equipment vendors.
Child and adolescent staff provides input for suggested design features and colors.

Milestone: 2017 November
Products and vendor approved, orders placed, delivery time scheduled.
6-8 weeks for playground equipment to be manufactured. All vendors' playground equipment is made to order.

Milestone: 2018 January
Shipping: 2-3 weeks to ship the equipment to Hawaii.

Milestone: 2018 February
Installation: 2-3 weeks to install ground cover/padding and playground equipment.
Contractor completes playground scope of work.

Milestone: 2018 March
Playground completion celebration and blessing.
Daily recreational therapy activities resume at the playground.
Tracking begins for patient use of playground with monthly patient statistics report and back up data during the grant period

Milestone: 2018 September
Project ends September 30. Compile final report on playground use per contract.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

The grant will fund 100% of the materials, shipping and installation for the new outdoor playground and related infrastructure improvements (ground surfacing, shading, and pathway access). Mainland and local companies are viable resources for the specialized products required for our hospital patient's needs. Playground equipment vendors will be chosen based on a three-bid process, with budget, professional qualifications, product quality and ability to adhere to schedule and safety specifications as major considerations.

The vendor is expected to provide the ground preparation, padding and playground equipment, which is expected to be manufactured to order on the mainland. Local vendors who contributed feedback to help us prepare the preliminary budget for this grant request are experienced providers to D.O.E. school playgrounds, City & County park playgrounds, and nonprofit youth

group playgrounds.

Once the installation is complete, the child and adolescent patients will begin to use the playground daily. The number of patients served will be tracked daily and compiled for a monthly report as per the contract requirements.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

The following timeline includes includes the bidding process, vendor selection, equipment manufacturing, delivery and installation, and patients' use, after the Notice to Proceed has been issued:

• 2017 October
Three bids for playground equipment vendors.
Child and adolescent staff provides input for suggested design features and colors.

• 2017 November - December
Products and vendor approved, orders placed, delivery time scheduled.
6-8 weeks for playground equipment to be manufactured. All vendors playground equipment is made to order.

• 2018 January - February
Shipping: 2-3 weeks to ship the equipment to Hawaii.
Installation: 2-3 weeks to install ground cover/padding and playground equipment.
Contractor completes playground scope of work.

• 2018 March
Playground completion celebration and blessing.
Daily recreational therapy activities resume at the playground.
Patient use of playground tracking begins.

• 2018 April - September 30, 2018
On-going patient use of the playground and monthly tracking reports.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

For more than 30 years, Kāhi Mōhala has provided therapeutic programs for inpatients who are in need of acute care, as well as for those who require case management for a longer period of time. Comprehensive treatment programs incorporate cognitive-behavioral techniques such as individual, group and family-centered approaches to therapy. Our organization is very experienced in providing recreational therapy services for mentally disabled individuals.The profile of our patients can be best understood through recent statistics compiled by the National Institute of Mental Health: an estimated 18.1 percent of Americans ages 18+ suffer from a diagnosable mental disorder in a given year. Of those, the main burden of illness is concentrated in about 4.2 percent 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. For adolescents ages 13-18, the estimate is closer to 20 percent, and approximately 13 percent of children ages 8-15 had a diagnosable mental disorder within the previous survey year. The 5-17 age group is the patient population to be served by the Grant Activity.

Since the hospital opened in 1983, recreational therapy services have included activities at our outdoor playground, large partially-enclosed gym, the outdoor pool, walking paths and on our unique ROPES Challenge Course. The new replacement playground will fill an important gap in our array of services, especially for the younger children.

Recent patient service improvement projects have been completed with GIA funding and Kāhi Mōhala is experienced with the contracting and reporting process. For example, the FY15 GIA provided funding to purchase two 7-seat passenger vans to assure that our psychiatric patients have access to escorted personal transit from the hospital to their medical and legal appointments and arrive on time from their homes for their therapeutic activities at the hospital.

Our hospital met the objectives of purchasing and putting the two new vans into service. These vehicles are very popular with the patients and the staff because they offer reliable and comfortable transportation services for our psychiatric patients, at no cost to the patients or their families. Our drivers provided transportation services with the two new vehicles purchased with grant funds, for a total of 1,687 one way trips serving a total of 3,612 patients during the grant period. Data was compiled from monthly Vehicle Transportation Reports and Driver Logs. The vans will continue to serve patients from our community for years to come, thanks to this funding from the City & County of Honolulu.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Our hospital is well-equipped to successfully achieve the proposed outcomes. Over the past three decades, Kāhi Mōhala has positively changed the lives of more than 20,000 child, adolescent and adult patients and their families.The need for behavioral health care continues to grow and Kāhi Mōhala fills this on-going community need with outstanding comprehensive therapeutic inpatient care programs for patients of all ages who receive acute treatment at the hospital and, when necessary, treatment programs for an extended period of time. Our staff members share a deep commitment to providing quality care for our patients and a keen understanding of the diverse community we serve. True to our name (Kāhi, "a place," and Mōhala, "to bloom, to blossom, to be free from sickness and worry"), we incorporate the feedback of both patients and staff in developing the most positive and secure healing environment possible.

Project plans and timelines will be monitored and evaluated by the Chief Financial Officer Quin Ogawa on a regular basis. Facilities Manager David Ellis will work directly with the CFO, vendors and installers. He has served at Kāhi Mōhala for the past 12 years and oversees all aspects of the physical operating plant, including maintenance, repairs, project management, major and minor capital projects. He has 13 years of additional experience in facilities management in community psychiatric centers and 15 years experience with commercial and

residential construction.

Kāhi Mōhala is a certified Medicare provider and certified by Tricare for child and adolescent residential treatment. In addition, Kāhi Mōhala is fully accredited by The Joint Commission, certified by the Centers for Medicare and Medicad Services (CMS), and licensed by the State of Hawai'i.

In 2015, Sutter Health Pacific Kāhi Mōhala was named for the 3rd consecutive time as a 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. This honor places Kāhi Mōhala in the top 31.5% of all Joint Commission-accredited hospitals nationally.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

The project is expected to improve the quality and effectiveness of behavioral health care that is tailored to the special needs of our community's child and adolescent patients. The long-term goal is an improved therapeutic environment that increases the options for recovery, empowers young patients to self-manage their lives, and decreases the need for costly chronic institutionalization.

The physical hospital plant is regularly maintained by the facilities management team and contracted vendors for grounds and landscape maintenance. Project effectiveness for product purchase and installation will be measured for timeliness, cost effectiveness and value. Playground equipment maintenance will include routine visual inspection of equipment and surfacing, with repairs being made on an as needed basis.

The long-term benefit to the community is a child-friendly treatment environment at the hospital so that patient satisfaction, safety, and security are constantly improved. Kāhi Mōhala measures patient satisfaction on a periodic basis using methods accepted in the industry. We anticipate that project improvements will increase patient satisfaction scores by 10% over prior year levels in the 'overall patient satisfaction' category.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

The hospital's annual budget provides funds for routine maintenance costs for the entire physical plant, including the outdoor recreational therapy areas. Dedicated staffing for facility maintenance, child and adolescent professional staff, recreational therapy staff and staffing for all of our other specialties will continue to be funded past the grant period. Regular funding and staffing assures that the playground will continue to serve the recreation therapy needs of our community's young behavioral health patients. We believe that this major investment in modern playground equipment now will ultimately serve hundreds of patients from our community in the future, with durable equipment for play, healing and exercise in a child-friendly environment.

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APPENDIX A: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2018

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. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	The ALS Association Golden West Chapter
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Excellence in ALS Care

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

Originally founded in 1986, Golden West Chapter (GWC) began serving the ALS community of Hawaii in 2014 with the mission to lead the fight to treat and cure ALS through global research and nationwide advocacy, while empowering people with ALS and their families to live fuller lives by providing them with compassionate care and support.

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

The GWC will increase infrastructure to support the identified need for services by people with ALS in Honolulu by hiring a Regional Care Manager and Regional Assistant, securing office space and establishing a Honolulu equipment loan pool. The GWC will support the local medical community and enhance the quality of life for people living with ALS through training events and support groups.

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

Outcome surveys will indicate 20 people with ALS & their family members feel less isolated and have a greater sense of wellbeing; 26 health care professionals in 2 multidisciplinary ALS clinics and 2 community healthcare agencies understand Standards of Care for ALS are better equipped to care for people with ALS; 100 ALS community members show increased awareness of research and treatment options

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1 $	☐ District 2 $	☐ District 3 $
☒ District 4 $18,367	☒ District 5 $18,367	☒ District 6 $9,183
☒ District 7 $45,917	☐ District 8 $	☐ District 9 $

H. Total Amount Requested (Minimum of $25,000 / Maximum of $125,000):	$91,833

I. Type of Grant Activity (pick ONE category that most reflects Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☒ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

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.

Fred B Fisher

Signature of Grantee (Fiscal Sponsor) Officer — Date

Printed Name and Title: Fred B. Fisher, President, CEO

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem / issue, and target population are effectively validated. The description must include how the public services target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate income areas.

1. Provide substantive data and other quality information to show the issue is a priority need of the community. *(3,000 character count limit)*

Amyotrophic Lateral Sclerosis (ALS), also known as Lou Gehrig's Disease, is a devastating and fatal neurodegenerative disease that attacks nerve cells in the brain and spinal cord, resulting in the death of motor neurons. As motor neurons die, the disease gradually robs a person of the ability to walk, use their hands, talk, swallow, and eventually, to breathe, while the five senses, and typically a person's mind, continues to function normally. ALS affects women and men of all ages, ethnicities and from all socioeconomic backgrounds. For unknown reasons, U.S. military veterans are twice as likely to be diagnosed with ALS than civilians. There is little known about the causes of ALS and there is no known cure.

ALS is not a disease that can be effectively navigated alone. As the disease progresses, people with ALS are not physically able to work, care for themselves, communicate or engage in the community without substantial assistance, often requiring family members to stop or decrease work to assume a caregiver role. 90% of all people with ALS require assistive communication devices at some point during their disease progression. In addition, people with ALS require some form of durable medical equipment remain safe during activities of daily living at some point during the disease progression.

Medical care for people with ALS is a complex venture, as the progression varies dramatically across patients. ALS involves motor function throughout the body and impacts breathing and swallowing. Medical complications associated with ALS are many and include aspiration pneumonia, neck and back pain from difficulty positioning, bowel impaction from inadequate muscle strength, excessive saliva, skin sores and more. The best form of medical treatment proven to improve quality of life and extend life expectancy involves expert, proactive collaborative care through multidisciplinary care.

People with ALS and their caregivers report high degrees of isolation. The target population to be served therefore includes people living with ALS, family members and family caregivers, professional caregivers, anyone associated with a person with ALS, such as colleagues and friends.

Currently the GWC serves 20 people per year with ALS in Honolulu, which represents 86% of the predicted population of people with ALS and a 40% increase from when we launched services in the area in 2014. Prior to launching services in 2014, the ALS community was largely unsupported by medical care, education and trained support. As awareness of ALS increases, largely as a result of efforts from the GWC and partner organizations in Hawaii, increased requests for services are being made. Through collaborative efforts between the GWC and the medical community in Honolulu, multidisciplinary care for people with ALS is now available at Kuakini Hospital and Kaiser Permanente.

2. Provide a thorough analysis of the community's priority need / problem and its impact on the community. *(3,000 character count limit)*

ALS does not impact just the person diagnosed with the disease; its reach effects the entire family and their community. As the disease progresses, individuals with ALS are no longer able to work. Often diagnosed in the prime of life, the loss of income can be devastating to the family. Moreover, spouses and/or adult children are typically put in the position of having to choose between continuing to work and leaving their job to care for their loved one, transforming a two-

income home to one without the funds to make ends meet. Children are also affected; in addition to the emotional impact of living in a home where a loved one has a terminal disease, children often take on care-giving roles. Families find themselves having to mobilize a community of support to assist in their basic needs of going to the grocery store, preparing meals and attending to tasks outside the home, because the person with ALS cannot be left alone. The result is often an incredibly strong sense of isolation.

Few people know about or understand ALS when they are first diagnosed. Few doctors, home care providers, allied health professionals or nursing home staff are trained in the unique respiratory, feeding and endurance concerns associated with ALS, often resulting in conflicting recommendations, accelerated disease progression and frustrated and confused patients and caregivers.

Research has proven that expert multidisciplinary medical, community and home-based care helps people with ALS live better and longer with the disease. Costs of living with ALS in the later stages of the disease averages $200,000 per year. The GWC's Excellence in ALS Care Initiative is designed to address the medical, social, emotional and financial challenges of ALS by providing a continuum of care that emphasizes coordination and collaboration among expert care managers, social workers, and health care providers in clinical and community and home-based settings. That continuum of care also includes opportunities to advance ALS research and public policy initiatives that benefit the entire ALS community.

The GWC currently employs one Regional Care Manager and one Director of Community Outreach to serve all of Hawaii. 33% of all patients served in Hawaii reside in Honolulu. With a 40% increase in the number of people with ALS served since launching services in 2014, and anticipated continued increase in demand, the need to enhance infrastructure is apparent. Currently both full time staff work from home and are required to travel on a weekly basis, posing challenge in efficiency for project management. Honolulu holds the greatest concentration of people served and is currently the epicenter of activity for multidisciplinary care, however as caseloads grow on neighbor islands, the Care Manager is challenged to maintain existing standards of care, grow new relationships and expand services in Honolulu.

Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. *(1,000 character count limit)*

- Secure a Care Manager and Regional Assistant to serve Honolulu
- Serve a minimum of 12 people with ALS through Multidisciplinary Care Clinics
- Conduct a minimum of 48 home visits for people with ALS to assess client and caregiver needs for resources and support and/or equipment
- Provide a minimum of 12 equipment loans to improve function, communication and quality of life
- Conduct a minimum 8 support groups for people living with ALS in Honolulu
- Conduct an "Ask the Experts" event in Honolulu for families living with ALS and the professional community serving people with ALS
- Conduct a minimum of 2 customized trainings for Multi-Disciplinary ALS Clinic teams
- Conduct a minimum of 2 ALS care trainings at nursing homes, hospice agencies and/or community health organizations
- Circulate post training surveys for all educational events measuring training effectiveness
- Secure equipment loan storage space
- Acquire high demand equipment to assist people living with ALS

B. Describe the proposed plan

1. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(2,000 character count limit)*

The Excellence in ALS Care Initiative is an evidence-based model of care that addresses the challenges of living with ALS. All services provided by the GWC are free of charge.
Professional Care Management effectively assists people living with ALS in finding solutions to their changing circumstances as the disease progresses by connecting people to vital information, community resources, educational opportunities, other people living with ALS, and access to free loans of durable medical equipment and assistive/augmentative communication devices. Care Managers assess need and coordinate customized treatment plans that are continually updated with medical partner input, advocate with funding agencies on behalf of people with ALS and assist with referrals to medical, legal, financial, transportation, in-home health care and counseling services.
ALS specialty clinics combine multidisciplinary medical treatment with clinical research opportunities to identify the causes, potential treatments and ultimately, a cure for ALS. During each clinic visit, a person with ALS works with a team of specialists: neurologist, nutritionist, respiratory therapist, speech therapist, physical and/or occupational therapist, social worker and others essential to the care team. The Care Manager is a member of the clinic team and ensures effective implementation of clinic-generated plans in the home.
Support groups are forums for learning strategies to meet the challenges of living with ALS while gaining emotional support. Support Groups are open to people with ALS, caregivers, family members and friends.
Educational seminars empower the ALS community by providing information on research and treatment management from highly trained experts. Customized training sessions for ALS Multidisciplinary Teams promote best practice for comprehensive ALS care among medical and allied health professional

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

Research has proven that expert medical, community and home-based care helps people with ALS live better and longer with the disease. The Golden West Chapter's Excellence in ALS Care Initiative is designed to address the medical, social, emotional and financial challenges of ALS by providing a continuum of care that emphasizes coordination and collaboration among expert caregivers, social workers, and health care providers in clinical and community and home-based settings. That continuum of care also includes opportunities to advance ALS research and public policy initiatives that benefit the entire ALS community.
The Chapter's Excellence in ALS Care Initiative embodies our core value that no one should be alone with ALS and positions the ALS community to directly participate in achieving our shared vision – a world without ALS.
Key components of the Excellence in ALS Care Initiative include:
- Professional Regional Care Management
- Multidisciplinary Clinical Care
- Durable Medical Equipment and Alternative Augmentative Communication Loan Program:
- Support Groups

• Education and Awareness

The Excellence in ALS Care Initiative will serve an estimated 20 people in Honolulu with ALS, their caregivers and support systems. Desired outcomes of Grant Activity will include:
1. People living in Honolulu with ALS and their caregivers will indicate greater understanding of strategies for living with the disease, decreased sense of isolation and an overall greater sense of wellbeing resulting from Care Management services, as indicated by survey.
2. This initiative will serve an estimated 16 medical professionals working in multidisciplinary ALS Clinics. Post training survey and assessment results will indicate greater understanding and ability to implement established Standards of Care for people with ALS.
3. Approximately 10 key care providers at nursing homes, hospice agencies and/or community/allied health organizations in Honolulu will benefit from specialized training in ALS. Post training survey and assessment results will indicate greater ability to care for and support people with ALS under their care.
4. A minimum of 30 members of the ALS community (people with ALS in Honolulu, as well as their caregivers and families, medical professionals and vendors serving the ALS population) will attend the Ask the Experts event and demonstrate increased awareness of research and treatment options, as indicated by post event survey.

3. Provide an action plan to achieve the stated measureable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Upon verification of Grant in Aid funding the GWC will hire a Regional Care Manager to serve Honolulu exclusively, secure office space in Honolulu to be occupied by a Regional Care Manager, the Regional Director of Community Outreach and a Regional Assistant for Hawaii, thus providing the necessary infrastructure to support stated goals and allow for future expansion.
Under the direction of the Vice President of Program Services, the current Care Manager serving all of Hawaii will work closely with future staff to assure a smooth transition, which will involve:
• Orientation to caseload
• Introduction of staff to constituents (clients, families, ALS multidisciplinary team members, and other members of the medical and health care communities that serve people with ALS in Honolulu)
• Orientation to Standards of Care for serving people with ALS
• Orientation to organizational, documentation and reporting procedures
• Development of new procedures as needed
Under the direction of the Vice President of Community Outreach and the Vice President of Program Services, the Hawaii-based staff will recruit, hire and train a Regional Assistant, whose primary duties will include:
• Coordinating logistics for educational events and support groups
• Answering phones and responding to inquiries and requests for information
• Assisting with promotion of educational events, support groups, research opportunities and ALS Multidisciplinary Clinic dates
• Tabulating and entering data for reporting
• Overseeing loan closet inventory (labeling, cleaning, testing and repairing equipment, issuing loan agreements, assisting with collection and distribution, maintaining and equipment loan database)
The Regional Care Manager in Honolulu will work closely with neurologists at Kaiser Permanente and Kuakini Medical Center to assess need for training and provide ongoing support of newly established ALS Multidisciplinary Clinics in Honolulu.

The Regional Director of Community Outreach and the Regional Care Manager for Honolulu will collaborate to identify and cultivate relationships with physicians, nursing homes, hospice agencies and allied health professionals serving the ALS community to identify needs and potential partnerships for expansion of services in Honolulu.
The Vice President of Program services, in collaboration with Hawaii-based staff, will create constituent surveys to assess progress towards desired outcomes and implement subsequent enhancements based on findings.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

Funding is requested to fortify the necessary infrastructure to support the 40% increase for Care Management services by the GWC in Honolulu and the establishment of 2 ALS Multidisciplinary clinics. The proposed budget includes salary for a fulltime Oahu-based Care Manager, half of whose time will be designated to serving residents of Honolulu, which is reflected in the request for salary of one .5 FTE position. The budget also includes a Regional Assistant serving Hawaii, 33% of whose time is designated to serving residents of Honolulu. Oversight for Care Management and support services in Honolulu will be provided by the Vice President of Program Services, as reflected in the proposed budget at .05 FTE.

Office Space will allow for a central location for meetings, administrative activities and storage of data and frequently utilized program and resource materials for use by the Care Managers and Director of Community Outreach. 33% of total office expenses (rent, equipment, furniture, computers, security, etc.) will serve the community of Honolulu exclusively.

Funds are requested to establish a loan pool of durable medical equipment and augmentative communication devices for residents of Honolulu. High value high demand items to be purchased include wheel chairs of varying sizes, tub benches, raised toilet seats and walkers. Items range in price, and average $250/item. Assorted assistive communication devices and assistive communication technology will be purchased for use in the equipment loan pool. Sample items include voice generated systems activated by eye-gaze technology, voice amplifiers and device mounting systems for use by patients in wheel chairs. Items range in price and average $250/item.
The GWC will conduct an Ask the Experts event in the city of Honolulu during the grant period, which will benefit families, care giving agencies and the health care community in that area. Ask the Experts events provide a forum for the ALS community to learn the latest research and treatment approaches directly from experts in the field. Expenses associated with this event include air fare and accommodations for guest speakers, promotion, catering and space rental.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

During a 12-month period from Nov. 1, 2017 through Oct 31, 2018, the program will benefit approximately 20 people living with ALS and hundreds of their loved ones, family members, friends, colleagues and care givers as well as community members, medical professionals, and individuals who have lost loved ones to ALS.

Each Quarter the GWC will:
• Plan, publicize and conduct at least 2 support groups
• Serve a minimum of 3 people with ALS through Multidisciplinary Care Clinics
• Conduct a minimum of 12 home visits for people with ALS to assess client and caregiver needs for resources and support and/or equipment
• Provide ongoing care management services for implementation and revision of treatment plans as needed

• Provide equipment loans as needed to improve function, communication and quality of life

In Quarter 1 the GWC will:
• Secure and outfit office space for use by the Honolulu Regional Care Manager, the Director of Community Outreach for Hawaii and the Regional Assistant for Hawaii
• Initiate a Regional Care Manager position for Honolulu
• Recruit, hire and train a Regional Assistant
• Purchase a selection of most commonly requested Durable Medical Equipment and Augmentative Communication devices to establish an equipment loan pool
• Schedule an Ask the Experts Event
• Schedule and plan a Multidisciplinary ALS Clinical Team training
• Schedule and conduct an ALS care trainings at a nursing home, hospice agencies and/or community health organization and circulate post training assessment survey
• Assess needs for Multidisciplinary Clinical Team training and determine desired outcomes in coloration with Clinic team lead

In Quarter 2 the GWC will:
• Plan and conduct a customized training for a Multi-Disciplinary ALS Clinic team and circulate post training assessment survey
• Plan the Ask the Experts Event

In Quarter 3 the GWC will:
• Promote Ask the Experts Event
• Assess needs for Multidisciplinary Clinical Team training and determine desired outcomes in coloration with Clinic team lead
• Schedule and plan Multidisciplinary Clinical Team training
• Schedule and conduct an ALS care trainings at a nursing home, hospice agencies and/or community health organization and circulate post training assessment survey

In Quarter 4 the GWC will:
• Conduct a customized training for a Multi-Disciplinary ALS Clinic team and circulate post training assessment survey
• Conduct the Ask the Experts Event and circulate post event satisfaction survey
• Circulate Annual Care Management Constituent survey measuring outcomes satisfaction and outcomes

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

The ALS Association Golden West Chapter (GWC) has a long and successful track record of providing essential services to the ALS community in California and Hawaii. The GWC has been providing a professional wraparound system of care for those living with ALS in Hawaii since 2014. Care Management services of the GWC in Hawaii are currently provided by a dedicated healthcare professional who serves people with ALS and their families throughout the state. The services provided by the GWC are grounded in an evidence based model of multi-disciplinary care. The GWC Care Manager provides case management, plans and conducts support groups, coordinates loans of durable medical equipment and augmentative communications equipment, and leads community education programs. The GWC works to recruit and collaborate with the medical disciplines required to treat a person with ALS. The GWC

multidisciplinary model of care combines the community and home based services that people living with ALS need every day, with clinic based medical services (neurology, physical therapy, occupational therapy, speech therapy, nutritionist, gastroenterologist, pulmonologist, respiratory therapist, nursing, etc.) to create a "one stop shop" so that people living with ALS can have direct access to the only model of care that clinical research has proven helps people live up to three times longer than the only FDA approved drug for ALS.
In an effort to create a world without ALS, and often stepping outside their comfort zone to effect change for the ALS community, our staff and volunteer leadership, including people with ALS, their friends, relatives, supporters, business associates, medical professionals and community leaders have helped open doors for the GWC to new opportunities that draw resources and awareness to our mission and vision.
The GWC's Board of Directors is an engaged group of individuals with backgrounds in all areas of expertise (finance, medicine, business administration, operations, marketing, sales, education, engineering, and more). At the time a board member is vetted, they are informed about the GWC's committee participation and meeting attendance policy, as well as the Chapter's minimum board give or get policy. Last year, 100% of GWC Board Members made a meaningful financial contribution to the Chapter.
Sound fiscal management and commitment to accountability and transparency is paramount to GWC board and staff, as reflected by the recent announcement that the GWC has earned its third consecutive 4-star rating (highest level) from Charity Navigator, America's premier independent charity evaluator. Only 12% of all charities rated by Charity Navigator receive 3 consecutive 4-star evaluations. This exceptional designation demonstrates to the public and the ALS community that the organization is trustworthy to invest donations in our stated mission priorities.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

The ALS Association Golden West Chapter (GWC) has a long and successful track record of providing essential services to the ALS community in California and Hawaii. The GWC has been providing a professional wraparound system of care for those living with ALS in Hawaii since 2014. Care Management services of the GWC are currently provided by a dedicated healthcare professional who serves people with ALS and their families throughout the state. The services provided by the GWC are grounded in an evidence based model of multi-disciplinary care. The GWC Care Manager provides case management, plans and conducts support groups, coordinates loans of durable medical equipment and augmentative communications equipment, and leads community education programs. The GWC works to recruit and collaborate with the medical disciplines required to treat a person with ALS. The GWC multidisciplinary model of care combines the community and home based services that people living with ALS need every day, with clinic based medical services (neurology, physical therapy, occupational therapy, speech therapy, nutritionist, gastroenterologist, pulmonologist, respiratory therapist, nursing, etc.) to create a "one stop shop" so that people living with ALS can have direct access to the only model of care that clinical research has proven helps people live up to three times longer than the only FDA approved drug for ALS.
In an effort to create a world without ALS, and often stepping outside their comfort zone to effect change for the ALS community, our staff and volunteer leadership, including people with ALS, their friends, relatives, supporters, business associates, medical professionals and community

leaders have helped open doors for the GWC to new opportunities that draw resources and awareness to our mission and vision.
The GWC's Board of Directors is an engaged group of individuals with backgrounds in all areas of expertise (finance, medicine, business administration, operations, marketing, sales, education, engineering, and more). At the time a board member is vetted, they are informed about the GWC's committee participation and meeting attendance policy, as well as the Chapter's minimum board give or get policy. Last year, 100% of GWC Board Members made a meaningful financial contribution to the Chapter.
Sound fiscal management and commitment to accountability and transparency is paramount to GWC board and staff, as reflected by the recent announcement that the GWC has earned its third consecutive 4-star rating (highest level) from Charity Navigator, America's premier independent charity evaluator. Only 9% of all charities rated by Charity Navigator receive 4 consecutive 4-star evaluations. This exceptional designation demonstrates to the public and the ALS community that the organization is trustworthy to invest donations in our stated mission priorities.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

The additional infrastructure provided through these grant activities will maximize effectiveness for fundraising, program expansion and service delivery. Diligent program evaluation will provide guidance for ongoing program enhancements to meet future constituent needs.
It is anticipated that plans for future growth will include
• Increased home visits
• Additional Support Groups
• Programming to address emotional wellbeing for children of parents with ALS
• Formalized training program for in home care providers of people with ALS
• Ongoing continuing education for Care Manager
The local Honolulu leadership team will be well supported by the GWC executive team through ongoing oversight via phone conference and site visits during the grant period and beyond. The GWC is committed to an integrated model of care to support ALS Multidisciplinary Clinics and the health care organizations serving people with ALS.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

The GWC relies strictly philanthropic funding from individuals, corporations and foundations, The GWC strives to maintain a diverse portfolio for community engagement and support including appeals and platforms related to: major gifts, direct marketing/mail, events, online giving and deferred or estate gifts.

Every year, the GWC fundraising goals are based on the prior year's actual revenue. The GWC's fundraising plan is dependent upon strong staff, board and volunteer involvement. In FYE 2016, our fundraising goal is just over $5,000,000. Our fundraising plan includes Donation revenue of $1,450,000 comprised Major Gifts/Planned Gifts, Corporate/Foundation Gifts, Tributes/Direct Mail and other gifts, and $3,645,000 of Event Revenue from Galas, the Ride to Defeat ALS, Walks to Defeat ALS, Golf Events and other Chapter events. In 2016, Honolulu based Walk to Defeat ALS surpassed its revenue goal by $20,000 and attracted an increase in the

number of fundraising teams by 22%.

The GWC's Board of Directors is an engaged group of individuals with backgrounds in all areas of expertise (finance, medicine, business administration, operations, marketing, sales, education, engineering, and more). At the time a board member is vetted, they are informed about the GWC's committee participation and meeting attendance policy, as well as the Chapter's minimum board give or get policy. Last year, 100% of GWC Board Members made a meaningful financial contribution to the Chapter.

The GWC is fiscally sound with healthy reserves, a strong and well established Board of Directors and an experienced, capable staff with proven track record of achieving program and fund raising goals.

UPDATED/REVISED

APPENDIX A: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2018

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. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	The ALS Association Golden West Chapter
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Excellence in ALS Care

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

Originally founded in 1986, Golden West Chapter (GWC) began serving the ALS community of Hawaii in 2014 with the mission to lead the fight to treat and cure ALS through global research and nationwide advocacy, while empowering people with ALS and their families to live fuller lives by providing them with compassionate care and support.

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

The GWC will increase infrastructure to support the identified need for services by people with ALS in Honolulu by hiring a Regional Care Manager and Regional Assistant, securing office space and establishing a Honolulu equipment loan pool. The GWC will support the local medical community and enhance the quality of life for people living with ALS through training events and support groups.

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

Outcome surveys will indicate 20 people with ALS & their family members feel less isolated and have a greater sense of wellbeing; 26 health care professionals in 2 multidisciplinary ALS clinics and 2 community healthcare agencies understand Standards of Care for ALS are better equipped to care for people with ALS; 100 ALS community members show increased awareness of research and treatment options

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1 $	☐ District 2 $	☐ District 3 $
☒ District 4 $18,367	☒ District 5 $18,367	☒ District 6 $9,183
☒ District 7 $45,917	☐ District 8 $	☐ District 9 $

UPDATED/REVISED

H. Total Amount Requested (Minimum of $25,000 / Maximum of $125,000):	$91,834

I. Type of Grant Activity (pick ONE category that most reflects Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☒ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

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:

Date

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APPENDIX A: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2018

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. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	The Children's Alliance of Hawaii, Inc.
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Public Service - Children

D. 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.

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

The grant activity will support our gender-specific, year-round activity-based program, entitled HEART (Healing Emotions with Art and Recreation Together) program; and a life skills program, entitled Pinao. These programs are uniquely designed to meet the needs of children and adolescents between the ages of 8 – 21 who have been sexually abused.

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

HEART & Pinao programs serving youth who have been sexually abused. HEART outcomes for 24 girls and/or boys ages 8-19: 90% increase ability to label & express feelings; 80% increase self-esteem; 85% decrease feelings of isolation. Pinao outcomes for 22 girls and/or boys ages 11-21: 95% increase knowledge in life skills; 80% increase skills for transition into adulthood; 80% increase self-efficacy.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1 $	☐ District 2 $	☒ District 3 $41,667
☐ District 4 $	☐ District 5 $	☐ District 6 $
☒ District 7 $41,667	☐ District 8 $	☒ District 9 $41,666

H. Total Amount Requested (Minimum of $25,000 / Maximum of $125,000):	$125,000

I. Type of Grant Activity (pick ONE category that most reflects Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☒ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

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.

Lisa Dunn

Signature of Grantee (Fiscal Sponsor) Officer
Printed Name and Title: Lisa Dunn, Executive Vice President and Director fo Programs

Nov 11, 2016
Date

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem / issue, and target population are effectively validated. The description must include how the public services target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate income areas.

1. Provide substantive data and other quality information to show the issue is a priority need of the community. *(3,000 character count limit)*

Child sexual abuse is a prevalent form of child maltreatment. Children and adolescents, regardless of their race, culture, or economic status, appear at approximately equal risk for sexual victimization (American Psychological Association, 2013). 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 of evidence necessary to charge a perpetrator with a crime. These cases include minor children who were sex trafficked.

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. However, October 2014 through September 2015 the Honolulu Prosecuting Attorney's Office recorded 305 intake cases of child sexual assault. Not all cases were necessarily confirmed cases. The Honolulu Prosecuting Attorney served 26 sex trafficked clients, including many minor children.

The Department of Human Services, Child Welfare Services reported that between 2007 and 2012 there were 575 confirmed cases of sexual abuse statewide. Of the 575 cases, 347 were on Oahu or approximately 58 cases per year.

Nationwide, 1 of 3 females and 1 of 5 males have been victims of sexual abuse. Of all sexual assaults reported to law enforcement agencies, 67 percent of victims were under 18 years of age, 20 percent were between the ages of 12 – 17; 14 percent were 5 years and younger. (Snyder 2000). 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).

Childhood sexual abuse is common among young adjudicated offenders. In the State of Hawaii thirty-eight percent (38%) of females and 8% of male juvenile offenders 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). 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).

Each year, the Children's Alliance of Hawaii, Inc. (CAH) serves upwards of 350 children and youth who have been sexually abused. Over ninety percent (90%) 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 disadvantaged target population reside with a protective biological parent, relative, adoptive parent or in foster care and are on Oahu.

2. Provide a thorough analysis of the community's priority need / problem and its impact on the community. *(3,000 character count limit)*

Child sexual abuse causes trauma which may result in long-term 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). Clearly, providing a community-based program to this high risk population would benefit the youth and communities of Oahu.

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 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)

Research suggests that strengths-based programs have positive impacts on youth, including reducing risky behaviors (e.g., promiscuity, substance use and abuse, truancy, dropping out of school, etc.) and increasing protective factors (e.g., feelings of community connectedness, high self-esteem, social competency, and having future goals/plans.) Strengths perspective focuses intervention on the youth's strengths and building upon those strengths. Youth discover other strengths in the process, increasing self-esteem and self-efficacy.

Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. *(1,000 character count limit)*

The proposed Grant Activity focuses on the implementation our HEART and Pinao programs. HEART (Healing Emotions with Art and Recreation Together) is a year round, program for 24 adolescents, boys and girls who have been sexually abused (ages 8-19) utilizing the evidenced based practices of trauma-informed care. Twelve 4-week activity-based groupwork sessions are provided over the year for two groups of youth. Activities may include art, music, hiking, horseback riding, ice skating, spoken word, cooking, etc.

Pinao is a year-round weekly life skills program of classes designed to engage 22 youth who have been sexually abused (ages 11 – 21, boys and girls) in learning important basic life skills

and knowledge that will enable them to lead productive lives in adulthood, all the while knowing that they are at a safe place where they are understood and respected.

B. Describe the proposed plan

1. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(2,000 character count limit)*

The community we aim to serve are children and adolescents, ages 8-21 years old residing in all Council Districts, who have been sexually abused and are in need of long-term supportive healing. Based upon specifically controlled research findings, in which children who were sexually abused are compared to children who have not been sexually abused, there are four general categories of trauma that children experience, each having various psychological and behavioral effects. These four categories include traumatic sexualization, stigmatization, betrayal, and powerlessness (Finkelhor and Browne, 1985). CAH delivers services that help children to overcome their trauma and to alleviate the personal stigma and feelings reflected in self-destructive behaviors, such as substance abuse, risk-taking acts, self-mutilation, suicidal gestures and acts, and provocative behavior designed to elicit punishment. Our programs also address the feeling of betrayal felt by the child that has been abused. They often feel betrayed by the people who are supposed to be their protectors and nurturers, especially in cases of incest. If not properly addressed, these children may avoid investment in healthy relationships, manipulate others, and re-enact the trauma through subsequent exploitive and damaging relationships, and engage in angry and acting-out behaviors. Youth who have been sexually abused frequently feel that they are powerless and vulnerable. They can succumb to a perception of victimization, or contrarily, desire to be controlling and identify with the aggressor. The vulnerability effect of powerlessness are often avoidant responses, such as running away; or behavioral difficulties including phobias, sleep problems, elimination problems, eating problems; and re-victimization. CAH Programs help youth to rebuild their ability to trust and sense of safety that is essential to overcome and positively manage their trauma.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

This Grant Activity will serve a total of 28 children and youth who have been sexually abused. The goals of the programs are to increase levels of self-esteem, self-efficacy and enhance the ability to express emotions among sexually abused children and youth through the use of group social and recreational activities and life skills classes; to strengthen the resiliency of sexually abused children so they may make informed and healthy decisions for successful transition into adulthood; and to decrease social isolation thereby improving relationships with peers and family members.
The HEART program will serve at least 24 youth during the twelve months of the grant period. The outcomes for this 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 serve at least 22 youth during the twelve months of the grant. The outcomes for this program are:

- 95% of the participants will report increased knowledge regarding life skills, e.g. employment, home management, healthy relationships, etc.
- 80% of the participants will report increased skills to prepare them for transition into adulthood
- 80% of the participants will have increased self-efficacy as perceived by the youth and the worker

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, Pinao, and Ho'omaka programs. The GSE is a revised and adapted GSE from Matthias Jerusalem & Ralf Schwazer GSE. The scale is designed to assess a general sense of perceived self-efficacy and can be self-administered or proctored (verbally given). The RSE is a self-report survey. This instrument will be used to gauge general movement in self-esteem. The PYD developed by the Hawaii State Department of Human Services. For this measure, 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. CAH will also administer internally developed questionnaires to assess the increase in ability to label and express feelings. Client assessments are conducted at intake and every six months.

CAH believes in empowering children and youth who have been sexually abused by encouraging them to voice their input and suggestions for continual program improvement of our programs. At each quarter of the grant period, CAH will facilitate input and evaluation meetings with Pinao participants to guide the program. Pinao program topic areas and implementation may be adjusted, based on client feedback.

3. Provide an action plan to achieve the stated measureable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

CAH will work with community partners, city and state agencies to recruit children and youth for participation in all programs served under this grant. Recruitment is ongoing and based on the current number of clients being served in each program.

Each child/youth will complete an intake and 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. The following outlines the action plan for the delivery of each program.

HEART is a gender-specific, year-long program that consists of six, 8-week components. 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 works with the youth in small, supportive groups of approximately eight (8) girls and/or boys per group. CAH will run two HEART groups simultaneously throughout the grant period.

Pinao is a 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 are facilitated by trained staff, topic specific specialists, and community volunteers. 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.

Our programs are not a substitute to traditional clinical therapy. Rather, they compliment it while providing long term therapeutic support for a child's healing process. They uniquely use mediums that come "naturally" to children such as art, music, and recreation in healthy social settings.The activities enhance self-esteem and ability to thrive through the use of Cognitive Behavioral Therapy (CBT) methodologies which assist youth in changing thinking in order to change behavior. In addition, experiential modalities to 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 and forms the basis of CAH's approach to fostering the healing process. Participating in new, fun, challenging activities helps to place the traumatic sexual abuse experience within a different context and offers the perspective that abuse is only one of many factors that has impacted his/her life. Participating in small groups with other same age-gender peers also helps to decrease the stigma of child sexual abuse.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

The budget covers certain core expenses that will provide the fundamental services of HEART and Piano. The Program Specialists work with the children providing strengths based therapeutic activities to youth who have been sexually abused. The administrative staff provides the necessary oversight and management of the programs. The professional and contractual services provide the support needed for successful operational program services. Rent and CAM allows for the required space to safely and effectively run the programs. The program supplies and the activity fees allocates required funding for activities designed to meet desired outcomes serving youth who have been sexually abused, i.e. ability to label and express feelings, increased self-esteem, decreased feelings of isolation, increased knowledge regarding life skills, increased skills to prepare them for transition into adulthood, and increased self-efficacy as perceived by the youth and the worker.

A. Direct Salaries/Wages and Fringe Benefits:
1. Program Specialist is a 1.0 FTE position that provides direct client service to children and youth in the HEART and Pinao programs. This position is also responsible for the overall coordination of HEART. 50% of this individual's annual salary will be covered under this grant.
2. Program Specialist is a 0.3 FTE position that provides direct client service to children and youth in the HEART and Pinao programs. This position is also responsible for the overall coordination of Pinao. 100% of this individual annual salary will be covered under this grant.

B. Administrative Salaries/Wages and Fringe Benefits:
1. Executive Vice President and Director of Program currently oversees that development and implementation of all CAH programs. This individual is also responsible for hiring, supervising, training staff. This is a 1.0 FTE and 35% of this individual's annual salary will be covered under this grant.
3. Office Manager provides general office support to the entire organization. This position communicates directly with clients and supports all CAH Staff in their day-to-day activities. 2% of this individual's salary will be covered under this grant.

C. Professional and Contractual Services: Human resources & payroll.

D. Office Rent/CAM: Monthly rent and Commercial Area Maintenance (CAM) fees for the space that is used to coordinate and facilitate programs services to clients in all programs under this

grant.

E. Programs Activities & Supplies: Activity fees, honorariums, art supplies, program supplies, refreshments, transportation to and from activities for individuals and groups, etc. for all programs under this grant.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

The following milestones, timeline and performance measures will be implemented to meet the major outcomes and action plan as described in Section II.B.2. This curriculum is subject to change, depending upon the date of receipt of Notice to Proceed.

Each month during the contract period, 4 HEART sessions will be run for 2 groups of youth. During the odd number months the HEART sessions will emphasize being connected, expressions of feelings, being safe, and trust and honesty. The even number months sessions will emphasize self-esteem/no shame, power & control, joy of self & others, and celebration of accomplishments. Pinao life skills classes will be held 3 to 4 times each month. Both quarterly and semi-annual evaluations will be conducted. Reports will be made monthly to the City and County of Honolulu.

Month One
•Recruit, assess and interview clients for appropriate placement in HEART groups and Pinao classes
•HEART – Group A
•HEART – Group B
•Pinao – Coordinate activities for Pinao classes and Assessments
•Pinao - Implement a minimum of 3 life skill classes
•City & County of Honolulu Report.

Month Two
•HEART – Group A
•HEART – Group B
•Pinao - Implement 4 life skill classes
•City & County of Honolulu Report

Month Three
•HEART – Group A
•HEART – Group B
•Pinao - Implement 4 life skill classes
•Facilitate Quarter #1 meeting with Pinao participants for client input and program evaluation
•City & County of Honolulu Report

Month Four
•HEART – Group A
•HEART – Group B
•Pinao - Implement 3 life skill classes
•City & County of Honolulu Report

Month Five
•HEART – Group A
•HEART – Group B
•Pinao - Implement 4 life skill classes

•City & County of Honolulu Report

Month Six
•HEART – Group A
•HEART – Group B
•Pinao - Implement 3 life skill classes
•Facilitate Quarter #2 meeting with Pinao participants for client input and program evaluation
•Client outcome assessments
•City & County of Honolulu Report

Month Seven
•HEART – Group A
•HEART – Group B
•HEART Assessment
•Pinao - Implement 4 life skill classes
•City & County of Honolulu Report

Month Eight
•HEART – Group A
•HEART – Group B
•Pinao - Implement 3 life skill classes
•City & County of Honolulu Report

Month Nine
•HEART – Group A
•HEART – Group B
•Pinao - Implement 3 life skill classes
•Facilitate Quarter #3 meeting with Pinao participants for client input and program evaluation
•City & County of Honolulu Report

Month Ten
•HEART – Group A
•HEART – Group B
•Pinao - Implement 3 life skill classes
•City & County of Honolulu Report

Month Eleven
•HEART – Group A
•HEART – Group B
•Pinao - Implement 3 life skill classes
•City & County of Honolulu Report

Month Twelve
•HEART – Group A
•HEART – Group B
•Pinao - Implement 3 life skill classes
•Facilitate Quarter #4 meeting with Pinao participants for client input and program evaluation
•Client outcome assessments
•City & County of Honolulu Report

See Attachment D for more information, including proposed schedule for HEART & Pinao.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

For the past 30 years CAH has been an integral agency in Hawaii's service delivery system for children and youth who have been sexually abused, providing a continuum of essential long-term supportive services which are uniquely designed to meet the their developmental needs, positively impact their ability to heal from their trauma and mitigate at-risk behaviors commonly exhibited by victims of sex abuse.
CAH has designed, planned, and implemented its HEART program and curricula for the past 14 years. The Pinao, life-skills program has been in operation for the past three years. Over this period, over 600 children and adolescents who have been sexually abused have participated in CAH direct service programs. 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.
UPDATE HERE!!!
In FY 2014/15 CAH provided 6, 8-week therapeutic, recreation-based HEART sessions for 25 sexually abused youth strengthening their resiliency. Additionally, 14 girls and boys participated in 20 life skills Pinao classes and learned a variety of independent living skills.
Outcomes for the HEART and Pinao program over the last few years are as follows:

2013 program outcomes:
- 90% reported an increase in self-esteem/self-efficacy.
- 90% reported increased skills in effective of assertive communication.
- 78% reported an increase in positive and supportive peer relationships.

2014 program outcomes:
- 90% reported an increase in self-esteem/self-efficacy.
- 90% reported increased skills in effective of assertive communication.
- 84% reported an increase in positive and supportive peer relationships.

2015 program outcomes:
- 90% reported an increase in self-esteem/self-efficacy.
- 90% reported increased skills in effective assertive communication.
- 85% reported an increase in positive and supportive peer relationships.

Attachment D includes program brochures, flyers as well as testimonial letters from clients regarding the positive impact of the HEART program.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Since 1987, CAH has developed and implemented programs and services to meet the needs of sexually abused children and youth.
The team for this project includes CAH's Executive Vice President and Director of Programs, Office Manager, and a Program Manager and Program Specialist. The Executive Vice President/Director of Programs has a Masters in Social Work (MSW) with over 30 years of

experience in outcomes-based program development and implementation, government contract management, working with victims of abuse, and supervision of graduate level student interns. She was the chair of the Hawaii State Crime Victim Compensation Commission for 8 years. The Office Manager has experience in nonprofit office and client service experience. The Program Manager has And MSW and 5 plus years of experience in working with sexually abused children and adolescents, therapeutic-based activity planning and implementation and group facilitation. The Program Specialist is an MSW candidate who should have completed the MSW program by the beginning of this new program period. MSW Student Interns are also utilized in the program.

All CAH Program Staff receive over 40-hours of specialized training for working with children and sexually abused youth. The Director of Programs and the Program Manager are also trained and certified to use the WhyTry Curriculum, which is designed to teach life skills and build resilience for at-risk children and youth.

CAH will continue to work with its long-established community partners for the proposed program activities, including:

- Client referral, case management and advocacy agencies:
  - Office of the Prosecuting Attorney, City & County of Honolulu, The Judiciary, Family Court/CASA; Dept. of Health, Family Guidance Centers, Dept. of Human Services, Child Welfare Services, Dept. of Education, Sex Abuse Treatment Center, Catholic Charities, Child & Family Service, and private therapists and counselors.
  - Graduate and Bachelor's Degree Student Interns. For the past 12 years, student interns have been assigned from University of Hawaii, Hawaii Pacific University, Rutgers University, University of Southern California, Chaminade University, Argosy University, and Kamehameha Schools Kapili `Oihana Internship Program
- 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. CAH regularly recruits a team of volunteer instructors.

The proposed program will operate from CAH's 2,225 sq. ft. secured facilities with activity rooms, where current programming is held. CAH will also secure off-site meeting locations, as appropriate to meet the needs of the clients in the program.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

CAH has developed and maintained a diverse mix of funding streams, including individual and corporate contributions (7%), government (37%), private foundations (40%), in-kind contributions (6%), special events (3%), and other sources (7%). CAH continues to seek a mix of funding sources to maintain diversity in financial support.

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.
- Research and access other sources of reimbursement, such as Crime Victim Compensation Commission, and Department of Justice Victims of Crime Act (VOCA).
- 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.
• Collaborate with other organizations to better serve our target population.
• 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.
• Continued development and maintenance of CAH's individual donor base.
• Solicit targeted contributions from individuals and corporations.
• Host an annual friend/fundraiser.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

Leadership at CAH has extensive experience in assessment and evaluation, community outreach, and leadership and fund development. The Executive Vice President/Director of Programs has extensive experience in assessment and evaluation, community outreach, nonprofit leadership, and fund development and fundraising. Additionally, she has over 30 years of experience working in anti sex trafficking, domestic violence, and services for homeless street youth, adults and families and other disenfranchised populations. She has developed and maintained extensive relationships with various community partners from organization which serve people who have been sexually abused. Two staff members an MSW and an MSW Candidate have extensive experience with the client population and have informal networks with service providers at social service agencies. CAH also has an excellent reputation as a training site for MSW students and undergraduate students. Each year CAH has a total of 4 to 6 students from University of Hawaii at Manoa, University of Southern California, Rutgers University, and Hawaii Pacific University. During the summer, 3 to 4 undergraduate students through Kamehameha Schools/Bishop Estates Kāpili'Oihana Internship Program (KOIP) intern with CAH. These student interns work with the client population and enhance CAH's ability to increase capacity and community resources. CAH's Board of Directors oversees the organizations finances and strategic direction. Together the Board and Staff are developing a long term fundraising plan the focuses solely on acquiring and maintain individual donors.

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APPENDIX A: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2018

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. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	The Estria Foundation
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Mele Murals Arts Program for Hawaii's Youth

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

Founded in 2010 by world renowned mural artist Estria Miyashiro, The Estria Foundation creates art in public spaces. We collaborate with communities on projects that raise awareness and inspire action in movements to advance culture and to resolve human and environmental issues. In 2014, we completed our global programs and now focus our efforts on our Hawaii-based youth program, Mele Murals.

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

Mele Murals is a cultural education program where communities co-create large community murals. It uses the popularity of street art to engage and teach youth about Hawaiian culture, history, and values. Majority of our youth are from high risk communities. Murals focus on Hawaiian mele (chants/songs), na mo'olelo 'āina (stories of places), mo'omeheu (culture), and waiwai ho'oilina (heritage).

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

The primary goal of Mele Murals is to partner with youth, educators, and artists from 3 O'ahu communities to teach them how to create murals that unite the community and deepens our shared knowledge of Hawaiian culture. Through Mele Murals, our team projects that we will serve over 150 Hawai'i youth between the ages of 14-22, over 600 community members, and create 3 professional community murals.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $34,000.00	☐ District 2 $	☒ District 3 $66,002.00
☐ District 4 $	☐ District 5 $	☐ District 6 $

☐ District 7 $	☐ District 8 $	☐ District 9 $
H. Total Amount Requested (Minimum of $25,000 / Maximum of $125,000):	$100,002.00	

I. Type of Grant Activity (pick ONE category that most reflects Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☒ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

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: Todd Johnson, Executive Director

Date 11/14/16

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem / issue, and target population are effectively validated. The description must include how the public services target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate income areas.

1. Provide substantive data and other quality information to show the issue is a priority need of the community. *(3,000 character count limit)*

Directed by artist Estria Miyashiro, Mele Murals advances the protocols, perspectives, and values of the Hawaiian people that were nearly eradicated when the islands became a territory. It uses cultural based education to build indigenous pride and places importance on preserving and advancing Hawaiian culture and aloha. The project provides arts- and culture-interested students an opportunity to both learn from and become cultural leaders in a project that increases connection, preserves the traditions of Hawai'i, and creates valuable public art assets. The mural project provides a stable, interesting diversion from the risks many of the youth we work with face. It also takes kids who like to spraypaint who have few legal channels to do so, and teaches them to pursue community-focused art making.

The need is clear. We consistently have over a dozen schools requesting that TEF bring Mele Murals into their classrooms.

Native Hawaiian Representation and Cultural Preservation
With just 9.6% of residents of the County being Native Hawaiian (US Census), projects that involve Native Hawaiian youth are essential for cultural survival. In a 2009 study, "85 percent [of Native Hawaiian students] reported a desire to learn more about Hawaiian culture." Mele Murals offers them the opportunity to learn about Hawaiian culture through rooting in a contemporary, relevant art medium (street art) they love.

Culturally Based Education (CBE) Enhances Learning
In the first large-scale study on the value of culture based education in Hawai'i, researchers found (Kamehameha Schools):
-Students of teachers using CBE report greater Hawaiian cultural affiliation, civic engagement, and school motivation than do students of other teachers, and
-Students of teachers using CBE are more likely to have strong community ties (working to protect the local environment and attending public meetings about community affairs). They are more likely to put cultural skills to use in their communities and report higher levels of trusting relationships with teachers and staff, underscoring a deeper sense of belonging.

Arts Education: Hannah MacPherson's 2012 study Building Resilience Through Community Arts Practice, found that "Visual art activities can be used to both educate young people about resilience and enhance young people's overall resilience. Short-term visual arts interventions can have an impact on young people's resilience. Visual arts participation was extremely beneficial to young people's sense of belonging and their ability to cope with difficult feelings." Throughout the Mele Murals project, nearly all youth participants reported that participating helped them increase their connection to Hawaiian culture and taught them essential art skills. More than 80% report that they met a new peer and more than 90% said they hope to continue participating.

2. Provide a thorough analysis of the community's priority need / problem and its impact on the community. *(3,000 character count limit)*

TEF produces public art that is uplifting for participants and viewers. At every mural site, we attract hundreds of residents and visitors who bring friends, family, and colleagues to view the work we are doing and to learn about the stories depicted on the walls. People are interested in these projects because they see the community good in connecting across generations, they love both the stories of mele and that a group is coming together to bring these stories to public life.

Public art is enjoying a worldwide boom with mural festivals and art fairs popping up in more cities every year. City and County departments across the nation have been moving towards pro-art programs as a more effective use of anti-graffiti dollars. At the same time, due to No Child Left Behind Act, and today's Common Core Standards, funding for arts programs has been systematically eliminated, despite the fact that research shows art studies close the gap between high- and low-income students and not only improve numerical skills but promote creativity and social development. In today's society students interested in the arts look to graffiti art and tattoo art for inspiration, since that is what their parents and older siblings are in to. Judging by the number of schools that request our services, we see a clear demand for arts programming, especially when Hawaiian culture, environmental stewardship, and career development are included. Many of the students we work with have very limited or no arts programming in their schools.

Youth: Arts engagement with young people increases participation in schools and communities, increases civic and cultural pride, and reduces social isolation. Creative outlets are not always available to our young people. Education budget challenges and school decisions to prioritize other subject areas often mean young people do not have access to structured creative learning. The Mele Murals project builds on the desires of our team of leading artists to provide just the sort of structure and creative outlets we needed when we were young.

Public Education: Our painting process makes painting accessible to people of all skill levels and engages people of all ages to learn, enjoy, and share the stories of the mele. Our documentation and dissemination efforts ensure that there will be public education benefits for the tens of thousands of Hawai'i's youth who learn about the murals via television, film, photos, and social media. The education benefits of the project also include reaching people interested in learning more about the rich history of Hawaiian mele. We expect a global audience for these lessons.

Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. *(1,000 character count limit)*

TEF will engage three (3) O'ahu communities in its Mele Murals Program during FY2018. These communities will be provided experiential arts education, utilizing mural arts as the vehicle, with the ultimate goal of co-creating a large-scale, professional quality mural within each community. Each mural will visually share the Native Hawaiian culture and its values as well as the heritages that our communities evolved from.

B. Describe the proposed plan

1. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(2,000 character count limit)*

In recent years, The Estria Foundation team has established collaborative relationships with cultural practitioners, educators, students and business and government leaders. At the same time, we have experienced the power of community art making connected to positive themes through our local and global mural projects.

The creation of art and the visual amplification of the stories of Hawai'i bring communities together while rooting young people both in the great traditions of the people and in mural making skills they enjoy using as a basis for their art. Our team, partners, and supporters are all invested in creating technically excellent work. But the content and process of Mele Murals is of even greater importance.

We believe that this process meets two specific community needs: 1. Reconnecting people to the land and developing their sense of kuleana (responsibility) to care for it and 2. Preserving and sharing the stories of each place where we paint. The murals are essential for ensuring the culture continues.

The communities we work with on Mele Murals have been very receptive to this process and to creating their own mural projects deeply rooted in understanding the land they are living on, listening to their ancestors, and sharing how they wish to portray it. We designed this project to create a strategic investment in collaboration and in connecting arts interested students across O'ahu and throughout the Islands. Our team of arts leaders, educators and programmers can recount dozens of instances where having a society of support and creative practice has enhanced the communities we work in. Our field relies upon mentorship, sharing of resources, and study of the masters of muralism. We want to bring community members and ideas together in a substantial process because we know it will benefit the people of Hawai'i for many generations to come.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

Mele Murals contributes to the well being of participants in three key ways.
1. This grant would allow Mele Murals to reach many more people, many of whom are Native Hawaiian and moderate to low income.
2. The grant helps us deliver a unique series of place-based cultural arts programs that connect young artists to their communities and to the rich history of our land.
3. Each of our projects will include a stewardship plan through which partner schools adopt the
FY 18 Grants in Aid Appendix A: Grant Proposal
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mural and students who serve as docents to ensure the mural site is kept clean and accessible.

Mele Murals services and outcomes:

1. Creating Mele Murals with Harold K.L. Castle High School, the Waimanalo District and the Wai'anae District, providing students with the full Mele Murals curriculum including workshops on Hawaiian chant, stories of place, mele history, and specific workshops on mural making. Students will express a deeper connection to the stories of Hawai'i and increase social connection, while learning specific artistic skills and having numerous opportunities to paint.

Population:
Each Mele Mural is different but they typically reach:
Cultural workshops teaching mele using traditional practices: 40-50 people
Art workshops teaching public art skills: history, techniques: 40-50 people
Public Paint Parties where residents/students help create the mural: 200-400 people
Mural Unveiling events and dedication with cultural leaders: 300-1,000 people
2. Documenting all activities in partnership with Oiwi TV and filmmaker Tad Nakamura. The project will be shared on Oiwi TV and through a proposed feature length film. Students will see their work displayed in social media, on YouTube and in news stories.

Population:
Sharing Mele Murals via Oiwi-TV, social media and film should reach 20,000+ people. Though the majority of our focus will be reaching Hawai'i students in our three proposed districts, social media and press will allow us to reach a broad spectrum of Hawai'i residents and visitors.

3. Provide an action plan to achieve the stated measureable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Measurable Milestones and Specific Events
Partner and Work Plan for Mural #1 is finalized (December 2017)
Workshops for Mural #1 complete (January 2018)
Mural #1 Paint Day and Unveiling Complete (February 2018)
Partner and Work Plan for Mural #2 is finalized (April 2018)
Workshops for Mural #2 complete (May 2018)
Mural #2 Paint Day and Unveiling Complete (June 2018)
Partner and Work Plan for Mural #3 in finalized (July 2018)
Workshops for Mural #3 complete (August 2018)
Mural #3 Paint Day and Unveiling Complete (September 2018)

Partners
Each mural involves one or more local schools or youth organizations, a set of cultural advisors, an arts educator, and many mural artists. To date, our partners include the University of Hawai'i System, State of Hawai'i, County of Hawai'i, Hawai'i Community Foundation, Hawai'i Tourism Authority, Kamehameha Schools, Oiwi-TV, Ironman Triathlon, Kanu o ka 'Aina New Century Charter School, Waimea Middle School, Ke Kula 'o 'Ehunuikaimalino, Kealakehe High School, Kaimuki High School, Kanuikapono Public Charter School, Nā Pua No'eau, Cathedral Catholic Academy, Pacific Buddhist Academy, Montana Cans, Art Alternatives, HouseMart, Ace Hardware, Ben Franklin, Manini Holdings LLC, HPM Building Supply of Kona, Sherwin Williams - Kapa'a and Hilo, Keauhou Shopping Center, Pacific Media Group, Kapa FM, Pacific American Foundation, Harold K.L. Castle High School, Papaku no Kameha'ikana, 808 Urban, Sheraton Resorts, Kona Brewing Company, Bill Healy Foundation, Betty Kahuna Foundation, and Donkey Mill Art Center.

Partners
For the murals in this proposal, we will be working with the Harold K.L. Castle High School, Kamehameha Schools, Kaimuki High School and the Pacific American Foundation. Each group is committed to assist with securing in-kind donations, offering space forworkshops, and establishing a Mural Club with arts-interested youth. With our recently completed Mele Mural at Kaimuki High School, interest and demand in our program has grown tremendously. We hear from new potential partners every week and have been sought out by schools, youth organizations, city governments and more. Our participating artists, supporters, and advisors are continually connecting the Mele Murals team to potential participants. Mele Murals is a program built on service and an investment in strengthening communities. We prioritize working with those who serve students and communities with the greatest need. Over the course of the project we expect to work with a wide variety of schools (public, charter, and private), businesses (statewide, local, and national), and leaders (government, community, andcultural).

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

The proposed budget would allow Mele Murals to continue building a new visual arts culture for Hawai'i that is relevant to young people but deeply connected to our history. Throughout our projects, we work to secure extramural funding, in-kind gifts and to control costs. The budget we have proposed has been developed after close analysis of the Mele Murals produced to date and draws on our decades of experience working with youth and in community.
For instance, we know insurance, refreshments, and supplies are essential project costs. Supplies allow us to resource youth and organizations with essential art tools they likely do not have access to. Refreshments for our workshops and public events helps keep participants comfortable and engaged.

We devote funds to marketing and documentation in hopes that as many people as possible see the Mele Murals and learn stories both told and passed down by the people of Hawai'i. This outreach is essential for attracting more young people who we can help connect and transform through the project.

Most importantly, we have seen our team and the artists and cultural practitioners we work with in action. Paying them a fair wage for their work allows them to concentrate on Mele Murals for the time they are with us. We work on cultural and arts projects at a time where these skills and practices are not always properly valued. TEF is committed to fair compensation for those who work on our projects, especially those who are working with children. We only hire people who can deliver on the proposed outcomes.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

December 2017 - February 2018
Creating Mele Mural #1
Signed agreements with all partners and consulting team (December 2017)
Mele Mural schedule agreed to and MOUs signed (January 2018)
Mele Mural chant, grounding, sketching workshops (January 2018)
Mele Mural painting and public unveiling (February 2018)
Media wrap up and evaluations due (February 2018)

April/May/June 2018
Creating Mele Mural #2

Signed agreements with partners and consulting team (April 2018)
Mele Murals schedule agreed to and MOUs signed (May 2018)
Mele Mural chang, grounding, sketching workshops (May 2018)
Mele Murals painting and public unveiling (June 2018)
Media wrap up and evaluations due (June 2018)

July/August/September 2018
Creating Mele Mural #3
Signed agreements with partners and consulting team (July 2018)
Mele Mural schedule agreed to and MOUs signed (August 2018)
Mele Mural chant, grounding, sketching workshops (August 2018)
Mele Mural painting and public unveiling (September 2018)
Media wrap up and evaluations due (September 2018)

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

The Estria Foundation has successfully completed some of the largest public art projects in Hawai'i, California, and globally. Each mural is produced with community children, local organizations, and multiple strategies for engaging the public.

Mural projects require coordination of wall owners, community groups, artists, municipalities, and more. Our team has worked on more than 1,500 mural projects around the world including completing one of the largest murals in Hawaii produced as part of our Water Writes series.

Mele Murals is an ambitious project that has grown from our team's collective decades of experience in arts education and cultural engagement work. We are excellent planners and collaborators and are consulted by our peers for our expertise on a regular basis.

The Estria Foundation is best known for our global mural series (Water Writes) and for the fifteen public art competitions around the US we produced (both programs with large projects in Honolulu). Our projects have employed dozens of artists and created catalytic opportunities for arts and issue engagement.

Our purpose is rooted in our origins as street artists creating work outside of traditional studio spaces. Our projects focus on amplifying historically underrepresented stories often ignored by traditional media outlets, advertising, and formal institutions of knowledge. We work to show that artists are indispensible and transformative community builders and essential visual storytellers. Increasingly, we are drawing on decades of arts education experience in identifying emerging young artists who are interested in collaboration, mentorship, and skills building as they explore public art as a means for community improvement and cultural awareness.

To reach as many people as possible and to share the work of our artist teams with those not familiar with their work, we hire professional photographers and videographers to capture the rich stories that surround each process. Videos of our mural process and projects have been viewed more than 200,000 times and have been shared with our more than 500,000 social media followers.

Experienced mentors and leaders in the public art field in our recent data collection named our organization as being innovators of the next generation of public art. They shared that our investment of rooting in community and working to visually amplify the stories of the people, while developing the skills of young artists shows us to be a vital force in the public art movement.

We have completed 19 Mele Murals to date and are seeing specific measures of our success:
1. Students are requesting to participate on other school's Mele Murals
2. A growing number of parents and community members are willing to help with volunteer work
3. Parents and community members come to the mural painting every night and allow their children to stay later and later as they see how important the project is to their child.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Organizational Knowledge: Our team has produced more than 1,500 murals and hundreds of workshops. We are considered leaders in the field of public art education and draw on our relationships with master artists and seasoned teachers when we need guidance.

Staffing: We have adequate staffing to complete three (3) murals. We contract staff to cover finance, fundraising, programming, and administration. All employees and contractors have significant experience meeting similar outcomes to the ones proposed. Estria Miyashiro, our lead artists is well-regarded due to his long track record of completing monumental-scale projects, many of which are larger than those proposed.

Fiscal Resources: We have a limited reserve and increasing interest from both local governments and individuals who want to support Mele Murals. The project is scalable if funding challenges or opportunities arise.

Facilities: Our headquarters is located on campus at Kaimuki High School. This site has classroom space, outdoor painting area, office space for working and meetings, storage space for our supplies and equipment, and a common area that is used for small group workshops. Students can also practice painting on the outside back wall, during afterschool sessions.

The vast majority of our mural work happens off site with our partners and schools, either in workshops (which can also be held at our office) or while painting. We are always prepared with safety plans, and access to food and water.

Stakeholders and Relationships: We have built a set of partners and advisors who are committed to the success of Mele Murals. We recently held the first meeting of a volunteer fundraising cabinet who will has initiated a campaign for support in 2015.

Participant Assistance: Mele Murals participants are eager to be a part of the project on and ongoing basis. During and after each Mele Mural, we are asked to continue to engage the community with opportunities to volunteer, make in-kind donations, and share with family and friends throughout the Islands.

Educators: For each Mele Mural, we will also rely on engagement with educators of students of all ages. Arts and cultural educators support us with ideas, help translate our work to for the learning needs of their students and encourage students to both learn and, eventually, lead. Youth: We find, over and over again, that youth are hungry for projects that are relevant to their lives. The young people we've worked with, many of whom are at risk, are art enthusiasts, culturally curious, peer-supportive, and full of ideas on how we can best deliver Mele Murals to the people. We use an online platform to keep these students connected and they are some of our most reliable advisors.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

TEF supports its Mele Murals program and infrastructure through a mix of revenue sources that include private and public grants, private donations, in-kind support, and product donations. Mele Murals received past grant funding from the State of Hawai'i's Grant-in-aid Program ($226,500), Hawai'i Tourism Authority's Kukulu Ola Program ($67,500 and $50,000), Ironman Triathlon ($20,000), The Bill Healy Foundation ($20,000) the County of Hawai'i ($2,000), HCF's FLEX Grant program ($10,000), Bill Healy Foundation ($4,500), and the University of Hawai'i at Hilo ($21,000). MacPherson's Art donated in-kind support valued at $30,000 and several area businesses provided in-kind support for the first Mele Mural in Waimea.

Individual and institutional giving campaigns have been launched in 2015 with a five-year goal of raising $1.5 million. TEF continues its efforts to build a robust network of funding partners. Additional funding will be raised from other Hawai'i-focused foundations and corporations; the City and County of Honolulu; vest-pocket foundations; and individual donors.

Ōiwi-TV, our media partners, received $10,000 seed funding from the Ford Foundation, $65,000 from Pacific Islanders in Communications, and $30,000 in National Endowment for the Arts funding to produce news segments and a feature-length documentary of the Mele Murals project.

A substantial percentage of TEF's asset value is derived from 52,500 shares of Twitter stock donated to the Foundation by co-founder of Twitter Jeremy LaTrasse, currently valued at $31.15 per share that was gifted to the organization upon inception.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

Staffing:

Mele Murals is directed by Estria Miyashiro. Our program coordinator Mahea Akau handles logistics of meetings and events and our partners will be major contributors to helping us create the curriculum, orientations, and work plans. Our team is also supported by our dedicated Board of Directors, fundraising cabinet, and fundraising contractor. Our team is very experienced in delivering projects on a grand scale and we do not anticipate any challenges meeting the grant deliverables.

Plan: The Mele Murals project plan helps guide our timelines and process. We have weekly (often twice

per week) reviews of our progress and the tasks in front of us to make sure the project stays on track. We are accountable both to our Board of Directors and to the communities we partner with.

Mele Murals is unique to visual arts projects because we believe deeply in listening to the land and consulting the ancestors as part of our projects. We want to produce the entire Mele Murals project with reverence for the land on which we create these works and in harmony with the place we are painting. This means we bring cultural advisers to each wall that help us ground, listen, and learn. Together we research the area in which we are painting in hopes that our work is well received and relevant.

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APPENDIX A: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2018

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. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Rehabilitation Hospital of the Pacific (REHAB)
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Recreational Therapy Programs- Rebuilding Lives, Restoring Independence and Supporting Transition back into the Community

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

Founded in 1953, REHAB is the only acute-care rehabilitation hospital in Hawaii serving the Pacific. REHAB specializes in comprehensive rehabilitation services for individuals with physical and cognitive disabilities resulting from injury, disease, and congenital causes. With over 6,500 patients annually, REHAB is committed to giving independence, productive and fulfilling lives to the disabled.

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

Patients experiencing disabilities resulting from serious illness or injury need an individualized care approach to rehabilitation. REHAB offers the only specialized hospital-based rehabilitation multiple disciplinary Therapy Program. REHAB Recreation Therapy and Creative Arts programs restore function, focus on safety and optimal independence and support transition back into the community.

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

REHAB will offer 215 Art Therapy classes to benefit a projected 345 inpatients for disabilities resulting from injury or disease, serve approximately 360 inpatients through other Recreational Therapy Programs, and engage 250 patients, families and the community through an art exhibit and sale. Total cost to continue the 12-month patient program is estimated at $292,933.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1 $	☐ District 2 $	☐ District 3 $
☐ District 4 $	☐ District 5 $	☒ District 6 $125,000
☐ District 7 $	☐ District 8 $	☐ District 9 $

H. Total Amount Requested (Minimum of $25,000 / Maximum of $125,000):	$125,000

I. Type of Grant Activity (pick ONE category that most reflects Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☒ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

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 & CEO

Nov. 7, 2016
Date

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem / issue, and target population are effectively validated. The description must include how the public services target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate income areas.

1. Provide substantive data and other quality information to show the issue is a priority need of the community. *(3,000 character count limit)*

Patients struggling with physical and/or cognitive disabilities resulting from injury or disease desperately need REHAB's only specialized hospital-based Recreational Therapy Programs as part of a multi-disciplinary approach to maximizing their independence.

Imagine for a moment that you or your loved one was suddenly incapacitated. Without warning, you can no longer walk, talk, stand, or even feed yourself. You have physical and cognitive limitations and are possibly wheelchair bound. Wouldn't you want to have access to a range of interventions that helped you reach the highest level of functioning so you could live as independently as possible?

REHAB Recreational Therapy Programs are part of a comprehensive and specialized approach to rehabilitation. Our goal is for patients to return to their family, work and community safely and with as much independence as possible. Utilizing recreation and other activity-based interventions, REHAB Recreational Therapy Programs enhance other disciplines of the rehabilitation team (physical therapy, occupational therapy, speech-language pathology, nursing, social services, psychology and physician care) to achieve maximum levels of functioning and independence for patients.

American Therapeutic Recreation Association argues that recreational therapy and integration programs result in positive health outcomes for patients. Based on current research, patients participating in recreational therapy programs experienced improvements in physical (mobility, flexibility, range of motion), psychosocial (decreased levels of depression and social isolation) and cognitive (memory, attention, decision making) status.

National Rehabilitation Information Center contends that recreational therapy programs enhance levels of gross/fine motor skills, as well as improve community reintegration by helping patients adjust to disability and manage stress.

Fifteen-year-old Meghan Lung Lim is a perfect example of the need for REHAB Recreational Therapy Programs. In the blink of an eye, Meghan lost the ability to move her muscles when her immune system attacked itself. Diagnosed with Guillain-Barre Syndrome and facing 6-12 months of intense therapy seemed overwhelming, but the REHAB therapy team incorporated Recreational Therapy Programs aligned with Megan's personal interests, providing transition in therapies and continued independence, whether it was playing Nintendo Wii for cognitive skills or taking a trip to the mall for physical and social skills.

Kurt Tateishi understands the urgent need for REHAB Recreational Therapy Programs. After suffering a work-related traumatic brain injury in the prime of his life, Kurt's therapy team introduced him to painting through REHAB Creative Arts Program. Although Kurt's mental acuity had changed, he recognized REHAB programs gave him motivation to face his disabilities and participate in his healing. "Even though you are not the same," reflects Kurt, "you can still live a good life."

2. Provide a thorough analysis of the community's priority need / problem and its impact on the community. *(3,000 character count limit)*

Disabilities resulting from injury or illness can be devastating for individuals and their families. By offering Recreational Therapy Programs in tandem with other interventions, REHAB's interdisciplinary team of experts can create an individualized roadmap to recovery for each patient to successfully transition from hospital to home.

As the only comprehensive acute-care rehabilitation hospital in Hawaii, REHAB is a vital resource for our community serving an average of 1,500 inpatients annually. Approximately 37% of patients suffer from complex orthopedic conditions resulting from amputation, fractures, and joint replacements. An additional 29% suffer from stroke, 16% from neurological conditions brought on by spinal cord or brain injuries, while the remaining 18% need rehabilitation due to major trauma, complicated cardiovascular surgery, cancer treatment or pulmonary conditions. Due to the critical nature of care, travel to the mainland, for many, is not an option.

Patients with spinal cord injury, traumatic brain injury and major multiple trauma tend to be younger, where rehabilitation is crucial to helping them adapt to challenges and live productive lives. Year after year, REHAB's ability to successfully return patients to the community exceeds national averages, with a rate of 85% compared to the nation's average at 79%.

Dawna Zane was only 17 when a horrific car crash left her paralyzed. Through a range of REHAB therapies including Recreational Aquatic Therapy, Dawna regained her upper mobility and today lives independently, recently earning a Masters in Counseling at UH. Dawna credits REHAB's multidisciplinary approach for her success. "They gave me my freedom, independence, and confidence to believe in myself. I don't know what I would do without REHAB."

With 1 in 5 people in Hawaii reaching age 65 or older by 2030 (HMSA, Health Trends in Hawaii), services like REHAB Recreational Therapy Programs will become a necessity for our aging population. Unlike skilled nursing facilities and outpatient clinics, REHAB's comprehensive hospital-based services and therapies enhance independence and self-sufficiency, leading to less reliance on caregivers, social service agencies, and the government.

REHAB's skilled clinical team of physicians, psychologists, registered nurses, physical therapists, occupational therapists, and speech-language pathologists work together to develop a unique plan to maximize patient recovery. However, patients need the ability to apply skills from therapy sessions to everyday life. Recreational Therapy Programs encourage patients to do just that – to strengthen muscles, improve their cardiovascular system, or practice functional tasks through life activities that are enjoyable, such as aquatic therapy, gardening, painting or cooking.

Since private insurance, Medicaid, and Medicare do not cover recreational therapy, REHAB's programs are offered to patients at no additional charge.

Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. *(1,000 character count limit)*

REHAB will offer a Creative Arts Program to a projected 345 inpatients annually, as well as provide other Recreational Therapy Programs to approximately 360 inpatients each year, as part of a comprehensive, customized approach to rehabilitation. Patients are identified from REHAB physician assessment and referral based on patient condition and need. REHAB's

interdisciplinary team of experts coordinate care in Recreational Therapy programs to help inpatients rebuild their lives after a debilitating injury/illness and function independently in performing everyday tasks. Recreational Therapy Programs include Home Lab to simulate functional tasks such as cooking, laundry, managing finances, safely participating in community outings, aquatic therapy, animal assisted therapy, garden therapy, and a Creative Arts Program that features painting, drawing and cognitive skill activities. Total cost to continue REHAB Recreational Therapy Programs is estimated at $292,933 over 12 months, of which $125,000 is requested through City GIA funds.

B. Describe the proposed plan

1. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(2,000 character count limit)*

Recreational Therapy Programs enhance REHAB's comprehensive hospital-based rehabilitation services for patients suffering the disabling effects from strokes, traumatic brain injuries, spinal cord injuries, orthopedic conditions, amputation, neurological disorders, and debilitative diseases.

The goal in offering these programs and activities is to reduce or eliminate the effects of illness or disability by helping to restore functions, prevent loss of physical capabilities, and maintain optimal independence. What sets REHAB Recreational Therapy Programs apart from other services is that it combines therapy with the patient's specific interests and community interaction to make rehabilitation meaningful and relevant. By weaving therapy into enjoyable activities, REHAB is able to maximize patient functionality that transfers to their real-life situations.

Retired military officer Rick Fernandez suffered a stroke at age 59. Rick realized REHAB therapy would help him to recover and function, but that was not enough. Thanks to REHAB Recreational Therapy Programs, Rick was given opportunities to re-learn to paddle board safely under his therapist's direction, an activity that has renewed Rick's zest for staying healthy and engaged in life. According to Rick, "I am in better shape now than I was before the stroke."

Unlike facilities that merely offer recreational opportunities to patients, REHAB's hospital-based Recreational Therapy Programs employ only certified and licensed recreational therapists who are trained to work alongside the rehabilitation team to develop comprehensive interventions that maximize patient outcomes.

Through Recreational Therapy Programs, REHAB is able to offer support for individuals and their loved ones struggling with physical or cognitive disabilities with customized interventions that help patients reach the highest level of functioning and independence possible.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

REHAB will serve an estimated 345 inpatients through its Creative Arts Program, as well as an

additional 360 inpatients through other Recreational Therapy Programs over a 12-month period. In line with City GIA priorities, REHAB directly serves individuals who have major functional impairments and disabilities due to serious illness or injury.

Measurable Outcomes:

- REHAB will offer a total of 215 Art Therapy classes to benefit inpatients.
- REHAB will serve approximately 345 inpatients through Art Therapy, 5 days a week for 3-4 hours/day by the end of 12 months.
- REHAB will serve approximately 360 inpatients by the end of 12 months through other Recreational Therapy Programs lasting approximately 30 minutes to 1 hour in length.
- REHAB will host Art from the Heart art exhibit and sale, engaging 250 patients, families and community members.

Directly Benefitting the Target Population:
As the only acute-care rehabilitation hospital in Hawaii serving the Pacific, REHAB provides comprehensive care that directly serves patients from early adolescence and above who are suffering from strokes, traumatic brain injuries, spinal cord injury, orthopedic and neurological disorders, amputation, and debilitative diseases. Unanticipated injuries from accidents or illnesses, such as cancer or a stroke strike people of all ages. However, patients with spinal cord or traumatic brain injuries are generally younger and desperately need REHAB's customized programs, including Recreational Therapy, to adapt to challenges and live productive lives. For the 60% of our patients who are age 65 and older, REHAB's programs enable our kupuna to be as self-sufficient as possible, allowing them to age in place safely and independently.

On average, REHAB admits over 1,500 inpatients annually. REHAB's world-class-level of treatment right here in Hawaii allows patients to remain close to home with their families during the healing process. Due to the severity of disability and critical nature of care, travel to the mainland, for many, is not an option. REHAB Recreational Therapy Programs are part of the overall rehabilitative process to foster each patient's ability to return to the community and function as independently as possible.

3. Provide an action plan to achieve the stated measureable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

REHAB's skilled clinical team of physicians, psychologists, registered nurses, physical therapists, occupational therapists, and speech-language pathologists will work with patients and family members to develop individualized rehabilitation care plans, which are reviewed daily.

The clinical team will collaborate with the recreational therapists and art instructor to offer recreational therapy for patients based on type of disability, treatment plan and functional skills focus.

REHAB Recreational Therapy Programs include the following, and will be offered to inpatients at no additional charge.

Creative Arts Program is an innovative, outdoor therapeutic art studio that complements existing therapy programs to enhance the rehabilitative process for patients learning to physically and emotionally cope with a change in abilities. Working with different art mediums, patients exercise fine motor skills through painting, as well as learn to socialize despite disability.

Aquatic Therapy uses a variety of flotation devices/weights to help patients strengthen muscles and improve cardiovascular system function. The pool is equipped with a hydraulic lift to assist in transporting individuals directly into the pool.

Animal Assisted Therapy interaction with Angel, REHAB's 6-year-old Golden Retriever promotes positive emotional/social well-being, encouraging patients to interact in daily living skills and socialization.

Garden Therapy enables patients to work on functional balance, walking, fine motor, cognitive, and social skills while safely engaging in gardening tasks.

Community Integration enables patients to engage physical and cognitive skills in community-based settings, such as 7-11, the zoo, etc. (safety awareness, transferring in/out of a vehicle, problem solving, money management, navigating crowds, noise, etc.). This Program includes REHAB Home Lab, a space to practice functional tasks such as cooking and laundry. Patients also learn wheelchair/walker maneuvering while encountering real-world obstacles on REHAB's Mobility Course or off campus in non-ADA-compliant situations.

To measure overall quality of treatment, REHAB uses the Uniform Data System for Medical Rehabilitation (UDSMR) programs to document patient disability severity and results of medical rehabilitation. Patients are assessed upon admission and discharge utilizing the Functional Independence Measure (FIM®), a uniform scale for measuring disability by level of assistance required for 18 daily living functional areas (13 motor tasks and 5 cognitive tasks), including self-care, mobility, locomotion, expression, social interaction, comprehension, problem-solving and memory.

Since 2014, REHAB has received Top Performer Award for Outstanding Rehabilitation program performance and the past two consecutive years ranked in the top 1% of nearly 800 inpatient rehabilitation hospitals in the nation by UDSMR from multiple measures of success in returning patients to the community.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

The total cost of REHAB Recreational Therapy Programs is estimated at $292,933 over 12 months, of which $125,000 is requested through City Grant-in-Aid funds.

$111,576 represents salaries and wages of the Art Instructor for the Creative Arts Program, as well as one part-time certified recreational therapist.

$17,214 expenditure for Program Activities ($13,424 requested from City funds) represents the cost of supplies to operate the program for inpatients, such as paints, brushes, and canvasses for the Creative Arts Program, dog food for Pet Assisted Therapy, cooking and gardening supplies for the Home Lab and Garden activities, interactive games for cognition, and passes or entrance fees for patients, therapists, and caregivers to interact in group skilled outings to the zoo or museums as part of Community Integration.

Other Budgeted Costs not requested from City:
The additional $147,045.60 in Direct Salaries and Fringe is the cost for two additional certified recreational therapists required to operate the Recreational Therapy Programs at its current level. These positions cannot be filled by volunteers or non-clinical staff. Recreational Therapists must be certified by the National Council for Therapeutic Recreation Certification

(NCTRC) and meet specific criteria, such as holding a minimum of a bachelor's degree in recreational therapy from an accredited university.

$2,500 - cost for minor adaptive equipment that enables patients to practice skills safely so they can successfully return to home and personal activities. This includes adaptive tools for basic home and personal healthcare, adaptation of cooking and eating utensils, wheelchair gloves, and specialized attachments to create safe and independent mobility in the community and home.

$7,156.40 - cost of allocated space rental for the Creative Arts Program, (class space, office, storage), that meets 5 days per week for 3-4 hours/day at REHAB.

$100 - represents the cost needed for repairs and maintenance of adaptive equipment used for Recreational Therapy Programs.

$1,141 - total cost for printing/postage for distribution of newsletters to disabled individuals for community based support groups and outreach services provided by REHAB at no cost to the community.

$1,000 - training costs of webinars, books, education publications and training materials for the recreational therapists and art instructor to keep abreast with current trends and best therapy practices.

$5,200 - program cost for volunteer meal vouchers during the 3-4 hour classes. REHAB engages approximately 1,000 volunteers annually who provide additional one-on-one patient support to execute the interactive Creative Arts Program.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Patients assessed using FIM and recommended to programs	Oct 2017 – Sept 2018
Purchase program supplies	Oct 2017
REHAB offers 20 Creative Arts Program classes serving 30 patients, and serves 30 patients through other Recreational Therapy Programs	Oct 2017
REHAB offers (15/Nov & 10/Dec) Creative Arts Program classes serving 25 patients, and serves 30 patients through other Recreational Therapy Programs each month	Nov – Dec 2017
REHAB hosts Art from the Heart Exhibit and Sale, engaging 250 patients, families, and community members	Dec 2017
Purchase program supplies	Jan 2018
REHAB offers (20/Jan & Feb, 15/Mar, & 20/Apr & May) Creative Arts Program classes serving 30 patients, and serves 30 patients through other Recreational Therapy Programs each month	Jan – May 2018
Purchase program supplies	Apr 2018

REHAB offers 15 Creative Arts Program classes serving 25 patients, and serves 30 patients through other Recreational Therapy Programs	June 2018
Purchase program supplies	July 2018
REHAB offers 20 Creative Arts Program classes serving 30 patients, and serves 30 patients through other Recreational Therapy Programs each month	July – Sept 2018

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

Since 1953, REHAB continues to be the community leader in advanced rehabilitation treatments and development of specialized rehabilitation care programs offering the latest technologies. REHAB's goal is to assist patients reach their highest level of functioning so they can live as independently as possible. Using a team approach, REHAB teaches rehabilitation techniques to assist patients in their recovery efforts while educating family or caregivers on any necessary lifestyle adjustments to make safe transitions into the community.

As the community's need for acute-care rehabilitation continues to grow, in part due to exponential increase of an aging population, REHAB has responded by offering specialized therapy programs to assist patients with successfully transitioning back to home, work, and the community. One measure of the quality of our rehabilitation treatments is reflected in our "Return to Community Rate," which is well-above the national average at 85% compared to 79%. In addition, REHAB patients equaled or exceeded national averages in 17 of the 18 FIM categories for daily living activities, signifying a high level of patient improvement over the length of their rehabilitative stay.

The Creative Arts Program is one of REHAB's most successful and popular recreational therapy programs offered to inpatients at no charge. Established 20 years ago through generous annual donations from Louis Vuitton, the Creative Arts Program has doubled in participation proportion to REHAB's increased patient volume.

The success of REHAB Creative Arts Program can be summed up in the words of former patient Dennis Okada, who found himself suddenly paralyzed after experiencing decompression sickness from miscalculating dive times. Although confined to a wheelchair, Dennis participated in rigorous strength training but found his emotional recovery the biggest obstacle until he was introduced to REHAB Creative Arts Program through the urging of a fellow patient and therapist. Art transformed Dennis and today he volunteers to serve as a mentor to new patients. "Finishing a canvas gave me such a wonderful sense of accomplishment and the confidence to continue life. REHAB is a place where you can find a new life, have new hope and live new dreams without losing who you are."

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and

other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

REHAB's Physiatrists (Rehabilitation Physicians) head six core inpatient rehabilitation programs (Stroke, Brain Injury, Spinal Cord Injury, Orthopedic Injury, Amputee, General Rehabilitation). Patients consult with a physiatrist to develop individualized treatment programs and remain under the constant care and monitoring of a physician and REHAB team. A licensed physician is on staff 24 hours/7 days a week, setting REHAB apart from other programs where physician support is done remotely by an on-call status.

REHAB is accredited by the Joint Commission, which utilizes national evidence-based standards focused on critical patient safety and quality of care issues. REHAB's patient-centered care is enhanced by its recently renovated facility, which includes the transformation of 70 patient care rooms, an outside therapy mobility course, therapy gyms, a cardiac rehabilitation clinic and hospital-based physicians clinic.

REHAB currently employs 12 physicians, 39 Physical Therapists, 22 Occupational Therapists, 8 Speech Therapists, 2.5 Recreational Therapists, 145 Nurses, 8 Care Coordinators, 6 Community Liaisons, and one art instructor.

Each of the 2.5 REHAB Recreational Therapists are nationally certified through the National Council for Therapeutic Recreation Certification (NCTRC) as Certified Therapeutic Recreation Specialists (CTRS). This certification requires a bachelor's degree or higher from an accredited university, a formal internship, and passing scores on a national certification examination with recertification every five years.

REHAB's Art Instructor has 14 years of experience teaching art to individuals with disabilities, and holds Bachelor of Arts and Master of Arts degrees in painting from the University of Hawaii at Manoa. Both the recreational therapists and art instructor work closely with the REHAB multidisciplinary clinical team to monitor patient progress.

President and CEO Timothy J. Roe, MD, MBA oversees day-to-day operations of the hospital and develops organizational vision, insuring quality patient services, growth, and financial viability. Dr. Roe holds a Bachelor of Science from University of Notre Dame, an MBA from University of Hawaii, and a doctorate in medicine from Loyola University. Dr. Roe is a fellow of the American Academy of Physical Medicine and Rehabilitation, a diplomate of the American Board of Physical Medicine and Rehabilitation and the National Board of Medical Examiners, and is certified by the American Board of Independent Medical Examiners.

Audrey Torres, CRRN, CNRN serves as REHAB Senior Vice-President Patient Care Services, responsible for inpatient care. With over 20 years' experience as a Certified Rehabilitation Registered Nurse (CRRN) and Certified Neuroscience Registered Nurse (CNRN), Torres leads a team of specialized clinicians to ensure REHAB exceeds national averages in offering patients life-changing treatment and programs.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

REHAB Creative Arts Program has been in existence for 20 years through an annual grant of $20,000-$100,000 by Louis Vuitton. When the program was established, REHAB inpatient

volume was more than half its current size. REHAB was able to invest net excess in grant funds after expenses at the end of each year to support ongoing growth. In 2011, Louis Vuitton shifted out of all local funding opportunities to only worldwide investment in large-scale projects with international impact. Annual program funding decreased from $75,000 in 2011, $50,000 in 2012-2014, till complete termination in 2015. For the past two years, REHAB Recreational Therapy Programs have been largely supported through remaining corpus funds which will be liquidated by ongoing program costs and increased patient volume by 2018.

REHAB's hospital-based recreational therapies are offered to inpatients 7 days a week with staffing ideal to meet inpatient needs. Depending on inpatient diagnosis and treatment plan, group sessions have been created to support program growth and engage patients in social environments. However not all patients can receive therapy in a group setting and with inpatient volumes increases, growing demand for recreation therapy program treatments have resulted in increasing program costs. REHAB requires one art instructor and 2.5 recreational therapists to operate its current level of activities and programs. Without adequate skilled staff, many patients would not be allotted the opportunity for recreation therapy because the volume of need would be greater than the staffing resource.

This one-time request of $125,000 to the City for Grant-in-Aid funds will ensure that the Recreational Therapy Programs continue during 2017-2018, as well enable REHAB to seek partnerships with other foundations and corporations to continue these life-changing programs beyond the grant period for patients needing rehabilitation care from debilitating injuries or illnesses.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

REHAB is currently working with a mainland foundation to supplement funding support to the Creative Arts Program. The Foundation has supported REHAB programs in the past, and may be willing to annually sponsor a portion of creative art therapy for inpatients. Currently, all inpatients are eligible to participate in Recreational Therapy Programs free of charge during their stay at REHAB. This program is important to rehabilitation treatment and is not currently covered by any private or government insurance. REHAB works to minimize program costs by utilizing the support of approximately four volunteers per day, five days a week to assist patients during art therapy, including former patients who now serve as mentors. However, recreational therapy programs require certified and trained staff to manage the program and work directly with the multidisciplinary clinical care team.

REHAB generates program revenue through outpatient program participants, who pay a nominal fee to cover supplies. In addition, REHAB hosts its annual Art From the Heart, a gallery display and sale of original artwork created by patients, with 50% of the proceeds supporting REHAB Creative Arts Program. Patient artists receive the remaining 50% of each sale. The exhibit generates approximately $5,000 each year, and will feature 250 pieces of art for the 2016 exhibit.

REHAB newly hired Foundation Executive Director is working to expand its donor base of philanthropic partners, as well as strengthen annual giving, major gifts, and grateful patient programs to help offset program costs.

A one-time grant of $125,000 will enable REHAB to continue our Recreational Therapy Programs in 2017-2018, as well as diversify funding streams and develop further partnerships to

continue these transformative Recreational Therapy Programs for years to come.

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APPENDIX A: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2018

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. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	The Salvation Army
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Family Services Office Homelessness Prevention and Rapid Re-Housing

D. 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.

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

The Salvation Army's Family Services Office (FSO) offers financial assistance for one month's rent/utilities for households facing eviction due to an unexpected emergency, and for households emerging from homelessness that need the first month's rent. With counseling services that improve their living skills, those who are precariously housed can avoid or emerge from homelessness.

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

The Salvation Army Family Services Office serves people based upon their needs, the context of their unforeseen circumstances, and their ability to remain housed after our assistance. A Grant in Aid would enable us to provide emergency assistance to 129 people in 43 households. We plan to assist 3.6 households per month, ensuring they remain housed by also providing skills training.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $23,333	☒ District 2 $6,167	☒ District 3 $10,667
☒ District 4 $10,667	☒ District 5 $9,250	☒ District 6 $40,500
☒ District 7 $3,082	☒ District 8 $10,667	☒ District 9 $10,667

H. Total Amount Requested (Minimum of $25,000 / Maximum of $125,000):	$125,000

I. Type of Grant Activity (pick ONE category that most reflects Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☒ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

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: John Chamness, Divisional Leader

11/8/16
Date

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem / issue, and target population are effectively validated. The description must include how the public services target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate income areas.

1. Provide substantive data and other quality information to show the issue is a priority need of the community. *(3,000 character count limit)*

Although Oahu's homeless population held steady last year, with an increase of less than 1%, (Hawaii Homeless Point-in-Time Count, January 2016) Honolulu still has the highest per capita homeless population of any U.S. city. But we may be turning a corner on this issue, thanks to a coordinated community effort to implement the principles of "Housing First." Housing First advocates getting homeless people into permanent housing as quickly as possible, and without conditions, and then providing wraparoun supportive services as needed.

Media reports mostly focus on the most visible segment of the homeless population—those who are living on the streets. Indeed, among the 10,257 unduplicated individuals who received homeless services on Oahu last year, 59.4% were unsheltered. The next largest group, 15.9%, were "doubled up"—staying with family or friends due to inability to afford their own home. (Homeless Service Utilization Report (HSUR), 2015)

Rapid Re-Housing, a subset of the Housing First approach, is temporary assistance for those who have recently become homeless from a stable housing situation--many of whom resort to doubling up before landing on the streets. The typical client lives paycheck to paycheck, has suffered a single financial crisis such as unemployment or medical emergency, and has no other underlying problem. When provided a "shallow subsidy," usually a month's rent or utilities payment, these households usually do not need permanent supports to remain in housing. (Rapid Rehousing:Creating Programs That Work, The National Alliance to End Homelessness, 2009)

Local homeless advocates and service providers support the use of shallow subsidies for the recently homeless. Scott Fujii of PHOCUSED, the advocacy group tasked with assessing the needs of homeless households on Oahu, told Civil Beat that more than a quarter of the households "fell into homelessness simply because they were short of money to pay their rent – but had no other underlying issues." (Is Help With the Rent an Answer to Homelessness? Civil Beat, Sept. 13, 2015)

The Institute for Human Services (IHS) placed 385 people into stable housing last year. Even so, IHS Community Relations Director Kimo Carvalho said, "We have a ton more falling into homelessness." (Advice for the Next Mayor on Homelessness, Civil Beat, Sept. 27, 2016)

Of the major program types in Hawaii's homeless service system, Rapid Re-Housing had the highest rate of exit to permanent housing, an average of 73.4% statewide in 2015. Rapid Re-housing Programs served 747 Oahu clients, or 7.3% of the total individuals served on Oahu.

Rapid Re-Housing is a cost-effective way to move the newly homeless back into housing. The average payment to Oahu households who received financial assistance through Rapid Re-Housing last year was $1,227. Best of all, only 11.3% of the people who had exited to permanent housing from Honolulu's homeless services system in 2014 returned to the system in 2015. (HSUR 2015)

2. Provide a thorough analysis of the community's priority need / problem and its impact on the community. *(3,000 character count limit)*

Honolulu residents endure the highest cost of living in the U.S. When adjusted for the amount of money it takes for a family of four to get by in Hawaii, our state has both the highest rents and the lowest wages nationwide. (State of Poverty 2016, Hawaii Appleseed Center for Law & Economic Justice)

According to the Mayor's Office on Housing:
- A worker earning the minimum wage would have to work 180 hours a week to make rent for the average two-bedroom apartment in Honolulu.
- Someone working full time, 40 hours per week, would have to make $34.81/hour in order to make rent for the average two-bedroom apartment on Oahu.

With over 10% of Honolulu residents living in poverty, homelessness threatens one in ten. (US Census 2016) Rapid re-housing assistance is effective for the recently homeless because they have a history of stable housing; are motivated to return to stability (and seeking assistance to do so); and can be restored to stability at relatively low public cost.

Even better, and less disruptive for families, is to keep precariously housed people in their homes by providing shallow subsidies for emergency rental and utility financial assistance. These at-risk homeless are the main target of The Salvation Army's Family Service Center (FSO) homeless prevention program. Additionally, by increasing their knowledge and skills to manage their finances, future homelessness can be prevented. The National Alliance to End Homelessness and the National Coalition for the Homeless endorse this proactive strategy to combat homelessness.

Honolulu has a higher percentage of families with children (43%) than either Los Angeles (14%) and San Diego (20%). Not surprisingly, therefore, of the people who received assistance from homeless services in Honolulu, children under 18 comprised the second-largest age group (24.2%) after adults age 40-59 (32.9%). The negative effects of homeliness are severe, especially for children. Children who lack a stable home are more likely than other children to have moderate to severe acute and chronic health problems, and less access to medical and dental care. They are also more likely to have symptoms of asthma and hyperactivity/inattention and to have behavior problems. (Homeless Children and Youth, Child Trends, October 2015). 87% of homeless children worry that something bad will happen to their families, according to the National Center on Family Homelessness.

Homeless people of all ages are vulnerable to health problems, particularly mental health problems, substance abuse, bronchitis and pneumonia, wound and skin infections, and problems caused by being outdoors. (Homeless Health Concerns, Medline Plus (U.S. National Library of Medicine) https://medlineplus.gov/homelesshealthconcerns.html) The cost on Oahu is significant...and rising. As reported in the Star Advertiser ("Cost of Homeless Care increases," 9/7/16) homeless patient care at Queen's cost $89.3 million, up from $80 million in 2014.

Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. *(1,000 character count limit)*

The Salvation Army (TSA) Family Service Office will assist at least 43 households comprised of 129 individuals who are at imminent risk of homelessnessness. Assistance eligibility criteria include: (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. All participants receive counseling and complete a life skills workshop, as well as access to other FSO services (food and clothing) in cases where need is demonstrated.

B. Describe the proposed plan

1. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(2,000 character count limit)*

TSA Family Services Office Homelessness Prevention and Rapid Re-Housing Program will contribute to our community's efforts to combat homelessness. Last year FSO prevented 278 people--85 households--from becoming homeless by providing one month's rent and/or utilities payment. Of the households that received our assistance, 71 (84%) remain housed.

A core principal of Rapid Re-Housing is that households should not receive assistance above the level of need. In fact, most households experiencing homelessness will be able to exit homelessness with shorter-term and less intensive assistance. (United States Interagency Council on Homelessness). FSO agrees with the wisdom of this approach through nearly 30 years of working with homeless individuals and families. In our experience, those who were most recently housed and previously self-sustaining are the most likely to regain that status with minimal help.

The National Alliance to End Homelessness, United States Interagency Council on Homelessness (USICH), VA, and HUD have identified three core components of rapid re-housing programs: Housing identification services, financial assistance for housing-related expenses, and case management services. Our Family Service Office's program effectively delivers two of these components.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

Homelessness Prevention and Rapid Re-Housing program (the Grant Activity) will benefit at least 129 individuals during the Grant Term who are homeless or at imminent risk of becoming homeless.

The FSO case workers provide guidance on how to avoid future challenges by providing budgeting classes and cost saving tips to lower utility bills during the Hana Pono'i (life skills/budgeting) workshop. The Hana Pono'i 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. The workshop helps the families identify spending habits that erode their household budget with small unnecessary expenses. About 75% of FSO clients who receive emergency rental assistance also need utility assistance. As with rental

assistance, checks are mailed directly to the utility company or landlord.

This Grant Activity is aligned with the priority of the Grants in Aid Fund to assist at-risk and homeless persons. The Family Services Office Homelessness Prevention and Rapid Re-Housing program provides emergency rental assistance to those who are homeless or at risk or homelessness. We will provide one month's rent or utility payment (paid directly to the landlord or approved vendor), counseling, enrollment in the Hana Pono'i life skills seminar, and information and referrals to other service providers. Participants will be contacted three months after initial assistance and will be provided further counseling, information and referrals as necessary.

TSA Family Services Office program is unique in that clients do not have to fall within federal poverty guidelines in order to qualify for rental assistance. We evaluate requests for rental assistance based on the urgency and nature of the emergency, the applicant's ability to remain financially self-sufficient after assistance, and willingness to complete the life skills education workshop. In this way we meet the needs of an underserved population at imminent risk of homelessness, who may not qualify for emergency assistance from other providers.

TSA Family Services Office expects to provide emergency rental/utilities assistance in the amount of $1,465 on average per eligible household. With $63,000 allocated from the proposed Grant in Aid monies, our goal is to help 43 households comprised of 129 individuals during the Grant Term. The number of individuals is based on the average household size of 3.03 persons in Honolulu County. (U.S. Census 2010-2014)

The measurable outcomes below are the number of households and persons presently homeless or at risk of homelessness who will receive assistance and obtain or maintain permanent housing:

Projected number of households: 43

Average number of persons per household in Honolulu County: 3

TOTAL NUMBER OF AT-RISK OR HOMELESS PERSONS RECEIVING ASSISTANCE: 129

3. Provide an action plan to achieve the stated measureable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

TSA Family Services Office, located on Vineyard Boulevard at A'ala Street, serves clients from neighborhoods all over the island. The office staff of caseworkers and volunteers will provide and oversee the assistance as outlined below.

To receive First Month's Rent, the applicant must be homeless or at risk of homelessness and provide verification. For Past Due Rent payments, the applicant must have an eviction notice and be able to show that the eviction is due to an unexpected circumstance beyond their control. Applicants must also demonstrate 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. The Hana Pono'i workshop teaches budgeting techniques, nutrition education, 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.

Checks are mailed directly to the landlord or an 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.

Many clients facing eviction require not only financial assistance and life skills education, but also help in understanding the complicated 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 representation.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

The projected Family Services Office budget for FY18 is $318,157, of which $193,157 is secured by TSA funding. We seek $125,000 in Grants in Aid funds from the City and County of Honolulu.

The $193,157 in TSA 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 via our website, and spontaneous gifts from people directly at our facilities. About one-third or more of the donations to The Salvation Army Hawaiian and Pacific Islands Division is "general contributions," meaning that the donors trust The Salvation Army to apply the monies to the area of our service that is most in need.

Salaries & Wages and Fringe Benefits: Of the total request of $125,000 in City funds, $38,899 will support a percentage of the salaries and wages and $4,779 for fringe benefits for 2 part-time caseworker positions who provide direct services to clients. In addition, we have allocated .05% FTE ($3,782 in salary and $996.50 in fringe benefits) for the Program Coordinator.

Other Costs: The largest single component in our total request to the city is $63,000 in Program Direct Costs (Financial Assistance Rental). These are payments directly to landlords for first month's rent, overdue rent, or utility assistance for 3.6 (on average) households per month over the 12 month Grant Term—a total of 43 households.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

During months 1-5 TSA Family Services Office will assist 3 eligible at-risk households monthly to secure or maintain permanent housing, and through counseling and follow-up, to ensure that they retain permanent housing without additional assistance.

During months 6-12, 4 households will be assisted monthly. By the end of 12 months at least 43 households will have received assistance.

TSA Family Services Office caseworkers will record the services and financial assistance provided to each household. The number of households and individuals served monthly and other data (date of application for assistance, name of applicant, geographic area, zip code,

dollar amount of assistance, payee, family size, and homeless status, e.g. unsheltered, sheltered, or at-risk) will be recorded by the caseworkers on a ledger on a continuous basis.

Follow-ups with all participants will occur at three months after receiving assistance in order to determine status and assess and provide for any counseling, skills or referral needs.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

The Salvation Army serves 127 countries worldwide and operates 7,546 centers in communities across the United States. These include distribution, disaster relief, rehabilitation centers, anti-human trafficking efforts, and a wealth of children's programs. Eighty-two cents of every dollar we spend supports our various human services programs across the country.

The Salvation Army Hawaiian and Pacific Islands Division has grown from its beginnings in 1894 into a well-established and comprehensive network of social service and religious programs in Hawaii and across the Pacific Islands. We serve thousands of men, women and children each year. In Hawaii alone we served 69,356 people during the year ending September 30, 2016. Our programs on Oahu that reflect our experience delivering similar and related activities include:

Addiction Treatment Services (ATS), serves adult men and women with serious abuse disorders. ATS has a success rate of more than 75% of all men and women maintaining continued recovery.

Family Treatment Services (FTS) provides substance abuse treatment services as well as specialized mental health services for pregnant women and women with infants and young children. Over 87% of clients admitted into treatment complete treatment, and over 90% maintain continued recovery.

Camp Homelani in Waialua provides an affordable, life-changing summer camping experience to thousands of children aged 7 to 17 from across the islands. The majority of campers live in households with incomes below the poverty line or have parents who work more than one job to make ends meet.

The Family Services Office is one of the most effective providers of rental assistance grants on Oahu. During the 12 months ending September 2016, FSO assisted 85 households, comprised of 278 individuals. Of these, 84% remain permanently housed. We are proud of our success rate in our efforts to prevent and alleviate homelessness among the precariously housed. On average, 400 people request rental/utilities assistance each year from FSO.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

TSA Family Services Office is located on Vineyard Boulevard at A'ala Street. The office is staffed by two caseworkers, administrative staff and volunteers.

The proposed Grant Activity outcomes will be managed by two caseworkers whose duties will be delivery of the Hana Pono'i Life Skills workshops, client intake, case management, and data entry.

Caseworker #1, Jazmine S. Toilolo, has a BA degree Social Science from the University of Hawaii West Oahu and started work at The Salvation Army in April 2016. Previously she worked as a behavior interventionist at Mililani High School.

Caseworker #2, Victor Cordero, has held counseling and social positions for The Salvation Army, in California and later Hawaii, since 2013. In September 2013 he completed the Kahua Waiwai Financial Trainer Certification Course offered by Hawaiian Community Assets. He has a diploma from California High School in Whittier, CA.

Anna Stone, Director for Pathway of Hope, will serve as Program Coordinator for the Grant Activity. She has a Master of Public Health from University of Hawaii and over 30 years of experience in community service and international missions work.

The Salvation Army is a member of Partners in Care, a membership organization of homeless service professionals. FSO has program relationships with many service providers on Oahu, with whom they frequently exchange client referrals. They include Helping Hands Hawaii; the Institute for Human Services, Inc.; Catholic Charities Hawaii; Kalihi Palama Health Care; Waianae Coast Comprehensive Health Center; Parents and Children Together; Honolulu Community Action Program; Queen Liliuokalani Children's Center; and many others.

Because relatively few nonprofit organizations offer rental assistance on Oahu, other social services agencies frequently refer clients to FSO. Program information is available on The Salvation Army website, in the quarterly newsletter, and through Aloha United Way 211. People who come to the FSO Food Pantry can easily get information about rent and utility assistance.

The Salvation Army's Family Services Office has received and administered grants from various sources. The primary recurring awards are listed here:

City & County of Honolulu Grants in Aid (3), awarded in 2014 and 2015 for the Family Services Office Homeless Prevention Project and in 2016 for Homeless Prevention and Rapid Re-Housing.

State Homeless Emergency Grant (SHEG), awarded by the Hawaii State Department of Human Services. The Family Services Office held this state contract 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 have received this grant for more than five years.

The Aloha United Way Community Impact program is a regular source of funding for TSA rental/utilities assistance and in recent years has contributed about $37,000 annually.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period.

(2,000 character count limit)

TSA Family Services Office has helped the homeless since it first opened in 1987 and we will continue to do so. Because of our long-standing presence and excellent reputation in the community, The Salvation Army is one of the first places that people turn to when they need support toward independence and self-sufficiency. Our 39 years of experience in providing rapid re-housing and homelessness prevention services makes the Family Services Office a valuable community asset.

TSA Family Services Office is supported by the financial capacity and staff and leadership experience within the Hawaiian & Pacific Island Division of The Salvation Army. Our program achievements in 2016 are evidence of our ability to sustain the proposed grant activities and continue to benefit the community for years to come. Besides providing housing assistance to 275 households, we served 316,573 hot meals; provided drug and alcohol treatment and rehabilitation to 3,946 individuals; distributed 64,286 gifts and toys; provided a weeklong camping experience to 286 youth; provided an alternative to living on the streets for over 500 youth through emergency shelters and group homes on Maui and Hawaii island; and provided intensive, long-term strengths-based case management to 101 persons recovering from substance addiction through Pathway of Hope.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

More than 60% of the proposed grant activity will be supported by unrestricted funds raised by The Salvation Army from the general public. The Salvation Army delivers a wide range of essential social service programs and must be very thoughtful in assigning the use of unrestricted resources between programs that are equally important. The Family Services Office on Oahu is a core program.

We have been extending a helping hand to the poor and needy in Honolulu for over a century, and we have always relied on the generosity of others to help us serve those most in need. We trust that "Doing the Most Good" attracts the funding we need to support our mission. At the same time, we are active and skilled at fundraising. Our Development Department of fundraising professionals continuously cultivates new donors as well as future support from existing donors through structured giving via estate planning, charitable remainder trusts and charitable gift annuities. We also seek gifts of bonds, funds and stocks, and airline miles.

The number of households the Family Services Office can help in the future with emergency rent/utilities payments will depend upon grants received for this purpose. While the Salvation Army may be better known in Hawaii for its effective substance abuse and recovery programs, we have recently taken a much more active role in addressing the homeless crisis. We were among a small number of providers selected to participate in the Coordinated Statewide Housing Initiative (CSHI) in April 2016, funded through a state emergency proclamation. CSHI has provided funds for emergency financial assistance payments allowing TSA to increase the number of homeless and precariously housed families we assist. It has also brought wider recognition in the community of the long history of the Family Services Office in providing "Rapid Re-housing" assistance years before it even had that label. We expect this increased visibility will attract more funding.

UPDATED/REVISED

DCS/Admin
5628

I. Type of Grant Activity (pick ONE category that most reflects Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☒ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

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: Mark Gilden
Divisional Secretary for Business

12-06-16
Date

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87

APPENDIX A: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2018

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. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	travel2change
B. Is Grantee a Fiscal Sponsor?	~~Yes~~ No
C. Grant Activity Name:	Empowering local communities for cultural and environmental resilience

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

Travel2change is a Honolulu-based 501(c)(3) nonprofit organization. Since 2011, we have engaged stakeholders as a catalyst for creating positive environmental and social impacts. We empower local organizations throughout Oahu who host volunteer projects that foster environmental resilience.

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

We empower local nonprofit hosts who create cultural and environmental resilience by:
- raising awareness of their causes
- recruiting new volunteers through channels outside their group members
- offering tools to coordinate their volunteers

We enable volunteers by:
- streamlining the activity sign up process
- turning volunteering into a compelling activity
- provide logistical support

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

Travel2change hosts are local organizations that conduct activities supporting environmental resilience.

Travel2change volunteers are participants who join our hosts' activities to revitalize the environment.

We will support 4 existing and 6 new hosts that accept volunteers on a monthly basis.

We plan to engage 2,700 volunteers over the course of the grant period in these activities.

G. Council District **Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.**		
District 1 $	x **District 2** $ 96,570 (rounded)	x **District 3** $ 96,570 (rounded)
x **District 4** $ 96,570 (rounded)	x **District 5** $ 96,570 (rounded)	District 6 $
District 7 $	District 8 $	District 9 $
H. Total Amount Requested **(Minimum of $25,000 / Maximum of $125,000):**	$ 386,278 (rounded)	

I. Type of Grant Activity (pick ONE category that most reflects Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
A. Public Service – Seniors	B. Public Service - Children	C. Public Service - Disabilities
D. Public Service – Homeless	E. Public Service – Domestic Violence	F. Public Service – Substance Abuse
G. Public Service – Mental Health	H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
A. Arts	B. Culture	C. Community Development
D. Economic Development	**E. Environment***	

GRANTEE'S CERTIFICATION AND SIGNATURE

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.

10-November-2016

Signature of Grantee (~~Fiscal Sponsor~~) Officer
Printed Name and Title:
Daniel Loffarelli (aka Dusty),travel2change Board Member
Treasurer

Date

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem / issue, and target population are effectively validated. The description must include how the public services target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate income areas.

1. Provide substantive data and other quality information to show the issue is a priority need of the community. *(3,000 character count limit)*

We identified the needs of hosts and their volunteers by:
- Interacting with hosts during community work days (more than 800 hours since 2015)
- Interviewing hosts to understand their needs in 2016 (n=14)
- Using web analytics tracking the number and demographics of website visitors and volunteers (n=25,000 website visitors)
- Interacting with volunteers during community work days (greater than 1500 volunteers since 2015)
- Survey of potential volunteers among UH, HPU and KCC students (n=200)

Host needs: travel2change hosts are organizations who conduct environmental resilience projects. Their priorities include the:

A: Need for more exposure: While nonprofits with a mission to preserve Hawaii's resources are experts in conservation issues, their limited resources for outreach often hamper their success. They often lack resources and expertise for web design, professional photography or other promotion mechanisms.

B: Need for more volunteers: The primary source of volunteers is the immediate community of the nonprofits. They struggle to identify new and more volunteers.

C: Need to coordinate volunteers: Managing volunteers takes various resources and the tools to coordinate volunteers effectively and efficiently are not readily available.

Volunteer needs: travel2change volunteers are participants who join hosts' efforts to preserve the environment. Their needs include the:

D: Need for a simple way for volunteers to find and sign up for activities: Potential volunteers struggle with quick and easy ways to find opportunities that fit their schedule and interests. Information online can be fragmented, and signing up is often complicated and time-consuming.

E: Need for a compelling experience: Many volunteers join activities only one time or join out of duty to fulfill service hour requirements. To encourage repeat participation, the experience they get out of volunteer activities should be compelling rather than merely volunteer work. This would intrinsically motivate volunteers to join on an ongoing basis.

F: Need for logistical support: Many volunteers, especially those from lower income areas, have limited access to transportation. Environmental resilience project sites are often in remote areas that are difficult to access by public transportation.

2. Provide a thorough analysis of the community's priority need / problem and its impact on the community. (3,000 character count limit)

By introducing our current hosts who facilitate community service projects, we identify the problems that affect low to moderate-income households in the communities they serve. By bridging the gap between them, travel2change enables more volunteers to join activities, which ultimately increases the positive environmental impact of these projects. Our engagement addresses the needs of hosts and volunteers that we have identified:
A) Exposure; B) Involvement; C) Coordination; D) Enrollment; E) Inspiration; F) Logistics

Water quality improvement
*Hui o Ko`olaupoko* is a nonprofit that works to improve water quality in the Ko`olaupoko region. At Hakipu`u and He`eia Stream projects, volunteers remove invasive species and reforest with native Hawaiian plants to reduce the amount of sediment entering streams that would ultimately flow into the ocean. Composting on site aids in weed suppression, limits erosion and adds nutrients to the soil to prepare for planting during monthly volunteer workdays. Water quality is improved by increasing habitat for native aquatic animals on a multi-acre site dominated by non-native species including mangrove and hau bush that encroaches on stream corridors and makes parts of it nearly impassable.

Land protection
North Shore Community Land Trust is a nonprofit that protects, stewards, and enhances the natural landscapes, cultural heritage, and rural character of ahupua`a from Kahuku point to Ka`ena. The project involves conservation of forested hillsides and coastal farms, naupaka-shaded beaches and coconut groves, grassy meadows and wind-swept vistas. Kahuku Point is one the few remaining places on Oahu with intact coastal strand habitat that includes Ohai (Sesbania tomentosa), yellow-faced bees (Hylaeus anthracinus), monk seals (Monachus schauinslandi, including a female who pups there yearly), and nesting sea turtles (both Hawksbill, Eretmochelys imbricata and Green, Chelonia mydas). The project is a volunteer-based effort that focuses on an enhanced coastal ecosystem and increased community understanding of the region's valuable coastal resources.

Sustainability education
Kualoa Education Center fosters preservation of the agriculture and conservation-zoned land of Kualoa Ranch. By providing volunteer opportunities on its 3,850-acre property, Kualoa's owners and employees work toward a shared goal of environmental preservation and sustainability. Removing invasive species is a vital part of helping the natural inhabitants thrive. Volunteers who participate in this ongoing project learn about the area's Hawaiian history and current operations.

Land restoration
*Kama`aina Kids / Holokai Adventure* conducts land stewardship of He`eia State Park and Kaneohe Bay. Volunteers work on their native habitat restoration project. Kama`aina Kids is a nonprofit that serves children and families by providing ongoing quality education and enrichment programs to help build a sense of community and environment.

3. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. *(1,000 character count limit)*

A: Exposure
- offer marketing support
- provide photography service

B: Involvement
- provide ease of booking for volunteers
- promote activities within community and across communities on Oahu
- encourage visitors to support local community by volunteering

C: Coordination
- simplify volunteer management
- email notification to automate reminders
- build database of volunteers for each host
- reach out to communities

D: Enrollment
- develop a function to search and filter opportunities that fit volunteer's schedule and interests

E: Inspiration
- turn service projects into compelling activities that are easy to join, rewarding, fun, and well-timed
- engage hosts in training workshops
- arrange host networking opportunities
- develop incentive program to encourage repeat participation
- build ambassador team to welcome participants
- arrange corporate outreach events

F: Logistics
- add a transportation component to serve the needs of all income levels

B. Describe the proposed plan
1. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(2,000 character count limit)* This grant activity gives travel2change the greatest opportunity to not only serve the areas in which we currently have partnerships, but also develop new partnerships in other communities where the needs are greatest throughout Oahu. Travel2change chose this grant to further the reach of our mission of connecting individuals with activities that support community based environmental service projects. The grant will enable us to reach out to low and medium income community members, by inspiring, educating and empowering them to preserve and improve the environment, which will in turn reward them with compelling experiences. The grant will also empower us to amplify the impact of nonprofits. We provide the hosts with a means to achieve their goals more effectively and efficiently, allowing them more time to focus on their mission. The grant will allow volunteers with greater ease of access volunteer activities with the use of our two-sided online platform, transportation options, plus tools and refreshments to add value and increase the frequency and meaningfulness of volunteering. It will also provide a means of fulfilling service hours required by schools and other organizations.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

In 2016, we conducted a consumer behavior study to understand volunteering preferences and response rates to our program. The data were collected through a quantitative survey questionnaire. The sample size consisted of 200 UH and HPU students. We plan to use this study and the data acquired as a baseline for the development of our surveys.

The level of satisfaction is based on participants' direct responses to scaled questions, as well as their stated willingness to repeat or recommend an activity. Further feedback will be gained from looking at the gap between expectations and outcomes, and will be used to modify the project accordingly.

Data will be collected via a variety of methods including: direct surveys, observations by travel2change team members, data gathered via website and social media outlets, and data gathered by our partners/hosts.

We aim to reach the following outcomes:

A. Exposure

- number of hosts receiving marketing packages (Goal=10)
  - online impressions (Goal = 4 million)
  - social media posts (Goal = 910)
  - print media – types created (Goal = 10)
  - promotional items – types created (Goal = 4)
- number of hosts receiving support (photography, copy edits etc.) (Goal=10)
- number of hosts added during the grant period (Goal=6)
- number of host profiles built or updated by travel2change (Goal=10)
- number of workshops held on how to design, list and carry out a successful service project (Goal= 4)

B. Involvement

- number of volunteers (total signups for all new and existing volunteer activities) (Goal=2700)

C. Coordination

- number of outreach sessions with communities (Goal=16)
- number of total volunteer hours (Goal=~200,000 hours)
- number of participants completing surveys: on-site (Goal=65%), online (Goal=20%)
- number of participants sharing via social media (Goal=30%)
- number of participant reviews on our website (Goal=10%)

D. Enrollment

- number of outreach events to recruit potential ambassadors (Goal=4)
- number of new ambassadors recruited (Goal=8)

E. Inspiration

- number of activities with ambassadors (Goal=50%)
- number of repeat participants (total, per host, per service project) (Goal=40%)
- number of outreach sessions with hosts (Goal=20)
- number of corporate outreach events (Goal=16)
- number of corporate sponsors offering incentives for volunteering (Goal=5)

F. Logistics

- number of hosts receiving logistical support (e.g. transportation) (Goal=10)

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Outcomes: all new and existing volunteer service projects will receive:

A. Exposure

- marketing: create multimedia packages tailored to each host which include:
  - frequent postings on our social media channels
  - print materials such as rack cards and flyers
  - ad placement and other published materials such as articles and blogs
  - promotional items such as reusable water bottles and t-shirts
- support: furnish a professional photographer to create fresh images of each activity to build attractive listings, and aid our marketing efforts
- hosts: identify new hosts by engaging our team to volunteer and discover new opportunities
- copy edits: compose compelling listings to build hosts' profiles
- workshops: engage hosts to improve activities and create new ones

B. Involvement

- volunteer signups: offer user-friendly online platform that is continually updated

C. Coordination

- outreach: present to community groups and schools (including school principals and Parent Teacher Student Associations), as well as securing a presence at fairs and conventions
- volunteer hours: offer efficiencies that enable increased productivity such as digitized liability waivers and automated notification features to simplify volunteer management
- surveys: produce questionnaires distributed onsite and online to gauge opportunities for improvement
- social media: create postings that encourage shared dialogue among readers
- reviews: solicit feedback by following up with all volunteers

D. Enrollment

- ambassador recruitment: target repeat volunteers, students in need of service hours, and members of community organizations such as Rotary
- ambassador retention: build morale by offering incentives and involve in decision making

E. Inspiration

- team: facilitate ambassadors to welcome participants, cross promote other activities and ensure volunteers have a positive experience
- participation: turn volunteer opportunities into compelling activities that are easy to join, affordable, fun, and well-timed
- host outreach: create networking opportunities such as information sessions to share ideas
- corporate outreach: identify corporate partnerships to offer support to hosts and incentivize volunteers
- corporate sponsors: implement incentive program to encourage repeat participation

F. Logistics

- transportation: provide a professional shuttle service capable of bringing volunteers to all activity sites

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (3,000 character count limit)

PROGRAM EXPENSES: City Funds Request – $386,278

PROFESSIONAL AND CONTRACTUAL FEES – City Funds Request – $266,000

- Accounting (TBN) – $45,000 [$100/hr.@150 hrs./mo.@3 mos.]
- Grant Management Consulting (Cynthia Thurlow) – $62,400 [$75/hr.@16 hrs./wk.@52 wks.]
- Social Media Services (TBN) - $5,500 [$25/hr.@220hrs.]
- IT Support (TBN) – $10,500 [$70/hr.@150 hrs.]
- Program Impact Assessment/Evaluator (Regina Ostergaard-Klem, Ph.D.) – $36,000 [$300/day@120 days]
- Guide & Transportation (Menehune Enterprises and P&R Enterprises) – $76,500 [$200/roundtrip ride@300 rides + $550/ride@30 rides]
- Web Developer/Programmer (Filip Astaire) – $5,000 [$50/hr.@100 hrs]
- Graphic Designer (Dominik Ritter) – $3,500 [$35/hr.@100 hrs.]
- Photographer (Joseph Ray) – $2,000 [flat rate for the program year]
- Survey Development (Doris Masser, M.A.) – $15,600 [$300/day@52 days]
- Survey Distribution/Collation/Data Logging (Melissa Logan) – $4,000 [$25/hr.@160 hrs]

OTHER COSTS – City Funds Request – $120,278

Office Rent – $12,000 [$1,000/mo.@12mos.]
- Office Utilities (Electricity and Water) – $3,000 [$250/mo.@12 mos.]
- Office Maintenance/Repair and/or Security – $1,200 [$100/mo.@12 mos.]
- Consumable Office Supplies – $3,491: survey development and distribution: paper, pens, toner; branded work gloves; bags for rubbish and recyclables

Program Activities – Total City Funds Request – $77,515
- Corporate Businesses Networking Events – $16,000 [4 Events per District@4 times/yr.@$1,000 ea.]
- Community Outreach Sessions: hosts/community groups/high schools (incl. Principals and Parent Teacher Student Associations) – $6,400 [4/yr.@4 Districts@$400 ea.]
- Host Training Workshops – $4,000 [4/yr.@$1,000 ea.]
- Monthly Service Project Marketing Workshops – $3,000 [12@$250 ea.]
- Host Networking Events – $1,000 [4@$250]
- Service Project Volunteer Lunches – $40,500 [2,700 volunteers@$15 ea.]
- Snacks/sunscreen for volunteers – $6,615 [$2.45/volunteer@2,700 volunteers]

Mileage/Parking – City Funds Request – $1,687 (rounded) – Program Director, Financial Manager and Survey Developer/Analyst: to current host sites: Hui o Ko`olaupoko, North Shore Community Land Trust, Kualoa Education Center and Kama`aina Kids/Holokai Adventure (letters of commitment attached), and 6 new host service project sites
- Hui o Ko`olaupoko – $186.29 [$.55/mi@56.45 mi@3 people@2 site visits/yr.]
- North Shore Community Land Trust – $291.89 [$.55/mi@88.45 mi@3 people@2 site visits/yr.]
- Kualoa Education Center – $187.77 [$.55/mi@56.9 mi@3 people@2 site visits/yr.]
- Kama`aina Kids/Holokai Adventure – $100.32 [$.55/mi@30.4 mi@3 people@2 site visits/yr.]
- 6 New Service Project Sites – $920.70 [$.55/mi@46.5 mi@3 people@6 sites@2 site vis-

its/yr.]
Total: $.55/mi@3,051.6 mi@3 individuals = $1,687 (rounded)

Indirect Costs – City Funds Request – $18,394 (5% x $367,884) – includes: insurance, marketing and promotional material (including water bottles and t-shirts)

Other – City Funds Request – $3,000 (2 laptop computers@$1,500 ea.)

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

First Quarter: 1-Oct – 31-Dec

A: Exposure
- 2 new activities added to our website
- 3 activities documented by a professional photographer
- 3 activities featured with fresh marketing outreach

B: Involvement
- 3 host profiles enhanced on platform (to improve conversion rates)
- half of all social media postings adapted to holiday giving season

C: Coordination
- 3 activities boosted to add items (e.g., digital waivers)
- 4 outreach sessions to engage community groups/high schools (incl. principals and Parent Teacher Student Associations) and inform about service project opportunities
- impact assessment modules developed

D: Enrollment
- 675 volunteer signups

E: Inspiration
- 1 host training workshop (engage hosts to improve their activity)
- 1 networking event (increase number of hosts)
- 3 new ambassadors added (welcome participants, cross promote other volunteer activities and ensure positive experience)
- 3 marketing workshops (list/improve host presence on website)
- 4 business networking events to add sponsors
- 2 corporate sponsors added to incentivize participation

F: Logistics
- 4 activities receive transportation
- 83 rides provided by guide/driver
- 736 volunteers receive ride to project sites
- snacks/lunch/hydration bottles provided to volunteers

Second Half: 1-Jan – 30-Jun

A: Exposure
- 3 new activities added to our website
- 6 activities documented by photographer
- 6 activities featured with fresh marketing

B: Involvement
- 6 host profiles enhanced
- social media postings feature new activities

C: Coordination
- 6 projects receive fresh copy editing
- 8 community outreach sessions
- surveys evaluated/improved
- impact modules refined

D: Enrollment
- 1,350 volunteer signups including:
- 350 repeat participants aggregated to 40% over the grant period
- 350 t-shirts to repeat volunteers

E: Inspiration
- 2 host training workshops
- 2 host networking events
- 3 new ambassadors added (receive promotional items)
- 6 host project marketing workshops
- 8 business networking events
- 2 new sponsors engaged

F: Logistics
- 6 service projects receive transportation
- 164 rides provided by guide/driver
- 1,228 volunteers driven to service sites
- snacks/lunch/hydration bottles to volunteers

Final Quarter: 1-Jul – 30-Sep

A: Exposure
- 1 activity added
- 2 activities photographed
- 2 new marketing initiatives

B: Involvement
- 2 host profiles created
- monthly blog posts initiated

C: Coordination
- 3 activity descriptions refreshed
- 4 community outreach sessions
- survey results shared

D: Enrollment
- 675 volunteer signups (270 repeat or cross-promoted participants from another svc. project)

E: Inspiration
- 1 host training workshop
- 1 host networking event
- 3 marketing workshops
- 2 new ambassadors

- 4 corporate events
- 2 new sponsors

F: Logistics
- 4 activity sites receive transport
- 83 rides provided
- 736 volunteers receive a ride
- snacks/lunch/hydration bottles to volunteers

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

A. Exposure

As a result of being the 2016 recipient of a pro bono advertising campaign provided by *Ad2Honolulu*, the travel2change brand has amplified exposure to our nonprofit hosts in the following ways:

- Print: Posters on every public bus on Oahu, illuminated ad walls in malls, rack cards at airports, hotels and hostels; print advertisements in magazines such as *Honolulu Family*, *Hawaii Parent*, *Honolulu Magazine*, and *Hawaii Military Guide*
- Television: 30-second commercial has been aired on public television stations, *Hawaii News Now*, *KHON*, *KITV*, and *Time Warner Cable*
- Radio: Public service announcements have aired on the following stations: *Hawaii Public Radio*, *93.9 Jamz*, *Island 98.5*, *Star 101.9*, *Summit Media Stations* and *Ohana Broadcast Company*.

B. Involvement

- since April 2015 we had over 1500 volunteer signups
- we offer a user-friendly online platform that is continually updated
- we leverage four (4) social media channels: Instagram, Facebook, Youtube, and Twitter

C. Coordination

- we have a Meetup group to organize monthly meetings with volunteers who want to socialize about their experiences
- we have our activities rated on Yelp to increase the online presence
- a monthly newsletter is sent out to our existing data base of volunteers
- We participate with Hawaii Public Radio's pledge campaigns

D. Enrollment

- Epos: travel2change has had booths at volunteer fairs on the campuses of the University of Hawaii at Manoa, Hawaii Pacific University, Kaiser High School, Marine Core Base Kaneohe, IUCN World Conservation Congress and the Hawaii Tourism Authority's 2016 conference

E. Inspiration

- we constantly update travel2change.org with photos and information to illustrate activities clearly and keep the website compelling

F. Logistics

- we have provided information about public transportation options to get to volunteer sites
- we have coordinated ride sharing for volunteers when requested

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

The key staff for empowering local communities for environmental and cultural resilience contribute unique strengths in the fields of tourism, marketing, multimedia, outreach and program promotion to build and grow travel2change.

Our Key Staff and their contributions include:
Thomas Kohler, Ph.D., Program Director
Dusty Loffarelli, Financial Manager
Mark Nitta, Multimedia
Jerry Agrusa, Ph.D., Outreach – Tourism industry
Christina Monroe, Outreach – Participants
Lance Boyd, Outreach – Participants
Maria Kashem , Outreach - Participants
Edgar Palafox, MBA, Outreach – Participants

We are different from existing volunteer organizations in three key ways:
- **Connections between hosts and volunteers**: We use a two-sided web-platform to bring hosts and volunteers together around activities that create positive impacts to Hawaii.
- **Fun and rewarding, not just volunteering:** By facilitating unforgettable experiences that go beyond volunteering, our diverse travel2change activities invite participants to have fun as well as make a difference.
- **Short-term opportunities**: Instead of committing to a volunteer project over several weeks or months, we engage volunteers through short-term activities to get more people involved and get them to return. This way, local community members as well as visitors can join activities and keep coming back for more.

Travel2change inspires volunteers to join local communities who provide unique under-takings that directly give back to Hawaiian nature and culture. Our activities are hands-on, off the beaten path and authentic. Examples include native tree and flower planting mixed with cultural talk story sessions, stream restorations combined with guided hikes, and yoga classes with beach cleanups that offer tools and education to enjoy the water in a way that leaves minimal negative environmental impact.

Our events are the sweet spot where volunteering meets fun, which encourages optimum levels of participation over traditional volunteer models.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

Since 2015, we have exclusively focused our model on Hawaii and have empowered 4 local nonprofits and 2 local tour operators to host over 1,500 participants. Funding through Grants in Aid would position travel2change to focus our coordinated efforts to increase the number of activities, nonprofits, volunteers and businesses we serve, doing the most good for our local communities with the most need.

Organizations that grow and prosper become educated about the ever-changing needs of the communities they serve, yet global funding challenges highlight the need to strengthen partnerships and explore other options for sustained funding such as foundation support, charitable gifts/donations, endowed philanthropic funds, and state and federal funds.

In order to continue to operate a volunteer-focused program and continue to increase the numbers of stakeholders we serve, we will strengthen our partnerships and diversify our funding sources. We will maximize available funds by acquiring resources to help us refine our internal business processes and controls; evaluate, assess and continuously improve our program; and plan for sustainability. These strategies will prepare us to expand our services to other low to moderate-income areas within the districts we serve.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

Our Team: We contribute unique strengths in the fields of tourism, marketing, multimedia, outreach and program promotion to build and grow travel2change.

- Thomas Kohler, PhD., Associate Professor of Marketing at Hawaii Pacific University (HPU) is the founder, president and CEO of travel2change and serves as Program Director.
- Dusty Loffarelli, Hawaii Sales and Marketing representative for United Airlines, is the board member treasurer and CFO of travel2change. He provides financial management services for the program.
- Mark Nitta, Director for Multimedia at HPU and producer is the board member secretary of travel2change. He will provide multimedia services to enhance awareness of the program.
- Jerry Agrusa, PhD., Professor of Travel Industry Management at HPU is a travel2change Advisory Board member. He shares his expertise to promote program activities to participants.
- Christina Monroe, East-West Center professor, will engage East-West Center international fellows from over twenty-eight countries in travel2change program activities.
- Lance Boyd, East-West Center, East-West Center professor, will engage East-West Center international fellows from over twenty-eight countries in travel2change program activities.
- Maria Kashem, MA in Communication, Maria will share her expertise in communication to provide marketing and program promotion services for travel2change.
- Edgar Palafox, MBA, is a Lecturer at the School of Travel Industry Management of the University of Hawaii (UH). He will provide participant outreach to the UH travel industry management community.

APPENDIX A: GRANT PROPOSAL UPDATED/REVISED
SOLICITATION NO. RGP-DCS-GIA2018

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. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	travel2change
B. Is Grantee a Fiscal Sponsor?	~~Yes~~ No
C. Grant Activity Name:	Empowering local communities for cultural and environmental resilience

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

Travel2change is a Honolulu-based 501(c)(3) nonprofit organization. Since 2011, we have engaged stakeholders as a catalyst for creating positive environmental and social impacts. We empower local organizations throughout Oahu who host volunteer projects that foster environmental resilience.

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

We empower local nonprofit hosts who create cultural and environmental resilience by:
- raising awareness of their causes
- recruiting new volunteers through channels outside their group members
- offering tools to coordinate their volunteers

We enable volunteers by:
- streamlining the activity sign up process
- turning volunteering into a compelling activity
- provide logistical support

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

Travel2change hosts are local organizations that conduct activities supporting environmental resilience.

Travel2change volunteers are participants who join our hosts' activities to revitalize the environment.

We will support 4 existing and 6 new hosts that accept volunteers on a monthly basis.

We plan to engage 900 volunteers over the course of the grant period in these activities.

G. Council District **Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.**		
District 1 $	x **District 2** $ 31,232 (rounded)	x **District 3** $ 31,232 (rounded)
x **District 4** $ 31,232 (rounded)	x **District 5** $ 31,232 (rounded)	District 6 $
District 7 $	District 8 $	District 9 $
H. Total Amount Requested **(Minimum of $25,000 / Maximum of $125,000):**	$ 124,927 (rounded)	

I. Type of Grant Activity (pick ONE category that most reflects Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
A. Public Service – Seniors	B. Public Service - Children	C. Public Service - Disabilities
D. Public Service – Homeless	E. Public Service – Domestic Violence	F. Public Service – Substance Abuse
G. Public Service – Mental Health	H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
A. Arts	B. Culture	C. Community Development
D. Economic Development	**E. Environment***	

GRANTEE'S CERTIFICATION AND SIGNATURE

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 Loffarelli (aka Dusty),travel2change Board Member
Treasurer

10-November-2016
Date
(Additional information provided 9-December-2016)

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem / issue, and target population are effectively validated. The description must include how the public services target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate income areas.

1. Provide substantive data and other quality information to show the issue is a priority need of the community. *(3,000 character count limit)*

We identified the needs of hosts and their volunteers by:
- Interacting with hosts during community work days (more than 800 hours since 2015)
- Interviewing hosts to understand their needs in 2016 (n=14)
- Using web analytics tracking the number and demographics of website visitors and volunteers (n=25,000 website visitors)
- Interacting with volunteers during community work days (greater than 1500 volunteers since 2015)
- Survey of potential volunteers among UH, HPU and KCC students (n=200)

Host needs: travel2change hosts are organizations who conduct environmental resilience projects. Their priorities include the:

A: Need for more exposure: While nonprofits with a mission to preserve Hawaii's resources are experts in conservation issues, their limited resources for outreach often hamper their success. They often lack resources and expertise for web design, professional photography or other promotion mechanisms.

B: Need for more volunteers: The primary source of volunteers is the immediate community of the nonprofits. They struggle to identify new and more volunteers.

C: Need to coordinate volunteers: Managing volunteers takes various resources and the tools to coordinate volunteers effectively and efficiently are not readily available.

Volunteer needs: travel2change volunteers are participants who join hosts' efforts to preserve the environment. Their needs include the:

D: Need for a simple way for volunteers to find and sign up for activities: Potential volunteers struggle with quick and easy ways to find opportunities that fit their schedule and interests. Information online can be fragmented, and signing up is often complicated and time-consuming.

E: Need for a compelling experience: Many volunteers join activities only one time or join out of duty to fulfill service hour requirements. To encourage repeat participation, the experience they get out of volunteer activities should be compelling rather than merely volunteer work. This would intrinsically motivate volunteers to join on an ongoing basis.

F: Need for logistical support: Many volunteers, especially those from lower income areas, have limited access to transportation. Environmental resilience project sites are often in remote areas that are difficult to access by public transportation.

2. Provide a thorough analysis of the community's priority need / problem and its impact on the community. (3,000 character count limit)

By introducing our current hosts who facilitate community service projects, we identify the problems that affect low to moderate-income households in the communities they serve. By bridging the gap between them, travel2change enables more volunteers to join activities, which ultimately increases the positive environmental impact of these projects. Our engagement addresses the needs of hosts and volunteers that we have identified:
A) Exposure; B) Involvement; C) Coordination; D) Enrollment; E) Inspiration; F) Logistics

Water quality improvement
*Hui o Ko`olaupoko* is a nonprofit that works to improve water quality in the Ko`olaupoko region. At Hakipu`u and He`eia Stream projects, volunteers remove invasive species and reforest with native Hawaiian plants to reduce the amount of sediment entering streams that would ultimately flow into the ocean. Composting on site aids in weed suppression, limits erosion and adds nutrients to the soil to prepare for planting during monthly volunteer workdays. Water quality is improved by increasing habitat for native aquatic animals on a multi-acre site dominated by non-native species including mangrove and hau bush that encroaches on stream corridors and makes parts of it nearly impassable.

Land protection
North Shore Community Land Trust is a nonprofit that protects, stewards, and enhances the natural landscapes, cultural heritage, and rural character of ahupua`a from Kahuku point to Ka`ena. The project involves conservation of forested hillsides and coastal farms, naupaka-shaded beaches and coconut groves, grassy meadows and wind-swept vistas. Kahuku Point is one the few remaining places on Oahu with intact coastal strand habitat that includes Ohai (Sesbania tomentosa), yellow-faced bees (Hylaeus anthracinus), monk seals (Monachus schauinslandi, including a female who pups there yearly), and nesting sea turtles (both Hawksbill, Eretmochelys imbricata and Green, Chelonia mydas). The project is a volunteer-based effort that focuses on an enhanced coastal ecosystem and increased community understanding of the region's valuable coastal resources.

Sustainability education
Kualoa Education Center fosters preservation of the agriculture and conservation-zoned land of Kualoa Ranch. By providing volunteer opportunities on its 3,850-acre property, Kualoa's owners and employees work toward a shared goal of environmental preservation and sustainability. Removing invasive species is a vital part of helping the natural inhabitants thrive. Volunteers who participate in this ongoing project learn about the area's Hawaiian history and current operations.

Land restoration
*Kama`aina Kids / Holokai Adventure* conducts land stewardship of He`eia State Park and Kaneohe Bay. Volunteers work on their native habitat restoration project. Kama`aina Kids is a nonprofit that serves children and families by providing ongoing quality education and enrichment programs to help build a sense of community and environment.

3. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. *(1,000 character count limit)*

A: Exposure
- offer marketing support
- provide photography service

B: Involvement
- provide ease of booking for volunteers
- promote activities within community and across communities on Oahu
- encourage visitors to support local community by volunteering

C: Coordination
- simplify volunteer management
- email notification to automate reminders
- build database of volunteers for each host
- reach out to communities

D: Enrollment
- develop a function to search and filter opportunities that fit volunteer's schedule and interests

E: Inspiration
- turn service projects into compelling activities that are easy to join, rewarding, fun, and well-timed
- engage hosts in training workshops
- arrange host networking opportunities
- develop incentive program to encourage repeat participation
- build ambassador team to welcome participants
- arrange corporate outreach events

F: Logistics
- add a transportation component to serve the needs of all income levels

B. Describe the proposed plan
1. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(2,000 character count limit)* This grant activity gives travel2change the greatest opportunity to not only serve the areas in which we currently have partnerships, but also develop new partnerships in other communities where the needs are greatest throughout Oahu. Travel2change chose this grant to further the reach of our mission of connecting individuals with activities that support community based environmental service projects. The grant will enable us to reach out to low and medium income community members, by inspiring, educating and empowering them to preserve and improve the environment, which will in turn reward them with compelling experiences. The grant will also empower us to amplify the impact of nonprofits. We provide the hosts with a means to achieve their goals more effectively and efficiently, allowing them more time to focus on their mission. The grant will allow volunteers with greater ease of access volunteer activities with the use of our two-sided online platform, transportation options, plus tools and refreshments to add value and increase the frequency and meaningfulness of volunteering. It will also provide a means of fulfilling service hours required by schools and other organizations.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

In 2016, we conducted a consumer behavior study to understand volunteering preferences and response rates to our program. The data were collected through a quantitative survey questionnaire. The sample size consisted of 200 UH and HPU students. We plan to use this study and the data acquired as a baseline for the development of our surveys.

The level of satisfaction is based on participants' direct responses to scaled questions, as well as their stated willingness to repeat or recommend an activity. Further feedback will be gained from looking at the gap between expectations and outcomes, and will be used to modify the project accordingly.

Data will be collected via a variety of methods including: direct surveys, observations by travel2change team members, data gathered via website and social media outlets, and data gathered by our partners/hosts.

We aim to reach the following outcomes:

A. Exposure

- number of hosts receiving marketing packages (Goal=10)
  - online impressions (Goal = 4 million)
  - social media posts (Goal = 910)
  - print media – types created (Goal = 10)
  - promotional items – types created (Goal = 4)
- number of hosts receiving support (photography, copy edits etc.) (Goal=10)
- number of hosts added during the grant period (Goal=6)
- number of host profiles built or updated by travel2change (Goal=10)
- number of workshops held on how to design, list and carry out a successful service project (Goal= 4)

B. Involvement

- number of volunteers (total signups for all new and existing volunteer activities) (Goal=900)

C. Coordination

- number of outreach sessions with communities (Goal=4)
- number of total volunteer hours (Goal=~70,000 hours)
- number of participants completing surveys: on-site (Goal=65%), online (Goal=20%)
- number of participants sharing via social media (Goal=30%)
- number of participant reviews on our website (Goal=10%)

D. Enrollment

- number of outreach events to recruit potential ambassadors (Goal=4)
- number of new ambassadors recruited (Goal=8)

E. Inspiration

- number of activities with ambassadors (Goal=50%)
- number of repeat participants (total, per host, per service project) (Goal=40%)
- number of outreach sessions with hosts (Goal=4)
- number of corporate outreach events (Goal=4)
- number of corporate sponsors offering incentives for volunteering (Goal=5)

F. Logistics

- number of hosts receiving logistical support (e.g. transportation) (Goal=10)

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Outcomes: all new and existing volunteer service projects will receive:

A. Exposure

- marketing: create multimedia packages tailored to each host which include:
  - frequent postings on our social media channels
  - print materials such as rack cards and flyers
  - ad placement and other published materials such as articles and blogs
  - promotional items such as reusable water bottles and t-shirts
- support: furnish a professional photographer to create fresh images of each activity to build attractive listings, and aid our marketing efforts
- hosts: identify new hosts by engaging our team to volunteer and discover new opportunities
- copy edits: compose compelling listings to build hosts' profiles
- workshops: engage hosts to improve activities and create new ones

B. Involvement

- volunteer signups: offer user-friendly online platform that is continually updated

C. Coordination

- outreach: present to community groups and schools (including school principals and Parent Teacher Student Associations), as well as securing a presence at fairs and conventions
- volunteer hours: offer efficiencies that enable increased productivity such as digitized liability waivers and automated notification features to simplify volunteer management
- surveys: produce questionnaires distributed onsite and online to gauge opportunities for improvement
- social media: create postings that encourage shared dialogue among readers
- reviews: solicit feedback by following up with all volunteers

D. Enrollment

- ambassador recruitment: target repeat volunteers, students in need of service hours, and members of community organizations such as Rotary
- ambassador retention: build morale by offering incentives and involve in decision making

E. Inspiration

- team: facilitate ambassadors to welcome participants, cross promote other activities and ensure volunteers have a positive experience
- participation: turn volunteer opportunities into compelling activities that are easy to join, affordable, fun, and well-timed
- host outreach: create networking opportunities such as information sessions to share ideas
- corporate outreach: identify corporate partnerships to offer support to hosts and incentivize volunteers
- corporate sponsors: implement incentive program to encourage repeat participation

F. Logistics

- transportation: provide a professional shuttle service capable of bringing volunteers to all activity sites

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (3,000 character count limit)

PROGRAM EXPENSES: City Funds Request – $124,927

PROFESSIONAL AND CONTRACTUAL FEES – City Funds Request – $83,200

- Accounting (TBN) – $12,000 [$100/hr.@40 hrs./mo.@3 mos.]
- Grant Management Consulting (Cynthia Thurlow) – $11,700 [$75/hr.@3 hrs./wk.@52 wks.]
- Social Media Services (TBN) - $1,750 [$25/hr.@70hrs.]
- IT Support (TBN) – $3,500 [$70/hr.@ 50 hrs.]
- Program Impact Assessment/Evaluator (Regina Ostergaard-Klem, Ph.D.) – $9,000 [$300/day@30 days]
- Guide & Transportation (Menehune Enterprises) – $30,000 [$200/roundtrip ride@150 rides]
- Web Developer/Programmer (Filip Astaire) – $1,500 [$50/hr.@30 hrs]
- Graphic Designer (Dominik Ritter) – $1,750 [$35/hr.@50 hrs.]
- Photographer (Joseph Ray) – $2,000 [flat rate for the program year]
- Survey Development (Doris Masser, M.A.) – $7,500 [$300/day@25 days]
- Survey Distribution/Collation/Data Logging (Melissa Logan) – $2,500 [$25/hr.@100 hrs]

OTHER COSTS – City Funds Request – $41,727

- Office Rent – $9,600 [$800/mo.@12mos.]
- Office Utilities (Electricity and Water) – $1,200 [$100/mo.@12 mos.]
- Office Maintenance/Repair and/or Security – $600 [$50/mo.@12 mos.]
- Consumable Office Supplies – $1,000: survey development and distribution: paper, pens, toner; branded work gloves; bags for rubbish and recyclables

Program Activities – Total City Funds Request – $20,600

- Corporate Businesses Networking Events – $4,000 [1 Events per District@1 time/yr.@$1,000 ea.]
- Community Outreach Sessions: hosts/community groups/high schools (incl. Principals and Parent Teacher Student Associations) – $1,600 [4/yr.@1 District@$400 ea.]
- Host Training Workshops – $4,000 [4/yr.@$1,000 ea.]
- Monthly Service Project Marketing Workshops – $1,000 [4@$250 ea.]
- Host Networking Events – $1,000 [4@$250]
- Service Project Volunteer Lunches – $9,000 [900 volunteers@$10 ea.]

Mileage/Parking – City Funds Request – $1,687 (rounded) – Program Director, Financial Manager and Survey Developer/Analyst: to current host sites: Hui o Ko`olaupoko, North Shore Community Land Trust, Kualoa Education Center and Kama`aina Kids/Holokai Adventure (letters of commitment attached), and 6 new host service project sites

- Hui o Ko`olaupoko – $186.29 [$.55/mi@56.45 mi@3 people@2 site visits/yr.]
- North Shore Community Land Trust – $291.89 [$.55/mi@88.45 mi@3 people@2 site visits/yr.]
- Kualoa Education Center – $187.77 [$.55/mi@56.9 mi@3 people@2 site visits/yr.]
- Kama`aina Kids/Holokai Adventure – $100.32 [$.55/mi@30.4 mi@3 people@2 site visits/yr.]
- 6 New Service Project Sites – $920.70 [$.55/mi@46.5 mi@3 people@6 sites@2 site visits/yr.]

Total: $.55/mi@3,051.6 mi@3 individuals = $1,687 (rounded)

Indirect Costs – City Funds Request – $5,949 (5% x $118,978) – includes: insurance, marketing and promotional material (including water bottles and t-shirts)

Other – City Funds Request – $1,100 (1 laptop computer@$1,100)

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

First Quarter: 1-Oct – 31-Dec

A: Exposure
- 2 new activities added to our website
- 3 activities documented by a professional photographer
- 3 activities featured with fresh marketing outreach

B: Involvement
- 3 host profiles enhanced on platform (to improve conversion rates)
- half of all social media postings adapted to holiday giving season

C: Coordination
- 3 activities boosted to add items (e.g., digital waivers)
- 1 outreach session to engage community groups/high schools (incl. principals and Parent Teacher Student Associations) and inform about service project opportunities
- impact assessment modules developed

D: Enrollment
- 300 volunteer signups

E: Inspiration
- 1 host training workshop (engage hosts to improve their activity)
- 1 networking event (increase number of hosts)
- 3 new ambassadors added (welcome participants, cross promote other volunteer activities and ensure positive experience)
- 1 marketing workshop (list/improve host presence on website)
- 1 business networking event to add sponsors
- 2 corporate sponsors added to incentivize participation

F: Logistics
- 4 activities receive transportation
- 25 rides provided by guide/driver
- 235 volunteers receive ride to project sites
- 235 lunches provided to volunteers

Second Half: 1-Jan – 30-Jun

A: Exposure
- 3 new activities added to our website
- 6 activities documented by photographer
- 6 activities featured with fresh marketing

B: Involvement
- 6 host profiles enhanced
- social media postings feature new activities

C: Coordination
- 6 projects receive fresh copy editing
- 2 community outreach sessions
- surveys evaluated/improved
- impact modules refined

D: Enrollment
- 400 volunteer signups including:
- 140 repeat participants aggregated to 40% over the grant period
- 140 t-shirts to repeat volunteers

E: Inspiration
- 2 host training workshops
- 2 host networking events
- 3 new ambassadors added (receive promotional items)
- 2 host project marketing workshops
- 2 business networking events
- 2 new sponsors engaged

F: Logistics
- 6 service projects receive transportation
- 100 rides provided by guide/driver
- 450 volunteers driven to service sites
- 450 lunches to volunteers

Final Quarter: 1-Jul – 30-Sep

A: Exposure
- 1 activity added
- 2 activities photographed
- 2 new marketing initiatives

B: Involvement
- 2 host profiles created
- monthly blog posts initiated

C: Coordination
- 3 activity descriptions refreshed
- 1 community outreach session
- survey results shared

D: Enrollment
- 200 volunteer signups
- 100 repeat or cross-promoted participants from another svc. Project
- 80 t-shirts to repeat volunteers

E: Inspiration
- 1 host training workshop
- 1 host networking event
- 1 marketing workshop
- 2 new ambassadors
- 1 corporate event
- 2 new sponsors

F: Logistics

- 4 activity sites receive transport
- 25 rides provided
- 225 volunteers receive a ride
- 225 lunches to volunteers

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

A. Exposure

As a result of being the 2016 recipient of a pro bono advertising campaign provided by *Ad2Honolulu*, the travel2change brand has amplified exposure to our nonprofit hosts in the following ways:

- Print: Posters on every public bus on Oahu, illuminated ad walls in malls, rack cards at airports, hotels and hostels; print advertisements in magazines such as *Honolulu Family*, *Hawaii Parent*, *Honolulu Magazine*, and *Hawaii Military Guide*
- Television: 30-second commercial has been aired on public television stations, *Hawaii News Now*, *KHON*, *KITV*, and *Time Warner Cable*
- Radio: Public service announcements have aired on the following stations: *Hawaii Public Radio*, *93.9 Jamz*, *Island 98.5*, *Star 101.9*, *Summit Media Stations* and *Ohana Broadcast Company*.

B. Involvement

- since April 2015 we had over 1500 volunteer signups
- we offer a user-friendly online platform that is continually updated
- we leverage four (4) social media channels: Instagram, Facebook, Youtube, and Twitter

C. Coordination

- we have a Meetup group to organize monthly meetings with volunteers who want to socialize about their experiences
- we have our activities rated on Yelp to increase the online presence
- a monthly newsletter is sent out to our existing data base of volunteers
- We participate with Hawaii Public Radio's pledge campaigns

D. Enrollment

- Epos: travel2change has had booths at volunteer fairs on the campuses of the University of Hawaii at Manoa, Hawaii Pacific University, Kaiser High School, Marine Core Base Kaneohe, IUCN World Conservation Congress and the Hawaii Tourism Authority's 2016 conference

E. Inspiration

- we constantly update travel2change.org with photos and information to illustrate activities clearly and keep the website compelling

F. Logistics

- we have provided information about public transportation options to get to volunteer sites
- we have coordinated ride sharing for volunteers when requested

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

The key staff for empowering local communities for environmental and cultural resilience contribute unique strengths in the fields of tourism, marketing, multimedia, outreach and program promotion to build and grow travel2change.

Our Key Staff and their contributions include:
Thomas Kohler, Ph.D., Program Director
Dusty Loffarelli, Financial Manager
Mark Nitta, Multimedia
Jerry Agrusa, Ph.D., Outreach – Tourism industry
Christina Monroe, Outreach – Participants
Lance Boyd, Outreach – Participants
Maria Kashem , Outreach - Participants
Edgar Palafox, MBA, Outreach – Participants

We are different from existing volunteer organizations in three key ways:
- **Connections between hosts and volunteers**: We use a two-sided web-platform to bring hosts and volunteers together around activities that create positive impacts to Hawaii.
- **Fun and rewarding, not just volunteering:** By facilitating unforgettable experiences that go beyond volunteering, our diverse travel2change activities invite participants to have fun as well as make a difference.
- **Short-term opportunities**: Instead of committing to a volunteer project over several weeks or months, we engage volunteers through short-term activities to get more people involved and get them to return. This way, local community members as well as visitors can join activities and keep coming back for more.

Travel2change inspires volunteers to join local communities who provide unique under-takings that directly give back to Hawaiian nature and culture. Our activities are hands-on, off the beaten path and authentic. Examples include native tree and flower planting mixed with cultural talk story sessions, stream restorations combined with guided hikes, and yoga classes with beach cleanups that offer tools and education to enjoy the water in a way that leaves minimal negative environmental impact.

Our events are the sweet spot where volunteering meets fun, which encourages optimum levels of participation over traditional volunteer models.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

Since 2015, we have exclusively focused our model on Hawaii and have empowered 4 local nonprofits and 2 local tour operators to host over 1,500 participants. Funding through Grants in Aid would position travel2change to focus our coordinated efforts to increase the number of activities, nonprofits, volunteers and businesses we serve, doing the most good for our local communities with the most need.

Organizations that grow and prosper become educated about the ever-changing needs of the communities they serve, yet global funding challenges highlight the need to strengthen partnerships and explore other options for sustained funding such as foundation support, charitable gifts/donations, endowed philanthropic funds, and state and federal funds.

In order to continue to operate a volunteer-focused program and continue to increase the numbers of stakeholders we serve, we will strengthen our partnerships and diversify our funding sources. We will maximize available funds by acquiring resources to help us refine our internal business processes and controls; evaluate, assess and continuously improve our program; and plan for sustainability. These strategies will prepare us to expand our services to other low to moderate-income areas within the districts we serve.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

Our Team: We contribute unique strengths in the fields of tourism, marketing, multimedia, outreach and program promotion to build and grow travel2change.

- Thomas Kohler, PhD., Associate Professor of Marketing at Hawaii Pacific University (HPU) is the founder, president and CEO of travel2change and serves as Program Director.
- Dusty Loffarelli, Hawaii Sales and Marketing representative for United Airlines, is the board member treasurer and CFO of travel2change. He provides financial management services for the program.
- Mark Nitta, Director for Multimedia at HPU and producer is the board member secretary of travel2change. He will provide multimedia services to enhance awareness of the program.
- Jerry Agrusa, PhD., Professor of Travel Industry Management at HPU is a travel2change Advisory Board member. He shares his expertise to promote program activities to participants.
- Christina Monroe, East-West Center professor, will engage East-West Center international fellows from over twenty-eight countries in travel2change program activities.
- Lance Boyd, East-West Center, East-West Center professor, will engage East-West Center international fellows from over twenty-eight countries in travel2change program activities.
- Maria Kashem, MA in Communication, Maria will share her expertise in communication to provide marketing and program promotion services for travel2change.
- Edgar Palafox, MBA, is a Lecturer at the School of Travel Industry Management of the University of Hawaii (UH). He will provide participant outreach to the UH travel industry management community.

APPENDIX A: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2018

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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. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Ukulele Guild of Hawaii
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	UGH Community Service Program

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

The Ukulele Guild of Hawaii was started in 2002 to support the teaching and building of high quality ukuleles from endemic woods. Members are ukulele builders, music teachers, entertainers, and wood growers who produce materials used to make ukulele. Guild members provide free ukes for poor keiki, & help train local music teachers and social workers the best techniques to teach ukulele music.

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

The Ukulele Guild of Hawaii (UGH) seeks funding to provide much-needed community services involving the building, use, repair and teaching of the state 'auana instrument, the Ukulele, and to provide the Hawaiian Ukulele Festival to showcase these culturally important instruments and raise support for the Ukes for Keiki and Warriors in Transition services.

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

UGH provides a beloved community service program with free instruments & public school music programs for low-income keiki, military warriors in transition, the general public and Hawaii visitors with both hands-on direct services and free performances. Each year, more than 800 keiki & family members, 160 military members, and over 5,000 kama'aina and visitors benefit from these services.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $8,500	☒ District 2 $3,800	☒ District 3 $5,500
☐ District 4 $	☒ District 5 $12,000	☒ District 6 $9,700
☐ District 7 $	☒ District 8 $1,700	☒ District 9 $3,800
H. Total Amount Requested (Minimum of $25,000 / Maximum of $125,000):	$45,000	

I. Type of Grant Activity (pick ONE category that most reflects Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☒ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

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.

James M. Hussey

Signature of Grantee (Fiscal Sponsor) Officer
Printed Name and Title: James M. Hussey, President

9 Nov '16
Date

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned KEITH M. MAILE of the Board of 'Ukulele Guild of Hawaii ("Grantee") hereby certifies that 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 & County of Honolulu, a municipal corporation of the State of Hawaii.

Keith M. Maile
(Signature)

KEITH M. MAILE
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned James M. Hussey of the Board of Ukulele Guild of Hawaii ("Grantee") hereby certifies that Keith Maile (name), _____ (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, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

James M. Hussey
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 9th day of NOVEMBER, 2016, before me appeared JAMES M. HUSSEY, personally known to me, who, being by me duly sworn, did say that he/she is the PRESIDENT of 'UKULELE GUILD OF HAWAI'I 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 PRESIDENT acknowledged said instrument to be the free act and deed of said corporation.

Francis Zuckerman NOTARY PUBLIC Comm. No. 16-55 STATE OF HAWAII

Notary Public, State of Hawaii

My Commission expires: 14 FEB 2020

Doc. Date: UNDATED # Pages 1
Name: FRANCIS ZUCKERMAN 1st Circuit
Doc. Description: CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN APPEARS
Signature 9 NOV 2016 Date
NOTARY CERTIFICATION

Francis Zuckerman NOTARY PUBLIC Comm. No. 16-55 STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem / issue, and target population are effectively validated. The description must include how the public services target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate income areas.

1. Provide substantive data and other quality information to show the issue is a priority need of the community. *(3,000 character count limit)*

The Ukulele Guild of Hawaii has a mission to support free music education for underserved youth and others in need by building a network of shared resources, teachers, and providing opportunities for easy, free access to ukulele performances for everyone living on or visiting Oahu.

UGH has provided the free annual Hawaii Ukulele Festival each year since 2006, and more than 700 instrument builders, players, vendors, and literally thousands of local, mainland and international visitors come to Waikiki for this event. One of the most important results of this event has been to encourage support among our local makers for the Guild's Ukes for Keiki program. This program not only provides free ukuleles for low-income students in Hawaii's public school programs, but also recruits member luthiers to repair the ukuleles already in the schools.

Education research has proven that keiki gain substantial social benefits by playing music in group settings such as ukulele kanikapila. According to UGH's President, Kimo Hussey (whose college degree is in conducting music), ukulele teachers use music-making to foster confidence, teamwork, pride and aspiration in the keiki taking part and their families in low-income communities on Oahu. Unfortunately, Hawaii's Title I schools, which are under pressure to spend to increase math and reading scores or risk losing federal funding, have largely eliminated traditional music programs in their schools. In 2004, Rod Paige, the U.S. Secretary of Education, released a letter to school administrators encouraging the use of Title I money to support arts & music programs. Despite that, many schools in Hawaii have been reluctant to use Title I funds for these, and most music programs have been eliminated from Hawaii's public schools.

El Sistema is a program in Venezuela that has provided music education to thousands of the country's neediest keiki. Following this model, all of the Ukulele Guild of Hawaii's teachers are professional musicians. They teach large classes, and train young volunteers who are advanced student musicians to work with the less-experienced students between lessons. All children in the ukulele program are given free new (or refurbished by Guild luthiers) ukuleles when they are ready.

UGH also provides ukulele classes to the Warriors in Transition groups at Schofield Barracks. These are active-duty military who are recently disabled, physically or emotionally injured or are transitioning out of the military for psychological reasons. (See letter of support, attached) The kanikapila sessions provided by Guild teachers help to provide a sense of safety and camaraderie that is often lost when a solder is separated from his unit and fellow soldiers. Soldiers who participate report being able to think and sleep more calmly, and respond more positively to new social interactions.

2. Provide a thorough analysis of the community's priority need / problem and its impact on the community. *(3,000 character count limit)*

According to the Hawaii Department of Education, since 2001, all but three music programs at Oahu's Title One schools have been eliminated due to funding cuts, lack of trained teachers,

lack of instruments for the students, or a combination of all of the above. There are 85 public schools in Honolulu County which report that at least 50% of the students (see attached list of schools) receive free or reduced price lunches because they are low-income. This loss of music programs - for many, their only exposure to the organized study of music - is especially alarming considering the benefits a music program could provide to these students. For example, in a 2009 study in the Journal of Neuroscience, researchers used an MRI to study the brains of 31 6-year-old children, before and after they took lessons on a musical instrument for 15 months. They report that the music students' brains grew in areas that control improvement in the areas of fine motor skills and hearing. Larger, longer-term studies have found that children who study a musical instrument are more likely to (1) excel in all of their studies, (2) work better in teams, (3) have enhanced critical thinking skills, (4) stay in school, and (4) pursue further education.

After learning these facts, members of the Ukulele Guild of Hawaii polled these Oahu schools and found that if trained teachers and instruments could be provided at no cost, in most cases the schools would make time on the curriculum. This was the beginning of the Guild's Ukes for Keiki program more than 8 years ago, and to date, hundreds of new ukuleles have been donated, old ukulele owned by the school have been repaired for use, and teachers have worked to share the joy of playing Hawaii's 'awana instrument - the Ukulele.

The Guild membership also contains many military veterans with a huge heart for the incredibly difficult operations today's young military members often have to undergo overseas. An important VA study took place from 2010 to 2011, and enrolled 40 veterans with significant PTSD symptoms, half of whom were returning from Iraq and Afghanistan. The six-week intervention, which was conducted with assistance from the Guitars for Vets chapter in Milwaukee, consisted of participants receiving an hour of guitar training each week and a weekly group instruction session. Veterans received a guitar, along with sheet music and other supplies that they were allowed to keep after the study concluded. Results showed a significant positive benefit in relieving PTSD symptoms as a result of the intervention. In addition, findings suggest that the music therapy was effective in reducing depression symptoms and improving health-related quality of life. Here in Hawaii, the Ukulele Guild was invited to provided a similar program using ukulele rather than guitars, and by all accounts, it has proven just as effective. The impact is easy to measure - veterans who recover require less care and services.

Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. *(1,000 character count limit)*

The Ukulele Guild of Hawaii has a mission to support free music education for underserved youth. We especially support low-income communities through their local public schools by building a network of shared resources, trained teachers, and providing opportunities for easy, free access to ukulele performances for everyone. A large part of this mission is accomplished through the Guild's annual Hawaii Ukulele Festival that is free to attend, and helps to fund (1) the necessary ukulele for keiki and trained ukulele teachers for public schools in our most needy commuities, and (2) providing emotional support through music for our young military members in crisis as part of the Warriors in Transition Program.

B. Describe the proposed plan

1. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(2,000 character count limit)*

The Ukulele Guild of Hawaii is in its second year of a long-term strategic plan to provide more direct services to those in need in our commuities here on Oahu. Over the past several years, Guild members have been able to start, sustain and slowly grow our community service

program. But careful analysis of where we have been, and what we need to do to meet increasing demand for more services has shown us that with a kick-start to faster growth of one of our key initiatives - the Hawaii Ukulele Festival - we could raise the funding needed every year to fund all of our service and outreach initiatives.

Each of these initiatives in our Community Service Program - the Ukes for Keiki, the Warriors in Transition, and the Hawaiia Ukulele Festival - are intertwined, supporting each other. For example, through the festival, we not only raise funding sponsorship for our service programs, but recruit some of our state's best luthiers to help build and repair ukulele for our outreach needs. We also find great teachers this way. Finally, we work with interested festival sponsors such as production ukulele manufacturers in Hawaii, and others to involve them in "adopting" or helping to fund a particular program or Oahu Title I School's music class.

Through the Ukes for Keiki classes, we encourage participation in the Festival kanikapila or performing for their families, the Guild and visitors. And this gives us an opportunity to introduce some of these classes and their teachers to the ukulele makers who may want to donate (or repair as needed), the ukulele for their classes.

The Warriors in Transition initiative also is firmly related to the Festival. Having the event on their "future horizon" gives them a goal to strive for as they learn to play both independently and in kanikapila. A psychologist involved in the program has suggested that having these very positive goals can help to avoid suicidal ideation which is so sadly common among these soldiers.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

The Hawaii Ukulele Festival is the only event of its kind in the state of Hawaii, and provides a family-friendly, sustainable opportunity to improve the quality of life for low-income children, their families, and wounded military veterans in Hawaii. Each year since 2006, more than 700 instrument builders, players, vendors, and literally thousands of local, mainland and international visitors come to Waikiki for this event which focuses on ukuleles using locally-grown endemic woods, and especially highlights the Hawaiian cultural aspects of the instrument, and how it is being used to teach the love of music in Hawaii's public schools.

One of the most important results of this event has been to encourage support among our local makers for the Guild's "Ukes for Keiki" program. This program not only provides free ukuleles for low-income students in Hawaii's public school programs, but also recruits craftsmen builders to repair the student's ukuleles already in the schools.

Guild members also help train Title I public school music teachers on best techniques used to teach ukulele, and to help set up opportunities for students from various schools to come together for large-scale Kanikapila sessions to share what they have learned, and encourage competition and camaraderie. This Keiki program is entirely furnished and supported by the Ukulele Guild of Hawaii, and the Festival has consistently been the key to reaching and recruiting the local builders and player-experts/teachers to volunteer their skills for the program.

Because of this relationship with these students, schools and their teachers, many of them join

us for the Kanikapila sessions at the Hawaii Ukulele Festival, and they bring their extended families for an entire day or weekend of fun! The schools and teachers we work with from Makaha to Hawaii Kai get the word out, and large enthusiastic groups of children join us for playing ukulele, sharing hula, viewing the approximately 100 very special custom ukuleles on display, and meeting and interacting with the local builders and performers who donate their time.

Our Guild membership also includes many military veterans, and when we were asked to help teach ukulele to young military members in crisis through the Warriors in Transition program, we were very happy to help. (See attached letter of thanks). Our instructor members from the Guild regularly take ukuleles to Schoffield Barracks & work with many of these young men and women each month to help lift them and speed their recovery.

At least 5,000 kama'aina and visitors will attend the Festival, enjoy the entertainment, and learn more about the Ukes for Keiki and our Warriors program. At least 500 local growers of endemic Hawaiian woods, instrument makers and ukulele manufacturers will attend and support this event. At least 200 participants will take the workshops offered, and all proceeds from these workshops will be invested into the Ukes for Keiki programs.

3. Provide an action plan to achieve the stated measureable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Based upon our past community program results, the Ukulele Guild of Hawaii's projected results for this grant activity will result in the following measurable outcomes:

(1) At least 500 local growers of Hawaiian endemic woods, independent instrument makers, ukulele manufacturers, and industry employees and supporters will attend the Hawaii Ukulele Festival in 2018.

(2) At least 2,000 visitors from outside of Hawaii will attend the event over the course of the three-day event, and learn about the Guild's service programs while meeting some of Hawaii's best luthiers who support those programs.

(3) At least 3,000 kama'aina family members will attend the Hawaii Ukulele Festival in order to participate in the event, enjoy the free entertainment, view the custom instruments, and learn much more about how they can help support the Guild's Service Program.

(4) At least 200 participants will take the workshops offered by the Guild, and all proceeds from the fee charged for the workshops will also be invested in the Guild's ongoing "Ukes for Keiki" community project in Hawaii's public schools.

(5) At least 50 new members will join the Ukulele Guild of Hawaii to help support the ongoing community service programs. Many of these new members will be moved by meeting many of the keiki and service members from the Guild's music program, and will train to be teachers in the Ukes for Keiki or the Warriors initiatives.

(6) At least three new corporate sponsors will be identified and will pledge at least $5,000 a year for at least three years to help provide long term sustainability for the Guild's Community Service program.

(7) At least 300 students will experience the Ukes for Keiki or Warriors initiatives taught by a specially-trained Guild teacher, and using ukulele that were either provided by or repaired by Guild members.

(8) At least 138 new or newly repaired ukulele will be provided to these classes.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

A complete budget is attached, and can be relied upon to be accurate, based upon more than 14 years of Guild planning and successful provision of community services. For example, the total cost of the Ukulele Festival event alone is $62,225, yet all but about $10,000 of that cost is covered by donations or in-kind support from our dedicated members and corporate sponsors. Assuming our usual projected participant count of more than 5,000 people, that equates to a total event cost/value of less than $12.50 per participant for this three day event. It is the overwhelming support of our volunteers, sponsors and partners that keeps this cost so low.

Please note that this free-access, family-friendly event is provided to the visitors and residents of Hawaii year after year and has been since 2006. The event is our primary way to connect with volunteers, teachers, ukulele makers, and donors to raise support for the Guild's central service programs, and more than 90% of all donations received during this community service event directly fund the "Ukes for Keiki" and "Warriors in Transition" programs.

The Guild has no paid employees, but does contract on a minimal level with only five types of providers: (1) trained teachers to provide consistent leadership in our public schools for the Ukes for Keiki Program and at Schofield Barracks for the Warriors program; (2) An event planner to coordinate and find sponsorship to minimize all costs for the Ukulele Festival; and (3) a media relations assistant to promote the event, and help educate the public on the availability of Guild services; (5) Graphics designer for handouts; and (5) an accountant to manage financials and oversee grant funding.

The Guild has also minimized most traditional overhead costs through generous in-kind donations from members. For example, you will note the lack of any expenses paid for office space, or utilities, as all are generously donated. The Guild is dedicated to funding our service programs first and foremost before any overhead costs.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

October
- Review previous Festival event with Board
- Ukes for Keiki Class Title I public school
- Warriors in Transition Class - Schofield Barracks
- Ukes for Keiki Teachers Class

November
- Ukes for Keiki Class Title I public school
- Hawaii Ukulele Festival held at the Moana Surfrider Hotel
- Warriors in Transition Class - Schofield Barracks
- Pick up donations of ukes for Keiki and Warriors Program

December
- Ukes for Keiki Class Title I public school
- Warriors in Transition Class - Schofield Barracks

January

Create Eventbrite Ticketing for 2018 event
Set up committees and schedule meetings
Ukes for Keiki Class Title I public school
Warriors in Transition Class - Schofield Barracks

February

~~Festival Sponsorship follow up and accqusition~~
Design event social media plan
Design Hard Tickets and Logo
Ukes for Keiki Class Title I public school
Warriors in Transition Class - Schofield Barracks

March

Prepare staffing and volunteer schedule for Festival
Meet with Planning Committees
Ukes for Keiki Class Title I public school
Prepare financials, taxes, and reports for donors
Warriors in Transition Class - Schofield Barracks
Pick up donations of ukes for Keiki and Warriors Program

April

Sponsorship research and follow up
Update budget for Festival
~~Negotiate costs& details for Festival with Moana Surfrider~~
Design exhibition tables and seating
Ukes for Keiki Class Title I public school
Warriors in Transition Class - Schofield Barracks

May

Plan for Sponsorship dinner to engage sponsors in UGH services
Contract with entertainment and schools for Festival
Design banners and collateral printed materials for Festival
Ukes for Keiki Class Title I public school
Warriors in Transition Class - Schofield Barracks

June

Acquire auction prizes and gifts for Keiki who perform at Festival
Follow up on Sponsorship agreements for 2018 Festival
Prepare Sponsor packages/contracts
Set up Photographer and related contractors for 2018 Festival
~~Ukes for Keiki Class Title I public school~~
Warriors in Transition Class - Schofield Barracks

July

Launch ticket sales and Facebook for November Festival
Launch social media blitz
Update P&L (Event Budget)
Prepare workshop schedule/teachers
Train new teachers for the Ukes for Keiki Classes
Warriors in Transition Class - Schofield Barracks

August

Prepare final Festival Event checklist
Warriors in Transition Class - Schofield Barracks
Focus on Ticket Sales
Contract for Event Sound Equipment
~~Ukes for Keiki Class Title I public school~~
Pick up donations of ukes for Keiki and Warriors Program

September

Design and Print Festival Program
Prepare Agendas and Workshop handouts
Meet w/ Hotel to confirm arrangements
Ukes for Keiki Class Title I public school
Warriors in Transition Class - Schofield Barracks

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

The Ukulele Guild of Hawaii has successfully provided the Hawaii Ukulele Festival (Formerly the Ukulele Exhibition) since 2006, and each year both number of attendees, and donations in support of the Guild's Service Program, has grown. The event started small, but has been so popular that beginning in 2016 it is being hosted in the center of Waikiki at the Moana Surfrider Hotel, taking up large portions of two floors of the hotel. The Festival is free of charge to the public, and both kama'aina and visitors alike enjoy the event. UGH's popular fee-for-service festival workshops are taught by UGH members, and generate income for UGH's service programs. One of the most exciting parts of the Festival are the Kanikapila play-alongs that are held as part of the entertainment, and include many of the students from both the Ukes for Keiki classes, and the Warriors classes.

Based upon past Festival events, very conservative estimates for outcomes from the Festival will include:

At least 500 local growers of Hawaiian endemic woods, independent instrument makers, ukulele manufacturers, and industry employees and supporters will attend this event.

At least 2,000 visitors from outside of Hawaii will attend over the course of the three-day event, and learn about UGH's Community Service Program, and about quality instruments made by local luthiers.

At least 3,000 kama'aina visitors from across the state will attend the Hawaii Ukulele Festival in order to join in the events, enjoy the free entertainment, view the locally made instruments, and feel encouraged to support UGH's Community Service Program.

At least 200 participants will take the workshops offered by the Guild, and all proceeds from the fee charged for the workshops will be invested in the Guild's ongoing "Ukes for Keiki" community project in Hawaii's Title I public schools.

Finally, at least 50 new members will join the Ukulele Guild of Hawaii to help support the ongoing community service program.

The Ukes for Keikki program was started more than 10 years ago by the Guild, and has slowly grown to a point where the Guild no longer has to solicit participants, but has schools and potential music programs from those school in need coming to the Guild for assistance. An excellent example was a school in Kailua last month brought 25 broken ukuleles to the Guild for repair, and then arranged for Guild members to teach a new ukulele class as part of the regular curriculum. There was substantial interest and need at the school, but no budget for either instruments or teachers. So the program offered by the Guild is now very much appreciated and growing.

The Warriors in Transition program is a relatively new program (less than 2 years old), but was started when some of the Guild members who were retired military brought the need to membership. Each month the class is well attended and much appreciated as a calming creative outlet for soldiers in crisis.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

The President of the Ukulele Guild of Hawaii, and the leader for the Hawaii Ukulele Festival is Kimo Hussey. Kimo is a world-renowned performer who has taught ukulele and performed at similar Ukulele Festivals in more than 15 different countries around the world. He is equally known around the world for his collaborative work with ukulele builders. Perhaps most importantly for planning UGH's service programs including the Festival, Kimo has studied best practices at a myriad of similar events, and has brought those ideas home to Hawaii. He also is a retired Air Force Lieutenant Colonel who spent more than 30 years as an officer in our armed forces, and as such, is a gifted and experienced leader. With regard to the Festival, Kimo is responsible for the overall planning and execution of the event, media interviews, and teaching a portion of the workshops, leading the events as the emcee, and kanikapila as a player, and is himself a substantial draw for visitors familiar with his popular workshops. Kimo is also a very talented teacher with a degree in Choral Conducting from Occidental College, and takes the lead in preparing instructors for the Keiki program, and Warriors.

The dedicated Board of Directors and members of the Ukulele Guild of Hawaii include teachers, business owners, accountants, and other responsible professionals who have successfully planned and executed the Guild's annual Festival fundraiser, and the services that come out of that event for the people of Hawaii, on budget and on time, since 2006. They work behind the scenes to set up the Ukes for Keiki programs in our public schools, the Festival workshops, all of the custom ukulele exhibits and maker's competition, coordinate keiki kanikapila performances, and lead workshops. Guild members also coordinate our graphic design work, and manage all of UGH's social media outreach.

In 2016, the Guild hired well-known local event planner, Mari Suyama, to manage the logistics of the fast growing Festival. Mari has very successfully planned other large local events including the opening of Bloomingdale's (more than 10,000 guests), the Hilton Fundraiser for the Homeless (raising more than a million dollars in one day), and the Hawaii Book & Music Festival Gala. Mari has brought in additional sponsors and negotiated with current in-kind sponsors to keep the total cost for the event at an absolute minimum. She directs all of the behind-the-scenes activities, and provides support for sponsors and guests throughout the Festival's three-day event.

The contractor who handles the public relations and development outreach for the Ukulele Festival is Dr. Maryellen Markley, one of Hawaii's most respected fund development professionals, and a former employee of Hawaii News Now, KGMB and KHNL. Maryellen manages the public relations for the festival, including sponsorship recognition, local community outreach, and involvement of Hawaii visitors and kama'aina alike.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

UGH services are centered around not only providing needed services now, but ensuring

sustainability for the long run by eliminating the need for repeated county, state or federal grant funding. We are currently in Year 2 of a long-term strategic plan for sustainability, involving 4 key points:

(1) Growing the annual income from the successful Hawaii Ukulele Festival with help of an experienced planner, while keeping costs low by "trading services" with the hotels and vendors we need. For example, in return for free space & logistical support for the event, the hotel (in 2016, the Moana Surfrider) receives entertainment/marketing support to visitors provided by the Guild.

(2) Keeping overhead costs to an absolute minimum. The dedicated Guild membership has long proven that they will step up to help provide critical community services for our keiki and veterans in need, even without a paid executive director. Our staunchly committed President, Kimo Hussey, and Board of Directors coordinate service planning and timing, train teachers involved with Ukes for Keiki program, and support the annual Hawaii Ukulele Festival event. With careful budgeting, this event will continue to provide an ever-growing income source for UGH's service program. By capitalizing upon the volunteer services and in-kind support of UGH members, more than 90% of that event income can be used exclusively to fund the service program in the schools and with veterans throughout the year.

(3) Finally, through a concerted push in 2017 and 2018 to provide more services than ever before, we will be better able to demonstrate and market the service program to corporate funders for "adoption" and long term growth support. Interested companies include the five private ukulele manufacturing companies in Hawaii (for the Ukes for Keiki program), veteran's organizations (for the Warriors in Transition program), and more traditional funders including The Learning Coalition, Kaiser, and HCF.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

The Ukulele Guild of Hawaii was started more than 20 years ago to support the teaching and building of high quality ukulele from endemic Hawaiian woods. Guild members are artisan ukulele builders, music teachers, entertainers, craftsmen who produce the materials used to make ukulele, and those who simply love and want to preserve the Hawaiian music tradition of ukulele.

Among our many members, however, we also have business owners, teachers, social workers, and experienced strategic planners who (1) understand the value of a dollar, (2) are experienced at long term and responsible fiscal planning, and (3) care very deeply about the people of Hawaii that we serve.

The UGH leadership and these dedicated members have grown the Guild from a small group of hobbyists more than 20 years ago, to a group that has found an important niche in needed services among two of Hawaii's most vulnerable groups of citizens – low-income children, and medically-challenged young military service members – and have stepped up to provide services that the Guild is most uniquely qualified to provide among Hawaii nonprofits.

Just as importantly, these members have developed and grown a fundraising program – the Hawaii Ukulele Festival (formerly the Ukulele Exhibition) – that has successfully raised increasing amounts of funding in order to sustain these programs. This event has grown since implementation in 2006, and is UGH's largest single source of service funding today.

Please also note that this is the VERY FIRST TIME that the Ukulele Guild of Hawaii has asked for any county or state funding, and are only doing so at this time as an integral part of a long-term strategic plan to more quickly and effectively achieve long-term sustainability for our community service programs.

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APPENDIX A: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2018

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. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Ukwanshin Kabudan
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Perpetuating Okinawan Performing Arts

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

Ukwanshin Kabudan was formed in 1999 as an Okinawan performing arts group and incorporated in 2009 as a 501(c)3 non-profit organization. The goals of the organization are to perpetuate traditional Okinawan music, dance, and heritage arts and to foster goodwill and cultural understanding. The organization conducts performances and educational programs to promote cultural awareness and exchanges.

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

The grant will support two performances and a cultural arts exhibition on Okinawan music, dances, and heritage arts. Such activities contribute to the well-being of communities by engaging citizens in social interactions and cultural understanding. The arts are a major means in which elder knowledge, traditions and values are transmitted to future generations, ensuring an enlightened citizenry.

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

The major outcomes of the grant are to celebrate the Lunar New Year and August Moon Festival traditions of Okinawa and host a two-day Okinawan Cultural Arts Exhibition featuring artisans of Okinawan heritage arts to promote intergenerational exposure and appreciation of these arts. The grant will serve 1,500 persons directly and an additional 1,000 persons through digital media dissemination.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $2,500	☒ District 2 $8,000	☒ District 3 $2,500
☒ District 4 $2,500	☒ District 5 $2,500	☒ District 6 $8,000
☒ District 7 $8,000	☒ District 8 $8,000	☒ District 9 $8,000

H. Total Amount Requested (Minimum of $25,000 / Maximum of $125,000):	$50,000

I. Type of Grant Activity (pick ONE category that most reflects Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☒ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

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: Eric Wada, Co-Director

11/9/2016
Date

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem / issue, and target population are effectively validated. The description must include how the public services target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate income areas.

1. Provide substantive data and other quality information to show the issue is a priority need of the community. *(3,000 character count limit)*

The issue addressed by the proposal is a priority need due to: (1) the significant contributions that the performing and cultural arts play in a community's well-being; (2) Hawaii's role in perpetuating Okinawan culture and heritage arts; and (3) the critical need to share such knowledge with the fourth (yonsei) and fifth (rokusei) generations before master cultural practitioners are gone.

The Arts as a Contributor to Well-being. In studies of longevity, Okinawans enjoy one of the longest life-spans in the world with one of the highest percentages of centenarians who enjoy their long life in relatively good health. Researchers note the rich social networks and community involvement maintained by elderly Okinawans as unique features that keep this senior population connected and engaged. One article notes that the concept of ikigai or a strong sense of purpose as a critical aspect of their longevity. The arts provide such a purpose for citizens to engage in social activities and have been a mainstay in individual and community well-being. In Hawaii, music and dance served to mitigate the physical and emotional pains of early plantation laborers. The songs and dances in their native language (Uchinaaguchi) were a primary means of transmitting cultural knowledge, traditions and values to the next generation. Cultural artifacts brought from Okinawa were prized by immigrants to Hawaii and provided a sense of connection to their homeland. It was a physical reminder of the creativity, perseverance, sense of excellence and craftsmanship possessed by these artisans, oftentimes everyday citizens of a community.

Hawaii's Role in Cultural Perpetuation. The Battle of Okinawa during WWII resulted in the loss of 1/4 or an estimated 150,000 of Okinawa's civilian population and the destruction of important cultural sites and artifacts. Those who emigrated to Hawaii prior to the war were able to sustain the traditions, native languages, and performing arts of Okinawa. The first generation of Okinawans arrived in Hawaii between 1900 – 1924 and included master practitioners and teachers of Okinawan music, dance and other heritage arts. Hawaii has since played a vital role in the preservation and perpetuation of Okinawan culture, its performing arts, heritage crafts, and language.

Loss of Issei and Elder Knowledge. This Issei generation in Hawaii has largely passed on, oftentimes their vast knowledge and skills disappearing with their demise. It is believed that only one Issei generation sanshin master in Hawaii still survives, Katsumi Shinsato sensei now in his 90's. Many such masters are gone and their original students, most in their 80's, are tasked with perpetuating their teachings. Due to the impending passing of the Issei generation, the advancing ages of the Nisei cultural practitioners, and the disappearance of many cultural artifacts, it is critical that immediate efforts to perpetuate and share their knowledge are undertaken.

2. Provide a thorough analysis of the community's priority need / problem and its impact on the community. *(3,000 character count limit)*

Community Need and Interests. The community has a strong interest in Okinawan culture and arts, with a particular attraction to Ukwanshin performances which utilize the Uchinaaguchi language, vital since the native language and traditional values are in imminent danger of disappearing. The United Nations has determined that the native languages of Okinawa are among the most endangered indigenous languages.

Okinawan arts and crafts have a distinctive style and forms reflective of active travels to and trading with China and other Asian-Pacific nations. Unique Okinawan crafts include their dye-resist bingata fabric, the loom-woven fabric of Haebaru, the Tsuboya pottery, and the Okinawan sanshin. In Hawaii, many of these items brought over by Issei and Nisei are long gone, with many of today's youth unfamiliar with these objects.

The grant activities are expected to be of great interest to persons of Okinawan ancestry and those who are Okinawan-at-heart. The Center on Okinawan Studies at the University of Hawaii at Manoa estimates that there are between 45,000 to 50,000 persons of Okinawan ancestry in Hawaii. Outside of the Okinawan Prefecture, this is the largest group of Okinawans with many arriving to work on plantations in the Ewa, Aiea and Waipahu areas. Later, many settled in rural farming communities such as Waiahole, Waikane, and Kahaluu.

Impact on Low- to Moderate-Income Communities. Participants in Ukwanshin activities come from all areas of Oahu. An analysis of attendees at Ukwanshin events show that a majority of persons are from the Leeward and Central Oahu (Aiea, Pearl City, Waipahu, Ewa, and Mililani) and Honolulu (Kalihi, Liliha, Pauoa, and Punchbowl) areas. Participants tend to be over 65-years-old. At performances held at handicapped-accessible facilities, the need for seating for persons with disabilities exceeds the required 1% ADA requirements. At the July 2016 Ukwanshin function at McKinley High School Auditorium, close to 1/3 of the 750 attendees required assistance and/or special seating. Majority of those impacted are senior citizens and those who come from low-to-moderate income areas. Attendees at these performances express gratitude that such performances are still offered, with many bringing their children and grandchildren to these events to share the traditional Okinawan performing arts as the events are reasonably priced.

Ukwanshin events are held at community locations such as Jikoen Hongwanji Temple in Kalihi, University of Hawaii classrooms and auditoriums, and at public school facilities. Use of community-based facilities keeps costs reasonable and are in settings amenable to seniors on fixed incomes or moderate income families to attend. All classes and workshops offered by Ukwanshin are open to the public. Donations are welcome, but no one is required to pay. It is anticipated that the grant activities will impact 1,500 persons directly and another 1,000 persons through digital media dissemination.

Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. *(1,000 character count limit)*

The grant will engage in the following activities:

a. Conduct activities during Lunar New Year period designed to serve 250 participants, including a concert performance with music, songs and dances that perpetuate the native languages and reinforce traditional Okinawan values and practices.

b. Conduct activities to celebrate the Autumn Moon Festival designed to serve 250

participants, including a concert performance with music, songs and dances that honor Okinawan family traditions and practices.

c. Conduct a two-day Okinawan Cultural Arts Exhibition designed to serve 1,000 participants, including guest artisans of Okinawan textile arts (bingata and weaving), pottery, and sanshin making, including participatory experiences for attendees, to expose and build an appreciation of Okinawan craft and art forms.

d. Disseminate through social and digital media to 1,000 viewers the performances and exhibition demonstrations and presentations to share and build an appreciation of things Okinawan.

B. Describe the proposed plan

1. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(2,000 character count limit)*

This grant activity was chosen due to the urgency in preserving and perpetuating Okinawan culture and knowledge for future generations. The community needs being addressed are to (1) provide for the well-being of individuals and the community through the performing arts and heritage crafts and (2) maintain and perpetuate for future generations the knowledge and values of Okinawan culture as its master cultural practitioners are fast disappearing.

Community and Individual Well-Being. In a discussion by the Center for Arts and Cultural Policy Study (Princeton University, 2002), multiple benefits of the arts were noted. For individuals, participation in the arts provided opportunities to build social networks, improve a sense of belonging, learn forms of self-expression, and enhance the ability to work with others and communicate ideas. It was viewed as a contributor to overall health improvement, building of a sense of collective identity, and fostering a feeling of belonging that leads to positive community outcomes such as increased tolerance and enhanced community image.

The two performances will aid community and individual well-being by providing opportunities for participants to engage in social events and providing a venue for creativity and self-expression. Such high social engagement and interpersonal connections aid in emotional, social, and physical health. The Okinawan Cultural Arts Exhibition will contribute to the community's understanding and appreciation of Okinawan heritage arts. It is envisioned that the two-day conference will be the first time that many in Hawaii are exposed to the traditional art forms of textile dyeing, hana-uri weaving, Tsuboya-style pottery, and Okinawan sanshin making. The Exhibition will build personal and collective identity with one's culture and encourage appreciation of various art forms. Most important, it is a means through which younger yonsei and rokusei generations are able to learn about their heritage.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

Benefits of Concert Performances. The Lunar New Year and August Moon concerts will directly

benefit 500 attendees and another 500 persons through disseminated videos and digital media. These concerts provide opportunities for community members to honor and enjoy the Okinawan performing arts. These performances serve as a reason for the community to gather and engage in positive, affirmative celebrations.

For many, it is the only setting in which they are able to hear Uchinaaguchi and view traditional costumes and accessories. Ukwanshin performances are always accompanied by live musicians (jikata) who are skilled sanshin, koto and taiko masters. For the audience, these are rare opportunities to hear live Okinawan music. Such performances also provide venues to reinforce and encourage students of Okinawan performing arts, serving to inspire young children and youth to continue their studies. It is vital that succeeding generations learn and continue these art forms.

Benefits of Exhibition. The Exhibition will directly benefit 1,000 persons who participate in the activities and demonstrations and an additional 500 through social and digital media. Participants will have the opportunity to engage with visiting artisans and skilled heritage art practitioners from Okinawa. Opportunities to engage in hands-on activities with textiles, pottery and sanshin making build a greater appreciation of the artistic and technical skills of Okinawan craft masters. Most important, the conference provides a venue for dialogue and discussion with artists and amongst community members which affirms a sense of self-identity and well-being. It is a major forum for inter-generational contact and communication.

Serving Low- to Moderate-Income Communities. It is anticipated that majority of the participants, or approximately 1,000 persons, at the concerts and Exhibition will be those from low- to moderate income communities. Digital disseminated materials will reach another 1,000 persons. As mentioned, majority of participants in Ukwanshin events tend to be senior citizens, many on fixed incomes, and those who come from low- to moderate-income communities such as Kalihi, Liliha, Pauoa, Aiea, Pearl City, Waipahu, Ewa and Mililani.

3. Provide an action plan to achieve the stated measureable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

The specific actions to achieve the outcomes are specified in the timeline plan included in Section II – B – 5. The measurable outcomes and evidence that activities were completed include:

Lunar New Year Celebration – Measurable outcome is the completion of the New Year Celebration in January/February 2018 to honor Okinawan performing arts and traditions, expected to directly benefit 250 persons. Evidence to substantiate such an outcome includes:

- Attendance, as verified by sign-up data-base and attendance checklist (actual count verified by facility manager)
- Program of songs and dances
- Selected participant evaluation, as recorded by digital media through on-the-spot interviews

Okinawan Cultural Arts Exhibition - Measurable outcome is the completion of the Okinawan Cultural Arts Exhibition in May/June 2018 to promote Okinawan cultural identity and perpetuation of heritage arts, expected to directly benefit 1,000 persons. Evidence to substantiate such an outcome includes:

- Attendance, as verified by sign-up data-base and attendance checklist (actual count

verified by facility manager)

- Program of activities; agenda and schedule of demonstrations
- Participant evaluation forms
- Selected participants evaluation, as recorded by digital media through on-the-spot interviews

August Moon Festival - Measurable outcomes is the completion of the August Moon Festival in August/September 2018 to celebrate Okinawan traditions and values, expected to serve 250 persons. Evidence to substantiate such an outcome includes:

- Attendance, as verified by sign-up data-base and attendance checklist (actual count verified by facility manager)
- Program of songs and dances
- Participant evaluation, as recorded through on-the-spot interviews

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

In order to implement grant activities, funding is needed for the following:

Facility use (such as large auditorium or exhibition venue) for Okinawan Cultural Arts Exhibition, including space rental, furniture and staging charges, custodial, and air-conditioning fees
24 hours (including set-up and break-down) x $700/hour = $16,800

Facility use (such as classrooms and social hall) for classes, lectures, and performances to support the Lunar New Year and August Moon Festival celebrations
10 days/month x $30/day x 12 months = $3,600

Storage rental to store equipment, implements and supplies
12 months x $300/month = $3,600

Transportation, such as bus rental to transport seniors from central location to venue for 2-day Okinawan Cultural Arts Exhibition and local ground transportation for guest artisans
$300/round-trip bus rental x 2 trips = $600
$180/day van rental for guest artisans x 5 days = $900

Heritage art supplies, including inks, dyes, fabrics, threads, clay, glazes, wood forms, etc., for hands-on bingata, hana-uri weaving, pottery, and sanshin activities at Exhibition
$4/participants x 1,000 hands-on participants = $4,000

Costumes, including those made with authentic Okinawan textiles, implements, and instruments for Lunar New Year and August Moon Festival performances
$400/outfit x 6 = $2,400
$100/accessories x 6 = $600
$300 for implements/instruments = $300

Honoraria and/or travel stipend for guest performers
Local honoraria - $100/local guest performers x 10 = $1,000
Out-of-town stipend (travel, per diem, honorarium) for 6 artisans of Okinawan heritage arts, including 1 bingata artist, 3 hana-uri weavers, 1 Tsuboya potter, and 1 sanshin maker - $2,000/guest artisan x 6 = $12,000

Printing, disseminating and reproduction costs, such as programs, posters, and educational materials, postage and basic office supplies related to concerts and conference
3 events x $400/event = $1,200

Digital media and audio support services, including taping, editing, reproduction, and dissemination of media and audio support at concerts and performances
$50/hour x 30 hours for taping, editing and reproduction of digital media = $1,500
$50/hour x 30 hours for audio support at performances = $1,500

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

see Table A: Timeline, pages 10a - 10b

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

Ukwanshin has extensive experience and expertise in completing the proposed grant activities, having conducted and produced numerous cultural performances and workshops on Okinawan music, dance, and heritage arts for over 7 years. In addition, the Co-Directors (Wada, Kaneshiro, and Nakaganeku) have extensive connections and long-term relationships with numerous Okinawan artisans.

Ukwanshin-produced events are well-attended. A July 2016 concert featuring students from Yaeyama, Okinawa drew an audience of 750. In March 2016, the Ukwanshin Okinawan Identity at Windward Community College was attended by over 125 persons. Within the past two years, Ukwanshin hosted persons from Brazil, Japan, New Zealand, Okinawa, Taiwan, and the mainland USA who have attended their workshops, lectures, classes, and performances.

Selected offerings by Ukwanshin have included:

Educational workshops and seminars
Udui workshop on Ryukyuan dance (co-sponsored by Maui Okinawa Kenjin Kai) – January 2008
Living Textiles of Okinawa (bingata stencil-dying) with artist Yuhsuke Yokoi, in conjunction with the Honolulu Academy of Arts – August 2008 and October 2012
Gakumun Kai Lecture series (monthly, 1st Sunday afternoon): lectures and seminars on topics related to Things Okinawan – ongoing since 2009
Shima Kutuba Gakumun Kai (2nd and 4th Monday evenings): Okinawan language classes – ongoing since 2009
Folk uta-sanshin class (every Wednesday evening) folk songs and sanshin music – ongoing since 2010
Classical uta-sanshin class (every Tuesday evening) classical songs and sanshin music – ongoing since 2012
Okinawan uta song class (every Thursday evening) – ongoing since 2013
Cultural and history study tours to Okinawa – ongoing since 2005
Ninufwa Bushi Mii Ati: Loochoo Identity Conference – March 2015

Table A: Timeline

Month	Lunar New Year	Cultural Arts Exhibition	August Moon Festival
October 2017	• Secure venue • Hold committee meetings (publicity, parking, food, etc.) • Secure needed costumes, implements, accessories • Conduct research on songs, music and dances	• Decide on theme and focus of exhibit • Meet to discuss content, presenters, scope of exhibition • Form committees and assign major tasks • Generate list of possible venues • Generate list of possible partners (Young Okinawans, Hui O Laulima, etc.)	
November 2017	• Publicize event • Hold rehearsals for performance • Hold committee meetings	• Hold Committee meetings • Contact partners; invite to meetings • Contact potential artisans • Review venues	
December 2017	• Publicize event • Hold rehearsals for performance • Hold committee meetings	• Select/secure venue • Finalize invitations to guest artisans • Begin securing accommodations and travel arrangements for artisans • Assign specific tasks to individual/group	
January 2018	• Publicize event • Hold final rehearsals for performance • Finalize attendance list • Print program • **Hold Lunar New Year Celebration Activities and Concert**	• Design program • Finalize arrangements with guest artisans • Develop publicity plan • Develop program agenda and schedule	
February 2018	• Evaluate event • Write final report • Reconcile final expenses	• Publicize event • Open registration • Secure needed supplies, materials • Finalize program and schedule	
March 2018	• Finalize digital media products	• Finalize assignments for volunteers • Confirm logistics and arrangements with venue • Secure needed equipment, materials and audio support	• Decide on theme • Research songs, music, dances • Secure needed costumes, implements, accessories

Table A: Timeline

Month	Lunar New Year	Cultural Arts Exhibition	August Moon Festival
April 2018	• Disseminate media to libraries and community agencies	• Confirm registration • Conduct orientation for volunteers and support staff • Print program with schedule and activities • Conduct onsite walk-through at venue	• Finalize/secure venue • Form committees • Assign responsibilities (publicity, parking, etc.)
May 2018	•	• **Hold Okinawan Cultural Arts Exhibition**	• Publicize event • Hold rehearsals • Hold committee meetings
June 2018	•	• Work on conference products, proceedings • Review evaluations	• Publicize event • Hold rehearsals • Hold committee meetings
July 2018	•	• Reconcile final expenses • Write final report	• Hold rehearsals for performance • Hold committee meetings • Finalize program agenda • Finalize attendance list
August 2018	•	• Finalize digital media products	• Hold final rehearsals for performance • Print program • **Hold August Moon Festival Activities and Concert**
September 2018	•	• Disseminate media to public	• Evaluate event • Finalize digital media products • Disseminate media to libraries and community agencies • Write final report • Reconcile final expenses

Fichi Ukiin: Loochoo Identity Conference – March 2016

Concerts and performances in Hawaii
Loochoo nu Kwa: Children of Ryukyu music and dance concert – March and June 2008 (500 in attendance)
Danju Kariyushi music and dance production with Hawaii Taiko Kai – May 2010 (650 in attendance)
Tingasu nu Hana: Our Indelible Heritage, concert featuring the Iha Sisters – December 2010 (390 in attendance)
Washita Ichiman: Our Itoman, music and dance concert featuring Tomoko Uehara and Atsuko Tamagusuku – June 2012 (200 in attendance)
Yuntanza nu Hana, concert performance featuring Deigo Musume – November 2013 (300 in attendance)
Kyugapiba, Kuganipiba: Dances and Music of Yaeyama – March 2014 (500 in attendance)
Shichi nu Ayumi: The Passing of the Seasons – September 2015 (350 in attendance)
Kunatsu nu Nigai: The Bountiful Autumn Harvest – July 2016 (750 in attendance)
Lunar New Year's Concert and Dinner – annually since 2010 (250 in attendance)
August Moon Festival Concert and Dinner – annually since 2012 (250 in attendance)
Eisaa Obon Festival, in conjunction with Young Okinawans of Hawaii – annually since 2011

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

As a collective group, Ukwanshin has the knowledge, skills, and experiences to achieve the proposed outcomes. All co-directors have formal training and certification in Okinawan music and dance and are recognized as masters in their respective arts. A core of experienced volunteers provides fiscal and operational supports.

Ukwanshin Co-Directors Eric Wada, Norman Kaneshiro, and Keith Nakaganeku are grand masters (shihan) in their respective art forms as recognized by their respective schools. The Okinawan Prefecture Government has designated Kaneshiro and Nakaganeku as cultural preservationist of Okinawan classical music. All are teachers in their areas of expertise and have produced numerous concerts, organized conferences, and led study groups.

Eric Wada, Co-Director and Co-Founder of Ukwanshin, is a grand master in Okinawan dance, Tamagusuku Ryu Shosetsu Kai. He is Ukwanshin's Artistic Director with a certificate of completion from the Okinawa Prefectural University of Arts. He is a recipient of a scholarship to study the performing arts at the Okinawa Prefectural University of Arts. Wada was presented with his teaching license from Setsuko Tamagusuku in 2002 and his grand master certificate in 2015.

Norman Kaneshiro, Co-Director and Co-Founder of Ukwanshin, is a grand master in Okinawan music, Nomura Ryu Ongaku Kyo Kai. He is the Musical Director of Ukwanshin. Kaneshiro was presented with his teaching license in 1996 and grand master certificate in 2007. In 2009, he was designated by the Okinawa Prefectural Government as a cultural preservationist of Okinawan classical music. Kaneshiro is currently a lecturer at the University of Hawaii at Manoa

Music Department's ethnomusicology program and has been teaching Okinawan ensemble classes since 2002.

Keith Nakaganeku, Co-Director of Ukwanshin, began studying Okinawan music as a young child under instruction of his grandfather Kosuke Nakaganeku, grand master of the Nomura style of classical Okinawan music. He served as President of the Nomura Ryu Ongaku Kyo Kai Hawaii Shibu from 2001 – 2013. In 2009, Nakaganeku was designated by the Okinawa Prefectural Government as a cultural preservationist of Okinawan classical music. He was presented with his grand master certificate from the Nomura Ryu Ongaku Kyo Kai in 2014. Additionally, Ukwanshin has the support of volunteer fiscal and office management personnel who have been assisting the organization since 2012. The core support team includes:

- Hitomi Takahashi - Trained and employed as a bookkeeper; provides financial record-keeping and account management.
- Connie Chun - retired Hawaii DOE Procurement Specialist; manages contracts and procurement of services and goods.
- Doreen Yamashiro – retired DOE Technology and Data Management Resource Teacher; manages the electronic communication and registration data-bases.
- Gloria Kishi – 30+ years in managing large federal grants; provides oversight of grant and final reports.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

The various Okinawan artisans' demonstrations, including interviews, will be taped, edited and available for dissemination and use for future workshops. This will ensure that there is a record of these artisans and that future generations are able to view and appreciate their skills and craftsmanship. In addition, Ukwanshin will have the capacity to deliver future performances since the music, dances, and costumes will become part of the company's performance repertoire, allowing it to continue to offer these selections beyond the grant period. Plans to ensure sustainability include:

(1) Expanding dance troupe's repertoire through the teaching and practicing of new dances at Ukwanshin dance classes

(2) Expanding musicians' repertoire by teaching and rehearsing new songs at Ukwanshin uta sanshin classes

(3) Completing research, documentation and study of Uchinaaguchi language and song styles through its language classes and seminars to transmit knowledge to dance and uta sanshin students and others

(4) Sharing findings with visiting University students who attend Ukwanshin language classes and seminars

(5) Arranging for video and other digital recording of Okinawan artisans engaged in their crafts, including interviews, to preserve their knowledge, skills and craftsmanship for future generations

(6) Producing and disseminating digital media of performances and exhibition's demonstrations and presentations to public libraries and Okinawan community programs so that products are available beyond grant period.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

Ukwanshin has existed for 17 years as a performance troupe, including 7 years as a non-profit organization. During this period, it has continuously offered performances, classes, and workshops. The organization has managed to fund these through nominal charges for events to cover basic costs, donations and small community grants. It has received three cultural grants from Hui O Laulima, one for $1,000 in 2013, $500 in 2014 and $600 in 2016 that assisted in expanding their community outreach during those years. In addition, it was the recipient of at $25,000 Grants-In-Aid award from the City and County of Honolulu in October 2016.

All principal Ukwanshin members volunteer their time so the organization does not have paid staff and a payroll to maintain. It also uses community venues that are reasonably priced, thus does not have huge overhead expenses of maintaining a building. Members of various community agencies such as the Young Okinawans of Hawaii and Hui O Laulima, an Okinawan women's organization, volunteer with various tasks associated with concerts and conferences, such as parking, ushering, registration, set-up and clean-up.

The grant funds will allow Ukwanshin to expand its outreach through the completion of an Okinawan Cultural Arts Exhibition that will draw interest from a broad-based audience and the community at large. Previously, Ukwanshin has hosted such artisans but on a very small scale and to a limited audience. Support to secure suitable facilities will allow for engagement from and participation with a wider audience. Support to tape, edit, and disseminate via digital and social media will allow Ukwanshin expands its outreach. Ukwanshin is confident that it will be able to continue to offer performances and workshops and that the proposed activities will increase interest and appreciation in these cultural art forms.

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APPENDIX A: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2018

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. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Ulu A`e Learning Center
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Mo`olelo (storytelling) After School and Summer Program

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

Ulu A`e Learning Center is a 501(c)3 nonprofit corporation organized in the State of Hawaii by Kumu Hula Miki`ala Lidstone in July 2014. Its mission is to empower and enrich lives through programs that develop skills, build confidence and promote healthy relationships based on Hawaiian values and customs. Its cultural based programs teaches mo`olelo thru hula, mele, language and historic sites.

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

Kapolei is a fast growing, young community with pockets of low to moderate income families and a need for extracurricular activities for keiki. It is also a community that is 30% Native Hawaiian with several cultural sites not well known/maintained. This proposal will expand a once a week elementary and middle school program to twice a week using mo`olelo to build knowledge of culture/community.

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

One hundred twenty keiki and their families in Kapolei, about 40% of who come from low to moderate income homes, will gain knowledge of the history and culture of their community thru mo`olelo (storytelling) via 4 afterschool 6 week sessions and at least 2 community performance events at an historic site within the Kapolei community.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $63,636.79	☐ District 2 $	☐ District 3 $
☐ District 4 $	☐ District 5 $	☐ District 6 $
☐ District 7 $	☐ District 8 $	☐ District 9 $

H. Total Amount Requested (Minimum of $25,000 / Maximum of $125,000):	$63,636.79

I. Type of Grant Activity (pick ONE category that most reflects Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☒ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

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.

Mikiala Lidstone

Signature of Grantee (Fiscal Sponsor) Officer
Printed Name and Title: Miki`ala Lidstone

11.14.2014
Date

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem / issue, and target population are effectively validated. The description must include how the public services target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate income areas.

1. Provide substantive data and other quality information to show the issue is a priority need of the community. *(3,000 character count limit)*

Kapolei is part of one of fastest growing regions on the island of Oahu. With a population of a little over 15,000, according to the 2010 Census, it is also one of the youngest. The median age is 33.1 years compared to a State average of 38.3. Over 30% of the population of Kapolei is under 18 years of age compared to the State's 22%. Thirty percent of the community is Native Hawaiian. Kapolei also has more working parents of children 6 to 17 years of age at 81% vs. the State's is 74%. There is a need for afterschool activities, especially for elementary and middle school keiki. That need is supported by the attached letter from Kapolei High School principal, Elden Esmerelda (VI.1.B.8.1).

As reported in a Pacific Business News article in April 2015, schools in Kapolei are bursting at the seams with students. A new elementary school, Hookele opened recently with another elementary and middle school planned as the State Department of Education is able to secure the capital funds to build.

The article also states that the community could use increased investment of the City and State governments by locating offices in Kapolei to provide jobs to not only ease the traffic problems but allow people to work closer to where they live. Nearly 96% of the 7,634 civilian employees over 18 years of age use a car, truck or public transportation to get to work. This compares with 87% for the State. Most of the parents are on the road.

A survey of afterschool programs in the area shows A+ and City and County park activities, but very few cultural based programs in a larger than average Hawaiian community. Kaala Farms provides a farming based program for keiki and the Malama Learning Center provides a plant based workshop from time to time, but those are based mainly in Wai'anae and both are not provided on an on going basis or as an after school program. There are also no Hawaiian immersion or charter schools in Kapolei for parents who would like Hawaiian language and culture education for their children.

The University of Hawaii Center on the Family's most recent report on Kapolei shows 48% of adolescents indicating a lack of interest in school compared to a State average of 45%. For a community that is nearly one third Native Hawaiian (compared to the State's 25%), cultural based programs would add relevancy and personalization to learning, perhaps helping to increase the current performance of schools in the community. Kapolei Middle School recently earned a "D" in Department of Education performance. Kapolei Middle School is also located in the largest low to moderate income census tract in the Kapolei zip code.

2. Provide a thorough analysis of the community's priority need / problem and its impact on the community. *(3,000 character count limit)*

As stated above, Kapolei is a growing community with more than its share of school age children and parents working outside the home, having to commute to get to their jobs. While there are afterschool programs in the community, very few of them are cultural based in a

community that is 30% Native Hawaiian.

Based on national research, increasing the relevancy and personalization of learning increases the transfer of knowledge and the performance of students (https://thejournal.com/Articles/2013/04/16/The-6-Key-Drivers-of-StudentEngagement.aspx?Page=2). Use of cultural sites within the community and subject matter related to where students live increases the relevancy and personalization of the topics. In addition to the proximity of the subject matter, some 60% of the students who have participated in the program to date have been Hawaiian, hopefully enhancing the transfer of knowledge.

With nearly half of the adolescents in the community indicating a lack of interest in school, this program will engage students in a more creative, personal environment to acquire knowledge about their community and the people and culture that preceeded them. The 120 students in this program will learn the values and historic places, actually visiting some of those sites, to further personalize the experience. Community groups have built a hula mound and planted a native garden next to the historic "piko" of Kapolei at the Regional Park. Ulu A`e had adopted this area via the City's Adopt A Park program and is currently refurbishing the WWII bunker located at the site to use for its program and the maintenance of the site. Previous to this, the area was a homeless encampment with drug dealers in the parking lot. The students and their families will be provided opportunities to help maintain an historic portion of their community, continuing to reclaim it from the homeless and drug users and making it increasingly available for the community as a whole to enjoy.

Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. *(1,000 character count limit)*

This proposal increases a once a week after school program to twice a week to better meet the need for after school activities in the Kapolei community and also increase the retention of the subject matter taught during the program. The afterschool program at both the middle and current elementary school would be increased to twice a week, Monday and Wednesday at the Middle School and Tuesday and Thursday at Mauka Lani Elementary School. We expect that participation will average 30 students per session, totalling 120 students for the 2017/2018 school year.

Each student will receive training in at least 3 hula/mele and able to perform the hula and tell the story behind the hula and mele. Each student will also learn and complete at least six different crafts that they will be able to take home and share with their families. The crafts will use natural materials and be taught by a cultural practitioner.

At least 90% of the students will participate in the after session performance and share their new skills with the community.

Ulu A`e will secure sufficient funding, volunteers and in kind assistance to deliver at least two community performances during the grant year.

B. Describe the proposed plan

1. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(2,000 character count limit)*

After school programs in Kapolei are a much needed activity for this young, fast growing community. As noted in the letter from Elden Esmeralda (VI.1.B.8.1), there are few of these programs to keep the Kapolei youth involved and engaged. Currently Ulu A`e provides a one

day a week after school mo`olelo program for students at Kapolei Middle and Mauka Lani Elementary Schools. This project will increase this cultural based after school program to twice a week to expand the program elements and increase the retention of knowledge. At least 120 students will participate in this expanded program and participate in a showcase of newly acquired skills provided for families and others in the West Oahu community.

The program currently includes hula and mele from the Kapolei community that not only teaches the students the Hawaiian tradition of mo`olelo but the historic significance of certain cultural sites in their community. Students through chant learn about the moku of Ewa, their ahupua'a, Honouliuli and their mountain range, Ka`ala. Through kahiko and auana they learn about the life cycle of water, it sources and Kalena Kai, a former bathhouse where Scofield Barracks is today. Most of the students have not been aware of the cultural treasures within their community.

This new found knowledge is shared at the close of each session with family and community in a performance at one of the schools or most recently at the hula mound in the Kapolei Regional Park. Thru site visits the students are introduced to cultural sites within their community and encouraged to participate in the monthly clean up of the hula mound and adjoining native garden. This site, the piko of Kapolei, was once a drug dealing, homeless encampment. The reclaimation of this site thru volunteers and community group engagement has made it a community resource and its volunteers, community stewards.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

At least 120 children from Kapolei middle and elementary schools will be recruited to participate in this afterschool and summer program. This program provides an opportunity for participants and their families to increase their knowledge and stewardship of their community by using mo`olelo or storytelling around the historic and cultural sites within their community. Participants will learn at least two hula and mele from this community and at least six crafts from local artisans using native products. At the close of each program session, participants will share their new skills with their families and community in a performance at the hula mound located at Pu`uokapolei, at the Kapolei Regional Park. Participants and their families will also be provided the opportunity to volunteer in the monthly maintenance of Pu`uokapolei.

Ulu A`e in partnership with the Kalaeloa Historic Center and the Kapolei Hawaiian Civic Club have recaptured an historic portion of Kapolei Regional Park at Pu'uokapolei (considered the piko of Kapolei) with the building of a hula mound and planting of a native garden. Each month these groups gather to maintain the native garden, hula mound and other cultural markers in the area. These community activities have largely replaced the drug activity and homeless site at this portion of the park.

Ulu A`e has adopted this portion of the park through the City's Adopt A Park program. The hula mound and surrounding area is now used for program performances to share the knowledge the children have acquired from the program and for community events to celebrate the historic

significance of the piko of Kapolei. This program shares the story of these sites with the next generation and their families perpetuating their significance and lessons of our ancestors. Ulu A`e has developed a curriculum that teaches the stories of these sites and values of the Hawaiian culture through mo`olelo, hula, mele and crafts. Cultural practitioners and artisans assist in the teaching of native crafts to participants to bring the history to life and increase the knowledge of the participants and their families. The children are encouraged to take these projects home and share what they have learned. Ulu A`e continues to develop and expand curriculum to include more cultural sites and activities. Our most current curriculum is included in VI.1.B.8.2.

About 40% of the participants in our programs come from low to moderate income households. According to the City's LMI tables, the range of low to moderate income (LMI) households in census tracts within the Kapolei zip codes is 21.7% to 78%. Kapolei Middle School. where our program began, is located in the census tract where 78% of the households are LMI. On average, about 30% of the households in Kapolei are low to moderate income. So, our program serves a good portion of the LMI households in the community.

3. Provide an action plan to achieve the stated measureable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Ulu A'e currently provides a spring and fall once a week session at Kapolei Middle School and Mauka Lani Elementary School. This funding in concert with funding from Kamehameha Schools will allow the spring and fall sessions to continue and expand the number of classes per session to help students gain and retain the cultural knowledge about their community. Given the City contract starts in October, the planning and securing of resources for the fall 2017 session will be funded by the pending Kamehameha School request. We are requesting City funds to cover the 2017/2018 evaluations and do the planning, recruitment, secure the resources and start of the fall 2018 sessions. The action plan for the fiscal year July 2017 through summer 2018 includes:

1. Setting up processes to secure and track outcome data.
2. Delivering the two times a week fall session at Kapolei Middle School and Mauka Lani Elementary school. Kumu Hula Mikiala Lidstone will provide instruction in hula/mele during half of each day's session. The remainder of the class will have a cultural practitioner teach the students a craft using traditional, natural materials. As the craft is being taught, the practitioner will explain the significance and/or day to day use of the item. Crafts will be age specific and simple enough to be completed during that session.
3. Each activity will be informally evaluated with the group to test the transfer of knowledge and see what the group liked and didn't like. Evaluations will be shared with teachers and used to increase the knowledge transfer in future sessions.
4. At least two cultural site visits will be planned and delivered during both fall and spring sessions. Site visits will be hosted by a site expert. Cultural protocol will be proformed by students of the program and information on the history and significance of each site will be shared in visiting the site. Dinner will be served and a discussion with the group will be coordinated to test the transfer of knowledge.
5. A fall performance will be planned, funding sought and executed with at least 90% of the students participating.
6. Planning, recruiting and securing resources for the spring session will begin in Nov 2017 and continue thru the start of the session in Feb 2018
7. As with the fall session, half of each class will include hula/mele instruction and half a craft taught by a cultural practitioner.
8. At least two site visits will take place during the spring session.

9. Informal evaluations will continue to done and used to improve the program.
10 A spring performance will be planned and delivered with 90% of the students participating in the event.
11. Planning, recruitment and the securing of resources for the fall 2018 session will begin in June 2018. A new themed curriculum will be developed.
12. Fall 2018 session will begin in Sep 2018
13. Reporting will be compiled and provided to funders at the close of the grant.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

This budget is done leveraging pending funds from Kamehameha Schools. 50% of the acceptable costs of the implementation has been allocated to the City.
Direct salaries: the Kumu Hula will devote 60% of her time X 50% allocation to this project at a monthly salary $5833.33, or $21,000. Two program assistants are needed to assist with average classes of 30 students at .028 FTE or 5 hours per week each with a monthly salary of $2426.67, or $838.66 each, totaling $22,677.31 for direct salaries.
Taxes and benefits: 7.65% for FICA/Medicare, 2% for State Unemployment Insurance, 1% for temporary disability insurance = 10.65% x $22,677.31 = $2415.13 + Medical insurance at $600/mon X .36 FTE X12 months = $2574.72 + Retirement benefits at 2% X 22677.31 = $453.55, totalling 5,443.40 in benefits.
Admin. Salaries: The Exec Direc. will also serve as the program director and allocate 20% of her time at $5833.33/month to coordinate and plan, or $7,000 including the 50% allocation. A Finance/grants resource will be engaged for $25/hour or $4,334/month at .23FTE to assist with the bookkeeping and administration of the grant funds, or $5720 with 50% allocation for a total of $12,720 in admin salaries.
Taxes and benefits for admin are the same as the rates above: (10.65% +2%) x $12,720 ($1,609.08) + Medical @ $600/month X .21 FTE X 12 ($1 512.00) = $3,121.08.
Cultural practitioners in arts and crafts will be engaged for classes at a rate of $150/class for 24 classes X 50% allocation =$1800.00.
Bookkeeping, Tax and Audit are estimated at ($500/monthX12 + 350 + $1000) X 50% allocation = $3,675.
Payroll services: $200/month x12 X 50%=$1,200
Equipment: Computer and software at ($3000 + printer at $400 + One desk and task chair at $1000) X 50% allocation = $2,200.
Office Rent is estimated at $400/month X 12 X 50% allocation = $2400
Office supplies: $133.33/month X 12 months X 50% allocation = $800
Program supplies are estimated at= ($30/student X 120 students + $8 tshirt/student for site visits X 120 students) X 50% allocation = $2,280
Mileage and parking: $50/month x 12 months X 50% allocation = $300
Postage: $50/month x 12months X 50% allocation = $300
Travel: Round trip bus at $240 X 2 site visits X 2 schools X 2 sessions X 50% allocation=$960
Telecommunications = $160/month x 12months X 50% allocation =$960
Classroom rental at ($100/classX48 classes + $100/site visit stipend X 8 visits)X 50% allocation = $2800

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Given the timing of the City's contract start (Oct 2017) and the start of the school year (July 2017), the start up costs will be covered by a pending request to Kamehameha Schools. Planning for the fall program session will actually begin in May 2017 prior to school ending. Flyers will be provided to Kapolei Middle and Maukalani Elementary Schools at the close of the school year. Registration for all program sessions is currently done at the schools, although Ulu

A`e is negotiating with each of the schools to allow online registration via Ulu A`e's website. Program planning and securing of resources, such as classroom space, cultural sites, cultural practitioners, materials and program supplies takes place. Ulu Ae will also be finalizing its new theme based curriculum, a copy of which is included in Attachment X.
Oct 2017
The fall session begins and runs for 6 weeks culminating in a performance by participants in late Nov/early Dec.
Oct 2017 - Nov 2017
Planning for the year end performance begins. The site is secured along with a plan for the event activities. The Board of Directors of Ulu A'e volunteer their time to do the planning and coordination of the event as well as securing equipment, entertainment, security and parking assistance, food vendors and crafters.
Planning for the spring session begins.
Classroom space is secured at the two schools and a schedule developed for the spring session. Cultural practitioners and cultural sites are also secured and added to the spring schedule.
Ulu A'e plans to finalize a new theme curriculum focusing on the ahupua'a - from mountain to sea with its moolelo activities. Additional cultural practitioners and sites will be secured as the curriculum is developed and spring schedule is finalized.
Late Nov 2017/early Dec 2017
Performance event is held with fall session participants
Feb 2018 - Apr 2018
The spring 6 week session is held at two schools.
During the course of the session, Ulu A'e program staff will solicit evaluation of each activity and overall program to be used in future program planning and shared with funders.
Mar 2018 - May 2018
The spring performance event is planned, site secured, equipment and volunteers lined up, security/parking/vendors secured.
Planning for the fall 2018 session is begun. Classroom space, cultural sites, cultural practitioners are secured. Flyers are developed and distributed for the fall 2018 session. Registration begins for both the summer and spring.
May 2018 - Spring Performance Event is held
Jun 2018 - Sep 2018
Planning, recruitment and resources secured for fall 2018
Sep 2018 - Fall session begins
Oct 2018 - Program Evaluation/reporting done

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

As described above, Ulu A`e is a new nonprofit organization. It is supported by the experience and effort of Kumu Hula Miki`ala Lidstone, her students, parents and volunteers. The Kumu's resume is included in VI.1.B.3. In addition to her career as a secondary school teacher at Kapolei High School, Mikiala has spent her spare time establishing her halau and training hundreds of elementary, middle and high school students in the intricacies of the Hawaiian culture. Tuition is often waived for those not able to pay but willing to commit to participate and learn. There are currently 120 students in the halau and 33 students in the afterschool program.

Ulu A`e was recently awarded funding from the James and Abigail Campbell Family Foundation and the Hawaii Tourism Authority to support the establishment of the afterschool program and community performance events. The Office of Hawaiian Affairs has also provided funding to assist with Ulu A`e's community performance event to take place later this year.

Ulu A`e is working with the City and County of Honolulu's adopt a park program and has adopted a section of the Kapolei Regional Park that includes the hula mound, the nature garden and a World War II bunker in which plans are underway to refurbished to support Ulu A`e programs, the monthly maintenance program and other events. The care of this section of the park was initiated by a number of community organizations who continue to work with Ulu A`e in the ongoing maintenance of the hula mound and nature garden. To date Ulu A`e has hosted a makahiki event at the park and most recently a rededication of the hula mound. A flyer of the rededication is included in VI.1.B.8.3.

The James and Abigail Campbell Family Foundation has created a partnership with a number of cultural practitioners, including Mikiala, and the Bishop Museum, to deliver cultural based learning activities for local students at its Lanikuhonua facility. Mikiala and students from her programs have participated in each of the foundation activities over the past seven years. This year Mikiala, in addition to teaching some of the sessions, is coordinating the event for the foundation.

Lastly, the Queen Liliuokalani Children's Center (QLCC) has provided funding to Ulu A'e's afterschool program through a fiscal sponsor, Kapolei High School. Now that the nonprofit has been established, funding will come directly to Ulu A`e. A copy of the latest progress report to QLCC is included in VI.1.B.8.4.

Letters reflecting the funder commitments are included in VI.2.B.8.5.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

As noted above, Ulu A`e has been able to secure funding for the initial rollout of the afterschool program and has been able to expand the program from once a week at the Kapolei Middle School to include another school, Mauka Lani Elementary. Because the program is in startup and at the urging of the schools, fees to participate in the program have been nominal ($10 per 6 week session). Ulu A`e is negotiating with the schools to increase the participation fee to maybe $30 per 6 week session. These fees will not cover the costs of the program but create a commitment.

To continue the program, Ulu A'e is seeking funding from the Kamehameha Schools, the Office of Hawaiian Affairs, with this proposal, from the City and from private foundations. Ulu A'e has been invited to provide a proposal to Kamehameha Schools and is confident that some portion of the program will be funded.

Being a fairly new nonprofit (established in 2014), staffing has been kept to the minimum required. Miki`ala has provided many volunteer hours to develop, deliver and administer the

programs. Just a few months ago, she began drawing a salary for her efforts on a part time basis. Program assistants are hired as needed for support during the delivery of the program and are largely former students who know the curriculum. Financial expertise has been contracted as needed to provide payroll and tax services.

The organization is supported by a dedicated group of volunteers, many of them the parents of participants in Ulu A`e programs and Miki`ala's halau. This group of volunteers organize and deliver an annual chili cook off, now in its fifth year, to raise funds for the organization. This group has been very entreprenuerial in their efforts and included fundraising opportunities wherever they see one,e.g. the cost of printing programs for any community events are covered by the sale of ads in the programs. Food sales, raffles, container cleanup have all been organized by this group in support of the organization. Individual community members have assisted in fundraising for park signage and program grants.

Ulu A'e has secured the use of the bunker at the Kapolei Regional Park to be used for program and to support the maintenance of the hula mound and nature garden. Volunteers are in the process of cleaning and renovating the inside of the bunker. As funding becomes available, Ulu A'e will secure a small office space to secure program and organizational records and house administrative and program staff and equipment.

Ulu A'e uses QuickBooks for its financial and grant accounting. First Hawaiian Bank's payroll partner, ADP does the payroll and related taxes for the organization. Pacific Academy and Bookkeeping is providing 990 tax and audit reviews for the organization. The first 990 of the organization is included in VI.1.A.6. Unaudited financial statements for 2015 and for the year to date 2016 are included in VI.1.C.1.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

It is Ulu A`e's ultimate goal to offer a Monday through Friday after school program in Kapolei middle and elementary schools. Our initial program has garnered much interest and our registrations are usually full. However, while program fees will cover some of the costs, we do not envision that it will cover all costs. And we would like to continue to offer the program to all students regardless of their family's ability to pay for the program. External funding will be needed.

Ulu A`e has already secured funding from the Campbell Family Foundation, the Queen Liliuokalani Children's Center (QLCC) and the Hawaii Tourism Authority to start the program but we are looking for longer term funding as well. QLCC continues to fund for refreshments for participants and has expressed interest in a summer program. The Campbell Family Foundation has expressed continued interest in our programs, request pending.

Recently Ulu A`e was invited to submit a proposal to Kamehameha Schools. They have expressed interest in our program and would like to invest more in the Kapolei/Ewa community. Their funding can be for up to 3 years, which would allow Ulu A`e to continue to move toward its five days a week goal. We are very hopeful that we can secure this funding.

Additional funding for the program is also being sought from the Office of Hawaiian Affairs

(2yrs). The Admin for Native Americans, youth/education organizations and private foundations are potential partners. Lastly, our parents and volunteers lead our community fundraising efforts that have grown.

Our performance in our program offering and engaging both students and their families has garnered a growing volunteer base and generated additional program ideas to include the whole family. Sharing the knowledge of Hawaiian culture and values is a family affair. We feel by creating programs that engage our families and community, we will be able to secure/generate funding to deliver those programs.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

Ulu A'e Learning Center has grown from the energy of its Kumu Hula, the parents of the participating students and our community partners. As described above, the plan is to maintain and build that engagement by expanding and adding programs that address the needs of the community in a cultural based fashion.

The Kumu Hula is also building on relationships within the community to leverage resources, including volunteers, to reclaim cultural sites for use by the community and to provide a source of native plants to use in the sharing of the Hawaiian culture and practices. The reclaimation of the Kapolei piko at the Regional Park, the building of the hula mound, planting of the native garden and clean up of the World War II bunker is evidence of these relationships. A shared vision has created these accomplishments, but there is much more to do.

Funding does help the work go faster. Ulu A'e will continue to seek funding and build its capacity, as appropriate, to realize its mission to empower and enrich lives throught programs that develop skills, build confidence and promote healthy relationships based on Hawaiian values and customs.

UPDATED/REVISED

APPENDIX A: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2018

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. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Ulu A`e Learning Center
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Mo`olelo (storytelling) After School and Summer Program

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

Ulu A`e Learning Center is a 501(c)3 nonprofit corporation organized in the State of Hawaii by Kumu Hula Miki`ala Lidstone in July 2014. Its mission is to empower and enrich lives through programs that develop skills, build confidence and promote healthy relationships based on Hawaiian values and customs. Its cultural based programs teaches mo`olelo thru hula, mele, language and historic sites.

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

Kapolei is a fast growing, young community with pockets of low to moderate income families and a need for extracurricular activities for keiki. It is also a community that is 30% Native Hawaiian with several cultural sites not well known/maintained. This proposal will expand a once a week elementary and middle school program to twice a week using mo`olelo to build knowledge of culture/community.

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

One hundred twenty keiki and their families in Kapolei, about 40% of who come from low to moderate income homes, will gain knowledge of the history and culture of their community thru mo`olelo (storytelling) via 4 afterschool 6 week sessions and at least 2 community performance events at an historic site within the Kapolei community.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $63,637	☐ District 2 $	☐ District 3 $
☐ District 4 $	☐ District 5 $	☐ District 6 $
☐ District 7 $	☐ District 8 $	☐ District 9 $

UPDATED/REVISED

H. Total Amount Requested (Minimum of $25,000 / Maximum of $125,000):	$ 63,637

I. Type of Grant Activity (pick ONE category that most reflects Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☒ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

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.

Miki`ala Lidstone — 11.14.2014

Signature of Grantee (Fiscal Sponsor) Officer — Date

Printed Name and Title: Miki`ala Lidstone

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APPENDIX A: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2018

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. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	United States Veterans Initiative
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Emergency Housing for Homeless and At-Risk Veterans and Transitional Housing for Homeless and At-Risk Female Veterans

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

United States Veterans Initiative is a non-profit organization that delivers residential-based comprehensive housing and supports to veterans and non-veterans in the State of Hawaii. Hawai'i operations began in 2003. It's mission is "The successful transition of military veterans and their families through the provision of housing, counseling, career development and comprehensive support."

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

U.S.VETS programs serve veterans experiencing homelessness on Oahu and delivers a comprehensive set of housing, treatment, workforce development, and housing placement services. To address the complex housing and supportive service needs of the veteran population that U.S.VETS serves, funds are requested for salaries for case management and resident monitor services, food and program supplies.

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

U.S.VETS is requesting funding to fulfill the following key goals of the program:
1. Serve a minimum of 130 persons under the Emergency Housing bridge bed program
2. Serve 27,375 meals to homeless vets
3. Assist 80% with a positive housing transition (transitional or permanent housing)
4. To rapidly transition 85% of clients within 90 days or less
5. Increase 50% of clients earned income/benefits

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $124,998	☐ District 2 $	☐ District 3 $
☐ District 4 $	☐ District 5 $	☐ District 6 $

☐ District 7 $	☐ District 8 $	☐ District 9 $
H. Total Amount Requested (Minimum of $25,000 / Maximum of $125,000):	$124,998	

I. Type of Grant Activity (pick ONE category that most reflects Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☒ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

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.

Kim Cook, PsyD — 11/14/16

Signature of Grantee (Fiscal Sponsor) Officer — Date

Printed Name and Title: Kim Cook, Executive Director

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem / issue, and target population are effectively validated. The description must include how the public services target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate income areas.

1. Provide substantive data and other quality information to show the issue is a priority need of the community. *(3,000 character count limit)*

The proposal is a response to two factors: 1) The large and stagnant and chronically homeless persons on O'ahu and 2) The paradigmatic change emphasizing the Housing First and Safe Haven service delivery models for Emergency Housing bridge beds.

The most recent 2016 Point-In-Time count study estimated that over 400 veterans continue to experience homelessness on Oahu including a point estimate of 385 veterans on any given day including 189 veterans who were encountered living unsheltered in a place unfit for human habitation. While many communities in the country have seen significant declines in the number of homeless veterans, Oahu (and Hawaii in general) has recorded yearly estimates from PIT counts that exceed 500 veterans for each of the last five years.

Data from the State of Hawaii's Homeless Management Information System also show that annually over 1,000 veterans utilize homeless services throughout Hawaii including 502 veterans accessing shelter services and 443 veterans accessing outreach services. The State of Hawaii was identified by the Department of Veterans Affairs as one of the 75 areas targeted for additional SSVF Surge funding to help meet the VA's goal of ending homelessness by 2015. U.S.VETS maintained a 92% bed capacity in its transitional housing programs last year, indicating a need for housing and support services.

A slight rise of visible and congregate homelessness in the Waikiki and Downtown Honolulu regions have also sparked both complaints from visitor's and the business community and provided the impetus for new state and county funds to address the problem.

2. Provide a thorough analysis of the community's priority need / problem and its impact on the community. *(3,000 character count limit)*

The elimination of homelessness among military veterans who honorably served and protected our country has grown to be a community goal that has been vigorously embraced in Hawaii and around the country. The impact on the community is significant in the following ways:

1) Impact on residents experiencing homelessness - The community is directly impacted besides many of its residents who are veterans are experiencing homelessness. Addressing this problem with comprehensive services help strengthen the community by strengthening the community members.

2) Impact on community areas experiencing homelessness - Homelessness, especially congregate homelessness, has a negative impact on business activity and general quality of life by eroding the quality and access to community space. Honolulu, especially Waikiki, is one of the premier destinations for world tourism. Congregate homelessness reduces the attractiveness of Honolulu as a vacation destination.

3) Impact on community substance abuse problems - The vast majority of persons living unsheltered and homeless have a long and active history of substance abuse. Homeless services are needed to help stabilize individuals to improve the likelihood of entering substance abuse treatment and increase the likelihood of long-term sobriety.

4) Impact on community mental health needs - A significant portion (between 33 to 50 percent) of homeless individuals living on the street have one or more mental illnesses. Similar to substance abuse treatment, the likelihood of mental health recovery increases exponentially when the individual can be assisted to move into transitional and/or permanent housing.

Reducing homelessness is a primary issue of concern for the City of Honolulu and the Governor of Hawaii. Significant new resources have been allocated to providers like U.S.VETS to expand housing options and strengthen outreach efforts to reduce the problem. U.S.VETS' particular focus on eliminating veteran homelessness works towards this local community goal and the national VA goal of ending veteran homelessness.

Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. *(1,000 character count limit)*

The grant requested funds are important to the on-going operations of emergency bridge housing programs that serve homeless military veterans, and programs that support women veterans who experience homelessness. The primary scope of the services of the programs include the following ten (10) services areas:

1) Outreach and engagement of veterans living on the street and in emergency shelters
2) Delivery of comprehensive residential services including three (3) meals per day, shared living quarters
3) Daily transportation to the VA and other medical and social service providers
4) Clinical case management services including skill-based classes
5) Substance abuse and mental health treatment delivered by the VA or private provider
6) Storage, mail and hygiene services
7) Referral for legal aid services
8) Housing placement including access to rental assistance funding
9) Employment training and placement services
10) Family reunification services

B. Describe the proposed plan

1. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(2,000 character count limit)*

U.S.VETS' emergency housing programs that are supported by these grant funds have a record of success over the last 13 years in engaging veterans on the streets, stabilizing them in emergency housing, allowing them to gain sobriety, place them into permanent housing and provide appropriate follow-up services that help them to maintain their permanent housing.

This program represents cornerstone programs of the Department of Veterans Affairs (VA). The programs incorporate Best Practices including: 1) Assertive Outreach, 2) Fostering of a therapeutic community, 3) Intensive outpatient services, and 4) Permanent Supportive Housing with chronically homeless persons with long-term disabilities including serious mental illness.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

This program will serve a minimum of 130 persons annually.
Key Demographics include: (estimates)
1) Seniors 55 or older (20%)
2) Homeless Persons (or formerly homeless) 100%
3) Persons with Substance Abuse (70%)
4) Persons with Mental Illness (40%)
5) Adults (100%)
6) Very Low Income (<30% median income) 95%
7) Women veterans (8%)

The funding request aligns with the purpose of the Grant-In-Aid's core objective to serve economically and social disadvantaged populations. The program specifically addresses one of Honolulu's most critical problems - homelessness - especially homelessness among military veterans. Services to homeless persons, especially those with substance abuse, mental illness and/or with long-term disabilities, are specifically listed as a key population under the Grant-In-Aid core objective. Homeless services are also a priority public service need for other discretionary public dollars including CDBG, ESG and other public dollars.

The outcomes of the program - which includes housing placement, increased income, housing retention - represent direct positive outcomes of the lives of program participants.
Key measurable outcomes include:
1. To provide housing and supportive services to 40 single homeless male veterans at any given time and 10 homeless and at-risk female veterans for the year.
2. Serve 27,375 meals to homeless veterans.
3. 80% or 104 permanent housing placements (96 males and 8 females).
4. 400 veterans engaged on the streets and shelter per year.
5. 50% or 65 veterans with increased cash income or maintenance of disability cash benefits from entry to exit.
6. To rapidly transition 85% or 110 persons within 90 days or less.

3. Provide an action plan to achieve the stated measureable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Emergency housing programs for homeless military veterans that will be supported by grant funds involve the following key partners:
1) Department of Veteran Affairs - Funds approximately 60% of expenses for transitional program. Key duties include eligibility review, delivery of substance abuse treatment and mental health treatment.
2) Hina Mauka provides substance abuse treatment services.

3) State Government Partners (HI DHS) - Provides key non-federal match funding to augment federal contract funds. Manages HMIS for the Oahu Continuum of Care. U.S.VETS enters program data into the HMIS for reporting and evaluation.
4) Oahu Continuum of Care - U.S.VETS is a central agency in the Oahu CoC that advocates and plans for homeless services.

ACTION PLAN:
1. Hire necessary staff to provide services (within 45 days of obtaining grant funding).
2. Staff training and orientation (within 2 weeks of staff hire date)
3. Outreach immediately upon grant agreement
4. Increase rental housing inventory by 25% to increase database of landlords will to rent to U.S.VETS

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

U.S.VETS receives core funding for the yearly operating of its programs. All normal operations needed are funded through major federal grant funding. The grant requests covers three items as narrated below:

1. Direct salaries/wages and fringe benefits (Total: $93,757.84):
- Case Manager - 1.0 FTE @ $36,500/annually. Responsible for providing comprehensive support services to veterans.
- Resident Monitors - 1.5 FTE @ $9.25/hour. Responsible for facility oversight at Emergency Housing locations and the provision of after hour emergency calls.
- Fringe beneftis (Total: $26,408.86): 22% rate based on projected fiscal year costs of payroll taxes (FICA and Medicare), unemployment tax, temporary disability, medical and dental insurance, 401K retirement contribution.
2. Program Activities Supplies (Total: $24,991.20):
- Food (Total: $24,991.20): This will cover 29% of the total annual meal costs. 3 meals per day @ $3.15 per meal for a total of 27,375 meals served.
3. Indirect costs (Total of 5% of total grant amount) (Total: $6,249): Costs include administrative costs such as fiscal and auditing services, compliance oversight, etc.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

The timeline of expected monthly outcomes is completed in Section IV. The programs being supported are on-going with census fluctuations. Deliverables completed based on average monthly census. New project staff will be hired within 45 days of grant execution, therefore reflecting lower deliverables for October and November. All management infrastructure in currently in place to meet outcomes. Performance review management is currently in place. Performance review protocols include the following steps:

1. Review and setting of annual goals (based on previous year actuals and new grant measures)

2. Development/refining of performance management database tools for collecting and aggregating of site data.

3. Monthly reporting of performance on all key goals. HMIS and other internal databases collect information. Information is corroborated through income documents held in client files.

4. Monthly review of progress toward monthly goals (annual goals prorated by month). Development of action plans for goal areas underperforming. Submission of monthly reporting templates to COO and National Evaluation Specialist.

5. Quarterly review by U.S.VETS Board of Directors.

6. Completion of Annual Performance Reports (APR) for key funding organizations including VA, State of Hawaii and others as requested.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

U.S.VETS has operated emergency housing (EH) programs since 2006 and transitional housing programs since 2003. The EH programs have sucessfully served an average of 50 per year in homeless programs, all of whom were unsheltered and in immediate need of housing. As for homeless transitional housing (TH) program, U.S.VETS has successfully served 206 veterans last fiscal year. The table below lists U.S.VETS' experience in promoting EH and TH programs:

Type of Program	Name of Program	App Persons Served/Year	# of Year
EH	HOPTEL-Ewa	80	7
EH	HOPTEL-WCC	80	5
EH	HOPTEL-Kauai	20	2
EH	HOPTEL-Guam	30	3
EH	Respite	100	6
EH	HOPTEL-PC	80	1
EH	HOPTEL-SENIORS	80	1
TH	VIP	250	13
TH	AHWP	20	5

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

With nearly 55 staff members and 13years experienceU.S.VETS currently operates 31 grants and contracts (18 Federal, 2 State of Hawaii, 2 City and County of Honolulu, and has operated it's largest grant and per diem grant from the Department of Veterans Affairs since 2003. Within the last three years, more emphasis has been placed on homeless prevention and rapid re-housing and U.S.VETS has secured $2,516,950 for the Supportive Services for Veteran Families (SSVF) grants in order to provide supportive services to veteran households who were facing eviction or who recently became homeless. Moreover, funding from the City and County Grants-in-Aid was secured last year in the amount of $110,500 and from the

Emergency Solutions Grant provides $41,000 and $78,142. Both grants provide and supplement operational support to the emergency housing and transitional housing programs.

U.S.VETS currrently utilizes a scattered -site approach in placing its existing EH clients program participants in safe, secure residential housing opportunities within existing communities. The paradigm of placing clients in residential neighborhoods, such as the clients that U.S.VETS houses in the Ocean Pointe Planned Community in a 4-bedroom, 3 bath single family home in Ewa Beach, Hawaii allows for clients to enjoy the experience of community integration rather than the "not-in-my-back-yard" atmosphere that may be the prevailing sentiment if segregated to outlying areas.

For the last 5 years, U.S.VETS has made a concerted effort to partner with other homeless service agencies to provide a comprehensive service delivery model. Currently, U.S.VETS partners with 10 different agencies including Catholic Charities Hawaii, Mental Health Kokua (Kauai), Legal Aid Society of Hawaii, Hawaii Community Action Program (HCAP), Kalihi Palama Healthcare, C. Peraro Consulting, Family Life Center (Maui), and HOPE Services (Hilo). The partnerships provide U.S.VETS with expertise in serving the non-veteran homeless population.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

With funding from the National VA Contracting Office, the EH and Transitional Housing programs are well-leveraged with GIA funds representing a small percentage of the program budget. U.S.VETS has been operating the transitional and emergency housing programs for 10+ years with positive measureable results. Successful private/foundation funding covers any gaps. U.S.VETS successful long-term contracts with the VA, allows for sustainability of the emergency and transitional housing programs and future expansion to assist more homeless veterans.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

U.S.VETS currently receive funding from the National VA Contracting Office to operate the current EH and TH programs. Through this funding stream, and private funding from community donors, the current staffing pattern will remain (1.0 FTE EH Coordinator, 1.0 FTE EH Case Manager, and management oversight). This funding will provide some of the program supply costs, with private/foundation funding to cover any fiscal gaps. With regard to sustaining the resident monitor positions, U.S.VETS offers a transition of work experiences (TWE) program funded through the VA that allows for training opportunities for veterans. TWE veterans would be selected to fulfill resident monitor positions until funding or other resources can be obtained. U.S.VETS is confident that the EH program and TH programs will be sustained after funding ceases.

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APPENDIX A: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2018

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. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Wai`anae Coast Community Mental Health Center, Inc.
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Wai`anae Community Resource Center

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

Our mission is to "Support Humane and Resilient Communities." We have been strengthening adults, children and families since 1986. We were created through the desire to have services provided in and by the community in settings which valued the unique culture of Wai`anae. Our Activity vision is to create a one-stop social services shop used by community and providers near and far.

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

WCRC will develop resilient communities by 1) maintaining 3,000 sq. ft. of community space, 2) eliminating barriers requiring folks to go to town to receive services, 3) increasing access to providers/community leaders by creating available, comfortable and private spaces within the community & 4) reducing service duplication by bringing existing providers to do services in-community.

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

Activity will support continuation of the the WCRC which provides community dedicated spaces and services. Our goal is to provide spaces for local and non-Wai`anae based providers to serve the Wai`anae Coast within this community.

1) Maintain staffing of 2.48 FTE, 2) hosting 240 activities 3) serving 4,200 individuals (duplicated), 4) utilization by 144 community organizations (duplicated)

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $125,000	☐ District 2 $	☐ District 3 $
☐ District 4 $	☐ District 5 $	☐ District 6 $
☐ District 7 $	☐ District 8 $	☐ District 9 $

H. Total Amount Requested (Minimum of $25,000 / Maximum of $125,000):	$125,000

I. Type of Grant Activity (pick ONE category that most reflects Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☒ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

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: 11/11/16

Printed Name and Title: Poha Sonoda-Burgess, Executive Director

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem / issue, and target population are effectively validated. The description must include how the public services target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate income areas.

1. Provide substantive data and other quality information to show the issue is a priority need of the community. *(3,000 character count limit)*

The Waianae Coast has a population of approximately 48,000 according to Census estimates. Median household income is $53,059 and 24.3% of our people live below the poverty line. In comparison, median household income in the City & County of Honolulu is $72,764 and has a poverty rate of 9.8%.

The Waianae Coast has historically experienced higher than average incidences of poverty, poor health outcomes, crime, homelessness, truancy, disability, low graduation rates, abuse, etc. Government and human services fund existing and new programs to address these needs. The barriers to change from a provider perspective involve access, trust, knowledge & rapport with the Community, and funding timeline constraints.

Despite the Waianae Coast having the highest concentration of providers per capita, we still rank at the bottom of almost all socioeconomic indicators on Oahu.

For the 0 to 5 age population, our annual provider and community festivals attract over 60 programs serving this age group from around the State. How can so many programs be available, yet it feels that the needle doesn't seem to move?

Providers have three options/issues when serving the Coast:

Find space in Waianae: Program is funded annually—"how do we get space if we are unsure about funding next year?" We were only funded for services—"how do we pay for space?" We found a space, but it's hard to find and we can't afford a conference room—"where do we hold groups?"

Send outreach teams to Waianae: "Is it ok if we meet clients at McDonalds?" "How do I find/get found if my client is homeless and doesn't have a phone?" "...if your clients really wanted help they'll come to Town to do intake paperwork."

Provide services via offices in Town: "I'm sorry you missed your appointment because you got lost, or didn't anticipate the difficulty/time constraints in catching the bus to Honolulu with your four children, but I have another appointment now, try and come back tomorrow"—"but I left three hours ago?!"

Other difficulties programs face involve building relationships and gaining trust with this community and struggle to engage with them during the funding period, especially if it lacks an ongoing relationship with the Community.

For many providers, these are familiar statements. The Issue this project hopes to solve is how does a provider create change if it lacks community access?

2. Provide a thorough analysis of the community's priority need / problem and its impact on the community. *(3,000 character count limit)*

The Waianae Coast has complex problems that developed in response to multiple influences, by multiple programs, organizations and departments. This area has one of the largest populations of Native Hawaiians in the State and has the highest concentration of providers per capita. It is perplexing that demographic, health status, education and socio-economic indicators show that this community continues to rank as an area in dire need of support. Access, as identified by our community residents, is often the key reason of why community members are not connected with services.

Providers must be knowledgeable and resourceful when working with the multitude of needs that our families face on a daily basis.

In January 2015, the American Community Survey (ACS) indicated that 10.6% of Waianae households received cash public assistance income compared to 3.4% in the rest of Oahu. The Department of Health, in June 2015, indicated that 28% of households on Oahu earn less than a living wage. ACS also found that 43.6% of Waianae households are single parent households compared to 29.9% statewide.

The April 2015 Point In Time Count found that 35% of sheltered homeless live on the Waianae Coast, the highest on Oahu. Also, indicating that 44% of all families in shelters live on the Waianae Coast, also the highest on Oahu. The City and County count also noted that Waianae is home to 19% of the unsheltered homeless, compared to 38% who call Downtown Honolulu Home. In comparison, the Waianae Coast only has 5% of Oahu's population.

We all know that Wai`anae ranks at or near the bottom of all social/economic scales. Rather than proposing a new service for the most densely serviced area, our solution is create a community resources hub for successful or promising programs.

Community Development for us is about decreasing access barriers between providers and community—creating a central, reliable, comfortable space so that providers can focus on creating change rather than on operations. Funding for this project will benefit not only Wai`anae Coast residents, but also the multiple statewide providers whose mission is to serve our coastline.

Our building is located at the crossroads to schools, shelters, the Wai`anae Boat Harbor, health and human service facilities, bus lines, low income housing, LCC-Waianae, and businesses--we know that we can't perform all services, let's bring in the great ones and put them at the center of the community.

Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. *(1,000 character count limit)*

The S&L Building, located at 85-888 Farrington Hwy. is the site for the Wai`anae Community Resource Center, a central space for community and providers near and far to share, plan, teach, organize and mobilize. This activity will serve 4,200 individuals (duplicated), and 144 community organizations (duplicated) of which 12 will be new to the Building.
Hale Na`au Pono, the Provider will

1. Maintain adequate staff
2. Revised facilty use forms & procedures for the safe and fair operation of the activities.
3. Provide or facilitate 20 activities monthly or 240 annually.

4. Serve 275 individuals monthly (duplicated) in interior spaces or 3,300 annually.
5. Serve 75 individuals monthly (duplicated) in parking lot or 900 annually.
6. Provide spaces for 11 community organizations monthly (duplicated) or 132 annually.
7. Provide spaces for 12 new providers annually.
8. Provide these services in "Community Dedicated Spaces" including the parking lot, Great Hall, WCRC Office/Meeting Rooms and Classroom (approximately 3,000 sq. ft. of interior space dedicated for community use)

B. Describe the proposed plan

1. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(2,000 character count limit)*

Our S&L Building was purchased in 2003 with CDBG funds in order to provide pscyhosocial rehabilitation services to adults with severe and persistent mental illness. Since that time, there have been changes to the way services were funded by the Department of Health and the services we intended to provide no longer became feasible. In mid 2013, early 2014, we approached the City to convert this facility's usage from serving low-to-moderate income individuals (adults with severe and persistent mental illness) into a community resource center serving LMI individuals who comprise the majority of the Wai`anae Coast, or 96792 zip code.

We currently have CITY GIA FY17 funding for this Project and will need additional support for FY18.

To address the need for increased community access, GIA support will assure the continued availability of "community dedicated spaces," which is currently hosting DV victims groups, bereavement groups, CBASE classes to adults in drug treatment, families with children with autism, car washes supporting youth sports and drug treatment, DV awareness campaigns, Hawaii Literacy book distributions, single and multiple organization trainings, planning meetings, individual counseling and more.

As providers increasingly experience difficulties funding operations & facilities—funders like to fund programs which do not cover the full administrative/operational costs—"community dedicated spaces" allow providers to apply for service funding while alleviating the stresses involved in searching for supplemental funding for spaces. As new community concerns arise: homelessness, pedestrian safety, etc., the community can quickly respond to these needs by having existing services come in rather than applying and waiting to begin a new service.

Over the course of this current FY17 funding year, we will partner with providers to open Waianae programs for the FY18 GIA year.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

1. We will maintain adquate staffing to keep WCRC open at least 50 hours per week.
2. We will maintain approximately 3,000 sq. ft. of interior "community dedicated spaces."

3. We will provide or facilitate at least 20 activities per month.
4. 275 individuals (duplicated) will be served by these activities monthly in interior rooms.
5. 75 individuals (duplicated) will be served by these activities monthly in the parking lot.
6. At least 12 community organizations will use our facilities monthly.
7. At least 1 community organization or program within the organization will be new to this facility monthly.

The Waianae Community Resource Center (WCRC) will maintain ~3,000 sq. ft. of "community dedicated spaces" for educational/human/physical/recreational/social services. Our activity aligns with the GIA's goals of supporting sustainable improvement in the well-being and quality of life of local communities, especially LMI areas. Our WCRC will create additional capacity for providers to serve our community and foster the development of local leadership and organizational capacity.

The WCRC will reduce access barriers in LMI areas by enhancing providers' ability to perform services in-community. Although Waianae has QLCC, KS Learning Centers, Waianae Comp. Health and community parks, we do not have a community center and this facility is conveniently located on the highway, fronting bus stops, shopping areas, and is next to schools, 2 housing projects shelters and Waianae Boat Harbor. The central location of the WCRC makes it an ideal location to build humane and resilient communities by utilizing our partnerships to develop and empower our community.

The community-driven use of the space will be of direct benefit to all who attend, which we anticipate that most, if not all participants to the various activities held at the WCRC will be from LMI area.

3. Provide an action plan to achieve the stated measureable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Continued funding will ensure that we can sustain and expand current activities. FY18 funding will expand our current outcomes from 225 duplicated individuals served in interior rooms to 275 and allow us to expand our operating hours to be more consistently open on evenings and on weekends. Project success for FY18 will rely on our ability to market these spaces to providers so that their FY18 programs will include WCRC.

1. Milestone: Maintain adequate staff to keep WCRC open for longer hours
   a. Increase staffing capacity from 1.96 to 2.48. Salaries adjusted for inflation. Program Assistant adjusted from .48 FTE to 1.0 FTE.
2. Milestone: Revise Facility Use Forms & Procedures
   a. Review and if necessary revise forms and procedures to reflect FY17 experience operating Project.
3. Milestone: Provide or Facilitate Activities (Classes, Workshops, Planning Meetings, Events, One-on-One meeting spaces) 20 monthly
   a. Maintain ~3,000 sq. ft. of interior community dedicated spaces including:
      i. 1st Floor – Great Hall Rooms 101/102
      ii. 1st Floor – WCRC & Meeting Spaces Room 103
      iii. 2nd Floor – Classroom Room 205
      iv. Common Areas – Sidewalks/bathrooms/parking lot
   b. Maintain parking lot as community dedicated space.
   c. Organize or facilitate 20 activities per month
      i. develop relationships with Waianae/non-Waianae providers to utilize

WCRC spaces
ii. maintain monthly calendar of potential and confirmed activities
iii. document provider and individual utilization

4. Milestone: Individuals Served (duplicated interior) 275 monthly
   a. Track individuals served thru sign-in sheets & provider assurances
5. Milestone: Individuals Served (Duplicated parking lot) 75 monthly
   a. Track individuals served thru sign-in sheets & provider assurances
6. Milestone: Community Organizations 11 monthly
   a. Continue and expand partnerships for use of the WCRC
   b. Track organizations and activities descriptions
7. Milestone: Community Organizations (Unduplicated NEW) 1 monthly
   a. Develop new relationships with outside entities to use WCRC
   b. Track organizations and activities descriptions

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

FY18 GIA Request is $125,000. An additional $4,500.00 is pending and funded through facility use fees to defer the cost of utilities such as water for car washes and exceptional building usage. This Provider will cover this cost if usage fees are inadequate.

Direct Salaries/Wages & Fringe – $90,094.55 to fund three positions or 2.48 FTE, dedicated to the Scope of Services described in the proposal.

Administrative/Supervisory Position & Fringe – $10,723.91 for administrative and supervisory support.

Professional and Contractual Fees – $1,000.02 for stipends or honoraria for guest speakers/activities.

Equipment – No equipment over $5,000.

Other Costs
Office Rent – None. The property is owned by the provider.

Office Utilities – Utilities will be covered by GIA and pending funds projected at $13,500 annually. GIA will provide for 75% of Utilities costs for GIA funded spaces and its share of CAM charges.

Office Maintenance & Repair and/or Security – Funds for various maintenance, repairs and security costs including alarm, video monitoring, cleaning & restroom supplies, trash service and landscaping. $600.

Consumable Office Supplies – Funds to allocate for paper and other office supplies. $1,600.
Equipment Rental: None.

Program Activity Supplies –$461.52 to purchase light refreshments and materials for WCRC sponsored activities.

Mileage and Parking – Funds for staff mileage to and from related meetings and efforts. $900
Postage – Funds for postage. $120.

Travel – none

Conference/Training – none

Telecommunication – funds necessary to cover a portion of the telephone, cell phone and internet costs. $3,600

Indirect Cost - $2,400 to cover program insurance.

Other: None.

Office equipment and furniture are provided for in FY17 grant funding.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Revised staffing patterns and facility procedures should be completed in October (Month 1) Deliverables 1 & 2.
The WCRC Project should begin delivering all other outcomes on a monthly basis beginning in October (Month 1):

20 Activities monthly
275 duplicated individuals served in interior rooms
75 duplicated individuals served in parking lot activities
11 community organizations using the facilities
1 NEW community organization utilizing our facility per month.

Ongoing recruitment of organizations to use our facilities will be through word-of-mouth, email newsletters, community advertising and posted on our website.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

In October we completed renovations to our 'Ohana Kako`o Resource Room connecting individuals and families with resources based on age served and need. We also completed renovation on the WCRC program office which provides a reception area, small conference room, 2 individual counseling rooms and the program office.

Through our Wai`anae Neighborhood Place (WNP) Program, we co-sponsor and are the lead organizers of the annual Ho`ohulili Service Provider Fest and the Keiki Springfest which had participation by over 60 providers and 1,000 registered individuals annually. 99% indicate that the event is useful and worth their time (and the same amount indicate that they would come the following year); and is coupled with comments like, "I never knew there were this many organizations serving the families of Waianae"; "I signed up me and my child for three different programs that we are eligible for and it will be here in Waianae"; and "I wish I had all of this support when I was a young mom". Service providers often express the same sentiment. As the event lead coordinator, community members and service providers have identified how organized; how well-planned; how smoothly; how successful the event went; about 5% of the comments obtained are regarding how well the event was put together. We have partnered with other annual efforts that often had similar comments, emphasizing our knack at putting the consideration on families and community members.

WNP's services include Family Support Services for families at-risk for child abuse, the Resource Room, SNAP Outreach as well as responsibility over the WCRC Program.

Our Adult programs include supported housing, case management, substance abuse treatment and homeless outreach.

Our Childrens programs include transitional foster homes and emergency shelter.

All of our programs rely on coordination with multiple providers and disciplines. Through these networks and our inter-reliance on eachothers' programs to serve our multi-faceted clients we can heal the entirety of the human condition. The WCRC creates a multipurpose space for multiple needs of the community--it creates a space to holistically serve the personal, familial, and multidiciplinary needs of individuals and the family they are a part of.

Our case managers across programs frequently coordinate care with housing, medical, psych, education, career, entitlement, legal and other social service programs. Most agencies focus on a few modalities within one discipline. The WCRC is a commitment to the multidisciplinary approach rather than serving individuals within modal/disciplinary silos where different agencies/disicplines rarely talk to or pass by one another.

We have over a dozen contracts with health and human services including DOH, DHS, Judiciary, Hawaii Community Foundation, Kamehameha Schools and health plans.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Hale Na`au Pono has been operating on the Wai`anae Coast since 1987. We have been accredited as a rehabilitation facility for 21 years through CARF. Our services cover child and adolescent mental health, including housing, therapy, case management, and addiction treatment. Our Waianae Neighborhood Place has been providing family strengthening services, community empowerment, and service coordination activities for over a decade. Fiscal sponsorship over the years include Hoa Aina o Makaha and Ka Waihona Charter School.

We have been operating the Waianae Community Resource Center (WCRC) since early 2014 developing our procedures, relationships and programs. Our position for this activity is that we do not and cannot provide all services; instead of trying to duplicate services from other providers, our goal is to foster community development by providing the canvas to serve as the foundation.

Our sincere vision to create a shared community asset is supported by individuals and agencies both in and outside of Waianae. The long-term result of this grant activity will permit us to create even more linkages and sponsor additional activities to support community development and resilience. We have received Letters of Support (attached in Sec. VI.1.D) from providers including DVAC, Hawaii Community Assets, Hawaii State Coalition Against Domestic Violence, `Imi Ola Autism Services, Laura Emerson (Bereavement Group Faciliatator), Yumi O'Connell (Public Health Nurse) who see the need for more social service and community space. By creating more internal capacity, we are then able to share the space as a true community asset

and leverage the partnerships we have cultivated over the nearly 30 years we have served the Wai`anae Coast.

Our Executive Team is led by Poha Sonoda-Burgess, a licensed attorney born and raised in this community. Linda Abuel, accountant is our Fiscal Officer who had previously held that post at CFS Hawaii. Our Office Manager and Information Manager are experienced professionals who are familiar with the health, safety, technical, HR, and risk management principles involved in facility operations. Barbie-Lei Burges, the Program Director is one of the most knowledgeable individuals about area services and is the primary reason for the program success. See Atts. VI.1 B.3 for Key Staff Qualifications and VI.1 B.2 for position descriptions.

Core business operations will provide funding for our share of program costs. See Att. VI.1 C.1. for financial statements.

The S&L Building located at 85-888 Farrington Highway is centrally located and was purchased in 2003 through CDBG funding. We have changed the use from operating a clubhouse to becoming a WCRC due to funding changes, program alternatives, and community needs.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

Hale Na`au Pono is committed to transforming our S&L Building into a Community Resource Center. We have moved our Ka Wahi Kaiaulu - Waianae Neighborhood Place and Childrens Services into the S&L Building as part of the transformation. KWK-WNP provides service coordination among 60+ providers serving the Wai`anae Coast families in order to increase protective factors in raising children, increase community resilience and decrease the duplication of services through improved service coordination. Our Childrens services provide transitional living and shelter services for youth with behavioral problems, experienced abuse or neglect, and/or involved in family court services.

In addition to our internal anchor tenants, we are currently negotiating leased space with CFS to provide enhanced healthy start and parenting classes.

We have invested over $200,000 to improve spaces which serve our community. Additional GIA support is necessary to carry momentum as we continue to improve facilities, partner with organizations and become established as the Waianae Community Resource Center.

Sustainability will require us to improve common areas and leasable spaces on the second floor as well as developing permanent funding for the WCRC including establishing facility usage fees, a donor base, and other fundraising mechanisms to continue providing community dedicated spaces.

Since we are have only received funding in October 2016 to operate the WCRC (with staff), it is difficult to measure successes. When we receive enough data regarding provider and individual utilization, we will apply to government and private entities for continued funding and also reach out to providers/government entities who would like to contract out spaces or services from the WCRC.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

With current and past funding, we will have renovated the WCRC Office and community dedicated spaces which include the parking lot, common areas and rooms by the start of the FY18 grant period. We have already retrofitted a handicap restroom. A sale of property as well as moving Waianae Neighborhood Place to this building will ensure that the WCRC will continue in limited capacity if no additional funding is received.

If no funding is received in FY18, we will have to primarily rely on facility usage fees and volunteer support to pay for utilities, maintenance and staffing to open/close/clean WCRC spaces.

We will need to work with current and potential partners to be included as line items in future funding budgets--for example, facility space from 8am to 12pm M - F for operation as a travelling pre-school; cost-reimbursement extension program to provide study, counseling and recruitment space for non-traditional students attending college outside of Wai`anae.

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APPENDIX A: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2018

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. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Waikiki Community Center
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Waikiki Community Center Malama Senior Program

D. 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.

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

More than 30% 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.

F. 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 monthly recreational, educational and health & wellness activities monthly for seniors age 60+ in Waikiki and surrounding areas. A minimum of 2,300 seniors will participate in these activities during the year. WCC will also provide case management/information/referral for 500 seniors to help those in need to obtain the services necessary to thrive.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1 $	☐ District 2 $	☐ District 3 $
☒ District 4 $76,650	☐ District 5 $	☐ District 6 $
☐ District 7 $	☐ District 8 $	☐ District 9 $

H. Total Amount Requested (Minimum of $25,000 / Maximum of $125,000):	$76,650

I. Type of Grant Activity (pick ONE category that most reflects Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☒ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

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 11/14/16

Printed Name and Title: Caroline Hayashi, President

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem / issue, and target population are effectively validated. The description must include how the public services target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate income areas.

1. Provide substantive data and other quality information to show the issue is a priority need of the community. *(3,000 character count limit)*

Hawai'i's population is aging much faster than the United States national average, with a higher life expectancy of 81, and with the fastest growing population being those 85 years and older, increasing at a rate of 190.8% between 1990 and 2010, compared with a national increase of 29.6% (US Census). In addition, according to Hawaii's own DBEDT through 2035, while the overall state population is expected to grow by 65%, those 60+ will grow by 310% and those over 85 will increase by 1,158%. Several factors are contributing to this growth including in-migration of seniors from the mainland, our higher life expectancy, improved public health practices, advances in medical care and declining birth rates for most groups. (Hawai`i's 20/20 Vision: The State of Active Aging, State of Hawaii Department of Health, 2013) In just 5 years, the US Census estimates that 25.8% of Hawaii's population will be 60 or over.

In Waikiki, seniors 60+ already constitute 30% of the residents and 23.2% are 65 or older, making seniors a high priority as it is a rate much higher than the state average of 15.1%. [US Census] Waikiki has the highest number of seniors per area density in the state. 82% of seniors live alone or with an equally older spouse, live on fixed income and have few/no family members as a support system when they become frail. Many seniors rely on WCC's services for support, to help prevent social isolation and premature decline resulting in costly institutionalization. WCC does not limit its services to seniors residing in Waikiki. Approximaely 65% of its seniors come from the area and the remainder from other areas of Oahu. However, its location is key as the state's "hub" of senior residents.

The Waikiki Community Center (WCC) is the only community center in Waikiki, serving a diverse population focusing on older adults, families with young children, targeting those in need. Although Waikiki is known as an affluent visitor hub, those who actually live in Waikiki have nearly twice the poverty rate of Honolulu County (almost 17% versus almost 10%). The median household income of almost $31,000 is significantly below the state average of almost $50,000. In addition, Waikiki is among the top 16 communities in Hawaii for food insecurity at 23.5%, higher than statewide average of 16.4%. [US Census] Waikiki is also convenient for many seniors as it is one of the few walkable neighborhoods in the state and is also easily accessible by city bus lines.

The continued growth of the senior population statewide and increasing demand for senior services have caused WCC's programs and services to more than double in recent years. In the last several, the senior program has averaged an over 248% increase with senior health, wellness/education activities increasing 88% from 1600 participants in 2012 to a projected 3000 participants in 2016 and a 496% growth in case management from 124 cases in 2012 to 600 cases in 2015 a projected 630 cases in 2016.

2. Provide a thorough analysis of the community's priority need / problem and its impact on the community. *(3,000 character count limit)*

Although historically a younger state, since 2000 the percent of those over 65 in Hawai'i has substantially exceeded the national average, from 17.1% in 2000 to 20.4% in 2010. (US

Census) There are now few states with faster growing elderly populations. Hawai'i is particularly challenged since as an archipelago state, all islands are required to create their entire aging network of services and delivery infrastructure and cannot share services or workers readily.

Increasingly, Hawaii has turned attention to the need for older adults to achieve/maintain wellness. Research and reports by the University of Hawaii (UH) and Executive Office on Aging (EOA) discuss the need for seniors to remain active and well in all aspects of their lives. The State of Active Aging, a 2013 report by EOA and UH states "Given the rapid growth of the older adult population, it is unlikely that Hawai'i will ever have enough resources to address the demand for long-term supports and services. More attention needs to be placed on moderating this demand with methods including an active aging approach."

Nationally it is projected the rapid growth of the oldest age groups will have a major impact on health care costs, projected to increase 6 fold by 2040. Further, it is unlikely costs will be constrained solely by cost-containment but related to our ability to prevent age-related diseases. (The Aging of America Impact on Health Care Costs, Edward L. Schneider, MD; Jack M. Guralnik, MD, PhD, Journal of American Medicine) In a 2013 report the Congressional Budget Office says most do not financially prepare for long term care. They cite a study estimating more than 2/3 of 65-year-olds will need assistance with loss of functioning at some point in their lives.

With one of the most rapidly growing senior populations in the US, Hawaii will be particularly affected. We are already facing issues of seniors without proper supports and few options. For example, at WCC we see many seniors in danger of becoming homeless due to being displaced by units/buildings turning over that they have in lived in for 30+ years. The waiting lists for affordable seniors housing are 3 – 5 years. Many seniors are having trouble living on minimal incomes, are food insecure, have stopped taking their medications because they cannot afford co-pays and are at physical risk due to becoming frail and not having the needed assistance. These types of problems will continue to grow with the increase of the senior population.

Most experts agree that the costs and challenges related to the growth of the elderly population is not sustainable on the governmental or individual family levels. Most also agree that the prevention of future health issues is critical. There is also wide acknowledgement in the medical community and other experts that health and wellness involves the whole person – not only the physical but equally important is cognitive stimulation, socialization and emotional support.

Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. *(1,000 character count limit)*

WCC Senior Services will maintain its continuum of services for the 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 that address the whole person – the physical, cognative and social/emotional - which has been shown to decrease the risk of premature decline; and 2) needed support services through 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, balancing the physical, cognitive and social/emotional aspects of older adult needs. During the project year, at least 2,300 adults, age 60 and over, will participate in these programs.

A case manager will assist 500 seniors with critical needs through case management and

information and referral services with follow up as needed.

B. Describe the proposed plan

1. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(2,000 character count limit)*

Studies by the National Council on Aging, National Institute of Senior Centers and other aging experts demonstrate that a 3-pronged approach to wellness that address the whole person – physical, cognitive and emotional/social - directly impact their ability to maintain their health and capacity for independently living. Research has shown physical fitness lowers the risk of stroke; cognitive stimulating reduces the risk of Alzheimer's and emotional well being reduces loneliness, a risk factor in dementia and chronic disease. Preventing premature institutionalization and serious health issues can save the state an average of $112,000 per person per year in long term care costs. This 3-prong approach includes engaging in physical activity, new learning 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.

Case Management/Information and Referral –WCC is the only community center in Waikiki and therefore many in need come for services ranging from the chronically homeless to those being dislocated from their long-time housing as buildings/units are turned over. In addition to the wide range of needs, almost all of those who come to us for assistance have multiple issues, requiring assistance for multiple sources. WCC has found that although there are often services available to assist elderly clients are unable to access these services either because they are unaware of them and/or are not able to understand the processes/qualifications to access the services from public and private sources. WCC staff therefore coordinates the services of multiple agencies/private resources to assist our elderly clients, many of whom are at risk for or have recently become homeless or in danger of losing their independence.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

Waikiki Community Center will provide the following services:

- Provide activities that address the physical, cognative and emotional well-being of 2,300 seniors
- Provide 70 activities per month that address seniors' physical, cognitive and emotional well-being including classes, educational talks, social activities and educational outings
- Provide case management, information and referral services for 500 seniors

Outcomes for senior program participants will include:

- 75% report Greater Socialization and Interaction with others
- 75% report Improved Physical Health
- 80% report Improved Outlook on Life
- 80% report Improved Access to Information or Linkages to other Services and Resources
- 80% report Feeling More Independant
- 75% report more stable life situations

Activities: WCC will organize and implement recreational, educational and health and wellness activities for adults, age 60 and above. These activities may include health education, information and screenings, social connectivity opportunities, fitness and wellness classes, educational outings, etc. A minimum of 2,300 seniors will participate in a minimum of 70 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 increase capacity for longer independent living.

WCC will organize a minimum of 70 activities per month and ensure a balance of activities relavant to seniors that address the whole person – physical, cognative and social/emotional – shown to prevent premature physical and mental decline that leads to unecessary instituationalization.

Case Management/Information & Referral - WCC will provide information and assistance for a minimum of 500 seniors 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 and help them effectively manage multiple services. Case managers work one-on-one with each client to assist them with multiple challenges to manage multiple service providers, both public and private. Clients' mutiple issues are often interrelated and work together to impede a client's ability to stabilize and/or improve their situations. Therefore, addressing many issues, often simultaneously, is necessary to help move clients forward. The process is extremely labor-intensive and effective.

The outcomes/services above address the priorities of the Grant in Aid fund by assisting seniors that are economincally disadvantaged. These services/outcomes work on both the preventative and "crisis" levels, helping seniors to maintain wellness/their capacity to maintain independence, exending seniors' active life span and providing critical help when they are in danger of losing their indepedence.

3. Provide an action plan to achieve the stated measureable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Fiscal/Contract Management:
-Work with city staff to close on the program contract, finalize budget and outcomes, establish reporting requirements
-Incorporate the contract/billing into WCC's project management/accounting system
-Meet with program staff to review outcomes/goals, establish monthly goals/outcomes and reporting systems
-Compile information from all program staff and complete monthly financial and narrative reports (monthly)

Marketing/Outreach:
-Reach out to community partners, apartment managers, area businesses and other agencies to inform them about the program
-Staff continues to elicit feedback from current and past participants on what activities/services they need and want
-Meet quarterly with the Senior Advisory Group (current and past clients) for feedback on current offerings/ideas for future offerings/unmet needs

Staff/Volunteers/Contractors:
-Assess the current activities through attendance data, evaluations, and day to day feedback to determine which activities will continue/new activities to be added
-Determine the level of case management staff needed based upon contracts and other confirmed program income, adjust as needed.

Program Implementation:
-Plan and implement a schedule a minimum of 24 cultural outings, educational workshops and talks. Contact appropriate speakers/agencies for scheduling. Reach out to new partners.
-Conduct 70 recreation, education, and health and wellness activities monthly for 2,300 seniors (12 months/on-going, average 192 seniors per month)
-Conduct assessments, provide necessary services & referrals for at least 500 seniors growing frail or in other need. Based on historical data and current client needs continue to reach out to various service providers to meet more client needs.
-Maintain regular contact/follow up with active case management clients and other in crisis
-Hire/contract, supervise paid instructors and volunteers as needed based upon class/activity assessment and status of existing instructors/volunteers
-Implement program improvements based upon feedback/evaluation from clients, partners, staff, instructors, volunteers

Data Gathering/Tracking/Evaluation:
-Gather/synthesize data monthly and use it to compile reports for the city and other funders
Ensure sufficient evaluation processes, including the proper execution of 3 survey instruments developed with The Catalyst Group that measure outputs, outcomes and customer satisfaction
-Administer activity evaluation surveys for activity quality assurance (after each event for one-time activities, semi-annually for regular activities)
-Administer outcomes surveys and customer satisfaction surveys
-Meet monthly with staff to review outcome data to ensure the program is meeting goals, utilize data to make continuous improvement
-Compile final report for city, share results and lessons learned with partners, instructors, volunteers and other stakeholders

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

WCC is requesting a total of $76,649.47 from the city GIA fund for its senior program. The program is service-based and therefore is implemented through people – a combination of qualified staff, contractors and volunteers. All staffing and contractor positions requested are for direct program services – we are not requesting any funds for administrative positions.
Following are the expenses for which we are requesting city GIA funds. WCC's senior program proposes to serve 2,800 senior through its program, totaling just $30 per until of service. Therefore, the investment the city is making in the well-being of its seniors is far less than the potential costly effects of physical, cognitive and emotional health problems.

Case Manager: Staff position that conducts outreach and case management for seniors in need,

often with multiple issues. Helps coordinate a wide variety of public and private agencies and programs, which our clients are unable to manage on their own. In recent years, this position, along with a .6 FTE contractual case manager averaged 50 clients per month and 123 client contacts per month.

Community Relations Director: Staff position that plans and implements 24+ educational outings, workshops and talks per year. Activities are carefully selected and planned to meet the needs of seniors and provide unique, educational and cultural opportunities due to the staff's deep connections to the community.

Programs Manager: Staff position that recruits and manages senior class instructors, both paid and volunteer. Assesses, initiates, plans and implements new activities and classes relevant to seniors based on participant feedback and staff, instructor, volunteer and partner input. Keeps track of external and internal market information and continually assesses need for different/new activities.

Contractual Case Manager: Contractual case manager position to fill in the hours that the staff case worker is not present, will average 25 hours per week, depending upon funding available. This position fulfills the same duties as the staff case manager and they have separate clients as well as clients they share, since at times clients have emergency situations that are handled by the case worker on site. This position allows for case manager coverage 5 days a week so there is someone available in case of emergencies and to help meet growing demand for this service.

Equipment Rental: Pays for approximately 20% of the cost of a copier/fax machine rental, which in addition to other general office use produces the WCC monthly newsletter, sent to 500+ members. The great majority of our members prefer receiving a hard copy of our newsletter as opposed to an electronic copy.

Telephone: Pays for approximately 50% of the portion of the office phone that is allocated to the senior program (approx. 20% of total cost). Most of our senior participants communicate primarily through phone rather than email or other electronic means.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Fiscal/Contract Management:
-Work with city staff to close on program contract, finalize budget/outcomes, clarify reporting requirements (month 1)
-Incorporate contract/billing into project management/accounting system (month 1)
-Meet with program staff to review outcomes/goals, establish monthly goals/outcomes and reporting systems (month 1)
-Compile information from program staff, complete monthly financial & narrative reports (monthly)

Marketing/Outreach:
-Reach out to community partners, apartment managers, area businesses and other agencies for updates on program (mths 1-3)
-Continue eliciting feedback from current/past participants on what activities/services they need and want (ongoing)
-Meet quarterly with Senior Advisory Group for feedback on current offerings/ideas for future offerings/unmet needs (quarterly)

Staff/Volunteers/Contractors:
-Assess the current activities through attendance data, evaluations, and everyday feedback to determine which activities will continue/new activities to be added (ongoing)
-Determine level of case management staff needed based upon contracts & other confirmed program income, adjust as needed (month 1)

Program Implementation:
-Plan/implement a minimum of 24 cultural outings, educational workshops and talks. Contact appropriate speakers/agencies for scheduling. Reach out to new partners. (months 1-12)
-Conduct 70 recreation, education, and health and wellness activities monthly for 2,300 seniors (12 months/on-going, average 192 seniors per month)
-Conduct assessments, provide necessary services & referrals for at least 500 seniors growing frail or other need. Based on historical data/current client needs continue reaching out to service providers to meet more client needs. (months 1-12)
-Maintain regular contact/follow up with active case management clients and other in crisis (monthly)
-Hire/contract, supervise paid instructors & volunteers as needed based upon class/activity assessment & status of existing instructors/volunteers (months 1-12)
-Implement program improvements based upon feedback/evaluation from clients, partners, staff, instructors, volunteers (review quarterly)

Data Gathering/Tracking/Evaluation:
-Gather/synthesize data monthly and use it to compile reports for the city and other funders (monthly)
-Ensure sufficient evaluation processes, including the proper execution of 3 survey instruments developed with Catalyst Group that measure outputs, outcomes and customer satisfaction (ongoing)
-Administer activity evaluation surveys for quality assurance (after each event for one-time activities, semi-annually for regular activities)
-Administer outcomes surveys & customer satisfaction surveys (months 7&12)
-Meet monthly with staff to review outcome data to ensure the program is meeting goals, utilize data to make continuous improvement (monthly)
-Compile final report for city, share results/lessons learned with partners, instructors, volunteers & other stakeholders (months 12&13)

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

WCC has effectively served seniors in the community for the past 38 years. The organization was founded by community members who saw a need for senior services given the large senior population in the area. WCC senior services are effective because they address the whole person – they are client centered. WCC staff considers the needs of each person served rather than focusing on the different programs we offer. We developed the continuum of services we offer to meet the wide ranging needs of seniors we assist. For example, WCC is a Senior Companion program site, which our case managers started in 2014 due to the critical need of our low-income seniors for personal assistance and their inability to pay for it. Our services work together and a client will often utillize several/all of them. For example, a client may come to painting class regularly to maintain cognative activity (learning a new skill) and socialize with others in the class but then have a surgery, causing them to use case management services

and be matched with a volunteer to help with personal services during their recovery period. Our services have therefore had a high success rate of moving seniors forward.

In mid-year 2016, WCC senior program achieved the following outcomes:
98% reported Greater Socialization and Interaction with others
99% reported Improved Physical Health
99% reported Improved Outlook on Life
93% reported Improved Access to Information or Linkages to other Services and Resources
93% reported Feeling More Independant

Over the past several years, WCC has served more than 8,000 seniors through its wide range of preventative classes/activities and case management/information and referral. In 2014, WCC served 2,694 adults age 60+ (2,225 health/wellness and 469 with case management); in 2015 we served 2,978 seniors (2,378 health/wellness and 600 case management; in 2016 we are projected to serve 3,000 seniors (2,600 in health & wellness and 630 case management). WCC has consistently provided more than 70 different activities for seniors monthly. Therefore, WCC has a proven track record of delivering services to the target group and meeting the numbers and outcomes projected.

In addition, WCC's senior services have increased substantially in recent years. From 2012 to 2016, its senior services have nearly doubled, serving 1,724 seniors in 2012 to a projected 3,000 in 2016. Its senior wellness activities has seen an increase form 1600 seniors in 2012 to a projected over 2,600 particiants in 2016. Case management has grown more than 5 times with 124 clients in 2012 to a projected 630 clients in 2016. This tremendous growth will likely continue as we see the great need for services and the projected exponential growth of the senior population. The increase is also part of a concerted, organization-wide effort to continuously improve the quality of its services and our impact by understanding more about and meeting the needs of our clients.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Organizational Knowledge: WCC has operated its Senior Program for older adults since 1978, serving tens of thousands of seniors. It has used the institutional knowledge developed over the years to create an effective and flexible program, using a successful service delivery framework while also customizing its services to meet the needs of individuals.

Staff: The staff team has a breadth and depth of knowledge, skills and relationships that has served, with a combined 80+ years of experience working with seniors and similar populations. The team includes a Programs Manager, who handles volunteers/paid instructors, manages existing/new classes/activities; a Community Relations Director, who coordinates /conduts at least 24 educational workshops/talks, manages/conducts cultural outings, and works with a wide variety of other agencies, business and organizations to provide a fun, educational and cultural activities; two case managers that provide direct one-on-one assistance services to seniors, manage volunteer based services such as the Senior Companion program, and works with a wide variety of other agencies. See staff statement of qualifications.

Fiscal/Administrative Capacity: WCC has the fiscal and adminnistrative capacity to manage a city contract. It has worked with a city GIA contract for the past several years for the service it is proposing. In its interactions with the city WCC's paperwork and reports have been accurate and on time. WCC is familiar with government administrative and financial requirements such as the reimbursement process, types of documentation required, programmatic and financial reporting, and tracking beneficiary/service data.

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. The facility is accessible by public transporation, handivan and also has ample free on site parking.

Community/Agency Relationships: Over the 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, minimize social isolation and maintain their emotional, physical and cognitive health and receive support for critical needs. In addition, WCC staff has established relationships with a wide variety of community organizations, businesses, resident managers and others that facilitate quality service to our clients. For example, our case managers have detailed knowledge of many agency programs, their qualification criteria, application/documentation requirements to determine clients' fit for common needed services. For example, case managers met with 13 IHS program directors to hear about each of their programs and qualification criteria.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

WCC has been working on several strategies for sustaining activities and continuing to meet the growing demand for its senior services beyond grant periods including: a) identifying new funding sources, b) creating additional income generation opportunities, and c) board level expansion of fundraising events and marketing strategy. First, this past year staff has prioritized identifying new private sources of funds for its growing senior program. Staff has aggresively sought out funding from new sources for which it has received funds, including the Persons in Need (PIN) program through the Hawaii Community Foundation and the Aloha United Way Active Aging program.

Second, WCC will be adding activities that leverage our skills creating quality experiences for seniors to create more income generating opportunities. While the majority of seniors we serve are of limited income there are those that have finanical means that partipate in our twice yearly neighbor island tours, for example. Due to staff connections, we provide unique experiences for these types of trips such as having lunch Amy Hanalii who gives seniors signed copies of her CD. We are able to charge a premium for these types of trips and can generate income from them. We plan to begin adding additional tours, offering them to older visitors at a premium to raise funds to help support our senior program.

Third, WCC's board is committed to building the capacity of WCC two fundraising events. They believe that in particular our historically smaller event, the Duke Kahanamoku Beach Challenge, has the capacity to double its income over the next few years and even further increase in future years. The board has created a committee that has planned an event expansion, is securing new sponors and creating a marketing/PR strategy around WCC's need for expanded services.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding,

etc.) beyond the grant period. *(2,000 character count limit)*

WCC has established relationships with many other service providers, agencies, volunteers and individuals that would enable us to continue the program beyond the grant period. In addition to its current resources, WCC also continually seeks to develop new partnerships/strategies to fulfill growing needs. For example, WCC has seen an increase in those needing personal assistance in order to remain independent and have developed multiple strategies to meet this need as each case is different and demand is greater than any one strategy/program can accomodate. We obtain volunteers from the Waikiki Health Friendly Neighbors Program, have developed our own volunteer base from WCC's membership, and WCC is a site for the Senior Companion Program, a state Department of Human Services Program that allows low income seniors to volunteer for other low income seniors in need of companionship or personal care that allows them to remain independant. The direct expenses related to the Senior Companion Program such as the volunteer stipend and mileage reimbursement are paid for through a federal grant administered by the state. Therefore, although WCC must continue to fund the case manager's staff time, the direct cost of the program that benefits its clients are funded through other sources.

In addition, we are seeking ways to increase current staff capcity to serve more people. For example, we are in discussion with UH Manoa's social service college to explore obtaining interns. We have recently arranged for UH nutrition graduate students conduct both one-on-one and group sessions with clients. WCC will continue to seek partnerships that provide services to its clients that leverage other agency's funds and WCC's staff time. Partnerships that leverage each partner's strengths can increase the capacity of all involved and can help all of us continue serve more of those in need beyond funding periods.

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APPENDIX A: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2018

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. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Waimanalo Health Center
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Patient-Centered Health Care Home Expanded Facility

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

In operation since 1992, Waimānalo Health Center (WHC) is a community health center with a mission that reads, "...committed to providing the highest level of primary and preventive health services, with special attention to the needs of Native Hawaiians and the medically underserved, and improving the health and wellness of individuals and their `ohana regardless of their ability to pay

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

With support from the City and County of Honolulu, WHC plans to support the Patient-Centered Health Care Home (PCHCH) approach to providing comprehensive health services to the underserved population of Waimānalo through facility expansion. Although funding to provide direct PCHCH-related services has become available, funds to support the infrastructure of these services is unavailable.

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

Waimānalo Health Center is requesting $125,000 from the City and County of Honolulu to support the expansion of and access to services through construction of its expanded facility. Funding will support the installation of an elevator in WHC's expanded facility. WHC will serve 250 patients and complete 600 medical eligibility applications within the granting period.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1 $	☐ District 2 $	☒ District 3 $125,000
☐ District 4 $	☐ District 5 $	☐ District 6 $
☐ District 7 $	☐ District 8 $	☐ District 9 $

H. Total Amount Requested (Minimum of $25,000 / Maximum of $125,000):	$125,000

I. Type of Grant Activity (pick ONE category that most reflects Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☒ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

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 Frances Oneha 11/10/16

Signature of Grantee (Fiscal Sponsor) Officer — Date

Printed Name and Title: Mary Frances Oneha, APRN, PhD, Chief Executive Officer

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem / issue, and target population are effectively validated. The description must include how the public services target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate income areas.

1. Provide substantive data and other quality information to show the issue is a priority need of the community. *(3,000 character count limit)*

Waimānalo is also a clearly defined geographic community of 10,034 people with 65% of residents identifying themselves as Native Hawaiian (NH) or part-Hawaiian. Although this number reflects individuals who reside in the area, many more who reside in neighboring communities consider Waimānalo their home and have special cultural and family ties to Waimānalo. Waimānalo is one of the most concentrated areas of Hawaiians in the state. Although WHC serves patients representing all areas of the island, WHC primarily focuses its community-based efforts on the Waimānalo community.

Many of Waimānalo's residents are at or below the federal poverty level: 10.5% of families and 21.6% of individuals compared to Kailua's residents at 5.2% of families and 6.6% of individuals. It is also suspected that this may not be an accurate account of the low income status of residents as those most at need, such as the homeless population, may not provide census information.

Waimānalo community with its large NH population, are very disadvantaged and have very limited access to health services. Data on the prevalence of health concerns is not specific to the Waimānalo area as reliable data does not exist. This lack of data further proves that this population is overlooked. Since the service area is predominantly NH, it is important to focus on the needs of this ethnic group.

When compared with other ethnic groups, NH and Other Pacific Islanders have the 2nd highest rate of depression at 11.6% after those with 2 or more ethnicities (which would more than likely, include Part-Hawaiians). According to the CDC, depression appears to be associated with other adverse health behaviors such as smoking, alcohol consumption and physical inactivity:

- 52% of NH earning under $15,000 a year are smokers as NH are more likely to make than any other ethnic group.
- Although alcohol use for NH and Pacific Islander men appear to be lower than their Caucasian counterparts, NH and Pacific Islander men had one of the highest percentages of heavy drinking as compared to other ethnic groups.
- 42% of NH and Pacific Islander adults were physically inactive.

Given the burden of chronic disease which many NH already face, these behaviors only exacerbate the effects of the chronic condition and overall mental health.

Substance abuse is also prevalent in the NH communities with illicit drug use among NH/Pacific Islanders is higher than other racial/ethnic groups. NH women on O`ahu experience the highest rates of substance abuse at 13.8% as compared to 7.8% of Caucasians and 8.8% of Japanese. NH youth also report the highest rates of substance abuse including illicit drugs, alcohol and tobacco in grades 8 and 10 and have significantly higher rates of suicide attempts (12.9%) than other adolescents in Hawai`i (9.6%).

2. Provide a thorough analysis of the community's priority need / problem and its impact on the community. *(3,000 character count limit)*

The extremely high need of mental health services justifies the demand for expanded and integrated behavioral health services in Waimānalo. In order to address these needs, WHC focuses its efforts on the implementation of its Patient-Centered Health Care Home (PCHCH) approach to improving health outcomes.

The PCHCH approach is the core of WHC's Strategic Plan which was decided by WHC's Board of Directors and key community leaders. Community involvement and patient engagement are the core to the WHC's existence. WHC was founded by community members and as a federally qualified health center, its Board of Directors has a consumer majority.

The Waimānalo Health Center utilizes the PCHCH approach to achieve results. The PCHCH approach is a team-based health care delivery model that provides comprehensive and continuous care to patients with the goal of obtaining optimum health outcomes. In a PCHCH, services are patient-centered, comprehensive, integrated, accessible and data-driven. Research has shown that PCHCHs are associated with better overall health for the patients, while lowering overall health care costs and reducing health disparities.

WHC's overarching goal of the PCHCH approach is optimizing health outcomes for patients in alignment with national standards and objectives. Ensuring accessibility for patients who would otherwise not be able to seek care has long been fundamental to WHC's services. The complexity of WHC's target population does not deter WHC's commitment to providing the highest level of comprehensive care possible and recognizes the unique balance between productivity and the sustainability it provides, access to care, and its ability to provide a high quality of care for each and every patient.

WHC is looking to enhance its patient centered delivery of care and access to care through the proposed project. The proposed project would allow WHC to provide a patient-centered environment to successfully implement the elements of the PCHCH delivery model and enhance WHC's efforts on improving patient access and continuity to care.

The Waimānalo Health Center is requesting $125,000.00 to significantly enhance its capacity to address the needs of the underserved patient population of Waimānalo. Most importantly, the proposed project would allow for improved access to care through expansion of services.

Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. *(1,000 character count limit)*

Grant support would allow WHC to enhance elements of the PCHCH model of care. The project would support WHC's expansion facility as existing medical facilities are nearly 50 years old, inefficiently configured, and inadequately sized to accommodate the care provided to patients and outreach programs. While quality clinical care is currently provided in a small space (57-99 square feet exam rooms), increased square footage of 100-120 square feet per exam room would enable a more patient-centered design, safe and comfortable patient access to exam/procedure rooms, and afford providers more space to complete procedures, consistently accommodate family members who may accompany the patient and multiple providers who deliver team-based care during a particular visit. The proposed project would allow WHC to improve access to care with a PCHCH-designed expansion facility that will increase the number of patients served.

B. Describe the proposed plan

1. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(2,000 character count limit)*

Drawing upon its experience and expertise working with the Waimānalo community, WHC has already successfully implemented a number of services and programs that effectively address the multiple barriers of the target population through the PCHCH approach. Research has shown that PCHCHs are associated with better overall health for patients. One of the core aspects of the evidenced-based PCHCH is incorporating care that is comprehensive and data-driven. For this reason, WHC has chosen to expand its capacity to provide services through the PCHCH delivery of care model.

An array of additional services that are comprehensive and relevant to the target population further enhance and reinforce the promotion of healthy lifestyle choices and optimum health. Enabling services such as outreach, eligibility and transportation services provided within the health care delivery system supports assists patients in overcoming the many barriers experienced by WHC's target population including homelessness and domestic violence. Ensuring patients mental health needs are met are vital to optimizing patient health and wellness.

To determine WHC's project needs, periodic internal assessments are conducted; external consultants and project managers are consulted; and feedback from patient engagement surveys and incident reporting mechanism are analyzed. Improving access to care through expanded services effectively addresses the community need as illustrated above.

The proposed project was strategically determined by analyzing the factors above. The overarching goals of the project would effectively improve health outcomes in this disenfranchised community by improving the availability of services through service expansion.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

Overall, due to the expansion facility, projections on increased serviceability within a year of operations include 2,500 new patients, which represents a 55% increase from 2015. In addition, 13,292 new patient visits are anticipated within a year of facility completion, which represents a 48% increase from 2015. In addition to projected increases in the number of individuals who will benefit by the expansion facility, WHC also has set goals directly related to the proposed project.

The proposed project will assist in funding an elevator for patient access to the second floor which will accommodate medical and behavioral health services. WHC targets improvements to patient access and outcomes for the targeted population. Staff workflow will also be enhanced with the proposed use of funds. Measurable objectives during the granting period include:

1. 200 new patients will be served by the end of the granting period.

2. 600 medical eligibility applications will be completed by the end of the granting period (including Med-QUEST and WHC's Sliding Fee Scale for medical, vision and dental services).

3. Provide an action plan to achieve the stated measureable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

The performance measures and milestones of the proposed project are illustrated below in the organization's action plan:

- Receive final permits from the Department of Permitting and Planning by June 2017. WHC anticipates receiving the permits between April - June 2017 as the application was submitted to DPP on December 4, 2015.
- Award the construction contract to qualified contractor by October 2017. The bidding process for construction will occur between July - Sept 2017.
- Initiate construction by December 2017. WHC anticipates the construction period to last for ten months with substantial completion of the expanded facility by September 2018.
- Installation of the elevator under ADA standards by June 2018.

Service implementation will occur shortly thereafter completion of the project. The expanded facility will be open for patient services by October 2018.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

The proposed project will support WHC's ability to expand services and ensure access to medical care through the expanded medical facility. The capital budget for the proposed project will specifically fund an elevator that will ensure the elderly and individuals with disabilities will be able to see their providers and seek medical care on the second floor of the facility.

The cost estimate of an elevator for the WHC expanded medical facility is $135,000. The City and County GIA will fund 92.6% ($125,000), federal funds will fund 6.9% ($9,315), and 0.5% ($685) will come from other funds.

The equipment listed above directly impacts WHC's ability to achieve its desired outcomes including supporting its expanded medical facility through its patient centered health care home approach. The expanded facility will ensure services for those in need of medical care will be able to access care.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

June 2017 – Receive final permits from the Department of Permitting and Planning
July 2017 – Initiate the bidding process for contractor services
October 2017 – Award the construction contract to qualified contractor
December 2017 – Initiate construction period
June 2018 – Installation of elevator

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

WHC has been working towards PCHCH recognition for over three years as it's the highest achievable recognition for a medical group. In 2016, WHC was awarded reaccreditation. At the time, WHC is the only community health center on O`ahu to be awarded this level of distinction and only the second in the State of Hawai`i. NCQA's recognition is based on meeting six elements of healthcare of which WHC passed all elements with 100% compliance. The recognition acknowledges the quality work that WHC provides.

Through implementation of the PCHCH approach, WHC achieved this recognition by NCQA and the target population benefited by:

- Succeeding at reaching wellness milestones through a personalized approach to medicine.
- Gaining a heightened awareness as an individual, `ohana and community about healthy lifestyle choices.
- Being empowered to make the informed choices to improve overall health and wellness.
- Taking ownership of their lifestyle choices and having the information to make healthier decisions for themselves and their `ohana.
- Reconnecting to their cultural identity through land-based components to health.

Because of its experience and expertise in working with the Waimānalo community, WHC has made an impact on the community it serves by successfully implementing a number of services and programs that effectively address the multiple barriers of the target population. The impact these programs, services and the PCHCH approach to quality care has on the community is extensive.

In addition to its recognition by NCQA, in CY 2015, the Waimānalo Health Center served 4,734 patients through 27,789 visits that included medical, dental and behavioral health services. Of Waimānalo Health Center patients, 50% were at or below the federal poverty level. Roughly 52% of WHC's patients are Native Hawaiian. Historically, WHC's target population is quite complex with a plethora of social service and health needs.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

WHC has an organizational wide Quality Assurance (QA) Plan that is approved by the Board of Directors on an annual basis. It is an ongoing process designed to objectively and systematically monitor and evaluate clinical and programmatic services and their delivery. An internal PCHCH Committee develops, monitors, and recommends actions to achieve measurable outcomes. The measurable outcomes for the proposed project are evaluated through this committee as well as presented to the Board of Directors. The proposed project is capital in nature, however, the measurable outcomes still direcly impact and reflect WHC's

PCHCH approach.

Through WHC's QA Plan, each program and project is assessed periodically on its impact to the community and evaluations are completed annually as the program nears renewal, completion or transition. The QA Plan incorporates the clinical performance measures and all other clinical and programmatic plans of WHC. Activities conducted through the QA Plan include patient experience surveys and clinical standards of care. WHC's QA program ensures that all service providers and staff adhere to standards, guidelines and protocols consistent with national standards.

Patient engagement is also vital in implementing effective services and strategies. The patient experience surveys which are conducted biannually assess at least 500 patients and has a confidence rate of 5%. Results from the April 2016 survey revealed that 96% of patients would refer their friends or families to WHC and 96% of patients feel that WHC providers give good advice and treatment.

WHC employs a management team who possess the knowledge and capabilities to successfully complete the proposed project in accordance with procurement and project management requirements.

Executive Leadership develops, implements, and evaluates the key strategic priorities within the Strategic Plan which has been initiated and approved by the Board of Directors. WHC's Chief Executive Officer is Mary Frances Oneha, APRN, PhD who is responsible for the overall operations of WHC, has over thirty years of experience in healthcare, nearly twenty years at the Waianae Coast Comprehensive Health Center most recently as the organization's Chief Operating Officer.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

Before projects are initiated, executive leadership must be supportive of the goals and purpose of these efforts and many times are the driving force behind these activities. Executive leadership ensures that projects and programs are aligned with the mission, vision and values of the Waimānalo Health Center. WHC is a community-minded and mission-driven organization dedicated to reducing health disparities in the community. Awareness and education in reducing these disparities are always at the forefront of WHC's efforts in the community. Feasibility of projects and programs are analyzed prior to WHC embarking on a project or program as WHC's goals are to ensure long-term sustainability to these services.

A Development program, which focuses on grant writing and fundraising efforts, has been implemented at WHC, which includes full-time development staff. This initiative focuses efforts on maximizing the financial resources to sustain and expand programs and services beyond the contract periods of grant support. Efforts include grant writing, annual fund raising activities and a systemized volunteer program.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

With decades of experience executing successful programs and capital projects, the executive leadership has the necessary capacity and expertise to successfully execute the project beyond

the granting period. The Chief Financial Officer (CFO) is instrumental in overseeing that the project is implemented successfully and in alignment with construction of the expansion facility. With experience successfully spearheading a number of federally-funded facility improvement projects, CFO has the capacity to ensure the project's completion.

The general principles of project management will be applied to ensure success in developing and implementing the proposed project. Development and implementation process includes strategically planning with executive leadership and the leadership team; research and assessment; collaboration and partnership with key personnel; internal formation of team members and identification of responsibilities, evaluation of methodology, etc...

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APPENDIX A: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2018

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. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Women In Need WIN
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	DV Survivors Advocacy Services

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

Since our inception in 1996 WIN has grown gone beyond the classroom to include transitional housing for women and substance abuse treatment facilities, and family resource centers on both Oahu and Kauai. Women In Need's mission is to "empower families and individuals at risk by helping them develop the basic tools and skills for personal development and self-sufficiency."

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

Domestic Violence in our communities is an urgent problem requiring cultural advocacy and community-based strategies that encompass the ethnic and demographic diversity. The urgency is compounded by several issues such as high prevalence rates, unique dynamics and manifestations of abuse, isolating socio-cultural barriers, and the tenacity of traditional cultural and community attitudes

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

WIN's goal is to educate, intervene, and prevent domestic violence through classes and advocacy to survivors. These activites will help to promote self-sufficiency and empower survivors to achieve a better quality of life and strengthen communities. WIN will assist approximately 25 survivors develop safety plans, overcome barriers, and help them to achieve independence from abusive relationships.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1 $	☐ District 2 $	☐ District 3 $
☐ District 4 $	☐ District 5 $	☐ District 6 $
☐ District 7 $	☒ District 8 $99,885	☐ District 9 $

H. Total Amount Requested (Minimum of $25,000 / Maximum of $125,000):	$99,885

I. Type of Grant Activity (pick ONE category that most reflects Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☒ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

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 Scott-Lau

Signature of Grantee (Fiscal Sponsor) Officer
Printed Name and Title: Mary Scott-Lau, Executive Director

November 12, 2016
Date

Women In Need Page 2 RPG-DCS-GIA 2018

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem / issue, and target population are effectively validated. The description must include how the public services target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate income areas.

1. Provide substantive data and other quality information to show the issue is a priority need of the community. *(3,000 character count limit)*

One of the most significant social problems facing Hawaii today is the growing epidemic of Domestic Violence (DV). While intimate violence may not seem like an issue that affects our state significantly, such abuse is actually extremely common, with far-reaching ramifications for this island group, which is widely believed to be a tranquil tropical paradise. Domestic Violence occurs in every country and in families of all races, cultures, religion, and income levels. The signs of abuse are common, but someone in an abusive situation may not recognize them because they have become a normal part of their relationship.

On September 10, 2014, 70% identified local domestic violence programs in Hawaii participated in the 2014 National Census of Domestic Violence Services. Results from the Census:

- 547 Victims Served in one day – they found refuge in emergency shelters or transitional housing provided by local domestic violence programs.
- 349 adults and children received non-residential assistance and services.
- 131 Hotline Calls Answered – hotlines are a lifeline for victims in danger, providing support, information, safety planning and resources. This averages more than 5 calls every hour
- 33 Unmet Request for Services in One Day – Victims made more than 30 requests for services, including emergency shelter, transitional housing, and non-residential services, which could not be provided because programs did not have the resources to provide these services.

Causes of Unmet Requests for Help

- 13% reported reduced government funding
- 6% reported not enough staff.
- Across Hawaii, 8 staff positions were eliminated in the past year; most of these positions were direct services (92%), such as shelter or legal advocates, so there were fewer advocates to answer calls for help. Six individual services at local programs were reduced or eliminated in the past year

Current services and gaps in providing service suggest an enormous problem and barriers in Hawaii, leading local experts to believe that reported cases reflect merely the "tip of the iceberg,"

The repercussions of domestic violence can remain with victims for years. Women develop trust issues, lose confidence, and struggle to parent their children without becoming violent or angry. They begin to believe that their abusive relationships are all they're good for. One of the biggest effects of DV is that victims turn to drugs to numb themselves as a way of coping, which results in their arrest. The majority of incarcerated women that participated in our WIN Re-entry program have been victims of domestic violence.

Victims "falling through the cracks," can result when people and systems do not coordinate their efforts. One example of this is evidenced by the lack of transitional housing for victims and the need for more assistance to underserved groups.

2. Provide a thorough analysis of the community's priority need / problem and its impact on the community. *(3,000 character count limit)*

According to the National Domestic Violence Hotline and the National Center for Victims of Crime - domestic violence is defined as a pattern of abusive behavior in any relationship that is used by one partner to gain or maintain power and control over another intimate partner. Domestic violence can be physical, sexual, emotional, economic, or psychological actions or threats of actions that influence another person. This includes any behaviors that intimidate, manipulate, humiliate, isolate, frighten, terrorize, coerce, threaten, blame, hurt, injure, or wound someone.

When a woman leaves an abusive relationship, she often has nowhere to go. For many, the only choices are staying in the abusive environment, going to a shelter or living on the street. Studies show a connection between domestic violence to homelessness, particularly among families with children. One study has found that 50% of homeless women and children were fleeing abuse.

Domestic violence is usually ongoing and tends to have greater impact on the individual's functioning. Chronic victimization can lead to clinical levels of anxiety or posttraumatic stress disorder in both children and adults. Children exposed to domestic violence are at significant risk for delinquency, substance abuse, school drop-out, and difficulties in their own relationships.

The community, cultures, geography and dynamics in Hawaii are unique. This also presents unique challenges; families and communities are well connected, seeking safety when escaping a domestic violence relationship can be difficult--the survivor escaping a relationship can move, but inadvertently end up in a neighborhood near her abuser's co-worker, cousin, friend, etc.

Unlike the mainland US, where you can literally drive for several hours and be in another county or even state, there is a finite limit to distance a victim can move away, always still on an island. The cycle of domestic violence and substance abuse can run within generations in a family, which can further keep a victim in that cycle due to normalization of their experience, not knowing anything different, family pressure to stay in the community or family, and keeping children with both parents. Rural areas such as the Leeward Coast pose other issues. Many individuals on the Waianae Coast have never left the coast and have not been to Honolulu. Isolation due to poverty, life circumstances and domestic violence is common. Services at times need to be brought into those communities.

Barriers to leaving:
o Victims feeling shame
o No Money for service, housing, and child-care
o Not educated in legal system
o Undocumented victim
o No knowledge or available resource
o Intimidated by the process.

By providing sensitive appropriate services, survivors will develop healthy connections, learn to make positive choices and feel deserving of healthy and loving relationships. They will have hope for a better and safer life. They will have access to resources.

Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. *(1,000 character count limit)*

IIn the aftermath of abuse, survivors benefit from compassion as they heal and rebuild their lives. WIN empowers survivors by discussing safety planning strategies, connecting them with resources and advocating on their behalf. Once taking that initial step to leave an abusive relationship, women still need support to transition into self-sufficiency. We provide this through advocacy, and education, employment contacts and assistance in dealing with the legal system. Program to include/and not limited too:

- Advocacy – advocate on behalf of victim with cultural and language appropriate services
- Education - Provide 6 week session classes that will provide education regarding cycle of violence, DV, safety plans and additional outside/resources
- Crisis Response – Safety assessment, emergency shelter, intake
- Case Management
- Shelter – Emergency and Transitional
- Provide referrals to psychologist, state agencies, DV Hotline, YMCA, VLSH Volunteer Legal Services Hawaii, pro bono attorney

B. Describe the proposed plan

1. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(2,000 character count limit)*

WIN's commitment to the long-term stability of the women we serve, distinguishes us from other programs. We believe the true bridge to success is not limited to a punch list of short-term accomplishments but leads to the long term thriving of these individuals and families.

Using an eclectic approach with evidence-based, best practices and culturally relevant material, curriculum and philosophy, WIN plans on using materials from a variety of sources which include, "Seeking Safety", "Risking Connection", Trauma-Focused material, resources from respected agencies, as well as other material that the staff has found helpful that help to illustrate the power and control wheel, the cycle of violence, reasons a victim might stay in an abusive relationship, education around rights, building up self-esteem, the effects of trauma on children and victims, understanding trauma, PTSD and other accompanying mental health disorders and other relevant material.

WIN will also assist survivors in identifying and strengthening their psychological ability to deal with the multiple and complex issues they face in accessing safety, recovering from the traumatic effects of domestic violence and other abuse, and rebuilding their lives and helping survivors to increase their support systems of both formal and informal resources.

Taking a trauma focused approach in working with clients will allow staff to understand the dynamics, reactions, difficulties and issues that the survivor might have, as well as help the staff to normalize, empathize and create hope for the survivor.

Stopping the violence is good for business. Domestic Violence has cost economies and companies millions of dollars in lost time medical care productivity etc. In the U.S., the cost of Domestic Violence to the economy is estimated at $8.3 billion a year.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

PERFORMANCE INDICATORS/OUTCOME MEASURES

Women In Need is a non-profit organization that is committed to ending the cycle of domestic violence. WIN will assist 25 survivors during the project period. Our goal is to provide culturally sensitive specific services to the underserved survivors of domestic violence in Hawaii. We are dedicated to empowering underserved women and their families to stay free of violence and abuse in all aspects of their life. In our goal towards the elimination and prevention of the conditions that perpetuate violence against women and children, our objectives are:

1. To increase encouragement for victims by advocating on behalf of them with cultural and language appropriate services.

2. To increase the safety of the underserved victims through safety assessments, safety plans, and intake services.

3. Increase access to services for victims by providing a continuum of safe care.

4. Increasing community collaboration by referring to psychologist, state agencies, DV Hotline, YMCA, VLSH Volunteer Legal Services Hawaii, and pro bono attorneys when applicable.

The time frame for this project is 12 months. All Performance indicators and measurement will be completed within the one year beginning upon issueance of notice to proceed.

1. To increase encouragement for victims by advocating on behalf of them with cultural and language appropriate services.

- Provide (25) underserved adult female survivors advocacy with regards to their own cultural per case files
- Provide 100% of underserved adult female survivors who need or request access to language interpreter services per language form
- Provide (25) underserved adult female victims culturally and linguistically specific resources and services that address the safety, economic, housing, and needs of survivors domestic violence, dating violence, sexual assault, or stalking, including emergency assistance per attendance records and case notes

2. To increase the safety of the underserved victims through safety assessments, safety plans, and intake services.

- Provide (25) safety assessments to underserved adult female survivors per assessments

- Develop a safety plan for each women participating in program (25) plans per written safety plans in case files

3. Increase access to services for victims by providing a continuum of safe care.

- Provide 12 skill-building classes to survivors within 1 year per attendance records
- Provide at least 6 of individual service contacts per woman per attendance records and case notes

4. Increasing communinty collaboration by referring to psychologist, state agencies, DV Hotline, YMCA, VLSH Volunteer Legal Services Hawaii, and pro bono attornies when applicable.

- Provide at least 70% of those participating referrals within 1 year per referral forms kept in individual case file..

3. Provide an action plan to achieve the stated measureable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

To increase advocacy for survivors:

- We will serve racially, ethnically and culturally diverse populations.
- WIN will provide interpreter services to clients free of charge and have access to interpreter services
- WIN will provide resources and services that address the safety, economic, housing, and needs of survivors including emergency assistance
- WIN utilizes a culturally sensitive and trauma informed approach when providing support and advocacy services to survivors. This facilitates survivors' increased access to physical and emotional safety, economic resources, basic needs and legal protections.

To increase the safety of victims through safety assessments, safety plans, and intake services:

Leaving an abusive relationship can be intimidating and difficult. There can be a lot of mistrust, suspicion, fear and reluctance to open up and ask for help. Taking a trauma-focused approach with clients will help both staff and clients begin to develop a positive working relationship. Each survivor's services will be individualized, as each survivor will have different needs.

- WIN shall screen and assess the appropriateness of the survivors and children for its services. An intake packet has been created for the purposes of screening domestic violence survivors and appropriateness for our program dependent on space, geographical location, and services needed.
- WIN has procedures to ensure that every client gets the same level of attention. This also includes screening assessments, resources and referrals, safety planning information and shelter rules to review with prospective callers.
- WIN will provide safety assessment, safety plans, advocacy, shelter and resources free of charge. During case management, other financial resources can be explored such as job training, government assistance and other subsidies/income.

Increase access to services for victims by providing a continuum of safe care:

- The supportive classes offered by WIN will consist of 6 sessions. WIN provides classes

with "rolling admission" meaning that clients may join at any point in the class schedule. When clients complete the 6-week class, they will learn all parts of the curriculum, regardless of when they enroll in the class.

- In addition to the classes, WIN will provide weekly domestic violence support groups, life skills classes, individual meetings with advocate or case manager, and other services as required.
- Our clients will develop healthy connections, learn effective interpersonal communication, peaceful conflict resolution skills, learn to make safe and choices and feel deserving of healthy and loving relationships.
- They will have access to resources, which is important, as victims of domestic violence are usually isolated, unaware of resources or help available, or lack access to services and advocacy. They will have knowledge of their rights as abused victims and learn

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

Our program will provide domestic violence advocacy support services to survivors. Adopting a trauma-informed approach to domestic violence advocacy means attending to survivors' emotional as well as physical safety. Just as we help survivors to increase their access to economic resources, and physical safety, using a trauma informed approach means that we also assist survivors in strengthening their own psychological capacities to deal with the multiple complex issues that they face in accessing safety, recovering from the traumatic effects of domestic violence and other lifetime abuse, and rebuilding their lives. It also means ensuring that all survivors of domestic violence have access to advocacy services in an environment that is inclusive, welcoming, destigmatizing, and non-retraumatizing. Activities include but are not limited to collecting information for intake and to determine eligibility, developing safety plans, assessing lethality, identifying barriers and activities to remove barriers, providing emotional support, explaining program services, domestic violence education, life skills education, and developing or reviewing a service plan.

Services for survivors is labor intensive. The funds requested are mainly for direct services.

WIN's Executive Director will provide approximately 20% of time to direct services in the form of crisis management and prevention, facilitating classes, service plans and individual counseling.

The Residential Services Director will provide approximately 30% of time to direct services and is responsible for service plans, crisis prevention and management, classes and group sessions.

Case Manager will provide approximately 50% of time to direct services and is responsible for assisting clients with referrals, social security and welfare application processes.

Facilitator will provide approximately 50% of time to direct services and is responsible for the groups, classes, and documentation of all client contact and progress, conducting workshops providing referrals to outside services, and assisting the Residential Services Director with crisis intervention and management

Admin Staff

Executive Director – Responsible for the program and oversees staff. Will allocate approximately 5% of time to this program

Operations & Grants Administrator – Responsible for Reporting. Will allocate approximately 3%

of time to this program

Intake Coordinator - Responsible for the preparing folders, intake for clients, support for direct service staff. Will allocate approximately 25% of time to this program

Consulting or Subcontract -
HiHR for payroll services. Cost is based on time allocated to this project ($1079 per month) - $1079 per month 25% =* 12 months = $3235.62

Other Costs
Office Rent – Cost is based on time allocated to this project ($2800 per month) – $2800*12*25%= $8,400

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Timeline for programmatic events:

Month 1 thru 12 – holistic transitional housing assistance: advocacy, case management, resource referrals,
employment training, and supportive services to victims of domestic violence,
dating violence, sexual assault, and stalking

Client related services – this is a tentative time line – each case is unique:
Day 1 - Client referred/self-referred to the project – screen client; possible referral to emergency shelter
Week 1 -4: Client meets with advocate for service plan, safety plan, advocacy, resources, case management.
Client meets with lawyer for consultation and TRO if necessary. WIN Staff members will also consult and collaborate with each survivor's support team to include case managers, psychiatrist, psychologist, therapist, CPS case manager etc to ensure effectiveness of services is provided.
Month 1-12: Advocacy component includes education on domestic violence awareness and education, self
protection, transitional plan; resource referral and children concerns, collaborations with other service agencies
• Self-sufficiency, finding residence, job security, employment
• Advocacy transition to help with transition, substance abuse treatment with HHHK
• Court Appearance, dates, filing
• Advocacy, case management follow-up and evaluation and outcomes.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

WIN has extensive experience in working with the homeless, domestic violence, substance abuse, and individuals reentering our community from prison. The program has a proven track record of assisting individuals and families through a holistic set of services. Services are

tailored to the needs of each individual based on 20 years of service experience. Three of WIN's most current projects:

1. WIN Bridge to Success - Seven hundred and forty-two women and children have been assisted in the WIN Bridge to Success Transitional House since opening in 2007 on Oahu and Kauai. Each year the facilities serve an average of 60 women and children. Many lives were transformed. Women received guidance and the tools to help them change the direction of their lives and their children's lives. In the past year 32 women completed GED, or job training; 47 completed substance abuse treatment; 19 transitioned off of welfare, and 25 transitioned into permanent housing.

2. DV Advocacy Services - Grant in Aid (GIA) - Date awarded 3/2014; WIN served 56 survivors during project period. The objectives and goals centered on domestic violence, domestic violence recovery, case management, advocacy and classes. Of the 56 clients that Women In Need has worked with over the past 13 months, 21 have completed the entire course, 25 have started classes. 9 of the clients that completed the course continued to attend classes at least 10 times after completion. Each survivor developed a safety plan and network to reach out to.

Extension of DV Advocacy Services – Grant in Aid With added funding our goal was to combat Domestic Violence through advocacy, case management, education and help lead our clients to self-sufficiency and healthy relationships. We are certain that we accomplished that and more! WIN estimated that we would serve 12 survivors. During the project period we served 18 unduplicated survivors; 15 started 6-weeks DV classes; 42 (duplicated) received case management; 22 (duplicated) received advocacy; 7 received referrals and 1 survivor obtained employment. WIN exceeded the number of clients we projected to serve in all areas except for employment. We fell short by one client.

3. WIN with IOP (Intensive Out Patient Treatment) - Approximately 45 individuals have received IOP treatment through the ADAD grant. The participants were able to gain sobriety and learn skills that allowed them to remain sober. Approximately 60% completed treatment and 77% reported no drug use at the 6-month follow-up.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

WIN is perfectly poised to successfully carry out this proposed project. Since our inception In 1996, we have been providing services to victims of domestic violence. We operated our Domestic Violence Advocacy program for TANF recipients as a subcontractor of Child & Family Services for five years. Through this program, we provided classes in Parenting, Domestic Violence Awareness, Life Skills, as well as, crisis intervention, and outreach services. We increased services to our DV program with funding from the Office of Violence Against Women (OVW) to provide culturally and linguistically sensitive services (CLSSP) to survivors for a two-year funding period.

Again with OVW funding, WIN is preparing to open Pu'uhonua Program which will offer

survivors who are currently homeless as a result of fleeing a domestic violence situation transitional housing and support services for up to 24 months. With this program we will leverage funds to help survivors needing transitional shelter.

Our staff is experienced in providing culturally specific services to victims and survivors of domestic violence. Our staff knows how to respond to crisis situations, understands the actual nature of the crisis, assess the survivor's situation, and implements effective listening skills to determine the best support system for the survivor.
Our agency has long practiced trauma informed care with our clients, providing the safety, understanding and empathy that is essential to survivors of domestic violence to begin the path to healing. We provide culturally and linguistically sensitive services, advocacy, mentoring, educational support and referrals to help them stabilize and help them achieve self-sufficiency. With 20 years of empowering clients, we have the experience and understanding to help our multi-stressed individuals and families. As we know, many of the challenges that survivors experience are associated with other social difficulties.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

The plans for future support include grants from Department of Human Services, Community Development Block Grants, Department of Housing and Urban Development, Office of Violence Against Women, charitable foundations, fundraising efforts, and corporate sponsors.
WIN currently manages several governmental and private foundation grants. WIN has received funding from Kauai Drug Court, G.N. Wilcox Foundation, Community Block Development Grants, Atherton, HMSA, Department of Human Services, Homeless Programs Office, Child and Family Services and local donations.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

WIN has been providing services to women since 1996. We have a proven track record of assisting clients through a holistic set of services. Based on 20 years of service to domestic violence victims, WIN has tailored services according to the needs of survivors of sexual assault, domestic violence, dating violence, and stalking.

WIN Staff has the following qualifications: extensive background in domestic violence as a an advocate or as an instructor; knowledge of dynamics of domestic violence and how it affects the family, friends, work and community; training in several domestic violence areas including prevention, crisis intervention and collaboration with all the domestic violence shelters.

Our office is located behind St. Timothy's Church at 98-939 Moanalua Road, Aiea HI 9670. The office has 3 rooms, 2 offices and a half-bathroom. Two of the rooms is set up to hold groups, private counseling/advocacy, and assessments. The facility has accessible parking for consumers and is close to major bus lines providing maximum access for the majority of clients.

WIN operates two transitional homes on Oahu and one on Kauai. This upcoming year with the assistance

of OVW, WIN will open our first transitional home for survivors of domestic violence.

WIN continually solicits funding from local, state, and federal agencies. In addition to funding, WIN holds a fundraiser yearly. WIN Board of Directors are instrumental in developing strategies and acquiring program funds. WIN is active in seeking funding opportunities from government agencies, local foundations, and the community through donations to help support the community needs.

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APPENDIX A: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2018

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. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	WorkNet, Inc.
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Prison Re-Entry Employmennt Project (PREP) with WorkHawaii, Hawaii Correctional Industries & Union Local 5

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

WorkNet, Inc. was founded in 2000 with a mission to insure community safety by providing managed transition of inmates from prison to sustainable living. Hawaii Correctional Industries (HCI), a division of Public Safety, provides vocational training, WorkHawaii is a statewide job resource and Local 5 has certified vocational training at the Junior College level. WorkNet is grantee.

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

Inmates are leaving Public Safety who are homeless, unemployed, and suffering mental health or substance use problems. They have the highest return rate and are most likely to be on the street. WorkNet provides a wrap-around program of certified vocational training, criminal behavior change, job placement and case planning. 25 years of experience documents a proven record of recidivism reduction.

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

This grant will provide 126 institutional and community-based felons with 100 hours of programming and services during the performance year yielding a prison return rate of 20% compared to state rates of 42%. 36 will be in the CARE project for females and 90 will be HCI inmates headed to community furlough. Priority enrollment goes to homeless, substance abusers and the mental health diagnosed.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $13,889	☒ District 2 $13,889	☒ District 3 $13,889
☒ District 4 $13,889	☒ District 5 $13,889	☒ District 6 $13,889
☒ District 7 $13,889	☒ District 8 $13,889	☒ District 9 $13,888

H. Total Amount Requested (Minimum of $25,000 / Maximum of $125,000):	$125,000

I. Type of Grant Activity (pick ONE category that most reflects Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☒ H. Public Service – Other (describe): Inmates who are Homeless needing jobs, housing, treatment and/or transition services.	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

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: Charles B. Williams, Jr.
Executive Director

11/14/16
Date

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem / issue, and target population are effectively validated. The description must include how the public services target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate income areas.

1. Provide substantive data and other quality information to show the issue is a priority need of the community. *(3,000 character count limit)*

Based on data from Public Safety and the Inter-Agency Council on Intermediate Sanctions, the state of Hawaii has approximately 4,500 inmates housed in the state and another 1,500 in a private mainland prison. More than 1,400 of these inmates are released every year and almost 800 of them are released on Oahu. Many are under court probation or Hawaii Paroling Authority supervision. More than 200 of them have reached their maximum term ("maxed out") in prison and therefore have no supervision. These individuals have the highest return rate (50%) and are most likely to experience homelessness, addiction and unemployment. To compound the problem, Public Safety does not have a capability to prepare exit plans for these individuals. Some members of this population are released without money, jobs, housing or a plan to re-integrate them into society with supervision and support.

Those without housing will be added to the ranks of the homeless who now occupy our parks, beaches, underpasses and other public spaces. Their distinction is having a history of criminal behavior that places those around them at greater risk if they become desperate and lack resources. In some instances, they are sex offenders who are unregistered because they are unsupervised. Some are mentally ill but with no discharge plan lack required medications or a case manager. All offenders, even those under supervision, represent a significant threat to public security and safety if left without resources. It is critical that those with special needs are provided with case management and appropriate prescriptive referral to services. Adding prisoners to our homeless population is dangerous.

Most challenging, every ex-offender faces the specter of unemployment. A study by the Center of Economic Policy and Research in 2010 found that a criminal record decreases the chance of hire from 90% to 40% once it becomes known to an employer. Several studies have confirmed that a criminal history makes an employment search 2 to 3 times longer and the resultant salary 30% less than those with a clean record.

Current articles in the press have confirmed what existing data has shown: our local jails and prisons are releasing non-violent drug offenders and mental health detainees who may lack housing, or jobs in the community. The President has released 6,000 such inmates with about 150 coming here. Releasing dozens of homeless prisoners adds dangerous fuel to our volatile homeless problem. This program directly addresses the most needy portion of this population with proven programming before and after release, run by experienced staff.
Finally, no issue has had more public outcry than furlough "walk-away" escapes. The work of our agency directly engages these very inmates in a developmental program before they enter furlough. Our previous City funding has a track record of success dealing with this problem. This funding will expand that capability and leverage additional funds through matching.

2. Provide a thorough analysis of the community's priority need / problem and its impact on the community. *(3,000 character count limit)*

Citizens and neighborhood residents should be able to rest secure knowing that our streets, parks and beaches are safe places for themselves and their children. Public perception is now

otherwise and so are facts. Our public safety has been compromised and overrun by a flood of homeless vagrants. Current State policy for the past 2 years has been to reduce the population of Hawaii homeless visible to tourists and residents. This was done by moving those who are willing to shelters. It has suppressed but not reduced the need for offenders with criminal histories to be assisted with special services.

The local corrections policy of reducing mainland prisoners has resulted in a larger percentage of individuals released with shorter stays in re-entry and furlough programs. This has created a larger pool of released inmates who lack sufficient preparation to succeed in community living. A significant portion of these inmates must be released because their terms are over. If the inmate is not going to Parole with a Parole Plan or Judicial Probation with a Probation Plan, there is no formal discharge plan, allowing needy or unprepared inmates to slip through the cracks.

The end-of-term felons are in the highest risk group to return to prison with only a 50% chance of staying free over a year. This is largely due to the lack of planning and service provision to this population. WorkNet Prison Re-Entry Employment Program (PREP) is a process of vocational development, personal preparation, discharge planning, transition management and community integration for inmates leaving the correctional centers of our island.

Without such an intervention strategy prior to inmate exit, there would be no way to provide urgent transition needs (like housing, medication or hygiene) once the inmate is on the street. State officials cite jurisdiction over inmate needs stopping at the prison gate, so any community services must be provided by outside agencies. These agencies must make their own service plans (even the Parole Board) with little or no input from Public Safety. The lack of shared information on client services creates "silos" where important information on the service plan is sequestered.

PREP provides unified assessment, service planning and case management especially suitable for high risk ex-offenders before they leave the correctional facilities serving long periods of confinement. These services are cross jurisdictional, inter-agency efforts that allow for joint case management but are guided by a program facilitator until case objectives are met. This proposal funds such a project packaged as a criminal rehabilitation program using a strategic consortium of agencies; providing vocational training with work experience; and, doing job placement with personal development to restore human capital. Lives are changed, society is made safer and resources are re-purposed from expensive incarceration to productive rehabilitation.

Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. *(1,000 character count limit)*

This activity serves 120 inmates inside correctional institutions and in the community. Participants are identified and referred by Corrections staff 6 months before release. For the 88 HCI participants WorkNet provides a 24-hour curriculum of developmental training called LifeStiles® Self-Change and a 14-hour course of Self-Directed Job Search. For those in the CARE project at the Women's Community Correctional Center (WCCC), a gender specific version of LifeStiles® is offered for 24 hours with an additional 14 hours of Community Transition training and up to 48 hours of craft time.
This proposal includes the expansion of the craft production to male inmates during the program performance period. Craft items produced by inmates are made available to the public at planned events and craft outlets. Proceeds are distributed to inmates. Community participants continue with job placement, housing and transition services. Participants are followed up for 1 year in the community.

B. Describe the proposed plan

1. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(2,000 character count limit)*

This proposal underwrites a program began by WorkNet in 2007 at the Women's Community Correctional Center. We created a comprehensive program of therapeutic training linked to transition services called "LifeStiles". WorkNet ran the project with no outside funding from 2012 to 2015 when we received a Legislative Grant-in-Aid. In early 2013, the program began to focus on women who were leaving the facility without discharge plans. They reached the end of their sentences and some were released without money, jobs or housing.
Yet, their needs included identity restoration, mental health treatment, substance abuse treatment, trauma remediation and medication management. Like these women, our male clients were being released with none of these barriers being addressed.
Without income from family or outside support, they are destitute upon release. They cannot buy hygiene items or food or get food stamps without an I.D. We began to research ways we could help them be more successful as they enter the community.
Our model had proven successful in preventing inmates from returning to prison. Our record for recidivism was 12% compared with 42% for the corrections system. We connected with Hawaii Correctional Industries (HCI) to improve our model so inmates could earn money and learn a trade while incarcerated. We formed a partnership with HCI to address the vocational development of the inmate seamlessly connected to community transition services in the same program. This allows our project to engage the inmate up to 6 months before release and a year in the community. This is the best model to reduce recidivism.
This proposal improves on our practice by adding strategic partners WorkHawaii and Local 5 Hotelworkers Union. WorkHawaii is the WIOA One-Stop job center serving Laumaka/Module 5, the largest inmate furlough center in the state. Local 5 has the largest certified vocational training site in the state.These partneships significantly augment services for our clients.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

The PREP initiative (1) serves 120 emerging offenders who are also homeless, mentally challenged, jobless or substance abusers as verified by Public Safety records; (2) provides crime reduction in neighborhoods as measured by program recidivism rates; (3) spurs economic development of participants by tracking jobs and earnings derived from program participation; (4) contributes to victim restitution through documented deductions from deposits; and (5) documents significant savings to taxpayers by comparing program and system recidivism rates.

We have a methodology to demonstrate how these outcomes directly benefit grant purposes. Our pledge is to draw 90% of the project enrollees from the city target groups identified here. Service to homeless and other needy groups is indicated on the program intake form and as a part of the assessment and service planning documentation of the agency. We also gather ethnic, education and work experience data on that form.

Crime reduction can be measured by recidivism rates which are the percentage of inmates that return to prison after one year of release. This figure is accurately documented through records from Public Safety, Parole or independent on-line sources such as Vinelinks. We are projecting a return rate of 20% of our graduates over the course of a one year period which begins the day of their release.

The economic progress of our participants is measured by their earnings from direct craft sales or employment they gained through PREP activities. We have a standard employment placement form detailing placement supported by original. Craft sales must be strictly recorded for accurate payment to inmates and restitution. We project a 90% job placement rate for eligible (non-disabled) graduates. We project 20% of participants will earn revenue directly from program craft sales.

Restitution payments from inmates are processed by Public Safety. These payments are mandated by the court and collected automatically by Corrections officials. All money placed on inmate accounts has a 25% withholding sent directly to the Restitution Commission for every affected inmate. Tracking this payment is then a simple function of the payment records we keep for every inmate sale. We estimate the amount of these sales to average $60.00 for participating inmates. We will report this data as a finding of this grant.

We can readily predict taxpayer savings by comparing program recidivism to state figures. According to official sources, state recidivism rates currently hover around 48%. Our projection is a rate of 20%. Since the cost of incarceration in Hawaii is about $51,000 annually, we estimate saving taxpayers by preventing 34 more inmates returning to prison than the state among our 120 population. When we multiply 34 times $51,000, we get $1,734,000. That is the amount of taxpayer savings created by this grant.

3. Provide an action plan to achieve the stated measureable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Our plan is already activated. We have agreements with HCI for work habituation, One Stop Center operator WorkHawaii for co-located community space and hotel union Local 5 for certified vocational training. WorkNet PREP services link criminal behavior training before release to job placement and transition services after, with one year of follow-up. Our LifeStiles® Inventory creates an Individual Development Plan that will be shared by all agencies.

We will serve 120 offenders per year both inside and outside correctional facilities on the island of Oahu. 88 will be recruited at Waiawa Correctional Facility (WCF) for men and another 32 will be served at the Women's Community Correctional Center (WCCC) in Kailua. Enrollees are provided a 44-hour curriculum of Self-Directed Change and 14 hours of Self-Directed Job Search in the men's program. For women, there are 44 hours focused on personal development, 14 hours in transition programming and 48 hours allotted to hand crafts. Each participant receives the following services:

Assessment: Upon intake, a complete assessment begins with the WorkNet LifeStiles™ Inventory to determine transition needs for successful re-entry. Our proprietary instrument determines criminal risk, vocational needs and work preferences, and produces a customized Individual Development Plan (IDP).

Self-Directed Change classes address barriers to social integration and teach life management skills. Offenders are referred 3 to 6 months before release. This module provides

a 44-hour curriculum consisting of Criminal Values, Problem Solving, Behavior Management. and Goal Setting.

Self-Directed Job Search prepares offenders for gaining and maintaining employment in a 14-hour module followed by intensive on-line job search. Sessions include restoring I.D. documents; completing on-line job applications; digital resume production; and interview skills. WorkNet assists offenders to restore all documents needed to secure drivers' licenses, including driver prep training and a car for licensing.

Using the LifeStiles® Inventory, each participant is given a customized course of development with each agency having a role. The Individual Development Plan (IDP) results in a Discharge Plan for each participant. Each plan is shared among partner agencies with a designated assignment. The role of HCI is to provide inmate work experience while paying a wage for inmate participation. Under HCI rules, the inmate must have, or work on, a High School Diploma, assuring the skills needed for vocational upgrades.

WorkHawaii provides a community location accessible on foot from furlough housing at OCCC containing 300 beds. It is an excellent resource with training rooms, computers, state employment and Federal Inmate Bonding services. Local 5 union provides industry certified state courses in a wide range of skills needed for the hotel industry. We have a special agreement for offender training.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

The budget provides for 4 staff positions in direct services and two part- time positions in administrative functions. This staffing meets grant guidelines providing an administrative budget less than 13% of the requested grant amount. Each position is essential to the function of the program and is allocated sufficient time to meet the specialized needs of the projected population of enrollees. Deploying the same staff and personnel pattern at 100% utilization of each staff member, the agency served more than 300 individuals in the performance year between July 2014 and June 2015 using 4 full time and one half time equivalent positions.

This grant request serving 120 offenders falls within 40% of our agency performance profile based on the same service design as proposed here. Having staff on board actively serving clients allows us to begin on short notice. We are fortunate to currently operate a preceding program with City GIA funding that has prepared us for this assignment. One position has already been added to the current staffing as the half time Artist Consultant/Trainer, adding on-site presence for hands-on artist training. We have 400 consultant hours available for subject matter trainers. Hours will be used for classroom trainers and art specialists in the CARE project. This expands our staff capability and improves quality at the same time.

WorkNet has designed the PREP initiative to maximize efficiency using a crew of cross-trained specialists all capable of stepping into the classroom to train, then stepping into the community to assist in various customized transition services. This approach provides professional assessment, training and development activities inside prison with linkage to prescriptive services in the community as our agency has provided for more than 25 years.

Community partnerships with HCI, WorkHawaii and Unite Here! Local 5 bring together a Public/Private team focused on vocational development, job placement and skill retention. The group provides a continuum of services critical to the needs of emerging offenders. The results are measurable in cost/benefit terms.

The cost returns of this budget can be compared with other programs using a per enrollee cost.

The amount of the current budget request ($125K) divided by the number served (120) yields a cost of $1,042 for each participant. We project a recidivism rate of 20% for this program. Comparing this outcome to state performance (48%), 58 State offenders would return but only 24 would return from our program. Our 34 more inmates who remain out for a year save tax payers $1,734,000 ($51,000 per year x 34). These are true and achievable goals.

We achieved these results with real inmates who are being redeemed in society rather than returned to prison. This budget proposed investing $1,000 per inmate and saving $50,000 in annual prison costs for every one that stays out one year. This grant is an investment in our community and those returning to society.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Dates presented here are for planning purposes. Operational calendar dates will be set when an award is made. This Schedule follows the program plan to achieve grant outcomes.

(1) PRISON RE-ENTRY EMPLOYMENT PROGRAM (PREP): SELF-CHANGE PROGRAM
(Specific dates and topics may change.) Takes place Inside Correctional Facilities.

DATES	WEEK	SESSION
10/2/17	1	ORIENTATION / COG SKILLS INVENTORY
10/04/17	2	ATTITUDE / THINKING SKILLS REVIEW
10/9/17	3	NEEDS AND WANTS
10/11/17	4	DREAMS / GOAL SETTING
10/16/17	5	HOW WE THINK: EXERCISES AND ASSESSMENT
10/18/17	6	PROBLEM SOLVING
10/23/17	7	BRAINSTORMING AND STRESS MANAGEMENT
10/25/17	8	THE STRESS CYCLE AND COPING SKILLS
10/30/17	9	THE REALITY MODEL AND NATURAL LAWS
11/1/17	10	THE CRIMINAL CONTINUUM
11/6/17	11	AM I A CRIMINAL? / ASSESSMENT REVIEW
11/8/17	12	I'M NOT THAT BAD, AM I?
11/13/17	13	THE RECIPE FOR CRIME
11/15/17	14	THE INTERACTIVE JOURNAL
11/20/17	15	UNDERSTANDING THINKING ERRORS/
11/22/17	16	THE THINKING REPORT INTERVENTION /

11/27/16	17	REPLACEMENT THINKING
11/29/17	18	FORECASTING A CRIME-FREE LIFE
12/4/17	19	ASKING THE RIGHT QUESTIONS
12/6/17	20	CASE STUDIES IN CRIMINALITY
12/11/17	21	CASE STUDIES IN THINKING ERRRORS
12/13/17	22	TEN GOOD HABITS / PROGRAM WRAP-UP
12/18/17	23	GRADUATION, CERTIFICATION

(This component repeats each calendar quarter inside the correctional facility.)

(2) PRISON RE-ENTRY EMPLOYMENT PROGRAM (PREP): SELF-DIRECTED JOB SEARCH

2 hour sessions, twice a week. Takes place at Furlough sites and in the community.

DATES	WEEK	SESSION
1/4/18	24	LIFESTILES® INVENTORY*
1/6/18		INDIVIDUAL DEVELOPMENT PLAN REVIEW
1/11/18	25	PRE-EMPLOYMENT I.D. CHECKLIST
1/13/18		CHECKING: Warrants, Fines, Fees, Child Support
1/18/18	26	APPLYING FOR DOCUMENTS
1/20/18		WARRANT AND FINE CLEARANCE
1/25/18	27	PERSONAL DATA PROFILE
1/27/18		RESUME
2/5/18	28	FILING THE APPLICATION
2/7/18		APPLICANT DATA SHEET
2/12/18	29	MOCK INTERVIEW
2/14/18		SETTING UP E-MAIL ACCOUNTS
2/19/18	30	INTRO TO COMPUTER JOB SEARCH
2/21/18		CREATING ON-LINE RESUMES
2/26/18	31	HOW TO JOB SEARCH ON-LINE
2/28/18		SELF-DIRECTED JOB SEARCH
3/1/18	32	JOB SEARCH CONTINUES UP TO EMPLOYMENT

*LifeStiles® Inventory may be administered earlier than furlough if internet access is available.

(3) CONTINUING CARE/AFTERCARE (IN PRISON AND COMMUNITY):
This is a continuing class that extends participation to allow for case management, transition management and outreach to other service providers. The Individual Development Plan is

edited and distributed in this component.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

WorkNet, Inc. has provided Cognitive/Behavioral Training, Self-Directed Job Search and Transition Services for offenders since 1989 as a private practitioner in Hawaii. A selected history of the work of the company in the field of Offender Services can be found in the Company History below.

YEAR	CONTRACTOR/CONTACT	SERVICE
1989	Department of Corrections Joanne Gisselquist, Ed. Coord.	WorkNet Program Offender Employment Training
1992	Hawaii Ecumenical Housing, Inc. Tom Perkins, Exec. Dir.	Hale Kai (Pier 41) Shelter Self Sufficient Homeless Shelter
1993	Chaney, Brooks & Co. Aaron Chaney, President	Nakolea Shelter Management Single Room Occupancy Housing
1994	Homeless Solutions, Inc. Terry Brooks, Exec. Dir.	Nakolea Housing Homeless Program Management
1995	I.H.S. Debbie Morikawa, Exec. Dir.	Pre-Employment and Life Skills Homeless employment development
1996	Hawaii Parole Authority Anthony Commendador, Exec. Dir.	WorkNet Supportive Living Residential Life Skills Training
1997	WorkHawaii Rolanse Crissafuli, Exec. Dir.	Project COPE Entrepreneurship for Ex-Offenders
2000	Hawaii Paroling Authority Max Otani, Administrator	Cognitive Skills for Parolees Employment Specialist
2001	Department of Corrections Maureen Tito, Education Dir.	Laumaka Work Furlough Facility Job Placement and Training
2003	Waiawa Correctional Facility Milton Kutsubo, CPSA	LifeStiles Cognitive Skills Program Cog Training, Transition Services
2005	Department of Public Safety Larry Hales, CPSA	Project Bridge at Laumaka Job Development and Placement

2006	Department of Public Safety Carrie White, Education Sup.	OCCC Annex I & Mauka Transition Management Services
2007	Department of Public Safety Maureen Tito, Education Dir.	Women's Corrections Center Cognitive/Behavioral Transition
2008	Hawaii Paroling Authority Max Otani, Administrator	Community Employment/Transition Job Development and Transition
2009	U.S. Federal Probation Office Felix Mata, Chief	Offender Job Prep and Transition, Assessment, Training
2010	U.S. Justice Department Allison Thom, Administrator Pre-Trial Services	Offender Training and Assessment Pre-employment Preparation, Placement
2011	Office of Hawaiian Affairs Clarisa Hironaka	WorkNet CAFÉ Culinary Arts for Ex-Offenders
2012	Department of Public Safety Maureen Tito, Education Dir.	Certified Solar Energy Training Green Reentry Offender Workforce
2015	State of Hawaii Grant-in-Aid	CARE Project Cognitive/Voc Art Program
2016	City and County of Honolulu Pablo Venenciano, Monitor	CARE Project Prisoner Transition

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

WorkNet, Inc. began as a program at Oahu Community Correctional Center in 1989 under the current director's leadership. It had the objective of increasing inmate employment by working with the population prior to release from lockup. This model has been followed more than 25 years creating cutting edge programs since that time. We applied the approach of beginning services prior to release, using the practices of vocational rehabilitation, principles of offender risk/needs management and direct service delivery in the community as hallmarks.

Since that time, each of these protocols has become an example of best practices in the field. We are now the largest offender service agency in the state with consistent service levels exceeding 300 of the approximately 700 released on Oahu yearly.

The agency has been a consistent early adopter of evidence based approaches and has led the field of community based agencies in dedicating its services to offenders. The capability of the agency to provide consistently positive outcomes rests in the training and development achieved by staff members. Director Chas Williams has a specialized Bachelor's Degree in Urban Problems. He is certified in Motivational Interviewing; the Level of Service Inventory-

Revised (LSI-R, the most widely used indicator of inmate recidivism); is credentialed as an Offender Employment Specialist and Workforce Development Specialist by the National Institute of Corrections (NIC); is state certified as a Cognitive Skills (Criminal Conduct Remediation) curriculum developer by the Inter-agency Council on Intermediate Sanctions; and is the only individual from Hawaii selected to serve on the staff of NIC as a national trainer in the Offender Employment curriculum.

Warren Tang, Offender Service Specialist, is certified to administer the LSI-R; is trained in Motivational Interviewing; is a State Certified Substance Abuse Counselor; is a NIC certified Offender Employment Specialist; is certified as a Cognitive Behavioral Trainer by the University of Cincinnati;and has more than 8 years of experience as a trainer in Criminal Conduct Remediation.

Stephanie Camilleri, Women Service Specialist, has a Master's Degree in Family Counseling; has operated and managed programs of Domestic Violence in Hawaii and on the mainland; has extensive experience in Child Protective Custody issues; has extensive experience training and counseling individuals in Anger Management and Relationship Therapy; and, has managed programs of Cognitive Behavioral Change for women for which she both developed curriculum and provided training.

Ruby Menon, Project Manager, has a Bachelors' Degree in Human Resources Development and an MBA; has created Workforce Development Programs for homeless and offenders; and has extensive expertise in technology applications in human service. She currently serves as Special Projects Manager for the agency.

We are offender service professionals.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

This project has excellent sustainability prospects because it has diverse sources of support built on a grass roots foundation. The operating agency has a 25 year track record of creating replicable startup programs such as Waimanalo Weinberg Village. We are applying for City funds for only the second time for a higher quality program. We have been funded by the state legislature in FY15 for this program and we intend to file for 2017 as well.

Our public/private partnership with Hawaii Correctional Industries (HCI) has strengthened capabilities for private funding and we were awarded an Atherton foundation grant in October 2016. Due to HCI being a quasi-private organization attached to Public Safety but not funded by it, outside grants with a non-profit expands the use of taxpayer dollars.

Partnership with HCI provides WorkNet with a source of matching funds. That allows us to apply for other funding such as the Office of Hawaiian Affairs. OHA has solicited funding over $6 million for which we are qualified to serve Hawaiian offenders. OHA project activities begin July 2017. Second Chance federal funding is available in grants for Re-entry totaling $60 million dollars as announced by the Department of Labor.

Additional funding is available through Justice Reinvestment Funds. We are developing grant requests to trusts, foundations and charities who can support our cause. Once underway, we will be eligible for funding for arts education, prisoner re-entry and public event support for our

gallery shows.

In addition to these sources, our sustainability is built on a social entrepreneurship model that pays participants to make products that provide revenue for the program. This is based on the Inmate Craft Law just passed. We are now discussing business arrangements to market HCI products on our website. The revenue supports the individual, supports victims and helps pay the cost of the program. This project as a win-win-win for all involved.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

The efforts described above have already begun. The agency Director and Special Projects Manager have already visited the Director of Public Safety, the Senior Staff of the Hawaii Paroling Authority, the Warden of the Women's Community Correctional Center, the state Director of Corrections Education, the Case Management/Education staff at OCCC and the Director of the Laumaka Furlough Center.

We have brought onto staff an Artist Consultant/Trainer who will provide instruction, supervision and direction over the creation of the hand-crafted items made by inmates. This instructor is experienced in using the craft time to build pro-social skills and patience in the inmates.

Additional contacts have been made with significant stakeholders. All identified stakeholders have communicated participation. The owner of the Namea Gallery in Ward Warehouse has accepted the work of our women at WCCC. The gallery has become a partner in promoting inmate art to the public. We used donations of materials for this effort. One donor alone bequeathed supplies worth more than $10,000 including craft machines, tools, supplies and manuals. We do not expect a profit, but we are supporting women by putting money on their accounts.

We plan to engage many members of the public to raise revenue through events with gallery hosts, special sales, internet offerings and joint sponsorship with Hawaii Correctional Industries. WorkNet cites these efforts as an example of our capacity and resourceful spirit to further our mission.

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APPENDIX A: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2018

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. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Young Men's Christian Association Of Honolulu
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	YMCA Of Honolulu - Kalihi Branch "Future Opportunities Assessment and Exploration Program"

D. 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 a healthy spirit, mind and body for all. Every year, the YMCA serves 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

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

The YMCA will combat poverty in the community by providing a Future Opportunities Assessment and Exploration Program for youth involved in substance abuse, homeless, incarcerated or on probation, and children of single or incarcerated parents. We believe by increasing and developing access to education and career pathways, youth will have opportunities for a better economic and social future.

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

100 youth as described in section E above will participate in the Future Opportunities Assessment and Exploration Program where they will develop:
-A pathway to college/higher education opportunities
-An understanding of their personality, gifts, strengths, and talents
-An understanding of Career/Employment opportunities based upon personality and strengths

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1 $	☐ District 2 $	☐ District 3 $
☐ District 4 $	☐ District 5 $	☒ District 6 $62,500
☒ District 7 $62,500	☐ District 8 $	☐ District 9 $

H. Total Amount Requested (Minimum of $25,000 / Maximum of $125,000):	$125,000

I. Type of Grant Activity (pick ONE category that most reflects Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☒ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

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

November 10, 2016
Date

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem / issue, and target population are effectively validated. The description must include how the public services target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate income areas.

1. Provide substantive data and other quality information to show the issue is a priority need of the community. *(3,000 character count limit)*

Youth involved in substance abuse, on probation, incarcerated, homeless, or children of incarcerated or single parent homes are more likely to be disadvantaged in their ability to achieve post-secondary education and career paths that leads to a better future. Though there is considerable upward mobility in the United States, disadvantages for Pacific Islanders and Native Hawaiians are also more difficult than it is for other ethnicities in Hawai'i (OHA et al. 2010). Research shows that the abuse of alcohol and substances, incarceration, homelessness can have long-term effects on poor decision making, the breakdown of family, and access to education, health and career opportunities. Drug use among youth is especially debilitating in communities with lower income levels and fewer social and educational resources for youth, increasing their risk for legal problems and poorer economic and social outcomes as adults.

Research on Positive Youth Development and the real opportunity for youth to become productive future workers and potential leaders identify parental educational achievement and high school and college degrees as critical educational credentials impacting the ability of youth to fully integrate into the work force and into civic life as young adults. In school, family, and community profiles for Districts 6 and 7 (Kalihi, Salt Lake, Aliamanu, Makiki, Aiea, Liliha) developed by the U.H. Center on the Family and the HI State DOE, youth attending public schools in those areas provided the following information on two important indicators related to school connection and employment opportunities: (a) youth 16-19 years of age not in school and not working, and (b) adults with bachelor degrees or higher. Important educational achievement indicators for future success in obtaining employment and careers were obtained from the Strive HI School Performance Report 2015-16: (a) school graduation rates, and (b) students enrolling in college within 16 months of graduation.

- Not in school/not working16-19yr olds: State (8.6%); Farrington (12.3%); Moanalua (8.1%); Aiea (5.7%); Radford (6.0%); Roosevelt (5.6%); McKinley (10.7%)
- HS Graduation rate: State (82%); Farrington HS (71%); Moanalua HS (95%); Aiea HS (90%); Radford HS (87%); Roosevelt HS (79%); McKinley HS (81%)
- Going to college: State (62%); Farrington H.S. (58%); Moanalua H.S. (77%); Aiea HS (61%); Radford HS (65%); Roosevelt HS (80%); McKinley HS (66%)
- Adults in community with bachelor degree or higher: State (26.2%); Farrington (12.3%); Moanalua (27.4%); Aiea (29%); Radford (24.6%); Roosevelt (40.5%); McKinley (24.9%)

2. Provide a thorough analysis of the community's priority need / problem and its impact on the community. *(3,000 character count limit)*

Residents in Districts 6 and 7 experience higher unemployment, per capita income is less than the State average, and higher usage of welfare and food stamp assistance. In family and community profiles developed by the U.H. Center on the Family, youth attending public

schools in these areas provided the following information on indicators related to family, school, and community factors that validate important challenges to supporting healthy adolescent development.

	Civilian Unemployment	Per Capita Income	Food Stamp Assistance
State :	6.3%	$21,526	13.2%
Farrington area	8.6%	$14,634	26.9%
Moanalua area	4.7%	$21,321	5.5%
Aiea area	4.6%	$24,655	6.5%
Radford area	7.8%	$16,471	4.3%
Roosevelt area	4.5.%	$28,964	6.5%
McKinley area	9.2%	$20,754	17.3%

Relatedly, a significant number of youth experience challenges in remaining connected with their schools, becoming truant or dropping out, leading to disconnection from employment and career opportunities as they transition to early adulthood. This challenge applies to youth using and recovering from substances, and those experiencing difficulties remaining in school due to lack of resources from families in low income or poverty ranges, including youth kept at home and missing school in order to care for younger siblings so parents can work, or unable to attend college due to lack of financial resources.

School failure and the inability to develop employable skills and attitudes contribute to unemployment, increased demands on public services, criminal involvement and unsafe neighborhoods. Failing to successfully address these problems also present an increased risk of continuing an intergenerational cycle of socioeconomically disadvantaged individuals and families experiencing debilitating health, behavioral, and economic issues.

Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. *(1,000 character count limit)*

The Kalihi YMCA will offer the Future Opportunities Assessment and Exploration Program to youth who are identified as children of incarcerated parents, incarcerated or on probation, homeless, substance users/abusers, and children of single parent homes. The program will help youth identify their personality traits, gifts, and strengths. Once identified, youth will gain an understanding of which Career/Educational path best suits their traits and strengths. By setting a pathway to achieve future educational/career goals, youth will gain hope and motivation to prepare themselves to achieve meaningful education and/or employment. The program will also connect youth to school and community resources and ensure exposure to enrichment opportunities that build leadership and nurture their gifts, talents, and interests.

B. Describe the proposed plan

1. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(2,000 character count limit)*

The Future Opportunities Assessment and Exploration Program has been chosen for this initiative because it will provide opportunities for youth who are at risk for disconnection from employment and educational opportunities at a critical time in their development - adolescents transitioning to early adulthood. They have reached this key stage facing substantial barriers: poor financial resources, insufficient education, and no work experience. They also lack community-based resources to reconnect them back on track to school, jobs, or advancing to higher education and future careers.

This program effectively addresses the needs of the targeted communities because it provides a comprehensive approach developed over many years of gathering evidence on what works with youth, including best practices that work in communities where diverse and disadvantaged populations reside, experience economic and social deficits, and lack the resources to create positive changes. The Kalihi Y approach embodies a community-based perspective: understanding and respecting the place where the youth and his/her family come from, the multiple cultures that exist there, and the physical environment of their community. Further, this approach involves recognizing and building on the gifts and strengths of each youth, understanding the need for trusting relationships challenged youth require, and providing activities that are culturally relevant and responsive to the socioeconomic backgrounds of youth.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

The Kalihi YMCA is applying for the C & C GIA in order to offer the Future Opportunities Assessment and Exploration Program to youth. This program will provide youth the opportunity to examine ways to improve their socio-economic status, identify Career/College Opportunities, as well as, improve their development in social, emotional, cognitive, and behavioral competencies.

FUTURE OPPORTUNITIES ASSESSMENT & EXPLORATION PROGRAM OUTCOMES:

- 100 youth will register into program
- 100 youth (100%) will complete the Myers Briggs Personality Test
- 80 youth (80%) will complete Mapping of Strengths and Gifts Profile"
- 80 youth (80%) will participate in 2 Exploration of Opportunity Activities
- 50 youth (50%) will participate and complete Work Readiness Activities
- 60 youth (60%) will increase their knowledge of possible career or college paths and/or hidden talents, strengths, and gifts

The Future Opportunities Assessment and Exploration Program effectively address the needs of the youth in Districts 6 and 7 because:

- Alcohol & drug use are significant threats to adolescents in attaining successful developmental progression into adulthood.
- Youth in this community are faced with substantial barriers, such as: poor financial resources, insufficient education, and no work experience.
- With implementation of academies in the DOE High Schools, youth are having to decide at an earlier age what career and educational path to proceed in.

Through the Myers-Briggs Personality Test and the Beloved Communities Mapping of Strengths and Gifts, youth will learn their personality traits, gifts, talents, and passions so they can identify what career/educational path is best suited for them.

These outcomes are directly measurable through quantitative methods and align with GIA objectives as participants are adolescents in high school, and many are experiencing substance use or are involved in the judicial system.

3. Provide an action plan to achieve the stated measureable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

The Future Opportunities Assessment and Exploration Program will assist high school aged youth in assessing their strengths, gifts & talents to identify:

Outcome 1: 100 youth will register in the Future Opportunities Program.

Milestone: Each month from November 2017 to August 2018, 10 youth will register in the program

Outcome 2: 100 youth (100%) will complete the Myers-Briggs Type Indicator (MBTI) personality test.

Milestone: Each month from November 2017 to August 2018, 10 youth will complete the MBTI personality test

Outcome 3: 80 youth (80%) will complete Building the Beloved Community Mapping of Strengths and Gift's Profile

Milestone: Each month from November 2017 to August 2018, 8 youth will complete mapping of strengths and gifts profile through vision mapping and identifying strengths and gifts activities.

Outcome 4: 80 youth (80%) will participate in 2 Exploration of Opportunity Activity

Milestone: Each month from December 2017 to September 2018, 8 youth will participate in at least 1 exploration of opportunity activity. Attending College Camp, Job and College Fairs, College campus tours, and career guest speakers will take place to meet this outcome.

Outcome 5: 50 youth (50%) will complete work readiness activities

Milestone: Each month from December 2017 to September 2018, 5 youth will participate and complete work readiness activities (resume building, filling application, interview process)

Outcome 6: 60 youth (60%) will increase their knowledge of possible career or college paths and/or hidden talents, strengths, and gifts.

Milestone: In months April 2018 and September 2018, in each month, 30 youth will complete a pre and post survey on their knowledge of possible career and college paths and their hidden talents, strengths and gifts after attending at least 2 exploration activities.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

Administrative Cost:
Future Opportunities program is overseen by .35 FT Field Supervisor (FS) to ensure fulfillment of contract requirements/deliverables. FS supervises 1.50 FTE Youth Worker (YW) position. FS works in conjunction with Kalihi Y Exec. Director & Accounting Dept. to ensure compliance with C&C DCS guidelines & align with activities/goals of proposal. FS collaborates with community partners, utilizes referral/linkage resources & participates in inter-agency activities

Direct Service Cost:
.25 FTE FS works alongside YW's to provide service activities & co-facilitation of groups; interacting directly with youth to gather quality assurance & assessment data.
1.50 FT YW's provide individual/group direct services & activities.
Direct Service staff are required to maintain supporting documentation of registration/assessment data, services & outcomes.
In-Kind consultant services provided by Patrick Uchigakiuchi, Ph.D. includes training, curriculum development, & data analysis of Myers-Briggs assessment tool.
Other Costs related to desired Outcomes:
Supplies & Activities: The Myers-Briggs Type Indicator is a comprehensive assessment tool that will be administered to all 100 youth participants to identify their gifts/strengths and potential career & vocation path. The budget allocated for the assessment is $40 per MBTI X 100 participants = $4,000.

Education/Recreation Program Activities & Supplies are critical elements for successful delivery of services that are engaging, enriching & fun for youth participants. Grant activity focus is to provide a safe place for youth and families in District 6 & 7 who are experiencing Substance Abuse, Houselessness, and who are children of single and/or incarcerated parent(s). We feel this can be accomplished by providing the infrastructure for youth to congregate, interact with positive adult role models and engage in activities to broaden their horizons & enrich their lives. To accomplish this goal the following budget line items were thoughtfully included to align with scope of services for youth that participate in the YMCA Future Opportunities Program. Office/Telephone/Computer Supplies provide infrastructure for program operations; Educational Materials & Assessment tools help youth identify gifts, strengths & interests; Arts & Crafts Supplies; Community/Volunteer projects, Healthy Cooking/Snacks & fun-filled activities during Intersession breaks to keep youth actively engaged during non-school hours; After-School Drop-In to build relationships and attend Career/Guest Speaker presentations. Admission Fees & Program Transportation for College Camp at Atherton YMCA or Job/College Fair events & campus tours. Activities have specific costs as outlined in detail within Section III, however, a critical investment of the GIA cost proposal is in having staff that are committed to providing opportunities for youth to learn, grow & discover their potential & value as productive members of their community.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

The Future Opportunities Assessment and Exploration Program is proposed to run continuously for twelve months in Districts 6 and 7 through fiscal year 2017 to 2018.

Outcome 1: 100 participants will register in the Future Opportunities Assessment and Exploration Program. In each month, from November, 2017 through August, 2018, 10 youth will register in the program.

Outcome 2: 100 youth (100%) will complete the Myers-Briggs Type Indicator (MBTI) personality test. In each month, from November, 2017 through August, 2018, 10 youth will complete the Myers-BriggsType Indicator (MBTI) personality test.

Outcome 3: 80 youth (80%) will complete Mapping of Strengths/Gifts Profile. In each month, from November, 2017 through August, 2018, 8 youth will complete mapping of strengths/gifts profile.

Outcome 4: 80 youth (80%) will participate in 2 Exploration of Opportunity Activity. In each month, from December, 2017 through September, 2018, 8 youth will participate in at least 2 exploration of opportunity activity.

Outcome 5: 50 youth (50%) will participate and complete work readiness activities. In each month, from December, 2017 through September, 2018, 5 youth will participate and complete work readiness activities.

Outcome 6: 60 youth (60%) will increase their knowledge of possible career or college paths and/or hidden talents, strengths, and gifts. In months April 2018 and September 2018, in each month, 30 youth will complete a pre and post survey on their knowledge of possible career and college paths and/or hidden talents, strengths and gifts.

Please see Exhibit B for specific Outcomes and Timeline

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

Kalihi Y has provided programs in Kalihi-Palama and throughout Oahu for 69 years. During that time, Kalihi Y has been an acknowledged leader in the development of effective community-based programs and activities for teens at risk for serious behavior problems related to substance abuse, poor school performance and family problems. Addressing substance abuse issues with youth & families is a critical component directly related to achievement of the outcomes of the Future Opportunities Program. Kalihi Y has extensive experience in providing substance abuse prevention & intervention to address the underlying problem of substance abuse that seriously impedes school performance, physical and mental development and motivation to pursue a career path. Data below demonstrates the effectiveness of our programs in communities we propose to service through this GIA. The "abstinent" metric was measured at Follow Up, 6 months after discharge.

Outcome Measure	Completed Treatment	No Arrests Since Discharge	Abstinent At F/U
DISTRICTS 6 and 7			
Farrington HS	22/36=61%	23/28=82%	8/28=29%
McKinley HS	18/19=95%	20/22=91%	13/22=59%
Roosevelt MS	18/30=60%	24/29=83%	9/29=31%
Aiea HS	13/20=65%	1/2=50%	0/2=0%
Moanalua HS	18/20=90%	6/9=67%	1/9=11%

The Kalihi Y has also been recognized in the community for providing positive youth development programs for teens seeking places in their neighborhoods where they can participate in personally rewarding activities while engaging with positive adult role models and other peers with similar interests. The Kalihi Y has been able to accomplish this by working collaboratively with schools, other human service agencies, public housing tenant associations, the Honolulu Police Department, business associations and other groups throughout Oahu.

In the past year, 313 youth visited the Kalihi Y's Teen Center & participated in some of our positive youth development programs. Of these 313, 271 youth registered in the Ho`okupa`a Program and participated in classes & other projects to develop leadership skills, learn social responsibility and develop a healthy lifestyle. Here are some specific activities they were engaged in:

Outcome Objectives	# of Youth
Healthy Lifestyle activities including: -exercise -healthy nutrition	118
Education/Career Activity	240
Leadership	79
Community Service	148

The Kalihi Y has demonstrated the skills necessary to provide a community-based continuum of services that take into consideration the type of services and activities desired by the youth and assessed by our staff, ranging from positive youth development programs, to prevention programs for youth at risk for problem behaviors, to youth requiring outpatient community-based treatments, to follow-up programs for youth transitioning from our treatment programs who are ready to nurture and further develop gains made during treatment.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

The Kalihi YMCA has decades of experience in the communities we propose to serve through this GIA. In that time, our programs have demonstrated their impact on the growth of protective factors that have been found to significantly impact the reduction and elimination of substance abuse (Catalano, Gerglund, Ryan, Lonczak, & Hawkings, 2002). These protective factors include interpersonal skills, quality peer and family relationships, self-regulation of behaviors and emotions, problem solving skills, self-efficacy, and academic success. Kalihi YMCA programs such as our Ho`okupa`a Program, offer a chance to learn healthy living skills, take part in leadership opportunities, and participate in community service projects. All of the YMCA's programs include adult-supervised recreational activities during times such as after school, evenings, weekends, holidays, and summer vacation when at-risk behaviors are most likely to occur.

The Kalihi YMCA is located at 1335 Kalihi Street with satellite offices at the Leeward YMCA in Waipahu and at the YMCA facility in Waianae on Leihoku St. The facilities have computer resources, recreation and meeting rooms for youth clubs and organizations, a work-out facility in Kalihi and Waipahu, office space for staff, kitchens for group activities, and out-door basketball courts. In addition, the facilities provide teens with conference rooms to hold meetings or large activities, recreational areas for youths to gather, to talk story and hang out, have homework and tutorial time, and outdoor areas for sports and play. These facilities make it possible for Kalihi YMCA staff to effectively operate positive youth development program centers for teens in the community.

The Kalihi Y also utilizes the larger community as an extension of its program. We have been able to use facilities connected with the State, City and County and other community organizations to support youth activities. When appropriate, businesses may also be used as "centers," particularly those businesses that engage in job training or employment of youth in our programs. YMCA Youth Workers must know the community well and where youth tend to congregate. The Youth Worker must use his/her knowledge of the community in order to make opportunities available to youth.

Other YMCA facilities and programs on Oahu are utilized to support GIA activities. These include: Camp Erdman, situated on the North Shore of Oahu, that is utilized for youth activities because of its excellent ropes challenge course and the Atherton Y, which facilitates College Camp. College camp is a two week program where high school students stay in dorms and do activities which introduces them to college life. The YMCA of Honolulu's fiscal department also supports us through their oversight of the GIA budget.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

The Kalihi Y has established over many decades an ability to develop, operate and sustain comprehensive programs. Staff have come to see how important it is for adolescents to have quality programs available to them in the after-school hours. Staff have also seen that after school programs do not generate revenues sufficient to support operation. A realistic avenue of support continues to be city, state and federal government funds. Foundations can be a source of funds, but tend to be time-limited or for start-up of programs. Staff have to be diligent in identifying and applying to appropriate government agencies for funds. Our success is due to our commitment to stay focused on our core mission: to serve youth residing in low-income communities on Oahu who need access to structured, high quality after-school programs.

Funds from this GIA will support personnel and infrastructure development that will be sustained in future years through a combination of seeking new funds from other funding sources and fund-raising initiatives and developing new community partnerships and collaborations.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

The Kalihi YMCA is located in the heart of West Honolulu serving all neighborhoods in this highly diverse community since 1946. The Kalihi Y has served many other communities on

Oahu and has over 25 years of experience working with youth at risk for behavior problems related to substance abuse, poor school performance and family problems.

Over the past 3 years, the Kalihi Y has been funded through the C&C GIA to provide the Ho`opiko Project, consisting of Ho`okupa`a and Kauhale programs in Districts 6, 7, 8, 9, and 1. The Kalihi Y also has extensive experience in providing adolescent school-based substance abuse treatment services in Hawaii's public schools under contracts with the Department of Health, Alcohol and Drug Abuse Division (DOH-ADAD). The Kalihi Y has been working with ADAD for over 25 years in providing intervention and treatment programs to youth experiencing substance abuse problems.

Over the past eight years, Kalihi Y staff have developed a number of programs that target middle and high school youth between the hours of 2:30 pm to 7:00 pm Monday through Friday. Services and activities are also provided during the some weekends, school intersessions and summer breaks.

It has always been an essential part of the Kalihi Y's approach to provide current evidence-based practices that are effective in addressing complex behavioral, emotional, social, and relational issues among adolescents in Hawaii. Our success in achieving specified outcomes is demonstrated by the continued funding we receive through the RFP process with state agencies like DOH-ADAD and Family Court.

Government funding is crucial for the continuation of most teen programs. It is the intention of the Kalihi YMCA to continue to seek these sources of funding for the youth and families that are served through our programs.

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APPENDIX A: GRANT PROPOSAL
SOLICITATION NO. RGP-DCS-GIA2018

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. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Young Women's Christian Association
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Transitional Housing for Low-Income Women

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

Founded in 1900, the mission of the Young Women's Christian Association of O'ahu (YWCA) is "to empower women, eliminate racism and to promote peace, justice, freedom and dignity for all people." The YWCA helps women build economic independence by providing interview preparation, workplace skills development, financial literacy, small business coaching and housing.

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

The YWCA will help female ex-offenders reintegrate with the community. Staying at the YWCA Fernhurst up to six months, residents will establish behavioral and life skills they need to live independantly and not return to prison.

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

About thirty women will participate in the transitional housing program at Fernhurst, accessing 4,000 bed-nights and meals. Residents will participate in case management and counseling wellness education, life skills training, career development support and family strengthening.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1 $	☐ District 2 $	☐ District 3 $
☐ District 4 $	☒ District 5 $110,000	☐ District 6 $
☐ District 7 $	☐ District 8 $	☐ District 9 $
H. Total Amount Requested (Minimum of $25,000 / Maximum of $125,000):	$110,000	

I. Type of Grant Activity (pick ONE category that most reflects Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☒ H. Public Service – Other (describe): Female Ex-Offenders	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

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

11-9-2016
Date

Printed Name and Title:
NORIKO NAMIKI, CEO

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem / issue, and target population are effectively validated. The description must include how the public services target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate income areas.

1. Provide substantive data and other quality information to show the issue is a priority need of the community. *(3,000 character count limit)*

Hawai'i has almost double the national average proportion of women in prison. Women and girls are arrested at a much higher rate in Hawai'i than anywhere else in the United States, according to the Women's Fund of Hawaii website. The Women's Community Correctional Center (WCCC) on O'ahu is the only all female facility in Hawai'i, providing for the care and custody of about 270 female sentenced felons.

How did these women get here? Female offenders follow different paths to incarceration and have greatly differing needs from their male counterparts. The consensus in the field of re-entry is that the crimes women commit trace back to drug addiction, which is often related to past trauma. Women tend to use drugs to medicate psychological pain that, more often than not, has roots in physical, psychological or sexual abuse.

Very few women are convicted of violent crimes; rather, they are usually imprisoned for property crimes or drug offenses. A 2011 study by the UH Department of Sociology noted that about 12 percent of female parolees had been convicted of a violent crime, compared with 33 percent of all men imprisoned in Hawai'i and 43 percent of men in the mainland private prisons.

Looking back further, it is very common for female ex-offenders to have been raised in an environment in which drug use was commonplace. Female inmates tell of witnessing adult family members using drugs and/or drinking excessively. Their first exposure to drugs was typically through a family member or friend.

An overwhelming percentage of women in prison have been the victims of incest, child abuse, domestic violence and rape, according a 1997 study by Meda Chesney-Lind, Ph.D. They often become victims due to lack of education or employable skills. Women who are economically dependant on abusive or drug-abusing partners are more susceptible to crime involvement as they see few options to support themselves. Marilyn Brown found in 2006 that 54 percent of female inmates in Hawai'i did not graduate from high school, according to a paper in Critical Criminology.

In short, their life experience prior to incarceration involved living in poverty, poor educational achievement, lack of opportunity, lack of hope, and being horribly mistreated by people they knew and loved. As noted by WCCC Warden Mark Patterson when he began working at WCCC in 2006, "I thought, these women don't need punishment, they need a place to heal."

Warden Patterson spearheaded many reforms at WCCC, which were inspired by the ancient Hawaiian concept of pu'uhonua, a place of refuge, asylum, peace and safety. Once women leave WCCC, they have few options that provide a sense of pu'uhonua and the resources they will need to successfully reintegrate into the community.

2. Provide a thorough analysis of the community's priority need / problem and its impact on the community. *(3,000 character count limit)*

The vast majority of incarcerated women will be released from prison. What happens next can be a confusing, frustrating time if they do not have access to support and community.

Reintegration requires that ex-offenders are able to work, have a routine with daily meals, establish savings and experience a safe, clean place to live. Essentially, they must (re)learn the behaviors of how to live productively. These behaviors include getting a job, not engaging in illegal activity, and creating substantial social bonds. While they tend to avoid contact with former associates, they struggle to balance relationships with family members and romantic partners. Success depends on their ability to negotiate relationships with a balance of distance and respect, and form supportive bonds with other ex-offenders or recovering addicts.

Female ex-offenders are aware that they are caught in a cycle that is very difficult to break. Most have been incarcerated before, which suggests that incarceration alone is not a sufficient deterrent to recidivism. Nor is it efficient or economical. Andrea M. Leverentz, PhD. notes that "female offenders that are returned to the streets facing the same issues they faced when they were sentenced have little choice but to use the same survival tactics that precipitated their incarceration." (From a 2006 paper funded by the U.S. Department of Justice.)

Further, successful reintegration cannot occur unless women can meet their underlying need for support and healing from violent victimization, discrimination, and damage from their substance-abuse. Lacking this support, they are highly likely to revert to drugs and criminal acts to cope with those needs, which results in relapse and recidivism, as described in a 2001 UH School of Social Work paper by Lee Stein.

Women leaving prison, and their families, benefit significantly from participating in residential re-entry programs. These programs should utilize a trauma informed framework, which creates an appropriate environment for understanding some of the core issues at the root of an offender beliefs and behaviors.

Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. *(1,000 character count limit)*

The proposed Grant Activity is to help women transitioning out of prison to develop the social, life and financial skills they will need to build independent lives and not return to prison. This will be achieved through the provision of transitional housing for women who have completed the six-month re-entry/work furlough program at Fernhurst and have been parolled.

About thirty women will participate in the transitional housing programs at the YWCA Fernhurst, accessing 4,000 bed-nights in the 12-month grant period. In addition to case management and trauma-informed counseling, they will have bi-monthly educational and social activities (for a total of 24) and quarterly events to spend time with family members (total of 4).

Participants will benefit from this structured residential community that empowers women to set and accomplish attainable goals, build resiliency, learn to manage emotions, and make positive changes.

B. Describe the proposed plan

1. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(2,000 character count limit)*

The program follows a comprehensive gender-responsive and trauma-informed program model, developed by TJ Mahoney & Associates (TJM), which operated this program since 1992 (prior to the YWCA acquiring it this year). This approach was chosen because it comes from a place of empathy and compassion. The women in Hawai'i prisons are overwhelmingly victims of child physical, sexual abuse, domestic violence and other forms of trauma. The YWCA offers them an opportunity to address past trauma, learn new behaviors, develop social network and (re)establish familial relationships.

The YWCA acquired Ka Hale Ho`āla Hou No Nā Wāhine from TJM and secured the contract with Department of Public Safety in July 2015. The YWCA Fernhurst, at 1566 Wilder Avenue in Makiki, a beautiful home with fifteen rooms dedicated to re-entry and fifteen rooms for transitional housing. The first floor has a common/reading area, kitchen, dining room, laundry room, computer lab, lounge and offices. Residents may also spend time in the quiet outdoor patio area and community garden.

After a minimum of six months in the re-entry program and upon being paroled, women may apply for transitional as a stepping stone in their progress toward greater independence and a permanent home solution. Transitional housing will be the next step for many of Ka Hale Ho`āla Hou No Nā Wāhine residents in their journey toward independent living.

The YWCA is well-suited for this work, not just because of its facility, but also because of its experience in providing advanced supportive resources through our existing programs, such as the Dress for Success Career Center. We also have extensive networks, partners and resources to draw upon. Through these connections, program staff members connect women with resources to support their journey toward independence, which may include starting a career, learning a trade, going to school, joining a support group and reuniting with family members.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

The proposed outcome of providing thirty women with transitional housing aligns with the City Grants in Aid fund because this population is socially and economically disadvantaged. Women leaving prison who cannot access stable housing and support are vulnerable to homelessness and recidivism, which is detrimental to society as a whole.

In addition to meeting the basic needs of residents, this grant will help women build the social, educational and life skills that contribute to successful reintegration. Twice each month (for a total of 24 times in the grant period), residents will come together for meetings on topics such as education, life skills, employment, managing finances and housing. The significant benefit of these activities is not just knowledge gained, but it is the ability to build social networks, cultural competence, and self-confidence. There will be tangible benefits such as learning to write a

monthly budget or developing basic computer skills, but the greater advantage will be spending time with positive role models in a pro-social environment.

The final proposed outcome is to strengthen familial relationships by providing four quarterly outings for residents and family members to spend time together. Family outings may be a group excursion to Honolulu Zoo or riding a trolley to view the Honolulu City Lights during the holiday season. For women navigating the transition from prison to independence, family relationships can be sources of comfort and strain. Family members often bear resentment from years of neglect, hardship and frustration that come with addictions, offending and imprisonment. The opportunity to spend time together in an environment that is safe, neutral and enjoyable can provide significant healing benefit.

3. Provide an action plan to achieve the stated measureable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

This project will help low-income women, most of whom are female ex-offenders, transition to independent life in the community. Most will be moving to our transitional housing program after completing the six-month work furlough/re-entry program immediately following incarceration.

The YWCA will provide 24 hours-a-day shelter and living arrangements and on-site supervision of residents at Fernhurst. This is a safe, clean and sober residential setting in which residents are empowered to set and accomplish attainable goals, and through progressive practice, increase their resiliency, learn to self regulate emotions, and internalize positive changes. Residents will have opportunities to practice right choices and right living every day, and will be coached when they fail to meet their own as well as program expectations and/or personal goals.

Residents will work one-one with case managers and engage in monthly educational and social group activities and classes. Each resident has a comprehensive individual plan detailing their goals, activities, financial status and progress toward permanent housing. Utilizing a strengths-based approach, our gender responsive programming focuses on the specific and unique needs of female offenders. Each quarter, residents will participate in family strengthening activities, designed to (re)establish relationships.

In addition to case management and trauma-informed counseling, residents will participate in resources to build life skills, develop in their careers and establish positive lifestyle habits. These resources are:

- SEEDS – An initiative at Fernhurst to introduce and reinforce positive lifestyle habits that contribute to healthy brain functions. These habits involve Socializing/connecting with people, Exercise, Education/learning, Diet and Sleep.

- Personal Pathways - A guest speaker series that helps economically disadvantaged women pursue self-sufficiency. We are working with local speaker Gwen Fujie, who is certified to teach from Sam Horn's book, What is Holding You Back. Each participant receives a copy of the book as part of a workshop on a topic such as "The 6 C's of Confidence" and "Courage and Gratitude."

- Professional Women's Group (PWG) – A job retention and career development group that meets every month at the YWCA Laniakea to share a meal, network, listen to a guest speaker and participate in career and financial coaching. The goal is to get employed women to self-

sufficiency and to help them advance professionally.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

The proposed budget includes salary and wages for three staff positions: Fernhurst Assistant Manager (.80 FTE), Transitional Housing Coordinator (1.0 FTE) and Director of Economic Advancement (.30 FTE). The total expense for salary $85,400; tax and fringe is $21,481. There is an indirect allocation of $259 per month, or $3,118, which will be used for occupancy expenses at the residence.

Following is a breakdown of functions and services fulfilled by each staff member in support of the contract deliverables.

Transitional Housing Coordinator
- Complete orientation/intake with each resident
- Maintain an individual service plan (ISP) for each resident
- Assists with establishing and enforcing program and facility policies
- Support residents' transition to permanent housing
- Schedule monthly life skills events, secure speakers
- Chaperone all off-site activities and attend all on-site activities
- Coordinate and attend quarterly family outings
- Maintain communicate and coordination with WCCC
- Assist with daily operations of the facility
- Collect, manage and report data related to this contract
- Prepare and submit monthly reports

Fernhurst Assistant Manager
- Monitor occupancy and availability of space for incoming residents
- Help resolve conflicts and building a collaborative, safe environment
- Responsible for handling of resident property (including contraband and mail), proper documentation, and distribution upon program exit
- Actively work with referral partners to fill vacant beds
- Assist with establishing and enforcing program and facility policies
- Chaperone off-site activities, attend on-site activities, as needed
- Assist with coordination of family quarterly outings, as needed
- Oversee building maintenance and ground cleanliness, safety, and order
- Oversee the resident meal services program
- Support residents' participation with chores, housekeeping and landscaping
- Work closely with resident monitor(s)/security by providing on-going training and responding to needs and issues as they arise
- Ensures the building meets all health and safety compliance requirements

Director of Economic Advancement
- Facilitate partnerships, collaborations and new program initiatives
- Assess program regularly to ensure quality of service, efficiency of systems and safety
- Spend time with residents and staff members to maintain familiarity and identify areas for continuous improvement
- Report on program to CEO and Board of Directors

- Work with staff to respond to problems with contract and/or reporting

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

The following timeline of monthly and quarterly activities is a preliminary plan. Adjustments will be made based on availability of resources and the specific interests of residents.

Month 1
Visit to Dress for Success to learn about professional presentation and career attire
PWG Dinner and Topic: Professional Etiquette

Month 2
Guest Speaker on writing and managing a monthly budget, setting short- and long-term financial goals
PWG Dinner and Topic: Career Development/Possible Selves Theory

Month 3
Self-care activity such as yoga and/or meditation, discussion on wellness and stress management
Family Event: Trolley Tour of Downtown, Honolulu Hale Holiday Lights
PWG Dinner and Topic: Finance Domain

Month 4
Guest Speaker on educational opportunities including vocational training and financial aid
PWG Dinner and Topic: Education Domain

Month 5
Computer skills training including internet search, digital privacy and basic MS Office skills
Visit Patsy T. Mink Center for Business and Leadership to learn the ABCs of starting a home business, learn to supplement income through business such as childcare or making jewelry
PWG Dinner and Topic: Family Domain

Month 6
Visit YWCA fitness facility, take a class such as Zumba or water aerobics
Family Event:
Visit Honolulu Zoo and Diamond Head for hike
PWG Dinner and Topic: Health/Self-Care Domain

Month 7
Guest speaker on personal communication and etiquette, learn to interact well with others

Month 8
Cultural activity such as lauhala weaving or poi pounding to relieve stress, reconnect with other residents and sense of self
PWG Dinner and Topic: Individual Career Coaching

Month 9
Nutrition class about preparing budget-friendly, healthy meals

Family Event:
Visit Hawaii State Art Museum and Iolani Palace
PWG Dinner and Topic: Coaching Follow-Up / Review Budget and Financial Goals

Month 10
Community service project such as beach clean up as a way to contribute to the community
PWG Dinner and Topic: Giving Back / Community Service

Month 11
Guest speaker on rebuilding credit, managing money, planning for the future
PWG Dinner and Topic: Entrepreneurship

Month 12
Guest speaker on interpersonal relationships, managing conflict, communicating effectively
Family Event:
Recreational Day at YWCA Kokokahi with sailing, volleyball, games and swimming
PWG Dinner and Topic: Celebrate Strengths and Growth

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

The YWCA has an extensive track record of helping low-income women and families address the complex and inter-connected barriers to self-sufficiency. The women we serve may be female immigrants, including many for whom English is a second language, survivors of domestic abuse and/or female ex-offenders. Many experience multiple challenges, including lack of education, alcohol or substance dependency, childhood abuse, poverty, bouts of homelessness and other challenges.

Women may be seeking economic stability after a lifetime of welfare dependency. Some are building professional skills to move up and leave the stress of working multiple low wage jobs. Some intend to start a new business. The YWCA focuses in building income because it is the most basic building block of economic security for women. To borrow a phrase from the Half in Ten Campaign, the YWCA seeks to replace poverty with opportunity, and help each woman achieve success.

The organization addresses the needs of women – a stable home, a career and financial security – through innovative programs that engage each woman in her own success.

Low-income find numerous resources at the YWCA, in addition to the Fernhurst programs:

- The Patsy T. Mink Center for Business and Leadership, providing business services to about 800 women entrepreneurs annually, many of whom are socially and economically disadvantaged.

- Dress for Success Honolulu, providing gently used career attire to low-income women. Since 2002, more than 5,500 women have been "suited" for job interviews at our Dress for Success.

- Dress for Success Career Center, which helps low-income women find and keep good jobs and move up in the workforce. The Center has a fully-equipped computer lab where women

can work on their job search, create resumes and attend online trainings.

- Health and Wellness Programs serving over 2,000 people each year. From swim lessons for toddlers to weight training for seniors, the YWCA encourages every individual to achieve their personal potential, regardless of age, experience or physical ability.

Further, the YWCA has an excellent track record managing grants and contracts. In addition to City GIA, the following grants have been fulfilled in recent years:

- U.S. Small Business Administration, Office of Women's Business Ownership grant for $150,000 for the Patsy T. Mink Center for Business and Leadership. The fifth year of this multi-year contract began on October 1, 2016.

- Department of Human Services TANF Maintenance of Effort contract for $100,000 to help reduce dependency on government benefits for TANF-eligible families. The YWCA has renewed this contract each year since 2010.

- Hawaii State Legislature 2016 Grant-In-Aid for $300,000 to replace the Midkiff Gymnasium roof at the YWCA Kokokahi in Kāneʻohe.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

The YWCA has the leadership, administrative and resource capacity to accomplish this project. The organization owns and operates three facilities on Oʻahu, including Lāniakea, its downtown headquarters; Fernhurst Residence, a transitional home in Makiki; and Kokokahi in Kāneʻohe.

The YWCA program staff members are educated experienced, dedicated, ethnically diverse, and well-qualified employees, trained to provide quality services. Staff members providing direct services to individual clients will have degrees, backgrounds and/or experience in the fields of human services and/or criminal justice.

The YWCA Director of Economic Advancement, Ms. Kehaulani Coleman, will oversee the transitional housing program and overall operations at Fernhurst. Ms. Coleman has over 20 years of experience working with the economically-disadvantaged, especially Pacific Islanders and women. Her earlier work includes entrepreneurship training for Alu Like and Samoan Service Providers Association, and the coordination of the YWCA's Ways to Work Family Loan Program. Noriko Namiki, CEO, is the lead public face of the YWCA and will oversee all major contracts and projects. In her role as CEO for three years, Noriko negotiated the transfer of the work furlough program to Fernhurst, launched the Patsy T. Mink Center for Business and Leadership and oversaw several construction upgrades to YWCA facilities. (See attached resumes for lead staff members)

The re-entry program will be under the direct supervision of the program manager, Talia Cardines. This position is funded by the DPS contract. Ms. Cardines has ten years of experience with the program, so she is well-prepared to address day to day issues, while being

knowledgeable of overall DPS goals, priorities and restrictions.

The YWCA has access to a network of service providers and community resources that will support the project. We collaborate with numerous organizations to bring resources, trainings, referrals and services to our residents. Current collaborating organizations include UH Supplimental Nutrition Assistance Program-Education, Consuelo Alger Foundation, First to Work and Queen Lilioukalani Trust. We have a positive working relationship with the staff and leadership at the Women's Community Correctional Center.

The location of Fernhurst is highly suitable for the program, as it is located near the industry-rich areas of downtown Honolulu and Waikiki; it is on a major bus line, so residents can easily get to job interviews, employment, court appearances, medical appointments and other appointments related to their transition.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

The DPS contract supports the infrastructure at Fernhurst, providing funding for case management, occupancy, administration and security. We expect to continue this contract for the long-term. DPS does not, however, support transitional housing or the ancilliary support services outlined in this project. The YWCA will continue to pursue grants and collaborations to provide a comprehensive re-entry and transitional program.

Contributing to sustainability, residents contribute subsistence payments in the amount of twenty-five percent of their gross income. This is an integral part of our program because it promotes financial responsibility and money management. Residents establish a regular budgeting and savings plan, which enables them to build a fund that can be used to secure permanent housing upon release.

The YWCA has a small endowment and writes for additional grant to fund ongoing maintenance. Additional funding will be secured through individual donations and corporate support. The YWCA hosts Fernhurst tours to educate the community about these programs and cultivate potential donors.

The YWCA is developing social venture strategies that will enable earned income to support this program for the long-term. One concept is to create a commercial kitchen in which residents can create packaged items for resale, such as baked goods or candies. We are also exploring agriculture options the YWCA Kokokahi, our 11-acre site in Kāne'ohe. We envision a farming social venture through which residents will raise, prepare and sell locally grown vegetables and health-conscious food products. We have already begin planning garden areas and tree planting at Kokokahi.

Residents would be involved in all aspects of running the business, including sales, finance, marketing and operations. This would provide valuable work experience, while enabling revenue and sustainability for the program.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

The YWCA has a strong senior leadership team that will oversee ongoing contract compliance with DPS, while pursuing program and revenue growth. Noriko Namiki, CEO, will be

responsible for program oversight, communications, public relations and fundraising for this project. Jonathan Townsley, CFO, will be responsible for financial accountability, financial audits, compliance issues and contracts. He will also support the Fernhurst staff with security, safety, insurance and facility issues.

We have experience in social venture funding as well. Over the years, the YWCA renovated portions of its downtown facility, including the restaurant, event room and fitness center. Ongoing improvements have resulted in vibrant income-producing spaces that are accessed by the local business community while supporting the member services and mission of the YWCA.