

House District 17-51

Senate District 9-25

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:
Hawaii State Coalition Against Domestic Violence

Dbn:

Street Address:
810 Richards St., Ste 960, Honolulu, HI 96813
Mailing Address:
Same

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name JANELLE OISHI

Title Director of Systems & Communities

Phone # 808-832-9316 x2

Fax # 808-841-6028

E-mail joishi@hscadv.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:

DOMESTIC VIOLENCE SYSTEMS ADVOCACY AND COORDINATED COMMUNITY RESPONSE PROGRAM

4. FEDERAL TAX ID # [REDACTED]

5. STATE TAX ID # [REDACTED]

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2016: \$ 34,148

8. STATUS OF SERVICE DESCRIBED IN THIS REQUEST:

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

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

STATE \$ 0
 FEDERAL \$ 238460
 COUNTY \$ 0
 PRIVATE/OTHER \$ 0

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

[REDACTED]

Janelle Oishi Dir Systems & Communities

1-29-15

AUTHORIZED SIGNATURE

NAME & TITLE

DATE SIGNED



Application for Grants

i. Background and Summary

1. A brief description of the applicant's background

The Hawaii State Coalition Against Domestic Violence (HSCADV) is a private nonprofit organization and is a statewide partnership of 21 domestic violence programs that include an array of domestic violence services including supervised visitation, batterer intervention programs, transitional housing, substance abuse services, children exposed to domestic violence groups, victims counseling and support groups, legal services, and emergency domestic violence shelter. HSCADV engages communities and organizations to end domestic violence through education, advocacy and action for social justice. HSCADV has provided comprehensive advocacy and education services to community organizations, groups and state agencies for over 35 years. The foundation of HSCADV's work is the healing and safety of victims and children, holding perpetrators accountable and working to change the social environment that enables violence in our communities. HSCADV has a comprehensive array of services that respond to intimate partner violence issues, including training, technical assistance, affecting public policy, establishing consistent procedures and actions by civil and criminal justice systems, and coordinating domestic violence prevention and intervention services including implementation of a 5-year domestic violence strategic plan by the Hawaii Department of Health: Navigating a Course for Peace.

Intimate partner violence is at epidemic proportions in the United States. Estimates range from 960,000 incidents of violence to three million women who are physically abused by their husband or boyfriend per year (U.S. Department of Justice 1998; Commonwealth Fund, 1999). In the year 2001 alone, more than half a million American women (588,490 women) were victims of nonfatal violence committed by an intimate partner (Bureau of Justice Statistics Crime Data Brief, 2003). Further, it is estimated that 1 in 320 households are affected by intimate partner violence (Bureau of Justice Statistics Data Brief, 2008). In 2000, 1,247 women were killed by an intimate partner; in the same year, 440 men were killed by an intimate partner (Bureau of Justice Statistics Crime Data Brief, 2003).

HSCADV has over three decades of experience and skill in addressing domestic violence issues across Hawaii's communities. HSCADV maintains the highest standards of safety and ethics in all its programs. All training, technical assistance, and system and community advocacy are organized in accordance with the National Coalition Against Domestic Violence and the National Network to End Domestic Violence. Specifically, all daily activities are guided by the work of nationally-recognized domestic violence organizations and federal guidelines including the Violence Against Women Act (VAWA) and Family Violence Prevention and Services Act (FVPSA).

In addition, given the multiethnic and multicultural specific communities across Hawaii and Oahu, HSCADV also centers its programs on best practices and research generated by Asian and Pacific Island Institute on Domestic Violence (APIIDV), National Resource Center on Domestic Violence and other national organizations including the National Indigenous Women's Resource Center. The ideologies and practices promoted by these professional organizations guide program development and quality assurance practices of HSCADV. Consistent application of the national and local community best practices supports HSCADV in its goal of enhancing victim, child and community safety while holding perpetrators accountable and reducing recidivism.

2. The goals and objectives related to the request

HSCADV is requesting funding to address the goals and objectives outlined below. The following proposal describes the comprehensive array of domestic violence service coordination

violence cases from “slipping through the cracks” whilst establishing a less isolated process of developing policy. The collaborations facilitated by SACCR will go beyond direct services provided by each agency to a broader concept of advocacy that encompasses the social change required to end domestic violence in Hawaii.

3. The public purpose and need to be served

Clark, Burt, Schulte & Maguire, 1996 in *Coordinated Community Responses to Domestic Violence in Six Communities: Beyond the Justice System*, found that:

Battered women sometimes seek relief through the criminal justice system, which historically has served as the main vehicle in a community's formal response to domestic violence. The National Crime Victim Survey (NCVS) found that 56 percent of women who had been victims of a violent crime committed by an intimate partner reported the incident to the police (Bachman, 1994). Battered women may also access domestic violence shelters and services instead of, or in addition to, criminal justice measures. These programs frequently provide a number of services in addition to shelter, such as counseling, legal assistance, and advocacy. Despite their wider availability, shelter services are not used by most battered women. Gelles and Straus found that less than 2 percent of women who were *severely* abused reported seeking help from a battered women's shelter during the prior year, and no victims of *minor* violence sought help from shelters (Gelles and Straus, 1988). A couple of factors may contribute to the small proportion of women using shelter services. In many communities, the services may be inadequate to serve all battered women who request services from the shelter (Gelles and Straus, 1988 and Council on Ethical and Judicial Affairs, AMA, 1992). Also, leaving the abuser and going to a shelter, or seeking help in obtaining a protection order are major decisions used as a last resort by many women.

The health care system often unwittingly provides another important source of services for battered women, although traditionally it has not played an active role in identifying or intervening in domestic violence. Battered women seek treatment for traumatic injuries resulting from the abuse (e.g., bruises, cuts, broken bones, etc.), and for primary care complaints related to the abuse (e.g., chronic headaches, abdominal pains, sleeplessness, depression, etc.) (Council on Scientific Affairs, AMA, 1992). Research indicates that more than one-fifth, and perhaps as many as one-third, of women receiving care in hospital emergency departments have symptoms related to domestic violence (Council on Scientific Affairs, AMA, 1992). Most commonly, women seeking such health services do not identify themselves as battered women and the health care providers do not identify them as such. Most women using health services in relation to symptoms caused by battering are not in touch with any other services where they do self-identify. Therefore, the health care system provides an access point to battered women who are not being served by other systems. Other service systems such as alcohol and drug treatment programs, child protective services and programs for the homeless are also very likely to have clients who suffer from domestic violence, and may also have clients who are perpetrators. At this time these systems are even less likely than health care systems to identify the existence of domestic violence among their clients, or to intervene and offer services if domestic violence issues become apparent.

Historically, each of the systems and support structures have operated in “service silos”, with agencies developing their own goals, procedures and understanding of the issues at hand. This type of service segregation has created many barriers to a coordinated community response to domestic violence as well as creating unattainable and complex pathways for victims to

one on Molokai, and two on Kauai) providing domestic violence related services. Between 2008 and 2012, the number of victims/survivors served increased statewide by 12%. There was a greater increase in 2009 and 2010 when the total numbers served reached 8,753 but the numbers of victim/survivors served decreased in 2011 and remained steady in 2012. The number of hotline calls received has decreased by 12% between 2008 and 2012. Counseling services and victim advocacy services both saw increases between 2008 and 2009 and have remained relatively static since then. Crisis intervention services have declined by 33% between 2008 and 2012. The fluctuation in the number of victims/survivors served and the types of services they are receiving can be due to a variety of reasons such as changes in funding, types of services offered at each agency, types of services needed by clients, or other reasons related individual agencies' data systems and/or circumstances. There was one agency that was unable to provide data for 2008 which may slightly skew the annual numbers for that year.

Statewide Domestic Violence-related Victim Services, CY 2008-2012

Type of Domestic Violence related services	2008	2009	2010	2011	2012
Domestic Violence Victims / Survivors served	8,230	10,380	10,499	8,930	8,750
Hotline Calls	19,729	18,900	18,709	17,316	16,619
Legal Advocacy/Court Accompaniments	1,621	3,256	3,328	2,657	2,683
Legal Assistance/Representation	955	1,215	1,384	1,370	1,154
Counseling Services/Support group	2,302	2,639	2,161	1,927	1,804
Victims / Survivors provided Advocacy	1,561	2,547	2,741	2,389	2,031
Crisis Intervention Services	7,356	6,175	5,766	5,083	4,791
DV Outreach / Education	5,330	11,596	9,446	8,159	7,069
Batterers' Intervention Clients	567	891	1,176	1,285	971
Other Services	391	1,657	1,788	1,460	1,614

Source: Catholic Charities - Oahu, Child and Family Service - Hawaii and Oahu, Domestic Violence Action Center, Legal Aid Society of Hawaii, Molokai Community Service Council, Parents and Children Together - Kauai, Maui, and Oahu, Women Helping Women – Maui, YWCA of Kauai

There are nine shelter facilities statewide (three on Oahu, two on Hawaii, one on each of the islands of Molokai, Kauai, and Maui), and one for military victims and dependents only. The Department of Human Services contracts with seven non-profit entities to operate and provide emergency shelter and support services. Six of the seven agencies operating the shelters statewide provided data regarding the number of individuals served. The numbers below are not inclusive of all shelters within the State due to data collection issues. Table 5 shows significant increases in usage of shelters by victims and their family members.

HSCADV's written policies focus on ethics, integrity of service provision, employee standards of professionalism, and maintaining confidentiality of survivors and domestic violence programs, as mandated by both the Violence Against Women Act and the Family Violence Prevention and Services Act. HSCADV's policy and procedure manuals are accessible on site and a reference to guide employees in implementing their job responsibilities. The manuals are regularly reviewed and updated to maintain integrity with evolving best practices and funder requirements.

In addition to the quality assurance activities described above, HSCADV employs specific evaluation tools to determine the quality of its services. The evaluation tools assess the effectiveness of services provided to a variety of audiences and organizations. HSCADV employs evaluation surveys to determine the effectiveness of meetings, projects and technical assistance using Likert Scales and quantitative as well as qualitative questions to determine participant response. For projects involving taskforces, coordinated community response or system advocacy work, HSCADV utilizes logic models with specific measured outcomes and products to determine achievement of metrics throughout the project. Outcomes and outputs based on contracted deliverables with funders are tracked on a monthly and quarterly basis. Achievement of these measures are reviewed by the program directors and the Executive Director, with adjustments made on an ongoing basis to improve service delivery and complete deliverables. Staff receive ongoing supervision, with semi-annual evaluations. Through the implementation of regularly scheduled supervision and performance evaluations, a quality assurance feedback process is attained. The evaluation tools utilized by HSCADV have been approved by the US Department of Justice for use in program evaluation.

4. List the measure(s) of effectiveness that will be reported to the State agency through which grant funds are appropriated (the expending agency).

HSCADV will provide an annual report that addresses the specific outcomes and outputs identified in the SACCR project logic model. Included in the report will be the most current criminal justice statistics, Judiciary protective order statistics, victim/survivor feedback via interviews and focus groups, and assessments conducted by the staff coordinator.

III. Financial Budget

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

Please see the attached Budget form (p.5).

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
8,537	8,537	8,537	8,537	34,148

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

HSCADV will be seeking funding from the following sources in FY 2016

- Family Violence Prevention and Services Act
- Office on Violence Against Women, Department of Justice
- State of Hawaii Department of Health
- State of Hawaii Judiciary

alongside other crime victim advocates and survivors to establish a permanent statewide victim notification system in the State of Hawaii Department of Public Safety. The victim notification system is a valuable tool which survivors of domestic violence, their family members and advocates can use to receive timely information about changes in an offender's custody status. In collaboration with Department of Human Services and other community stakeholders, HSCADV assisted in creating screening and assessment tools of domestic violence survivors in the Child Welfare System.

HSCADV has partnered with the State of Hawaii Judiciary for many years and both have led many initiatives in the movement to end violence in Hawaii. HSCADV's level of expertise is a result of decades of integrating theory and practice from local, state and national research relating to the complex nature of domestic violence intervention.

HSCADV has extensive experience in developing and implementing domestic violence task force models. HSCADV was contracted by the State of Hawaii Department of Health to implement a five-year strategic plan for domestic violence in Hawaii in 2007. The feedback received by Hawaii Department of Health was consistently positive and met contract expectations.

Experience

Hawaii State Coalition Against Domestic Violence (HSCADV) has served a unique role in our state's response to domestic violence since its inception. HSCADV creates policy, legislative, and social change beyond the provision of direct services to victims of domestic violence. While the movement to end violence against women has been successful in creating and sustaining a criminal legal response and providing essential crisis services to domestic violence survivors and their families, crisis intervention alone cannot address the complex dynamics of domestic violence. HSCADV's advocacy efforts promote policies that keep victims safe, hold perpetrators accountable, and improve systemic response to survivors and their families. HSCADV leads in a variety of activities and has made a commitment to the following actions: providing an annual conference and a variety of domestic violence training opportunities statewide; community-based coordination meetings; technical assistance to a variety of service providers; conducting needs assessments and strategic planning; and systemic advocacy.

HSCADV's partnership includes programs and organizations that provide shelter, assistance in obtaining a restraining order, therapeutic counseling services for victims and children, advocacy and legal assistance primarily for survivors of intimate partner violence, and batter intervention programs to address an offender's use of violence. HSCADV efforts will benefit the population of shelter workers, domestic violence advocates, and all direct service providers of member programs and the victims they serve. HSCADV also interacts and collaborates with a complex system of private (healthcare, businesses, etc.) and public sector systems (law enforcement, child protection services workers, etc.) that interact with domestic violence survivors on a daily basis; along with local private and public partnerships on six islands (the domestic violence task forces of the DOH 5-year Strategic Plan). The composition of each task force is unique to each community, and may include representation from faith communities, and schools.

Domestic violence is a complex social problem that takes integrated interpersonal, community, institutional and cultural responses and solutions that promote a coordinated community response. Therefore, HSCADV works on multiple levels and with multiple communities to address domestic violence. We work to ensure that the systems and organizations a survivor may turn to for help---a domestic violence shelter, healthcare provider, or police officer--- provides the survivor with trauma-informed care, and resources focused on her safety and self-determination. These were the needs addressed in the Hawaii State Coalition Against Domestic Violence's (HSCADV) application for the OVW Fiscal Year 2014 Grants to State Domestic Violence Coalitions:

response within the police department. It would also allow for providing support for advocacy to other systemic institutions that affect the police department's response to domestic violence. The state of Hawaii is the most geographically isolated landmass in the world. Accessing member programs has inherent challenges as many programs are located in rural areas of neighbor islands and transportation requires the expense of air travel with no alternative currently offered. There is a gap in service in the ability to provide live training and technical assistance opportunities in these areas due to a lack of financial resources. It is through the continued support of the Office of Violence Against Women that HSCADV is able to access these areas and enhance the capacity of member programs to provide services that enhance victim safety and self-determination.

In addition, HSCADV has a commitment to increase the inclusion of voices from groups and organizations that are often marginalized. These voices include members of, and member programs that serve, under-represented populations such as immigrant populations, disabled individuals, women of color, rural populations and others. HSCADV also continues to explore ways in which survivors of domestic violence, sexual assault and stalking are able to provide feedback that is used in strategic planning. The utilization of survivor response groups are a planning resource and support focusing attention on local agency responses to survivors and under-represented populations.

In July 2014 HSCADV held its first Survivor Committee meeting. In October 2014 the Survivor Committee changed their name to the Survivor Action Committee (SAC) and agreed to monthly meetings. The SAC made this decision because they felt that there were so many issues and challenges facing victims of domestic violence in Hawaii; the SAC is committed to working towards creating solutions and implementing positive change. In December 2014, members of the SAC were invited by HPD to share their stories with the new HPD recruit class, and have since been invited to attend every weekly recall training for the next 8-9 months. HSCADV staff coordinate the all SAC meetings and has been responsible for setting the agenda and taking meeting minutes.

Hawaii State Coalition Against Domestic Violence (HSCADV) recognizes the importance of collaboration, service coordination and information sharing between staff and other public or private agencies addressing intimate partner violence. As a result HSCADV is committed to maintaining comprehensive partnerships with relevant agencies and community organizations throughout all geographic areas of the City and County of Honolulu, as well as the State of Hawaii, in order to address victim safety, batterer accountability and ultimately improve the community's response to domestic violence. HSCADV maintains a working relationship with the court system, the probation office and family service departments, as well as with the police department.

HSCADV has over thirty years of experience in maintaining strong linkages with various agencies serving a variety of populations. HSCADV maintains such open, cooperative working relationships and communication with many agencies. These community organizations include, but are not limited to:

- Catholic Charities Hawaii
- Domestic Violence Action Center
- Hale Ho`omalua, Molokai
- Hale Ola Windward Abuse Shelter
- Island of Hawaii YMCA Family Visitation Center
- Lanai Domestic Violence Programs, Women Helping Women
- Legal Aid Society of Hawaii
- Molokai Community Services Council
- Family Peace Center-Maui, Parents and Children Together
- Family Peace Center-Oahu, Parents and Children Together

In demonstration of HSCADV's commitment to involvement with community partners and collaborating with other organizations to promote all services, HSCADV prints and distributes HELP cards which list resources for domestic violence victims on Oahu. This card lists all domestic violence agencies in the City and County of Honolulu as well as other organizations that might assist victims, like the Sex Assault Treatment Center, Salvation Army, Adult Mental Health Division and others. The cards are widely distributed to community organizations, state agencies and the public through fairs, community events and other outreach activities. HSCADV is also regularly invited by agencies, organizations and academic bodies to provide training on issues related to domestic violence. This serves the dual purpose of meeting the educational need of the sponsoring organization while also serving HSCADV's aim to heighten public understanding of domestic violence and appropriate community responses.

Related Projects & Contracts:

Project	Contract Number/Title	Contract Period	Name/Number of Point of Contact
Family Violence Prevention and Services Act	2013G991540	October 1, 2012 – September 30, 2014	Ken Noyes, 202-205-7891
Office on Violence Against Women, Department of Justice	2012-DW-AX-0017	September 1, 2012 – August 31, 2014	Paule Tessier, 202-353-8408
State of Hawaii Department of Health Contract	Implementation of the Domestic Violence Strategic Plan 09-098	November 2, 2007 – June 30, 2013	Lynn Niitani, 733-4054
State of Hawaii Department of Health Contract	Memorandum of Agreement between Maternal Child Health Branch and HSCADV	January 1, 2013 – June 30, 2013	Tod Robertson, 733-9033

B. Facilities

HSCADV's location meets all the requirements of the American Disabilities Act (ADA) regarding client and employee access as well as OSHA requirements for safety. Every effort is made to maintain services that are centrally located in the community. HSCADV's policies ensure that the site provides maximum accessibility, safety and support for service delivery.

HSCADV's offices are located at 810 Richards Street, Suite 960 in Honolulu. This office suite is in downtown Honolulu close to many State Department offices, City and County offices and the Judiciary, as well as nonprofit organizations.

The office is easily accessible by public transportation and meets ADA requirements, with appropriate entry and elevators. HSCADV provides communication and physical access to persons with disabilities as needed. Clients have access to several bathrooms, adequate parking, on-site security and central air conditioning.

There is meeting space in Suite 960 for 8-10 members, and HSCADV has access to a larger conference room on the 8th floor suite 818. The 8th floor conference room comfortably fits 12-15 people, and has kitchen and bathroom access.

HSCADV has a large screen TV and a video conferencing system and is therefore well-equipped to host videoconferencing services to communities across the state of Hawaii.

Position and Responsibilities	Minimum Qualifications
<p>The Executive Director is responsible for:</p> <ul style="list-style-type: none"> • Oversight of the program, contracts, budget and operations including acting as the liaison to contractors and community entities; • Assuring quality evaluation and compliance with funder requirements; • Supervision of management staff; • <i>Marci Lopes, holds this position and has over 11 years of experience in the field of domestic violence in Hawaii and holds a Masters degree in Counseling Psychology and is a Certified Substance Abuse Counselor. Marci also has over 15 years of supervisory and management experience.</i> 	<ul style="list-style-type: none"> • Master's degree • Three years experience in domestic violence • Two years supervisory experience.
<p>Program Directors are responsible for:</p> <ul style="list-style-type: none"> • Management of day-to-day coordination of services; • Conducting assessments; coordinate implementation of the task force; • Assess the need for resources and entities required for program implementation • Community education and training. <p>Positions held by:</p> <ul style="list-style-type: none"> • <i>Janelle Oishi has 12 years of experience in the field of domestic violence, 3years as a supervisor and holds a Masters degree in Social Work.</i> • <i>Michelle Rocca has 6 years of experience in the field of domestic violence, 2 years as a supervisor and holds a Masters degree in Counseling Psychology.</i> 	<ul style="list-style-type: none"> • Master's Degree or equivalent in a human services field; • Two years experience in domestic violence programs; <p style="text-align: center;">Or</p> <ul style="list-style-type: none"> • Bachelor's Degree in human services field; and • Five years of experience in domestic violence programs.
<p>Accounting Clerks are responsible for:</p> <ul style="list-style-type: none"> • Assisting in the daily operations of the organization, including fiscal and general office management • Preparing checks, create budgets, calculate billing statements, etc. • Perform bookkeeping tasks and coordinate with the accountant • Compose correspondence, reports and other communication as needed • <i>Kim Siu, who has a BA in Interdisciplinary Studies with a focus on English-Chinese translation, BA in Japanese, a Certificate in NPO Management, and will graduate with a Masters in Accounting in December 2015.</i> 	<ul style="list-style-type: none"> • Experience in office and project management • Organizational, administrative, bookkeeping and clerical skills

Supervision

HSCADV promotes regular supervision of all staff in order to promote program integrity while conforming to ethical standards established by the agency, the State of Hawaii and national promising approaches and the field of domestic violence practice. Supervision is also a vehicle

B. Licensure or Accreditation

There are no special qualifications, licensure or accreditation that is required for the non-direct service activities of HSCADV. HSCADV is a longstanding member of the National Coalition Against Domestic Violence (NCADV) and the National Network to End Domestic Violence (NNEDV).

C. Federal and County Grants

In the current period beginning July 1, 2014, HSCADV has received two federal grants: The Office on Violence Against Women, Department of Justice, which awarded \$81,795 and the Family Violence Prevention and Services Act, which awarded \$237,669.

D. Private Educational Institutions

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

E. Future Sustainability Plan

Please see the attached SACCR project logic model that details the plan for sustainability of the project after the fiscal year 2015-16.

F. Certificate of Good Standing (If the Applicant is an Organization)

Please see the attached certificate of good standing from the Director of Commerce and Consumer Affairs, dated January 28, 2015.

Domestic Violence Systems Advocacy and Coordinated Community Response (SACCR) Program Workplan: FY 2015

Project Goal Statement: To create a coherent and collaborative approach to centralize victim safety by bringing together key players in systems to develop strategies and procedures in systems response to domestic violence on Oahu. This project will assist service providers and system agencies in communication, networking and collaboration, identifying gaps in protocols or services needed to support victims and their families. This project will also incorporate members of various communities including service providers, spiritual, educational, health and cultural communities to participate in developing services, events and strategies needed to boost community awareness and decrease domestic violence.

OUTCOME #1: Enhancing networking among service providers

OUTCOME #1 WORKPLAN

Activity	Inputs	Time Frame	Anticipated Outputs
Multidisciplinary work groups will be formed to identify and support development and implementation of system best practices for domestic violence	Staff Coordinator System Agency Representatives	July 1, 2015-June 30, 2016	Regular meetings that include detailed agendas Existing systems are brought together to mutually address issues of domestic violence.
Engage system components through information sharing, technical assistance, and strategies to increase knowledge on domestic violence advocacy and build a network of system responses	Workgroup Representatives	July 1, 2015-June 30, 2016	Systems cooperation may be reflected in informal practices of information exchange, referral, and strategy established by team consensus. Increase in communication and coordination between members

OUTCOME #2: Building monitoring and tracking into engaged system components

OUTCOME #2 WORKPLAN

Activity	Inputs	Time Frame	Anticipated Outputs
Assess viability of implementing Courtwatch or other accountability systems, assess for data collection and reporting opportunities	Staff Coordinator Workgroup	July 1, 2015-June 30, 2016	Coordination and monitoring of interventions across systems
Encourage the creation of interagency policies and practices that increase consistency of services	Staff Coordinator Workgroup	July 1, 2015-June 30, 2016	Perpetrators' ability to manipulate the processes are limited; victims receive consistent services.

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OUTCOME #5: Evaluating the coordinated community response from a standpoint of victim safety

OUTCOME #5 WORKPLAN

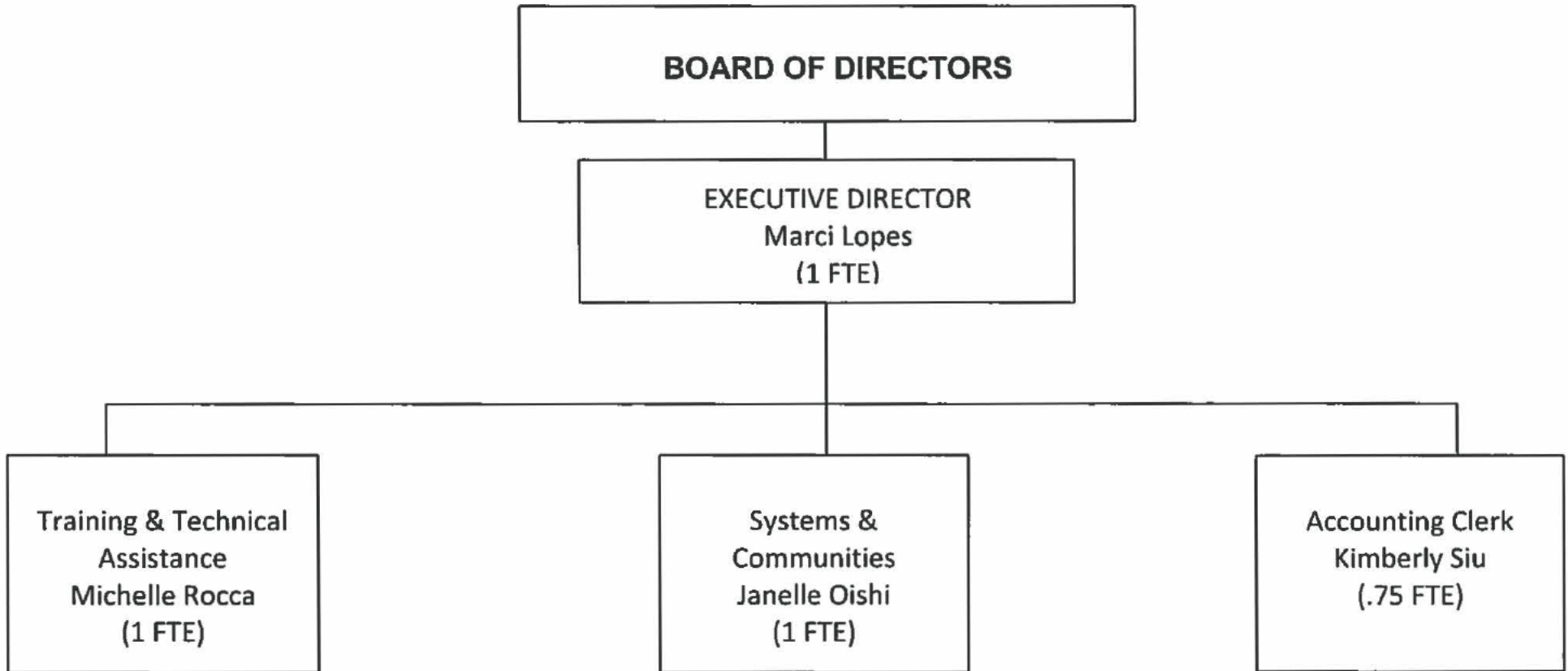
Activity	Inputs	Time Frame	Anticipated Outputs
Measure system response to victims of domestic violence – treatment/outcome of cases as reported by survivors	<i>Staff Coordinator Workgroup</i>	<i>July 1, 2015-June 30, 2016</i>	Systems response is determined by victims' experience.
Assess policies – are victim safety and support a priority? Are resources and services integrated, efficient and victim-focused?	<i>Staff Coordinator Workgroup</i>	<i>July 1, 2015-June 30, 2016</i>	Increase in the ability to challenge insensitive policies and/or initiate policies designed to improve responses to victims
Assess levels of system cooperation and collaboration	<i>Staff Coordinator Workgroup</i>	<i>July 1, 2015-June 30, 2016</i>	Presence of formalized “working agreement” procedures or memorandums of agreement related to system response or information practices of information exchange, referral and strategies.

OUTCOME #6: Sustainability of the project is ensured.

OUTCOME #6 WORKPLAN

Activity	Inputs	Time Frame	Anticipated Outputs
Develop processes to fund continued implementation of SACCR project	<i>Staff coordinator</i>	<i>July 1, 2015-June 30, 2016</i>	Funding streams identified and petitioned.
Once network of systems is created, and if determined to be successful, work with state government to obtain commitment to provide funding for ongoing networks.	<i>Staff coordinator</i>	<i>Dependent on continued funding</i>	Commitment obtained from state government agencies.
Once networks are created, and if determined to be successful, work with institutions and community partners to obtain staff time for new ongoing community-based networks	<i>Staff coordinator</i>	<i>Dependent on continued funding</i>	Staff time obtained.

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Job Description: 2014 Accounting Clerk

Position Description

With direct supervision from the Executive Director, the Accounting Clerk will be responsible for managing the HSCADV office, managing certain projects, and providing administrative, bookkeeping, and clerical support for the HSCADV activities. The Accounting Clerk is responsible for operations of the HSCADV. The Accounting Clerk will maintain the philosophical and programmatic integrity of the organization consistent with the mission of the HSCADV and the battered women's movement.

Organizational Description

The Hawaii State Coalition Against Domestic Violence (HSCADV, the Coalition) is a private, nonprofit, statewide domestic violence coalition which has been in existence since 1980. As a statewide coalition of domestic violence programs, our mission is to engage communities and organizations to end domestic violence through education, advocacy, and action for social justice. HSCADV provides collaboration and coordination with federal, state, and local entities engaged in violence against women activities.

Schedule

The position is for 32 hours per week. Hours may vary in accordance with job demands.

Key Responsibilities

- Assist the day-to-day operations of the HSCADV, including fiscal and general office management.
- Handle day to day office tasks including: bill payments; bank deposits; maintain financial records; initiate invoices; bill payments; monitor and replenish the petty cash fund; etc.
- Maintain general office duties which may include: answer office phone, file documents, send fax, assist visitors, coordinate appointments, coordinate daily schedules, procure and maintain office equipment; maintain/replenish office supplies; coordinate and schedule office maintenance; etc.
- Accounting tasks may include: prepare checks, create budgets, calculate billing statements, prepare and submit tax documents, manage inventory records, etc.
- Draft the HSCADV agency and program/project budgets.
- Monitor HSCADV agency and program grants and financial report deadlines.
- Perform bookkeeping tasks and coordinate with the accountant.
- Prepare for and coordinate the annual agency audit with the accountant.
- Track member agency/program membership dues, including invoicing and following up on status of payment.
- Compose correspondence, reports, and other communication as needed.
- Prepare material for the HSCADV Board and Committee meetings, as well as preparing the minutes from the Committee meeting and reimbursing members for airfare for attending a full day meeting.
- Provide administrative support to the HSCADV Subcommittees.
- Retain and storage of past HSCADV records, financial files, employee files, and other pertinent information.
- Perform other related duties as assigned.



Director of Systems & Communities 2014 Job Description

Primary Objectives

- Work closely with the Executive Director and Director of Training & Technical Assistance to ensure that HSCADV initiatives are executed effectively and in a timely manner.
- Build, extend and strengthen the HSCADV membership network of programs, allies and individuals.
- Maintain records of Systems & Communities activities and outcomes and report to funders and collaborators.
- Guide Systems and Communities in identifying and executing effective strategies for improvement.

Organizational Description

The Hawaii State Coalition Against Domestic Violence (HSCADV, the Coalition) is a private, not-for profit, state-wide domestic violence coalition which has been in existence since 1980. As a statewide coalition of domestic violence programs, our mission is to engage communities and organizations to end domestic violence through education, advocacy, and action for social justice. HSCADV provides collaboration and coordination with federal, state, and local entities engaged in violence against women activities.

Key Responsibilities

- Lead in the design and coordinate the delivery, implementation and evaluation of:
 - A comprehensive community development process that will engage systems and communities across Hawaii.
 - Assist community partners and coalition members in developing leadership and connecting them with resources to develop a community vision, assessment and plan.
 - Connect them with technical assistance and training to successfully implement plans.
- Identify, connect with, and cultivate community and systems members, including community/membership representatives, institutional representatives, service providers, funders, etc.
 - Expand the communities & systems network, developing trust-based collaborative relationships.
- Review and evaluate resource requirements to ensure efficient and creative management in support of program goals. Identify and pursue additional sources of funding or other resources.
- Take the lead in grant reporting related to Systems & Communities.
- Promote the mission and vision of HSCADV, encouraging innovation and embedding HSCADV philosophy throughout work with Systems & Communities. Recognize and celebrate successes.

Qualifications

- Managerial skills and ability to lead a team ranging from volunteers/students to employees.
- Strong leadership
- Active engagement and performance management to drive cultural and organizational improvement.
- Ability to develop and promote effective methods of communication
- Professional qualification: Masters Degree in social work or related social service discipline. At least 3 years of experience working in domestic violence. At least 2 years supervisory experience.
- Record of working collaboratively across programs/partnerships
- Record of managing a statewide program.
- Developing and maintaining productive work relationships

POSITION AVAILABLE **Training & Technical Assistance Director**

Position Description

This position is responsible for the Coalition's training and technical assistance efforts; researches and designs curriculums individually and with the training department; delivers trainings on domestic and sexual violence and related topics throughout the state of Hawaii; provides technical assistance; and, represents the Coalition at events, meetings, and task forces. The Training & Technical Assistance Director is a member of the Coalition's Management Team and upholds the mission, vision and guiding principles of the Coalition.

Organizational Description

The Hawaii State Coalition Against Domestic Violence (HSCADV, the Coalition) is a private, not-for profit, state-wide domestic violence coalition which has been in existence since 1980. As a statewide coalition of domestic violence programs, our mission is to engage communities and organizations to end domestic violence through education, advocacy, and action for social justice. HSCADV provides collaboration and coordination with federal, state, and local entities engaged in violence against women activities.

Key Responsibilities

- Provide technical assistance to and consultation with local domestic violence service providers throughout Hawaii. Technical assistance includes on-site support and training, telephone response and support, and provision of resource materials.
- Provide overall supervision to the HSCADV Training & TA department to ensure coordination and implementation of local, regional and statewide trainings on domestic violence and related topics, including assisting in developing and providing training for program staff, executive directors, volunteer board members and allied professionals.
- Develop and provide training to allied professionals as requested.
- Research, develop and disseminate promising practice models, policies, procedures, and information in the areas of programs and services, agency development, underserved populations and other related areas as needed.
- Provides leadership for the organization as a member of the Management Team;
- Creates and maintains the Coalition's annual training calendar
- Receives, distributes, and tracks training requests
- Stays current with domestic and sexual violence research
- Provides leadership on the Coalition's conference and training summits
- Provide supervision to the Domestic Violence Educator and other staff as assigned.
- Attend meetings related to coordination/facilitation of training & TA as needed and acts as a Coalition liaison.
- Provide support to and participate in HSCADV events
- Perform other related duties as assigned

hscadv **HAWAII STATE COALITION AGAINST DOMESTIC VIOLENCE**

POSITION AVAILABLE EXECUTIVE DIRECTOR

Position Description

The HSCADV Executive Director is responsible to the HSCADV Board of Directors for the overall management of the organization, its services, staff and financial resources to successfully achieve organizational goals and mission.

Organizational Description

The Hawaii State Coalition Against Domestic Violence (HSCADV, the Coalition) is a private, not-for profit, state-wide domestic violence coalition which has been in existence since 1980. As a statewide coalition of domestic violence programs, our mission is to ensure the safety and protection of women in intimate relationships by coordinating domestic violence prevention and intervention services, providing training and education, affecting public policy, and establishing coordinated and consistent procedures and actions by the civil and criminal justice systems in Hawaii. HSCADV provides collaboration and coordination with federal, state, and local entities engaged in violence against women activities.

Primary Responsibilities

Under the direct supervision of the HSCADV Board of Directors Executive Committee:

Fundraising

- Oversee fundraising planning, maintain existing funding sources and implementation including; attracting new funding sources; developing revenue generating strategies; grant writing; and administration of fundraising records and grant reporting.

Board Relations

- Facilitate an effective board of directors and work with the board to further sharpen the organization's strategic direction.

Strategy/Planning

- Provide leadership, planning and implementation of organizational goals and objectives consistent with the mission and core values of the HSCADV.

Advocacy/Public Awareness/Community Relations

- Provide leadership, planning and implementation of public policy agenda, relative to state and federal government responses to domestic and sexual violence issues. Responsibilities include communication with members and staff of the Hawaii legislature, provide testimony, and represent HSCADV with related service organizations and state and federal government agencies.
- Represent HSCADV through participation in public policy efforts with other related national and state non-governmental organizations. Act as primary spokesperson for HSCADV public policy goals and initiatives.

HAWAII STATE COALITION AGAINST DOMESTIC VIOLENCE

Physical Requirements

- Standing or sitting for long periods, bending, stooping, occasional lifting, walking, climbing stairs, kneeling, squatting, crouching, balancing, lifting over 25 lbs.
- Must have ability to travel to member program sites using a personal vehicle, safely, maintaining proper licensing and insurance coverage, and following company policy.
- Ability, on a consistent basis, to perform work activities requiring cooperation, instruction, persuasion, or speaking with others.
- Ability to communicate effectively in person, on paper and by telephone with customers.
- Regular use of telephone equipment required.

Personal Characteristics

The successful individual will demonstrate the following:

- **Behave Ethically:** Understand ethical behavior and business practices and ensure own behavior and that of others are consistent and in align with the values of the organization.
- **Build Relationships:** Establish and maintain positive working relationships with others both internally and externally to achieve the goals of the organization.
- **Communicate Effectively:** Speak, listen and write in a clear, thorough and timely manner using appropriate and effective communication tools and techniques.
- **Focus on Client Needs:** Anticipate, understand, and respond to the needs of customers to meet or exceed their expectations.
- **Make Decisions:** Assess situations to determine the importance, urgency and risks, and make clear decisions which are timely and in the best interests of the organization.
- **Organization:** Set priorities, develop a work schedule, monitor progress towards goals, and track details, data, information, activities.
- **Technological Aptitude:** Understand software applications and maintain skills necessary to effectively perform key responsibilities through use of company programs used by the organization.

Salary & Benefits

Competitive salary DOE. Comprehensive benefits package, including health, dental, vision, disability, life insurance and retirement plan.

HSCADV is an equal opportunity employer; people of color and individuals from diverse backgrounds are encouraged to apply. HSCADV does not discriminate on the basis of race, color, national origin, ethnic background, religion, sex, sexual orientation, age, or disability.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2015 to June 30, 2016

Applicant: Hawaii State Coalition Against Domestic Violence

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	21,331	146,334		
2. Payroll Taxes & Assessments	3,660	24,879		
3. Fringe Benefits	2,608	10,770		
TOTAL PERSONNEL COST	27,599	181,983		
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	0	0		
2. Insurance	204	2,395		
3. Lease/Rental of Equipment	450	5,380		
4. Lease/Rental of Space	2,595	31,603		
5. Staff Training	0	0		
6. Supplies	2,000	8,090		
7. Telecommunication	300	3,572		
8. Utilities	0	0		
9. Meetings & Events	1,000	5,437		
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	6,549	56,477		
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	34,148	238,460		
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	34,148	Janelle Oishi	808-832-9316	
(b) Total Federal Funds Requested	238,460	Name (Please type or print)	Phone	
(c) Total County Funds Requested	0		42.033	
(d) Total Private/Other Funds Requested	0	Signature of Authorized Official	Date	
TOTAL BUDGET	272,608	Janelle Oishi, Dir Systems & Communities		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2015 to June 30, 2016

Applicant: Hawaii State Coalition Against Domestic Violence

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Executive Director	1	\$74,230.00	0.00%	\$ -
Director of Training & Technical Assistance	1	\$50,000.00	0.00%	\$ -
Director of Systems & Communities	1	\$50,000.00	40.00%	\$ 20,000.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				20,000.00
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2015 to June 30, 2016

Applicant: Hawaii State Coalition Against Domestic

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Xerox Copy machine (rental)	1.00	\$450.00	\$ 450.00	450
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:	1		\$ 450.00	450

JUSTIFICATION/COMMENTS:

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

JUSTIFICATION/COMMENTS:

Total cost of the equipment rental for the year is \$5487 with 8.21% being allocated to this grant based on staff time allocations.

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2015 to June 30, 2016

Applicant: Hawaii State Coalition Against Domestic Violence

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OF FUNDS REQUESTED	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						
EQUIPMENT						
TOTAL:	0	0	0	0	0	0
JUSTIFICATION/COMMENTS:						
No funds are being requested for capital projects.						

GOVERNMENT CONTRACTS AND/OR GRANTS

Applicant: Hawaii State Coalition Against Domestic Violence

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1.	Family Violence Prevention and Services Act	10/1/2013-9/30/2014	Department of Health and Human Services	US	216,474
2.	Office on Violence Against Women	9/1/2013-8/31/2014	Department of Justice	US	76,431
3.	State of Hawaii Department of Health	11/2/2007-6/30/2013	Department of Health	State of Hawaii	774,746
4.	State of Hawaii Department of Health	1/1/2013-6/30/2013	Department of Health	State of Hawaii	12,500
5.					
6.					
7.					
8.					
9.					
10.					
				TOTAL	1,080,151

**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS PURSUANT TO
CHAPTER 42F, HAWAI'I REVISED 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, Hawai'i 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, Hawai'i 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, Hawai'i 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, Hawai'i 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.

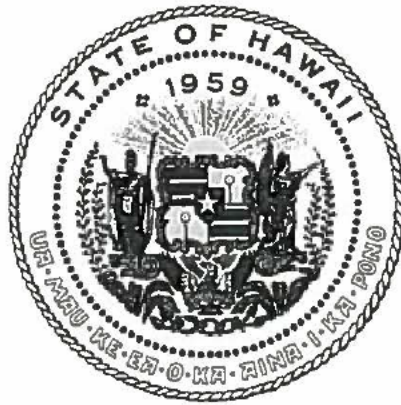
Hawaii State Coalition Against Domestic Violence
(Typed Name of Individual or Organization)



1/29/2015

(Date)

Janelle Oishi Director of Systems & Communities
(Typed Name) (Title)



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

HAWAII STATE COALITION AGAINST DOMESTIC VIOLENCE

was incorporated under the laws of Hawaii on 03/22/1994 ; 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: January 28, 2015



Interim Director of Commerce and Consumer Affairs



STATE OF HAWAII
STATE PROCUREMENT OFFICE

CERTIFICATE OF VENDOR COMPLIANCE

This document presents the compliance status of the vendor identified below on the issue date with respect to certificates required from the Hawaii Department of Taxation (DOTAX), the Internal Revenue Service, the Hawaii Department of Labor and Industrial Relations (DLIR), and the Hawaii Department of Commerce and Consumer Affairs (DCCA).

Vendor Name: HAWAII STATE COALITION AGAINST DOMESTIC VIOLENCE

DBA/Trade Name: HAWAII STATE COALITION AGAINST DOMESTIC VIOLENCE

Issue Date: 01/28/2015

Status: Compliant

Hawaii Tax#: [REDACTED]
FEIN/SSN#: XX-XXX5218
UI#: No record
DCCA FILE#: 94796

Status of Compliance for this Vendor on issue date:

Form	Department(s)	Status
A-6	Hawaii Department of Taxation	Compliant
	Internal Revenue Service	Compliant
COGS	Hawaii Department of Commerce & Consumer Affairs	Exempt
LIR27	Hawaii Department of Labor & Industrial Relations	Compliant

Status Legend:

Status	Description
Exempt	The entity is exempt from this requirement
Compliant	The entity is compliant with this requirement or the entity is in agreement with agency and actively working towards compliance
Pending	The entity is compliant with DLIR requirement
Submitted	The entity has applied for the certificate but it is awaiting approval
Not Compliant	The entity is not in compliance with the requirement and should contact the issuing agency for more information