

House District 14/15/16

Senate District 7

THE TWENTY-SIXTH LEGISLATURE  
HAWAII STATE LEGISLATURE  
APPLICATION FOR GRANTS & SUBSIDIES  
CHAPTER 42F, HAWAII REVISED STATUTES

Log No: 52-0

For Legislature's Use Only

Type of Grant or Subsidy Request:

GRANT REQUEST - OPERATING

GRANT REQUEST - CAPITAL

SUBSIDY REQUEST

*Filed* JAN 28 2011

"Grant" means an award of state funds by the legislature, by an appropriation to a specified recipient, to support the activities of the recipient and permit the community to benefit from those activities.

"Subsidy" means an award of state funds by the legislature, by an appropriation to a recipient specified in the appropriation, to reduce the costs incurred by the organization or individual in providing a service available to some or all members of the public.

"Recipient" means any organization or person receiving a grant or subsidy.

STATE DEPARTMENT OR AGENCY RELATED TO THIS REQUEST (LEAVE BLANK IF UNKNOWN):

DEPARTMENT OF HEALTH

STATE PROGRAM I.D. NO. (LEAVE BLANK IF UNKNOWN): \_\_\_\_\_

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:

KAUAI ECONOMIC OPPORTUNITY, INC

Dba:

Street Address: 2804 WEHE ROAD  
LIHUE, HAWAII 96766

Mailing Address: SAME

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name ALFRED NEBRE, JR.

Title YOUTH SERVICE DIRECTOR

Phone # 808 245-4077

Fax # 808 245-7476

e-mail keo@keoinc.org

3. TYPE OF BUSINESS ENTITY:

- NON PROFIT CORPORATION
- FOR PROFIT CORPORATION
- LIMITED LIABILITY COMPANY
- SOLE PROPRIETORSHIP/INDIVIDUAL

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

PURCHASE (2) 15 PASSENGER VANS TO TRANSPORT STUDENTS TO PARTICIPATE IN AFTER SCHOOL ILLEGAL SUBSTANCE RESISTANCE & PREVENTION AND UNDERAGE DRINKING PREVENTION PROGRAM ACTIVITIES AND TO RETURN SAFELY HOME.

4. FEDERAL TAX ID #: [REDACTED]

5. STATE TAX ID #: [REDACTED]

7. AMOUNT OF STATE FUNDS REQUESTED:

FY 2011-2012: \$76,000.00

8. STATUS OF SERVICE DESCRIBED IN THIS REQUEST:

- NEW SERVICE (PRESENTLY DOES NOT EXIST)
- EXISTING SERVICE (PRESENTLY IN OPERATION)

SPECIFY THE AMOUNT BY SOURCES OF FUNDS AVAILABLE AT THE TIME OF THIS REQUEST:

STATE \$ 0  
FEDERAL \$ 0  
COUNTY \$ 0  
PRIVATE/OTHER \$ 0

*[Handwritten Signature]*

MABEL FERREIRO-FUJIUCHI CEO

*1/27/11*

AUTHORIZED SIGNATURE

NAME & TITLE

DATE SIGNED

*ORIGINAL*

POS Proposal Application  
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**KAPAA MIDDLE SCHOOL**  
**Strategic Prevention Framework-State Incentive Grant**  
**(SPF-SIG)**  
**Underage Drinking Prevention Program**

**I. Program Overview**

A brief description of the applicant's background;

Kauai Economic Opportunity, Incorporated (KEO) is a private, non-profit community action agency incorporated in 1965 as a result of the formation of the National Office of Economic Opportunity and its efforts to eliminate poverty. For the past 45 years, KEO has provided a wide range of health, social service, educational, and employment services that help to alleviate the conditions of poverty and allow disadvantaged individuals and families to attain social and economic self-sufficiency. KEO currently administers and coordinates over 25 separate programs that target Kauai's low-income individuals and families. These programs include mobile homeless outreach services, emergency shelter, transitional housing, permanent supportive housing, childcare, mediation, after school drug prevention program, food service and nutrition, energy programs, emergency assistance and this year ARRA programs such as Homeless Prevention and Rapid Re-Housing.

As a private, non-profit agency, KEO has been able to operate with a reduced overhead and has been able to accomplish tasks that are difficult for government agencies. KEO has been creative in utilizing its resources, is cost conscious and maintains a high level of accountability of funds (stringent reporting requirements, contracts outside audits annually, and is periodically audited by the State of Hawaii).

KEO is currently providing an evidence based substance and drug abuse prevention program that began 4 years ago at Kapaa Middle School in the East school district of Kauai, and one at Chiefess Kamakahalei Middle School schedule to end in fiscal year. Based upon results from project-evaluation performed at regular intervals, the program has deemed to be successful.

KEO has recently received a grant award to conduct a program at the Kapaa Middle School (KMS) Life Skill Project, for **Underage Drinking Prevention**, it will serve grades 6 through 8, the major feeder school for Kapaa High School. Underage Drinking among students at KMS is well documented. Students are at higher risk of abuse during the unsupervised hours of 1:40 pm to 6:00 pm, the period when school lets out for the day and before student's families return home from work. The project's primary goal is to prevent and decrease prevalence of underage drinking & substance abuse among the target group, by providing them with protective skills and knowledge that last a lifetime. This project will also provide participants with substance abuse prevention and educational service based on the popularly known, and scientifically proven, intervention strategy known as ***Life Skills Training(LST)*** Program. The project will provide participants with an on-site substance abuse prevention educational services based on the ***Best Practice***, and ***Life Skills Training***, including ***Mediation*** and ***homework assistance*** services.

The program will involve a total of 20 students new students ages 12 – 14 years old students at Kapaa Middle School (KMS) and their families over a period of (1) One year, in (2) Two cohort

groups. An intensive approach to motivate the youth and families to participate, and maintain their interests throughout each year will be put in place. The project is designed to have comparison group study design that will provide systemic documentation for reporting and replication purposes. KEO has four (4) years of experience in administering the Botvin Life Skills Training Program. It has further been evaluated by a professional team.

**The East Kauai District** where Kapaa Middle School is located is home to almost 25,000 residents in the neighborhoods served by the Kapaa High School complex including Haena, Hanalei, Princeville, Kilauea, Anahola, Kealia, Kapaa, Wailua & Wailua Homestead . The median age of 39.8 is in the highest 20% of communities in the State, as is the percentage of senior citizens over the age of 65. A relatively high proportion of senior citizens, more than one-third live alone. The ethnic makeup of the residents in EastKauai is similar to the rest of the Hawaii except that Filipinos are found here in a higher proportion than 80% of the communities Statewide. Only about 18% of the residents identify themselves as Hawaiian or Part-Hawaiian, slightly less than the State average. The neighborhoods of East Kauai are relatively stable. More than 60% of the residents have lived in the same house for 5 years or more, and more people own their own homes than in half of all communities Statewide. The per capita income is about the average for the State, and the unemployment level is lower than State and County levels. Although this area ranks low for the percentages of adults who have high school diplomas or college degrees than 90% of the communities Statewide, and 3<sup>rd</sup> graders do better on the SAT math and reading tests than students from more than half of the other communities. The data for most other indicator of child and family well-being in East Kauai are similar to the State as a whole.(1)

KEO office has been located in Lihue for the past 14 years and was constructed through funding by the State and property leased to KEO for 20 years at no cost. Through an executive order from Governor Lingle, the property was recently turned over to the County of Kauai who in turned leased this and the adjacent property, which has been developed into a emergency shelter and transitional housing for homeless to KEO for another 20 years at no cost

## **GOAL**

The goal is to obtain funding to purchase (2) Fifteen passenger van to transport 30 students for KEO Underage Drinking Program at Kapaa Middle School. These vans will be used to transport students from school to program activities, swimming, canoe paddling & excursion around the East District and brought safely home. Without these vans, participation will be curtailed or none existent. With transportation, parents won't let their children participate in KEO After School Program. Parents are unable to pick up their children between the hours of 1:30 pm to 6:00 pm. We lack vehicle to transport students to activities & safely home.

**KEO is requesting a grant of \$76,000.00 to purchase (2) Fifteen passenger vans, at approximately \$38,000.00 each and to ensure that, the students can be served without disruption.**

## II. Experience and Capability

### A. Necessary Skills

Kauai Economic Opportunity, Inc, (KEO) is currently managing Two (2) programs 1 at Chiefess Kamakahelei Middle School called Drug & Alcohol Life Skills Training Prevention funded by Department of Health (ADAD) The second program is currently located at Kapaa Middle School and the program called Healthy Life Styles in our community and Teen Pregnancy Prevention. Funded by State Of Hawaii Department of Defense. Using Life Skills Training, all evaluation measures conducted on the project has consistently yielded very encouraging results that point to a successful program. Administering the KMS program has allowed KEO and its partners to broaden their knowledge and sharpen their skills in managing substance and drug abuse prevention projects.

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### B. Experience

Since 1992 and ongoing, KEO managed a Care-A-Van homeless service for individuals and families that include substance abuse prevention counseling to youth and a youth outreach project for residents in the three public housing communities on Kauai; [1] Hale ‘Ohana O’ Kapaa [2] Hui O’ Hanamaulu, and [3] Kekaha Ha’Ha’aheo, with the establishment of a Youth Advisory Council, and a substance abuse prevention education program in 1997. KEO and partners have the needed experience and possesses the skills and capabilities that are highly appropriate for the effective management of a substance use and drug abuse prevention and reduction program among the youth. Added to these is KEO’s familiarity with both the program and the target population. Note, that the proposed program is to be sited at Kapaa Middle School, the same site where the current Department of Defense project is being conducted. Kauai Economic Opportunity, Inc (KEO) employs administrative staff members who are well trained and experienced in administering state grants. Many of these employees have been with KEO for over ten years. The following list of state contracts provides evidence that Kauai Economic Opportunity, Inc, has the experience to manage a state contract for youth programs. This is KEO timeline of relevant experience:

1969 – 1971	Summer Youth: supplemented the County of Kauai Summer Youth Recreation Program.
1972	Youth Development: securing and establishing Teen Centers and Youth Development activities in Kapaa, Eleele, Lihue and Kekaha.
1973 – 1998	After School Care Program: Provided childcare service for low-income Families – children aged 5 – 12 years old.
1975 – 1980	Hui A ‘O tutorial project for culturally deprived. Which provided academic

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<sup>1</sup> State of Hawaii Census

assistance and cultural activities.

- 1988 - 1994 Language Arts Multicultural Program: Provide tutorial service for third and Fourth grade students at Kapaa Elementary School who were having Problems with traditional methods of teaching.
- 1992 – Present Care – A – Van homeless service for individuals and families including Substance abuse prevention counseling to youth.
- 2000 – Present Drug and Alcohol Prevention Program (After School Program @ Chiefess Kamakahelei Middle School under Ice Grant.
- 2005 – Present Healthy Lifestyles in Our Community and Teen Pregnancy at Kapaa Middle School. Funded by Department of Defense
- 2008 - Present Tobacco Initiation Prevention & Cessation Program. This program targeted Families with children and individuals participating in KEO Transitional Housing Programs that are at risk for tobacco use.
- 2008 – Present Junior Golf Program for Socially Disadvantage Youth from United States Golf Association. Which provided golf lessons for low income middle school aged youth.

### **C. Quality Assurance and Evaluation:**

The best practice, Life Skills Training Program, comes with an evaluation tool that will be used to measure the effectiveness of the after-school program that focuses on Underage Drinking use at the Kapaa Middle School including an education program to the youth's parents or families. The education program that both youth and parents will take part in, will allow them to gain a better understanding of the different issues involved in the prevention of **Underage Drinking**.

Monthly reports will be submitted by the program Director that will include: (1) the number of children registered, (2) daily attendance, (3) program activity log, (4) staff training activity, and (5) meeting agendas and minutes.

Client files will be maintained and updated as needed by the staff. A summary final report will be provided at the end of the school year. Additionally, a professional evaluator will administer pre and post surveys to assess changes in the participant's knowledge, beliefs, behaviors, and other outcomes. Plans to conduct both **Process & Outcome** evaluations will be followed and be a prominent feature of this proposal. This evaluation services will be conducted at regular intervals by a professional evaluator contracted by KEO.

### **D. Coordination of Services**

The **Program Director**, who will be exercising his functions under the direct supervision of the **Chief Executive Officer**, who will be responsible for KEO's role as the Lead Organization. He will take responsibility for the direct delivery of program components including: (1) administration (2) staffing (3) delivering the best practice Life Skills Training (4) tutoring and (5) structured social activities.

**Mr. Awohi**, the Principal of KMS is responsible for providing the physical space and on-site support. Additionally, the school will help market the program and assist in case management. Kapaa Middle school will also identify and refer students and their parents to be targeted in this project. It is also responsible for providing appropriate space onsite for 20 students and staff. Additionally, the school will provide both direct and technical support when there is demand for such service. Kapaa Middle School will also facilitate communications between the program, school staff and the families of the students attending the school.

The **Department of Health** will provide technical, advisory, and consultative assistance and increased knowledge of youth and their families about **underage drinking** as requested by the Program Director.

**Kauai Economic Opportunity, Inc**, has overall responsibility for the program as the Lead Organization. KEO is specifically responsible for the Life Skills Training. Mediation training, Education, program development and administration, staffing that including any legal issues and concerns that may arise.

**A Professional Evaluator** will provide assistance in program evaluation by administering pre and post test surveys to assess changes in participant's knowledge, beliefs, behaviors and other outcomes.

Primary management of the sub-contracts will be ensured through monitoring and coordination provided by the Program Director. Additionally, monthly meetings with key partners required to attend will assure compliance with agreements.

Partnership members worked with the highest degree of collaboration and performance to come up with what is believed to be a workable proposal in a very short time. Members of the partnership agreed to become full partners and contributing members in the coalition. The various agency representatives agreed to provide services to the program as needed. All partners acted quickly and decisively to respond to these opportunity to provide a vital service to Kapaa Middle School students and families. Each partner offered its resources and completed specific section of the proposal to create a complete package of services. We would also like to invite Boys & Girls Club and the Paxen Group to join our coalition.

With the assistance of Staff, KEO's Program Director will be responsible for creating and coordinating a detailed implementation plan. During the implementation phase of the program, the partners will prepare the site, hire staff, market the program, select participants, and schedule daily program activities. Activities will be coordinated by daily telephone and personal contacts and facilitated by monthly meetings attended by coalition members.

The point of contact for coordination of services with other organization will be KEO Program Director. He will be directly responsible for contacting each organization and ensuring that services are delivered as planned. Additionally, information meetings called by KEO with representatives from Kapaa Middle School, Professional Evaluator and the Department of Health will be a big boost in educating partners and directing efforts in the most effective and productive manner.

#### **E. Facilities:**

Primary facilities are located at Kapaa Middle School [KMS] one class room will be made available for purposes of program execution. KMS is approximately thirteen (13) years old and their facility is in excellent conditions and their physical locations are perfectly suited for the conduct of after-school programs. The classrooms are outfitted as typical middle school classrooms and are located close to restrooms, parking, and outdoor recreational facilities. Each classroom includes computers, storage and other educational aids.

KEO facilities adequately meet the American Disability Act (ADA) requirements: [1] Accessible to the handicapped; [2] Near bus lines, and [3] Meet all applicable building, zoning, health and fire standards.

Additionally, support facilities are available at the KEO administrative office located 20 minutes from the school on Wehe Road in the town of Lihue. The office offers and appropriate space for administrative operations. The office is outfitted with typical office machines, including computers, fax, and copy machine and telephone system. Staff in the administrative office will provide accounting and other support services.

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

#### **A. Staffing**

##### ***1. Proposed Staffing***

**Kaua`i Economic Opportunity, Inc.**, shall be responsible for staffing requirements and will employ a total of (3) Three staff members to the after-school programs at KMS. A full-time Program Director who will provide program leadership, supervision, and case management. The Director will be in charge of the project at Kapaa Middle School. (1) One part time Program Coordinator and (1) Part time Program Assistant.

The client/staff ratio is 16 to 2 for KMS project that can be further broken down into 8 to 1. This ratio allows for safety individual attention and one-on-one time for each student participant in the program. The ratio also allows for acceptable levels of staffing if one of the coordinators is absent.



The coordinators will report to the Program Director, who in turn reports to the Chief Executive Officer of KEO. Additionally, the Program Director is responsible for updating Coalition members with appropriate information relative to the program on a monthly basis.

The current organizational structure of KEO provides for an effective communications capability between line staff and top management that facilitates prompt feedback and corrective responses to needs and requirements of the program. The monthly reporting to the coalition instills a sense of belonging and involvement to partnership members and an appropriate opportunity for the group to interact with one another and also to respond to needs of the projects with dispatch and great effectiveness.

The Professional Evaluator, whose services will be contracted, will conduct program evaluation by the administration of pre and post surveys to assess changes in participant's knowledge, behaviors, beliefs, and other outcomes. The agency will also provide technical assistance, as well as advisory and consultative services as needed to the Program Director.

## ***2. Staff Qualifications***

The Program Director currently oversees the the following programs; Kapaa Middle School after-school program, Chiefess Kamakahahei Middle School Program, Tobacco Initiation Prevention & Cessation Program, Junior golf Program for Socially disadvantage Youths and 2 Early Learning Centers located in Kalaheo and Lihue. A function he has been performing since he joined the program 6 years ago. Program evaluations conducted under his administration has been consistently satisfactory, an indication of a good supervisory and managerial performance. The encouraging evaluation reports on the current program are testimonials to the capability of the Program Director to address drug and substance problems that face the youth at KMS. The Program Director will attend training programs that will be scheduled to further sharpen his skills and increase his knowledge about the proposed project. He holds a degree in Business Administration from the Kennedy Western University, a credential that further reinforces the skills gained from administering the CKMS-ADAD project. In managing the proposed program, the Project Director will share 25% to the projects.

The program director will be assisted by and equally experienced and hard working staff that consists of a Program Coordinator and a Program Assistant who continues to work at CKMS. Both of them have been with the program of 2 ½ years. The Program Coordinator will conduct Life Skills Training (LST) Assistant Coordinator will assist the Program Coordinator in conducting the LST program. Both of they have been providing both tutoring and homework assistance services to KMS students and will remain in the program until its conclusion in June 2011., at which time, they will have over 2 1/2 years exposure to program functioning and experience which they will carry over to the proposed program.

See attached job description for proposed staff

## **B. 1. Supervision and Training**

KEO currently employs 75 associates, the majority of whom are performing jobs at various project locations all over the Island. Over 45 years of experience as a community action program agency on Kaua'i, has molded KEO into a reliable source of high quality training and supervisory resources for its employees to benefit from. Implementing various substance and drug abuse prevention programs for over a decade, has given KEO the necessary experience and capability to provide an effective administrative direction to programs of this nature, which can be gauged by the success attained from these programs

## **2. Organization Chart (Program & Organization-wide) (See Attachments for Organization Charts)**

## **IV. Service Delivery**

Kapaa Middle School substance and drug abuse prevention and reduction program will be administered by KEO under similar project implementation guidelines. For the sake of brevity, we will call the project **Underage Drinking Prevention Program**.

The target population for this project includes all ethnic groups including Asian, Hawaiian, Filipino, Portuguese ancestry and there of Micronesian or Marshallese origin and Asian/Pacific Islander males and females in the age 12 -17 grades 6th through 12th grades who are at risk for substance abuse. Risk factors encompass psychological, behavioral, family and social characteristics. This often involves chaotic home environments, poor social coping skills, poor academic performance, negative peer pressures, and perceptions for approval of drug-use.

The target population includes youth within the community who are underserved and continue to suffer the social and economic hardships of society leading to underage drinking. Due to the lack of resources and more rural environment on Kauai, intensive research efforts have not been made to counter the high rates and contributing risk factors involved with alcohol consumption by minors.

**KMS Underage Drinking Prevention Program** will provide services to the 6<sup>th</sup> through 8<sup>th</sup> grade youths at KMS. The project will add new services to the East & North shore area that is currently underserved. Access to services will be facilitated through improved linkages with other organizations. While enrolled in the program students will receive **Underage Drinking Botvin Life Skills training**, homework assistance and Peer Mediation.

The project will use Botvin Life Skills Training, which is designed for middle school students and addresses the risk and protective factors, outcomes, and service gaps more accurately than any of the other models currently available. It is exceptionally flexible, easy to implement after initial training, and cost effective. Specifically, it provides: **[1] drug resistance skills**, enables young people to recognize and challenge common misconceptions about tobacco, alcohol and other drug use. Through coaching and practice, they learn information and practical ATOD (ALCOHOL, TOBACCO, AND OTHER DRUG) skills for dealing with peers and media pressures to engage in ATOD use **[2] personal self-management skills**, teach students how to examine their self-image and its effects on behavior; set goals and keep track of personal progress; identify everyday decisions and they may be influenced by others; analyze problem situations, and consider the consequences of each alternative solution before making their decisions; reduce stress and anxiety, and look at challenges in a positive light, and teaches **[3] general social skills** to youth in the middle school age bracket, to overcome shyness, communicate effectively and avoid misunderstandings, initiate and carry out conversations, handle social requests, and recognize that they have choices other than aggression or passivity when faced with tough situations. As a science-based program, **Underage Drinking Botvin Life Skills Training** combats the primary underlying causes of substance abuse.

Daily procedures of the program include: **(1)** Preparing daily lessons, **(2)** Preparing daily activities **(3)** Providing case management/monitoring as needed, **(4)** Providing tutoring and academic guidance, **(5)** Providing a nutritious afternoon snack, **(6) Underage Drinking Life Skills Program** materials, **(7)** Teaching teamwork and peer group skills in the classroom, **(8)** Providing social skills counseling through role playing and gaming, **(9)** Transport youth to their homes, and **(10)** Record daily events and attendance.

Other activities for the youth includes taking part in the “Adopt-A-Highway” project by picking up litter in designated areas of Kauai’s highways. They also serve in the Kauai Humane Society by caring for pets on a voluntary basis, and the Lihue Early Learning Center by assisting children learns how to read. They also participate in the Kauai Junior golf program. The students will also participate in:

- **Crafts** - Shell art, tie-dye, drift wood ornaments etc.
- **Water Safety** - KEO has establish a partnership for public training for water safety
- **Mediation** - KEO Peer Mediation & Mediation Program available
- **Energy Conservation** – Offering free energy conservation education, solar water heater, Heater systems, compact fluorescent lights and retrofit linear Fluorescent lights.
- **Recycling** - KEO has a recycling program
- **Community Farming** – KEO currently has a farm available for farming
- **Golf** – Access to golf professional, equipment & driving range
- **Library** – Resources & Computer training

When the program ends, some of the students decide to continue serving in these facilities as volunteer workers. Volunteer work keeps the youth occupied when they are at risk for substance use and drug abuse during the period when school lets out for the day and their parents arrive from work. Free transportation services are provided to all participants in the program to ensure

their participation in the program and that they return to their homes safely after program activities. Not providing transportation has proven to be a barrier to their participation in the after-school program.

KEO collaborates with several organizations that will contribute to the success of its programs. Currently, it operates an ATOD prevention for youth at the Chiefess Kamakahahei Middle School in central Kaua'i area. Although KEO is the primary contractor for services, the program is overseen by a partnership of agencies including the State of Hawai'i Department of Education, Chiefess Kamakahahei Middle School, Kapa'a Middle School. The project will operate in a similar manner with both CKMS and KMS administration and staff. Middle school staff will help select and refer appropriate students to the program and monitor their academic and behavioral progress at school. Program staff, school staff, and selected program participants will meet quarterly to review the program and its effectiveness

There is much support and research that gives strength to the Underage Drinking Life Skills Training Program. The program has shown its effectiveness nationwide and with the youth of Kaua'i. Using Life Skills Training Program as an integral component of this program will help build drug alcohol underage prevention resistance skills for at-risk youth on Kaua'i.

#### ***Process Evaluation Methodology:***

***Process Evaluation*** provides information on project planning, development, implementation, and coordination. This level of evaluation describes success, barriers, and the process by which the project is administered. A significant portion of the process evaluation of this project will include the assessment of one of the project's goal's to expand capacity of their current service delivery agreements and collaborative efforts with other community agencies. In order to conduct such an assessment, information will be collected on: [1] Outreach efforts, [2] Number of youths and families recruited, [3] Project staffing, including training, [4] Intervention characteristics and strategies along with its associated costs, [5] Utilization of the type and amount of services by participants, [6] Ability of the Project to meet the cultural and linguistic needs of the participants, [7] Involvement of the participants and the community in planning and implementation, [8] Participant's satisfaction with project services, [9] Program completion rate as well as dropout rates, and [10] Collaboration efforts with other organizations. The value in this type of information is that it provides feedback that guides the project as it evolves. Process data will be collected on an ongoing basis and submitted quarterly to the project Evaluation Coordinator.

#### ***Outcome Evaluation Methodology:***

In contrast to process evaluation, ***Outcome Evaluation*** is primarily concerned with the efficiency of a program – the attainment of measurable goals and objectives. In the proposed evaluation design, program effect can be detected at both immediate-term and longer-term levels by comparing the dependent variable scores ( immediate outcome and impact outcome variables ) between intervention and comparison groups after adjusting for pretest differences between these groups at posttest and 6-month follow-ups. The expected sample size is 20 for both groups across 2 cohorts over the course of a year. This is a rigorous methodology that has the capability to

establish casual effects of program effectiveness in preventing / underage drinking risk among the target population. Outcome data will be collected for both intervention and comparison groups at baseline, posttest, and 6-month follow-up measurement points for each cohort, and submitted quarterly to the Project Evaluation Coordinator (PEC).

This program has been designed to prevent **Underage Drinking** among the 12-14 year old grade 7<sup>th</sup> to 8<sup>th</sup> youth at **Kapaa Middle School** the expected outcome would be a significant reduction in risk factors and enhancement of protective factors among the target population. The mentoring initiative which is complemented by homework assistance services will go a long way towards helping youth in resisting pressures to use drugs and substances and improving academic performance in school. This will transmit into efficiently and effectively preventing and reducing substance and drug abuse in 40 young students at one project sites. An equal number of highly informed parents in **Underage Drinking** prevention, will be similarly educated through the Botvin Life Skills Training Program. The impact upon the community will be the creation of an environment that is safe, health and drug-free. See attachment for Table of Contents for **Underage Drinking Botvin Life Skills Training Program**.

Below is a table that notes the outcomes for FY 2010 - 2011

Sep 1, 2010 – Aug 30, 2011		Kapaa Middle School		Total
Will serve 40 students in 2 cohorts for one years. 20 Students in each coharts.		30		30
Total Student Will be Served 2010-2011				30

As the Community Action Agency on Kauai, KEO, Inc. is held to high standard of Performance and Measures consisting of 6 National Goals and 12 National Performance Indicators. In addition, to program specific outcomes, KEO’s performance is measured according to the National Indicators and Outcomes:

Goal 1. Low-income people become more self-sufficient. (Family)

National Performance Indicator 1.1 – Empowerment

National Performance Indicator 1.2 – Employment Supports

National Performance Indicator 1.3 – Economic Asset Enhancement and Utilization

Goal 2. The conditions in which low-income people live are improved. (Community)

National Performance Indicator 2.1 – Community Improvement and Revitalization

National Performance Indicator 2.2 – Community Quality of Life and Assets

Goal 3. Low-income people own a stake in their community. (Community)

National Performance Indicator 3.1 – Civic Investment

National Performance Indicator 3.2 – Community Empowerment through Maximum Feasible Participation

Goal 4. Partnerships among supporters and providers of services to low-income people are achieved. (Agency)

National Performance Indicator 4.1 – Expanding Opportunities through Community-Wide Partnerships

Goal 5. Agencies increase their capacity to achieve results. (Agency)

National Performance Indicator 5.1 – Broadening the Resource Base

Goal 6. Low-income people, especially vulnerable populations, achieve their potential by strengthening family and other support systems. (Family)

National Performance Indicator 6.1 – Independent Living

National Performance Indicator 6.2 – Emergency Assistance

National Performance Indicator 6.3 – Child and Family Development

For this project specifically, the National Goals and Performance Indicators are:

Keo After School Program will utilize the Community Action Programs Accepted Client Tracking Software to report outcomes for National Performance Indicators (NPI). The following is a list of outcomes indicators that will be reported under the Underage Drinking Prevention Program:

- NI 6.3B 1 Youth improve physical health and development
- NI 6.3B 2 Youth improve social/emotional development
- NI 6.3B 3 Youth avoid risk-taking behavior for a defined period of time
- NI 6.3B 4 Youth have reduced involvement with criminal justice system
- NI 6.3B 5 Youth increase academic, athletic or social skills for school success by participating in before or after school programs

The Shah Client Tracking Software also tracks participants' progress, outputs and outcomes and case management notes. In additionally to the Shah Tracking, each student has a "working" program file with corresponding case management notes and required documentation.

Below are the projected performance measures:

- Respond to the needs of communities about underage drinking and its relationship to substance abuse prevention.
- Develop, implement and evaluate curriculum or models of series that effectively address underage drinking, teen substance abuse and prevention, and family strengthening efforts.
- Coordinate services, resources and opportunities for at-risk and not at-risk youth and their families by formal and informal agreements established with public and private agencies

and institutions including schools and faith-based organization located within and serving the same community.

- Provide positive youth development programs and activities that are available after school and contribute to the following:
- Increased knowledge of youth and their families about Underage Drinking, alcohol and drug abuse.
- Improved communication and refusal skills for adolescents to resist peer pressures related to sexual, alcohol and drug activity.
- Increased/improved ability of parents and significant adults to communicate and support adolescents dealing with pressures related to the issues of sexuality, teen pregnancy and the use of drugs and alcohol.
- Food and nutrition assistance and instructional programs
- Anger management and conflict resolution instruction

**V. Financial.....14**

**Budget**

A. Pricing Structure

SPO-H-205 Proposal Budget

SPO-H-206J Budget Justification - Motor Vehicle Purchase

B. Organizational Chart

Program

Organizational-wide



**V. Financial:**

**A. Pricing Structure**

1. Form SPO-H205 Budget
2. Form SPO-H206J Motor Vehicle


**BUDGET** (Period      JAN 2011      to      DEC 2011      )

App

Kaua'i Economic Opportunity, Inc

RFP No.

Contract No. (As Applicable):

<b>BUDGET CATEGORIES</b>	<b>Budget Request (a)</b>	<b>(b)</b>	<b>(c)</b>	<b>(d)</b>
<b>A. PERSONNEL COST</b>				
1. Salaries				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
<b>TOTAL PERSONNEL COST</b>				
<b>B. OTHER CURRENT EXPENSES</b>				
1. Office Supplies				
2. Program Supplies				
3. Postage				
4. Air Fare-Interisland				
5. Per Diem-Interisland				
6. Other Travel				
7. Mileage				
8. Equipment Rental				
9. Audit				
10. Payroll Service				
11. Janitorial & Center Rental(KMS)				
12. Consultant				
13. Utilities				
14. Telephone				
15. Repairs & Maintenance				
16. Gasoline				
17. Insurance- Auto				
18. Insurance - Liability				
19. Insurance - Property				
20. Insurance - Crime				
21. Printing of Materials				
22. Advertising				
23. Dues & Subscription				
24. Program Activities				
25. Administrative Cost 15%				
26. Pre-Employment Requirements				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>0</b>			
<b>C. EQUIPMENT PURCHASES</b>				
<b>D. MOTOR VEHICLE PURCHASES</b>	<b>76,000</b>			
<b>TOTAL (A+B+C+D)</b>				
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Budget Request	76,000	BRIGITTE CORRIEA <span style="float:right">808-245-4077</span>		
(b)				
(c)				
(d)		Mabel Ferreira Fujikawa Name and Title (Please type or print) <span style="float:right">CEO</span>		
<b>TOTAL REVENUE</b>	<b>76,000</b>	For State Agency Use Only		
		Signature of Reviewer		Date

## BUDGET JUSTIFICATION MOTOR VEHICLE

Applicant/Provider Kauai Economic Opportunity, Incorporated

RFP No.: \_\_\_\_\_ Period: Jan 26, 2011 to JUNE 20, 2011 Date Prepared: 11/25/09

Contract No.: \_\_\_\_\_  
(As Applicable)

DESCRIPTION OF MOTOR VEHICLE	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
15 Passenger Transport Van	2	38,000.00	76,000.00	
	2		76,000	

**JUSTIFICATION/COMMENTS:**

**DECLARATION STATEMENT  
APPLICANTS FOR GRANTS AND SUBSIDIES  
CHAPTER 42F, HAWAII REVISIED STATUTES**

The undersigned authorized representative of the applicant acknowledges that said applicant meets and will comply with all of the following standards for the award of grants and subsidies pursuant to section 42F-103, Hawaii Revised Statutes:

- (1) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant or subsidy is awarded;
- (2) Comply with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
- (3) Agree not to use state funds for entertainment or lobbying activities; and
- (4) Allow the state agency to which funds for the grant or subsidy were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and ensuring the proper expenditure of the grant or subsidy.

In addition, a grant or subsidy may be made to an organization only if the organization:

- (1) Is incorporated under the laws of the State; and
- (2) Has bylaws or policies that describe the manner in which the activities or services for which a grant or subsidy is awarded shall be conducted or provided.

Further, a grant or subsidy may be awarded to a non-profit organization only if the organization:

- (1) Has been determined and designated to be a non-profit organization by the Internal Revenue Service; and
- (2) Has a governing board whose members have no material conflict of interest and serve without compensation.

For a grant or subsidy used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant or subsidy was awarded and disposes of the land in fee simple or by lease, the organization shall negotiate with the expending agency for a lump sum or installment repayment to the State of the amount of the grant or subsidy used for the acquisition of the land.

Further, the undersigned authorized representative certifies that this statement is true and correct to the best of the applicant's knowledge.

*Raisi Economic Opportunity, Inc*  
*MABEL FERREIRO FUJIRELU*



\_\_\_\_\_  
(Signature) (Date)  
*MABEL FERREIRO FUJIRELU (CEO)*  
\_\_\_\_\_  
(Typed Name) (Title)

**STATE HOMELESS STIPEND PROGRAM** –

Mana'olana, Lihue Court and Puhi transitional housing sites provides safe & decent shelters for up to 24 months & assistance towards permanent housing by addressing obstacles which prevent homeless persons from obtaining & retaining permanent housing through a coordinated effort of health, housing, financial and social services.

**STATE HOMELESS OUTREACH PROGRAM** – The Care-A-Van is a mobile unit providing services on-site where homeless congregate. The program conducts intake, referral and other needed services to eligible unsheltered homeless persons to assist in the progression toward a healthier, more stable living condition with the ultimate goal of permanent housing and self-sufficiency.

**TEMPORARY EMERGENCY FOOD ASSISTANCE PROGRAM** provides food surplus distribution at sites throughout the island four times a year.

**UNITED WAY LOAN** assists individuals and families with a loan for security deposit to obtain or retain rental homes.

## The Promise of Community Action

**“Community Action changes  
people’s lives,  
embodies the spirit of hope,  
improves communities  
and makes America a better  
place to live.**

**We care about the entire  
community,  
and we are dedicated  
to helping people help  
themselves and each other.”**



*Participation in programs may require eligibility determination. For more information, please call 245-4077 and ask for Intake.*



**Kauai Economic Opportunity, Incorporated  
2804 Wehe Road  
Lihue, Hawaii 96766**

**Telephone: (808) 245-4077  
Facsimile #: (808) 245-7476  
E-mail: keo@keoinc.org**

