

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: 53-0

For Legislature's Use Only

Type of Grant or Subsidy Request:

Rec'd JAN 28 2011

GRANT REQUEST – OPERATING

GRANT REQUEST – CAPITAL

SUBSIDY REQUEST

"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): JUDICIARY OR DLIR-OCS

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

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:

Kaua'i Economic Opportunity Incorporated
Dba: KEO, Inc.

Street Address: 2804 Wehe Road, Lihue, Hawai'i 96766

Mailing Address: 2804 Wehe Road, Lihue, Hawai'i 96766

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name JESSIE M. BASQUEZ

Title Mediation Director

Phone # (808) 245-4077 ext. 229

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:

STUDENT PEER MEDITATION FOR YOUTH

4. FEDERAL TAX ID #: _____

5. STATE TAX ID #: _____

7. AMOUNT OF STATE FUNDS REQUESTED:

FY 2011-2012: \$ 85,448

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 \$ 4,1898
 FEDERAL \$ 0
 COUNTY \$ 0
 PRIVATE/OTHER \$ 4000

Mabel Ferrero Fujiecci
CEO

1/27/11
DATE SIGNED

ORIGINAL

TABLE OF CONTENTS

I.	Background and Summary	page 1-5
II.	Service Summary and Outcomes.....	page 5-9 <i>(See attached #A)</i>
III.	Financial.....	page 9 <i>(Please see attached)</i>
IV.	Experience and Capability.....	page 10
	a. Necessary Skills and Experience.....	page 10
	b. Facilities.....	page 10
V.	Personnel: Projected Organization and Staffing.....	page 10-13
	a. Proposed Staffing, Staff Qualification, Supervision and Training.....	page 13-13
	b. Organization Chart	<i>(See attachment)</i>
VI.	Other	page 14
	a. Litigation	
	b. Licensure or Accreditation <i>(See attachments)</i>	

ATTACHMENTS:

Budget
Mediation Advisory Board Members
Organizational Chart

APPLICATION FOR GRANTS-IN AID
July 1, 2008 to June 30, 2009
Kaua'i Economic Opportunity Incorporated
Mediation Program

I. Background and Summary

Kaua'i Economic Opportunity Incorporated (KEO) is a private non-profit community action agency, incorporated on March 16, 1965. KEO is governed by a Board of Directors, a tri-part board of dedicated volunteers Kaua'i residents who come from the public, private, and low income sector. All of these groups of people interact by sharing ideas and concerns, and combine their efforts towards a better quality of life to "alleviate poverty and assist low-income families and individuals to attain social and economic self-sufficiency". KEO administers a variety of community service programs to mostly low and moderate income individuals and families, including: transitional housing, home weatherization, temporary food assistance program elderly nutrition (meals on wheels), emergency food pantry, employment counseling, immigrant and refugees program, alcohol drug abuse division (ADAD) after- school youth program, early learning center, group homes for mentally and/or physically challenged adults, persons-in-need assistance, homeless outreach and medical services, and other programs for the disabled, diversified-horticulture-training farm, small business loans, a micro-enterprise small-business-incubator program and a Mediation Program for conflict resolution. The Mediation Program is an Alternative Dispute Resolution (ADR) program within KEO. The program provides an alternative to conflict resolution, instead of using the judiciary system. The participants are empowered to work out their disputes together with the aid of trained mediators. The mediation fee is waived to income qualifying individuals.

Kaua'i is a rural island community with about 60,000 residents. Few choices are available to those that need to solve a problem that involves legal consequences. KEO Mediation Program has been providing mediation services for the Kaua'i community since 1982 (28 years) and provides services for the District Court of the Fifth Circuit for the past fourteen (14) years, addressing judicial efficiency concerns by resolving cases without the need for a formal adversarial court hearing. However, the Mediation Program is assigned complex cases from the judiciary sector; District court; and first time offender adult restitution cases e.g., small claims, temporary restraining order, landlord tenant disputes, and Family court; contested or uncontested divorce or separating parents regarding child custody, visitation, property, assault, and or any other disputed issues that may arise.

As stated above, the Mediation Program in the community has and continues to also provide services for disputes such as; neighbor/neighbor, barking dogs, landlord-tenant, juvenile, juvenile restitution, condominium, real estate, civil rights, American Disability Act, consumer-merchant, job related, domestic, family, friends, conflicts arising in the community, private and public sector employment may be effected. A disputed business contract, employee verses employee conflict, or job related circumstances.

As the Community Action Agency on Kaua'i, 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 – Education

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, Mediation Program enables individuals to resolve their disputes and reach a mutual agreement thereby avoiding court intervention. The National Indicator Goals are Goal 2 or Goal 6 and Performance Indicators Outcomes are as follows:

KEO through it's more than 25 years of providing Student Peer Mediation services on Kaua'i has found that if mediation skills can be attained at a young age, they will be beneficial throughout their lives and perhaps establish a norm towards mediation to resolve disputes. KEO administers the Mediation Program under the direction of Program Director, Jessie M. Basquez. Funding through the State of Hawaii – Judiciary allows the program to budget for a partial director. Ms. Basquez has been able to obtain funding through the Kaua'i United Way for a fifty percent part-time Mediation Intake Worker, the contract funding ends on June 30, 2011.

Student Peer Mediation

The KEO Student Peer Mediation Program has in the past, provided a four (4) step, seven (7) hour Student Peer Mediation Training for Kaua'i Middle and High Schools throughout the island. In the KEO Student Peer Mediation Training Program, the instructor will cover a basic understanding of peer mediation process and provide hands-on training to practice skills and learn to facilitate communication between parties in conflict through specialized training addressing several different topics, including but not limited to:

Mediation a conflict resolution choice:

- A. Four Step Mediation Process;
 - Introduction to Peer Mediation;
 - Identifying the Problem;
 - Finding Solutions;
 - Wrapping Up.

- B. Responsibilities of a Peer Mediator;
 - Communication Skills;
 - Listening to Understand;
 - Restating important facts & feelings;
 - What a Mediator Is / Is Not;
 - Mediation Vocabulary;
 - Green Lights / Red Lights;
 - Neutral questions & comments, being non-judgmental.

This grant proposal would provide funds needed to provide Student Peer Mediation service, for the Student Peer Mediation Training within the Schools and recruit new student Peer Mediators for students in Middle School and High School. As an Alternative Dispute Resolution (ADR) the students would learn the process of Peer Mediation which in return assist and educate the members of the School and provide awareness for conflict resolution. The student Peer Mediation Program provides an alternative to the court or law enforcement system. Students in dispute are empowered to work out their problems together with the aid of trained student Peer Mediators. All disputants are encouraged to participant in Mediation. Offering Mediation services to every student in a constructive way of means to resolving conflict; help reduce violence, vandalism and absenteeism. Promoting the values of student Peer Mediation would instill human dignity and self-esteem, learning to deal with conflict providing the theoretical understanding and practical experience necessary for the youth to become more effective, balanced, and flexible adults having long learning.

Mediation is a conflict resolution strategy choice (technique / ritual) that can be used for resolving conflicts. Conflict is a part of an everyday life. As student Peer Mediators, it's helpful to think of conflict as something that's neither bad nor good; it's just a part of their lives. Mediation can provide a safe and respectful place for resolving

conflicts because the very structure of the mediation process includes respect and empowerment characteristics resolving conflicts peacefully.

We recognize the disputants have choices such as:

- choices in how we choose to handle or resolve these differences.
- choices in the strategies we use to resolve our conflicts and
- choices in the specific solutions.

Disputants have choices to resolve conflicts? They can:

- turn away or run away from the conflict (cool off, forget about it, avoid)
- use violence
- talk it out and have someone else tell them how to solve it
- talk it out with the another person
- mediate with a neutral party

Consequences (+ / - now and in the future)

Every choice a student makes has consequences; consequences both for themselves and for others. We believe mediation is the preferred choice of conflict resolution.

Consequences can be

- terrific (+) or terrible (-) now and
- terrific (+) or terrible (-) in the future.

The student will be learning skills that will help him/her and their classmates solve conflicts by “talking it out”:

- listening
- talking and
- working to find a fair solution with the help of someone called a Mediator.

Student Peer Mediators:

- are trained to help solve conflicts between two or more people
- use a formal conflict resolution process called Mediation
- work with people who want to try Mediation (voluntary)
- try to help the people in conflict (disputants) figure out what the problem is, and help them think of fair ways to solve it themselves.

Student Peer Mediators:

- treat everyone and their problems with respect (no name calling, put-downs, threats, fighting, interrupting, blaming, judging, or scolding)
- help disputants understand each other’s point of view (not necessarily agreeing with it)
- help disputants find solutions that they feel good about: fair solutions
- are not judges, lawyers, police officers, or therapists don’t physically break-up fights
- don’t try to mediate any conflict/problem that makes them uncomfortable.

Mediation involves certain skills which can be taught to most people:

- listening
- questioning
- problem solving.

Mediation also involves things that cannot be taught as easily:

- a student being able to put themselves in someone else's shoes
- time is of the essence, non resolution of conflicts can escalate in time.
- heal relationships.

This Grant-In-Aid requests:

- 1) To provide a fifty percent Mediation Intake Worker, to receive information from conflicting parties, schedule mediations from mediator pool.
- 2) To provide a half-time Student Peer Mediation Coordinator. This position would educate students to deal with conflict in a constructive way; instill human dignity and self-esteem; help reduce violence, vandalism and absenteeism.
- 3) To provide a half time Mediation Director, who administers promotes, and oversees the KEO Mediation Program.

Currently, the KEO Mediation Director has been conducting student Peer Mediation training, coordinating and facilitating the student Peer Mediation programs, from FY2008 through 2010 and we will continue to do so in the future. The Peer Coordinator's position ended June 30, 2008. Partial funding from the Hawai'i Justice Foundation has supported the student Peer Mediation program for KEO. Maintaining this position is vital and we are actively seeking funding throughout the fiscal year KEO will seek funds from trust foundations; private business and charitable organizations to supplement its operations. Therefore, this application request is to execute a Student Peer Mediation program on Kaua'i.

II. Service Summary and Outcomes

Scope of work, Tasks and Responsibilities

The KEO Peer Mediation Program Scope of work, Tasks and Responsibilities are as follows:

- Maintain and promote the Peer Mediation Program;
- Provide appropriate training for Student Peer Mediators;
- Encourage interested peer mediators to develop a positive approach to conflict resolution;
- To maintain peace in the community and schools.

- To provide the Student Peer Mediation Coordinator.
- To educate the general public, especially the needy on Kaua`i, of the Student Peer Mediation services using different medium
- Provide appropriate intake services for those in dispute.
- Conduct monthly meetings for Student Peer Mediators and staff
- Conduct, mediate session and Mediation Services for Student Peer Mediation disputes.

The KEO Mediation Program offers Peer Mediation to every student in a constructive method to resolve conflicts; to help reduce violence, anti-bullying, vandalism and absenteeism. Promoting these values of Peer Mediation would instill human dignity and self-esteem to the parties in dispute and provide a method on dealing with conflict and practical experience necessary for the youth to become more effective, and balanced young adults. Therefore, these duties performed by the Peer Coordinator are necessary for the Middle and High Schools Student Peer Mediation Training. This life skill empowers a student to solve their own problems through improved communication and understanding of differences. The Peer Mediation Coordinator would be available for existing youth mediation sessions.

The Mediation Program envisions to provide the Peer Mediation services throughout the year on the island of Kaua`i

For the fiscal year January 2010 – December 2010, the KEO Mediation Program provided student Peer Mediation training for; twelve (12) Kapaa Middle and twenty-four (24) Kapaa High School Students. During this school year, fifty (50) cases were mediated on site at the Middle and High Schools, 200 students were provided mediation services.

In our past experience, the KEO Mediation Program successfully assisted participating disputants, living or doing business on Kaua`i. At times this may extend to visitors from the mainland or residents throughout the State of Hawai`i which may involve a party/s residing on Kaua`i. The Fiscal Year July 1, 2009 - June 30, 2010 the KEO Mediation Program expeditiously provided Mediation services for nine hundred and sixty-seven (967) individuals within the community in hopes to decrease the escalation of conflict.

The KEO Community Mediation Program informs the general public of Mediation Services which is provided by the KEO Mediation Program. This is done by continuously advertising these services through Public Service Announcements, creating & producing brochures to distribute into community.

B. Projected annual timeline for accomplishing the results or outcomes of the service

The Mediation Program receives numerous phone calls concerning conflicts on a daily basis and the staff completes an intake application, coordinates the sites, coordinates volunteers for mediations sessions at Middle Schools, follow-ups, conducts a preliminary assessment of eligibility for services and other daily assignments completed on a scheduled time. It is necessary to service the daily inquiries and conduct the day to day business activities in order for the director to promote the program and to expand the program and volunteer pool.

The solution to this situation is to maintain the student Peer Coordinators position keep to continue the full-time status. If not, the Director must fill in the areas of deficiency. Subsequently, mediation outreach, educational, and awareness presentations to organizations such as schools, housing agencies, and other social service organizations are not provided and therefore conflicts are unresolved and life long disputes skills are not learned.

PROGRAM ACTIVITIES WILL BE CONTINUOUS THROUGH OUT THE PROGRAM FY 2011-2012				
ACTIVITIES	JULY-SEPT	OCT-DEC	JAN-MARCH	APRIL-JUNE
OUTREACH, INFORMATION, AND REFERRALS	XX	XX	XX	XX
INTAKE / ASSESSMENT	XX	XX	XX	XX
COORDINATE WITH OTHER AGENCIES	XX	XX	XX	XX
COORDINATE WITH DOE MIDDLE SCHOOLS	XX	XX	XX	XX
FACILITATE MEDIATION SESSIONS	XX	XX	XX	XX
MEDIATION EDUCATION AND PRESENTATION	XX	XX	XX	XX
CONDUCT FACILITATIONS FOR THE COMMUNITY	XX	XX	XX	XX
PEER MEDIATION TRAINING	XX	XX	XX	XX
BASIC MEDIATION TRAINING	XX	XX	XX	XX

SMALL CLAIMS MEDIATION TRAINING	XX	XX	XX	XX
------------------------------------	----	----	----	----

The KEO Mediation Program has successfully assisted all participating students in disputant at the Middle and High Schools. The presence of Peer Mediators on the school grounds reduces the chances of disputes escalating. Also, the value of these trained Peer Mediators is, they can utilize their conflict resolution experience into the next academic institution. Therefore, with ongoing Peer Mediation training within the Middle / High Schools, would lessen the amount of violence, vandalism, and absenteeism. With this skill it empowers students to solve their own problems through improved communication and understanding of differences.

Quality Assurance

KEO Mediation Program has been providing mediation services for the community at large and judicial circuit in the County of Kaua`i for twenty-eight (28) years. Civil matters, small claims, temporary restraining order, contracts, neighbor/neighbor Landlord-tenant or job-related, consumer/merchant etc. For the past 3 years KEO has included Student Peer Mediation in its program and has founded it to be an extremely valuable process to conflict resolution.

The Fifth Circuit District Court assigns contested or uncontested cases e.g., child custody, visitation, property, assets, or other domestic matters for disputants. Mediation is not a replacement for any legal matter, Mediation is a process which empowers the disputants to communicate amicably together and reach a satisfactory agreement.

The KEO Mediation Program further provides an Alternative Dispute Resolution (ADR) Mediation services for the Community. Disputes such as; barking dogs, Real Estate, condominium disputes, civil rights, American Disability Act conflict.

The KEO Mediation Program coordinates with various agencies such as, County of Kaua`i Office of the Mayor, Attorneys, Kaua`i Police Department (KPD), Kaua`i Office of Elderly Affairs, YWCA, Legal Aid Society of Hawai`i (LASH), Kaua`i Elder Care, Kaua`i Senior Centers, Housing Development Corporation of Hawai`i, Kaua`i Real Estate Board, Condominium Association, Special Education (SPED), Department of Education (DOE), Child Family Services (CFS), and Centers for Alternative Dispute Resolution (CADR), and Kaua`i Humane Society.

The Fiscal Year July 1, 2009 - June 30, 2010 the KEO Mediation Program expeditiously provided mediation services for nine hundred and sixty-seven (967) clients and offering mediation as an alternative instead of a court hearing or trial to decrease the escalation of conflict within the community.

The KEO Mediation Program integrates directly with the KEO Mediation Advisory Board, *(See list attached #A)*. The KEO Advisory Board is comprised of eleven (11) members from the community. The Advisory Board is dedicated to the advancement

(11) members from the community. The Advisory Board is dedicated to the advancement of the principle of peaceful resolution of civil disputes on Kaua'i without resort to the judicial system through the encouragement of voluntary participation in mediation and conciliation programs by disputants. The KEO Advisory Board members provide oversight and guidance in the consultation with the Mediation Program staff in development and implementation of programs and special activities for the conciliation, facilitation and mediation of civil private individual and public community disputes on the Island of Kaua'i, and throughout the State of Hawai'i.

To further these goals, a representative of the KEO Mediation Advisory Board serve's on the Board of Directors of the Mediation Centers of Hawai'i (MCH), a state wide organization dedicated the development of mediation services throughout the State of Hawai'i. Members of MCH are members represented by the individual (s) appointed by the member programs to serve on the Board of Directors of MCH. The purpose of MCH is to promote the growth and use of high quality community mediation services throughout the State of Hawai'i; to promulgate high standards of performance effectiveness, and efficiency and to ensure that member programs meet these standards; to provide training assistance and consultation to support member programs in delivering services consistent with statewide standards in support of community mediation services.

III. Financial

Budget: *(Please see attached)*

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$ 21,362	\$ 21,362	\$ 21,362	\$ 21,362	\$ 85,448

Other Funders:

KEO is receiving funds for the Kaua'i United Way for the FY July 2010-June 2011 to support the KEO Mediation Intake Worker position. Unfortunately the KEO Mediation Intake Worker position is only funded 33 percent (33 %). Throughout the fiscal year KEO will seek funds form trust foundations; private business and charitable organizations to supplement its operations.

Funding for the program is provided by:

2. Hawai'i Justice Foundation
3. The State of Judiciary of Hawai'i, Center of Alternative Dispute Resolution
4. Kaua'i United Way
5. Administration Fees collected for program
6. Volunteer contributions

IV. Experience and Capability

The KEO Mediation Program has been operating for 28 years of the 45 years KEO has been in operation. KEO administers approximately 30 programs for low to moderate income individuals and families, including: KEO homeless shelter, transitional housing, and home weatherization, temporary food assistance program (TEFAP), elderly nutrition (Meals-on-Wheels), emergency food pantry, employment core services for low-income people and, immigrants, Alcohol Drug Abuse Division (ADAD) after-school youth program, early learning centers, group homes for mentally and/or physically challenged adults, persons-in-need assistance, homeless outreach and medical services, and other programs for the disabled, diversified-horticulture- training farm, small business loans, a micro-enterprise small-business-incubator program and ADR Mediation Services, student Peer Mediation Programs within the participating Schools. (KEO Brochure attached)

B. Facilities

For mediations in the community sector the program utilizes the facilities at i.e., KEO conference rooms 2804 Wehe Road, Lihue, Kaua`i, Kaua`i neighborhood centers conference rooms, county housing recreational rooms, and Circuit Court of the Fifth District mediation/conference room and at the schools where mediation are required. Most, if not all, meet ADA requirements for accessibility.

V. Personnel: Project Organization and Staffing

A. Proposed Staffing, Staff Qualifications, Supervision and Training

The Mediation Director’s position is funded by the State of Hawai`i Judiciary among other private funding sources. (Please see chart listed below). Because, the Intake Worker provides the role of initial contact from individuals requiring resolution to disputes, KEO would like to maintain the position of the Mediation Intake Worker and increase the position to full-time from the existing 33 percent-time. This would provide a better response service to assist the disputants.

POSITION	PERCENT OF BUDGET	HOURS WORKED
1. Half-time student Peer Mediation Coordinator	Fifty percent	9:00 AM – 2:00 PM Five hours
2. Full-time Mediation Director	Fifty percent	7:45 AM - 4:30 PM Eight hours
3. Part-time Mediation Intake Worker	Fifty percent	12:30 AM - 4:30 PM Four hours

The primary goals for an intake worker:

The primary goals for an intake worker:

- Receive information from disputants (Intake)
- Provide continuum quality assurance and program effectiveness.
- Word processing data such as, initial and follow-up intake reports.
- Daily case management reports for on going cases.
- Creating spreadsheets for monthly, quarterly, and final reports.
- Prepare presentations and public service announcements necessary for the daily operations of the program.
- Documentation of steady influx of calls on a daily basis and schedule / rescheduling of mediation sessions.
- Providing referrals to legal services for individuals and families.
- Facilitating a peaceful meeting of participants.
- Innovatively expand services in new populations such as schools, youth programs, organizations and private business.
- Increasing program exposure thru the use the schools, public service announcements, presentations and interacting with the community.
- Increasing public awareness about mediation as an alternative dispute resolution instead of the Judiciary system.

Objectives:

- To expedite all intakes; walk-ins or the influx telephone calls and to decrease intake wait time by 1½ half days, compared to 3 to 4 days providing the service without.
- Inform the general public of services provided by the mediation program by continuously advertising the availability of these services generated by printed Public Service Announcement (PSA) creating / producing brochures and distributed in the community.
- Facilitate mediation sessions, with adequately trained mediators increase on outreach and education through the use of general public service announcements, presentations and interacting with the community.

The Mediation Program is headed by Jessie M. Basquez as the Director. Basquez has managed the program for ten (10) years making improvements and expanding the program. She continues to participate in the training process to enhance the program, and has the skills and intentions of continuing to lead the

Mediation Program at KEO. The community, private/ public sectors, local courts, and attorneys are well aware of the credibility the KEO Mediation Program and its staff holds and have come to depend and appreciate the value of a neutral third party and the Mediation process.

Secondly, she believes that KEO Mediation Program provides “front line” assistance through direct Mediation services and referrals to the community, business and judiciary system. She recognizes the structured Mediation process is effective and that it is utilized nationwide and feels that Mediation empowers the participants to determine the solution or outcome to their unique and specific dispute. Although agreements are not always reached, participants frequently comment that the process helped them understand various perspectives, interests and needs of others that will benefit them in future interpersonal relationships. In short, Mediation fosters communication and problem solving with individuals in all aspects of their lives as an alternative to sometimes lengthy and costly court proceeding.

She has received training in several different types of conflict resolution such as: Basic, Divorce, Facilitation, Hawaii Civil Rights Commission (HCRC), Special Education (SPED), Condominium Association of Apartment Owners (AOAO), adult & juvenile victim / offender restorative justice, court and community mediation. She belongs to the National Association for Community Mediation (NAFCM), Association for Conflict Resolution (ACR). Centers for Alternative Dispute Resolution (CADR) and the Mediation Centers of Hawai'i (MCH).

Currently, assisting Basquez are thirty (30) active KEO volunteer mediators, who provide direct Mediation services especially for those persons who are unable to help themselves in the judicial system and community for matters in, e.g., Landlord / Tenant, Temporary Restraining Order (TRO), Small Claims, Divorce, domestic issues, Business, Hawai'i Disability Civil Rights (HCRC), American Disability Association (ADA), Real Estate, Condominium, adult & juvenile victim / offender restorative justice, Special Education (SPED), and participating Schools throughout the Island on Kaua'i.

The KEO Mediation Program affords two (2) paid staff members, a part-time Mediation Intake Worker at thirty-three (33 %) and part-time Mediation Program Director. Because of this, the hours for one (1) Mediation Intake Worker are from 9:00 A.M. to 12:00 P.M. Monday through Friday. The Intake Worker provides the crucial role of initial contact from individuals requiring resolution to disputes. KEO would like to maintain the position of the Mediation Intake Worker and increase the position to full-time. This would provide a better response service to assist the community by maintaining the daily operational intake office duties and responsibilities, and direct attention to Student Peer Mediation program.

KEO is governed by a Board of Directors, a tri-part board of dedicated volunteer Kaua'i residents who derive from the public, private, and low income sector. All of these groups of people interact by sharing ideas and concerns, and combine their efforts towards a better quality of life for the disadvantage. The professional staff is lead by Ms.

MaBel Ferreiro-Fujiuchi, Chief Executive Officer (CEO), Ms. Lynn Kua, Administrative Officer, and Ms. Brigitte Correia, Fiscal Officer. The CEO has been leading KEO for the last twelve (12) years, and has been with the agency for over thirty-nine (39) years in various programmatic and administrative positions. The administrative staff (Fiscal Officer, Administrative Assistant/Personnel, Accountants, Clerical, Planner and Intake) has combined total of over thirty-eight (38) years of experience. The Mediation Program also has thirty (30) active volunteer mediators.

B. Organization Chart

(See attached: Organization – Wide chart and Program chart)

VI. Other



A. Litigation *(None)*

B. Licensure or Accreditation

(Please see attached)

BUDGET REQUEST BY SOURCE OF FUNDS
(Period: July 1, 2011 to June 30, 2012)

Applicant: Kauai Economic Opportunity, Incorporated

BUDGET CATEGORIES	Total State Funds Requested (a)	(b)	(c)	(d)
A. PERSONNEL COST				
1. Salaries	52,165			
2. Payroll Taxes & Assessments	6,343			
3. Fringe Benefits	13,490			
TOTAL PERSONNEL COST	71,998			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance	1,000			
3. Lease/Rental of Equipment	250			
4. Lease/Rental of Space				
5. Staff Training	2,000			
6. Supplies	600			
7. Telecommunication	300			
8. Utilities	300			
9 Postage	200			
10 Publication & Printing	400			
11 Repairs & Maintenance	800			
12 Program Supplies	800			
13 Audit Services	1,000			
14 Pre-Employment Requirements	400			
15 Mileage	1,500			
16 Dues & Subscription	200			
17 Advertising	200			
18 Contractual - Payroll Services	500			
19 Program Activities	3,000			
TOTAL OTHER CURRENT EXPENSES	13,450			
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	85,448			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	85,448	Jessie Basquez  245-4077		
(b)				
(c)				
(d)				
TOTAL BUDGET	85,448	Signature of Authorized Official _____ Date _____ MaBel Fujiuchi/Chief Executive Officer Name and Title (Please type or print)		

BUDGET JUSTIFICATION PERSONNEL - SALARIES AND WAGES

Applicant: Kauai Economic Opportunity, Incorporated

Period: July 1, 2011 to June 30, 2012

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
CEO	1	\$97,331.00	2.50%	\$ 2,433
Fiscal Officer	1	\$77,028.00	2.50%	\$ 1,926
Administrative Officer	1	\$57,975.00	2.50%	\$ 1,449
Planner	1	\$27,289.00	2.50%	\$ 682
Accountant	1	\$26,644.00	2.50%	\$ 666
Account/Administrative Clerk	1	\$36,962.00	2.50%	\$ 924
HR Assistant	1	\$25,921.00	2.50%	\$ 648
Administrative Clerk	1	\$20,159.00	2.50%	\$ 504
Janitor	0.625	\$16,553.00	2.50%	\$ 414
Intake Worker	1	\$22,803.00	2.50%	\$ 570
				\$ -
Mediation Director	1	\$40,656.00	50.00%	\$ 20,328
Mediation Intake Worker	1	\$20,238.00	50.00%	\$ 10,119
Peer Mediation Coordinator	1	\$23,004.00	50.00%	\$ 11,502
TOTAL:				\$ 52,165
JUSTIFICATION/COMMENTS:				

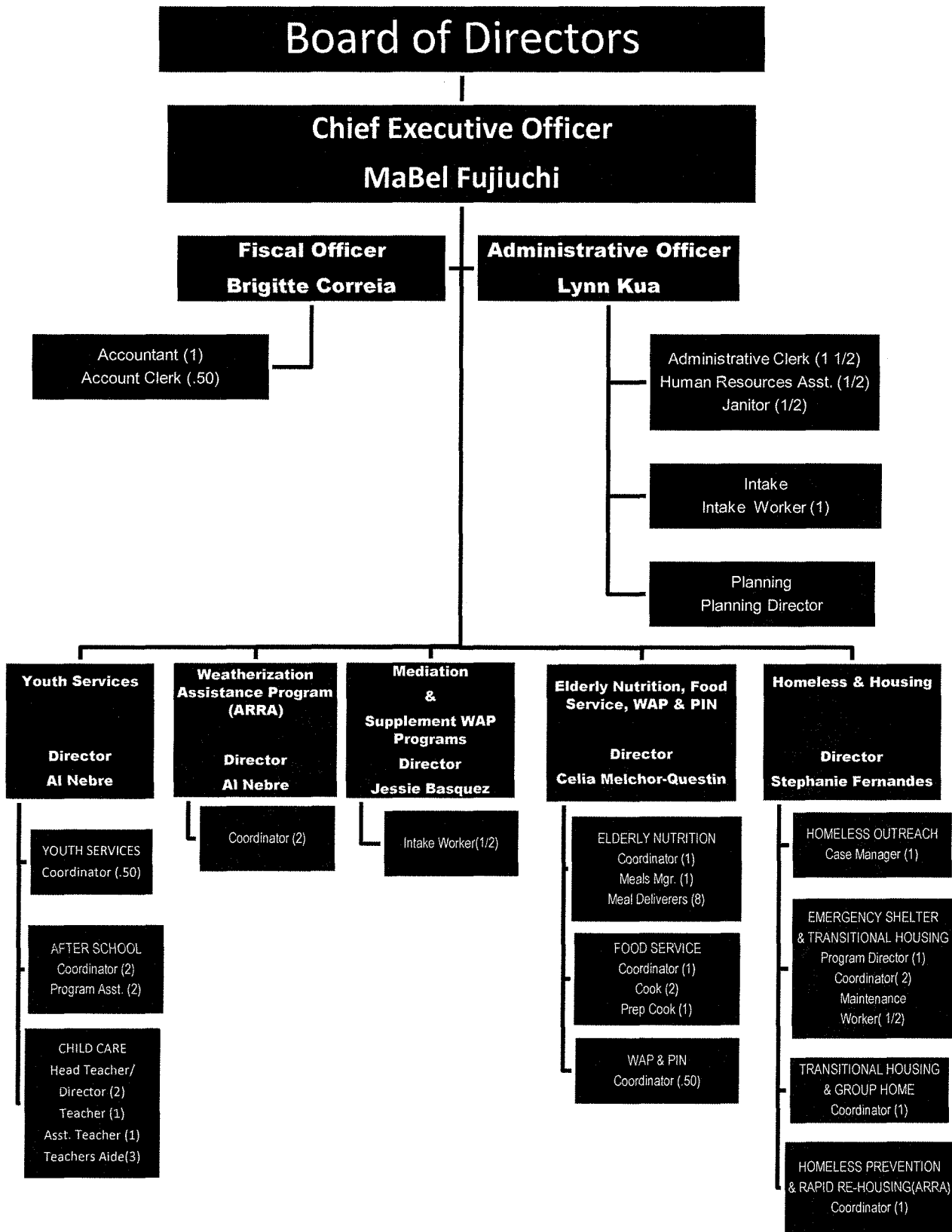
**BUDGET JUSTIFICATION
PERSONNEL: PAYROLL TAXES, ASSESSMENTS, AND FRINGE BENEFITS**

Applicant/Provider: Kauai Economic Opportunity, Inc.

Period: July 1, 2011 to June 30, 2012

TYPE	BASIS OF ASSESSMENTS OR FRINGE BENEFITS	% OF PROG-OTHER SALARY	TOTAL
PAYROLL TAXES & ASSESSMENTS:			
Social Security	As required by law	7.65%	3991
Unemployment Insurance (Federal)	As required by law	As required by law	
Unemployment Insurance (State)	As required by law	1.21%	631
Worker's Compensation	As required by law	2.50%	1304
Temporary Disability Insurance	As required by law	0.80%	417
SUBTOTAL:			6343
FRINGE BENEFITS:			
Health Insurance	543 per monthx12	159.00%	10360
Retirement		6.0%	3130
SUBTOTAL:			13490
TOTAL:			19833
JUSTIFICATION/COMMENTS:			

Kauai Economic Opportunity, Incorporated





KAUAI ECONOMIC OPPORTUNITY, INCORPORATED

2804 WEHE ROAD * LIHU'E, KAUAI, HAWAII 96766

TELEPHONE: 245-4077 ext 229 * FAX: 245-7476

E-MAIL: keo@keoinc.org

MR. EDMUND ACOBA, ESQ.

Supervisor

Office of the Public Defender, State of Hawaii
3060 Eiwa Street, Room #206, Lihue, HI 96766

Office: 241-3250 * FAX: 274-3422

edmund.d.acoba@hawaii.gov

MS. ANGELA ANDERSON, ESQ.

Vice President Mediation Advisory Board

326 Hunia St., Kapaa, HI 96746

Office: 245-4100 * FAX: 245-4101 * Cell: 635-4268

aanderson@kauaisite.com

MR. ALTON AMIMOTO

Deputy Chief Court Administrator

5th District Circuit Court

3970 Ka'ana Street, Suite 210, Lihue, HI 96766

Office: 482-2347 * FAX: 482-2509 *

edwin.s.sugawara@courts.state.hi.us

MRS. SHAYLENE ISERI-CARVALHO, ESQ.

Supervisor

Office of the Prosecuting Attorney, County of Kauai

3990 Ka'ana Street, Suite 210, Lihue, HI 96766

Office: 241-1888 * FAX: 241-1758

scarvalho@kauai.gov

MR. GLENN IKEMOTO

Regulated Industries Complaints Office (Ret)

2891-B Pua Nani Street, Lihue, HI 96766

Cell: 652-8474

gikemoto001@yahoo.com

Current as of: October 20, 2010

KEO MEDIATION PROGRAM

ADVISORY BOARD MEMBERS

July, 2010 through June 2011

RET. HONORABLE JUDGE ALFRED LAURETA

2130 Kaneka Street, Lihue, HI 96766

Home: 245-1511 * Cell: 651-5733

alnevelyn@hawaiiintel.net

MR. PAUL MATSUNAGA

President-Mediation Advisory Board

P.O. Box 85, Hanapepe, HI 96716

Home: 335-3310 * FAX: 335-3310 * Cell: 635-3706

ptmatsunaga@hawaiiintel.net

MS. EMIKO MEYERS, ESQ.

Manager

Legal Aid Society of Kauai

4334 Rice Street, Suite 204-A, Lihue, HI 96766

Office: 245-4728 x 225 * FAX: 246-8824

emmeyer@lashaw.org

LT. KALEO PEREZ

Kauai Police Department

3990 Kaana Street, Suite 200, Lihue, HI 96766

Office: 241-1600 * FAX: 241-1604

dperry@kauai.gov

MS. STACEY JOROFF, ESQ.

Law Office of Stacey Joroff

PO Box 199 Kilauea, HI 96754

Office: 828-0985 * Cell: 652-0868

staceyj@hawaii.rr.com

MR. CRAIG A. DE COSTA, ESQ.

Law Office of Craig A. De Costa, LLLC

Dynasty Court, Suite Q, 4773 Pahee Street, Lihue

Mail: 3-2600 Kaunualii Hwy., Suite B-18, PMB #343

Lihue, HI 96766

Office: 245-7376 * Cell: 634-3300

craig@craigdecostalaw.com

ATTACHMENT A

Alexander & Baldwin Foundation* Aloha Care* Combined Federal Campaign* Community Services Block Grant* County of Kauai-CDBG, HOME, Agency on Elderly Affairs* Dept. of Housing & Urban Development* Gwenfread Allen Fund* Hawaii Community Foundation* State of Hawaii-Dept. of Human Services, Dept. of Health Alcohol & Drug Abuse Division, Dept. of Labor Office of Community Services, Housing & Community Development Corporation of Hawaii, Judiciary* Hawaii Hotel Association Kauai Chapter* Teresa F. Hughes Trust Estate* Kauai United Way* Mutual Housing Corporation of Hawaii* Irving Singer Fund* Alice Soper Fund* Kitaro Watanabe Fund* Elsie Wilcox Foundation* G.N. Wilcox Foundation* Mabel Wilcox Foundation* S.W. Wilcox Foundation* United Way* USDA* and other private funding sources.



**DECLARATION STATEMENT
APPLICANTS FOR GRANTS AND SUBSIDIES
CHAPTER 42F, HAWAII REVISED 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.

Kauai Economic Opportunity, Incorporated

[Redacted Signature]

4/27/11

Mabel Ferrero Fujiuchi *CEO*

(Typed Name) (Title)