

House District _____

Senate District _____

**THE TWENTY-EIGHTH LEGISLATURE
APPLICATION FOR GRANTS
CHAPTER 42F, HAWAII REVISED STATUTES**

Log No: _____

For Legislature's Use Only

Type of Grant Request:

GRANT REQUEST – OPERATING

GRANT REQUEST – CAPITAL

"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.

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

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

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

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:
Domestic Violence Action Center

Dbn:

Street Address: Confidential for security reasons

Mailing Address: P.O. Box 3198, Honolulu, HI 96801-3198

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name NANCY USUI

Title Grants Manager

Phone # (808) 534-0040

Fax # (808) 531-7228

E-mail nancyu@stoptheviolence.org

3. TYPE OF BUSINESS ENTITY:

- NON PROFIT CORPORATION INCORPORATED IN HAWAII
- FOR PROFIT CORPORATION INCORPORATED IN HAWAII
- LIMITED LIABILITY COMPANY
- OTHER
- SOLE PROPRIETORSHIP/INDIVIDUAL

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

ACHIEVING SITE AND ORGANIZATIONAL STABILITY

4. FEDERAL TAX ID #: _____

5. STATE TAX ID #: _____

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2016: \$ 100,000

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 \$ 2,747,206

FEDERAL \$ 711,620

COUNTY \$ 96,236

PRIVATE/OTHER \$ 0

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

AUTHORIZED SIGNATURE

Nanci Kreidman, M.A. CEO

NAME & TITLE

1/30/15
DATE SIGNED

Application for Grants (Capital) 2016

I. Background and Summary

The Domestic Violence Action Center (DVAC) is dedicated to alleviating the problem of domestic abuse in Hawaii. It is the primary agency in the state of Hawaii providing direct services and inspiring community engagement to address this complex and costly problem. With a staff of 52, DVAC serves adult, children and teen survivors of IPV, dating violence, child abuse, sexual assault and stalking through a comprehensive array of client-centered services that include legal representation, advocacy, support for families in the child welfare system, civil and criminal court outreach, and telephone assistance. DVAC accepts high-risk, contested divorce, temporary restraining order (TRO), post-decree, and paternity cases and provides safety planning, crisis support, risk assessment, support groups, accompaniment, and bilingual advocacy. Ho'oikaika Ohana, a federally-funded program, is a culturally-specific program developed in response to the reality that native Hawaiians represent the highest ethnic group receiving DVAC's triad (attorney, advocate, paralegal) and Pulama I Ka Ohana (PIKO) services. PIKO is a program that works with families in the child welfare system suffering the harm of child abuse and intimate partner abuse. This program was also created in response to the needs of survivors involved with the state child welfare system. The Teen Alert Program focuses on awareness and prevention of teen dating violence through education, advocacy, and community organizing. DVAC's Helpline services and the Teen Alert Program classroom and community presentations are offered statewide; direct client services are limited to the island of Oahu.

DVAC's unique services are an integral part of the community's safety net.

Survivors of domestic violence must make difficult, life-threatening decisions; to do this successfully they require compassionate, supportive, responsive and appropriate assistance over an extended period of time. It is essential for survivors to have access to services provided by expert attorneys and advocates in order to remain safe, become self-sufficient, and survive. The Domestic Violence Action Center meets this need.

DVAC is requesting capital improvement funds to renovate, equip and furnish recently purchased contiguous work space to accommodate the steady demand for services. DVAC currently owns office space in downtown Honolulu at a confidential location and recently acquired additional work space in the same building consisting of approximately 2,596 square feet. This new office location will allow for 30% more space to accommodate 8-10 staff (attorneys, paralegals and advocates) to provide direct program services to domestic violence survivors. Current work space is at maximum capacity due to recent long-term grant funded staff increases.

The agency is a practicum site and is used for mentoring 5 practicum students. With program growth and added funding, it was apparent that additional staffing placed further burden on existing facilities. Most recently, management added a telephone and network line to accommodate two staff in one office, and three telephone and network lines were installed to house three staff in a room which was previously used as a meeting room. The additional space will increase confidentiality (staff are currently sharing office space) for clients.

Staff works to meet the demand for services by families suffering the harm of abuse. DVAC continues to increase its unique array of services for families and survivors which

include outreach, education, information dissemination, awareness campaigns, and training, just to name a few.

The organization currently owns office space from which program services are delivered; the acquisition of property 10 years ago (for \$2,339,678) saved the agency \$700,000 in rent during that time. Now that additional work space has been acquired to further enable the organization to save and maximize funds for stable program delivery, \$100,000 is needed to renovate and furnish the office area so we may continue to deliver services without interruption. \$60,000 will be used to renovate 8 enclosed offices, 9 workstations, and 2 meeting rooms for client intakes and meetings. \$40,000 will be used to furnish and equip the offices, workstations and meeting rooms with needed computer and telephone equipment, desks, chairs, copiers, file cabinets, etc. The purchase will enhance agency capacity to efficiently meet community need through maximization of existing agency resources.

The proposed request for funding to equip and furnish its expanded office space will provide a productive and confidential working environment for DVAC advocates, attorneys, and paralegals to assist survivors in making difficult decisions, navigating their own escape from an abusive relationship, understanding domestic violence, accessing other community resources, and achieving self-sufficiency. PIKO staff, who are currently serving clients at an off-site location near the airport, will also be housed in the new workspace.

DVAC's direct services are available to adults, children, and teens of either gender who are assessed to be survivors of partner abuse, dating or child abuse and who are referred by the court or voluntarily request services in cases of divorce, paternity or restraining orders. Many children will also be indirectly served as a result of the direct

services that DVAC provides to their parents. An overwhelming number of DVAC clients are low income; more than 90% are on either State or Federal assistance severely limiting their economic flexibility; in FY 2014, DVAC advocates opened and closed 597 cases, of which 94% had annual incomes under \$30,999. DVAC serves a very diverse clientele. Demographic information from one agency program about 2,283 clients reflect that 25% are Native Hawaiian, 20% are Filipino, 20% are Caucasian, and 16% Asian. DVAC client demographics reflect a concentration in the City and County of Honolulu, West Oahu and central regions of the island. Nearly 55% are between 20 and 34 years old, and 40% between 35 and 55 years old.

II. Service Summary and Outcomes

1. Describe the scope of work, tasks and responsibilities;

Scope of work, tasks and responsibilities

The community served by the Domestic Violence Action Center are survivors of intimate partner abuse, survivors of child abuse and child witnesses of domestic violence. The problem of domestic violence sees no bounds; survivors reflect our diverse community, crossing all ethnic and age groups, educational levels and religions. DVAC clients reside in all areas of the City and County of Honolulu. Survivors served by DVAC must make difficult, life-threatening decisions; to do this successfully, they require compassionate, supportive, and responsive assistance over an extended period of time. It is essential for survivors to have access to services provided by expert attorneys and advocates in a secure and confidential environment in order to remain safe, become self-sufficient and survive.

To address the complex needs of survivors, DVAC developed the “triad” approach which includes an attorney, a paralegal and an advocate who work together to compassionately and holistically serve clients. DVAC is the only Oahu organization that offers the triad approach to survivor services which includes crisis support, safety planning, referrals, financial assistance, housing, and emergency cash grants. Collectively, the triad supports survivors in navigating the legal and community support systems and addressing potential life-threatening challenges to become free and safe.

Funding awarded through this proposal will help provide the necessary equipment and physical accommodations for uninterrupted, compassionate direct services delivered by staff (attorneys, paralegals, advocates) to domestic abuse survivors. Through the purchase of additional space in the same building where our headquarters are housed, the need for additional relocations of staff is no longer necessary, confidentiality of location is maintained, and the need for re-installation of security equipment is eliminated. Usage of the new space will build agency capacity and reinforce agency accountability of public resources. The new space will house up to three triads: attorney (3), paralegal (3), and advocate (3) who will provide uninterrupted direct services to survivors. DVAC employs a strict adherence to federal law requiring confidentiality of services provided to survivors of domestic violence.

Keeping pace with previous years and expanding to include new program clients, DVAC will serve 2,500 survivors in each of the next three years. Funding will allow for attorneys, paralegals and advocates to continue providing direct services as a safety net to domestic abuse survivors and help create safer communities. Direct services include representation in divorce, custody, post-decree, paternity and restraining order cases,

advocacy to survivors contemplating or actually leaving abusive and potentially lethal relationships, and telephone Helpline assistance. Helpline services include information about legal and social services, referrals, crisis support, safety planning for survivors, their families and information needed by other providers and community constituencies. A survivor can request program services when she/he seeks options and has the need to navigate the social, medical or criminal and civil justice system on Oahu. Although Helpline is available to callers from the entire state, the mainland, and to anyone needing the information or guidance about intimate partner violence, in person services are available only on Oahu, and in the First Judicial Circuit courts.

As there is no indication that the demand for specialized, unduplicated services designed by DVAC to meet the complex needs of victims is abating, it is the abiding mandate of organizational management to stabilized agency resources, pursue revenue opportunities and monitor budget activity.

2. Provide a projected annual timeline for accomplishing the results or outcomes of the service;

Timeline for services:

Upon execution of a contract from the Hawaii State Judiciary, the Domestic Violence Action Center would expedite renovation of the new work space, which could take several months to complete. At which point, we would pursue the purchase of new computer equipment, copier, telephones, file cabinets, etc. to furnish the new work stations, offices and meeting rooms for staff and clients.

3. Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results

Quality Assurance Program

DVAC's Quality Assurance (QA) Program was established to ensure that clients and others who seek assistance receive the highest quality services available and to address any client complaints, grievances, appeals, and client satisfaction. The management team, i.e., the Chief Executive Officer and Vice Presidents, is responsible for the development and implementation of the QA program. DVAC's QA Program has the following characteristics for its Community Organizing and Education, and Survivor Advocacy Services Departments (legal representation, EXPO Outreach, Alaka'i Advocate, PIKO, Ho'oikaika, HELPLINE, etc.)

- Quarterly review of client records
- Timeliness of service delivery
- Satisfaction measures from clients
- Tracking, trending, and analysis of client complaints, grievances and appeals
- Staff development/evaluation
- Quality Management Reports (QMRs) that include outcome measures and, for each measure, who is affected, when the measure is taken, where the data comes from, who is responsible, and the targeted benchmark
- Pre- and post-test for presentations

Quality Management Reports

An administrative review of client outcomes, record reviews, quality assurance, client complaints, and grievances and appeals is conducted quarterly and reported in the Quality Management Report (QMR). Supervisors of the Survivor Advocacy Services team review client status and service delivery monthly. Their reviews focus on case status, referrals, and progress

toward client goals. The Vice Presidents of Survivor Advocacy Services, and Community Organizing and Education review programs outcomes for educational effectiveness and capacity building. QA is a standard agenda item at supervisor meetings.

Each team in the Survivor Advocacy Services Departments has a set of eight to thirteen metrics in the areas of effectiveness, efficiency and human resources. The Community, Organizing and Education Department has sets of 5 to 6 metrics for its Teen Alert Program and Consortium for Health Safety and Support Program which offer community outreach and education. The metrics measure both the quality of services that the team provides and the integrity of systems for providing those services. Each metric has an associated percentage or number benchmark that the team must meet. The program leader (Legal Services Manager, Alaka'i Advocate Manager, etc.) tracks these metrics and compiles them on a quarterly basis in that team's QMR. If there are benchmarks that are missed by more than ten percent or for two or more consecutive quarters, the program leader attaches a corrective action plan identifying actions that will correct the deficiency. The metrics, in addition to including satisfaction of clients attending presentations, includes metrics for pre- and post-tests to gauge the effectiveness of the delivery, material and description of the presentations.

Record Reviews

To ensure that case records are adequately maintained and reflect services provided, the following procedures have been implemented: The supervisor reviews a random sample of case files and Helpline call sheets quarterly. The supervisor's review of case records and call sheets is incorporated into the QMR.

Client Surveys

Each client is given a client satisfaction survey on the opening of his or her case. This survey focuses on areas of satisfaction and asks for recommendations for improvement in program services. Results are reported and reviewed, with recommendations for improvement discussed and implemented as appropriate. Clients may appeal any case closing or denial of service decision made by DVAC. Clients are informed in writing of DVAC's grievance and appeals process and rights at the time of intake.

Client satisfaction surveys completed in FY 2014 expressed overwhelming satisfaction with program services. Feedback surveys returned from clients reflected their experiences as excellent. More than 99% (n=92) EXPO clients were satisfied with the TRO information provided and 100% gave an excellent rating for their advocate's knowledge of the court process. Over 97% of 56 clients who returned feedback surveys for DVAC legal services gave their attorneys an excellent rating for taking their abuse seriously, listening to them, and getting the results they wanted. Paralegals were rated excellent by more than 95% (n=48) of clients surveyed. More than 99% (n=70) surveyed also expressed excellent or higher satisfaction overall with the advocate services they received.

Documentation and Analysis

A record of the services provided by all staff persons to each client is maintained by the agency. Staff work and program services are documented by each staff person. Each month, staff tracks the number of clients served and the type of services provided. Case tracking and case acceptance intake minutes are kept on file for evaluation with caseload and case assignments. Helpline calls are entered into an agency database. Case reviews are included as part of program evaluation and performance appraisals.

Clients receive grievance procedure forms enabling them to file grievances about services or the staff they have worked with. Client retainer agreements, release of confidentiality forms and notice about the extent of services and expectations at outreach programs are distributed to all who have received services onsite and in Family Court. Training curricula and training presentation logs are maintained by each department. Each court advocate, paralegal and attorney maintains a monthly report on the services he or she provides. This includes the number of clients assessed for survivor status, risk assessments, safety plans, client contacts, referrals, accompaniments, follow up calls, and other items. The supervisors compile this data and enter it in a monthly statistical report. The number of satisfaction surveys returned by clients and the levels of satisfaction reported are tabulated. Referrals to in-house services -- either for case management or legal representation -- are also tracked. The supervisors and the vice presidents review the data and address any issues or problems.

The Operations Department supports the infrastructure of the agency by coordinating administrative obligations and maintaining functional day-to-day operations and inventory of equipment, supplies, and ensures monthly, quarterly, and final reports are provided in a timely fashion to all funders. These reports include service data and highlight activities, accomplishments, staff changes and program challenges. Qualitative data and qualitative analysis reflect goals and objectives proposed in grant applications. Agency supervisors, managers and vice presidents identify program strengths and weaknesses, initiate corrective action, and implement innovative, efficient and effective methods to improve services which are intended to be responsive to funding partners.

- 4. List the measure(s) of effectiveness that will be reported to the State agency through which grant funds are appropriated (the expending agency). The measure(s) will provide a standard and objective way for the State to assess the program's achievement**

or accomplishment. Please note that if the level of appropriation differs from the amount included in this application that the measure(s) of effectiveness will need to be updated and transmitted to the expending agency.

Measures of Effectiveness

Measures of effectiveness will be monitored by ensuring that timelines are met for the construction/renovation of the new workspace areas, including relocations and the uninterrupted delivery of direct services to clients. By consolidating PIKO staff to the main headquarters in downtown, DVAC will reduce costs (rent is currently being paid for office space at the airport location) which will further enable the organization to save operating funds for stable program delivery. In addition, resources will be maximized and staff productivity will be increased with the centralization of DVAC office computer and copier equipment, etc. allowing staff to deliver services more efficiently to domestic violence survivors.

III. Financial

Grant amount requested: \$100,000

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.

Please see attached budget sheets.

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2016.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$25,000	\$25,000	\$25,000	\$25,000	\$100,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2016.

A. First Judicial Circuit, The Judiciary, State of Hawaii

**B. City and County of Honolulu
Community Development Block Grant (CDBG)**

**C. City and County of Honolulu
Grant In Aid**

**D. Aloha United Way
Emergency and Crisis Services**

**E. Hawaii Justice Foundation
Indigent Legal Assistance Fund (ILAF)**

**F. Hawaii Justice Foundation
Interest on Lawyers' Trust Accounts (IOLTA)**

4. The applicant shall provide a listing of all state and federal tax credits it has been granted within the prior three years. Additionally, the applicant shall provide a listing of all state and federal tax credits they have applied for or anticipate applying for pertaining to any capital project, if applicable.

We have not applied for or received state and/or federal tax credits.

5. The applicant shall provide a listing of all government contracts and grants it has been and will be receiving for program funding.

<p>1. City & County of Honolulu Contract Number: CT-DCS-1100035 Award Amount: \$116,219 Program Period: 9/1/10 – 8/31/11 Program Title: Crucial Direct Services to Survivors</p>	<p>City & County of Honolulu Department of Community Services 715 S. King St. Suite #311 Honolulu, HI 96813 Dina Wong (808) 768-7783 Dwong6@honolulu.gov</p>
<p>Contract Number: CT-DCS-140102 Award Amount: \$128,315.00 Program Period: 1/29/14 – 1/28/15 Program Title: Legal Advocacy to Navigate a High Risk Step to Domestic Violence Survivors</p>	<p>City & County of Honolulu Department of Community Services 715 S. King St. Suite #311 Honolulu, HI 96813 Shane Akagi</p>

<p>2. First Judicial Circuit, The Judiciary, State of Hawaii Contract Number: J08164 Award Amount: \$1,416,086 Program Period: 7/1/09 - 6/30/10 Program Title: Legal and Advocacy Services for Survivors of Domestic Violence</p> <p>Award Amount: \$1,416,086 Program Period: 7/1/10 – 6/30/11</p> <p>Award Amount: \$391,192 Program Period: 11/1/10 – 6/30/12</p> <p>Contract Number: J12129 Program Title: Domestic Violence Intervention Services Award Amount: \$1,378,668 Program Period: 7/1/11 - 9/30/12</p> <p>Award Amount: \$1,378,668 Program Period: 7/1/12-6/30/13</p> <p>Award Amount: \$2,757,336 Program Period: 7/1/13 – 6/30/15</p>	<p>Ms. Maureen Kiehm Program Specialist, First Circuit Court Office of the Chief Court Administrator 777 Punchbowl St. Honolulu, HI 96813 (808) 539-4406 Maureen.N.Kiehm@courts.state.hi.us</p>
<p>3. Hawaii Justice Foundation</p> <p>Contract Number: 2010*03 Award Amount \$17,000 Program Period: 1/1/10-12/31/10 Program Title IOLTA Grant</p> <p>Contract Number: 2011*03 Award Amount: \$14,500 Program Period: 1/1/11-12/31/11</p> <p>Contract Number: 2012*03 Award Amount: \$10,875 Program Period: 1/1/12-12/31/12</p> <p>Contract Number: 2013*03 Award Amount: \$6,000 Program Period: 1/1/13-12/31/13</p> <p>Contract Number: 2014*03 Award Amount: \$5,000 Program Period: 1/1/14-12/31/14</p>	<p>Robert J. LeClair, Executive Director Hawaii Justice Foundation PO Box 1230 Honolulu, HI 96807-1230 (808) 537-3886 hjf@hawaii.rr.com</p>

<p>5. Indigent Legal Assistance Fund</p> <p>Contract Number: J10007 Award Amount: \$41,198.19 Program Period: 7/1/09 – 6/30/10 Program Title: Direct Civil Legal Services for Survivors of Domestic Violence</p> <p>Contract Number J11014 Award Amount: \$40,222.05 Program Period 7/1/10-6/30/11 Program Title: Direct Civil Legal Services for Survivors of Domestic Violence</p> <p>Contract Number: J12020 Award Amount \$56,279.55 Program Period: 7/1/11-6/30/12 Program Title: Direct Civil Legal Services for Survivors of Domestic Violence</p> <p>Contract Number: J13019 Award Amount: \$54,353.96 Program Period: 7/1/12-6/30/13 Program Title: Direct Civil Legal Services for Survivors of Domestic Violence</p> <p>Contract Number: J14036 Award Amount: \$125,202 Program Period: 7/1/13-6/31/14 Program Title: Direct Civil Legal Services for Survivors of Domestic Violence</p> <p>Contract Number: J14174 Award Amount: \$960,847.83 Program Period: 7/1/14-6/30/15 Program Title: Direct Civil Legal Services for Survivors of Domestic Violence</p>	<p>Mr. Rodney A. Maile Administrative Director of the Courts c/o Hawaii Justice Foundation ILAF Administrator PO Box 1230 Honolulu, HI 96807-1234 (808) 537-3886 Hjf@hawaii.rr.com</p>
<p>6. LAV/LASH</p> <p>Contract Number: 2010 WL-AX-0048 Award Amount: \$235,782 Program Period: 10/1/10 – 9/30/12 Program Title: Legal Assistance to Survivors in HI</p> <p>Contract Number: CDFDA #16.524 Program Period: 11/15/12 – 9/15/15</p>	<p>Jennifer La'a Director of Grants Management 924 Bethel St. Honolulu, HI 96813 (808) 527-8076 jelaa@lashaw.org</p>
<p>7. Dept. of the Attorney General, CPJAD</p> <p>Contract Number: CFDA #16.588 Award Amount: \$125,687 Program Period: 7/1/12-6/30/13</p>	<p>Jennifer Cullen Criminal Justice Planning Specialist Department of the Attorney General/CPJAD</p>

<p>Program Title: Support Services for Survivors of Intimate Partner Violence</p> <p>Contract Number 11-WF-09 Award Amount: \$189,402 Program Period: 12/1/12-2/28/14 Program Title: Holistic Specialized Services for Survivors of Intimate Partner Violence</p> <p>Contract Number: 12-WF-06 Award Amount: \$141,393 Program Period: 3/1/14-5/30/15 Program Title: Holistic Specialized Services for Survivors of Intimate Partner Violence</p> <p>Contract Number: CDFA #16.588 Award Amount: \$200,000 Program Period: 6/1/15 – 5/31/16 Program Title: Specialized Services for Survivors</p>	<p>Phone: (808) 586-1389 Fax: (808) 586-1097 Jennifer.M.Cullen@hawaii.gov</p> <p>Jocelyn de Guia Criminal Justice Planning Specialist Department of the Attorney General/CPJAD Phone: (808) 586-1054 Fax: (808) 586-1097 Jocelyn.A.deGuia@hawaii.gov</p>
<p>8. The Twenty-Sixth Legislature Hawaii State Legislature Contract Number: DHS-13-POS-806 Award Amount: \$498,344.00 Program Period: 6/15/13 – 6/30/14 Program Title: Specialized Holistic Services for Survivors of Domestic Violence</p>	<p>Patricia McManaman, Director Department of Human Services P.O. Box 339 Honolulu, HI 96809-0339</p>

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2014.

Net assets as of December 31, 2014: \$2,806,322.00

IV. Experience and Capability

A. Necessary Skills and Experience

Domestic violence continues to be a pervasive and costly problem for our island community. The toll on survivors and their children is enormous. However, the costs beyond

personal trauma to families is the burden on public resources including law enforcement, courts, health care sector, social services and mental health services.

Management staff currently employed at DVAC has a combined total of 90 years professional experience directly serving the community of survivors and their families, while engaging elected and appointed leaders, and providing technical assistance to government and private agencies charged with the responsibility of addressing domestic violence. The agency is one of a few stand-alone agencies focusing on this one constituency and creating client and community programs uniquely suited to address the complex, potentially life threatening abuse presented by intimate partner and dating violence. Other programs for survivors in the community are embedded in large social service agencies, or are a part of a larger agency mission, such as serving immigrants or low income communities, only some of whom are survivors.

The Domestic Violence Action Center accepts high-risk, contested divorce, temporary restraining order (TRO), post-decree, and paternity cases and provides safety planning, crisis management, risk assessment, accompaniment, and bilingual advocacy. DVAC develops its program services and staffing model with the needs of survivors in sharp focus. It is confirmed through research that survivors are empowered and competent in their efforts despite their terror and overwhelming uncertainty, when they are supported with good client-centered advocacy. In a report funded by the U.S. Department of Justice, "Research shows that Intimate Partner Violence (IPV) programs **"work"** that enhance survivors' internal resources and improve their social support. Specific programs that accomplish these include counseling, support groups, advocacy and shelter services. Participation in community-based advocacy services were found

to result in higher quality of life and greater social support and less difficulty obtaining community resources compared to battered women who did not have such services.”¹

Domestic violence continues to be a pervasive and costly problem for our island community. The toll on survivors and their children is enormous. However, the costs beyond personal trauma to families is the burden on public resources including law enforcement, courts, health care sector, social services and mental health services. As we acknowledge our 25th anniversary in 2015, we will continue our critical work in reaching out and supporting survivors in their pursuit of safety and sustain public awareness about this multi-faceted issue. DVAC has made vital contributions to the safety and well-being of Hawaii's families by helping them become safe and rebuild their lives without violence. Fourteen-year data suggests that the DVAC programs uniquely fulfill the needs of the community. Clients seek ongoing contact with staff, as they make their escape or their decisions. DVAC staff have had 262,415 telephone contacts with survivors since 2000.

Safety planning by staff is not an event, but a process, and can be done with survivors multiple times: upon intake, over the telephone, as part of a Helpline call, on-site at court, after a court hearing, or whenever a survivor's circumstance changes. 49,168 safety plans have been done by DVAC staff since 2000. Attorneys have made 7,479 court appearances and committed 30,103 hours working on document preparation (alongside paralegals) on the 4,849 cases opened during that 15 year period. Advocates have completed 20,481 accompaniments with clients to agencies, appointments or other community resources. 4,275 legal cases have been closed over the 15 years data has been collected this way.

¹ Hart, B., J.D. and Klein, Ph.D., “Practical Implications of Current Intimate Partner Violence Research for Survivor Advocates and Service Providers,” a report funded by the U.S. Department of Justice, December 2013, p. 109.

In addition to its sustained experience with client-centered services and legal representation, the agency has an administrative structure that enables it to support and evaluate the program. DVAC's infrastructure has been built to responsibly manage programs and finances, implement a personnel benefits program, and work with a Board of Directors. Over time, the agency has undertaken initiatives to review and implement changes that the growth of the organization demanded.

Management has improved the agency computer network, assessed organizational data compilation systems, and sought consultation by experts in accounting, business planning and organizational effectiveness. Management staff cultivates relationships with community leaders, maintains dialogue with elected officials, nurtures allies in the not-for-profit sector, and creates partnerships serving the public interest.

B. Facilities

The Domestic Violence Action Center is housed in downtown Honolulu, within walking distance of Circuit Court, District Court, the State Capitol, government agencies, and bus routes. Location of agency offices is kept confidential to preserve staff and client safety. The agency is not listed on the building directory, and the address is neither in the telephone directory nor on its letterhead. The offices DVAC owns that houses agency programs are ADA compliant, the building has an elevator and restrooms are equipped with handicapped stalls. Given our confidential location, when appointments are made with a client and it is known the client has a disability our staff meets the client outside of the building and accompanies them to facilitate a more comfortable entry to our office. The agency offices have 5,186 of usable square footage consisting of 12 enclosed offices, 23 workstations, two intake rooms, a server room, a kitchenette, and a reception area. Each

office and workstation is equipped with a computer. The agency has five laser printers and one Xerox color copier with scan and faxing capabilities. The office is secured, entry is by key fob access for staff, and visitors are screened via an intercom system. For added security, glass panels on the side of the entry door are tinted with a security film, and a video system makes visitors visible to the receptionist.

DVAC also has an office at the Ronald T. Y. Moon Judiciary complex in Kapolei where the EXPO court outreach program advocates are located. The office accommodates 4 staff and is furnished to provide filing space (for forms and information for referrals) and access to agency computer network to conduct conflict checks.

Additional space (2,596 square feet) has been purchased in the same building as the existing offices to meet the growing demand for services for families suffering the harm of abuse. Current work space is at maximum capacity due to long-term grant funded staff increases. The new office space will allow for 30% more space to accommodate 8-10 new staff (attorneys, paralegals and advocates) to provide direct program services.

V. Personnel: Project Organization and Staffing

A. Proposed Staffing, Staff Qualifications, Supervision and Training

Requested funding will be used to equip and furnish recently purchased contiguous work site to accommodate demand for direct services which include legal representation, advocacy, outreach education, and Helpline services, just to name a few.

DVAC Chief Executive Officer, Vice President of Operations and Director of Accounting will assume primary responsibility for the capital initiative requested in this application.

Chief Executive Officer Nanci Kreidman, M.A. - Ms. Kreidman co-founded the Domestic Violence Action Center, formerly the Domestic Violence Clearinghouse and Legal Hotline. She has served in this capacity since the inception of the agency in 1990 and has been working with local and national efforts to address family violence issues for more than 30 years. Nanci has served on many committees (Access to Justice Commission, Hawaii State Commission on the Status of Women, Violence Against Women Planning Committee, Department of Justice Review Panels) at the community level and through appointment by the Governor, Chief Justice, Mayor and Attorney General. She has been invited to address local, national and international audiences on a variety of topics related to families, women, and children.

In 2014, Ms. Kreidman received the prestigious Ho'okele Award given by the Hawaii Community Foundation and the Gerbode Foundation. In 2010, she was selected as a Woman Leader by the YWCA for its Leader Luncheon and received the Giraffe Award in 2008, given to a person in the community who "sticks" their neck out! Ms. Kreidman has been qualified as an expert in Hawaii's courts and receives many inquiries from the media for comment on contemporary issues. She has produced and written video documentaries and practice manuals on domestic violence. She has served nationally on panels convened by the National Council of Juvenile and Family Court Judges examining Child Custody and Visitation and Domestic Violence Courts as well the review and editing of an article for *VAWNET: Controversies and Recent Studies of Batterer Intervention and Program Effectiveness*.

Vice President of Operations Pauline Ohlendorf-Chun - Ms. Ohlendorf-Chun has managerial experience with communication, supervisory, and fiscal skills. She has been with DVAC since 1994 and has played a lead role in directing and managing the agency's growth

from a 9-person, \$600,000/year legal services and community education organization to its current 52-person, \$3+ million/year presence as one of the state's leading Domestic Violence agencies. She currently has oversight responsibility for human resource management, agency accounting budgeting, payroll, and all aspects of office operations.

Director of Accounting Desie Graves - Ms. Graves has a B.S. degree in accounting and has 25 years fund accounting experience with non-profit organizations and has attended trainings in OMB Circular A-133, A-122, A-110, Supportive Housing Program by HUD and other government sponsored training. She is responsible for planning, directing and controlling financial and administrative accounting functions for the agency following generally accepted accounting principles and procedures and in accordance with State and Federal tax laws.

All employees participate in an annual performance appraisal, and receive performance counseling on an as-needed basis. Training is a high priority for the agency, with staff required to participate in a minimum of two (2) trainings each year. In FY 2014, staff attended varied subject matter and skill building sessions in person, via webinars on the continent and at the agency offices.

For the Fiscal Year 2014, agency staff participated in 332 trainings which totaled 1,408 hours of training with all staff meeting the minimum requirement of four (4) trainings. The topics of the trainings included but were not limited to subject matter area and analysis, advocacy and legal practice, human resources, contract compliance, fund development, social media and personal development issues. All client services staff is trained in risk assessment, safety planning, trauma-informed services and structured interviewing.

Also, the staff attorneys belong to the Family Law Section of the Hawaii State Bar Association and participate in ongoing training in litigation and case law at local training and national conferences. As a member of Hawaii Youth Services Network and Hawaii Employers Council, DVAC takes advantage of networking and training opportunities available through those memberships.

In addition to the training described above, all DVAC staff - from the receptionist to the management team - are introduced to the agency and its mission, the key issues in domestic violence, available community resources in an intensive four day training that orients staff to the agency's definitions of advocacy, domestic violence lawyering, "strength model" of case management, safety, risk and readiness for service. Direct services staff learns how to screen for primary aggressor, techniques for working with ambivalent clients, challenges facing dual abuse survivors, and an introduction to the civil and criminal justice systems. DVAC is committed to cultural responsiveness and works to increase access by diverse ethnic communities to the programs of the Domestic Violence Action Center. The four day and ongoing training includes lectures, experiential exercises, video presentations, question and answer sessions, site visits and shadowing.

Agency employees participate in local conferences featuring national experts, local presentations, and web-based, audio conference in-service trainings. DVAC seeks opportunities to provide current information, new techniques, and exposure to issues that are relevant to the work its staff does every day. Seasoned attorneys previously employed by Domestic Violence Action Center provide free training and consultation on case-specific or practice issues.

Professional allies of the agency have provided in-service training and program consultation on issues related to service delivery, accountability and staff performance standards. Courtroom techniques, counseling strategies, the meaning of advocacy, the challenges faced by survivors are also topics of staff training. All staff attorneys attend the Hawaii State Bar Convention and are encouraged to attend subject matter and practice-relevant trainings.

B. Organization Chart

Please see attached organization chart.

C. Compensation

Chief Executive Officer	\$99,807.00
Vice President of Operations	\$79,069.00
Vice President of Community Organizing & Education	\$77,956.00

VI. Other

A. Litigation

There is no pending litigation.

B. Licensure or Accreditation

DVAC is not accredited.

C. Federal and County Grants (specify amount of federal and county grants awarded since July 1, 2014)

<p>1. Indigent Legal Assistance Fund</p> <p>Contract Number: J14174 Award Amount: \$960,847.83 Program Period: 7/1/14-6/30/15 Program Title: Direct Civil Legal Services for Survivors of Domestic Violence</p>	<p>Mr. Rodney A. Maile Administrative Director of the Courts c/o Hawaii Justice Foundation ILAF Administrator PO Box 1230 Honolulu, HI 96807-1234 (808) 537-3886 Hjf@hawaii.rr.com</p>
<p>2. Dept. of the Attorney General, CPJAD</p> <p>Contract Number: CDFA #16.588 Award Amount: \$200,000 Program Period: 6/1/15 – 5/31/16 Program Title: Specialized Services for Survivors</p>	<p>Jocelyn de Guia Criminal Justice Planning Specialist Department of the Attorney General/CPJAD Phone: (808) 586-1054 Fax: (808) 586-1097 Jocelyn.A.deGuia@hawaii.gov</p>

D. Private Educational Institutions

The grant will not be used to support or benefit a sectarian or non-sectarian private educational institution.

E. Future Sustainability Plan – provide a plan for sustaining after FY 2015-6 the activity funded by the grant if the grant of this application is received by the applicant for FY 2015-6 but, not received by the applicant thereafter.

This request is specifically for furnishing needed computer office equipment and renovation costs for our new office space. However, there is always a need for general support for DVAC as many overlooked areas are often restricted by other funding sources. DVAC has been in existence since 1990 when it started with two part-time staff. Since then, we have grown to a staff of 52 today, which reflects the unfortunate but also very real demand for domestic violence services for Hawaii’s survivors. We seek

continued support from the Hawaii State Judiciary and additional sources to continue making a life-saving and meaningful difference in the lives of Hawaii's families.

F. Certificate of Good Standing – if the applicant is an organization, submit one copy of a certificate of good standing from the Director of Commerce and Consumer Affairs that is dated no earlier than Dec. 1, 2014.

See attached.

Budget



25 Years

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2015 to June 30, 2016

Applicant: Domestic Violence Action Center

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
A. PERSONNEL COST				
1. Salaries				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
TOTAL PERSONNEL COST				
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES				
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL	100,000			
TOTAL (A+B+C+D+E)	100,000			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	100,000	Desie Graves		
(b) Total Federal Funds Requested		Name (Please type or print)		
(c) Total County Funds Requested		Phone		
(d) Total Private/Other Funds Requested		1/30/15		
		Signature of Authorized Official		
		Date		
TOTAL BUDGET	100,000	Nanci Kreidman, CEO		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2015 to June 30, 2016

Applicant: _____

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				
JUSTIFICATION/COMMENTS:				
Not Applicable				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2015 to June 30, 2016

Applicant: _____

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				

JUSTIFICATION/COMMENTS:

NOT APPLICABLE

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				

JUSTIFICATION/COMMENTS:

NOT APPLICABLE

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2015 to June 30, 2016

Applicant: Domestic Violence Action Center

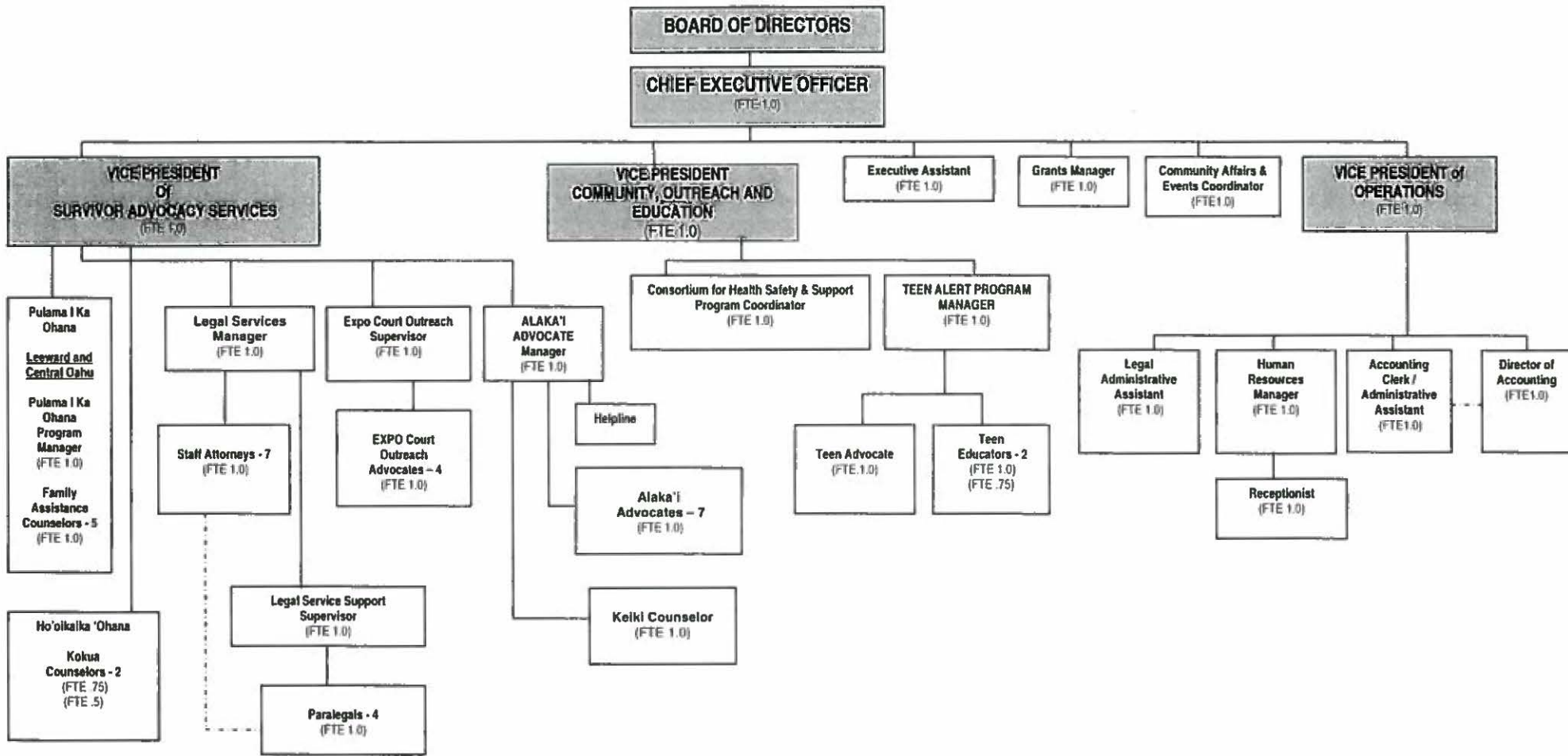
FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OF FUNDS	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2013-2014	FY: 2014-2015	FY:2015-2016	FY:2015-2016	FY:2016-2017	FY:2017-2018
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION			60,000		0	0
EQUIPMENT			40,000		0	0
TOTAL:			100,000		0	0
JUSTIFICATION/COMMENTS: \$40,000 will be used to furnish and equip the offices , workstations and meeting rooms with needed computer, telephone equipment, desk,chairs, copiers, file cabinets,etc. \$60,000 will be used to renovate 8 enclosed offices, 9 workstations, and 2 meeting rooms for client intakes and meetings.						

Organization Chart



25 Years

**DOMESTIC VIOLENCE ACTION CENTER
ORGANIZATION CHART
As of January 1, 2015**



Government Contracts



25 Years

GOVERNMENT CONTRACTS AND/OR GRANTS

Applicant: Domestic Violence Action Center

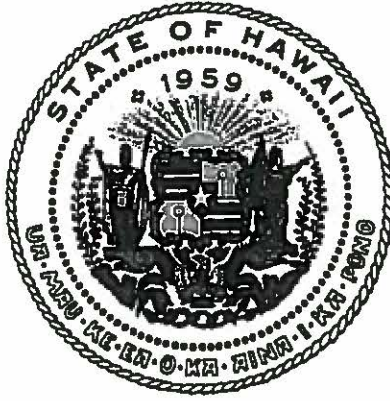
	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1.	Crucial Direct Svcs to Survivors	9/1/10-8/31/11	Dept. of Community Svcs.	City & County of Honolulu	\$116,219
2.	Legal Advocacy to Navigate a High Risk Step to Domestic Violence Survivors	1/29/14-1/28/15	Dept. of Community Svcs.	City & County of Honolulu	\$128,315
3.	Legal & Advocacy Svcs for Survivors of Domestic Violence	7/1/09-6/30/10	First Judicial Circuit, The Judiciary	State of Hawaii	\$1,416,086
4.	Legal & Advocacy Svcs for Survivors of Domestic Violence	7/1/10-6/30/11	First Judicial Circuit, The Judiciary	State of Hawaii	\$1,416,086
5.	Legal & Advocacy Svcs for Survivors of Domestic Violence	11/1/10-6/30/12	First Judicial Circuit, The Judiciary	State of Hawaii	\$391,192
6.	Domestic Violence Intervention Services	7/1/11-9/30/12	First Judicial Circuit, The Judiciary	State of Hawaii	\$1,378,668
7.	Domestic Violence Intervention Services	7/1/12-6/30/13	First Judicial Circuit, The Judiciary	State of Hawaii	\$1,378,668
8.	Domestic Violence Intervention Services	7/1/13-6/30/15	First Judicial Circuit, The Judiciary	State of Hawaii	\$2,757,336
9.	IOLTA Grant	1/1/10-12/31/10	Hawaii Justice Foundation		\$17,000
10.	IOLTA Grant	1/1/11-12/31/11	Hawaii Justice Foundation		\$14,500
11.	IOLTA Grant	1/1/12-12/31/13	Hawaii Justice Foundation		\$6,000
12.	IOLTA Grant	1/1/13-12/31/14	Hawaii Justice Foundation		\$5,000

13.	Direct Civil Legal Services for Survivors of Domestic Violence Indigent Legal Assistance Fund	7/1/09-6/30/10	Hawaii Justice Foundation		\$41,198
14.	Direct Civil Legal Services for Survivors of Domestic Violence Indigent Legal Assistance Fund	7/1/10-6/30/11	Hawaii Justice Foundation		\$40,222
15.	Direct Civil Legal Services for Survivors of Domestic Violence Indigent Legal Assistance Fund	7/1/11-6/30/12	Hawaii Justice Foundation		\$56,279
16.	Direct Civil Legal Services for Survivors of Domestic Violence Indigent Legal Assistance Fund	7/1/12-6/30/13	Hawaii Justice Foundation		\$54,353
17.	Direct Civil Legal Services for Survivors of Domestic Violence Indigent Legal Assistance Fund	7/1/13-6/30/14	Hawaii Justice Foundation		\$125,202
18.	Direct Civil Legal Services for Survivors of Domestic Violence Indigent Legal Assistance Fund	7/1/14-6/30/15	Hawaii Justice Foundation		\$960,847
19.	Legal Assistance to Survivors in Hawaii	11/15/12-9/15/15	LAV/Legal Aid Society of Hawaii		\$235,782
20.	Support Services for Survivors of Intimate Partner Violence	3/1/14-5/30/15	Department of the Attorney General/CPJAD	State of Hawaii	\$200,000
21.	Specialized Holistic Services for Survivors of Domestic Violence	6/15/13-6/30/14	Twenty Sixth Legislature	Hawaii State Legislature	\$498,344
				TOTAL	\$10,846,105

Certificate of Good Standing



25 Years



Department of Commerce and Consumer Affairs

CERTIFICATE OF GOOD STANDING

I, the undersigned Director of Commerce and Consumer Affairs of the State of Hawaii, do hereby certify that

DOMESTIC VIOLENCE ACTION CENTER

was incorporated under the laws of Hawaii on 12/04/1990 ; that it is an existing nonprofit corporation; and that, as far as the records of this Department reveal, has complied with all of the provisions of the Hawaii Nonprofit Corporations Act, regulating domestic nonprofit corporations.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Department of Commerce and Consumer Affairs, at Honolulu, Hawaii.

Dated: December 08, 2014

Director of Commerce and Consumer Affairs



Declaration Statement



25 Years

**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS PURSUANT TO
CHAPTER 42F, HAWAII REVISIED STATUTES**

The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) 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 is awarded;
 - b) Complies 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;
 - c) Agrees not to use state funds for entertainment or lobbying activities; and
 - d) Allows the state agency to which funds for the grant 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.
- 2) If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is incorporated under the laws of the State; and
 - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant is awarded shall be conducted or provided.
- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
 - b) Has a governing board whose members have no material conflict of interest and serve without compensation.

Pursuant to Section 42F-103, Hawaii Revised Statutes, for grants used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant 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 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.

Domestic Violence Action Center
(Typed Name of Individual or Organization)

 _____
(Signature) 1-26-15 _____
(Date)

Nanci Kreidman Chief Executive Officer
(Typed Name) (Title)