

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

Dbas:

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

Mailing Address:
Same as above

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name MICHELLE ROCCA

Title Training and Technical Assistance Director

Phone # 808-832-9316 ext 101

Fax # 808-841-6028

E-mail mrocca@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:

WEB BASED TRAINING SITE FOR TWENTY FIVE HOUR DOMESTIC VIOLENCE TRAINING CURRICULUM

4. FEDERAL TAX ID #: _____

5. STATE TAX ID #: _____

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2016: \$ 26,000.00

8. STATUS OF SERVICE DESCRIBED IN THIS REQUEST:

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

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

STATE \$ 0

FEDERAL \$ 238460

COUNTY \$ 0

PRIVATE/OTHER \$ 0

AUTHORIZED SIGNATURE

Michelle Rocca Training & TA Director

NAME & TITLE

1.29.15

DATE SIGNED



RECEIVED
1-30-15

✓

Application for Grants

If any item is not applicable to the request, the applicant should enter "not applicable".

I. Background and Summary

This section shall clearly and concisely summarize and highlight the contents of the request in such a way as to provide the State Legislature with a broad understanding of the request. Please include the following:

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 23 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 public education and policy 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 collaboration, and advocacy efforts provided by HSCADV. Through these services, HSCADV responds to the community's need to improve safety and services to victims of intimate partner violence, increasing offender accountability and prevention of future violence.

3. **The public purpose and need to be served;** The goal of this project is to provide a convenient and accessible venue for domestic violence training through the use of web based training. According to Hawaii Revised Statute 505.5 (a) (7), "A person who is employed by or is a volunteer in a domestic violence victims' program, and who is, or who reports to and is under the direct control and supervision of, a direct service supervisor of a domestic violence victims' program, and whose primary function is the rendering of advice, counseling, or assistance to victims... must complete twenty-five hours of training to obtain counselor privilege." The utilization of a web based training curriculum will significantly increase the accessibility to this mandatory and highly valuable training requirement. Domestic violence advocates, professionals, law enforcement, students, and members of the general public will be able to complete the twenty-five hour training course on domestic violence at a time of their choosing while minimizing the impact on local programs burdened by staff shortages when advocates are away for training.

HSCADV has created a twenty-five hour, domestic violence specific curriculum that is available to member program staff, Justice Reinvestment Initiative personnel, law enforcement, prosecutors, medical professionals, and members of the general public. The topics covered in this training include:

- Domestic Violence Dynamics,
- Social Justice/ History of the Women's Movement,
- Child Exposure to Domestic Violence,
- Child Sexual Abuse in Domestic Violence Homes,
- Abuser Dynamics,
- Domestic Violence and the Law,
- Advocacy and Intervention,

- Special Populations of Survivors (including but not limited to LGBT, women of color, women of faith, etc.)
- Systems Response to Domestic Violence, and
- Safety and Technology Advocacy.

All training topics, visual presentations, and materials have been approved by the US Department of Justice, Office on Violence Against Women. This training is highly regarded by the domestic violence community and is offered statewide each year with varying levels of participation per community. In recent difficult economic times with many programs suffering from budget cuts and staff shortages, attending a four day in person training is difficult to manage and has a significant impact on domestic violence programs by not having the staff available to perform their duties for the duration of the training. As a result, HSCADV has experienced low participation rates even though training evaluations completed by individuals who have the opportunity to receive the training score its effectiveness very highly. It is the goal of HSCADV to continue to provide a quality and effective training in a format that reduces staff time dedicated to in person training, and reduces the travel costs to HSCADV to provide the training statewide.

HSCADV is currently accessing technical assistance from the Illinois Coalition Against Domestic Violence (ICADV) for guidance in this project. ICADV provides a forty-hour web based domestic violence training course available statewide with large participant attendance and successful evaluations of the training curriculum as reported by those who have completed. The ICADV has generously dedicated time and expertise to HSCADV in sharing their experience, providing insight into strengths of the program, and access to a sample of their curriculum.

4. **Describe the target population to be served;** The target population to be served will be domestic violence advocates, program supervisors, temporary restraining order advocates, batter intervention and victim service group survivors, law enforcement personnel, students, and members of the public.
5. **Describe the geographic coverage.** The geographic coverage will be all communities statewide.

II. Service Summary and Outcomes

The Service Summary shall include a detailed discussion of the applicant's approach to the request. The applicant shall clearly and concisely specify the results, outcomes, and measures of effectiveness from this request. The applicant shall:

1. **Describe the scope of work, tasks and responsibilities;** The scope of work will require a highly trained web/ technology specialist to build the infrastructure to host the training. This individual will be tasked with doing the required research for an appropriate online educational site to host data, build the foundation for the curriculum to be held, and translate the domestic violence training curriculum into

an online format. They will be responsible for ensuring the curriculum and website are easily accessible, with clear instructions for course work, accessing materials, and completion of the training.

2. **Provide a projected annual timeline for accomplishing the results or outcomes of the service;** The project will be completed and available for use by the community no later than July 1, 2016.
3. **Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and** Quality assurance and evaluation will be ongoing throughout the project period. HSCADV personnel will meet regularly with the web/technology specialist throughout the contract period to ensure a quality service is being provided and the anticipated one year time line for completion is maintained. Updates from the technology specialist will be anticipated at least one time per quarter until the project is complete. Once the training is able to go live for use by the community at large, training evaluations will be included upon successful completion of the twenty five hour training. These evaluations will include no less than three questions regarding the user's assessment of the quality of website, accessibility of website, and the users experience with navigating the website in an effort to maintain an ongoing method of assessing quality assurance. HSCADV will incorporate feedback provided by the training participants to continue to improve the structure and content and will collaborate with the web/technology specialist to make any improvements necessary.
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.** HSCADV will provide an annual report that addresses the specific outcomes as identified in the contract with the web/technology specialist and will determine that the services were met in a timely and effective manner. Included in the annual report will be all expenditures related to the project, remaining funds and/or additional funds used to complete the project, and the successes and challenges of the project.

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 local police department.

In order for HSCADV to provide a continuous coordinated array of services to the community, HSCADV coordinates program activities with the Judiciary, criminal justice system agencies and the community by:

- Ongoing communication with Judiciary personnel
- Work in partnership with Judiciary staff to develop and maintain clear channels of communication and understanding;
- Ensuring that appropriate reports are completed and delivered to the Judiciary within established time frames;
- Participation on appropriate community organizations, coalitions, task forces etc. whose purpose and goals are aligned with HSCADV's and who actively seek to reduce the level of violence in our State;
- Employing an array of community resources to facilitate referrals for clients who may have multiple needs not met by HSCADV.

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`omalu, 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
- Ohia Shelter, Parents and Children Together
- Salvation Army Family Treatment Services
- Turning Point for Families, Child and Family Service
- Victim/Witness Kokua Services, Department of the Prosecuting Attorney City and County of Honolulu
- Women Helping Women Maui
- Family Violence Services, Young Women's Christian Association of Kauai
- Shelter, Young Women's Christian Association of Kauai

In addition to service coordination, HSCADV engages in many collaborative efforts to address domestic violence at community, island and state levels. HSCADV maintains regular interaction and active relationships with other community organizations, particularly those providing local domestic violence services. Examples of HSCADV's work with other community-based organizations include:

- Supporting legislation to strengthen legal consequences for batterers and improve safety for victim/survivors;
- Assisting in the design of model services;
- Providing community education and training to increase the knowledge of organizations working with those experiencing domestic violence;
- Facilitating and assisting with the coordination of Domestic Violence Awareness Month activities; and
- Serving on a committee that seeks to strengthen the working relationship between state domestic violence providers and DHS Child Welfare workers.

The following is a list of some of the committees and coalitions in which HSCADV participates:

- Oahu Domestic Violence Task Force; 2007-12 Strategic Plan
- Oahu Family Justice Center Committee;
- LGBTQ Department of Human Services Workgroup
- Safe & Nurturing Families Workgroup
- Human Trafficking Task Force
- Honolulu Community Safety Assessment Project
- The Women's Coalition
- Leeward-Waianae Community Action Team
- Partners In Care- Hawaii's Homeless Coalition
- Justice Reinvestment Initiative /Statewide Automated Victim Information Network Workgroup
- VAWA Workgroup
- Domestic Violence Fatality Review Team
- Military Family Advocacy Coordinating Council
- Hawaii Says NO More
- Domestic Violence Statewide Strategic Plan Oversight Body and all county task forces

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.

III. Financial

Budget

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

The budget for the twenty-five hour web based training project is as follows:

Technology Specialist/ Development of Website Infrastructure	\$20,000.00
Website Testing/Troubleshooting/ Additional Features as Needed	\$2,500.00
Website Support and Hosting Capacity	\$2,500.00
General Maintenance/ Upkeep/ and Technical Assistance	\$4,000.00
TOTAL PROJECT BUDGET	\$29,000.00

- 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
7,250.00	7,250.00	7,250.00	7,250.00	7,250.00

- 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

- 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. The applicant shall provide a listing of all state and federal tax credits it has been granted within the prior three years. HSCADV has only received one tax credit in the past three years; in 2012 the Credit of the Small Employer Health Insurance Premiums was applied.**

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

6. **The applicant shall provide the balance of its unrestricted current assets as of December 31, 2014.** The balance of unrestricted current assets as of December 31, 2014 is \$146,341.

IV. Experience and Capability

A. Necessary Skills and Experience

Necessary Skills

Hawaii State Coalition Against Domestic Violence (HSCADV) brings thirty-five years of experience in providing training and technical assistance and its analysis of issues relating to violence against women. Since its inception in 1980, HSCADV has developed a comprehensive array of community-based prevention and intervention services to communities, organizations and state agencies. HSCADV has been a pioneer in building a community of domestic violence services across all islands in Hawaii.

Over the years, HSCADV has developed strong community networks and effective working relationship with many service providers and community resources, including over 20 member programs in Hawaii; member programs include: Parents And Children Together, Child and Family Services, Catholic Charities, Domestic Violence Action Center, and others. HSCADV is active in advocacy for victims and their families and educating community leaders and government representatives about issues, needs and solutions. HSCADV has an established track record and organizational commitment to quality assurance and evaluation. HSCADV has never had a contract rescinded by a funder.

Some of HSCADV's community partnerships include the following:

Aloha United Way
Child and Family Services
Catholic Charities Hawaii
Domestic Violence Action Center
Hawaii's Association for Nonprofits
Hale Ho'omalua- Molokai
Hawaii Immigrant Justice Center
Legal Aid Society of Hawaii
Partners in Care Hawaii's Homeless Coalition
Parents And Children Together
The Windward Spouse Abuse Shelter
PHOCUSED
Victim Witness Kokua Services – Prosecutor's Office
Women Helping Women- Maui
YWCA Oahu
Weinberg Village

Child Welfare Services of the Hawaii Department of Human Services
Maternal Child Health Branch of the Hawaii Department of Health
Hawaii Department of the Attorney General
Honolulu Office of the Prosecutor
Honolulu Police Department
Joint Base Pearl Harbor Hickam
Schofield Family Readiness Program

HSCADV has a Masters Level trainer who is responsible for developing and implementing a 25-hour training curriculum as well as topic-specific trainings on domestic violence on each island in a wide range of domestic violence issues.

Additional topics of trainings provided by HSCADV include:

- Theoretical explanations of intimate partner violence (including power and control dynamics);
- Victim response to battering;
- The impact of domestic violence on children (including reactions by age and identifying/reporting child abuse);
- Barriers, risks and safety planning with victim/survivors and children;
- Characteristics of a batterer (including lethality, criminogenic criteria and risk);
- Stages of change model, Motivational Interviewing and other skills that enhance change
- Types of trauma and appropriate responses to those who have experienced trauma;
- Client and staff safety and emergency procedures (including suicide intervention and responding to difficult clients);
- Client confidentiality laws and practices;
- Assessment and risk appraisal techniques;
- Group dynamics and group facilitation techniques; and
- Working with families from varying ethnic and cultural backgrounds.

This deepens the understanding of domestic violence among the public and private sector, including domestic violence service providers. Annually, HSCADV educates over 500 service providers, advocates, law enforcement agents, and the general public each year on domestic violence and resources available for survivors.

HSCADV will also bring its demonstrated ability to facilitate diverse stakeholder discussions and lead effective collaborations. HSCADV frequently gathers and coordinates its stakeholders to ensure quality domestic violence prevention and intervention services, organize statewide public awareness campaigns and events, and mobilize for policy change. As the lead agency in developing and implementing the five year strategic plan on domestic violence, HSCADV convened a public-private partnership with advocacy organizations, social service agencies, and state departments and agencies to improve the system's response to survivors of domestic violence. In response to the plan, HSCADV oversaw the creation of domestic violence task forces in each county and established an Oversight Body (OSB), a multi-disciplinary group of stakeholders from the public and private sector. Representatives included Maternal and Child Health Branch (State Department of Health), First Circuit, Hawaii State Judiciary, Parents and

Children Together, Department of the Attorney General, Maui Prosecutor's Office, Domestic Violence Action Center, Hawaii Coalition Against Sexual Assault, Department of Human Services and the Legislative Women's Caucus. The OSB provided unparalleled opportunity to share and provide feedback on cross cutting issues such as child abuse and neglect, sexual violence and domestic violence. HSCADV provided staffing and facilitation for the OSB, which met quarterly to review progress on annual work plans and plan performance measures. HSCADV's advocacy efforts promote policies that keep victims safe, hold perpetrators accountable, and improve systemic response to survivors and their families. HSCADV worked 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:

- Coordination of training and technical assistance to victim service programs and organizations, as well as community organizations that serve survivors of domestic violence,
- Collaboration with Federal, State and Territorial, and local entities engaged in anti-violence against women activities, and
- Enhanced knowledge of resources and services to assist in victim safety

The need to ensure that services continue to be victim-centered, and do not compromise victim safety and recovery, are becoming more pronounced as funding cuts weaken the capacity of advocates to provide victim-centered services. The culmination of federal, state and local funding cuts across social services, have resulted in decreased services, staff shortages, and increased caseloads among domestic violence programs and shelters. Likewise, community programs that address the compounding issues of poverty, mental health and substance abuse, have also been stripped throughout the state. The decreasing number of domestic violence programs and other social services means that victims have fewer places to turn, and that the complexity of issues that domestic violence programs and shelters must respond to are much more complex.

This is evidenced by Hawaii shelters experiencing a significant increase of women experiencing mental health issues as well as homelessness. Through ongoing training and technical assistance provided to staff of the shelter regarding the vulnerability of women to experience domestic violence when they have compounding mental health and housing needs, the shelter staff reported feeling more competent to respond to these populations. HSCADV Training staff work closely with member programs across the state to identify training needs to their geographic and cultural communities, and provide training and technical assistance relevant to their needs.

In addition, many programs report that staff are becoming increasingly distressed by high caseloads, in addition to the impact of their own vicarious trauma that results from exposure to violent content, limiting their capacity to provide trauma-informed care. Program staff have expressed the need to receive peer-to-peer support. The peer support provided through HSCADV

helps break this isolation and creates a supportive environment where they could learn from each other and continue to develop their services.

The lack of coordinated response is also a key barrier to providing safe, effective and trauma informed services. A complex system of service providers and government entities interact with domestic violence survivors on a daily basis. The result is that survivors navigate multiple systems that have limited communication and coordination, which fail to comprehensively address the complex realities of their lives. HSCADV has made notable progress with the Child Welfare System, Department of Health (CWS) and other state agencies; however, we remain challenged in working to engage law enforcement and the criminal justice system. HSCADV has coordinated meetings with CWS to address systemic issues and provide technical assistance and has also created multiple curricula for CWS, including a home visitor curriculum.

The law enforcement community has participated in the annual conference as well as other trainings provided by HSCADV, however historically, attendance had been low and there was limited response to our continued requests to present domestic violence education opportunities to their community directly. HSCADV continues our efforts in engaging the law enforcement community as it is necessary to have a coordinated community response for the best possible outcomes for victims and survivors. Most recently, HSCADV has initiated a series of meetings with HPD monthly to address safety of domestic violence victims and accountability of perpetrators in HPD policy and practices. HSCADV has also recently made progress with HPD to address training of officers. A domestic violence taskforce on Oahu would enhance this relationship by providing opportunities to coordinate resources to support more appropriate infrastructure and 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.

HSCADV serves a unique role in our state's response to domestic violence in that it creates policy, legislative, and social change beyond the provision of direct services to individual victims of domestic violence and advocates for the member programs that serve women, children and families directly. 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 those who do harm accountable, and improve systemic response to survivors and their families.

The training and technical assistance we provide are valuable supports for domestic violence programs and shelters that provide the necessary front-line work of helping individual women find safety. HSCADV provides 25-hour and topic-specific trainings and curriculum on domestic violence on each island, which deepens understanding of domestic violence among the public and private sector, especially those who provide direct services to victims of domestic violence. Annually, HSCADV educates students, service providers, law enforcement, and community members on domestic violence and resources available for survivors. HSCADV also coordinates local programs to come together to share information, explore challenges and develop new strategies. HSCADV coordinates many awareness raising events throughout the year as well as a concentrated effort for public events during October, which is domestic violence awareness month. HSCADV has long been the lead in facilitating a statewide, coordinated effort to create awareness raising events.

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.

On July 31st 2014 HSCADV help 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, two 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.

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	January 1, 2013 – June 30, 2013	Tod Robertson, 733-9033

	Branch and HSCADV		
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Quality Assurance and Evaluation

Hawaii State Coalition Against Domestic Violence is dedicated to providing quality services to the communities across the state. HSCADV maintains an organizational plan to support the agency's mission and ensure that targeted goals and outcomes are achieved to the highest standard of services. HSCADV constantly evaluates its performance and seeks input from program audiences to:

- Be accountable to stakeholders, funders and the community
- Continually improve the as it does business and serves the community
- Enhance the ability to contribute to higher quality of life for Hawaii's communities

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 trainings and technical assistance provided using Likert Scales and quantitative as well as qualitative questions to determine audience 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.

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.

V. Personnel: Project Organization and Staffing

A. Proposed Staffing, Staff Qualifications, Supervision and Training

Proposed Staffing

HSCADV has three full-time positions and one part-time position. Personnel are reflective of the population of Hawaii and several staff have been with the organization for more than five years. Staff of HSCADV are recognized as local experts in the area of intervention and prevention of violence against women and children. Staff in each program function as a team, working to ensure the smooth operational functioning of the organization. All staff work cooperatively to meet program and organizational goals. All components integrate and coordinate effective intervention through the teamwork of the staff and the leadership of the Executive Director. The staff positions included in this proposal are summarized below and reflect the minimum number of staff needed to maintain the program integrity and approach described in the Service Delivery section.

Marci Lopes, Executive Director

Job Description: The Executive Director is responsible for oversight of all program staff and the Accounting Clerk. She engages in macro-level advocacy to change systems and institutions' response to domestic violence. She engages local communities and community-based organizations in the movement to end domestic violence in the state.

Michelle Rocca, Training and Technical Assistance Director
Job Description: The Training and Technical Assistance Director is responsible for managing and providing all training and technical assistance, curriculum development and support to coalition member partners. She is also responsible for identifying training needs, and is responsible for grants management and reporting for the training program.

Janelle Oishi, Systems and Communities Director

Job Description: The Systems and Communities Director is responsible for oversight of this grant and reporting for the program. She collaborates with member agencies, social service providers and government agencies to improve and enhance responses to domestic violence survivors. She engages in systems advocacy, providing assistance and resources for training and technical assistance opportunities.

Kim Siu, Accounting Clerk

Job Description: The Accounting Clerk is responsible for oversight of fiscal-related applications of the project and will maintain records related to financial reporting. She will be submitting financial reports for the project.

Staff Qualifications

HSCADV sets a high standard for staff expertise with the issue of domestic violence and its analysis. Staff hired to work at HSCADV are carefully screened to ensure they possess the knowledge, capacity, skills and experience to provide proficient domestic violence advocacy, education and coordination services.

The following chart presents the job titles, responsibilities, and minimum qualifications for positions providing proposed services. Full job descriptions and staff resumes are located in the attachments, only a sampling of staff currently in these positions is mentioned here.

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;"><i>Or</i></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 <p>• <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</i></p>	<ul style="list-style-type: none"> • Experience in office and project management • Organizational, administrative, bookkeeping and clerical skills

Position and Responsibilities	Minimum Qualifications
<i>December 2015.</i>	

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 to ensure that employees are properly implementing best practices and meeting program goals. Finally, supervision serves an important role in supporting staff members by addressing their professional development, well-being and any possible compassion fatigue. Employees are evaluated semi-annually and goals for staff performance are established at this time. Regular feedback on progress towards these goals is provided during supervision sessions and at informal discussions throughout the year (as recommended by Latessa, Travis, Fulton & Stichman, 1998).

Training

HSCADV recognizes that its most valuable resource is its employees. HSCADV’s staff training and development program is built upon that premise. Staff development activities are designed to support the overall goals and objectives of services, to ensure that services are implemented in a uniform and ethical manner. Training enables personnel to improve their knowledge, skills and abilities, while promoting awareness and sensitivity to cultural backgrounds. Additional training needs are identified at each staff meeting as well as at each individual supervisory session. HSCADV is proactive in meeting the training needs of its workers and expects staff members to take advantage of a variety of training opportunities throughout the year. All staff maintain current knowledge on a range of topics related to domestic violence issues including but not limited to:

- Theoretical explanations of intimate partner violence (including power and control dynamics);
- Victim response to battering;
- The impact of domestic violence on children (including reactions by age and identifying/reporting child abuse);
- Barriers, risks and safety planning with victim/survivors and children;
- Characteristics of a batterer (including lethality, criminogenic criteria and risk);
- Stages of change model, Motivational Interviewing and other skills that enhance change
- Types of trauma and appropriate responses to those who have experienced trauma;
- Client and staff safety and emergency procedures (including suicide intervention and responding to difficult clients);
- Client confidentiality laws and practices;
- Assessment and risk appraisal techniques;
- Group dynamics and group facilitation techniques; and
- Working with families from varying ethnic and cultural backgrounds.

B. Organization Chart

Attached is an organization chart of HSCADV staff and positions.

C. Compensation

Please see the attached Budget form (p. 6).

VI. Other

A. Litigation

HSCADV has no litigation pending.

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

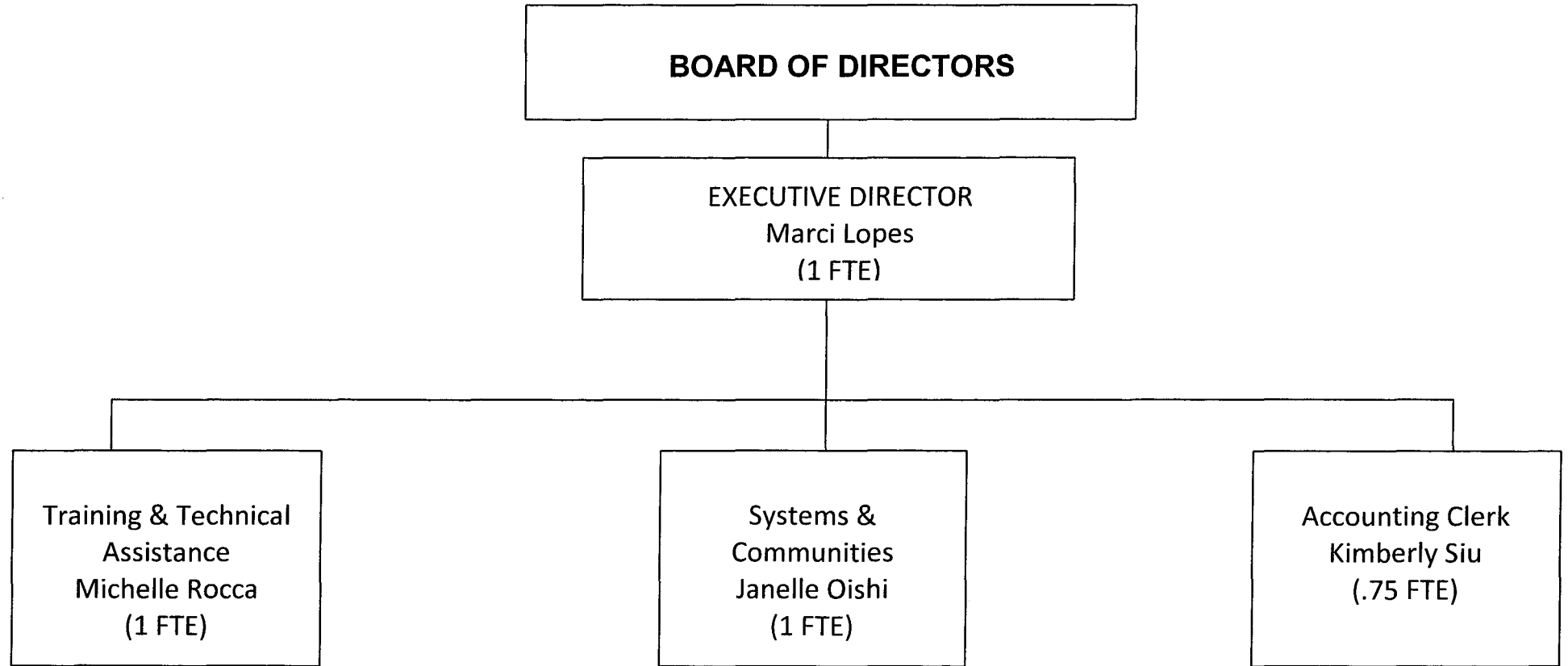
This grant will not be used to benefit a sectarian or non-sectarian private educational institution.

E. Future Sustainability Plan

Upon completion of the project, the necessity for continued funding will be minimal and will be sought by external sources for the maintenance and technical assistance required for the general upkeep of the website.

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.



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.

hscadv **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	0	146,334		
2. Payroll Taxes & Assessments	0	24,879		
3. Fringe Benefits	0	10,770		
TOTAL PERSONNEL COST	0	181,983		
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	0	0		
2. Insurance	0	2,395		
3. Lease/Rental of Equipment	0	5,380		
4. Lease/Rental of Space	0	31,603		
5. Staff Training	0	0		
6. Supplies	0	8,090		
7. Telecommunication	0	3,572		
8. Utilities	0	0		
9. Meetings & Events	0	5,437		
10. Computer and Web Development	29,000	0		
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	29,000	56,477		
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	29,000	238,460		
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	29,000	Michelle Rocca	808-832-9316	
(b) Total Federal Funds Requested	238,460	Name (Please type or print) Phone		
(c) Total County Funds Requested	0	Signature of Authorized Official Date		
(d) Total Private/Other Funds Requested	0	Michelle Rocca, Training and TA Director		
TOTAL BUDGET	267,460	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	0.00%	\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				0.00
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)	0.00	\$0.00	\$ -	0
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				0
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				
There will be no use of this budget for Equipment or Motor Vehicles				

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, 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.

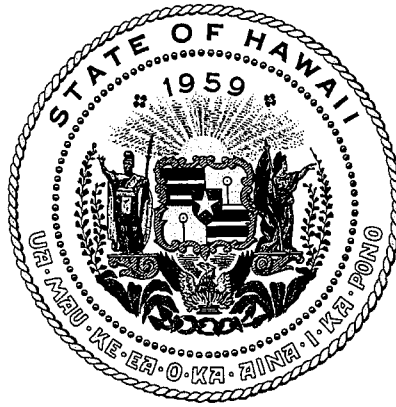
Pursuant to Section 42F-103, Hawaii Revised Statutes, for grants used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant was awarded and disposes of the land in fee simple or by lease, the organization shall negotiate with 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.

Name of Individual (Organization)

1.29.15
(Date)

Michelle Rocca
(Typed Name) Training and TA Director
(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

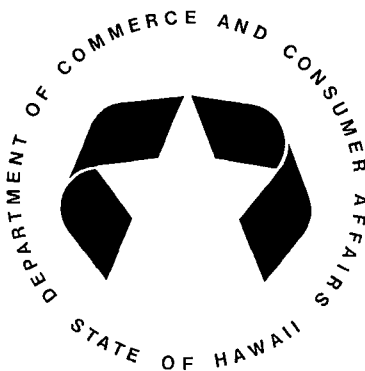
HAWAII STATE COALITION AGAINST DOMESTIC VIOLENCE

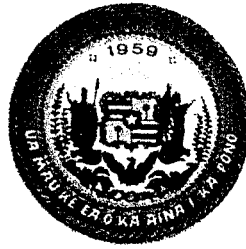
was incorporated under the laws of Hawaii on 03/22/1994 ; that it is an existing nonprofit corporation; and that, as far as the records of this Department reveal, has complied with all of the provisions of the Hawaii Nonprofit Corporations Act, regulating domestic nonprofit corporations.

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#: W40420648-01
 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 Internal Revenue Service	Compliant 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